



# TOWNSHIP OF PLAINSBORO

Department of Planning and Zoning

641 Plainsboro Road

Plainsboro, NJ 08536

609-799-0909 ext. 1502

Form No. 1

## PLANNING/ZONING APPLICATION

### I. SCHEDULE

Pursuant to the Township of Plainsboro Municipal Code and applicable New Jersey State Law, application is made to the Township of Plainsboro for the following:

| <b>Type of Application (Please Check)</b>                                | <b>Fee \$</b> | <b>Forms Needed</b>            |
|--|---------------|--------------------------------|
| <input type="checkbox"/> 1. Concept Plan                                 | _____         | 1, 6, 7, 11, 14, & W9          |
| <input type="checkbox"/> 2. Minor Site Plan                              | _____         | 1, 6, 7, 8, 13, 14 & W9        |
| <input checked="" type="checkbox"/> 3. Preliminary/Final Major Site Plan | \$1,000.00    | 1, 6, 7, 8, 9, 13, 14 & W9     |
| <input type="checkbox"/> 4. Minor Subdivision                            | _____         | 1, 6, 7, 8, 11, 14 & W9        |
| <input type="checkbox"/> 5. Preliminary/Final Major Subdivision          | _____         | 1, 6, 7, 8, 9, 11, 13, 14 & W9 |
| <input type="checkbox"/> 6. Variance                                     |               |                                |
| a. Bulk  | _____         | 1, 4, 6, 7, 8, 9, 10, 14 & W9  |
| b. Use   | _____         | 1, 5, 6, 7, 8, 9, 10, 14 & W9  |
| <input type="checkbox"/> 7. Appeal of Administrative Decision            | _____         | 1, 2, 14 & W9                  |
| <input type="checkbox"/> 8. Interpretation                               | _____         | 1, 3, 14 & W9                  |
| <input type="checkbox"/> 9. General Development Plan                     | _____         | 1, 6, 7, 8, 9, 14, 15 & W9     |

### II. CONTACT AND PROPERTY INFORMATION (Provide information as applicable):

**Name of Applicant:** The Research Collections and Preservation Consortium, Inc. ("ReCAP")

Address: c/o Stevens & Lee, P.C., 100 Lenox Drive, Suite 200 City: Lawrenceville State: NJ Zip: 08648

Email: christopher.costa@stevenslee.com Phone: 609-987-6653

**Applicant's Attorney:** Christopher K. Costa, Esq.

Address: 100 Lenox Drive, Suite 200 City: Lawrenceville State: NJ Zip: 08648

Email: christopher.costa@stevenslee.com Phone: 609-987-6653

**Contact Person:** Christopher K. Costa, Esq. (Stevens & Lee, P.C.)

Address: 100 Lenox Drive, Suite 200 City: Lawrenceville State: NJ Zip: 08648

Email: christopher.costa@stevenslee.com Phone: 609-987-6653

**Engineer/Surveyor:** Ralph Petrella, P.E. (Van Note-Harvey, Division of Pennoni)

Address: 515 Grove Street, Suite 1B City: Haddon Heights State: NJ Zip: 08035

Email: rpetrella@vannoteharvey.com Phone: 609-921-4786

**Architect:** N/A

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Owner's Name:** The Research Collections and Preservation Consortium, Inc. ("ReCAP")

Address: c/o Stevens & Lee, P.C., 100 Lenox Drive, Suite 200 City: Lawrenceville State: NJ Zip: 08648

Email: christopher.costa@stevenslee.com Phone: 609-987-6653

**Address of Property:** 400 Forrestral Road, Princeton, NJ

Applicant Interest in property (owner, lessee, etc.) Owner

When acquired June 11, 2012 (DB 06361, PG 0100)

Tax Map Sheet 7 Block 701 Lot 31 Date filed with County Recorder July 27, 2005

- Is the property served by a public sewer system? Yes x No
- Is the property served by a public water system? Yes x No
- Is applicant willing to dedicate land for the widening of roads in compliance with the Township and/or County Master Plan? Yes        No x

Is the proposed use on a Municipal x, County       , or State        road?

Area of property 2.946 acres or 128,327.76 sq. ft. Frontage on an improved street 480 ft. No. of proposed lots N/A

Present Zoning: Planned Unit Development (PMUD) Present Use of Property: General Office/Storage

Proposed Use of Property: No change

Description of all present structures: Structures consist of general office, research, and storage uses

Number of proposed Buildings 0 Floor area of all structures 0 sq. ft.

Percentage of coverage by buildings 0 Impervious coverage       

Has a subdivision previously been granted? Yes Date May 20, 1988 (File No. 976)

Has a variance previously been granted? Yes Date Resolution

Are there any existing or proposed covenants or deed restrictions on the property? YES

Explain Existing deed restrictions/covenants do not affect this application.

- Is a variance requested? No
- Describe in detail section of zoning ordinance from which applicant seeks relief: N/A

### III. PLANS

Attach list of plans and exhibits submitted, indicating names, address, license #, and phone numbers of preparer. See Schedule B

### IV. CERTIFICATION

I hereby certify that the information and exhibits herewith submitted are true and correct to the best of my knowledge and that I am to file this application and act on behalf of the signatories of the above authorization. I further authorize Township Officials to inspect the site noted above.

Signature of Owner [Signature] Date        Signature of Applicant [Signature] Date       

Sworn to and subscribed before me this 9 day of July 20 24.

[Signature]  
BRIANNA N. BURGESS

NOTARY PUBLIC OF NEW JERSEY

MY COMMISSION EXPIRES JAN 6, 2025

### AGREEMENT TO PAY FOR PROFESSIONAL REVIEW Plainsboro Township

The undersigned, hereby agrees to pay for any professional review necessary for proposed application

ReCAP  
Ian Bogus, Executive Director

Applicant Name (Print)        Date       

[Signature]  
Applicant Signature        Date



# TOWNSHIP OF PLAINSBORO

## Department of Planning and Zoning

**641 Plainsboro Road**

**609-799-0909 ext. 1502**

**Form No. 6**

## APPLICANT'S DISCLOSURE STATEMENT (CORPORATION OR PARTNERSHIP)

**(CORPORATION OR PARTNERSHIP)**

**(Please Print Response)**

Corporations or partnerships applying to the Planning Board or Zoning Board of Adjustment for:

- A. Subdivisions with six (6) or more lots
- B. Site Plan for Commercial Purpose
- C. Variance to construct multi-dwelling units or twenty-five or more family units
- D. General Development Plan approval

### B. Site Plan for Commercial Purpose

C. Variance to construct multi-dwelling units or twenty-five or more family units

#### D. General Development Plan approval

must list the names and addresses of all persons, stockholders, or individual partners owning at least a ten (10) percent interest in the corporation, partnership, or other entity associated with this application below:

[illegible]



**TOWNSHIP OF PLAINSBORO**  
**Department of Planning and Zoning**  
**641 Plainsboro Road**  
**Plainsboro, NJ 08536**  
**609-799-0909 ext. 1502**

**Form No. 7**

**AFFIDAVIT OF OWNERSHIP**

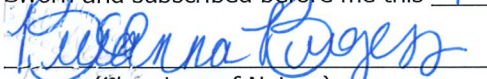
Research Collections and  
Preservation Consortium, Inc., attest that I/we reside at 400 Forrestal Road  
(Property Owner/s)  
in the Township of Plainsboro in the County of Middlesex, and State  
of New Jersey that Research Collections and  
Preservation Consortium, Inc. is/are the owners in fee of all that certain lot,  
(Property Owner/s)  
piece or parcel of land situated, lying and being in the Township of Plainsboro, New Jersey, and  
known and designated as Block(s) 701, Lot(s) 31.

ReCAP

  
(Signature of Property Owner/s)  
Ian Bogus, Executive Director

Notary Seal

Sworn and subscribed before me this 9<sup>th</sup> day of July, 2024.

  
(Signature of Notary)

**BRIANNA N. BURGESS**

**NOTARY PUBLIC OF NEW JERSEY**

**MY COMMISSION EXPIRES JAN 6, 2025**

**AUTHORIZATION**

(If anyone other than above owner is making this application, the following authorization must be executed).

\_\_\_\_\_ is hereby authorized to  
make the within application.

Dated: \_\_\_\_\_, 20\_\_\_\_\_. \_\_\_\_\_  
(Owners/s to sign here)



## TOWNSHIP OF PLAINSBORO

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Form No. 8

### TAXES COLLECTED

Re: Property Tax Status

On: Block(s) 701 Lot(s) 31 Qual.           

Current as of:                                 

Delinquent as of:                                 

Signed    Date   

Municipal Tax Collector

**SEE SCHEDULE E**



## TOWNSHIP OF PLAINSBORO

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Form No. 13

### SITE PLAN CHECKLIST

Mark each item below with an (X) Information is provided on site plan or  
(W) Waiver is requested for this item (attach a list identifying,  
briefly explaining and justifying each requested waiver)

- |   |   |
|---|---|
| <u>X</u> plans on proper size sheets  | <u>W6</u> building elevations, each side  |
| <u>X</u> scale of plat  | <u>W7</u> building material to be used  |
| <u>X</u> key map in relation to remainder of municipality & land owner                                  | <u>X</u> indicate buildings to remain   |
| <u>X</u> plan certified by licensed architect or engineer   | <u>X</u> driveways  |
| <u>X</u> boundaries of tract, dimensions and bearings   | <u>X</u> proposed circulation plan  |
| <u>X</u> north arrow  | <u>X</u> curbs  |
| <u>X</u> date   | <u>X</u> aisles & lanes   |
| <u>X</u> zone district  | <u>W8</u> fire lanes  |
| <u>X</u> existing & proposed streets  | <u>W9</u> loading areas   |
| <u>X</u> street names   | <u>W10</u> loading berths & docks   |
| <u>X</u> existing contours at proper intervals  | <u>X</u> pedestrian walks   |
| <u>X</u> proposed contours  | <u>W11</u> facilities for movement and storage of goods   |
| <u>W1</u> existing & proposed streams   | <u>X</u> location of exterior lighting  |
| <u>X</u> existing & proposed easements  | <u>X</u> location of exterior light standards, direction, reflection, intensity of lighting on the tract and within 100' of tract |
| <u>W2</u> existing flood hazard elevations  | <u>W12</u> cross sections of <u>W12</u> streets <u>W12</u> aisles   |
| <u>W3</u> location of proposed buildings  | <u>W12</u> lanes <u>W12</u> driveways   |
| <u>X</u> location of existing building  | <u>X</u> existing & proposed wooded areas   |
| <u>X</u> location of proposed & existing signs  | <u>X</u> buffer areas   |
| <u>X</u> total building coverage in acres   | <u>X</u> landscape plan <u>X</u> species, caliper & location  |
| <u>X</u> total building coverage in square feet   | planting <u>X</u> seeded areas <u>W13</u> sodded areas  |
| <u>X</u> percentage of lot covered by buildings   | <u>X</u> grading  |
| <u>X</u> parking layout   | <u>W14</u> retaining walls  |
| <u>X</u> total number of parking spaces   | <u>W15</u> fencing  |
| <u>X</u> dimensions of parking spaces   | <u>W16</u> recreation areas   |
| <u>X</u> dimensions of all building setbacks and yards  | <u>X</u> man-made improvements  |
| <u>X</u> size and height of proposed and existing buildings or structures                               | <u>X</u> location & grades & size of proposed   |
| <u>X</u> building dimensions  | <u>X</u> drain <u>X</u> sewer <u>X</u> water  |
| <u>W4</u> size location, rendering of existing and proposed signs on the tract and within 100' of tract | <u>X</u> type material for drainage water & sewer   |
| <u>X</u> written descriptions, see ordinance §85-36B.5  | <u>W17</u> method of sewer disposal   |
| <u>W5</u> floor plan  | <u>W18</u> method of waste disposal and incineration  |
|   | <u>W19</u> percolation test & soil log, if applicable   |
|   | <u>W20</u> location, height direction of illumination, power & type of proposed outdoor lighting with photometric diagram on plan |

over →

- W21 architectural or historic significance of any existing building to remain or to be removed
- W22 earthwork balance (surplus/shortage)
- ☒ X soil type(s)
- W23 scale model of proposed development
- W24 traffic study, including but not limited to:
  - W24 anticipated traffic volumes
  - W24 capacity of existing and proposed roadway
  - W24 traffic volume impact from other developments
  - W24 roadway network problems e.g. unsafe intersections, turns, grades
  - W24 need for traffic signals and other improvements
- W25 photographs of any unusual topographic, environmental, historic or physical aspect
- ☒ X location of all structures with all setbacks, heights, yards, and floor area ratios, and finished floor evaluations
- W26 sketches, plans and photographs of other known similar developments
- W27 common open space including acreage calculations and proposed recreation facilities
- W28 section or staging plan
- W29 conformance to preliminary plan
- W30 detailed soil erosion and sediment control plan
- W31 detailed architectural and engineering data
- W32 architect's ground floor or other floor plans
- W33 illustrations of any signs visible to the public
- ☒ X all taxes paid
- W34 environmental impact assessment per §20-10 of the Township Code
- ☒ X 200 foot property search list – obtain from Tax Assessor's Office

For Waivers, please see Schedule D.

## **Schedule A**

### **Narrative Description of Project**

Applicant Research Collections and Preservation Consortium, Inc. (“ReCAP”) seeks amended preliminary and final site plan approval to expand an existing parking lot on the property located in the Princeton Forrestal Center (the “Center”) at 400 Forrestal Road, Plainsboro Township and identified as Block 701, Lot 31 on the Plainsboro Township Tax Maps. The Center is currently use for research offices and storage. ReCAP—an entity comprised of Princeton University, Columbia University, Harvard University, and the New York Public Library—is, itself, a high-density research and storage facility.

The Plainsboro Township Planning Board (the “Board”) previously heard applications regarding the site between 2008 and 2012. In relevant part, in 2011, the Applicant sought, via Application No. P11-17 (i) amended preliminary site plan approval for Modules 8 through 11 and the Processing Center, (ii) amended final site plan approval for Module 8 and the Processing Center, and (iii) final site plan approval for Modules 9 and 10 along with extended vesting for Module 10. The Board approved the application subject to conditions on October 17, 2011, being memorialized in Resolution No. P11-17 on October 17, 2011.

The applicant now seeks amended preliminary and final site plan approval to construct 6 additional parking spaces on the existing parking lot located on Forrestal Road near the Processing Center and Campus Road. The existing lot contains 24 standard parking spaces and 2 ADA accessible spaces for a total of 26 spaces. Of the 6 new parking spaces, 2 will be for electric vehicle charging serviced with a double-pedestal EV charging station. One space will be a new Make-Ready parking space, effectively converting 1 existing space to a Make-Ready space as well. The remaining 3 spaces will be standard non-accessible parking spaces.

**Schedule B**

**List of Plans**

1. Civil Engineering Plans and Landscape Architect Plans entitled “Amended Preliminary/Final Site Plan of Parking Lot Expansion for The Research Collections and Preservation Consortium, Block 701, 31, Plainsboro Township, Middlesex County, New Jersey,” consisting of ten (10) sheets:
  - a. Sheet No. CE-1 “Cover Sheet”;
  - b. Sheet No. CE-2 “Vicinity Plan and Key Map,” prepared by Ralph A. Petrella, P.E. Lic. No. GE 46160, of Van Note-Harvey Associates, Inc., 103 College Road East, Princeton, NJ 08540, dated 07/24/24;
  - c. Sheet No. CE-3 “Overall Site Plan,” prepared by Ralph A. Petrella, P.E. Lic. No. GE 46160, of Van Note-Harvey Associates, Inc., 103 College Road East, Princeton, NJ 08540, dated 07/24/24;
  - d. Sheet No. CE-4 “Demolition Plan and Site Layout Plan,” prepared by Ralph A. Petrella, P.E. Lic. No. GE 46160, of Van Note-Harvey Associates, Inc., 103 College Road East, Princeton, NJ 08540, dated 07/24/24 and revised 10/3/24;
  - e. Sheet No. CE-5 “Site Grading & Drainage Plan,” prepared by Ralph A. Petrella, P.E. Lic. No. GE 46160, of Van Note-Harvey Associates, Inc., 103 College Road East, Princeton, NJ 08540, dated 07/24/24 and revised 10/3/24;
  - f. Sheet No. CE-6 “Construction Details,” prepared by Ralph A. Petrella, P.E. Lic. No. GE 46160, of Van Note-Harvey Associates, Inc., 103 College Road East, Princeton, NJ 08540, dated 07/24/24 and revised 10/3/24;
  - g. Sheet No. CE-7 “Soil Erosion & Sediment Control Plan,” prepared by Ralph A. Petrella, P.E. Lic. No. GE 46160, of Van Note-Harvey Associates, Inc., 103 College Road East, Princeton, NJ 08540, dated 10/03/24;
  - h. Sheet No. CE-8 “Soil Erosion & Sediment Control Notes and Details,” prepared by Ralph A. Petrella, P.E. Lic. No. GE 46160, of Van Note-Harvey Associates, Inc., 103 College Road East, Princeton, NJ 08540, dated 10/03/24;
  - i. Sheet No. 1 of 1 “Existing Conditions Plan,” prepared by Kenneth R. Raike, P.L.S. Lic. No. GS 36753, of Van Note-Harvey Division of Pennoni, 103 College Road East, Princeton, NJ 08540, dated 3/14/2024; and
  - j. Sheet No. L100 “Planting Plan,” prepared by E. Timothy Marshall, L.A. Lic. No. AS00872, of ETM Associates, LLC, 1202 Raritan Avenue, Highland Park, NJ 08904, dated 06.07.2024 and revised 09.30.2024.
2. Engineering Report prepared by Ralph A. Petrella, P.E. Lic. No. GE 46160, of Van Note-Harvey Associates, Inc., 103 College Road East, Princeton, NJ 08540, dated 07/24/24.

**Schedule C**

**Applicant's Disclosure Statement (Continued)**

The Trustees of Princeton University; the Trustees of Columbia University in the City of New York, a New York nonprofit corporation; the New York Public Library, Astor, Lenox Tilden Foundations, a New York nonprofit corporation; and the President and Fellows of Harvard College, a Massachusetts educational corporation, acting through Harvard Library, of Cambridge, Massachusetts, organized the Research Collections and Preservation Consortium, Inc. ("ReCAP") for the benefit of their respective institutions. A Board of Governors, controlled by the Institutions, operates ReCAP to further the Institutions' educational purposes.

## Schedule D

### Site Plan Checklist Waivers

| Waiver | Justification  |
|--------|--|
| W1     | There are no existing or proposed streams on the site.   |
| W2     | There are no existing flood hazard elevations on the site.   |
| W3     | There are no proposed buildings for the site.  |
| W4     | No new signs are proposed for the site.  |
| W5     | There are no proposed floor plans for the site.  |
| W6     | There are no proposed buildings on the site.   |
| W7     | There are no proposed buildings on the site.   |
| W8     | There are no proposed fire lanes for the site.   |
| W9     | There are no proposed loading areas for the site.  |
| W10    | There are no proposed loading berths & dock for the site.  |
| W11    | There are no proposed facilities for movement and storage of goods for the site.   |
| W12    | There are no proposed streets, aisles, lanes and driveways for the site.   |
| W13    | There are no proposed sodded areas for the landscaping plan.   |
| W14    | There are no proposed retaining walls for the site.  |
| W15    | There are no proposed fencing for the site.  |
| W16    | There are no recreation areas for the site.  |
| W17    | There are no proposed changes to the method of sewer disposal on site.   |
| W18    | There are no proposed changes to the existing waste disposal and incineration.   |
| W19    | Percolation test and soil log are not applicable for the site.   |
| W20    | There are no new lights proposed and no existing lights are moved on site.   |
| W21    | There are no architectural or historical significant of any existing buildings to remain or to be removed.   |
| W22    | The scope of the project is very small and earthwork balance is not applicable.  |
| W23    | There are no proposed buildings for the project.   |
| W24    | Traffic study is not provided for this application since the scope of the project will not change traffic calculations previously approved.  |
| W25    | There are no unusual topographic, environmental, historic or physical aspects on the site.   |
| W26    | There are no similar known developments for the site.  |
| W27    | Open space calculations are not applicable.  |
| W28    | Haul and staging plans shall be provided by the contractor at the time of construction.  |
| W29    | The preliminary and final approval is sought simultaneously.   |
| W30    | Detailed soil erosion and sediment control plans are not provided with this application since the area of disturbance is less than 5000 sq feet.   |
| W31    | Detailed architectural data is not applicable.   |
| W32    | There are no proposed buildings for the site.  |
| W33    | There are no signs on the site that are visible to the public.   |
| W34    | The property is part of the Princeton Forrestal Center. In 1999, at the time the General Development Plan approval for the Princeton Forrestal Center, an environmental impact assessment was provided together with community and |

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traffic impact assessments which were all evaluated by the Township. The project involves a site which is already improved and disturbed with educational and research buildings and storage modules of the type contemplated by this application. There are no negative impacts anticipated of the sort set forth in Section 20-10 of the Township's land use ordinances. Separately, such statements have not traditionally been required in connection with site plan application in the Princeton Forrestal Center.

**Schedule E**

**Taxes Collection**

The property is registered as Class 15F Exempt from property taxation. Therefore, no taxes are owed.