



RECEIVED

JAN 17 2023

**PLANNING & ZONING OFFICE
TOWNSHIP OF CRANFORD**

Township of Cranford

Development Assistance Package

Office of Planning and Zoning

8 Springfield Avenue
Cranford, New Jersey 07016

Kathleen Nemeth, Zoning Officer

K-Nemeth@CranfordNJ.org
908.709.7216

Index - Development Assistance Package

TOWNSHIP OF CRANFORD - ZONING DEPARTMENT

8 Springfield Avenue - Cranford, NJ 07016

Phone: (908) 709-7216 • Fax: (908) 276-7664

E-mail: Zoning@CranfordNJ.org



Form 00/Updated 4-09

<u>FORM NO.</u>	<u>APPLICATION</u>	<u>Provided</u>
00	Application Instructions (5 Pages)	<u>N/A</u>
01	Application for Board Action (9 Pages)	<u>P</u>
02	Appeal of Zoning Officer's Decision (1 Page)	<u>N/A</u>
03	Interpretation Request (1 Page)	<u>N/A</u>
04	Appeal for Relief of Zoning Requirements (3 Pages)	<u>N/A</u>
05	Application for Appeal of Use Variance (2 Pages)	<u>N/A</u>
06	Application for Conditional Use Authorization (2 Pages)	<u>N/A</u>
07	Application for Approval of Subdivision (2 Pages)	<u>N/A</u>
08	Application for Final Approval of Subdivision (1 Page)	<u>N/A</u>
09	Application for Preliminary Approval of Site Plan (2 Pages)	<u>P</u>
10	Application for Final Approval of Site Plan (2 Pages)	<u>P</u>
11	Notice of Public Hearing (1 Page)	<u>TBP</u>
12	Affidavit of Proof of Service (1 Page)	<u>TBP</u>
13	Request for Extension of Time to File Plat (1 Page)	<u>N/A</u>
14	Consent to Extension of Time for Decision (1 Page)	<u>N/A</u>
15	Hold Harmless and Indemnification Agreement (1 Page)	<u>P</u>
16	Township of Cranford Fees (9 Pages)	<u>TBP</u>
17	Request For 200' Property Owner List (1 Page)	<u>P</u>
18	Checklist of Required Items (12 pages)	<u>P</u>

Form 01/Board Application

TOWNSHIP OF CRANFORD - ZONING DEPARTMENT

8 Springfield Avenue - Cranford, NJ 07016
Phone: (908) 709-7216 • Fax: (908) 276-7664
Email: Zoning@CranfordNJ.org



Form Updated 10-12

The application, with supporting documentation, must be filed with the Planning and Zoning Department of the Township, and will be reviewed by Township professionals prior to scheduling the meeting at which the application is to be considered.

To Be Completed by Township Staff Only

Dated Received: 01/17/23

Application No.: PB-23-001

To Be Completed by Applicant

1. Subject Property

Location/Address: 108-126 South Ave. E.; 32 High St.; 2 Chestnut St.

Tax Map: Block: 478, Lot(s): 2, 3, 4, 5, 6 (South Ave. E.)

Block: 483, Lot(s): 18 (Chestnut St.)

Dimensions: Frontage: _____ Depth: _____ Total Area: _____

Zoning District: South Avenue & Chestnut Street Rehabilitation Area Subdistrict 1

2. Applicant Information

Name: 108 South Ave E, LLC, 112 South Avenue E, LLC, Boffard Holdings, LLC, VIBO Holdings, LLC, 2 Chestnut St, LLC, and Iron Ore Properties, LLC

Address: 55 Bleeker St., 2nd Floor, Millburn, NJ 07041

Phone: (201) 371-1026 (Attorney) Email: jason@primelaw.com (Attorney)

Applicant is a: Corporation _____ Partnership _____ Individual _____

Limited Liability Company Other (Specify) _____

3. Disclosure Statement

Pursuant to N.J.S.A. 40:55D-48.1, the names and addresses of all persons owning 10% of the stock in a corporate applicant or 10% interest in any partnership applicant must be disclosed. In accordance with N.J.S.A. 40:55d-48.2 that disclosure requirement applies to any corporation, limited liability company or partnership which owns more than 10% interest in the applicant followed up the chain of ownership until the names and addresses of the non-corporate

stockholders and partners exceeding the 10% ownership criterion have been disclosed. [Attach pages as necessary to fully comply.]

Name(s) Address(es)

See Attached Corporate Disclosure Statement

**4. If Owner is other than the Applicant -
Please provide the following information on the Owner(s):** N/A

Owner's Name: _____

Address: _____

Telephone Number: _____

5. Property Information:

Present use of the premises: See Attached Statement of the Applicant

Restrictions, covenants, easements, association by-laws, existing or proposed on the property:

Yes [attach copies]: _____ No: X

Proposed use of the premises: See Attached Statement of the Applicant

NOTE: All deed restrictions covenants, easements, and association by-laws, existing and proposed, must be submitted for review and must be written in easily understandable English.

6. Licensed professionals representing the Applicant before the Board (if any):

A. Attorney's Name: Jason R. Tuvel, Esq.
Address: 1 University Plaza Drive, Ste. 500
City/State/ZIP: Hackensack, NJ 07601
Phone Number: (201) 883-1010
E-mail: jason@primelaw.com

B. Planner's Name: _____
Address: _____
City/State/ZIP: _____
Phone Number: _____
E-mail: _____

C. Engineer's Name: French & Parrello Associates
Address: 1800 Rt. 34, Ste. 101
City/State/ZIP: Wall, NJ 07719
Phone Number: (732) 312-9800
E-mail: _____

D. List any other Expert who will submit a report or will testify for the Applicant:
[Attach Additional sheets as may be necessary.]

Name: Blackbird Group Architects
Area of Expertise: Architect
Address: 190 Ave. L
City/State/ZIP: Newark, NJ 07105
Phone Number: (973) 954-4650
E-mail: _____

7. Application Type

A. SUBDIVISION

_____ Minor Subdivision Approval
_____ Subdivision Approval [Preliminary]
_____ Subdivision Approval [Final]

B. SITE PLAN

_____ Minor Site Plan Approval
 Preliminary Site Plan Approval [Phases (if applicable)]
 Final Site Plan Approval [Phases (if applicable)]
_____ Amendment or Revision to an Approved Site Plan
_____ Request for waiver from Site Plan review and approval

Reason requesting waiver of site plan approval (use additional pages if necessary):

Applicant seeks waivers in areas not applicable to the instant application, as indicated by any
"N/A" designation contained herein, with the aforementioned "N/A" waivers being requested
for completeness purposes only

C. INFORMAL REVIEW: _____ Subdivision _____ Site Plan

D. CONDITIONAL USE APPROVAL per N.J.S.A. 40:55D-67 N/A

E. DIRECT ISSUANCE OF A PERMIT: N/A

_____ N.J.S.A. 40:55D-34 (permit building or structure in the bed of a mapped Street or public drainage way, flood control basin or public area reserved pursuant to N.J.S.A. 40:55D-32)
_____ N.J.S.A. 40:55D-36 (permit building or structure not related to an official suitably improved street pursuant to N.J.S.A. 40:55D-35).

F. VARIANCES PURSUANT TO N.J.S.A. 40:55D-70.C

_____ (C1) "Hardship" Variance

_____ (C2) "Flexible" Variance (benefits v. detriments)

G. VARIANCES PURSUANT TO N.J.S.A. 40:55D-70.D N/A

_____ (D1) A use or principal structure in a district restricted against such use or principal structure

_____ (D2) An expansion of a nonconforming use

_____ (D3) Deviation from a specification or standard pursuant to Section 54 of P.L. 1975, c.291 (C.40:55D-67) pertaining solely to a conditional use

_____ (D4) An increase in the permitted floor area ratio as defined in Section 3.1 of P.L. 1975, c.291 (C.40:55D-4)

_____ (D5) An increase in the permitted density as defined in Section 3.1 of P.L. 1975, c.291 (C.40:55D-4) except as applied to the required lot area for a lot or lots for detached one or two dwelling unit buildings which lot or lots are either an isolated undersized lot or lots resulting from a minor subdivision.

_____ (D6) A height of a principal structure which exceeds by 10 feet or 10% the maximum height permitted in the district for a principal structure.

H. APPEAL/INTERPRETATION PURSUANT TO N.J.S.A. 40:55D-70, (a) & (b): N/A

_____ (a) Appeal to Board of Adjustment of Order, Requirement, Decision or Refusal by an administrative officer based on or made in the enforcement of the zoning ordinance.

_____ (b) Request for Interpretation of the zoning map or ordinance or for Decisions upon other special questions upon which the Board of Adjustment is authorized to pass by any zoning or offered map or ordinance.

8. Explain in detail the exact nature of the application and the changes to be made at the premises, including the proposed use of the premises: [attach additional pages if needed]

See Attached Statement of the Applicant

9. Is a public water line available? Yes
10. Is public sanitary sewer available? Yes
11. Does the application propose a well and septic system? No
12. Have any proposed new lots been reviewed with the Tax Assessor to determine appropriate lot and block numbers? N/A
13. Are any off-tract improvements required or proposed? TBD
14. Is the subdivision to be filed by Deed or Plat? N/A
15. What form of security does the applicant propose to provide as performance and maintenance guarantees? TBD
16. Other approvals which may be required and date plans submitted: To be Submitted
 Yes _____ No _____ Date Plans Submitted _____

- _____ Any Utilities Authority
- _____ County Health Department
- X County Planning Board
- X County Soil Conservation District
- X NJ Dept. of Environmental Protection
- _____ Sewer Extension Permit
- X Sanitary Sewer Connection Permit
- _____ Stream Encroachment Permit
- _____ Waterfront Development Permit
- _____ Wetlands Permit
- _____ NJ Department of Transportation
- X Public Service Electric & Gas Company
- _____ Other _____

17. List of maps, reports and other materials accompanying the application (attach additional pages as required for complete listing.)

Quantity	Description of Item
_____	See Attached Transmittal Letter
_____	_____
_____	_____
_____	_____

18. The Applicant hereby requests that copies of the reports of the professional staff reviewing the application be provided to the following of the applicant's professionals.

Specify which reports are requested for each of the applicant's professionals or whether all reports should be submitted to the professional listed.

Reports Requested:

Send reports to:

_____ All Reports

Name/Address Jason R. Tuvell, Esq.

1 University Plaza Dr., Ste. 500

Name/Address Hackensack, NJ 07601

jason@primelaw.com

Name/Address _____

Certifications

Complete #19 *or* #20 a and b as indicated:

19. Applicant is Property Owner: I certify that I am the Owner of the property which is the subject of this application, for which I am also the Applicant, and that the foregoing statements and the materials submitted are true. As such, I further certify that I am authorized to sign this application, and that I agree to be bound by the application and the decision. [If the Owner who is also the Applicant is a corporation this must be signed by an authorized corporate officer. If the Owner who is also the Applicant is a partnership, this must be signed by a general partner.]

Sworn to and subscribed before me this
10 day of November, 2022



NOTARY PUBLIC



SIGNATURE OF APPLICANT and OWNER



20. a) Applicant is Not the Property Owner: I certify that the foregoing statements and materials submitted are true. I further certify that I am the individual applicant or that I am an Officer of the Corporate applicant and that I am authorized to sign the application for the Corporation or that I am a general partner of the partnership applicant. [If the Applicant is a corporation this must be signed by an authorized corporate officer. If the Applicant is a partnership, this must be signed by a general partner.]

Sworn to and subscribed before me this
_____ day of _____, 20__

NOTARY PUBLIC

SIGNATURE OF APPLICANT

b) Owner Who is Not the Applicant: I certify that I am the Owner of the property which is the subject of this application, that I have authorized the Applicant to make this application and that I agree to be bound by the application, the representations made and the decision in the same manner as if I were the Applicant. [If the Owner is a corporation this must be signed by an authorized corporate officer. If the Owner is a partnership, this must be signed by a general partner.]

Sworn to and subscribed before me this
_____ day of _____, 20__

NOTARY PUBLIC

SIGNATURE OF OWNER

Certifications

Complete #19 or #20 a and b as indicated:

19. Applicant is Property Owner: I certify that I am the Owner of the property which is the subject of this application, for which I am also the Applicant, and that the foregoing statements and the materials submitted are true. As such, I further certify that I am authorized to sign this application, and that I agree to be bound by the application and the decision. [If the Owner who is also the Applicant is a corporation this must be signed by an authorized corporate officer. If the Owner who is also the Applicant is a partnership, this must be signed by a general partner.]

Sworn to and subscribed before me this
_____ day of _____, 20__

NOTARY PUBLIC

SIGNATURE OF APPLICANT and OWNER

20. a) Applicant Who is Not the Property Owner: I certify that the foregoing statements and materials submitted are true. I further certify that I am the individual applicant or that I am an Officer of the Corporate applicant and that I am authorized to sign the application for the Corporation or that I am a general partner of the partnership applicant. [If the Applicant is a corporation this must be signed by an authorized corporate officer. If the Applicant is a partnership, this must be signed by a general partner.]

Sworn to and subscribed before me this
10 day of November, 2022



[Signature]
SIGNATURE OF APPLICANT

b) Owner Who is Not the Applicant: I certify that I am the Owner of the property which is the subject of this application, that I have authorized the Applicant to make this application and that I agree to be bound by the application, the representations made and the decision in the same manner as if I were the Applicant. [If the Owner is a corporation this must be signed by an authorized corporate officer. If the Owner is a partnership, this must be signed by a general partner.]

Sworn to and subscribed before me this
_____ day of _____, 20__

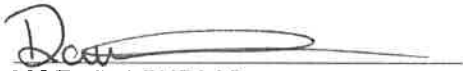
NOTARY PUBLIC

SIGNATURE OF OWNER

Checklist Certification

21. To be completed by the applicant: I certify that all of the required checklist items and any waiver requests (which includes a listing of each waiver requested and a statement of arguments in support of granting each waiver requested) have been provided as part of this application. I understand that a determination of completeness is not a determination of approval and that the Board of jurisdiction has the right to request additional information. [If the Applicant is a corporation this must be signed by an authorized corporate officer. If the Applicant is a partnership, this must be signed by a general partner.]

Sworn to and subscribed before me this
10 day of November, 2022



NOTARY PUBLIC
DAWN SMITH
NOTARY PUBLIC OF NEW JERSEY
Commission # 60123940
My Commission Expires 3/2/2025


SIGNATURE OF APPLICANT

Escrow Certification

21. Escrow Certification I (please print name) Brandon K. Beffard
understand that I have provided the non-refundable sum of \$ _____ to be deposited in a Township of Cranford escrow account. In accordance with the Ordinances of the Township of Cranford, I further understand that the escrow account is established to cover the cost of professional services including but not limited to engineering, planning, legal and other expenses associated with the review of submitted materials and the publication of the decision by the Board. Sums not utilized in the review process shall be returned upon my written request to the Zoning Department for same. If additional sums are deemed necessary, I understand that I will be notified of the required additional amount and shall add that sum to the escrow account within fifteen (15) days.


SIGNATURE OF APPLICANT

11/10/22
DATE

Hold Harmless And Indemnification Agreement

FORM 15/Updated 4/09

This agreement made this 10th day of November, 2022, witnesses:

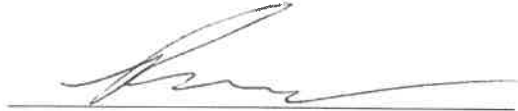
WHEREAS, Iron Ore Properties LLC, Applicant, has submitted an application to the Planning Board (Board) of the Township of Cranford with said application designated as Application No. _____; and

WHEREAS, it may be necessary for the members of the Planning Board (Board) to inspect and walk the subject property known as 1000-126 S. Ave E, 32 High St. & 2 Christy Block 479, Lot 3-6; and Block 483, Lot 13

WHEREAS, the Planning Board (Board) deems it advisable and fiscally prudent to obtain permission from the individual applicants for the members inspection of said property and to preclude claims for alleged damage in connection with the inspection;

NOW, THEREFORE, BE IT RESOLVED, in consideration of the mutual promises and covenants made by and between the parties, and is hereby agreed as follows:

I, Iron Ore Properties LLC, Applicant, shall indemnify and hold harmless the Planning Board (Board) with regard to claims for damages associated with the inspection and shall preclude claims for alleged damage in connection with the inspection and give my permission for members of said Board to walk the property listed above.



Signature of Applicant

Sworn and subscribed to before me this 10 day of November, 2022



Notary Public of the State of New Jersey
My Commission Expires on _____



AFFIDAVIT OF OWNERSHIP & OWNER CONSENT

COUNTY OF Union)
) ss.
STATE OF New Jersey)

I, Brandon Boffard being duly sworn, depose and say:

1. 2 Chestnut St, LLC (the "Owner") is the owner of certain properties located within the Township of Cranford, County of Union, the same of which is located at 2 Chestnut Street, Cranford, New Jersey (the "Property").

2. Said Property is designated as Block 483, Lot 18, as shown on the Tax Map of the Township of Cranford, County of Union, and State of New Jersey.

3. I am authorized to make this Affidavit on behalf of the Owner.

4. Owner hereby consents to Iron Ore Properties, LLC, to submit as Co-Applicants with the Owner, a development application to the Township of Cranford Planning Board (or any other governmental agency with jurisdiction over the development of the Property), for site plan approval, subdivision approval, variances, exceptions, waivers and any related approvals or permits as may be required from any governmental entity.

Sworn and Subscribed to before me

this 10 day of November, 2022.

Dawn
Notary Public

Brandon Boffard
Signature

By: Brandon Boffard
Print Name



AFFIDAVIT OF OWNERSHIP & OWNER CONSENT

COUNTY OF Union)
) ss.
STATE OF New Jersey)

I, Brandon BOFFARD being duly sworn, depose and say:

1. 112 South Avenue E, LLC (the "Owner") is the owner of certain properties located within the Township of Cranford, County of Union, the same of which is located at 112 South Avenue East, Cranford, New Jersey (the "Property").

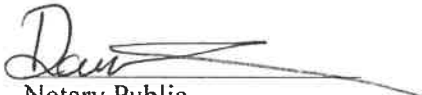
2. Said Property is designated as Block 478, Lot 3, as shown on the Tax Map of the Township of Cranford, County of Union, and State of New Jersey.

3. I am authorized to make this Affidavit on behalf of the Owner.

4. Owner hereby consents to Iron Ore Properties, LLC, to submit as Co-Applicants with the Owner, a development application to the Township of Cranford Planning Board (or any other governmental agency with jurisdiction over the development of the Property), for site plan approval, subdivision approval, variances, exceptions, waivers and any related approvals or permits as may be required from any governmental entity.

Sworn and Subscribed to before me

this 10 day of November, 2022.


Notary Public


Signature

By: Brandon BOFFARD
Print Name



TAX STATEMENT

22. Applicant is to complete and sign form, and bring it to the Cranford Township Tax Collector for signature. If you would like the signed form returned to you by mail, please provide a self-addressed, stamped envelope for same. One copy of the signed Tax Statement should be included in each of the *eighteen completed sets* of Form 01.

I, Jason Tuvel, Esq. (Attorney for Applicant) of 1 University Plaza Dr., #500, Hackensack, NJ
Name Address

am submitting an application to the

PLANNING BOARD ZONING BOARD OF ADJUSTMENT

for the development of Block 478 Lot 2-6 in Zone South Ave & Chestnut Ave
483 18 Redevelopment Plan Rehabilitation Area
Subdistrict I

located at 108-126 South Ave E., 32 High St., 2 Chestnut St.
Address

The owner of record is Boffard Holdings, LLC of 55 Bleeker St., Floor 2, Millburn, NJ 07041
Name Address
108 South Ave E LLC, 112 South Avenue E LLC, VIBO Holdings, LLC, & 2 Chestnut St LLC

I acquired interest in this property on 10/8/21, 10/15/19, 8/4/1995,
2/26/1998, 6/10/1997, 3/2/16 and request the Tax
Date

Collector to determine whether or not there are any delinquent taxes or other assessments due.

[Signature]
Applicant's Signature

11/10/21
Date

TO BE COMPLETED BY TAX COLLECTOR

- All taxes due have been paid.
- All assessments due have been paid.
- The following are delinquent and past due:



Tax Collector's Signature Date

Form 09/Preliminary Approval of Site Plan Application

TOWNSHIP OF CRANFORD - ZONING DEPARTMENT

8 Springfield Avenue - Cranford, NJ 07016

Phone: (908) 709-7216 • Fax: (908) 276-7664



Form Updated 8-12

To be completed by Township Staff Only

Application No.: _____ Date received: _____

Application is hereby made for approval of the proposed Site Plan for the land herein described:

1. PLAN DESCRIPTION:

See Attached Statement of the Applicant

a) **PREPARED BY:** French & Parrello Associates

b) **LATEST REVISION:** _____

2. **CLASSIFICATION OF SITE PLAN:** Major Minor _____

a) Does the site plan involve the creation of any new streets? **YES** **NO**

b) Does the site plan involve the extension of any off-tract improvements?
YES **NO**

c) Does the site plan involve a planned development? **YES** **NO**

3. UNION COUNTY PLANNING BOARD REVIEW:

A Union County Development Review application form must be filed with the Union County Planning Board by the applicant on ALL site plans. (Note 1) The application form may be obtained at their website:

<http://www.ucnj.org/p&cr/landstd/applform.pdf> (Note 1)

4. NOTIFICATION INFORMATION:

Notification of the hearing shall be given to the Union County Planning Board by the applicant. (Note 1)

5. PUBLIC HEARING NOTIFICATION INFORMATION:

Notice shall be given by the applicant at least ten (10) days prior to the date of the hearing to the following parties where applicable. Notice shall be by personal service or certified mail. An affidavit of proof of service demonstrating compliance with this requirement shall be filed with the Board Administrator in the Planning/Zoning Department at least four (4) business days prior to the date of the hearing.

Please circle responses:

- a) Is the subject property located within two hundred feet (200') of any municipal boundary? **YES** **NO** If yes, City Clerk of adjacent municipality and County Planning Board shall be notified of hearing by applicant. (Note 1)
- b) Is the subject property adjacent to a State highway? **YES** **NO** If yes, applicant shall notify the Commissioner of Transportation of the hearing. (Note 2)
- c) Is the property in question greater than one hundred fifty (150) acres or involves more than five hundred (500) dwelling units? **YES** **NO** If yes, applicant shall notify the Director of the New Jersey State Planning Commission of the hearing. Notice shall include a copy of maps and documents required to be on file with the Municipal Clerk. (Note 3)

THE APPLICANT SHALL NOTIFY ALL OWNERS OF PROPERTY LOCATED WITHIN TWO HUNDRED FEET (200') IN ALL DIRECTIONS OF THE PROPERTY IN QUESTION AND OTHERS AS REQUIRED.

6. DISCLOSURE INFORMATION:

Is applicant and/or owner a corporation, limited liability company or partnership and does the application involve variances to construct a multiple dwelling of twenty-five (25) or more family units or approval of a site to be used for commercial purposes? **YES** **NO** If yes, submit disclosure of all stockholders holding ten percent (10%) or greater interest in the partnership pursuant to N.J.S.A. 40:55D-48.1 et.seq.

See Attached Corporate Disclosure Statement

NOTES:

- "1" Union County Planning Board
Attn: Union County Department of Engineering and Planning
Union County Administration Building, Elizabethtown Plaza
Elizabeth, New Jersey 07207
- "2" New Jersey Department of Transportation
1035 Parkway Avenue
P.O. Box 600
Trenton, NJ 08625
- "3" New Jersey State Planning Commission
150 West State Street
P.O. Box 204
Trenton, New Jersey 08625

Form 10/Final Approval of Site Plan Application

TOWNSHIP OF CRANFORD - ZONING DEPARTMENT

8 Springfield Avenue - Cranford, NJ 07016
Phone: (908) 709-7216 • Fax: (908) 276-7664



Form Updated 8-12

To be completed by Township Staff Only

Application No.: _____ Date received: _____

Application is hereby made for approval of the proposed site plan for the land hereinafter more particularly described.

1. a) **DATE OF PRELIMINARY APPROVAL:** Application submitted simultaneously

b) **DATE OF ANY EXTENSIONS GRANTED** (attach documentation):

Pursuant to N.J.S.A. 40:55D-49, preliminary site plan approvals expire three (3) years from the date of preliminary approval. The applicant may apply to the reviewing Board for extensions for additional periods of at least one (1) year but not to exceed a total extension of two (2) years.

c) **DATE OF LATEST REVISION:** _____

d) **CONTACT PERSON:** _____
Phone: _____ **Email:** _____

2. Does the Application include (check all that apply):

- a) **Drainage Plan** X
- b) **Paving Plan** X
- c) **Utility Plan** X
- d) **Landscaping Plan** X
- e) **Sign Plan** X
- f) **Lighting Plan** X
- g) **Elevation Drawing** X

3. Does the final plan follow exactly the plan granted preliminary approval in regard to development plans, area covered, other details? **YES** **NO** If not, indicate any changes (attach copy if necessary).

4. **Have all conditions of preliminary approval been met?** **YES** **NO** Attach evidence of compliance, if not included on plans. If conditions have not been met, specify reasons.

DO NOT WRITE BELOW THIS LINE

<p>REVIEW BY ENGINEER: Jacqueline Dirmann, Colliers Engineering</p>	<p>REVIEW BY ZONING OFFICER: Kathleen Nemeth</p>
<p>COMMENTS:</p>	<p>COMMENTS:</p>
<p>_____ SIGNATURE OF APPROVAL</p> <p>_____ DATE</p>	<p>_____ SIGNATURE OF APPROVAL</p> <p>_____ DATE</p>

Checklist of Required Items

TOWNSHIP OF CRANFORD – PLANNING AND ZONING DEPARTMENT

8 Springfield Avenue - Cranford, NJ 07016

Phone: (908) 709-7216 • Fax: (908) 276-7664

E-mail: Zoning@CranfordNJ.org



Form 18/Updated 9/12

The following is the checklist of required items that must be submitted to the Planning and Zoning Office as part of any application made to the Township's Planning Board or Zoning Board of Adjustment. Applications will not be deemed complete by the zoning Officer and sent to the Board Scribe for scheduling until all checklist items are provided or waiver request is received. All applicants must note whether an item is provided (Provided or "P") or a waiver is requested (waiver or "W"). If a request for a waiver is made, on a separate form the applicant should state the reason for the waiver request. All waiver requests will be approved or denied by the respective board. The type and number of required items will vary depending upon the application. For example, if an applicant is seeking "D" variance relief along with preliminary and final site plan approval, then the applicant would need to provide all the required items in Checklist 1, "D" variance relief, and preliminary and final site plan approval. If you have any questions regarding this matter please contact the Planning and Zoning Department.

Checklist 1. Required items for all applications submitted to the Planning and Zoning Board of Adjustment.

Checklist 2. Required items for applications appealing the Zoning Officer's determination. N/A

Checklist 3. Required items for requesting an interpretation of the Land Development Ordinance. N/A

Checklist 4. Required items for "C" variance relief and design waiver applications pursuant to NJSA 40:55D-70c.

Checklist 5. Required items for "D" (a.k.a "use") variance applications pursuant to NJSA 40:55D-70d. N/A

Checklist 6. Required items for applications for approval of all conditional uses as stated in § 136-35 of the Township's Land Development Ordinance. N/A

Checklist 7. Required items for preliminary major and minor subdivision applications as defined in § 136-1B(2) of the Township's Land Development Ordinance. N/A

Checklist 8. Required items for major and minor final subdivision applications as defined in § 136-1B(2) of the Township's Land Development Ordinance. N/A

Checklist 9. Required items for all major and minor preliminary site plan applications.

Checklist 10. Required items for applications for major and minor final site plan approval.

Address of Property: _____

Checklist 1. Required items for all applications submitted to the Planning and Zoning Board of Adjustment.

Item Number	Required Item	To be completed by applicant.		To be completed by the Planning and Zoning Office.	
		<i>Provided ("P") or Waiver Requested ("W")</i>	<i>Applicant's Initials</i>	<i>Date item received by Planning and Zoning Office</i>	<i>Zoning Officer's initials</i>
1.	One original and 17 copies of the completed Standard Board Application Form (see Form 01).	P			
2.	One original and 17 copies of the Hold Harmless Indemnification Agreement (see Form 15).	P			
3.	One original and 17 copies of the property survey of the subject property prepared by a New Jersey licensed surveyor and that details the following items: <ul style="list-style-type: none"> - All existing site conditions. - All proposed site conditions. - The location of all easements and encumbrances upon the subject property. - Graphic scale, north arrow, and reference meridian. - A scale of not more than 1:40. - The existing and proposed lot coverage totals. - Title block containing the survey preparer's name and the date the survey was prepared and any revision dates. 	P			
4.	18 copies of any protective covenants and deed restrictions related to the subject property.	N/A			
5.	One original and 17 copies of the certification from the Tax Collector that all taxes are paid in full (see Form 1).	P			
6.	Proof that all fees are paid in full and all escrow accounts (if required) are current.	P			
7.	One original and 17 copies of the checklist documenting all items provided and all checklist items waivers requested and statement of arguments in support of waiver requests (see Form 18).	P			
8.	One original application for the list of owners within 200 ft. of the subject property.	P			
9.	One original and 17 copies of any approved site plans for the subject site. The original must be sealed by licensed professional.	P			

Address of Property: _____

Checklist 9. List of all required items for all major and minor preliminary site plan applications.

Item Number	Required Item	To be completed by applicant.		To be completed by the Planning and Zoning Office.	
		<i>Provided ("P") or Waiver Requested ("W")</i>	<i>Applicant's Initials</i>	<i>Date item received by Planning and Zoning Office</i>	<i>Zoning Officer's initials</i>
1.	One original and 17 copies of the Preliminary Site Plan Approval Form (Form 09).	P			
2.	One original and 17 copies of the exterior facades and elevations.	P			
3.	<p>One original and 17 copies of a proposed site plan. The plan must provide the following details:</p> <ul style="list-style-type: none"> • All existing and proposed principal and accessory structures. • A title block containing all required certifications, plan title, date and all revision dates. • Location, type, and height of fences, walls, and screening. • Location, type, and volume of refuse storage and recycling facilities. • A written description of the proposed use(s) and operation(s) of the building(s), including the number of employees or members of non-residential buildings; the proposed number of shifts to be worked and the maximum number of employees on each shift; expected truck traffic; anticipated hours of operation and anticipated expansion plans incorporated in the building design. • Zoning information block shall be indicating the required, existing, and proposed bulk requirements. • List of all owners within 200 feet of subject site. 	P			
4.	<p>One original and 17 copies of the interior layout for each floor of all existing and proposed structures. Each set of plans must contain the following details:</p> <ul style="list-style-type: none"> • The building construction type/class. (UCC ADOPTED CODE) and appropriate construction details. • Finished floor elevation referenced to 	P			

	geodetic data				
5.	<p>One original and 17 copies of a parking and circulation plan. The plan must contain the following items</p> <ul style="list-style-type: none"> • Parking aisle and stall dimensions and pavement surface type. • Location and dimension of pedestrian paths, walkways, and sidewalks and all barrier free design • Curbing and apron type. • Location of all loading docks. 	P			
6.	<p>One original and 17 copies of a grading and storm water management plan. The plan must providing the following:</p> <ul style="list-style-type: none"> • A computation of required storm water detention volume and specification of minimum volume to be detained subsurface as part of a complete site drainage and grading plan. • Existing and proposed contour lines at one-foot intervals inside the tract and within thirty (30) feet of the tract's boundaries with spot elevations at all changes in grade due to construction. • Location and height of terraced and bermed areas. • Finished floor elevation referenced to geodetic data 	P			
7.	<p>One original and 17 copies of a lighting plan. The plan must providing the following:</p> <ul style="list-style-type: none"> • Location and height of lighting. • Demonstrate compliance with all lighting standards. 	P			
8.	<p>One original and 17 copies of a proposed landscaping plan. The plan must providing the following:</p> <ul style="list-style-type: none"> • The location of all existing trees, shrubs, and seeded or groundcover areas. • Location and planting schedule of all trees, shrubs, and seeded or groundcover areas. • Demonstrate compliance with the Township's Tree Replacement Ordinance. 	P			
9.	<p>A sign plan for all existing and proposed signs including:</p> <ul style="list-style-type: none"> • Location, position and dimensions. • All information to be contained on sign. • Source of illumination, if applicable. 	P			

Address of Property: _____

Checklist 10. Required items for applications for major and minor final site plan approval:

Item Number	Required Item	To be completed by applicant.		To be completed by the Planning and Zoning Office.	
		<i>Provided ("P") or Waiver Requested ("W")</i>	<i>Applicant's Initials</i>	<i>Date item received by Planning and Zoning Office</i>	<i>Zoning Officer's initials</i>
1.	One original and 17 copies of the Final Site Plan approval form (Form 10) .	P			
2.	One original and 17 copies of the certification from the Tax Collector that all taxes are paid in full (see Form 1).	P			
3.	If applicable, one original and 17 copies of the stream encroachment permit or waiver for the proposed development.	N/A			
4.	If applicable, one original and 17 copies of the permit or exemption issued under the "Soil Erosion and Sedimentation Control Act" (NJSA 4:24-39 et. seq.).	W			
5.	One original and 17 copies of the building elevation drawings with specification of facade materials.	P			
6.	One original and 17 copies of the profiles and specifications for proposed curbing and driveway aprons.	P			
7.	If applicable, one original and 17 copies of the permit or waiver from the New Jersey Department of Transportation.	N/A			
8.	One original and 17 copies of the proposed final site plan. The plan should include the following details: <ul style="list-style-type: none"> • Compliance with all of the requirements of preliminary site plan approval. • Compliance with all recommendations of the Board. • An affidavit that is signed and sworn to by the applicant that the final site plan is exactly the same as the preliminary site plan approved by the Board. If there are any changes, the changes shall be noted and reason stated for the changes. 	P			

STATEMENT OF APPLICANT

**108-126 South Ave. E., 32 High St., 2 Chestnut St.
Block 478, Lots 2-6, Block 483, Lot 18
Cranford, NJ 07016 (the “Properties”)**

108 South Ave E, LLC, 112 South Avenue E, LLC, Boffard Holdings, LLC, VIBO Holdings, LLC, 2 Chestnut St, LLC, and Iron Ore Properties, LLC (collectively, the “Applicants”) are the owners of the Properties, which are located in the Township of Cranford’s South Avenue & Chestnut Avenue Redevelopment Plan (the “Redevelopment Plan”) Rehabilitation Area Subdistrict 1. The Properties consist of two (2) non-contiguous areas, consisting of 108-126 South Ave. E., and 32 High Street, Block 478, Lots 2-6 (“Site 1”), and 2 Chestnut Street, Block 483, Lot 18 (“Site 2”).

The Applicants are seeking preliminary and final site plan approval (the “Application”) to construct a four (4) story mixed-use (commercial and residential) multi-family apartment building with commercial uses on the first floor, consisting of fifty-five (55) total units, including 9 COAH affordable housing units and 46 market rate units. The Application proposes 77 total on and off-street parking spaces (inclusive of the 10% EV parking credit spaces – spaces) between Site 1 and Site 2. The proposed mixed-use building and 57 on-site parking spaces (including 2 ADA parking spaces and 7 EV credit spaces) and 5 street parking spaces are proposed for Site 1, with 9 on-site parking spaces and 6 street parking spaces proposed for Site 2. The Application does not require any variance, deviation or design waiver relief¹ from the Township’s Ordinances or the Redevelopment Plan, and the Application’s proposed use is permitted as of right in the D-T Zone. The Applicant seeks a waiver from Checklist 10 Item 4 – permit or exemption issued under the “Soil Erosion and Sedimentation Control Act”.

Site 1 is currently developed with multiple single and 2 ½ story commercial structures. Site 2 is currently developed with a multi-family (3) residence and an existing parking lot. The Application proposes to demolish all structures currently on Site 1 and construct the aforementioned mixed-use building as set forth in the Application and supporting plans.

Expert testimony will be provided at the hearing to further support the approvals and relief requested above.

¹ Exclusive of waivers sought due to sections of the Township’s application package being inapplicable to the Application, with the aforementioned waivers being requested for completeness purposes only, and the waiver sought from Checklist 10 Item 4.

DEVELOPMENT REVIEW APPLICATION FORM

COUNTY OF UNION, NEW JERSEY

NOTICE TO APPLICANT: Please forward by mail (no hand delivery is accepted unless by appointment) one paper copy of the plan, supporting documentation and this application form & checklist along with one electronic (PDF) copy of the plans and associated reports on a compact disk /USB drive to the Union County Bureau of Planning & Economic Development, Department of Economic Development, Administration Building, Elizabethtown Plaza, Elizabeth, NJ, 07207; Telephone: (908) 527-4268.

1. TYPE OF DEVELOPMENT: (check one)

- A. Subdivision: _____
_____ Minor Exempt Subdivision
_____ Minor Subdivision
_____ Major Subdivision

B. Site Plan: _____ X _____

Is this a revised plan/plat? Yes () or No (X) Circle One: Plan or Plat

- 2. LOCATION OF DEVELOPMENT:** Municipality: Township of Cranford
Street or Road: 108, 112, 118, 122-126 South Avenue East; 32 High Street
Tax Map: Block # 478 Lot # 2, 3, 4, 5, & 6
- 3. APPLICANT:** Brandon K. Boffard
Address: 55 Bleeker Street, 2nd Floor, Millburn, NJ 07041
Telephone # 973-580-3293 Email Address: bboffard@ironoreproperties.com
- 4. PROPERTY OWNER:** Boffard Holdings LLC, and affiliates listed on Exhibit A
Address: 55 Bleeker Street, 2nd Floor, Millburn, NJ 07041
Telephone # 973-580-3293 Email Address bboffard@ironoreproperties.com
- 5. ATTORNEY:** Brandon K. Boffard, Esq.
Address: 55 Bleeker Street, 2nd Floor, Millburn, NJ 07041
Telephone # 973-580-3293 Email Address bboffard@ironoreproperties.com
- 6. ENGINEER:** Bahram Farzaneh
Address: 1800 State Route 34, Suite 101, Wall, NJ 07719
Telephone # 732-312-9760 Email Address Bahram.Farzaneh@FPAengineers.com
- 7. ARCHITECT:** Blackbird Group Architects LLC
Address: P.O. Box 5943, Newark, NJ 07105
Telephone # 973-954-4650 Email Address _____
- 8. LAND SURVEYOR:** Butler Surveying & Mapping, Inc.
Address: 177 Franklin Avenue, Midland Park, NJ 07432
Telephone # 201-390-0740 Email Address _____

9. DEVELOPMENT INFORMATION:

a. Project Name (if any): Preliminary and Final Site Plan for 108-126 South Avenue East, 2 Chestnut Street

b. No. of existing lots* 5 No. of proposed lots* 1

c. Area of entire tract 35,000 sq. ft.

d. Area conveyed by present owner or other *

e. Area of impervious surface (sq. ft.) 33,693 sq. ft.

f. No. of parking spaces 57

g. Zoning district D-C Downtown Core District

h. Existing use Commercial

i. Proposed use Mixed-Use Development

j. No. of housing lots for sale*

h. No. of multi-family residential units 55

i. Sq. ft. of building area for commercial use 5,765

j. Sq. ft. of building area for industrial use N/A

k. Sq. ft. of building area of other use 79,760 - residential

l. When did you apply to the municipality for this development? RDP being finalized for adoption

m. Status of Municipal Review: Approved ___ ; Pending X ; Denied ___

n. Municipal Site Plan/Subdivision Approval (Resolution) Date: Pending

o. Has the Applicant or Developer previously applied to the Union County Planning Board for approval of the proposed development? Yes () or No (X) If so, when and what was the County Application#

Union County, New Jersey
Department of Economic Development – Land Development Application

10. Signatures

APPLICANT SIGNATURE:  DATE: 11/11/21

OWNER SIGNATURE:  DATE: 11/11/21

Any additional information, which the applicant may wish to note may be provided on a separate sheet.

NOTE: Submission of this application to Union County does not exclude the possibility for the need of any technical studies or reports to support or substantiate the proposed development identified in this application. Any application information requested would be provided by the applicant. Our acknowledgement of the application as complete does not exclude the possibility of a need for any future technical studies.

***Subdivision applications only.**

Please call the Union County Bureau of Planning & Economic Development at (908) 527-4268 or (908) 527- 4197.

EXHIBIT A

Property Address	Block	Lot	Owner
108 South Avenue E	478	2	108 South Ave E LLC
112 South Avenue E	478	3	112 South Avenue E LLC
118 South Avenue E	478	4	Boffard Holdings LLC
122-126 South Avenue E	478	5	VIBO Holdings LLC
32 High Street	478	6	Boffard Holdings LLC



COUNTY OF UNION

DEPARTMENT OF ECONOMIC DEVELOPMENT
AMY CRISP WAGNER, DEPUTY COUNTY MANAGER/DIRECTOR

December 7, 2021

Mr. Jason Bottcher, Board Secretary
Municipal Building
8 Springfield Avenue
Cranford, NJ 07016

**BOARD OF COUNTY
COMMISSIONERS**

ALEXANDER MIRABELLA
Chairman

REBECCA L. WILLIAMS
Vice Chair

ANGELA R. GARRETSON

SERGIO GRANADOS

CHRISTOPHER HUDAK

BETTE JANE KOWALSKI

LOURDES M. LEON

KIMBERLY PALMIERI-MOUCED

ANDREA STATEN

EDWARD T. OATMAN
County Manager

Amy C. Wagner
Deputy County Manager

BRUCE H. BERGEN, ESQ.
County Counsel

JAMES E. PELLETTIERE, RMC
Clerk of the Board

Applicant/Site: Brandon Boffard
108, 112, 118, 122-126 South Avenue East & 32 High Street
Block 478, Lots 2-6
County File # SP 111-21

Dear Mr. Bottcher:

The County of Union's Bureau of Planning and Economic Development on behalf of the County Planning Board reviewed the site plan application and associated plans and documents in accordance to County Land Development Ordinance.

The purpose as described on the application and plans is to remove existing commercial and residential buildings and construct a mixed use development with 55 residential units and 5,765 square feet (sf) of commercial area. The applicant proposes a total of 57 parking spaces and a total impervious site cover of 33,693 sf or 96.27% which does exceed municipal requirements. The applicant's stormwater report, dated January 26, 2021, notes less impervious cover than existing condition and provides no stormwater detention system.

The comments below are based on the review of the associated plans and accompanying reports/documents in relation to the Union County Land Development Standards:

1. In accordance to **Section 501.3, Sidewalks**, a sidewalk shall be provided within the County road right-of-way in accordance with County Land Development standards. Sidewalks are to be a minimum of four feet width and placed one foot from property lines with a minimum cross slope of ¼ inch per foot rise. Sidewalks shall consist of 4500 psi Portland cement, 6% air-entrained Class B, 4 inch thick, 6 inch thick at residential driveways, and 12 inch thick at commercial/industrial driveways. The applicant shall install sidewalk along the entire frontage of the County Road in accordance with County standards and note on revised plans. The applicant shall replace sidewalk detail on sheet 14 and include Detail 1.18, Interlocking Brick Paver, and Detail 1.42, Public Sidewalk and Curb Ramps.

ADMINISTRATION BUILDING

Elizabethtown Plaza

Elizabeth, NJ 07207

(908)527-4224

fax(908) 352-3980

www.ucnj.org

We're Connected to You!

Mr. Jason Bottcher, Board Secretary

Applicant: Brandon Boffard

Application # SP 111-21

Site Address: 108, 112, 118, 122-126 South Avenue East & 32 High St.

Page 2.

2. In accordance to **Section 501.4, Curbs, and 502.4, Curbing**, requires the applicant provide curbing along the entire property fronting the County Road in accordance with County Standards. The applicant shall provide new curbs in conformance with County Standards along the entire frontage of the County Road, and identify these curbs on a revised site plan. The applicant shall also provide site design detail 1.07, Depressed Curb at Driveway, on revised plans.
3. In accordance to **Section 501.5, Driveways**, requires all driveway openings to have depressed curb design, single lane driveway shall have a minimum width of ten feet, and double lane driveways shall have a minimum width of twenty-four feet and **radius curbs are prohibited**. The applicant shall provide site design detail 1.08, Driveways, and detail 1.09, Concrete Driveway Apron Typical Section. Sight triangles shall be clear of any obstructions, plan shows parking spots, loading area, and trees in sight triangle.
4. In accordance to **Section 600, Drainage Requirements**, all developments shall be required to provide adequate drainage facilities along County Roads. On revised plans the stormwater lines shall be clearly noted. Overlapping text on sheet 6 o the site plan shall be corrected for clarity on what's proposed.

This application and its associated plans were reviewed based on Union County's Land Development Standards Ordinance Sections 300, 400, 500, 600, and 700 as described above in regards to this application has been determined that the above noted application is withheld pending receipt of revised plans/documents/digital plan copies in accordance to the above comments.

The applicant is reminded that the **County Land Development Fee Schedule** requires a **review fee of 25% of the original application fee**, in a check payable to the County of Union, for review of revised plans and associated documents. The application, plans and documents are retained for County Planning Board records in association to the State Planning Act and records rules established by the State of New Jersey. Please contact me if you have any questions.

Sincerely,



Kamal Saleh, PP, AICP
Supervising Planner

CC

Brandon Boffard, Esq.
French & Parrello Associates
Amy C. Wagner, Deputy County Manager/Director - Economic Development