

COMPLETENESS CHECKLIST FOR USE AND/OR BULK VARIANCES (Revised 5/13/13)

Section §802B. Completeness Checklist for Use Variance and Bulk Variance Request.

Prior to issuance of a Certificate of Completeness, the Administrative Officer shall determine that the following documents have been submitted:

- | <u>C</u> | <u>N</u> | <u>N/A*</u> | <u>W*</u> | <u>ONLY FOLDED PLANS WILL BE ACCEPTED</u> |
|-------------------------------------|--------------------------|-------------------------------------|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 1. Twenty-five (25) copies of completed and signed application form which must include the following: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Applicant's name, address, telephone number, facsimile number, and e-mail address (if applicable). <input checked="" type="checkbox"/> Property Owner's name, address, telephone number, facsimile number, and e-mail address (if applicable). <input checked="" type="checkbox"/> Applicant's interest in the property. <input checked="" type="checkbox"/> Name, address, telephone number, facsimile number, and e-mail address (if applicable) of the Applicant's attorney (if represented) as well as any and all other professional representative(s). <input checked="" type="checkbox"/> Street address of the property <input checked="" type="checkbox"/> Tax lot and block numbers of the property <input checked="" type="checkbox"/> Zoning District in which the property is located. <input checked="" type="checkbox"/> Description of the property <input checked="" type="checkbox"/> Description of the proposed development. <input checked="" type="checkbox"/> Type of application <input checked="" type="checkbox"/> Provide identification of subject property/properties' Special Flood Hazard Area Zone <input checked="" type="checkbox"/> Executed copy of "Authorization & Consent Form" Part "C" <input checked="" type="checkbox"/> Executed copy of "Certificate of Ownership" Part "D", if applicable <input checked="" type="checkbox"/> Executed copy of "Certificate of Corporation/Partnership", if applicable <input checked="" type="checkbox"/> Applicant/Owner to provide verification of taxes paid (this will be further verified by the Administrative Officer). <input checked="" type="checkbox"/> Executed copy of "Escrow Agreement" Part "E" |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2. Twenty-five (25) copies of the property deed(s). |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 3. Twenty-five (25) copies of the Zoning Permit Denial [not required for subdivisions] |
| | | | | 4. Required Plans folded, no larger than 30"x42": |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | a. Twenty-five (25) copies of current signed & sealed survey, prepared by a New Jersey Licensed Professional Land Surveyor. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | b. Five (5) copies with initial submission and each subsequent submission for completeness review. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | c. Once the application is deemed complete, twenty (20) additional full-sized paper sets of the plans plus one (1) reduced-size paper set of the plans no larger than 11"x17", and one (1) CD containing the plans in .pdf format must be submitted to the Board Office for distribution. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 5. Six (6) copies of Tree Removal Application package in accordance with Section §525 (if applicable). |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 6. Community Impact Statement (for Use Variance only) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 7. Application Fee \$ <u>750.00</u> Escrow Deposit \$ <u>1500.00</u> |

In accordance with fee schedule.

C = Complete N = Incomplete N/A = Not Applicable

* Any request for a "WAIVER" must include a written explanation for the request.

COMPLETENESS CHECKLIST ADDENDUM

- 4.b. Twenty five (25) copies of the survey are provided with the initial submittal.
- 4.c. Survey is 11" x 17" so one unsealed copy is submitted so one (1) unsealed copy is submitted. One (1) CD will be submitted once application is deemed complete.
- 5. No tree removal is anticipated.
- 6. The Community Impact Statement will be submitted when the application is deemed complete.

Neptune Township
25 Neptune Blvd.
Neptune, New Jersey 07753
732-988-5200 ext. 278 Fax 732-988-4259
www.neptunetownship.org



Application # ___/___/___
Date Filed ___/___/___
Hearing Date ___/___/___

Application for Use and/or Bulk Variances

Type of Variance Requested:

- Bulk Variance [front, side/rear setback, other] Specify _____

- Bulk Variance [Lot Coverage] _____
- Use Variance [proposal not permitted in zone] Approval for warehousing/self storage by a single user in the building _____
- Appeal/Interpretation of Decision _____
- Other, Specify _____

1. Property Address: 1906 Rutherford Avenue Neptune NJ 07753
2. Block 1002 Lot 16
3. Property is located in C-7 Zoning District according to the Neptune Twp. Land Ordinance.
4. Name of applicant: Coljard Realty, LLC
Mailing address: P.O. Box 3187 Sea Bright NJ 07760
Phone # _____ fax # N/A Cell # _____
E-mail address: _____
5. Name of owner: Same as Applicant
Mailing address: _____
Phone # _____ Fax # _____ Cell # _____
E-mail address: _____
6. Name of contact person: Peter S. Falvo, Jr., Esq.
Mailing address: 1500 Lawrence Avenue -- CN 7807 Ocean NJ 07712-7807
Phone # 732-922-1000 Fax # 732-922-6161 Cell # _____
E-mail address: psf@ansellgrimm.com
7. Interest of applicant, if other than owner: _____

Detailed Information:

- Existing use of property: sports and recreation instruction
- Proposed use of property: sports and recreation instruction, and, warehousing/self storage by a single user
- Special Flood Hazard Area: Zone X -- Are of Minimal Flood Hazard (see enclosed map of area)

Principal Use:

	Required and/or Permitted	Existing	Proposed
Lot Size	15,000	6,436	6,436
Lot Coverage	80%	>80%	>80% (no change)
Building Coverage	35%	>35%	>35%
Building Height	48'	unknown (1 story)	unknown (1 story) (no change)
Front Setback	15'	15.2'	15.2'
Rear Setback	20'	0.6'	0.6'
Side Setback	0/10'	10'	10'
Combined Side Setback	25'	12'	12'

(If multiple lots and/or buildings, please attach additional detailed listing)

Accessory: (If Applicable) N/A

	Permitted	Existing	Proposed
Lot Size			
Lot Coverage			
Building Coverage			
Building Height			
Front Setback			
Rear Setback			
Side Setback			
Combined Side Setback			

(If multiple lots and/or buildings, please attach additional detailed listing)

8. Has there been any previous applications involving these premises Yes No

If so when July 7, 1965

Result of decision Variance Approval

9. Justification/Reason(s) for variance(s) requested [be as specific as possible attach additional sheets as necessary]

Property operated for many years as an auto parts warehouse/distributor. Applicant purchased property in 2018. Shortly before the purchase, that tenant moved out. Building is divided into two parts of approximately equal size. There is no interior connection between the two parts. Each side has their own access to the exterior. In December 2018, a zoning permit was approved for "art, music, dance and martial arts instruction. Applicant subsequently allowed a new warehouse/self storage use to occupy the vacant portion of the building as a similar use under the assumption that the use was grandfathered as there had been no change in tenancy for that portion of the building. The warehousing/self storage is a low-level use for the site requiring very little activity or parking spaces. In addition, the hours of operation will work well with the instructional use. Additional information will be provided in testimony.

10. If a Zoning denial has been received as part of this application, please attach.

The required submission for all applications to be complete is twenty-five (25) copies of completed application form inclusive of any supporting information; and twenty-five (25) copies and one (1) CD* of survey and/or plan(s) with one (1) additional copy of survey and/or plan(s) on 11" x 17" sheet(s).

* See Section 802B. Completeness Checklist for Use Variance and Bulk Variance Request for details on submission requirements.

AFFIDAVIT OF APPLICATION

State of New Jersey
County of Monmouth

Thomas Collard _____ being of full age, being duly sworn according to
(Insert Applicant's Name)

Law, on oath depose and says that all the above statements are true.



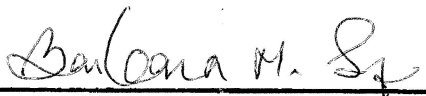
(Original Signature of Applicant to be Notarized)

Thomas Collard

(Print Name of Applicant)

Sworn and subscribed before me this

18th day of April, 2019



Signature of Notary Public

[NOTARY SEAL]
BARBARA MARIE SINGER
A Notary Public of New Jersey
My Commission Expires Feb. 15, 2021

**OWNER(S)' AFFIDAVIT OF AUTHORIZATION AND CONSENT
STATEMENT OF LANDOWNER WHERE APPLICANT IS NOT LANDOWNER**
[Original signatures only – copies will not be accepted]

IN THE MATTER BEFORE THE Zoning Board of Adjustment
(Insert Planning Board or Zoning Board of Adjustment)

IN THE TOWNSHIP OF NEPTUNE, STATE OF NEW JERSEY, COUNTY OF MONMOUTH.

I/WE, Collard Realty, LLC, WITH MAILING ADDRESS OF
(Insert Property Owner's Name)

PO Box 3187 Sea Bright NJ 07760 OF FULL AGE BEING DULY
(Insert Property Owner's Mailing Address)

SWORN ACCORDING TO LAW AND OATH DEPOSES AND SAYS:

“I/WE ARE THE OWNER(S) OF THE SUBJECT PROPERTY IN CONNECTION WITH
THIS APPLICATION DESIGNATED AS BLOCK(S) 1002 LOT(S) 16

ALSO KNOWN AS 1906 Rutherford Ave., Neptune NJ
(Insert physical address of the subject property)

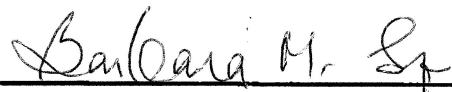
I/WE AUTHORIZE Peter S. Falvo, Jr., Esq.
(Insert name of Owner(s)' representative appearing before the Board)

TO APPEAL TO THE PLANNING/ZONING BOARD OF ADJUSTMENT OF THE TOWNSHIP OF NEPTUNE FOR SUCH RELIEF AS MAY BE REQUIRED RELATING TO THE PROPERTY LISTED ABOVE, CONSENT TO SUCH APPEAL AND APPLICATION, AND AGREE THAT ANY DECISION OF THE PLANNING/ZONING BOARD OF ADJUSTMENT ON SUCH APPEAL SHALL BE BINDING UPON ME/US AS IF SAID APPEAL HAS BEEN BROUGHT AND PROSECUTED DIRECTLY BY ME/US AS THE OWNER(S).


(Original Signature of Owner to be Notarized)
Thomas Collard, Member for Collard Realty, LLC

(Original Signature of Owner to be Notarized)

Sworn and subscribed before me this
18th day of April, 2019


Signature of Notary Public

[NOTARY SEAL]
BARBARA MARIE SINGER
A Notary Public of New Jersey
My Commission Expires Feb. 15, 2021

Escrow Agreement

I/we fully understand an "Escrow Account" will be established to cover the costs of the professional services which will include engineering, legal, planning, architectural, and any other expenses incurred in connection with the review of this application before the Land Use Board.

The amount of the Escrow Deposit will be determined by the Neptune Township Land Development Ordinance, section 1000 Application and Escrow Fee, Table 10.02 Escrow Fees.

It is the policy of Neptune Township that once an Escrow Account falls below 24% of the original deposit amount, the account must be replenished to its original amount. The only exception would be when the application is nearing completion; applicant will be notified of any anticipated charges and the amount of the deposit required.

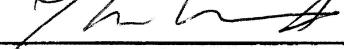
Payments shall be due within fifteen [15] days of receipt of the request for additional Escrow Funds. If payment is not received within that time, applicant will be considered to be in default, and such default may jeopardize appearance before the Board of hold up any and all pending approvals and building permits. Continued refusal will result in legal action against the property.

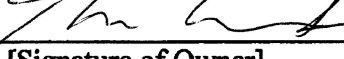
Also in accordance with N.J.S.A. 40:55D-53.1, all unused portion of the escrow account will be refunded upon written request from the applicant, and verification by the board's professionals who reviewed the application.

By signature below, I/we acknowledge receipt of Neptune Township's Section 1000, Application and Escrow Fees and agree to all conditions listed.

Name of Applicant: Collard Realty, LLC
[please print]

Property Address: 1906 Rutherford Ave., Neptune, NJ Block 1002 Lot 16

Applicant's Name: Collard Realty, LLC
[Print Name] 
[Signature of Applicant]
Thomas Collard, Member

Owner's Name: Collard Realty, LLC
[Print Name] 
[Signature of Owner]
Thomas Collard, Member

Date: April 18, 2019

SITE VISIT AUTHORIZATION OF PROPERTY OWNER

I hereby authorize any member of the Township of Neptune Planning Board/Zoning Board of Adjustment, any of said of Board's professionals or reviewing agencies of the Board to enter upon the property which is the subject matter of this application, during daylight hours, for limited purpose of viewing same to report and comment to the Board as to the pending application.

Date: 4/18/19 _____
Thomas Collard
Signature of Property Owner
Thomas Collard, Member for Collard Realty, LLC

STATEMENT FROM TAX COLLECTOR

Block 1002 Lot 1002 16

Property Location 1906 Rutherford

Status of municipal taxes due 5-1-19

Status of assessments for local improvements sewer current

Date: 4-23-19 _____
Michelle Marcise
Authorized Signature of Tax Collector