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October 29, 2021

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**Via Email**

Mr. Joseph A. Paparo, Esq.  
Porzio Bromberg & Newman  
100 Southgate Parkway, P.O. Box  
Morristown, NJ 07962  
japaparo@pbnlaw.com

**Re: Completeness Review Letter #1**  
**Application No.: PB 2021-47**  
**Applicant: Communipaw Associates, LLC**  
**Block 705 Lot 10**  
**Location: 107-109 West 5<sup>th</sup> Street**  
**Zone – TODD South Redevelopment Plan (CBD Subdistrict)**  
**Our File: HPFZ0705.01**

**Status: Incomplete / TRC Recommended**

Dear Mr. Paparo,

This completeness review letter is in reference to the above mentioned application. The Applicant, Communipaw Associates, LLC, is seeking preliminary and final site plan approval, zoning variances, and design standard waivers to construct a five-story multi-family building which will provide seventy-one (71) residential units on the currently vacant subject property, listed as Block 705 Lot 10 in the Plainfield Tax Maps. The first floor will include a lobby entrance off of West 6<sup>th</sup> Street, a reception area, lounge, package room, coffee bar, and fitness area. The second floor will include a 4,277 square foot open courtyard. A parking garage is also to be built on the ground floor and will provide 57 parking spaces.

From the submitted architectural plans it is difficult to determine the number of each type of dwelling unit proposed (A-1 bedroom, A-2 bedroom, B-1 bedroom, B-2 bedroom, C, and D). ***A table providing the proposed count of each of these dwelling types shall be added to the architectural plans.***

We are in receipt of the following items:

- Transmittal letter prepared by Porzio Bromberg & Newman dated October 19, 2021;
- Application Form received by the City on October 19, 2021;
- Application Rider, including:
  - Easement/Deed Restriction Disclosure
  - Variance/Design Waivers
  - Statement of Principal Points;



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- Political Contribution Disclosure Statements for Applicant's attorney, Applicant's architect, Applicant, and Applicant's engineer;
- Stormwater Management Statement prepared by Stonefield Engineering & Design dated October 1, 2021;
- Traffic & Parking Assessment Report prepared by Stonefield Engineering & Design dated September 24, 2021;
- Trash Generation Calculations prepared by Taylor Architecture & Design dated September 1, 2020.
- One (1) sheet of ALTA/NSPS Land Title Survey of Lot 10 in Block 705 prepared by Stonefield Engineering & Design, and dated November 13, 2020;
- Twelve (12) sheets of engineering site plans entitled "Preliminary & Final Major Site Plan for Communipaw Associates, LLC" prepared by Stonefield Engineering & Design and dated October 12, 2021;
- Eleven (11) sheets of architectural plans entitled "Code-Zoning Analysis & Site Feasibility Study for: Mixed Use Residence Building" prepared by Taylor Architecture & Design dated August 17, 2021.

## 1. Completeness

Per §17:8-2 of the Land Use Ordinance, the following items are noted as missing or incomplete:

- a. **§17:8-2.B.5:** A tax search indicating current status of all taxes, assessments, and fees due to the City of Plainfield. ***Applicant shall submit tax record from City of Plainfield Tax Department.***
- b. **§17:8-2.B.6:** All requisite escrow deposits and fees. ***Escrow and fees must be paid prior to the hearing. We defer to the Board Secretary to determine compliance with this item.***
- c. **§17:8-2.B.7:** Corporation Disclosure Statement. ***This is required.***
- d. **§17:8-2.B.9.g:** Dimensions of existing and proposed street right of ways...and distance to nearest intersection along street ROW. ***The site plans do not include the distance to the nearest intersection. The plans shall be revised to include this information.***
- e. **§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. ***While the building and impervious lot coverage are included in the zoning table, there is no tabulation of structures, pavement, and open space. The plans shall be revised to provide this data.***
- f. **§17:8-2.F.2:** Building construction type/class (BOCA CODE). ***This does not appear on the plans. Applicant shall update plans to provide this information.***



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- g. **§17:8-2.F.18:** A sign plan for all existing and proposed signs. **No signs are indicated on the architectural plans. Applicant to clarify or confirm that no signs are proposed. If signs are proposed with this application, details should be provided.**
- h. **§17:8-2.F.19:** Type and quantity of expected sanitary discharge. **We defer to the Board Engineer to determine if this item is necessary.**
- i. **§17:8-2.G.1, 2, and 5:** **We take these to be waiver requests at this time. We take no issue to granting these waivers and making these a condition of approval.**
- j. Architectural plans title should be revised to state multifamily residential building, it is currently titled as mixed use residential building.

## 2. Application Fees Calculation

Pursuant to Article XIII of the Land Use Ordinance, the **initial application fee** is:

1. Variances from N.J.S.A 40:55D-70c: For all other uses besides 1- and 2-family dwellings	3 @ \$150.00 each	\$450.00
2. Site Plan Review Preliminary: New multi-family dwelling units	71 @ \$75.00 each	\$5,325.00
3. For each final site plan and resubmission		\$200.00
4. Design Standard Waivers	2 @ \$25.00 each	\$50.00
5. Public hearing fee		\$100.00
<b>Total Application Fee</b>		<b>\$6,125.00</b>

**We reserve the right to amend this fee calculation pending the identification of additional variances during our full technical planning review. We defer to the Board Secretary to ensure the fee is paid.**

## 3. Deposit and Escrow

Pursuant to Article XIII of the Land Use Ordinance, the **deposit and escrow** is::

1. Site Plan Applications (Residential Applications): 51-100 units	\$7,500.00
2. Final site plan (Fifty percent of preliminary site plan escrow fee or a minimum of \$2,000.00, whichever is greater)	\$3,750.00
<b>Total Escrow Due</b>	<b>\$11,250.00</b>

**We defer to the Board Secretary to ensure the fee is paid.**



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**4. Variances and Waivers**

- A. Use: The proposed multi-family dwellings are a permitted use in the Central Business District subdistrict of the TODD South Redevelopment Area. The proposed amenities are permitted as accessory uses to the principal use.
- B. Bulk Regulations: The following table shows the compliance of the proposed development with the bulk standards of the TODD South Redevelopment Area CBD subdistrict.

<b>Bulk Regulations TODD South Redevelopment Plan (Central Business District)</b>		
	<b>Requirement</b>	<b>Proposed</b>
Minimum Lot Area (sq. ft.)	5,000	34,684
Minimum Lot Width (feet)	50	167.31
Minimum Front Yard Setback (feet)	0	0
Minimum Rear Yard Setback (feet)	10	<b>0 (V)</b>
Minimum Side Yard Setback (feet) One/both	0 / 0	0.6 / 1.3
Maximum Building Coverage	90%	84.1%
Maximum Lot Coverage	95%	89.4%
Maximum Floor Area Ratio (FAR)	7.2	3.7
Maximum Density (du/acre)	135*	89
Maximum Height (feet)	85	72.5
Maximum Number of Stories	9*	5
Minimum Common Open Space	10%	12.3%
<b>(V) Variance</b> (e) Existing Non-Conformity    *Based on density bonus		

- i. Per **§17:9-36.A.3**, in the instance of a through lot the yard opposite the street address of the property shall be deemed the rear yard. As it appears the proposed multi-family building will have its street address along West 6<sup>th</sup> Street, the rear yard is along West 5<sup>th</sup> Street. There is a section of the building which comes right up to the property line, a setback of zero (0) feet. For the rear yard, a minimum setback of 10 feet is required. **A variance is therefore required.**
- C. Awning Clearance: According to item c) of the Architectural Standards and Façade Treatments under **§4.3** of the TODD South Redevelopment Plan, architectural features including awnings are permitted provided that they have a minimum clearance of 15 feet and are within six (6) feet of the sidewalk's curb line. Applicant proposes clearance of just 9.5 feet. **A variance is required.**



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- D. **Parking Standard:** According to item b) of the Parking Standards under **§4.3** of the TODD South Redevelopment Plan, residential units within a quarter-mile radius of the Plainfield Train Station shall have a parking requirement of 0.8 spaces per unit. The subject property is within this radius. With 71 dwelling units a total of 57 parking spaces are required ( $71 \times 0.8 = 56.8$ , rounding to 57) and 57 spaces are proposed. ***This complies.***
- E. **Parking Stall Dimensions:** Per **§17:9-42.Q**, parking stall must be a minimum of nine feet wide by eighteen feet deep (9' x 18'). The Applicant proposes the 57 parking spaces to be eight feet wide by seventeen feet deep (8' x 17'). ***A variance is required.***
- F. **Street Tree Setback from Lighting:** Per **§17:11-24**, street trees must be setback from lighting a minimum of 20 feet. Applicant proposes a setback of 15 feet. ***A design standard waiver is required.***
- G. **Street Tree Spacing:** Per **§17:11-24**, street trees must be placed so that they are spaced center-to-center between 40 and 50 feet. Applicant proposes to space the trees at 60 feet. ***A design standard waiver is required.***
- H. **Electric Vehicle Stations:** Per the recently passed and signed S-3223 (P.L. 2021, c.171), municipalities are required to follow a model ordinance ("An Ordinance Authorizing and Encouraging Electric Vehicle Supply/Service Equipment (EVSE) & Make-Ready Parking Spaces") for electric vehicle Make-Ready and Electric-Vehicle Supply/Service Equipment (EVSE) parking spaces for any multi-family or mixed use development. Section D.1 of this ordinance provides that 15% of required off-street parking spaces in a multi-family or mixed-use development be prepared as Make-Ready spaces. Since 57 parking spaces are required by the Redevelopment Plan for the proposed development, 8.55 Make-Ready spaces are required. Per Section E.3 of the model ordinance this rounds up to 9 spaces. Section D.1.a requires that one-third of Make-Ready spaces must be supplied with EVSE prior to occupancy. This equals three (3) spaces. Another 3 spaces must be provided EVSE within three years of the Certificate of Occupancy being issued, and the final 3 spaces must be supplied with EVSE within six (6) years of the CO being issued. At least one of the electric vehicle spaces must be handicap accessible. ***The current plans for this development provide for two (2) EV stations. Applicant must revise the plan to provide the 9 Make-Ready spaces with 3 supplied with EVSE prior to CO being issued.***

**We reserve the right to amend the list of variances pending the identification of additional variances during future completeness reviews and our full technical planning review.**

## **5. Recommendation**

**Pursuant to §17:8-2 of the Land Use Ordinance, the application is incomplete at this time for the reasons noted above.** Please review the completeness section above and submit the items noted as missing or incomplete as soon as possible to expedite the completion of this application.



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Please be advised that a technical review committee (TRC) meeting is recommended for the above noted application. **The Board Secretary, Mr. Daniel White, will contact you as soon as possible to confirm a date and time for the TRC and who from your team will be participating in the meeting. Please submit five additional (5) paper copies of all plans for this project to the Planning Division at Plainfield City Hall at least five business days prior to the scheduled TRC.** You should also submit electronic copies to Mr. White ([daniel.white@plainfieldnj.gov](mailto:daniel.white@plainfieldnj.gov)) and myself ([mapte@cmeusa1.com](mailto:mapte@cmeusa1.com)).

The TRC meeting will be held virtually via Zoom. The Planning Division will forward you and your team a link and additional information prior to the meeting.

Please do not hesitate to contact me for any planning related questions at [mapte@cmeusa1.com](mailto:mapte@cmeusa1.com).

Sincerely,  
**CME Associates**

Malvika Apte, PP, AICP  
*Consulting Board Planner*

MA:nf

cc: Daniel White, Planning Board Secretary  
Peter Vignuolo, Planning Board Attorney  
Carlos Fuentes, PE, CME, Board Engineer  
Valerie Jackson, Director, Department of Economic Development  
Communipaw Associates, LLC, Applicant  
Brian Taylor, AIA, Applicant's Architect  
Joshua Kline, PE, Applicant's Engineer