

  
**JAVERBAUM WURGAFT**  
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May 11, 2021

**Via Federal Express & Electronic Mail**

Planning Board  
BOROUGH OF FANWOOD  
75 North Martine Ave  
Fanwood, New Jersey 07023  
**Attn: Patricia Hoynes, Board Secretary**  
**PHoynes@FanwoodNJ.org**

**Re: Minor Subdivision Application**  
**Applicant: 157 North Avenue, LLC**  
**Property: 157 North Avenue**  
**Block 54, Lot 10**  
**File No.: 21-000427**

Dear Ms. Hoynes:

This office represents the applicant / property owner, 157 North Avenue, LLC in connection with the property located at 157 North Avenue (Block 54, Lot 10).

Enclosed for preliminary / completeness review, please find three (3) collated sets containing the following:

- Planning Board Application Packet, including the following forms and supplemental documents:
  - Planning Board Hearing Application Form (Zoning Form #3);
  - Tax Certification Form (Zoning Form #5);
  - Waiver of Time Frame for Planning Board Hearing (Zoning Form #30);
  - Corporation Disclosure Affidavit;
  - Statement of Principal Points; and
  - Subdivision Checklist (Zoning Form #19).

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- Minor Subdivision Plan, prepared by EKA Associates, P.A., dated May 5, 2021, consisting of the following seven (7) sheets:
  - Sheet 1 of 6: Cover Sheet;
  - Sheet 2 of 6: Minor Subdivision Plan;
  - Sheet 3 of 6: Conformance Grading Plan;
  - Sheet 4 of 6: Soil erosion & Sediment Control Plan;
  - Sheet 5 of 6: Soil Erosion & Sediment Control Notes & Details;
  - Sheet 6 of 6: Construction Details; and
  - Sheet 1 of 1: Boundary & Topographic Survey.

***The Application packet marked “ORIGINAL” contains the Applicant’s original signature pages.***

Electronic (PDF) copies of the enclosed can be viewed and/or downloaded here:  
[https://www.dropbox.com/sh/cqzciain5o8o57i/AABm8EkMKfUbzD9g1iHP7G\\_ta?dl=0](https://www.dropbox.com/sh/cqzciain5o8o57i/AABm8EkMKfUbzD9g1iHP7G_ta?dl=0).

Also enclosed, please find the following:

- One (1) standalone, signed / sealed copy of the Boundary & Topographic Survey prepared by EKA Associates, P.A., dated May 5, 2021, consisting of one (1) sheet;
- Signed Form W-9 (*with original signature*); and
- Deed from Susan E. Zitofsky to 157 North Avenue LLC, dated March 30, 2021 and recorded in the Union County Clerk’s Office under Deed Book 6407, Page 2911.

We understand that your office will inform us of the applicable application and professional escrow / review fees to be paid. The requisite checks will be submitted immediately upon notification of these amounts.

After the enclosed materials have been reviewed, please confirm that the application may be deemed “complete” and scheduled for the Planning Board’s next available public hearing date.

If you have any questions or should you require any additional information, please do not hesitate to contact this office.

Thank you for your attention to this matter.

Very truly yours,

/s/ Joshua J. Koodray  
Joshua J. Koodray, Esq.

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Enclosures

cc: 157 North Avenue, LLC  
EKA Associates, P.A.  
Stephen F. Hehl, Esq