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NOV 15 2023

PLANNING & ZONING OFFICE
TOWNSHIP OF CRANFORD



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.

<u>To Be Completed by Township Staff Only</u>	
Dated Received:	<u>11/15/23</u>
Application No.:	<u>ZBA-23-023</u>

To Be Completed by Applicant

1. Subject Property

Location/Address: 23 BERKELEY PL.

Tax Map: Block: 166, Lot(s): 2

Block: _____, Lot(s): _____

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

Zoning District: R4

2. Applicant Information

Name: JANICE H. SHEAFER

Address: 23 BERKELEY PL, CRANFORD, NJ

Phone: 908-276-9584 Email: JSHEAFER@COMCAST.NET

Applicant is a: Corporation _____ Partnership _____ Individual X

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)

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

Owner's Name: _____
Address: _____
Telephone Number: _____

5. Property Information:

Present use of the premises: RESIDENTIAL
Restrictions, covenants, easements, association by-laws, existing or proposed on the property:
Yes [attach copies]: _____ No: X
Proposed use of the premises: _____

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: _____
Address: _____
City/State/ZIP: _____
Phone Number: _____
E-mail: _____

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

C. Engineer's Name: _____
Address: _____
City/State/ZIP: _____
Phone Number: _____
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: Arthur J. Henn
Area of Expertise: Architect
Address: 20 East Sumner Ave
City/State/ZIP: Roselle Park, NJ, 07204
Phone Number: 908-709-6734
E-mail: art@ajharchitect.com

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):

C. INFORMAL REVIEW: Subdivision Site Plan

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

E. DIRECT ISSUANCE OF A PERMIT:

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

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

- _____ (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.

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

FEB 16 2024

- _____ (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.

PLANNING & ZONING OFFICE
TOWNSHIP OF CRANFORD

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]

The proposed work is a one story 3 seasons room in the rear of a single family residence. The footprint of the proposed structure and associated wood egrass platform (deck) will replace the existing

rear raised patio to be removed. The required rear yard setback is 48.23 ft. The proposed rear yard setback will be 35.45 ft. The setback will be 12.78 ft. over the allowance.

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? NO
13. Are any off-tract improvements required or proposed? _____
14. Is the subdivision to be filed by Deed or Plat? _____
15. What form of security does the applicant propose to provide as performance and maintenance guarantees? _____
16. Other approvals which may be required and date plans submitted:
Yes _____ No _____ Date Plans Submitted _____

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

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TOWNSHIP OF CRANFORD

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

Quantity	Description of Item
_____	_____
_____	_____
_____	_____
_____	_____

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:
_____	Name/Address _____

_____	Name/Address _____

_____	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
13th day of November, 2023

AMANDA L. AGUAYSA
A Notary Public of New Jersey
My Commission Expires AUGUST 16, 2024

Amanda Aguaysa
NOTARY PUBLIC

Janice A Sheaffer
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
____ day of _____, 20____

NOTARY PUBLIC

[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
13th day of November, 2023

AMANDA L. AGUAYSA
A Notary Public of New Jersey
My Commission Expires AUGUST 16, 2026

Amanda Aguaysa
NOTARY PUBLIC

Janice H. Sheaffer
SIGNATURE OF APPLICANT

Escrow Certification

21. Escrow Certification I (please print name) JANICE H. SHEAFER understand that I have provided the non-refundable sum of \$ 3,000.00 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.

Janice H. Sheaffer
SIGNATURE OF APPLICANT

11/13/2023
DATE

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, JANICE H. SHEAFER of 23 BERKELEY PL.
Name Address

am submitting an application to the

PLANNING BOARD ZONING BOARD OF ADJUSTMENT

for the development of Block 166 Lot 2 in Zone R4

located at 23 BERKELEY PL.
Address

The owner of record is JANICE H. SHEAFER of 23 BERKELEY P.L.
Name Address

I acquired interest in this property on 12/17/1991 and request the Tax
Date

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

Janice H. Sheaffer
Applicant's Signature

11/13/2023
Date

TO BE COMPLETED BY TAX COLLECTOR

- All taxes due have been paid.
- All assessments due have been paid.
- I verify that this information accurately reflects municipal tax records.* The following are delinquent and past due:



[Signature]
Tax Collector
Cranford Township
Union County
Tax Collector's Signature



11-21-2023
Date

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Form 04/Appeal for Relief from Zoning Requirements

NOTE: For "C" Variances and Design Waivers Only

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.: ZBA-23-023 Date received: 11/15/23

Appeal is hereby made by the applicant pursuant to NJSA 40:55D-70(c) of the New Jersey Municipal Land Use Law, for permission to vary from the requirements set forth in the Land Development Code of the Township of Cranford as follows:

1. Applicant information

Name: JANICE H. SHEAFER

Address: 23 BERKELEY PL

Phone: 908-276-9584 Email: J.SHEAFER@COMCAST.NET

2. Appeal information

Section(s) of Land Development Code	Requirement(s) set forth in the Land Development Code	Relief Requested
255 Attachment 1 Schedule 1	Rear yard setback 48.23 feet MAX. IMP. COVERAGE 3373 (40%)	35.45 feet - rear yard setback 3728 ^{SF} 44.2%

3. Please list all pre-existing non conforming conditions

Section(s) of Land Development Code	Requirement(s) set forth in the Land Development Code	Existing Conditions
255 - Schedule 1	rear yard setback: 48.23 feet	49.7 feet
	Max impervious coverage : 3,373 SF (40%)	3525 SF 41.8%

4. Arguments submitted in support of the requested relief.

On a separate sheet of paper, for each variance requested, explain fully how the physical characteristics of the property in question prevents compliance with the strict application of the code requirements creating an undue hardship for the applicant.

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 and Zoning Department at least four (4) business days prior to the date of the hearing.

Please circle responses:

1. Is the subject property located within two hundred feet (200') of any municipal boundary?

YES NO If yes, Municipal Clerk of adjacent municipality and County Planning Board shall be notified of hearing by applicant. (Note 1)

2. Is the subject property adjacent to an existing or proposed county road or adjoining other County Land?

YES NO If yes, County Planning Board shall be notified of hearing by applicant. (Note 1).

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TOWNSHIP OF CRANFORD

23 Berkeley Place, Cranford.

Form 4

Item #4:

The existing house sits more than 50 feet from the front yard setback thereby reducing the amount of usable rear yard. The house sits further back than the structures on the adjacent properties. The proposed addition is a 3 season room and does not increase the existing impervious coverage as it replaces an existing raised patio. The addition sits in the middle of the lot and does not intrude upon any of the adjacent lots. The height of the addition is single story and the existing house is 1-1/2 story.

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3. 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).

4. Is the subject property greater than one hundred fifty (150) acres or involve more than 500 dwelling units?

YES NO If yes, applicant shall notify the Director of New Jersey State Planning Commission of the hearing. Notice shall include a copy of any maps or 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 Form 01)

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
P.O. Box 600
Trenton, NJ 08625
- "3" New Jersey Business Action Center
Office for Planning Advocacy
State Planning Commission
Department of State
P.O. Box 820
Trenton, New Jersey 08625-0820

Hold Harmless And Indemnification Agreement

FORM 15/Updated 4/09

This agreement made this _____ day of _____, 20____, witnesses:

WHEREAS, JANICE H. SHEAFER Applicant, has submitted an application to the ZONING (Board) of the Township of Cranford with said application designated as Application No. _____; and

WHEREAS, it may be necessary for the members of the _____ (Board) to inspect and walk the subject property known as 23 Berkeley PL Block 166, Lot 2; and

WHEREAS, the Zoning (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, JANICE H. SHEAFER, Applicant, shall indemnify and hold harmless the Zoning (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 15 day of November, 2023

Elsa M. Amara

Notary Public of the State of New Jersey
My Commission Expires on 08/09/24



ELSA M. AMARA
A NOTARY PUBLIC OF NEW JERSEY
MY COMMISSION EXPIRES AUGUST 9, 2024