

**BERGEN COUNTY CONSTRUCTION BOARD OF APPEALS APPLICATION TO
APPEAL PROFESSIONAL SERVICE BILLS UNDER THE PROVISIONS OF THE
"MUNICIPAL LAND USE LAW," N.J.S.A. 40:55D-1 ET SEQ.**

1. Name of Applicant/Agent _____
 - a) Home Address _____
 - b) Business Address _____

2. Subject Property Project Name _____
 - a) Block(s) _____ Lot(s) _____
 - b) Street Location _____
 - c) Municipality & Address _____

 - d) Nature of Appeal _____
 - e) Amount of escrow previously posted \$ _____
 - f) Permit number (if applicable) _____

3. Furnish the following data with this Appeal Application Form:
 - a) copy of written notification to municipality (40:55D-53.2a) and response to same
 - b) copy of a certified resolution, or ordinance to establish fee schedule
 - c) copy of the developers agreement and Board resolution
 - d) copy of professional service bills in question
 - e) a legal brief stating the facts of law that will be used, if any
 - f) a report detailing the specific charges being contested; and why
 - g) a copy of site plans and details for the subject property
 - h) a chronological description of the work

4.
 - a) proof of service of notice on the professional and municipality by certified mail, return receipt requested
 - b) upon service of notice to appeal professional service bills on the professional firm or municipal employee, the party so served shall prepare a report and file same with the Board Secretary within thirty (30) working days of receipt of the notice

5. Furnish ten (10) copies of all documents.

6. The Applicant/Agent shall simultaneously send a complete copy of the appeal to the municipality, approving authority, and any professional whose charge is the subject of the appeal.

Each professional service being appealed, shall be a separate application.

The required application fee is \$50.00 for an owner-occupied single family residence. All others are \$100.00, (check payable to the "COUNTY OF BERGEN") Application fees are non-refundable. Cash is not accepted.

I, _____ certify that the above information is true and correct and all parties have been properly served.

Applicant/Agent Signature

Date