

MANOS LAW FIRM, LLC

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▪ Member of NJ & PA Bars

December 21, 2021

Via Hand Delivery

Robin Atlas, Board Secretary
City of Northfield Planning Board
1600 Shore Road
Northfield, NJ 08225

**RE: Application of BiG Land, LLC
Corner of Tilton Road and Zion Road
Block 97, Lot 8
Preliminary and Final Site Plan Approval**

Dear Ms. Atlas:

Please recall that this firm represents BiG Land, LLC in connection with the above referenced preliminary and final site plan application to the City of Northfield Planning Board. In that regard, enclosed please find the following:

1. City of Northfield Planning Board Application with Site Plan Checklist;
2. Fee Schedule;
3. Site Plan, Site Work and New Building Grading Plan, Site Lighting and Detail by R.D. Green Engineering dated 10/8/2021 (Revised 12/17/21) (7 sheets); and
4. Survey by Kates Schneider Engineering dated 7/2/21 (1 Sheet).

I am also providing a copy of the above to the City of Northfield Construction Office and Fire Department by hand delivery and mailing a copy to all Board Members and professionals per the attached list. An additional application fee in the amount of \$1,800.00 and an additional escrow fee in the amount of \$1,000.00 are also enclosed.

This matter is scheduled for public hearing on January 6, 2022 at 7:00pm. We will of course notice the application in accordance with the requirements of the Municipal Land Use Law and provide proof of same.

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December 21, 2021

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Thank you very much for your kind attention to this matter. In the event you have any questions, comments or concerns, please do not hesitate to contact me.

Very truly yours,

MANOS LAW FIRM, LLC

By: 

ELIAS T. MANOS

leo@manoslawfirm.com

Encl.

- Cc. City of Northfield Construction Office (via hand delivery) (w/encl.)
- City of Northfield Fire Department (via hand delivery) (w/encl.)
- Planning Board Members and Professionals per attached list (via regular mail) (w/encl.)
- Client (via email) (w/encl.)
- Robert Douglas Green, P.E. (via email) (w/encl.)

City of Northfield Planning Board 1600 Shore Road Northfield, New Jersey 08225
(609) 641-2832, ext. 127

2022 Members:

Dr. Richard Levitt, Chairman	2204 Bay Avenue Northfield, New Jersey 08225
Erland Chau, Mayor	1001 Shore Road Northfield, New Jersey 08225
Paul Utts, Councilman	144 E. Rosedale Avenue Northfield, New Jersey 08225
Chief Paul Newman	City of Northfield 1600 Shore Road Northfield, New Jersey 08225
Clem Scharff, Vice Chairman	105 Circle Drive Northfield, New Jersey 08225
Derek Rowe	6 Mazza Drive Northfield, New Jersey 08225
Ronald Roegiers	110 Northwood Court Northfield, New Jersey 08225
Jim Shippen	2306 Shepherd Drive Northfield, New Jersey 08225
Joseph Dooley	230 Dolphin Avenue Northfield, New Jersey 08225
Henry Notaro (alternate #1)	108 Catherine Place Northfield, New Jersey 08225
Matthew Carney (alternate #2)	407 Davis Avenue Northfield, New Jersey 08225
Peter Brophy (alternate #3)	11 Twelve Oaks Drive Northfield, New Jersey 08225
Daniel Reardon (alternate #4)	7 Lesley Lane Northfield, New Jersey 08225
Matt Doran, Professional Engineer	840 North Main Street Pleasantville, New Jersey 08232
Joel M. Fleishman, Esquire	Fleishman-Daniels Law Offices, LLC 646 Ocean Heights Avenue, Suite 103 Linwood, New Jersey 08221
Robin Atlas, Secretary	City of Northfield 1600 Shore Road Northfield, New Jersey 08225

PLANNING BOARD APPLICATION

CASE # _____

FOR OFFICIAL USE ONLY

Date of Application Received: _____

Date: _____ Date of Deposit

Fee Paid _____

Date: _____ Affidavit of Service

Time Period Expires _____

Date File Complete _____

Hearing Date _____

INFORMATION REGARDING APPLICANT

Applicant's Full Legal Name BiG LanD, LLC

Applicant's Mailing Address c/o Elias T. Manos, Esquire, 2408 New Road, Suite 2, Northfield, NJ 08225

Applicant's Phone Number c/o 609-335-1873 e-mail address c/o leo@manoslaw.com

Applicant is a: Corporation Partnership Individual **LLC**

Pursuant to N.J.S.A. 40:55D-48.1, the names and addresses of all persons owning 10% of the stock in a corporation or partnership must be disclosed. Attach list. N/A

NATURE OF APPLICATION, check appropriate items:

- Appeal of action of administrative officer
- Interpretation of development ordinance or map
- Variance: "C" Variance (Hardship)
- "D" Use Variance
- "D" Non-Conforming Use
- Conditional use
- Subdivision - Minor
- Subdivision - Major
- Site Plan - Waiver
- Site Plan - Minor
- Site Plan - Major
- Other _____

Proposed use, Building, or Subdivision is contrary to:
List Article and Section of the Ordinance from which Variance is sought:

***See Zoning Schedule on Site Plan**

ART. _____ Section _____ Required _____ Proposed _____

ART. _____ Section _____ Required _____ Proposed _____

ART. _____ Section _____ Required _____ Proposed _____

If additional space is needed, attach list to the application

INFORMATION REGARDING PROPERTY:

Address: 1600 Tilton Road - Corner of Tilton Road and Zion Road

Tax Map BLK 97 LOT(S) 8 Dimension of Property +/- 128' x 114' x 129' x 112'

BLK _____ LOT(S) _____ Dimension of Property _____

Zoning District N-B

Location approximately on the corner of the ~~feet from~~ intersection of Tilton Road
and Zion Road

Last Previous Occupancy Gas Station

	<u>Size Existing Building</u>	<u>Proposed Structure</u>
Front (feet)	<u>N/A</u>	<u>25'</u>
Deep (feet)	<u>N/A</u>	<u>50'</u>
Square (feet)	<u>N/A</u>	<u>1250 sq. ft.</u>
Height (feet)	<u>N/A</u>	<u>25 ft. with cone</u>
Story	<u>N/A</u>	<u>1 story</u>
Building Coverage	<u>N/A</u>	<u>10%</u>

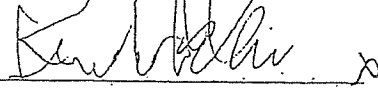
Owner's Authorization: I hereby certify that I reside at:

In the County of Atlantic State of New Jersey

and that I am the owner of all that certain lot, _____; Piece or parcel of land known as
Block 97 Lot(s) 8 commonly known as Corner of Tilton Road and Zion Road

which property is the subject of the applicant, and said application is hereby authorized by
me.

Owner's Signature



Applicant's Attorney Elias T. Manos, Esquire Phone # 609-335-1873

Address 2408 New Road Suite 2, Northfield, NJ 08225

Applicant's Engineer Robert Douglas Green, P.E. Phone # 609-926-5182

Address 1512 Akison Avenue, Somers Point, NJ 08244

Applicant's Architect _____ Phone # _____

Address _____

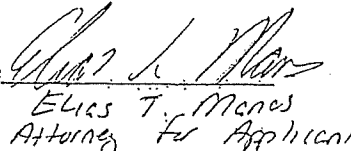
Applicant's Planner _____ Phone # _____

Address _____

Applicant's Verification:

I hereby certify that the above statements made by me and the information contained in the papers
submitted in connection with application is true.

Applicants Signature


Elias T. Manos
Attorney for Applicant

Notice: The applicant is responsible to publish and serve notice of this application after receiving a
hearing date from the Secretary of the Planning Board, ten (10) days prior to the hearing date.

SITE PLAN CHECKLIST

The following checklist is designed to assist applicants in preparing site plans for Board review. Applicant should check off each item to ensure that it is included on the plan. ITEMS OMITTED MAY DELAY CONSIDERATION BY THE BOARD. Utility plans, landscaping plans, architectural elevations, etc., may be shown on separate sheets. (Return this list with your application)

- Name and title of applicant and owner, if other than applicant.
- Name and seal of person preparing plans, etc.
- Place for signature of Chairman and Secretary of Planning Board.
- Place for signature of City Engineer.
- Place for signature of County Engineer and Secretary of County Planning Board.
- Tax map lot and block numbers.
- Date, scale and "north" sign.
- Key map of the site with reference to surrounding areas and to existing street locations.
- Zone district in which property is located, and zone district of all properties within a 200-foot radius of the property line of the applicant's site, including properties in adjacent municipality, where applicable.
- All properties within 200 feet uses of said properties.
- Names of owners of all of above properties.
- 4 Approximate number of employees who will be using the proposed site on a full-time basis shifts, if the operation is non-residential.
- Entire property in question, even though only a portion of said property is involved in the site plan; provided however, where it is physically impossible to show the entire property on the required sheet, a separate map at an appropriate scale may be submitted.
- Dimensions of lot, setbacks, front yard, side yards, and rear yard.
- Bearing and distances of property lines.
- Dimensions of existing and/or proposed principal building(s) and all accessory structures.
- Size and location of fences.
- All proposed parking and loading facilities, showing location and dimensions of individual parking spaces and loading areas, aisles, traffic patterns and driveways for ingress and egress, all drawn to scale.

- All existing and proposed curbs and sidewalks; and all proposed curb cuts.
- All driveways and streets within 200 feet of site.
- Rights-of-way, easements and all lands to be dedicated to the municipality or reserved for specific uses.
- Location of all signs and exterior lighting, accompanied by a brief narrative explanation of types of standards to be used, radius of light and intensity, etc., plus sketches to scale indicating design, color, material of things to be utilized.

Public Water supply system.

N/A Existing and proposed sanitary sewerage disposal system.

- Draining Plans as approved by City Engineer.
- Solid waste disposal and storage. Method of treating manufacturing wastes and byproducts.
- Location of all existing trees or tree masses, indicating general size and species.
- Landscaping and buffering plans, showing what will remain and what will be planted, and specifying types, size and location of trees and shrubs.
- Significant existing physical features including streams, water courses, swampy soil, etc.
- Perspective drawing of all proposed structures as well as front and side elevations at a scale which clearly indicates the design objectives of the applicant. [The perspective drawings should clearly indicate the color, material and overall design of the proposed structure(s).]
- Existing and proposed spot elevations based on U.S. Coastal Geodetic datum at all building corners, all floor levels, center lines of abutting roads, top and bottom curbs, property corners, gutters and other pertinent locations.
- Existing and proposed contours of site at 2-foot intervals for areas less than 5 percent grade and 1-foot intervals above 5 percent grade.
- Any other pertinent information as may be required by the Board.

**City of Northfield Planning Board
SUMMARY OF PLANNING BOARD FEE SCHEDULE**

Consult Fee Ordinance (Revised Ordinance 9-2012) For Details and Clarification

SUBMIT COPY OF THIS SCHEDULE WITH CHECKS

The fee to be paid shall be the sum of fees for the component elements of the plat or plan. Proposals requiring a combination of approvals such as subdivision, site plan, and/or variance, shall pay a fee equal to the sum of the fee for each element, except in cases where a preliminary and final application is applied for and decided by the Planning Board at the same time, in which case the greater of the two fees shall be paid. Additional fees may be assessed for extraordinary review costs not otherwise covered herein. One check must be submitted for all required fees (including the required Publication fee set forth in subparagraph K), unless otherwise specifically excepted, and a second check must be submitted for Professional Escrow. Please call the Planning Board Secretary at 641-2832 (ext. 127) with any questions.

All fees are non-refundable and are calculated as follows:

A. Application for Development Permit, Submit to Zoning Office (amended as per Ordinance 9-2012)

- 1. Commercial \$ 200.00
- 2. Residential-Per Lot \$ 100.00
- 3. Accessory Structure \$ 50.00
- 4. Sheds 100sf or less No Fee

B. Minor Subdivision Application

- 1. Each Informal Review \$100.00
- 2. Application Fee \$250.00 plus \$50.00 per lot
- 3. Tax Map Revision \$100.00 per each subdivided (new) lot or \$10.00 per lot, whichever is greater
(Section 3.14 of amended ordinance 8-2001, sub-paragraph X)

C. Major Subdivision Application

- 1. Each Informal Review \$200.00 plus \$25.00 per lot
- 2. Preliminary Plat Application Fee \$500.00 plus \$25.00 per lot
- 3. Final Plat Application Fee \$500.00 plus \$25.00 per lot
- 4. Tax Map Revision \$75.00 per each subdivided (new) lot

D. Site Plan Application

- 1. Each Informal Review \$250.00 plus \$5.00 for each 100 square feet of building area up to 2,000 square feet and \$2.50 for each additional 200 square feet or fraction thereof
- 2. Preliminary Application Fee Paid Non-residential \$500.00 plus \$50.00 for building area up to 2,000 square feet and \$25.00 for each additional 200 square feet or fraction thereof
- 3. Final Application Fee Paid \$500.00

E. Building Permit Appeals

\$500.00 for Non-residential
\$250.00 for Residential

F. Interpretation Request

\$250.00; If interpretation request is accompanied by a variance request, the fee for the variance shall apply

G. "C" Variance

\$800 total \$300.00 for one variance
\$100.00 for each additional variance x5
 \$75.00 for each lot subject to the variance

H. "D" Variance

\$1,000.00 for one variance
 \$200.00 for each additional variance
 \$150.00 for each lot subject to the variance

I. Conditional Uses	\$500.00
J. Review Fee for Environmental Impact Report (EIR) –for those Applications which require review of an EIR	\$500.00 in addition to Professional Escrow fee
K. Publication Fee- <i>all applications are subject to this fee</i> Paid	\$50.00
L. Waiver of site plan fee	\$500.00
M. Continuance Fee (unless at the direction of the Board) in addition to other applicable fees	\$250.00 for each continuance
N. Variance Request for Time extension-request for extension of time within which any variance must be exercised (per request)	\$250.00
O. Special Meetings	\$250.00 in addition to required fees \$100.00 additional if notice of meeting is required
P. Amended Site Plans and Sub-Divisions	\$150.00 for minor changes (no building, parking or significant changes) plus sufficient copies of the plat incorporating the changes as may be necessary for distribution. No fee if requested by the City. For significant changes, fees are equal to one-half the fee required for initial submission based on the current fee schedule. Sufficient copies of the plat are required as noted above. If the proposed changes involve a change of use, the application will be considered a new application and full payment of fees will be required.
Q. Certificates of Approval of Sub-Division	\$175.00
R. Certificate of existing non-conforming use	\$175.00
S. Copies of Records	\$75.00 for a copy of each meeting tape; \$75.00 for each stenographer session-to be supplied by Applicant.
T. All other applications not specifically mentioned herein	\$500.00 for commercial applications \$250.00 for non-commercial applications

SEE NORTHFIELD LAND USE AND DEVELOPMENT ORDINANCE SECTION 3.14 FOR MORE DETAIL OF FEE SCHEDULE.

REFUNDS AND WITHDRAWALS

There are no refunds of escrow if application is withdrawn within 24 hours of hearing date. Application fees are non-refundable.

If variance application, fee is \$150.00. If withdrawn within 10 days of hearing date, fee is \$250.00.

If other than variance, fee is \$100.00. If withdrawn within 10 days of hearing date, fee is \$100.00.

After payment of fee for withdrawal of application, all other fees deposited, with the exception of fees payable for professional review costs will be refunded. However, for all applications:

WITHDRAWAL WITHIN TWENTY- FOUR HOURS OF TIME OF THE SCHEDULED MEETING WILL RESULT IN NO REFUND TO APPLICANT AND ALL FEES PREVIOUSLY DEPOSITED SHALL BE FORFEITED.

PROFESSIONAL REVIEW COSTS

All applications require professional review costs and a separate check for these costs must be submitted with the application and other required fees. Professional review costs for attorney, planner, engineer or other professional retained on behalf of the Planning Board of the City of Northfield for the purpose of review, analysis, inspection or preparation of documents shall be the responsibility of the applicant and are held in escrow. The applicant shall, at the time of filing an application, be required to post the minimum amount specified in addition to all other filing fees.

Review fees shall be held and disbursed according to the law by the City Treasurer at the direction of the Planning Board Secretary. An accounting shall be kept of each applicant's deposit, and professional fees shall be paid from the account and charged to the applicant. Any monies not expended for professional services shall be returned to the applicant upon final approval, denial or withdrawal of the application. If, at any time during the procedure, the monies posted shall have been expended, the applicant shall be required to post such additional sums not to exceed the amount of the initial payment for each replenishment. The applicant shall not be entitled to proceed with the application until such time as the necessary monies have been posted to guarantee payment of professional service fees.

Professional Review Costs are paid by the applicant (escrow) and the following minimum deposits are required in addition to all other filing fees:

a.	Interpretation	\$250.00
b.	Interpretation of variance	\$500.00
c.	Building permit appeals	\$500.00
d.	"C" variance	\$500.00 Paid
e.	"D" variance	\$1,000.00
f.	Major Subdivision	\$1,000.00
g.	Minor Subdivision with no variances	\$500.00
h.	All other residential	\$250.00
i.	All other commercial	\$500.00

Recreation Impact Fee for all Major and Minor Subdivisions and site plans-The contribution cost is \$2,500.00 per newly created lot (not including the original lot) and dwelling unit. This condition of approval must be satisfied before the signing of the final plat or filing with the County Clerk. This fee must be paid prior to filing of deeds if the applicant perfects the subdivision in that manner. No building permits will be issued for dwelling units created by site plans for residential development until this fee is paid. This is per Ordinance 8-2005 which amends the 1986 Land Use and Development Ordinance.

For additional information and fees for Bonding, Inspection fees, and revised plats see section 3.14 under "Fees" contained within the Land Use and Development Ordinance.

The Planning Board of the City of Northfield shall have the right to waive any fee in accordance with NJSA 40:55D-8.