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TOWNSHIP OF ELK  
PLANNING BOARD



**FILE COPY**  
LAND DEVELOPMENT APPLICATION  
ELK TOWNSHIP, GLOUCESTER COUNTY, NEW JERSEY

Please complete all sections of the application form and submit all items required by the *Land Development Checklist* for your application. If you are requesting a waiver for any item, the request must be in writing and include written documentation in support of your waiver request(s). Any application that does not have all items submitted, or a waiver requested, will be deemed incomplete.

**DO NOT PUBLISH PUBLIC NOTICE OR MAIL NOTICE TO THE OWNERS OF PROPERTY WITHIN 200 FEET UNTIL YOU HAVE RECEIVED THE DATE ASSIGNED FOR THE PUBLIC HEARING FROM THE BOARD SECRETARY.**

To be completed by Township staff:

Date Filed: July 3, 2024

Application Number: SP-24-02 (2)  
Application/Escrow Fees: paid

Date Deemed Incomplete: \_\_\_\_\_  
Date Deemed Complete: \_\_\_\_\_

Date of Public Hearing: \_\_\_\_\_  
Resolution Number: \_\_\_\_\_

**Check all applicable:**

- New  Re-submission  Concept
- Minor Subdivision  Major Subdivision  Variance(s)
- Minor Site Plan  Major Site Plan
- Preliminary Approval  Final Approval  Amended  Other \_\_\_\_\_
- Residential  Commercial  Industrial

**1. Subject Property**

Block(s): 30 Lot(s): 14.01 Zone Designation: M1 Tax Map page: 14

Property Location: 718 Jacob Harris Lane

Dimensions: Frontage 605.16' Depth 473.1' Total Area 23.8 ± acres

**2. Applicant's Name:** \_\_\_\_\_

Company Name: Zone Striping, Inc.

Address: 718 Jacob Harris Lane  
Glassboro, New Jersey 08028

Phone Number: 856-582-5900 email: p.mitchell@zonestriping.com

Applicant is a:  Corporation  Partnership  Individual

Nature of Applicant's equitable/possessory interest in the land: Tenant

3. Property Owner's Name: \_\_\_\_\_

Company Name: Zone Development Group, LLC

Address: 718 Jacob Harris Lane  
Glassboro, NJ 08028

Phone Number: 856-582-5900 email: p.mitchell@zonestriping.com

**\*All titled owners of the property must sign the application evidencing their consent to the application.  
Attach a separate sheet for signatures, if necessary, and provide a copy of the current deed of ownership.**

4. Attorney's Name: David A. Thatcher, Esquire

Firm: Thatcher Passarella, P.C.

Address: 128 Ganttown Road  
Turnersville, NJ 08012

Phone Number: 856-232-3270 Fax #: 856-232-7818 Email: dthatcher@thatcherpassarella.com

5. Engineer's Name: Scott D. Brown, PE, PLS, CME

Firm: Ransom Consulting, LLC

Address: 209 Rowan Boulevard  
Glassboro, New Jersey 08028

Phone Number: 856-464-0224 Fax #: \_\_\_\_\_ Email: scott.brown@ransomenv.com

**For Site Plans:**

Commercial       Industrial       Other \_\_\_\_\_

Land to be developed 0.338 acres

Building size: 35' X 65' # of parking spaces 20

Proposed use: Office Building

**For Residential:**

Area of entire tract \_\_\_\_\_ acres

Portion to be subdivided \_\_\_\_\_

# of lots created \_\_\_\_\_ # of units planned \_\_\_\_\_

Proposed use: \_\_\_\_\_

Does the application require any variances?  Yes  No

Does the application require any conditional uses?  Yes  No

Please attach a separate sheet with a complete description of the variances requested and the reasons for relief. Please attach a statement as to the ways in which your project satisfies the requirements of the conditional uses. Your statements should cite the applicable Ordinance(s). Include the appropriate fees in your application and escrow fees.

Does the site front on a county road?  Yes  No Route # \_\_\_\_\_  
Does the site front on a state road?  Yes  No Route # \_\_\_\_\_  
Is the Site within 200 feet of another municipality?  Yes  No Name: Borough of Glassboro

List all outside agencies to which application has been made regarding the proposed development:

Gloucester County Planning Board \_\_\_\_\_  
Gloucester County Soil Conservation District \_\_\_\_\_  
Gloucester County Board of Health \_\_\_\_\_  
\_\_\_\_\_

Restrictions, covenants, easements, association by-laws, existing or proposed on the property:  
 Yes (attach copies)  No Proposed \_\_\_\_\_

**\*Note: Copies of All deed restrictions, covenants, easements, association by-laws, existing and proposed must be submitted for review.**

Present use of the premises: Commercial Use as a Traffic Line Striping Company.  
\_\_\_\_\_  
\_\_\_\_\_

Proposed use: Commercial Use as a Traffic Line Striping Company.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Applicant's Planning Consultant: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax #: \_\_\_\_\_ Email: \_\_\_\_\_

9. Applicant's Traffic Engineer: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax #: \_\_\_\_\_ Email: \_\_\_\_\_

10. List any other Expert who will submit a report or who will testify for the Applicant. (attach additional sheets if necessary)

Name: \_\_\_\_\_

Field of expertise: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

11. List all other witnesses who will testify at the public hearing on behalf of the Applicant. (attach additional sheets if necessary)

Name: Paul Mitchell, Zone Striping

Nature of testimony: As to use of the property and the need for the application.

Name: Edward J. Pleczynski, Zone Striping

Nature of testimony: As to the use of the property and the need for the application.

12. Subdivision: Number of lots created (include remainder): \_\_\_\_\_

Number of proposed dwellings: \_\_\_\_\_

Site Plan: Area to be disturbed (square feet) 14,765 S.F.

Total number of proposed dwelling units: N/A

Commercial square footage: 2,275 S.F.

Site Plan Waiver: Reason for request: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Variance:** Request is hereby made for permission to erect, alter, convert, use, a parcel contrary to the requirements of the Township Ordinances or for other relief as follows:  
(specify which ordinance sections are violated):

NONE

13. Said property has dimensions of See Site Plan, and area of 23.8<sup>+</sup> acres and is improved with the following structures: Existing Commercial Building with Pole Barn  
(If known, so indicate; or indicate whether dwelling or building; stating use thereof)

14. If less than the entire lot is to be utilized for the purpose hereinafter set forth, the area and dimensions of the portion of the lot to be utilized are: 14,765 S.F. of existing lot

15. Size of proposed building:  
Square footage of Building footprint: 2,275 S.F. Total Square footage: \_\_\_\_\_  
Feet wide: 65' Height: \_\_\_\_\_  
Stories: 2

16. Setbacks of <sup>proposed</sup> building (corner properties have 2 fronts):  
Front: 545.7' Rear: 219.6'  
Side: 644.6' Side: 1,023.6'  
% Building Coverage: 0.22%  
% Impervious Coverage: 0.22%

17. Date property acquired: 1999  
Prevailing zoning at time of acquisition: M1 Light Manufacturing  
Current Zoning: M1 Light Manufacturing

18. Has there been any previous appeal, request, or application to this or any other Township Boards or the Construction Official involving these premises? X Yes      No

If YES, state the nature, date and the disposition of said matter and attach copies of all prior resolutions of this or any other Land Development Board.

Applicant received amended site plan approval for the construction of a pole barn on the property and received site plan for current use of the property.

19. For a variance - What are the EXCEPTIONAL conditions of property preventing the applicant from complying with the Zoning Ordinance(s) (i.e. the positive and negative criteria)?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

20. For variances - Submit a statement of facts showing why relief can be granted without substantial detriment to the public good and will not substantially impair the intent and purpose of the zone plan and zoning ordinance.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

21. All applicants must submit a copy of the Land Development Checklist and provide all of the information required in accordance with checklist. If waivers are sought, the applicant should submit a list of requested waivers with an explanation of the request.

22. Waivers requested of Development Standards and/or Submission Requirements (attach additional pages as needed):

See Sheet 1 of Site Plan \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

23. Explain in detail the exact nature of the application and the changes to be made at the premises, including the proposed use of premises (attach additional pages as needed):

Applicant proposes to add an additional 2 story building to the site for office space only as applicant has outgrown the existing building. The additional building will be 35' X 65' in dimension and consist of 2 stories for office use only.

24. Is a public water line available?  Y  N

25. Is public sanitary sewer available?  Y  N

26. Does the application propose a well and septic system?  Y  N

27. Depict the location of the proposed well and septic on the plan submitted and the locations of any existing wells and septic systems on properties within 500 feet of the location of the proposed wells and septic systems.

28. Type of construction (frame, stone, brick, cement, etc.) \_\_\_\_\_

29. Present use of existing building(s) and premises: warehouse/office

30. Total proposed dwelling units: \_\_\_\_\_

31. Total proposed professional offices: 1

32. Total proposed floor area: 4.550 S.F.

33. Total proposed parking spaces: 20

34. Are there any off-tract improvements required or proposed? NO

35. What form of security does the applicant propose to provide as performance and maintenance guarantees?  
If necessary the applicant can post a bond.

36. Other approvals which may be required and date plans submitted:

	Yes	No	Date Application Submitted
County Planning Board Approval	<u>X</u>	_____	_____
County Health Department	_____	_____	_____
County Soil Conservation District	<u>X</u>	_____	_____
Elk Municipal Utilities Authority	_____	_____	_____
NJ Department of Transportation	_____	_____	_____
NJ Department of Environmental Protection	_____	_____	_____
Stream Encroachment Permit	_____	_____	_____
Waterfront Development Permit	_____	_____	_____
Wetlands Permit	_____	_____	_____
LOI (letter of Interpretation)	_____	_____	_____
Other _____	_____	_____	_____
Other _____	_____	_____	_____

I hereby consent to the filing of this application and consent to allowing Township representatives to perform on site visits. (Both signatures are required.)

Applicant's Signature: [Signature] Date: \_\_\_\_\_

Owner's Signature: [Signature] Date: \_\_\_\_\_

Sworn to and Subscribed before me this 28<sup>th</sup> day of June 2024.

[Signature]  
Notary Public

Ruth A Durning  
Notary Public  
New Jersey  
My Commission Expires 9-16-2025  
No. 2334576 7 of 7





Notary Required

AFFIDAVIT OF APPLICANT

STATE OF New Jersey }  
COUNTY OF Gloucester }<sup>ss.</sup>

Paul R. Mitchell, Jr., of full age being duly sworn according to law on oath deposed and says that all of the above statements and the statements contained in the papers submitted in connection with this application are true.

(Signature of Applicant)

Paul R. Mitchell, Jr.  
(Print name of Applicant)

Sworn and subscribed before me this 28<sup>th</sup> day  
of June, 2024.

Ruth A Durning  
Notary Public  
New Jersey  
My Commission Expires 9-16-2025  
No. 2334576

(Signature of Notary)  
(Notary)

AFFIDAVIT OF OWNERSHIP

STATE OF New Jersey }  
COUNTY OF Gloucester }<sup>ss.</sup>

Paul R. Mitchell, Jr., of full age, being duly sworn according to law, on oath deposes and says, that deponent resides at 140 Tomlin Station Rd., Mickleton in the County of Gloucester and State of New Jersey; and that I am the owner of all that certain lot, piece of parcel of land known as Block (s) 30 Lot(s) 14.01 on the Tax Map of Elk Township, which property is the subject of the above application, and that said application is hereby authorized by me.

(Signature of Property Owner)

Paul R. Mitchell, Jr., Member  
(Printed Name of Owner)

Sworn and subscribed before me this 28<sup>th</sup> day  
of June, 2024.

Ruth A Durning  
Notary Public  
New Jersey  
My Commission Expires 9-16-2025  
No. 2334576

(Signature of Notary)  
(Notary)

DISCLOSURE STATEMENT  
PURSUANT TO L. 1977, C-336

A. Is this application to subdivide a parcel or parcels of land into six or more lots?

YES \_\_\_\_\_  
NO   X  

B. Is this application for a variance to construct a multiple dwelling of 25 or more family units?

YES \_\_\_\_\_  
NO   X  

C. Is this application for approval of a site or sites to be used for commercial purposes?

YES   X    
NO \_\_\_\_\_

IF ANY OF THE ABOVE ANSWERS WERE YES PROCEED TO "D".

D. Is the applicant a corporation or partnership?

YES   X    
NO \_\_\_\_\_

If yes:

1. List the names and addresses of all stockholders or individual partners owning at least 10% of its stock of any class or at least 10% of the interest in the partnership, as the case may be. (Use extra sheets if necessary.)

Paul R. Mitchell, Jr. 100% Shareholder/Owner



August 15, 2024

Elk Township Planning/Zoning Board  
680 Whig Lane  
Monroeville, NJ 08343

Attn: Ann Marie Weitzel, Board Secretary

Re: Zone Striping, Inc.  
Preliminary & Final Major Site Plan  
Block 30, Lot 14.01  
718 Jacob Harris Lane  
M1 – Light Manufacturing Zoning District  
Review #1 - Completeness  
Elk Township Application SP-24-02  
Bach Associates Proj. # ETPB2024-11

Dear Chairman Afflerbach and Members of the Board:

Our office has received an application for Preliminary and Final Major Site Plan approval at the above referenced property. We have received the following materials in support of this application:

1. Elk Township Land Development application, dated 7-03-24.
2. Gloucester County Planning Board Site Plan application dated 6-28-24.
3. Gloucester County Department of Health Application for Permit to Construct/Alter/Repair ab Individual Subsurface Sewage Disposal System, dated 6-28-24.
4. New Jersey Natural Resources Conservation Program Application for Soil Erosion and Sediment Control Plan Certification with addendum, dated 6-28-24.
5. Gloucester County Planning Board Report of Site Plan Waived, dated 7-16-24.
6. Elk Township Planning Board Resolution #2008-20, dated 4-16-08.
7. Elk Township Planning Board Resolution #2010-28, dated 7-21-10.
8. Deed of Consolidation for Block 30 Lots 14, 15 & 20, dated February 11, 2011.
9. NJPDES Stormwater Checklist
10. Stormwater Management Narrative prepared by Ransom Consulting, LLC, dated 6-12-24.

11. Photograph of the Site.
12. Architectural Plan entitled “Commercial Office Building, prepared by Bishop & Smith Registered Architects, dated 3-26-24, no revision (Sheets A1 and A1-3 only).
13. Survey entitled “Plan of Survey and Partial Topography, #718 Jacob Harris Lane, Situate Plate 14, Block 30, Lot 14.01, Township of Elk, Gloucester County, New Jersey”, prepared by Ransom Consulting, LC, dated 4-09-24, no revision.
14. Survey entitled “As-Built Survey Plan for Zone Development Group, LLC, Situate Block 30, Lot 14.01, Township of Elk, Gloucester County, New Jersey” prepared by Civalier Engineering & Surveying, Inc., dated 8-24-16, no revision.
15. Plans entitled “Major Site Plan for #718 Jacob Harris Lane Situate Plate 14, Block 30, Lot 14.01, Township of Elk, Gloucester County, New Jersey” prepared by Ransom Consulting, LLC:

<u>Sheet</u>	<u>Title</u>	<u>Date/Last Revision</u>
1 of 5	Cover Sheet	6-12-24 / 6-21-24
2 of 5	Site and Overall Plan	6-12-24 / 6-21-24
3 of 5	Grading, Landscaping and Lighting Plan	6-12-24 / 6-21-24
4 of 5	Soil Erosion Plan and Details	6-12-24 / 6-21-24
5 of 5	Septic, Landscaping, & Construction Details	6-12-24 / 6-21-24

**PROJECT SUMMARY:**

The application is to permit the construction of a two-story office building, a parking area, and associated site improvements at a property located on the westerly side of Jacob Harris Lane, between Ellis Street (County Route 641) and New Jersey Avenue. The subject property is a 23.8 acre lot that currently contains an existing building, two existing pole barns, bituminous parking lot, and wooded area.

The subject property is located within the M1 Light Manufacturing Zoning District and is bordered to the north and east by wooded area, to the southeast by light industrial uses, and to the west by New Jersey Route 55.

Per Resolution #2008-20, the applicant was granted Preliminary Major Site Plan approval with variances and design waivers to construct two pole barns and associated site improvements. Per Resolution #2010-28, the applicant was granted Amended Preliminary Major Site Plan and Final Site Plan approval with bulk variances. In 2011, lots 14, 15, and 20 were consolidated into Lot 14.01. The current application is for Preliminary and Final Major Site Plan review.

### **COMPLETENESS:**

The applicant has submitted the land development checklist. The applicant has requested waivers from the following Land Development Checklist items:

- #8 requires copies of applications to and certification of approvals from all outside agencies with jurisdiction over the proposal (Gloucester County, NJDEP, NJDOT, Soil Conservation District, etc.) **Waiver recommended for completeness only.**
- #29 requires an environmental impact statement as per §96-44. ***Our office has no objection to a waiver being granted for this item.***
- #30 requires a Phase I Environmental Assessment report conforming to current ASTM standards in accordance with §62A. ***Our office has no objection to a waiver being granted for this item.***
- #31 requires traffic Impact Study prepared, signed and sealed by a licensed professional engineer in NJ. If a full traffic study is not needed, the Board may request a modified traffic impact statement. ***Our office has no objection to a waiver being granted for this item.***
- #44 requires the location, dimensions and arrangement of proposed streets, vehicular access ways and driveways, curb openings, turn radii, off-street parking areas, methods of separating land traffic and parking traffic within off street parking areas and the location, dimensions and arrangement of loading and unloading areas, evidencing a feasible and safe vehicular circulation pattern. ***Our office has no objection to a waiver being granted for this item.***
- #47 requires a landscape plan in accordance with section 96-31 C(20) and 96-32B(7) and buffering plan in accordance with section 96-47 showing what vegetation will remain and what will be planted (common and botanical name), indicating names of plants and trees and dimensions, approximate time of planting, method of planting, and corner sight distance triangles in accordance with 96-50. ***Our office has no objection to a waiver being granted for this item.***
- #49 requires the location of all existing trees or tree masses, indicating general sizes and species of trees in accordance with Township Ordinances. **Waiver not recommended.**

It is noted that in accordance with the Township's MS4 Municipal Stormwater Permit, for all tree removal with a DBH of 6" or more per acre tree replacement is required and tree(s) shall be provided in accordance with the following:

1. Be replaced in kind with a tree that has an equal or greater DBH than tree removed or meet the Tree Replacement Criteria in the table below;
2. Be planted within twelve (12) months of the date of removal of the original tree(s) or at an alternative date specified by the municipality;
3. Be monitored by the applicant for a period of two (2) years to ensure their survival and shall be replaced as needed within twelve (12) months; and
4. Shall not be planted in temporary containers or pots, as these do not count towards tree replacement requirements.

Tree Replacement Requirements Table:

Category	Tree Removed (DBH)	Tree Replacement Criteria
1	DBH of 2.5" (for street trees) or 6" (for non-street trees) to 12.99"	Replant 1 tree with a minimum tree caliper of 1.5" for each tree removed
2	DBH of 13" to 22.99"	Replant 2 trees with minimum tree calipers of 1.5" for each tree removed
3	DBH of 23" to 32.99"	Replant 3 trees with minimum tree calipers of 1.5" for each tree removed
4	DBH of 33" or greater	Replant 4 trees with minimum tree calipers of 1.5" for each tree removed

- #50 requires a Tree Protection Plan, limits of clearing in accordance with Township Ordinances. **Waiver not recommended.**
- #51 requires relocation, design and dimensions of open space areas, conservation areas, buffer areas, pedestrian walkways and any recreation areas and facilities proposed by the developer. ***Our office has no objection to a waiver being granted for this item.***
- #63 requires Cross sections and center-line profiles of all existing or proposed streets or water courses with dimensions at 50 foot intervals. ***Our office has no objection to a waiver being granted for this item.***

Zone Striping, Inc.  
Preliminary & Final Major Site Plan  
Block 30, Lot 14.01  
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- #65 requires Preliminary plans and profiles of proposed utility layouts and connections to existing or proposed utility systems and water and sewer facilities. ***Our office has no objection to a waiver being granted for this item.***
- #71 requires Location, size and materials of containers and enclosures for solid waste and recycling, and a detail of same. ***Our office has no objection to a waiver being granted for this item.***
- #75 requires utilities. preliminary plans and profiles of proposed scale of not more than one (1) inch equals fifty (50) feet horizontally and one (1) inch equals five (5) feet vertically showing connections to existing and proposed utility systems. ***Our office has no objection to a waiver being granted for this item.***
- #82 requires Construction details required by RSIS (NJAC 5:21), including cross section details of all drainage systems and details for roads, sidewalks, stormwater management systems, water supply and sewer systems. ***Our office has no objection to a waiver being granted for this item.***

The above items must be addressed prior to the Planning Board hearing for the application or waivers granted for the application to be deemed "Complete." If a waiver is granted for completeness only, the information shall be provided as part of the compliance submission.

We reserve the option to make additional comments as more information becomes available.

Should there be any questions or if additional information is required, please contact the undersigned at (856) 546-8611.

Very truly yours,  
BACH ASSOCIATES, PC



Steven M. Bach, PE, RA, PP, CME  
President



Candace Kanaplue, PP, AICP  
Associate

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Cc: Brian R. Clancy, Esq, Board Solicitor  
Zone Striping, Inc., Applicant  
Zone Development Group, Owner  
David A. Thatcher, Esq., Applicant's Attorney  
Scott D. Brown, PE, PLS, CME, Applicant's Professional

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Plan Review #1 - Completeness.doc