

**RESOLUTION 71-20**

**RESOLUTION ESTABLISHING TEMPORARY CERTIFICATE OF  
OCCUPANCY GUARANTEE AMOUNT FOR TRADE & DRIVING SCHOOL  
– 700-900 CENCO BOULEVARD, BLOCK 1904, LOTS 21 & 22**

**WHEREAS**, Michael Lawrence, owner of Trade & Driving School has requested a Temporary Certificate of Occupancy at 700-900 Cenco Boulevard, Block 1904, Lots 21 & 22; and

**WHEREAS**, the Borough Engineer has submitted a letter dated, March 10, 2020, a copy of which is attached hereto, and made a part hereof, establishing the Temporary Certificate of Occupancy Guarantee for \$28,810.00; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Clayton, in the County of Gloucester and State of New Jersey, that the Temporary Certificate of Occupancy Guarantee for \$28,810.00 is approved.

**ADOPTED**, at a meeting of the Mayor and Council of the Borough of Clayton, in the County of Gloucester, held March 12, 2020.

BOROUGH OF CLAYTON



\_\_\_\_\_  
THOMAS BIANCO, Mayor

Attest:

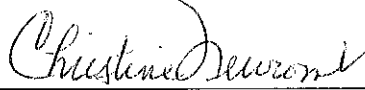


\_\_\_\_\_  
CHRISTINE NEWCOMB

Municipal Clerk

**CERTIFICATION**

I, Christine Newcomb, Municipal Clerk of the Borough of Clayton, do hereby certify that the foregoing Resolution was presented and duly adopted by the Borough Council at a regular meeting of the Borough of Clayton Council, held on March 12, 2020.

  
\_\_\_\_\_  
CHRISTINE NEWCOMB  
Municipal Clerk

March 10, 2020

Borough of Clayton  
125 North Delsea Drive  
Clayton, New Jersey 08312

Attention: Mayor and Council Members

**Reference: Temporary Certificate of Occupancy Guarantee (Performance Bond)  
Trade & Driving School - 700 - 900 Cenco Boulevard –  
Block 1904, Lots 21 & 22  
Borough of Clayton, Gloucester County, New Jersey  
S&A File No. CB-703**

Dear Mayor and Council Members:

Our office has prepared the temporary certificate of occupancy guarantee (TCOG) (performance bond) amount based on the approved plans prepared for the site improvements to the commercial site prepared by Civalier Engineering & Surveying, Inc. of Wenonah, New Jersey.

The Applicant has requested a TCO to begin operating the facility. There are site improvements that are not completed to date. We have determined the TCOG that must be posted in order for the Applicant to receive a temporary certificate of occupancy. As provided for in the enclosed table, we have calculated the required temporary certificate of occupancy performance bond amount for the uncompleted improvements as follows:

Site Improvements	
Temporary Certificate of Occupancy Performance Bond Amount	\$ 28,810.00

By copy of this letter, we are informing the Applicant of the TCOG amount. The required bond should be posted with Donna Nestore, Chief Financial Officer at the Borough Municipal Building. The Applicant is advised to submit the original temporary certificate of occupancy performance bond to the Borough Clerk, Christine Newcomb. Upon receipt, the TCOG (performance bond) should be forwarded to the office of Timothy Scaffidi, Esquire, Borough Solicitor, for review and approval.

By copy of this letter to Christine Newcomb, Borough Clerk, we are requesting that this matter be placed on the agenda for approval at the next available Mayor & Council meeting.

Page 2  
March 10, 2020

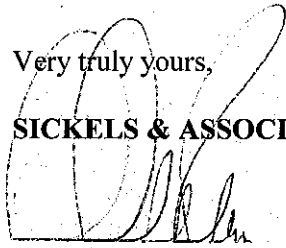
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Subject to posting the TCOG with the Borough, completion of the striping on the base paving and installation of a handicap ramp into the building. The Construction Code office can issue a Temporary Certification of Occupancy for the project. We anticipate the remaining work to be done in the next six (6) months.

If you have any questions regarding the above matter, please feel free to contact our office at (856) 848-6800 or via e-mail ([oap@sickelsassoc.com](mailto:oap@sickelsassoc.com)) at your earliest convenience.

Very truly yours,

**SICKELS & ASSOCIATES, INC.**

  
Olivier A. Peña  
Senior Construction Technician

OAP

Enclosure (temporary certificate of occupancy performance bond calculation spreadsheet)

Copy To: Timothy D. Scaffidi, Borough Solicitor, w/ enclosure (via e-mail only)  
Susan Miller, Borough Administrator, w/ enclosure (via e-mail only)  
Christine Newcomb, Borough Clerk, w/ enclosure (via e-mail only)  
Donna Nestore, Chief Financial Officer, w/ enclosure (via e-mail only)  
Joe Hunt, CPWM, Director of Public Works Dept., w/ enclosure (via e-mail only)  
Jack Eckler, Construction Code Office, w/ enclosure (via e-mail only)  
Debbie Schlosser, Planning Board Secretary, w/ enclosure (via e-mail only)  
Michael Lawrence, Applicant, w/ enclosure  
Mark R. Brunermer, Sickels & Associates, Inc., w/ enclosure (via e-mail only)  
Patricia Owens, Sickels & Associates, Inc., w/ enclosure (via e-mail only)  
David D. Roché, Sickels & Associates, Inc., w/ enclosure (via e-mail only)  
Kim Croft, Sickels & Associates, Inc., w/ enclosure (via e-mail only)

**S&A File No. CB-703**

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