



15 South Pennsylvania Avenue
Atlantic City, NJ 08401

NJ CRDA - City of Atlantic City- Certificate of Non-Conformity - Single Family Checklist (Form # 3)

REQUIRED APPLICATION ITEMS

Project Name: 1 S. Texas Avenue Application# _____

Prepared by: _____ Title _____ date. ____ _

Note : Three (3) copies of plans and supporting documents are required as the initial submission.

| Item # | Description | REQUIRED | SUBMITTED | WAIVER REQUESTED BY APPLICANT | Waiver Recommended by Reviewer |
|--------|--|----------|-----------|-------------------------------|--------------------------------|
| 1 | Completed CNC Application Form | X | / | | |
| 2 | Payment of Required Application Fee | X | / | | |
| 3 | Name and address, email address of property owner and applicant. | X | / | | |
| 4 | Proof of real estate taxes and other assessments paid. | X | / | | |
| 5 | Name, signature, license number, seal and address of each professional consultant, as applicable, involved in preparation of required documents. | X | | | |
| 6 | A narrative describing existing conditions, the historical use of the property, surrounding uses and the proposed use of the property. | X | / | | |
| 7 | Title block denoting type of application, tax map sheet, project address, block and lot, and street location. | X | | | |
| 8 | Proof of ownership of property. (Report of title, copy of deed AS FILED with the Atlantic County Clerk's Office, affidavit or other documentation evidencing ownership.) | X | / | | |
| 9 | Consent of property owner to applicant to development project. | X | / | | |
| 11 | Zoning Schedule listing: Use, lot area, lot width, lot depth, yard setbacks, floor area ratio, density, building coverage, building height and parking requirements, including existing and proposed with conformity status of each. | X | | | |
| 12 | Certified List of Property Owners within 200' | X | / | | |

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|---|--|---|---|---|--|
| | Radius of the subject property by City of Atlantic City Tax assessor's Office. | | | | |
| 13 | Public Notice in compliance with NJSA 40:55D-12. | X | | | |
| 14 | Electronic copy of the full application including: application, photos, maps, reports, plans and other exhibits in pd/ format. Maximum size of file(s) 4 MB. | X | | | |
| Evidence is required to support the claim of the pre-existing Non-conformity. The following is a list of types of evidence that should be submitted: | | | | | |
| 15 | Copies of Property Record Cards from Municipal Tax Assessor's Office | X | ✓ | | |
| 16 | Copies of prior and current Certificate of Occupancy from Municipal Construction Office. | X | | | |
| 17 | Copies of Building Permit(s) from Municipal Construction Office. | X | | | |
| 18 | Copies The Polk Directory from Atlantic City Free Public Library. | X | / | | |
| 19 | Copies of Sanborn Insurance Maps and or other Atlas'. | X | | | |
| 20 | Copy of Survey prepared by New Jersey licensed professional land surveyor depicting buildings, structures, etc. | X | , | W | |
| 21 | Copy of architectural plan depicting areas and type of each use. | X | | W | |
| | other: _____ | | | | |
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