

BOROUGH OF FREEHOLD
51 WEST MAIN STREET
FREEHOLD, NEW JERSEY 07728

LAND USE DEPARTMENT APPLICATION CHECKLIST

Applicant's Name: Kingsley Square Town House Association, Inc.
Trade Name: Kingsley Square
Applicant's Address: c/o Young & Associate, 268 Valley Blvd., Wood-Ridge, NJ 07075
Block: 18.03 Lot(s): 18 Zone: T-H Townhouse Zone
Name of Project: Kingsley Square Parking Expansion

The following must be submitted in order for your application to be deemed complete.

ITEMS TO BE SUBMITTED	PLANS		WAIVER		PLANS		WAIVER	
	COMPLY	N/A	REQUESTED	N/A	COMPLY	N/A	REQUESTED	
1. Application for Zoning Certificate or Building Permit Denial from Zoning Officer								
2. Application for Planning Board								
3. Site Plan Application								
4. Site Plan (only folded plans will be accepted). *								
5. Site Plan Detail Checklist - Completed								
6. Fee Schedule with W-9 (Escrow & application fees must be in separate checks).								
7. Tax Certification								
8. Photograph of Existing Conditions								
9. Affidavit of Service								
10. Exhibit List								
11. List of Professionals To Testify								
12. Signed Checklist								

Eighteen (18) complete packages of the above information must be delivered to the Land Use Office to be considered complete. Please provide six (6) copies 24 x 36", and twelve (12) copies 11 x 17".

December 4, 2019
Date

Patricia Sheridan
Applicant or Agent President - KSTA

To Be Completed by Borough:

Date: _____

Checked By: _____

**NOTICE TO APPLICANTS REGARDING PRO SE REPRESENTATION
FREEHOLD BOROUGH PLANNING BOARD**

In accordance with Opinion No. 13 of the New Jersey Committee on Unauthorized Practice of Law, no applicant may submit an application or appear before the Planning Board who is not represented by an attorney licensed to practice law in the State of New Jersey, unless that applicant is an individual applying for variance relief on their primary residence, or a sole proprietorship, who is filing a fully-conforming site plan or subdivision application without any variances or waivers.

Any other parties who wish to file a pro se application without the benefit of an attorney may not do so without consulting the Planning Board Attorney, Ronald D. Cucchiaro, Esq., 973-403-1100.

**FREEHOLD BOROUGH PLANNING BOARD
NOTICE TO APPLICANTS
REGARDING APPLICATION PROCESS**

The Freehold Borough Planning Board Land Use Application Packet must be completed in accordance with the requirements of the Freehold Borough Ordinances and New Jersey and Federal Law. Failure to properly submit this application and to present your case at a hearing can jeopardize your rights to develop or otherwise use the subject property.

The Planning Board Secretary and staff are prohibited by law from providing you with any advice on legal, engineering, planning, or technical issues.

It is strongly recommended that you seek the assistance of a licensed New Jersey attorney with questions you may have related to your application. An attorney's advice will vary, depending upon the circumstances and complexity of your application. The attorney may advise you that no representation is necessary, limited representation is necessary, or that the matter must be handled completely by professionals. The Freehold Borough Planning Board staff cannot provide such recommendations to you. To the extent that you have questions, you should seek the assistance of such an attorney.

BOROUGH OF FREEHOLD
51 WEST MAIN STREET
FREEHOLD, NEW JERSEY 07728

LAND USE DEPARTMENT
PLANNING BOARD APPLICATION FORM

Please note: This application, with supporting documentation, must be filed with the Administrative Officer of the Land Use Department for review at least thirty (30) days prior to the meeting at which the application is to be considered.

To Be Completed By Borough Staff Only.

Date Filed: 3-6-2020 Application No. PB.SP.2020.002
Planning Board: _____ Application Fee: \$850.00
Scheduled for Completeness: _____
Scheduled for Hearing: _____

1. SUBJECT PROPERTY (ATTACH PHOTO):

Location: Parking Area off of Kingsley Way
Tax Map: Page _____ Block _____ Lot(s) _____
Page _____ Block 18.03 Lot(s) 18
Dimensions: Frontage _____ Depth _____ Total Area _____

2. APPLICANT:

Name: Kingsley Square Town House Association, Inc.
Corporate Name(s): Kingsley Square
Address: c/o Young & Associate, 268 Valley Blvd., Wood-Ridge, NJ 07075
Telephone: 201-939-8200

Applicant is a Corporation Partnership _____ Individual _____

Note: If the applicant is a corporation or limited liability company, the applicant must be represented by an attorney.

3. DISCLOSURE STATEMENT:

Pursuant to N.J.S. 40:55D-48.1, the names and addresses of all persons owning 10% of the stock in a corporate applicant or 10% interest in any partnership applicant must be disclosed. In accordance with N.J.S.40A:55D-48.2, that disclosure requirement applies to any corporation or partnership which owns more than 10% interest in the applicant followed up the chain of ownership until the names and addresses of the non-corporate stockholders and partners exceeding 10% ownership criterion have been disclosed.

NAME	ADDRESS	INTEREST
N/A		
This is an HOA comprised of unit owners where no unit owner has more than a 10% interest		

4. If the Owner(s) is other than the applicant, provide the following information on the Owner(s):

Owner's Name: _____

Address: _____

Telephone No.: _____

If the owner of any portion of the subject premises is other than the applicant, you must have the owner consent to the application by signing Paragraph 27 below.

5. PROPERTY INFORMATION:

Restrictions, covenants, easements, Association by-laws, existing or proposed on the property:

Yes (Attach copies) No Proposed

Note: All deed restrictions, covenants, easements, Association by-laws, existing and proposed must be submitted for review and must be written in easily understandable English in order to be approved.

Present use of property:

Parking lot for Kingsley Square

6. Applicant's Attorney: Peter G. Licata

Address: 4400 Route 9 S., Freehold, NJ 07728

Telephone No.: 732-431-1234 Fax No.: 732-431-3994

Email: plicata@spspc.com

7. Applicant's Engineer: Geller Sive & Co., Robert Sive, a N.J. Professional Engineer

Address: 958 Adelphia Road, Adelphia, NJ 07710

Telephone No. 732-625-7919 Fax No.: 732-625-9313

8. Applicant's Planner: _____

Address: _____

Telephone No.: _____ Fax No.: _____

9. Applicant's Traffic Engineer: _____

Address: _____

Telephone No. _____ Fax No. _____

10. List any other expert who will submit a report or who will testify for the Applicant. Attach additional sheets as may be necessary:

Name: _____

Field of Expertise: _____

Address: _____

Telephone No.: _____ Fax No.: _____

11. Applicant represents a request for the following:

SUBDIVISION:

_____ Minor Subdivision Approval: Do you have knowledge of any previous subdivision applications affecting any portion of the subject premises?

Yes _____ No _____

Total area of Tract: _____

Area of each proposed lot: _____

Subdivision Approval (Preliminary):

Total area of tract: _____

Total Area of Tract which is being subdivided: _____

Are there any current or contemplated easements or restrictions that affect or will affect any portion of the premises? If so, describe and attach copies of same.

Subdivision Approval (Final):

Date of Preliminary Approval: _____

Number of Lots Proposed for Final Approval: _____

Does the final plat conform exactly to the preliminary plat in all details and areas covered? Yes: _____ No: _____ If not, indicate material changes or incongruities. If necessary, attach additional pages.

List all maps and other materials accompanying this application:

SITE PLAN:

_____ Preliminary Site Plan Approval (Phases, if applicable _____)

_____ Final Site Plan Approval (Phases, if applicable _____).

X _____ Amendment or Revision to an Approved Site Plan:

Area to be disturbed: 4,875 s.f.

Total number of dwelling units: N/A

_____ Request for waiver from Site Plan Review and Approval. Reason for request:

- _____ Informal Review (Planning Board only).
- _____ Appeal Decision of an Administrative officer,
(N.J.S.40:55D-70a.)
- _____ Map or Ordinance Interpretation of Special Question,
(N.J.S.40:55D-70b).
- _____ Variance Relief - Hardship (N.J.S.40:55D-70c(1)).
- X Variance Relief - Substantial Benefit (N.J.S.40:55D-
70c(2)).
- _____ Variance Relief - Use (N.J.S.40:55D-70D).
- _____ Conditional Use Approval (N.J.S.40:55D-67).
- _____ Direct issuance of a permit for a structure in bed
of a mapped area, public drainage way or flood
control basin (N.J.S.40:55D-34).

NOTE: Appeals of decisions of Administrative Officers, use variances, and the direct issuance of permits are all matters to be heard by the Zoning Board of Adjustments only.

12. Section(s) of Ordinance from which a variance is requested:
18.60.050 - Lot Coverage; 18.60.020.A.11 Parking

13. Waivers Requested of Development Standards and/or Submission Requirements (attach additional pages as needed):
16.24.030.A.13 Parking Setback - Existing Parking Lot

14. Attach a copy of the Notice to appear in the Asbury Park Press, the Borough's official newspaper, and to be mailed to the owners of all real property, as shown on the current tax duplicate, located within the State and within 200 ft. in all directions of the property which is the subject of this application. The Notice must specify the sections of the Ordinance from which relief is sought, if applicable. The publication and service on the affected owners must be accomplished at least ten (10) days prior to the date scheduled by the Administrative Officer for the hearing. An affidavit of service on all property owners and an affidavit of publication must be filed before the application will be complete and the hearing can proceed.

15. Explain in detail the exact nature of the application and the changes to be made at the premises, including the proposed use of the premises. (Attach pages as needed):
Applicant proposes an approximately 1,800 s.f. expansion of the parking lot off Kingsley Way for approximately ten (10) additional parking spaces. The parking lot services the units that border Lot 18.

16. Is a public water line available? Yes No
17. Is a public sanitary sewer available? Yes No
18. Does the application propose a well? Yes No
- Does the application propose a septic system? Yes No
19. Have any proposed new lots been reviewed with the Tax Assessor to determine appropriate lot and block numbers? Yes No
20. Are any off-tract improvements required or proposed? Yes No
21. Is the subdivision to be filed by deed or plat? Yes No
22. What form of security does the applicant propose to provide as performance and maintenance guarantees?

Bonds

23. Other approvals which may be required & date plans submitted:

<u>AGENCY</u>	<u>YES</u>	<u>NO</u>	<u>DATE</u> <u>PLANS SUBMITTED</u>
<u>Manasquan Regional Sewer Authority</u>			
<u>Monmouth County Health Dept.</u>			
<u>Monmouth County Planning Bd.</u>			
<u>Freehold Soil Conservation District</u>			
<u>NJ Dept. of Environmental Protection</u>			
<u>Sewer Extension Permit</u>			
<u>Sanitary Sewer Connection Permit</u>			
<u>Stream Encroachment Permit</u>			
<u>Wetlands Permit</u>			
<u>Potable Water Construction Permit</u>			
<u>Other (Please note.)</u>			
<u>NJ Department of Transportation</u>			
<u>NJ Natural Gas Co.</u>			
<u>JCP&L</u>			
<u>Other (Please note.)</u>			

24. Certification from the Tax Collector that all taxes due on the subject property have been paid.

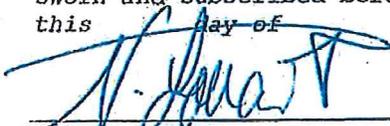
25. List of Maps, Reports, and other materials accompanying the application. (Attach additional pages as required for complete listing).

<u>QUANTITY</u>	<u>DESCRIPTION OF ITEM</u>
18	Parking lot expansion and grading plan
18	Survey
18	Filed map for Kingsley Square

26. I certify that the foregoing statements and the materials submitted are true. I further certify that I am the individual applicant, or I am an officer of the corporate applicant, and that I am authorized to sign the application for the corporation, or that I am a general partner of the partnership applicant.

Please note: If the applicant is a corporation, an authorized corporate officer must sign this section. If applicant is a partnership, a general partner must sign this section.

Sworn and subscribed before me
this _____ day of _____,



NOTARY PUBLIC

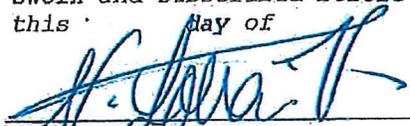
Kingsley Square Town House Association, Inc.

By Patricia Sherida - President KSTA
SIGNATURE OF APPLICANT

27. I certify that I am the owner of the property which is the subject of this application; that I have authorized the applicant to make this application; and that I agree to be bound by the application, the representations made, and the decision in the same matter as if I were the applicant.

Please note: If the applicant is a corporation, an authorized corporate officer must sign this section. If applicant is a partnership, a general partner must sign this section.

Sworn and subscribed before me
this _____ day of _____,



NOTARY PUBLIC

Kingsley Square Town House Association, Inc.

By Patricia Sherida - President KSTA
SIGNATURE OF OWNER

Louai Najjar
Notary Public
New Jersey
My Commission Expires 3-3-2022
Commission No. 50055622

28. I understand that the sum of \$6,500 has been deposited in an escrow account (Builder's Trust Account). In accordance with the Ordinances of the Borough of Freehold, I further understand that the escrow account is established to cover the cost of professional services, including engineering, planning, legal and other expenses associated with the review of submitted materials and the publication of the decision by the Board. Sums not utilized in the review process shall be returned. If additional sums are deemed necessary, I understand that I will be notified of the required additional amount and shall add that sum to the escrow account within ten (10) days.

Kingsley Square Town House Association, Inc.

December 4, 2019
DATE

By: Patricia Amador
SIGNATURE OF APPLICANT *President*

Louai Nade
Notary Public
New Jersey
My Commission Expires
Commission No. _____

BOROUGH OF FREEHOLD
51 WEST MAIN STREET
FREEHOLD, N.J. 07728

LAND USE DEPARTMENT SITE PLAN APPLICATION

_____ MAJOR _____ REQUEST FOR WAIVER

Applicant's Name: Kingsley Square Town House Association, Inc.

Trade Name: Kingsley Square

Applicant's Address: c/o Young & Associate, 268 Valley Blvd., Wood-Ridge, NJ 07076

Block: 18.03 Lot(s): 18

Name of Project: Kingsley Square Parking Expansion

Street Address: Parking Area off of Kingsley Way

1. Proposed Use of Area: Parking lot

2. Area of Entire Tract: .705 AC

3. Dimensions of Existing Structures on Lot:
N/A

4. Parking Stalls: Number existing 50 Number proposed 60

5. Total number of employees: N/A

6. Number of Dwelling Units if applicable: N/A

7. Number of Seating Facilities: N/A

8. Reason for Waiver if applicable: N/A

Date: 12-4-2019 Applicant or Agent: Patricia Sheridan
Pres - KSTA

BOROUGH OF FREEHOLD
51 WEST MAIN STREET
FREEHOLD N.J. 07728

LAND USE DEPARTMENT EXHIBIT LISTING

PROJECT NAME: Kingsley Square Parking Expansion

APPLICATION NUMBER: _____

DATE OF HEARING: _____

APPLICANT'S EXHIBITS

EXHIBIT NO.	DESCRIPTION OF EXHIBIT
A-1	
A-2	
A-3	
A-4	
A-5	
A-6	
A-7	
A-8	
A-9	
A-10	
A-11	
A-12	
A-13	
A-14	

BOARD EXHIBITS

(To be completed by the Borough)

EXHIBIT NO.	DESCRIPTION OF EXHIBIT
B-1	
b-2	
B-3	
B-4	
B-5	
B-6	
B-7	
B-8	

BOROUGH OF FREEHOLD
51 WEST MAIN STREET
FREEHOLD N.J. 07728

LAND USE DEPARTMENT APPLICATION WITNESS LIST

PROJECT NAME: Kingsley Square Parking Expansion

APPLICATION NUMBER: _____

DATE OF HEARING: _____

1. Name: Robert Sive, PE, Geller Sive & Co.

Field of Expertise: Professional Engineer

Address: 958 Adelphia Road, Adelphia, NJ 07710

Telephone No. 732-625-7919 Fax No. 732-625-9313

2. Name: _____

Field of Expertise: _____

Address: _____

Telephone No. _____ Fax No. _____

3. Name: _____

Field of Expertise: _____

Address: _____

Telephone No. _____ Fax No. _____

4. Name: _____

Field of Expertise: _____

Address: _____

Telephone No. _____ Fax No. _____

SITE PLAN CHECKLIST - PRELIMINARY APPROVAL

NAME OF APPLICANT: Kingsley Square Town House Association, Inc.

BLOCK: 18.03 LOT: 18

TRADING AS: Kingsley Square

SITE ADDRESS: Parking Area off of Kingsley Way

INSTRUCTIONS: The applicant is to check off each item with which he has complied. If he believes the item is not applicable, then he should enter "N.A." For those items not complied with, there must be a letter seeking a waiver and the reasons for granting the waiver.

	<u>Information Provided</u>	<u>Staff Review</u>
1. Name, address, and title of person preparing site plan.	<u>X</u>	_____
2. Name and address of applicant.	<u>X</u>	_____
2. Name and address of owner of the land.	<u>X</u>	_____
4. The municipal tax map lot and block numbers of the lot(s) shown on the site plan and the tax sheet number or numbers.	<u>X</u>	_____
5. Key Map.	<u>X</u>	_____
6. A date, scale and north arrow on each sheet of the site plan.	<u>X</u>	_____
7. The zoning district or districts in which the lot or lots are located.	<u>X</u>	_____
8. If the site plan includes more than one sheet, each sheet shall be numbered and titled.	<u>N/A</u>	_____
9. The location of all existing watercourses, wood areas, easements, right-of-ways, streets, roads, highways, freeways, railroads, canals, rivers, buildings, structures, or any other feature if such feature has an effect upon the said property.	<u>N/A</u>	_____
10. The location of all existing and proposed landscaped areas and all existing trees over six inch caliper.	<u>X</u>	_____
11. The location, use, finished grade level and ground area of each existing and proposed building, structure, or any other land use, including all setback dimensions.		_____
12. The location, names and widths of all existing and proposed streets (including cross sections and profiles) abutting the lot or lots in question and within 200 ft. of said lot.	<u>X</u>	_____

	<u>Information Provided</u>	<u>Staff Review</u>
13. The location, type and size of all existing and proposed curbs, sidewalks, driveways, fences, retaining walls, parking space areas and the layout thereof and all off-street loading areas, together with the dimensions of all the foregoing.	<u>X</u>	_____
14. The capacity of proposed off-street parking areas and location of all off-street parking spaces (including handicapped spaces).	<u>X</u>	_____
15. The location and size of proposed loading berths.	<u>N/A</u>	_____
16. The location and treatment of existing and proposed entrances and exits to public rights-of ways, including the possible utilization of traffic signals, channelization, acceleration/ deceleration lanes, additional width and any other device necessary to traffic safety and/or convenience.	<u>N/A</u>	_____
17. The location, size and nature of all existing and proposed rights-of-ways, easement and other encumbrances which may affect the lot or lots in question, and the location, size, and description of any lands to be dedicated to the municipality or the County of Monmouth.	<u>N/A</u>	_____
18. Description of interior traffic circulation.	<u>X</u>	_____
19. The location, type, and size of all exterior lighting of parking, loading and driveway areas.	<u>X</u>	_____
20. The location and identification of proposed open spaces, parks, or other recreation areas.	<u>N/A</u>	_____
21. The location and design of buffer areas and screening devices to be maintained.	<u>N/A</u>	_____
22. Existing topography based upon New Jersey Geodetic Control Survey datum and proposed grading both with a maximum of two foot contour levels.	<u>N/A</u>	_____
23. The location type and size of all existing and proposed catch basins, storm drainage facilities and utilities, plus all required design data supporting the adequacy of the existing or proposed facility to handle future storm flows (design calculations for a 25 year storm).	<u>X</u>	_____
24. The location of all existing and proposed signs (If sign is non-conforming, please note herein if request is being made for a Design Waiver as part of this application); standards, utility poles and their size, type of construction, and location of water supply and sewage disposal systems.	<u>X</u>	_____

	<u>Information Provided</u>	<u>Staff Review</u>
25. The location of all existing property lines adjoining the tract and all lines within 200 ft. of the boundary lines of the major tract and the name of the owner of each property.	<u>X</u>	_____
26. The location, size and nature of the entire lot in question, and any contiguous lots owned by the applicant, or in which the applicant has a direct or indirect interest, even though only a portion of the entire property is involved in the site plan for which approval is sought.	<u>X</u>	_____
27. Complete construction specifications to include description, materials and method of construction for all required improvements shall be submitted with all site plan applications. A schedule of events and time sequence shall also be submitted for all required improvements. A preconstruction conference shall be required prior to the construction of any required improvements between the owner, contractor and engineer, and shall be a condition of any approval.	<u>X</u>	_____
28. Preliminary architectural plans for any proposed buildings or structures indicating typical floor plans, elevations, height and general design or architectural styling. Such plans shall include the name, address, and title of the person preparing the plans.	<u>N/A</u>	_____
29. Any other information required by the Planning Board or the Monmouth County Planning Board which is reasonably necessary to ascertain compliance with the provisions of this chapter or other Federal, State, County or Municipal laws, rules or regulations.	<u>N/A</u>	_____
30. Site Plan Scale not smaller than 1" = 50', and not larger than 1" = 10'	<u>X</u>	_____
31. Submission has been made to the County Planning Board, and their comments/approval are attached to the site plan.	<u>N/A</u>	_____
32. The location of and disposal process for all refuse and recyclable materials.	<u>N/A</u>	_____
33. Compliance with Handicap Regulations.	<u>X</u>	_____
34. Signature block for Chairperson, Secretary, and Borough Engineer and signature block for County Planning Board if applicable.		
PLEASE NOTE: Underneath the title of engineer, there should be listed "William T. Wentzien, P.E., New Jersey License No. 27799".	<u>X</u>	_____
35. If determined to be a "major" site plan, the names of owners of record of adjacent property within 200 ft.	<u>X</u>	_____

PREPARED BY: _____ DATE: _____

OWNER/AGENTS APPROVED: _____ DATE: _____

REVIEWED BY: _____ DATE: _____

NAME OF APPLICANT: Kingsley Square Town House Association, Inc.

BLOCK 18.03 LOT 18

ADDRESS: c/o Young & Associate, 268 Valley Blvd., Wood-Ridge, NJ 07075

INSTRUCTIONS: The applicant is to estimate his required fees by filling in the first column. Two (2) checks should be provided with the application: one for application fees (Schedule A), and a second for escrow fees (Schedule B). Schedule A fees are non-refundable. Schedule B fees are used to offset the costs of professional reviews and inspections as permitted by law, and any remaining balance will be refunded to the Applicant upon completion of the project, or the withdrawal/denial of the project.

For major subdivisions and site plans, the final application and approval fee can be paid after preliminary approval, if desired. Inspection fees must be paid prior to the start of construction.

SCHEDULE A: NON-REFUNDABLE FEES

	<u>Fee</u>	<u>Applicant Estimate</u>	<u>Staff Review</u>
a. Publication of Notice of Any Decision	\$ 50.00	_____	_____
b. List of Property Owners Within 200 ft.	\$ 0.25 per name, or \$10.00, whichever is greater.		
c. Minor Subdivision Approval:			
1. Each Informal Review	\$ 100.00	XX	XX
2. Application Fee	\$ 100.00	_____	_____
3. Plat Review Fee	\$ 200.00	_____	_____
d. Major Subdivision Approval:			
1. Each informal Review	\$ 100.00	XX	XX
2. Preliminary Application Fee	\$ 100.00 + \$200.00 per lot	_____	_____
3. Final Plat Application Fee	\$ 100.00 + \$100.00 per lot	_____	_____
e. Minor Site Plan Approval: (Less than 2,000 sq.ft. of building area, and five or fewer parking spaces):			
1. Each Informal Review	No Fee	_____	_____
2. Application Fee	\$ 100.00	_____	_____
3. Preliminary Review Fee	\$ 200.00	_____	_____
4. Final Review Fee	\$ 200.00	_____	_____
f. Waiver of Site Plan Detail Request	\$ 250.00	_____	_____
g. Major Site Plan Approval: (2,000 or more sq.ft. of building area and/or more than five parking spaces):			
1. Each Informal Review	\$ 100.00	XX	XX
2. Preliminary Application Fee	\$ 100.00	100.00	_____
3. Preliminary Approval Review Fees:			
a. Residential - The sum of:			

I. For each new dwelling unit	\$ 50.00	_____	_____
II. For each remodeled, reconstructed, refurbished or rehab dwelling unit	\$ 30.00	_____	_____
III. For each new or additional parking space:			
a. First 100 spaces	\$ 25.00 ea.	<u>250</u>	_____
b. Over 100 spaces	\$ 20.00 ea.	_____	_____
b. Other Uses	\$ 200.00 +	_____	_____
(The sum of each of the following fees if applicable):			
I. For each full 1,000 sq.ft. of affected lot area (See (O) below):			
a. First 50,000 sq.ft.	\$ 10/1,000 sf	_____	_____
b. Over 50,000 sq.ft.	\$ 5/1,000 sf	_____	_____
II. For each full 1,000 sq. ft. proposed new gross floor area:			
a. First 50,000 sq. ft.	\$ 50/1,000 sf	_____	_____
b. Over 50,000 sq.ft.	\$ 20/1,000 sf	_____	_____
III. For each proposed new or additional parking spaces:			
a. First 100 spaces	\$ 20/sp	_____	_____
b. Over 100 spaces	\$ 10/sp	_____	_____
IV. For each 1,000 sq.ft. of remodeled existing gross floor area	\$ 10/1,000 sf	_____	_____
V. For each reconstructed, resurfaced or improved existing paved parking space	\$ 10/1,000 sf	_____	_____
4. Final Application Fee	\$ 200.00	<u>200</u>	_____
5. Final Approval Review Fees - fifty percent (50%) of fees for preliminary approval set forth above.			
 h. Variances:			
1. Appeals (N.J.S.A.40:550-70a):			
a. Single family residential uses	\$ 100.00	_____	_____
b. Other	\$ 200.00	_____	_____
2. Interpretation of the Land Use Ordinance or Map (N.J.S.A.40:55D-70b)	\$ 250.00	_____	_____
3. Hardship or Bulk Variance, (N.J.S.A.40:55D-70c):			
a. Single-family residential uses	\$ 200.00	_____	_____
b. Other	\$ 300.00	<u>300</u>	_____
4. Use Variance (N.J.S.A.40:55D-70d)			
a. Proposed single-family residential use	\$ 250.00	_____	_____
b. Other Uses	\$ 500.00	_____	_____
i. Conditional Uses:	\$ 500.00	_____	_____
 j. Public Hearing fee for those development applications requiring Notice of Public Hearing			
	\$ 100.00	_____	_____
 k. Change of Master Plan or Zone District Request			
	\$ 200.00	_____	_____

	<u>Fee</u>	<u>Applicant Estimate</u>	<u>Staff Review</u>
l. Environmental Impact Statement (EIS):			
1. Required E.I.S.	\$ 500.00	_____	_____
2. For request of waiver of E.I.S.	\$ 200.00	_____	_____
m. Revised Plats: Any proposed revisions to a plat, including all supporting maps and documents previously approved by the Reviewing Board which approval is still in effect, shall require submission of revised plat and payment of fees in accordance with the following and with sufficient copies of the revised plans:			
1. Additional information or changes requested by the Reviewing Board or Borough Engineer	NO FEE	XX	XX
2. Minor changes which do not involve any additional building or parking or significant change in the design of the site or subdivision	\$ 50.00	_____	_____
2. Changes which involve additional buildings or parking or a significant change in the design of the site or subdivision, an application and application fee equal to one-half the fee required for the initial submission.		_____	_____
4. A change in use and/or major alteration of the design concepts of the plat shall be considered a new application.			
n. Request for Reapproval or Extensions of Time Where No Change is Required:			
1. Minor Subdivision - Reapproval Only	\$ 200.00	_____	_____
2. Major Subdivision and site plans	\$ 400.00	_____	_____
3. Other applications for development (Soil removal, etc.)	\$ 100.00	_____	_____
o. Site Plan Charges Computation: In cases where only a portion of a parcel or site are to be involved in the proposed site plan, the charge shall be based upon an area extending twenty feet (20 ft.) outside the limits of all construction, including grading and landscaping, as well as other areas on the site the Borough Engineer believes are reasonably affected by the development application. The twenty feet (20 ft.) around the disturbed area shall not extend beyond the property lines. The Borough may still require reasonable improvements and upgrading to portions of the site not within the disturbed or affected area.			
p. Zoning Permits:	\$ 50.00		
q. Sign Appeals	\$ 100.00		

BLOCK 18.03 LOT 18

	<u>Fee</u>	<u>Applicant Estimate</u>	<u>Staff Review</u>
r. Review of Sales Map	\$ 450.00	_____	_____
S. Street Signs	Actual Cost	_____	_____
t. Review by Technical Review Committee prior to Formal Application	\$ 100.00/session	_____	_____
TOTAL APPLICATION FEES:		\$ <u>850</u>	_____

SCHEDULE B: ESCROW FEES

	<u>Fee</u>	<u>Escrow To Be Posted</u>	<u>Staff Review</u>
RESIDENTIAL DEVELOPMENT:			
Minor Subdivisions	\$ 1,500.00	_____	_____
Major Subdivisions:			
0 - 5 Units or Lots	2,500.00	_____	_____
6 - 25 Units or Lots	3,000.00	_____	_____
26 or More Units or Lots	7,000.00	_____	_____
 SITE PLAN APPLICATION NOT INVOLVING STRUCTURES, ACRES			
0 - 3	5,000.00	_____	_____
3 +	8,000.00	_____	_____
 Site Plan Application Not Involving Structures - Total Floor Plan:			
1,250 - 1,999 sq. ft.	2,000.00		
2,000 - 20,000 sq.ft.	4,000.00	<u>4,000.00</u>	_____
20,000+ sq. ft.	8,500.00	_____	_____
VARIANCE - USE/BULK	2,500.00	<u>2,500</u>	_____
 Minimum Escrow for those Applications not governed by other Escrow accounts	1,500.00	_____	_____
 Interpretations/Sign Applications	1,500.00	_____	_____
 Any action requiring a Written Resolution by the Reviewing Board:			
Conditional Use	1,500.00	_____	_____
 TOTAL ESCROW FEES:		 \$ <u>6,500</u>	_____

NOTE: SEPARATE CHECKS ARE NEEDED FOR APPLICATION FEE AND ESCROW FEE.

BOROUGH OF FREEHOLD
51 WEST MAIN STREET
FREEHOLD N.J. 07728

LAND USE DEPARTMENT EXHIBIT LISTING

PROJECT NAME: Kingsley Square Parking Expansion
APPLICATION NUMBER: _____
DATE OF HEARING: _____

APPLICANT'S EXHIBITS

EXHIBIT NO.	DESCRIPTION OF EXHIBIT
A-1	Parking Lot Expansion and Grading Plan
A-2	Partial Location Survey
A-3	Final Subdivision Map (1968)
A-4	Photograph of Existing Condition
A-5	
A-6	
A-7	
A-8	
A-9	
A-10	
A-11	
A-12	
A-13	
A-14	

BOARD EXHIBITS

(To be completed by the Borough)

EXHIBIT NO.	DESCRIPTION OF EXHIBIT
B-1	
B-2	
B-3	
B-4	
B-5	
B-6	
B-7	
B-8	

BOROUGH OF FREEHOLD
51 WEST MAIN STREET
FREEHOLD, N.J. 07728

LAND USE DEPARTMENT TAX CERTIFICATION

Applicant's Name: Kingsley Square Town House Association, Inc.

Trade Name: Kingsley Square

Applicant's Address: c/o Young & Associate, 268 Valley Blvd., Wood-Ridge, NJ 07075

Owner's Name: Kingsley Square Town House Association, Inc.

Address: c/o Young & Associate, 268 Valley Blvd., Wood-Ridge, NJ 07075

Block: 18.03 Lot(s): 18

Physical Address: Parking Area off of Kingsley Way

The taxes & assessments due not including interest for the above block and lot are:

<u>QUARTER</u>	FOR YEAR _____	FOR YEAR _____
1.	<u>NO TAXES ASSESSED</u>	
2.		
3.		
4.		

Other Municipal charges as follows: \$ _____

The Water & Sewer charges not including interest for the above block and lot are:

<u>QUARTER</u>	FOR YEAR <u>2020</u>	FOR YEAR <u>2020</u>
1.	<u>Acct 649-0</u>	<u>Acct 649-1</u>
2.	<u>.67</u>	<u>1.68</u>
3.	_____	_____
4.	_____	_____

The total amounts due as of this date for the above referenced property are as follows:

TAXES: \$ _____
OTHER ASSESSMENTS: _____
WATER & SEWER: 2.35
TOTAL: \$ 2.35

Date: 3/10/20

Tax Collector: Patricia Berg

LAW OFFICE

SONNENBLICK, PARKER & SELVERS
A PROFESSIONAL CORPORATION

AVALON EXECUTIVE CENTER
4400 ROUTE 9 SOUTH
FREEHOLD, N.J. 07728
(732) 431-1234

FAX:
(732) 431-3994

WWW.SPSPC.COM

GERALD N. SONNENBLICK
CHARLES R. PARKER
JEROME M. SELVERS*
PETER G. LICATA*
JOHN A. RENTSCHLER
WILLIAM J. MEHR, OF COUNSEL
*N.J., N.Y. BAR

March 10, 2020

Via FedEx

Joseph B. Bellina
Business Administrator
Administrative officer
51 West Main Street
Freehold, NJ 07728

Attn: Dominica R. Napolitano

Re: Applicant: Kingsley Square Townhouse Association, Inc.
Property: Block 1803, Lot 18

Dear Mr. Bellina:

With regard to your email of March 6, 2020, enclosed please find the following additional copies of the plans:

- (1) Six (6) full size copies of the Parking Lot Expansion & Grading Plan;
- (2) Twelve (12) 11" x 17" copies of the Parking Lot Expansion & Grading Plan;
- (3) Six (6) full size copies of the Partial Location Survey with Topography;
- (4) Twelve (12) 11" x 17" copies of the Partial Location Survey with Topography; and
- (5) Eighteen (18) 11" x 17" copies of the related filed Final Subdivision Map.

If you determine there are any outstanding items, please email us and we will promptly provide you with same.

Thank you.

Very truly yours,

John A. Rentschler

John A. Rentschler
For the Firm

Encl.

LAW OFFICE

SONNENBLICK, PARKER & SELVERS
A PROFESSIONAL CORPORATION

AVALON EXECUTIVE CENTER
4400 ROUTE 9 SOUTH
FREEHOLD, N.J. 07728
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GERALD N. SONNENBLICK
CHARLES R. PARKER
JEROME M. SELVERS*
PETER G. LICATA*
JOHN A. RENTSCHLER

WILLIAM J. MEHR, OF COUNSEL

*N.J., N.Y. BAR

March 4, 2020

Via FedEx

Joseph B. Bellina
Business Administrator
Administrative officer
51 West Main Street
Freehold, NJ 07728

Attn: Dominica R. Napolitano

Re: Applicant: Kingsley Square Townhouse Association, Inc.
Property: Block 1803, Lot 18

Dear Mr. Bellina:

Please be advised that we represent the applicant, Kingsley Square Townhouse Association, Inc. in the above referenced matter.

Enclosed for submission please find (i) an original and eighteen (18) copies of the Application; (ii) eight (8) copies of the Parking Lot Expansion and Grading Plan; (iii) one (1) copy of the Partial Location Survey with Topography; (iv) original W-9 Form; (v) check number 1273 in the amount of \$850.00 representing the application fee; and (iv) check number 1272 in the amount of \$6,500.00 representing the escrow

If you determine there are any outstanding items, please email us and we will promptly provide you with same.

Thank you.

Very truly yours,

John A. Rentschler
John A. Rentschler
For the Firm

Encl.

cc: Kingsley Square Townhouse Association, Inc.
Robert Sive, PE

PB SP 2020-002
(no) [unclear]

BOROUGH OF FREEHOLD
51 WEST MAIN STREET
FREEHOLD, NEW JERSEY 07728

LAND USE DEPARTMENT APPLICATION CHECKLIST

Applicant's Name: Kingsley Square Town House Association, Inc.
Trade Name: Kingsley Square
Applicant's Address: c/o Young & Associate, 268 Valley Blvd., Wood-Ridge, NJ 07075
Block: 18.03 Lot(s): 18 Zone: T-H Townhouse Zone
Name of Project: Kingsley Square Parking Expansion

The following must be submitted in order for your application to be deemed complete.

ITEMS TO BE SUBMITTED	PLANS		WAIVER		PLANS		WAIVER	
	COMPLY	N/A	REQUESTED	N/A	COMPLY	N/A	REQUESTED	
1. Application for Zoning Certificate or Building Permit Denial from Zoning Officer								✓
2. Application for Planning Board					✓			
3. Site Plan Application					✓			
4. Site Plan (only folded plans will be accepted). *					✓			
5. Site Plan Detail Checklist - Completed					✓			
6. Fee Schedule with W-9 (Escrow & application fees must be in separate checks).					✓			
7. Tax Certification					✓			
8. Photograph of Existing Conditions								NEED
9. Affidavit of Service								NT MEETING
10. Exhibit List								NEED
11. List of Professionals To Testify					✓			
12. Signed Checklist					✓			

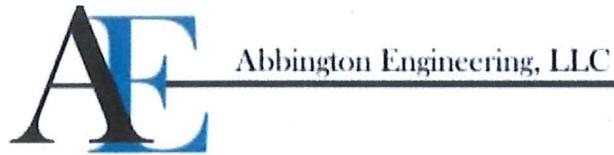
Eighteen (18) complete packages of the above information must be delivered to the Land Use Office to be considered complete. Please provide six (6) copies 24 x 36", and twelve (12) copies 11 x 17".

December 4, 2019
Date

Patricia Sheridan
Applicant or Agent President - KSTA

To Be Completed by Borough:
Date: 3-25-2020

Checked By: William J. Hefner



1315.002.068
March 25, 2020

Dominica Napolitano, Secretary
Borough of Freehold Planning Board
51 West Main Street
Freehold, NJ 07728

**RE: COMPLETENESS REVIEW
KINGSLEY SQUARE PARKING EXPANSION
SITE PLAN AND VARIANCE RELIEF
BLOCK 18.03, LOT 18
BOROUGH OF FREEHOLD, MONMOUTH COUNTY, NEW JERSEY**

Dear Ms. Napolitano:

Please be advised that I am in receipt of an application and supporting materials information for the above entitled matter, including the following:

1. Application Checklist, dated December 4, 2019.
2. Planning Board Application Form, dated March 6, 2020.
3. Site Plan Application Form, dated December 4, 2019.
4. Correspondence from Sonnenblick, Parker & Selvers, PC to Freehold Borough, dated March 10, 2020.
5. Correspondence from Sonnenblick, Parker & Selvers, PC to Freehold Borough, dated March 4, 2020.
6. Plan entitled 'Parking Lot Expansion & Grading Plan, Tax Lot 18, Block 18.03, Kingsley Square, Borough of Freehold, Monmouth County, New Jersey', prepared by Geller, Sive & Company, consisting of one (1) sheet, dated March 27, 2019.
7. Survey entitled 'Partial Location Survey W/Topography, Portion of Tax Lot 18, Block 18.03, Kingsley Way, Borough of Freehold, Monmouth County, New Jersey', consisting of one (1) sheet, dated March 9, 2019.
8. Plat map entitled 'Final Subdivision Map, Kingsley Square, Townhouse Community, Borough of Freehold, Monmouth County, N.J.', prepared by Donald W. Smith, consisting of one (1) sheet, dated November 12, 1968, and filed as Case# 96-15.

The subject of this application is certain lands known as Block 18.03, Lot 18, being a parking lot located off Kingsley Way. The site is located in the **T-H Townhouse Residential Zone** of the Borough. The Final Subdivision Map shows Lot 18 to contain 0.705 acres. The map further indicates that Lot 18 is 'Reserved for Parking'.

Existing

Block 18.03, Lot 18, is a separate lot located within the Kingsley Square development. The submitted information indicates Lot 18 contains an existing asphalt parking lot, with two (2) points of access off Kingsley Way. The plan provides site information for a portion of Lot 18, closest to Kingsley Way. For the area covered, 30 parking spaces are shown.

In the center of the parking area is a landscaped island of trees and grass. The submitted information would indicate there are no residential units, or structures, located on Lot 18.

Proposed

The following is indicated as being proposed:

1. Provide an additional ten (10) asphalt parking spaces, within the central landscaped island.
2. The location will be along one of the existing drive aisles near Kingsley Way.
3. The additional parking will involve approximately 1,800 s.f. of additional impervious surface, with the removal of grass and one (1) 24 inch tree.
4. The improvements will involve regrading a portion of the existing paved drive aisle, resulting in a total anticipated disturbance area for the project of 4,875 s.f.
5. Removal of approximately 24 lineal feet of existing 4 inch PVC piping.
6. Construction of a concrete curb cut and concrete pad area to accommodate storm runoff from the proposed additional paved area.
7. The plans do not indicate any changes to the existing storm inlets and piping system on-site.

The applicant has requested **Amendment or Revision to an Approved Site Plan, and Variance Relief**.

The documents submitted have been reviewed for the purposes of determining the Administrative Completeness of the application pursuant to N.J.S.A. 40:55-D-10.3, *The Municipal Land Use Law*, and in accordance with Title 16 of the *Code of the Borough of Freehold*.

Application Fees

The following fees have been posted with the Borough in accordance with Title 16 with respect to this matter:

- | | |
|----------------------------|------------|
| a. Application Filing Fees | \$850.00 |
| b. Escrow Deposit | \$6,500.00 |

Administrative Completeness Determination

As regards the Land Use Application the following is noted:

Application Checklist Item #8: Applicant to provide a **photograph of Existing Conditions**.

Application Checklist Item #9: The affidavit of service will need to be addressed at the Planning Board hearing.

Application Checklist Item #10: Applicant to provide a completed **Exhibit List form**.

Additional Items

1. The application indicates a request for an Amendment or Revision to an Approved Site Plan. Other than the filed plat with lot lines, no information regarding any previous approval(s) or previous design site plan(s) have been received. **Additional information regarding previous approval should be provided.**

Site Plan Checklist

As regard the **Site Plan Checklist**, the following is noted:

Checklist Item #2: Indicate name and address of Applicant

Checklist Item #3: Indicate name and address of owner of the land

Checklist Item #7: Indicate Zoning District

Checklist Item #9: Indicate Kingsley Way Right-of-Way

Checklist Item #11: Indicate setback of parking from Kingsley Way right-of-way

Checklist Item #14: Indicate total number of parking spaces

Checklist Item #17: Indicate Kingsley Way Right-of Way

Checklist Item #19: Lighting not indicated

Checklist Item #22: Indicate vertical grade datum

Checklist Item #23: Provide information regarding capacity of storm pipe with additional impervious added, for a 25 year storm

Checklist Item #25: Kingsley Way Right-of-Way and lot lines not indicated

Checklist Item #34: Signature Block needed

Site Plan Checklist to be signed by the preparer, and dated.

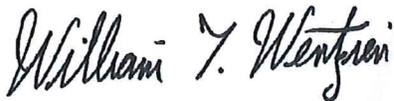
Based upon the above it is recommended that the application be deemed **Incomplete**. Upon receipt of the items noted in bold type, and indicated under Site Plan Checklist, we will review for conformity.

A copy of the Application Checklist and Site Plan Checklist is included herewith for the Planning Board file.

Should you have any questions or require additional information, please do not hesitate to contact our office.

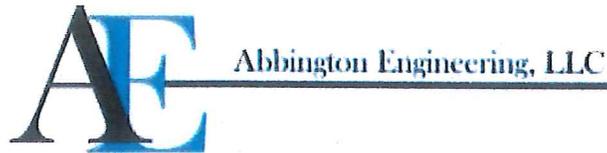
Very truly yours,

ABBINGTON ENGINEERING, LLC



William T. Wentzien, P.E., P.P., C.M.E.
Freehold Borough Planning Board Engineer

c. Ronald Cucchiaro, Esq. Planning Board Attorney



1315.002.068
May 4, 2020

Dominica Napolitano, Secretary
Borough of Freehold Planning Board
51 West Main Street
Freehold, NJ 07728

**RE: COMPLETENESS REVIEW #2
KINGSLEY SQUARE PARKING EXPANSION
SITE PLAN AND VARIANCE RELIEF
BLOCK 18.03, LOT 18
BOROUGH OF FREEHOLD, MONMOUTH COUNTY, NEW JERSEY**

Dear Ms. Napolitano:

Please be advised that I am in receipt of supplemental information for the above entitled matter, including the following:

1. Plan entitled 'Parking Lot Expansion & Grading Plan, Tax Lot 18, Block 18.03, Kingsley Square, Borough of Freehold, Monmouth County, New Jersey', prepared by Geller, Sive & Company, consisting of one (1) sheet, dated March 27, 2019, revised to April 7, 2020.
2. Copy of Stormwater Pipe Calculations for Kingsley Square, prepared by Geller Sive and Company, dated April 7, 2020.
3. Exhibit Listing Form, no date.
4. Photograph of existing site, no date, received May 1, 2020.

The subject of this application is certain lands known as Block 18.03, Lot 18, being a parking lot located off Kingsley Way. The site is located in the **T-H Townhouse Residential Zone** of the Borough. The Final Subdivision Map shows Lot 18 to contain 0.705 acres. The map further indicates that Lot 18 is 'Reserved for Parking'.

Existing

Block 18.03, Lot 18, is a separate lot located within the Kingsley Square development. The submitted information indicates Lot 18 contains an existing asphalt parking lot, with two (2) points of access off Kingsley Way. The plan provides site information for a portion of Lot 18, closest to Kingsley Way. For the area covered, 30 parking spaces are shown.

In the center of the parking area is a landscaped island of trees and grass. The submitted information would indicate there are no residential units, or structures, located on Lot 18.

Proposed

The following is indicated as being proposed:

1. Provide an additional ten (10) asphalt parking spaces, within the central landscaped island.
2. The location will be along one of the existing drive aisles near Kingsley Way.
3. The additional parking will involve approximately 1,800 s.f. of additional impervious surface, with the removal of grass and one (1) 24 inch tree.
4. The improvements will involve regrading a portion of the existing paved drive aisle, resulting in a total anticipated disturbance area for the project of 4,875 s.f.
5. Removal of approximately 24 lineal feet of existing 4 inch PVC piping.
6. Construction of a concrete curb cut and concrete pad area to accommodate storm runoff from the proposed additional paved area.
7. The plans do not indicate any changes to the existing storm inlets and piping system on-site.

The applicant has requested **Amendment or Revision to an Approved Site Plan, and Variance Relief**.

Based upon a review of the above, in conjunction with our Compliance Review Letter dated March 25, 2020, the following is noted regarding completeness:

Administrative Completeness Determination

As regards the Land Use Application the following is noted:

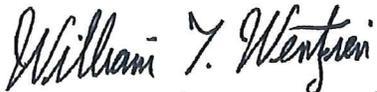
Application Checklist Item #9: The affidavit of service will need to be addressed at the Planning Board hearing.

Based upon the above it is recommended that the application be deemed **Complete**.

Should you have any questions or require additional information, please do not hesitate to contact our office.

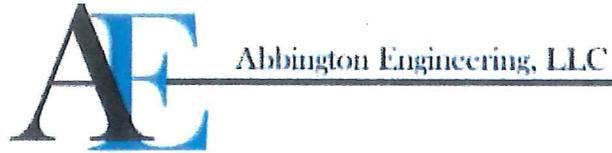
Very truly yours,

ABBINGTON ENGINEERING, LLC



William T. Wentzien, P.E., P.P., C.M.E.
Freehold Borough Planning Board Engineer

- a. Ronald Cucchiaro, Esq. Planning Board Attorney



1315.002.068
May 20, 2020

Dominica Napolitano, Secretary
Freehold Borough Planning Board
Borough of Freehold
51 West Main Street
Freehold, NJ 07728

**RE: KINGSLEY SQUARE PARKING LOT EXPANSION
ENGINEERING REVIEW
SITE PLAN AND VARIANCE RELIEF
BLOCK 18.03, LOT 18
BOROUGH OF FREEHOLD, MONMOUTH COUNTY, NEW JERSEY**

Dear Ms. Napolitano:

Please be advised that I have reviewed the referenced application consisting of the following:

1. Application Checklist, dated December 4, 2019.
2. Planning Board Application Form, dated March 6, 2020.
3. Site Plan Application Form, dated December 4, 2019.
4. Correspondence from Sonnenblick, Parker & Selvers, PC to Freehold Borough, dated March 10, 2020.
5. Correspondence from Sonnenblick, Parker & Selvers, PC to Freehold Borough, dated March 4, 2020.
6. Plan entitled 'Parking Lot Expansion & Grading Plan, Tax Lot 18, Block 18.03, Kingsley Square, Borough of Freehold, Monmouth County, New Jersey', prepared by Geller, Sive & Company, consisting of one (1) sheet, dated March 27, 2019, revised to April 7, 2020.
7. Survey entitled 'Partial Location Survey W/Topography, Portion of Tax Lot 18, Block 18.03, Kingsley Way, Borough of Freehold, Monmouth County, New Jersey', consisting of one (1) sheet, dated March 9, 2019.
8. Plat map entitled 'Final Subdivision Map, Kingsley Square, Townhouse Community, Borough of Freehold, Monmouth County, N.J.', prepared by Donald W. Smith, consisting of one (1) sheet, dated November 12, 1968, and filed as Case# 96-15.
9. Stormwater Pipe Computations, prepared by Geller, Sive and Company, dated April 7, 2020.

The subject of this application is certain lands known as Block 18.03, Lot 18, being a parking lot located off Kingsley Way. The site is located in the **T-H Townhouse Residential Zone** of the Borough. The Final Subdivision Map shows Lot 18 to contain 0.705 acres. The map further indicates that Lot 18 is 'Reserved for Parking'.

Existing

Block 18.03, Lot 18, is a separate lot located within the Kingsley Square development site. The submitted information indicates Lot 18 contains an existing asphalt parking lot having 54 parking spaces, with two (2) points of access off Kingsley Way. The plan provides site information for a portion of Lot 18 that is closest to Kingsley Way.

In the center of the parking area is a landscaped island of trees and grass. The submitted information would indicate there are no residential units, or structures, located on Lot 18.

Proposed

The following is indicated as being proposed:

1. Provide an additional nine (9) asphalt parking spaces, within the central landscaped island.
2. The location will be along one of the existing drive aisles near Kingsley Way.
3. The additional parking will involve approximately 1,620 s.f. of additional impervious surface, with the removal of grass and one (1) 24 inch tree.
4. The improvements will involve regrading a portion of the existing adjacent paved drive aisle, resulting in a total anticipated disturbance area for the project of 4,875 s.f.
5. Removal of approximately 24 lineal feet of existing 4 inch PVC piping.
6. Construction of a concrete curb cut and concrete pad area to accommodate storm runoff from the proposed additional paved area.
7. The plans do not indicate any changes to the existing storm inlets and piping system on-site.

The applicant has requested **Amendment or Revision to an Approved Site Plan, and Variance Relief.**

The application materials have been reviewed for compliance with relevant ordinances and design standards found in *The Borough of Freehold Code*. Based upon my review, the following information is furnished to assist board members in their deliberation of this matter.

ZONING

1. Per §18.60.020.B of the Freehold Borough Code, townhouse complexes are permitted, utilizing various design characteristics. The Kingsley Square development is noted to be an existing use. The types of residential units should be indicated on the documents.

2. The referenced Filed Subdivision Map indicates Block 18.03, Lot 18 to be reserved for parking. The existing use of Lot 18 appears to be parking, with no structures within the lot. This should be confirmed by the applicant.
3. The applicant should provide a review of the existing conditions and neighborhood, and describe what is being proposed.
4. Borough Code §18.60 contains zoning criteria in regard to townhouse development in the T-H Townhouse Zone. As Lot 18 does not contain structures, and only a parking area, the following is provided as a summary of zoning criteria as related to zoning issues, not including structures.

Item	Required	Existing	Proposed
Building Setback			
Front	20 FT *		
Lot Coverage (Impervious)	40%	Not Provided **	Not Provided **

Indicated for review of parking layout: *

Information regarding existing and proposed conditions of impervious lot coverage has not been provided. A review of the site would indicate that Lot 18 exceeds 40% under existing and proposed conditions: **

PARKING SPACES

1. Block 18.03, Lot 18 would appear to be one of several lots containing parking for the overall Kingsley Square complex.
2. The applicant should review with the Board the need for additional parking. Information received does not indicate the total number of parking spaces, nor the total number of residential units, associated with the overall Kingsley Square complex.
3. No review has been made regarding adequacy of parking spaces serving the overall Kingsley Square complex. For informational purposes, per §18.60.B.11, parking for townhomes in the T-H Townhouse Zone to be provided at the rate of one and one-half parking spaces for each unit.

FENCING

1. The documents received by our office do not indicate any fencing being affected by this proposal. This should be confirmed by the applicant.

SIGNS

1. The plan indicates an existing Kingsley Square sign within the landscape island, outside the area of proposed additional parking.
2. The documents do not indicate any revisions to existing signage, or any proposed signage. This should be confirmed by the applicant.

VARIANCES

The following determination of required variances is not deemed to be exhaustive and that additional variances and/or waiver relief may be required. Based upon my review of this matter, the following **Variances** from the Code of the Borough of Freehold appear to exist and should be considered as part of this matter:

- a. **§18.60.050 Lot Coverage:** The maximum permitted Lot Coverage in the T-H Townhouse Zone is 40%. §18.04.040 defines Lot Coverage as “that percentage of the lot area which is devoted to building area or structures including patios, decks, sidewalks, driveways, in-ground swimming pools or other impervious surfaces or features”. Lot coverage information for Lot 18 has not been provided. A visual inspection of the lot would indicate that the existing, and proposed, coverage exceeds 40%. Variance would be required.

SITE

1. The Planning Board Application form, under item #11, indicates a request for an amendment or revision to an approved site plan. No information regarding previous approval(s) has been received by this office. The applicant should discuss this with the Board.
2. The Site Plan Application Form, under item #4 would indicate that 10 parking spaces are proposed, whereas the plans depict 9 proposed parking spaces. The number of parking spaces proposed should be clarified with the Board.
3. The width of the existing drive aisles should be indicated on the plan.

4. The plans indicate a portion of pavement in the existing drive aisle is to be regraded to accommodate grading for the proposed new parking pavement. The plans indicate this area to be milled and replaced with 2 inches of bituminous surface course. Notation should be added to the plan indicating that areas of new pavement overlay subject to review and approval of the Engineer's Office in the field prior to construction.
5. The plans do not indicate proposed sidewalks. This should be confirmed by the applicant.
6. Per §8.57, a Major Development is defined as disturbing one or more acres of land. The plan indicates the total area of disturbance is 0.11 acres (4,875 s.f.), which is below the threshold of a Major Development.
7. It is noted the referenced Final Subdivision Map indicates the lot line of Lot 18, and surrounding lot lines.

PARKING/CIRCULATION

1. Per §16.24.030.A.13, the minimum front yard shall not be used for off-street parking. In the T-H Townhouse Zone, the front yard setback is 20 feet. The plan indicates proposed parking to within approximately 3 foot of the Kingsley Way right-of-way. Design waiver required.

GRADING & DRAINAGE

1. The plan indicates the existing area generally flows in a southwesterly direction. The plans would indicate that the existing overall grading pattern will be maintained with the proposed improvements.
2. An existing 4 inch pipe will be removed, which currently directs runoff from one side of the grass island, southwesterly to the other side. Under proposed improvements, a concrete curb will be provided, which will direct flow from the additional pavement to a proposed concrete curb cut and channel, directed to the southwest. The runoff being collected in an existing storm inlet about 30 feet away. The existing storm flow from the 4 inch pipe being removed, flows to the same inlet.
3. Drainage calculations have been provided indicating a negligible increase in stormwater flow from the additional 1,620 square feet of pavement, being an increase of 0.1 cubic feet per second for a 25 year storm.
4. The applicant should indicate if there have been any drainage concerns in the past for this area.

LANDSCAPE

1. The plan indicates the removal of a 24 inch tree as part of the improvement. No new landscaping is proposed. Consideration should be given to provide additional landscape plantings, due to the tree removal, along with appropriate details.

LIGHTING

1. The plan indicates 4 existing lights around the area of the proposed additional parking spaces. No further information regarding lighting is indicated.
2. The applicant should review with the Board adequacy of lighting in the area of the proposed parking spaces.

CHECKLIST

1. Per §16.24.020.C.12 (checklist #12) plans to indicate “the location, names and widths of all existing...streets (including cross sections and profiles) abutting...and within 200 feet of the lot”. Due to the minor nature of the application, our office would have no objection to the granting of a waiver from this requirement.
2. Per §16.24.020.C.26 (checklist #26) plans to indicate the location, size and nature of the entire lot in question. The submitted plan provides a depiction of conditions for only a portion of Lot 18. Unless the Board requests otherwise, or the testimony before the Board requires additional information, our office would not have an objection to the granting of a waiver from this requirement.

DESIGN WAIVERS

Based upon my review of this matter, the following **Design Waivers** from the Code of the Borough of Freehold appear to exist and should be considered as part of the matter:

- a. **§16.24.030.A.13 Parking Setback** indicates ‘Unless otherwise provided, the minimum front or side yard required under Schedule I shall be not used for off-street parking. For this zone the minimum front yard setback is 20 feet. The plans indicate proposed parking within 3 feet of the Kingsley Way right-of-way. A design waiver is required.

APPROVALS

It is the applicant’s responsibility to obtain all required approvals/permits from outside agencies. These may include, but not be limited to the following:

1. Monmouth County Planning Board

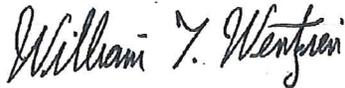
RECOMMENDATIONS

1. It is recommended that any action that may be taken by the Board is subject to the applicant adequately addressing all items noted within this report.

Should you have any questions or require additional information, please do not hesitate to contact me.

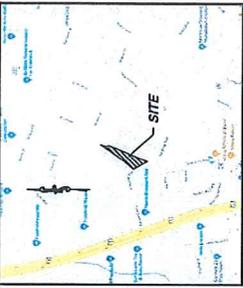
Very truly yours,

ABBINGTON ENGINEERING, LLC

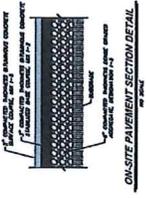


William T. Wentzien, P.E., P.P., C.M.E.
Freehold Borough Planning Board Engineer

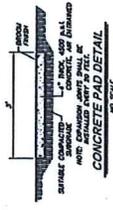
cc: Ronald Cucchiaro, Esq., Planning Board Attorney
Matthew Young, Borough Zoning Officer
Peter G. Licata, Esq., Applicant's Attorney
Robert D. Sive, PE, Applicant's Engineer



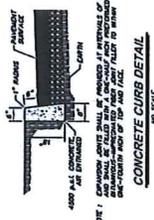
LOCATION MAP
SCALE: 1" = 500' (Feet)



ON-SITE PAVEMENT SECTION DETAIL
NO SCALE



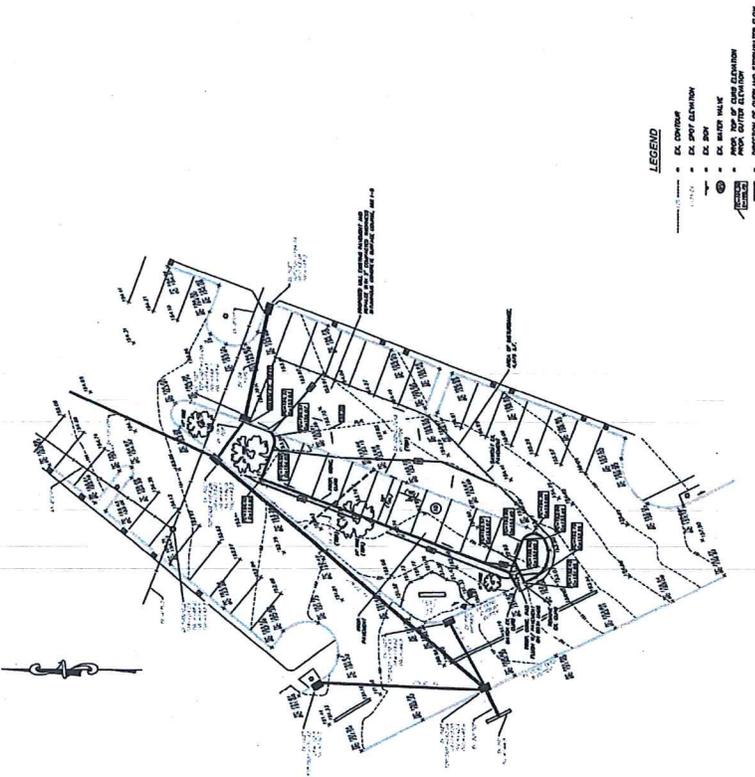
CONCRETE PAD DETAIL
NO SCALE



CONCRETE CURB DETAIL
NO SCALE

GENERAL NOTES:

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AGENCIES.
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13. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AGENCIES.



LEGEND

- EX. CENTER
- EX. SPOT ELEVATION
- EX. 20' W
- EX. 30' W
- EX. 40' W
- EX. 50' W
- EX. 60' W
- EX. 70' W
- EX. 80' W
- EX. 90' W
- EX. 100' W
- EX. 110' W
- EX. 120' W
- EX. 130' W
- EX. 140' W
- EX. 150' W
- EX. 160' W
- EX. 170' W
- EX. 180' W
- EX. 190' W
- EX. 200' W
- EX. 210' W
- EX. 220' W
- EX. 230' W
- EX. 240' W
- EX. 250' W
- EX. 260' W
- EX. 270' W
- EX. 280' W
- EX. 290' W
- EX. 300' W
- EX. 310' W
- EX. 320' W
- EX. 330' W
- EX. 340' W
- EX. 350' W
- EX. 360' W
- EX. 370' W
- EX. 380' W
- EX. 390' W
- EX. 400' W
- EX. 410' W
- EX. 420' W
- EX. 430' W
- EX. 440' W
- EX. 450' W
- EX. 460' W
- EX. 470' W
- EX. 480' W
- EX. 490' W
- EX. 500' W
- EX. 510' W
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- EX. 530' W
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- EX. 550' W
- EX. 560' W
- EX. 570' W
- EX. 580' W
- EX. 590' W
- EX. 600' W
- EX. 610' W
- EX. 620' W
- EX. 630' W
- EX. 640' W
- EX. 650' W
- EX. 660' W
- EX. 670' W
- EX. 680' W
- EX. 690' W
- EX. 700' W
- EX. 710' W
- EX. 720' W
- EX. 730' W
- EX. 740' W
- EX. 750' W
- EX. 760' W
- EX. 770' W
- EX. 780' W
- EX. 790' W
- EX. 800' W
- EX. 810' W
- EX. 820' W
- EX. 830' W
- EX. 840' W
- EX. 850' W
- EX. 860' W
- EX. 870' W
- EX. 880' W
- EX. 890' W
- EX. 900' W
- EX. 910' W
- EX. 920' W
- EX. 930' W
- EX. 940' W
- EX. 950' W
- EX. 960' W
- EX. 970' W
- EX. 980' W
- EX. 990' W
- EX. 1000' W

PARKING LOT EXPANSION & GRADING PLAN
TAX LOT 18 BLOCK 18.03
PROJECT NO. 18-03
DATE: 3/27/79
SCALE: 1" = 50'
SHEET: 1 OF 1
JOB NUMBER: 2026

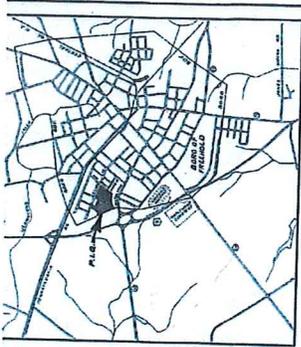
Geller & Sive
Consulting Engineers & Planners
Civil - San - Transportation
Traffic - Municipal

Office Location: 1440 N. 10th St., Raleigh, N.C. 27604
Phone: 734-2527
Telex: 7342527
www.gellersive.com

PROJECT NO.	18-03
DATE	3/27/79
SCALE	1" = 50'
SHEET	1 OF 1
JOB NUMBER	2026

DATE	
BY	
CHECKED BY	
APPROVED BY	

ROBERT D. SIVE
N.C. Professional Engineer No. 43216
DATE: 3/27/79
SCALE: 1" = 50'
SHEET: 1 OF 1
JOB NUMBER: 2026



CURVE DATA

No.	Dist.	Angle	Ch.	TA	Ch.	Dist.
1	72.00	72-27-30	91.87	53.26	97.89	25.79
2	100.00	100-12	127.32	112.78	112.78	17.78
3	100.00	100-12	127.32	112.78	112.78	17.78
4	100.00	100-12	127.32	112.78	112.78	17.78
5	100.00	100-12	127.32	112.78	112.78	17.78
6	100.00	100-12	127.32	112.78	112.78	17.78
7	100.00	100-12	127.32	112.78	112.78	17.78
8	100.00	100-12	127.32	112.78	112.78	17.78
9	100.00	100-12	127.32	112.78	112.78	17.78
10	100.00	100-12	127.32	112.78	112.78	17.78
11	100.00	100-12	127.32	112.78	112.78	17.78
12	100.00	100-12	127.32	112.78	112.78	17.78
13	100.00	100-12	127.32	112.78	112.78	17.78
14	100.00	100-12	127.32	112.78	112.78	17.78
15	100.00	100-12	127.32	112.78	112.78	17.78
16	100.00	100-12	127.32	112.78	112.78	17.78
17	100.00	100-12	127.32	112.78	112.78	17.78
18	100.00	100-12	127.32	112.78	112.78	17.78
19	100.00	100-12	127.32	112.78	112.78	17.78
20	100.00	100-12	127.32	112.78	112.78	17.78
21	100.00	100-12	127.32	112.78	112.78	17.78
22	100.00	100-12	127.32	112.78	112.78	17.78
23	100.00	100-12	127.32	112.78	112.78	17.78
24	100.00	100-12	127.32	112.78	112.78	17.78
25	100.00	100-12	127.32	112.78	112.78	17.78
26	100.00	100-12	127.32	112.78	112.78	17.78
27	100.00	100-12	127.32	112.78	112.78	17.78
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37	100.00	100-12	127.32	112.78	112.78	17.78
38	100.00	100-12	127.32	112.78	112.78	17.78
39	100.00	100-12	127.32	112.78	112.78	17.78
40	100.00	100-12	127.32	112.78	112.78	17.78
41	100.00	100-12	127.32	112.78	112.78	17.78
42	100.00	100-12	127.32	112.78	112.78	17.78
43	100.00	100-12	127.32	112.78	112.78	17.78
44	100.00	100-12	127.32	112.78	112.78	17.78
45	100.00	100-12	127.32	112.78	112.78	17.78
46	100.00	100-12	127.32	112.78	112.78	17.78
47	100.00	100-12	127.32	112.78	112.78	17.78
48	100.00	100-12	127.32	112.78	112.78	17.78
49	100.00	100-12	127.32	112.78	112.78	17.78
50	100.00	100-12	127.32	112.78	112.78	17.78

PLANNING BOARD BOROUGH OF FAIRLESS, PA.

John P. Rouse
John P. Rouse
John P. Rouse

APPROVED
 I hereby certify that this map was prepared with the assistance of the Planning Board of the Borough of Fairless, Pennsylvania, and that the same complies with the provisions of the Act of June 22, 1937, P.L. 1230, Act 117 of the Session of 1937, and the amendments thereto.

APPROVED
 I hereby certify that this map was prepared with the assistance of the Planning Board of the Borough of Fairless, Pennsylvania, and that the same complies with the provisions of the Act of June 22, 1937, P.L. 1230, Act 117 of the Session of 1937, and the amendments thereto.

APPROVED

John P. Rouse
 Planning Board of Fairless, Pa.

APPROVED

John P. Rouse
 Planning Board of Fairless, Pa.

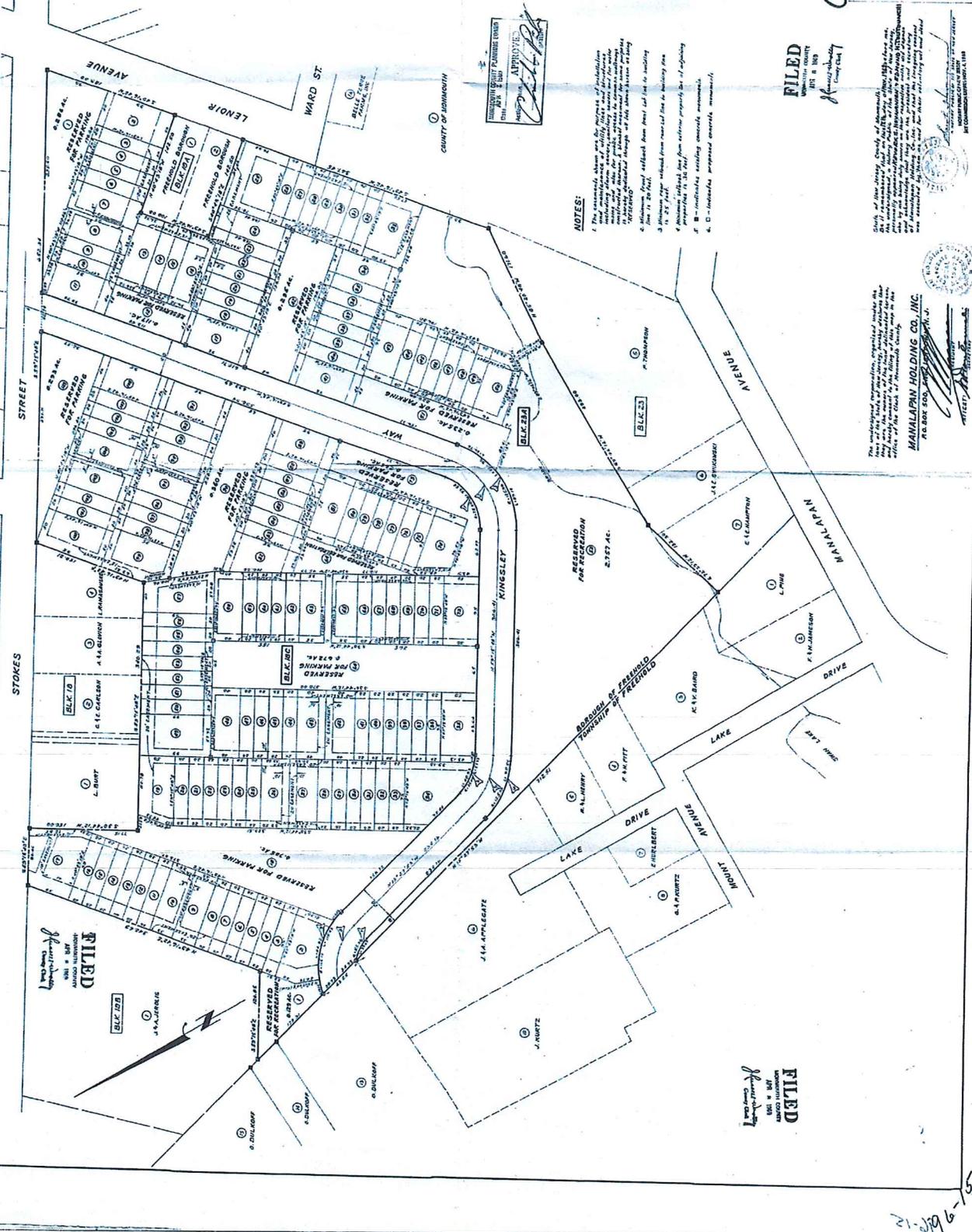
APPROVED

John P. Rouse
 Planning Board of Fairless, Pa.

FILED
 ALLEGANY COUNTY
 REC'D 1969
 MAY 15 1969

FILED
 ALLEGANY COUNTY
 REC'D 1969
 MAY 15 1969

FILED
 ALLEGANY COUNTY
 REC'D 1969
 MAY 15 1969



NOTES:

- The easements shown are the property of individuals and are not to be construed as a grant of any interest in the land.
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FILED
 ALLEGANY COUNTY
 REC'D 1969
 MAY 15 1969

12-9-69

STORMWATER PIPE COMPUTATIONS



Storm Frequency: 25-Year
 Project Number: 2826
 "C" = See calcs.
 Project Name: Kingsley Square
 "n" = 0.013
 Calculated By: RS
 Date: April 7, 2020
 Municipality: Freehold Borough

DESCRIPTION	STRUCTURE NO.		TIME OF FLOW		TRIBUTARY AREA		DESIGN FLOW			PIPE CALCULATIONS				PIPE INVERTS	GRATE/ RIM ELVE.	REMARKS	
	FROM	TO	TO UPPER END (Min.)	IN SECTION (Min.)	INCR. C	INCR. A (Ac)	AVE C	I (in/hr)	TOTAL A (Ac)	Q (CFS)	DIAM. (in.)	LENGTH (ft.)	SLOPE (%)				CAPACITY FULL (CFS)
Ex. 18" Pipe											18	27	0.4	6.6	146.5	146.4	
Existing Grass				10.0	0.25	0.037	0.25	6.60	0.037	0.1							
Prop. Pavement				10.0	0.99	0.037	0.99	6.60	0.037	0.2							
								Change	0.1								

The existing 18" concrete pipe has a capacity of 6.6 cfs. The change from a grassed, lawn area to a paved parking area will increase stormwater runoff by an estimated 0.1 cfs. This is a de minimis increase.



MONMOUTH COUNTY PLANNING BOARD

FREEHOLD · NEW JERSEY

JAMES GIANNELL
Chairman



JOSEPH BARRIS, PP, AICP, CFM
Director of Planning

Monday, March 09, 2020

Domenica Napolitano
Planning Board
51 West Main Street
Freehold, NJ 07728

**RE: SITE PLAN FOR KINGSLEY SQUARE TOWN HOUSE ASSOCIATION INC.
BLOCK 18.03, LOT 18
FREEHOLD BOROUGH PLANNING BOARD
OUR FILE # FRSP10043**

Dear Domenica Napolitano:

This letter is in reference to the above site plan which was submitted to the Monmouth County Planning Board for approval.

Since this site plan does not front on an existing County Road or affect any County facilities, County Site Plan approval is not required.

Sincerely,

A handwritten signature in black ink, appearing to be 'JB', written over a horizontal line.

Joseph Barris, PP, AICP, CFM
DIRECTOR

JB: ph

c: Geller Sive & Co.
Peter G. Licata, Esq.
Joseph Ettore, PE