

JOHN H. ALLGAIR, PE, PP, LS (1983-2001)
DAVID J. SAMUEL, PE, PP, CME
JOHN J. STEFANI, PE, LS, PP, CME
JAY B. CORNELL, PE, PP, CME
MICHAEL J. McCLELLAND, PE, PP, CME
GREGORY R. VALES, PE, PP, CME



January 13, 2023

BRUCE M. KOCH, PE, PP, CME
LOUIS J. PLOSKONKA, PE, CME
TREVOR J. TAYLOR, PE, PP, CME
BEHRAM TURAN, PE, LSRP
LAURA J. NEUMANN, PE, PP
DOUGLAS ROHMEYER, PE, CFM, CME
ROBERT J. RUSSO, PE, PP, CME
JOHN J. HESS, PE, PP, CME
KEITH CHIARAVALLO, PE, CME

Via Email

Mr. Reginald Jenkins, Jr., Esq.
Trenk Isabel Siddiqi & Shahdanian, P.C.
290 W. Mt. Pleasant Avenue, Suite 2350
Livingston, NJ 07039
rjenkins@trenkisabel.law

Re: Application No.: PB 2022-27
Applicant: 1100 SA, LLC
Block 623, Lots 1, 2 and 3
Location: 1100-1118 South Avenue, Plainfield, NJ 07062
Zone – TODN – South Avenue Redevelopment Plan / Trainside Commercial District
Our File: HPFP0623.01
Completeness Review Letter # 3

Status: Complete

Dear Mr. Jenkins,

This is the third completeness review letter in reference to above mentioned application. The subject properties are identified as Block 623, Lots 1, 2 and 3 on the City of Plainfield Tax Maps. The application, PB 2022-27, has been filed with the City of Plainfield Planning Board for preliminary and final site plan approval for the redevelopment of the site with a six-story multi-family building consisting of one (1) studio unit, 58 one-bedroom units, seven one-bedroom loft units, and 22 two-bedroom units (total of 88 residential units). The schedule of dwelling units on the cover sheet of the architectural plans should be revised to provide the accurate type of loft unit (one-bedroom, not two). The first floor will consist of a covered parking area with, a 1,268 square foot lobby, an 813 square foot gym, and a 1,687 square foot commercial space. Access to the parking area is provided via driveway from Belvidere Avenue. **Applicant shall confirm that the proposed gym is an amenity for the residential tenants.**

The parking situation must be clarified. In previous site plans, tandem parking spaces were identified. Based on comments from City professionals the Applicant at the TRC noted that the tandem spaces would be removed. The spaces have been removed from the site plans and replaced with a grass areas, but have not been removed from the architectural plans. Applicant must provide revised architectural plans without the tandem spaces. Additionally, 20 spaces on the plans are numbered with two numerals (e.g., 7-8; 44, 45; 61, 62; etc.). **Applicant must clarify the nature of these spaces: why are they numbered twice? Are these mechanical stackers? As currently shown on the plans, these can only be taken as single spaces, which would yield just 73 parking spaces.**

The plans appear to indicate that the three subject properties will remain separate lots; however, the zoning table provides an analysis based on the lots being consolidated. **These lots must be consolidated. Applicant shall confirm whether consolidation shall be filed via deed. This will be required to be approved by the Board Attorney as well as Board Engineer.**

S:\Plainfield\Project Files\HPFP0623.01 - 1100-1118 South Ave - 1100 SA LLC\Review Phase\CME & Board Prof Review Reports & Correspondence\23-01-13 PB 2022-26 1100 SA LLC Completeness Review #3.docx



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The architectural plans also now indicate that the total area of the building is proposed to be 108,392 square feet. Assuming the lots are consolidated, the area of the site is 38,698 square feet. This yields a floor area ratio (FAR) of 2.81 (revised from 3.47 in the previous architectural plan set), which is also indicated on the site plans. The 2.81 FAR is lower than the maximum permitted FAR of 3.3 in the Redevelopment Plan. ***This complies.***

We are in receipt of the following items in relation to this application:

- Transmittal letter prepared by Trenk Isabel Siddiqi & Shahdanian, P.C. dated August 29, 2022.
- Application form received by the City on September 1, 2022;
- Political Contribution Disclosure Form for Applicant/Owner;
- W-9 Form for Applicant;
- Report entitled "Drainage Report South Avenue Redevelopment Plainfield, NJ Block 623, Lots 1 & 2" prepared by Anderson Consulting Services, LLC dated July 26, 2022;
- Seven (7) sheets of engineering site plans entitled "1110-1118 South Avenue Block 623 Lot 1, 2 & 3 City of Plainfield Union County, New Jersey" prepared by Anderson Consulting Services, LLC, dated March 14, 2022;
- Nine (9) sheets of architectural plans entitled "1100-10 South Ave Block 623, Lot 1 & 2 & 3, Plainfield, NJ City of Plainfield, Union County, New Jersey" prepared by Robert G. Dooley, Jr., Architect, dated May 22, 2022.

The following additional or revised documents have now been submitted:

- Copy of "Drainage Report South Avenue Redevelopment Plainfield, NJ Block 623, Lots 1 & 2" prepared by Anderson Consulting Services, LLC, dated July 26, 2022 and last revised November 11, 2022.
- One (1) sheet of "Survey of Property Tax Lots 1, 2 & 3 – Block 623 1100-1118 South Avenue, City of Plainfield Union County, New Jersey" prepared by Lakeland Surveying dated June 23, 2022.
- One (1) sheet of "Topographic Survey of Property Tax Lots 1 & 2 – Block 623 1100-1114 South Avenue, City of Plainfield Union County, New Jersey" prepared by Lakeland Surveying dated February 28, 2022.
- Nine (9) sheets of architectural plans entitled "1100-18 South Ave Block 623, Lot 1, 2 & 3, Plainfield, NJ City of Plainfield, Union County, New Jersey" prepared by Robert G. Dooley, Jr., Architect, dated October 12, 2022.
- Seven (7) sheets of engineering site plans entitled "1110-1118 South Avenue Block 623 Lot 1, 2 & 3 City of Plainfield Union County, New Jersey" prepared by Anderson Consulting Services, LLC, dated March 14, 2022 and last revised November 21, 2022.
- Response letter prepared by Trenk Isabel Siddiqi & Shahdanian P.C. dated January 4, 2023.



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- Response letter prepared by 1100 SA LLC.
- Consent of Property Owners of Lots 1 and 2.
- Consent of Property Owner of Lot 3.
- Assignment and Assumption of Purchase and Sale Agreement for Lots 1 and 2.
- Assignment and Assumption of Purchase and Sale Agreement for Lot 3.
- Certificate of Ownership of Applicant as Required by New Jersey Law.

1. Completeness

Per §17:8-2 of the Land Use Ordinance, and the TODN – South Avenue Redevelopment Plan, the following items are noted missing or incomplete. The items shall be submitted or a waiver requested to expedite a completeness determination and the scheduling for a Public Hearing.

- §17:8-2.B.1:** Name of the proposed development and a general description of plan and proposed use. ***A brief narrative has been provided in the Response Letter prepared by the Applicant's Attorney. This item is complete.***
- §17:8-2.B.2:** All administrative information required on the application forms as adopted by the approving authorities applicable to the proposed development. ***Property owner consent forms with signatures have been provided. This item is complete.***
- §17:8-2.B.3:** Copy of any protective covenants and deed restrictions related to the subject property. ***Applicant's attorney has confirmed that no covenants or restrictions exist beyond what may be identified in the plans. This item is complete.***
- §17:8-2.B.5:** A tax search indicating current status of all taxes, assessments, and fees due to the City of Plainfield. ***We are not in receipt of an official tax record. The Applicant has indicated that an application for official tax record has been submitted to the City. Once Applicant has received the tax record, it shall be submitted for our records.***
- §17:8-2.B.6:** All requisite escrow deposits and fees. ***Please see the calculations in the following sections. Applicant has submitted copy of check to the City of Plainfield for fees. We defer to the Board Secretary to confirm receipt of the fees.***
- §17:8-2.B.7:** Corporation Disclosure Statement. ***This has been submitted. This item is complete.***
- §17:8-2.B.8:** Consent to enter approval. ***This has been provided and the item is complete.***
- §17:8-2.B.8a:** Contribution Disclosure Statements. ***Disclosure Statements are still required from all professionals (attorney, engineer, architect) providing plans or testimony for the application. These are required.***



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- i. **§17:8-2.B.9.a:** Key map at a maximum scale of 1"-600' indicating all streets and zone districts within six hundred feet of the subject property. ***The key map now includes zoning districts. This item is complete.***
- j. **§17:8-2.B.9.l:** Delineation of flood hazard areas. ***The subject properties are located in Zone X: Area of Minimal Flood Hazard, according to the FEMA National Flood Hazard Layer. This information has been added to the site plans. This item is complete.***
- k. **§17:8-2.B.9.m:** Tabulation indicating the square foot area of structures, pavement, and open space and the percent of their lot coverage and floor area ratio. ***This tabulation has been provided. This item is complete.***
- l. **§17:8-2.B.9.n:** Zoning district of the subject property. ***This information has been provided on the site plan set. This item is complete.***
- m. **§17:8-2.B.9.o:** Current outbound survey of the tract. ***Surveys for the subject properties have been submitted. This item is complete.***
- n. **§17:8-2.B.9.r:** Signatures block for City Engineer, board chairman and board secretary. ***A signatures block has been provided. This item is complete.***
- o. **§17:8-2.F.1:** Scaled architectural depiction of exterior building elevations, a description of facade materials and floor plans of sufficient detail to apprise the approving authority of the scope of the proposed work. ***This information has been provided on the revised architectural plans. This item is complete.***
- p. **§17:8-2.F.4:** Finished floor elevations of all existing and proposed structures referenced to geodetic data. ***This item is complete.***
- q. **§17:8-2.F.7:** Location of off-street parking and loading areas, vehicular and pedestrian ingress and egress with directional traffic flow indicators, truck movement wheel base templates, sight triangle easements, fire lanes, stall dimensions and pavement surface type. ***Traffic flow indicators and truck turning diagrams for trash truck have been provided in the site plan sheet set. This item is complete.***
- r. **§17:8-2.F.12:** Location and plant schedule of trees, shrubs, and seeded areas. ***A landscaping plan has been provided. This item is complete.***
- s. **§17:8-2.F.14:** Location, type, and volume of refuse storage and recycling facilities. ***The location of the proposed refuse storage and recycling facility has been indicated on the site plan sheets, but the type and volume are not. We continue to recommend a refuse and recycling plan be drafted and submitted indicating trash and recycling calculations, type and volume of storage containers, procedures for removal of trash from the building, timing of trash and recycling pick up, days of pick up, and agency/company providing pick up services.***
- t. **§17:8-2.F.17:** A written description of the proposed use(s) and operation(s) of the building(s). ***A written description providing any known details on the commercial space tenant***



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should be provided, including: the number of employees, proposed number of shifts, expected truck traffic, and anticipated hours of operation, should be provided.

- u. **§17:8-2.F.18:** A sign plan for all existing and proposed signs. ***Two signs are indicated on the architectural plans. The details of the address sign (labeled as "1" in the elevations) shall be updated to provide dimensions of the overall sign. We cannot consider the signs as provided to determine compliance.***
- v. **§17:8-2.F.19:** Type and quantity of expected sanitary discharge. ***This information has been provided on the site plans. This item is complete.***
- w. **§17:8-2.G.1-5:** Final site plan approval requirements. ***These are taken as waiver requests at this time. We take no issue with these waivers being granted and the Board conditioning approval upon their completion.***
- x. **§6.1** of the *TODN-South Avenue Redevelopment Plan*: Only the redeveloper designated by the City Council of the City of Plainfield shall be permitted to redevelop the properties situated in the Tepper's Tract Redevelopment Area. ***Proof of the same must still be provided. This is required to be provided prior to Board Hearing.***

Please be advised this is the third completeness letter and a few items are still missing from the submittal. We strongly recommend you to review this letter and provide all the necessary missing documents.

2. Application Fees Calculation

Pursuant to Article XIII of the Land Use Ordinance, the initial application fee remains the same as identified in our November 18, 2022 (\$14,950.00). ***We defer to the Board Secretary to ensure the fee is collected.***

We reserve the right to amend this fee calculation pending the identification of additional variances during our full technical planning review.

3. Deposit and Escrow

Pursuant to Article XIII of the Land Use Ordinance, the escrow and deposit remains unchanged for our first Completeness Review Letter (\$11,250.00). ***We defer to the Board Secretary to ensure the escrow is collected and the account balance remains sufficient.***

We reserve the right to amend this fee calculation pending the identification of additional variances during our full technical planning review.



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4. Variances

- a. Use: The subject properties are subject to the TODN-South Avenue Redevelopment Plan, last amended March 4, 2021. The properties are located in the Trainside Commercial District of the Plan. The Plan permits mixed use structures and “studio, one and two-bedroom apartments over retail uses”. ***The proposed use of residential units over commercial is therefore permitted.***
- b. Bulk Regulations: The following table provides the compliance of the proposed project with the requirements of the Redevelopment Plan. The values provided assume the lots to be consolidated; we recommend consolidation of the lots.

Bulk Regulations: TODN – South Avenue Trainside Commercial District (Commercial Use)		
	Commercial	Proposed
Minimum Lot Area (square feet)	10,000	38,698
Minimum Front Yard Setback (ft.)	0	6.3
Maximum Front Yard Setback (ft.)	5	10.1 (V)
Minimum Side Yard Setback One/ Combined (ft.)	5 / 20	0 (V) / N/A
Minimum Rear Yard Setback from property line (ft.)	15	0 (V)
Maximum Building Coverage	75%	59.3%
Maximum Impervious Coverage	90%	88.1%
Density (dwelling units/acre)	100	99.1
Floor Area Ratio	3.3	2.81
Maximum Number of Stories	6	6
Number of Stories within the First 20 feet of the Property Line	4	6 (V)
Maximum Building Height (ft.)	70	68.5
Minimum non-residential space not including amenities (Ground Floor)	40% of building coverage	40%
Minimum First Floor Height (ft.)	12	16
Minimum Open Space Required	5% of the property	0% (V)
(V) Variance (e) Existing Non-Conformity		

- c. Parking: Per the Redevelopment Plan, one (1) parking space is required for each studio, one-bedroom, and two-bedroom unit. With 88 units, 88 spaces are required. The commercial space requires six (6) parking spaces (1,697 square feet x 1 space / 300 sq. ft. = 5.65, rounding up



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to 6). The total parking requirement is therefore 94 spaces. Based on the plans, only 73 spaces are provided. **Applicant must clarify the nature of the parking spaces identified with two numbers (e.g., 7-8; 44,45; etc.).** Further, Make-Ready or EVSE spaces should be identified in the site plan with labels. Per the State-mandated model ordinance regarding provision of EV equipment and parking spaces, a total of 15 spaces must be provided as Make-Ready for EV equipment (15% of residential spaces = $88 \times 15\% = 13.2$, rounds to 14; plus one space for non-residential parking areas of less than 25 spaces). **The site plan notes that 26 such spaces are provided; this would comply, but these spaces must be labeled.** Per the State ordinance, an EV space bonus is provided such that each EV space is counted as two spaces; however, this bonus cannot reduce the required parking by more than 10%. Ultimately this means that the Applicant must provide at least 83 parking spaces. As such, the identifiable parking spaces and EV space bonuses do not meet the parking requirement. **A parking variance may be required depending on the nature of the double-number parking spaces.**

- d. **Parking Lot Screening:** Per the Redevelopment Plan, General Standard c., first floor parking areas shall be screened with a wall comprising architectural features and façade materials compatible with ground floor commercial uses. The architectural plans appear to indicate an eight foot tall wall screening the parking area. Details of the architectural treatment for this wall should be provided. A blank wall is not acceptable; the ideal design would be a full faux wall consisting of the same treatment as the rest of the building, along with punch-outs covered by attractive grates.
- e. **Outdoor Amenity:** Per the Redevelopment Plan, General Standard i, a roof top garden, deck or green roof at any level is required. An “outdoor area” is provided on the roof level of the building. Applicant shall provide additional details regarding plantings and furniture proposed for this area.
- f. **Terraces:** The setback of the “mezzanines” on the sixth level of the building creates what amounts to a terrace along the South Avenue frontage of the building. Per the Redevelopment Plan, General Standard j, where building setbacks create terraces landscaping is encouraged around the terrace. We therefore recommend landscaping around this “terrace” area.

We reserve the right to amend the list of variances/waivers pending the identification of additional variances during our full technical planning review. Applicant may also revise their current site plan in order to reduce the number of variances and waivers listed above.

5. **Recommendation**

Pursuant to §17:8-2 of the Land Use Ordinance, this application is **capable of being deemed complete** at this time. **We do recommend that the Applicant review the Completeness section above and provide any requested documentation prior to Board Hearing.**



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6. Submission of Plans

Applicant should submit to the Planning Division **pdf or electronic copies**, as well as eighteen (18) folded paper copies sets of the architectural plans to the Board Secretary (maximo.vazquez@plainfieldnj.gov) within **seven days** of the determination of completeness. Electronic copies of all materials should also be provided to the Consulting Board Planner (mapte@cmeusa1.com). Only two (2) of the paper copies are required to be original signed and sealed; the other sixteen (16) may be full-size copies. **Please be advised delayed submittal of the noted items may affect the tentative scheduled hearing noted below.**

7. Scheduled Tentative Hearing Date: Thursday, February 2, 2023

To confirm, this application is capable of **being deemed complete** and is scheduled to be heard by the Planning Board on **Thursday, February 2, 2023**. The Board meets at 7:00 pm. **Please be advised that this is a tentative hearing date**, as the Planning Board must still formally adopt the hearing schedule for 2023, which is scheduled to be done at their first Planning Board meeting. **The Applicant may choose to place and send notices as required below prior to the adoption of the 2023 hearing schedule at their own risk, or they may contact the Board Secretary and/or Board Attorney after the Board's reorganization meeting to confirm the hearing date.**

The meeting will be held at:

Plainfield Performing Arts Center
724 Park Avenue
Plainfield, NJ 07060.

The application is tentatively scheduled for the February 2, 2023 Planning Board Meeting Agenda. You are required to perform all legal notice requirements. You are responsible for publishing the legal notice in the official newspaper (the Courier-News) at least 10 days prior to the hearing date. You must provide a copy of the notice to the Board Secretary and to the Board Attorney at least 5 days prior to the hearing date. The Courier News Legal Notice Division has requested that the legal notice be emailed as a PDF or Microsoft Word document attachment to cnlegals@gannett.com. If you should have any questions please contact the Courier News Legal Notice Division at 888-516-9220.

You shall notify the surrounding property owners within two hundred feet (200 feet) of the subject property, municipal clerks of surrounding municipality if applicable, and all utility companies within the City. Notice must be mailed via certified mail at least 10 days prior to the hearing date. You are also required to provide affidavit of service of notice and a copy of the completed affidavit along with copies of the list of property owners, the notice, and the proof of service (certified mail receipts) be sent to Board Attorney as well as Board Secretary at least 5 days prior to the hearing date.

Again, please be advised that the February 2, 2023 hearing date noted above is tentative and is dependent on the Board approving the hearing schedule for 2023 at their reorganization meeting. The Applicant may post and send notices prior to the adoption of the hearing schedule, **at their own**



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risk, or may wait to confirm the date with the Board Secretary and Board Attorney after the first Planning Board Hearing.

Please do not hesitate to contact me for any planning related questions at mapte@cmeusa1.com.

Sincerely,
CME Associates

Malvika Apte, PP, AICP
Consulting Board Planner

MA:nf

cc: Maximo Vazquez, Planning Board Secretary
Peter A. Vignuolo, Esq., Board Attorney
Drew M. Di Sessa, PE, PP, CME, Board Engineer
Zenobia L. Fields, Director, Department of Economic Development
Valerie Jackson, City of Plainfield
Brittany Claybrooks, City of Plainfield Planning Director
N'Dela Costley, City of Plainfield Zoning Officer
1100 SA LLC, Applicant
Robert G. Dooley, Jr., Applicant's Architect