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APR 29 2021

PLANNING / ZONING / ENGINEERING  
TWP. OF BERKELEY HGTS, NJ

PLANNING BOARD  
TOWNSHIP OF BERKELEY HEIGHTS

Application # M-2-21  
Date of Filing 4/29/21

Fees to be charged:  
Application \_\_\_\_\_  
Escrow \_\_\_\_\_

(DO NOT WRITE ABOVE THIS LINE)

APPLICATION FOR A MINOR SUBDIVISION

TO: The Township of Berkeley Heights Planning Board

Application is hereby made for approval of a MINOR SUBDIVISION of land hereinafter more particularly described:

1. Applicant's Name: Full Circle Properties Springfield Avenue, LLC  
Address: 140 11th Street, Piscataway, NJ 08854

Phone: 732-968-9400 Fax: ( ) \_\_\_\_\_  
Cell: 908-482-1093 Soc. Sec. # if Individual \_\_\_\_\_  
Fed. ID # if Corporation \_\_\_\_\_

2. Name and address of present owner(s) (if other than #1, above)

Name: N/A  
Address: \_\_\_\_\_

Phone ( ) \_\_\_\_\_ FAX ( ) \_\_\_\_\_

3. Interest of Applicant if other than owner: N/A

4. Location of subdivision: Between Springfield Avenue + Sherman Avenue  
(Street, Neighborhood or Section Name)  
609 2, 3, 12, 13 HB-3  
(Tax Map Block) (Lot Numbers) (Zone)

5. Number of proposed lots: 2

6. Area of entire tract: 29,750 sq. ft., & portion being subdivided: Entire

7. List variances requested: Maximum impervious coverage for proposed Lot 12.01.

8. List of maps and other documents accompanying application and number of each:

Item	Number
Minor Subdivision Plan, Block 609,	20
Lots 2, 3, 12, 13, 588 Springfield + Sherman	
Avenues, Township of Berkeley Heights, Union County, NJ	

9. Name, address and profession of person preparing Preliminary Plat:

Name: Christian M. Kastrud Profession Professional Engineer  
Address: 1952 Route 22 East, Suite 104, Bound Brook, NJ 08805

Phone: 732-667-7744 FAX: 732-667-7741

SIGNATURE OF APPLICANT: Full Circle Properties Springfield Avenue, LLC  
By: Frank Connelly

APPLICATION -- MINOR SUBDIVISION APPLICATION

10. Applicant's Attorney:

Name: Vincent K. Loughlin, Esq., Loughlin Law Firm  
Address: 1838 East Second Street, Scotch Plains NJ 07076

Phone: 908-322-2441 FAX: 908-322-2335

11. Applicant's Witnesses:

Name: Christian M. Kastrud Profession: Professional Engineer  
Address: 1952 Route 22 East, Suite 104, Bound Brook, NJ 08805

Phone: (732)-667-7744 FAX: (732)-667-7741

Name: \_\_\_\_\_ Profession: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ FAX: ( ) \_\_\_\_\_

Name: \_\_\_\_\_ Profession: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ FAX: ( ) \_\_\_\_\_

Name: \_\_\_\_\_ Profession: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ FAX: ( ) \_\_\_\_\_

12. Owner's Letter of Consent, Submit To:

Township of Berkeley Heights/Planning Board  
29 Park Avenue  
Berkeley Heights, NJ 07922

RE: Application # \_\_\_\_\_

Block \_\_\_\_\_ Lot \_\_\_\_\_

Location: \_\_\_\_\_

Applicant: \_\_\_\_\_

I certify that I am the Owner or duly authorized representatives of the Owner of Record of the site described herein and that I concur with the application and plans presented to the Planning Board of the Township of Berkeley Heights.

Permission is hereby granted to \_\_\_\_\_ as applicant for the proposed development

Date: \_\_\_\_\_

(If title is applicable, please indicate. If joint ownership, both owners must sign and give address and telephone number)

**TOWNSHIP OF BERKELEY HEIGHTS, NEW JERSEY  
PLANNING BOARD/ZONING BOARD OF ADJUSTMENT**

**CHECK LIST - MINOR SUBDIVISION**

Applicant's Name and Address: FULL CIRCLE PROPERTIES SPRINGFIELD AVE, LLC  
140 WTA CT., PISCATAWAY, NJ 08854  
 Phone: 732 988-2400 FAX: 908 988-2333  
 Project: SUBDIVISION Location: BLK 609 LOTS 2,3,12  
 Date Received: 4/29/21 Engineer: CHNS KASIRON +13

Minor Subdivision Plate shall be submitted at least twenty-eight (28) days prior to the Regular Meeting of the Planning Board Board of Adjustment for the purpose of review, discussion and classification. Twenty (20) sets of sealed plans and copies of properly executed application forms shall be submitted.

If the Applicant is a Corporation, representation by a New Jersey Attorney is required at the Public Hearing.

Unless the following items appear on the MINOR SUBDIVISION PLAT, or if they fail to conform to the requirements herein lis a Public Hearing will not be scheduled.

The Applicant's Engineer shall complete each item on the CHECK LIST as follows:  
 ( ) Yes, ( ) No, or (N/A) Not Applicable

Applicant	Township Official Verification	Item
( )	( )	Calculation of Application Fee
( ✓ )	( )	Proper Scale (not less than 1" = 30')
( ✓ )	( )	Graphic Scale
( ✓ )	( )	Key Map (not less than 1" = 500')
( ✓ )	( )	Reference meridian
( ✓ )	( )	Date (on all documents and drawings)
( ✓ )	( )	Revision dates
( ✓ )	( )	Entire tract shown
( ✓ )	( )	List of all drawings and documents included in application
( ✓ )	( )	Name of development or project
( ✓ )	( )	Name and address of owner of record
( ✓ )	( )	Name and address of applicant
( ✓ )	( )	Name, address, signature and seal of Professional Engineer or Architect licensed in the State of New Jersey who prepared the plans
( ✓ )	( )	Survey of tract certified by licensed Land Surveyor
( ✓ )	( )	Names of adjoining owners and owners within 200' with block and lot numbers and tax sheet numbers
( ✓ )	( )	Space provided for endorsement of the Chairman, Secretary of the Planning Board or Zoning Board of Adjustment and Township Engineer
( ✓ )	( )	Tax map Identification (Sheet number, lot and block numbers) on plan
( ✓ )	( )	Tract boundaries and dimensions
( ✓ )	( )	Tract area (within 1/100 acres)
( ✓ )	( )	Zone boundaries and existing schools within 200'
N/A	( )	Proposed Right of Ways
N/A	( )	Proposed streets and street names
( ✓ )	( )	Proper size sheet

MINOR SUBDIVISION - CHECKLIST

	<u>Applicant</u>	<u>Township Official</u> <u>Verification</u>	<u>Item</u>
N/A	( )	( )	Areas dedicated to public use
N/A	( )	( )	All easements or deed restriction on or related to the tract
N/A	( )	( )	Any adjacent lots in which applicant has a direct or indirect interest
N/A	( )	( )	Improvements to adjoining streets and roads
	( ✓ )	( )	All distances to the nearest intersection with any public street (measured along sideline or centerline of adjacent street)
N/A	( )	( )	Streams, waterways and flood plains within 200' of tract
	( )	( )	Setback lines; Provided and Required
	( ✓ )	( )	Building height, size and location
	( ✓ )	( )	Percent (%) of building coverage
	( ✓ )	( )	Location and size of existing buildings and structures
	( ✓ )	( )	Structures to be removed shall be indicated by dashed lines
N/A	( )	( )	Existing structures on Historic Landmarks' inventory maintained by Union County Planning Board
	( ✓ )	( )	Existing elevations and contours (2' contour interval and extended 50' beyond tract)
N/A	( )	( )	Proposed elevations and contours (2' contour interval and extended 50' beyond tract)
N/A	( )	( )	Elevation drawings (front, back and side of proposed and existing buildings and signs) with dimensions
N/A	( )	( )	Floor plans with dimensions
N/A	( )	( )	Exterior wall material
N/A	( )	( )	Exterior architectural lighting and details
	( ✓ )	( )	Access streets (Names, width, lanes)
	( ✓ )	( )	Vehicular ingress and egress to and from site onto public streets
N/A	( )	( )	Directional traffic flow on site
	( ✓ )	( )	Calculation of parking; Provided and Required
N/A	( )	( )	Location, scaled design of off-street parking
N/A	( )	( )	Size and location of bays, aisles and planting areas
	( ✓ )	( )	Off-street parking areas, paved and curbed
N/A	( )	( )	Written Use Plan
	( ✓ )	( )	Size and location of driveways and curb cuts
	( ✓ )	( )	No driveway within five (5) feet of property line
N/A	( )	( )	Driveways conform to maximum and minimum dimensions required
N/A	( )	( )	Sight easements shown on plan
	( ✓ )	( )	Sidewalks, walkways and pedestrian lanes
N/A	( )	( )	Fire Lanes
N/A	( )	( )	Loading spaces or docks
N/A	( )	( )	Traffic Impact Analysis for sites generating more than 25 vehicles per hour

MINOR SUBDIVISION - CHECK LIST

Applicant	Township Official Verification	Item
( ✓ )	( )	Existing storm sewer system
N/A ( )	( )	Proposed storm sewer system
N/A ( )	( )	Documentation showing that the rate-of-runoff after development will not exceed rate-of-runoff prior to development (drainage calculations)
( ✓ )	( )	Existing sanitary sewers
N/A ( )	( )	Proposed sanitary sewers
( )	( )	Existing and proposed water mains and hydrants
( )	( )	Existing and proposed gas lines
( )	( )	Existing and proposed electric lines
( )	( )	Existing and proposed telephone lines
( )	( )	Existing and proposed common space
( )	( )	Existing and proposed open space
( )	( )	Solid waste collection and disposal method
( )	( )	Buffer areas including height, width and type of buffer and its expected effectiveness in screening views, auto headlights and reducing noise
( )	( )	Seeded or sodded areas, groundcover, retaining walls, fencing, shrubbery, trees, including height and caliper
( )	( )	Location of single trees not in wooded areas with diameter of six (6) inches or more as measured three (3) feet above the base of the trunk
( ✓ )	( )	Conforms to Master Plan
N/A ( )	( )	Environmental Impact Statement
( )	( )	Certification by Tax Collector that taxes are paid on property
( )	( )	Bonds, Cash Escrows and Inspection Fees posted for improvements
( ✓ )	( )	Map of properties within 200'
( )	( )	Proof of Service of notification of Public Hearing to all property owners within 200'
( )	( )	Soil Erosion and Sediment Control
( )	( )	Construction Details
( )	( )	Owner's Letter of Consent, if applicant is not the owner
( )	( )	Submission of plans to Union County Planning Board
( )	( )	Submission of plans to Somerset-Union Soil Conservation District
( )	( )	Soil Movement Permit
( )	( )	For sites containing hazardous materials under NJDEP jurisdiction: Documentation From NJDEP approving clean up plan per Ordinance #30-00
( )	( )	For sites containing hazardous materials under USEPA jurisdiction: Documentation From USEPA approving clean up plan per Ordinance #30-00
( )	( )	Applicant shall provide proof of Public Sanitary Sewer and Public Water utility capacity per Ordinance #29-05
( )	( )	Applicant shall provide proof of conformity with Steep Slope Ordinance (#9-06)
( )	( )	Applicant shall provide proof of conformity with all COAH Ordinances

EXISTING ✓  
PROPOSED = N/A

N/A

N/A

ATNY

ATNY

N/A

N/A

N/A

N/A

N/A

N/A

ATNY

MINOR SUBDIVISION - CHECK LIST

km

( ) ( )

Disclosure Statement of ten percent (10%) ownership interest of Corporation or Partnership (NJSA:40:55D-48.1 and 48.2)

	Name	Address
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____

SIGNATURE \_\_\_\_\_ TITLE \_\_\_\_\_

NAME OF CORPORATION OR PARTNERSHIP \_\_\_\_\_

ADDRESS \_\_\_\_\_

NOTE: No Planning Board, Board of Adjustment or Municipal Governing Body shall approve the application of any Corporation or Partnership which does not comply with these Disclosure Acts as per New Jersey Statute 40:55D-48.3.

Such other information or data as may be required by the Planning Board or Zoning Board of Adjustment in order to determine that the details on the Site Plan are in accordance with the standards of the Zoning Ordinances of the Township of Berkeley Heights.

( ) ( ) Completion of Check List

*Alvin K. Kim*

SIGNATURE OF ENGINEER PREPARING CHECK LIST

April 29, 2021

DATE

TOWNSHIP OFFICIAL \_\_\_\_\_

DATE \_\_\_\_\_

NOTE: For submission procedures and required information, see the Secretary of the Planning Board or Zoning Board of Adjustment

FOR PLANNING BOARD/ZONING BOARD OF ADJUSTMENT USE ONLY - DO NOT WRITE BELOW THIS LINE

Reports from Department and/or Board or Agencies:

Routed To:

Received From:

Township Engineer: \_\_\_\_\_

Construction Official: \_\_\_\_\_

Traffic Safety Officer: \_\_\_\_\_

Environmental Commission: \_\_\_\_\_

Fire Prevention Bureau: \_\_\_\_\_

County Planning Board: \_\_\_\_\_

Clerk of Adjoining Municipality: \_\_\_\_\_  
(If within 200')

Sewer Plant Director \_\_\_\_\_

MINOR SUBDIVISION - CHECK LIST

( ) ( )  
( ) ( )  
( ) ( )  
( ) ( )  
( ) ( )  
( ) ( )

Advertise Public Hearing ten (10) days in advance of meeting

Letter of Board Action to Applicant, date: \_\_\_\_\_

Publication of Decision within ten (10) days, date: \_\_\_\_\_

Verbatim Recording of Regular Meeting

Performance Guarantee Posted

Soil Erosion and Sediment Control Plan Approved

09/06