

BOROUGH OF ALPHA PLANNING BOARD

REQUEST FOR INFORMAL APPEARANCE

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_ FAX NUMBER \_\_\_\_\_

LOCATION OF PROPERTY TO BE DISCUSSED:

BLOCK NUMBER \_\_\_\_\_ LOT NUMBER \_\_\_\_\_ ZONE \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

THE FOLLOWING INFORMATION MUST BE PROVIDED.

Proof of ownership of property

A written description of the reason for your informal appearance

A copy of your survey

If you do not have a survey, a sketch of your proposal

Please provide 14 copies of this form along with 14 copies of the items requested to the board secretary at least two weeks before a scheduled meeting. Informal appearances are placed on the agenda after the formal applications. It is possible that informal applications may not be reached on an agenda. The chairman may at times place a time limitation on informal appearances due to the length of the agenda. Time limitation is usually 15 minutes. If the agenda is filled at the time your request is received, you will be notified that your request will be placed on the agenda for the subsequent meeting.

There may be times when a meeting is cancelled. A copy of the Schedule of Meetings is included with this form. You may contact the board secretary, Dolores Hanisak at (908)454-0088, Ext.178 and leave a message. Your call will be returned.