

October 19, 2020

Via electronic mail

Planning Board
Township of Berkeley Heights
29 Park Avenue
Berkeley Heights, New Jersey 07922

Attn.: Connie Valenti, Planning Board Secretary

Re: **Minor Subdivision Review**

Owner/Applicant: Robert G. Delia / August N. Santore, Jr., Esq.
6 Maple Avenue (Block 902, Lot 1)
Township of Berkeley Heights, Union County, New Jersey
NEA File No.: BERKSPL20.022

Honorable Board Members:

Neglia Engineering Associates (“NEA”) has reviewed the application and supporting documents for the above-referenced development. Specifically, we have reviewed the following:

- Planning Board, Township of Berkeley Heights, Application for A Minor Subdivision, filed on October 8, 2020;
- Township of Berkeley Heights, Planning Board Check list – Site Plan, prepared by William Hollows, of Murphy and Hollows Associated LLC., dated October 6, 2020.
- Township of Berkeley Heights Check List Design Standards; and

Signed and sealed subdivision plan set, consisting of three (3) sheets, entitled “Minor Subdivision of Lot 1, Block 902, 6 Maple Avenue & Springfield Avenue, Township of Berkeley Heights, Union County New Jersey,” prepared by William G. Hollows, P.E., P.L.S., P.P., of Murphy and Hollows Associates LLC., dated September 25, 2020.

Project Description

The subject property is identified as Block 902, Lot 1 per Township tax map sheet No. 9. The subject property is further identified as 6 Maple Avenue, located on the northeast corner of the intersection of Maple Avenue and Springfield Avenue. Per the Township Zoning Map, the subject property is located in the “R-15” Residential – Single Family Zone.

The existing site is currently a two (2) story frame dwelling with an asphalt driveway leading onto Maple Avenue. Additionally, there are walkways in the front and rear of the dwelling, with a brick patio and a shed in the eastern corner of the site.

The Applicant proposes to subdivide the existing single lot into two lots. The Applicant intends to remove the existing structure in its entirety and eventually build two (2) dwellings, one on each of the subdivided lots. The Applicant depicts two conceptual dwellings for the purposes of establishing a building envelope and coverage.



1. Completeness Review

- 1.1 Structures to be removed shall be indicated by dashed lines – This information has not been provided.
- 1.2 Written Use Plan – This information has not been provided.
- 1.3 Certification by Tax Collector that taxes are paid on property – NEA defers to the township in determination of this item.
- 1.4 Bonds, Cash Escrows and Inspection Fees posted for improvements – NEA defers to the township for confirmation of this item.
- 1.5 Proof of Service of notification of Public Hearing to all property owners within 200’ – NEA was not provided with this information and therefore defers to the Township for determination of this item.
- 1.6 Owner’s Letter of Consent, if applicant is not the owner – This information has not been provided.

2. Zoning Review

2.1 Below is a summary of the zoning and bulk requirements for the R-15 (One-Family Residential) Zone, and the review for compliance therewith, for the subject property under existing conditions:

| Zoning Analysis Table | | | | |
|--|-----------------|------------------|-----------------|-----------------|
| Block 902, Lot 1 (‘R-15’, Residential – Single Family District) | | | | |
| Criteria | Required | Block 902 | | |
| | | Existing | Proposed | |
| | | Lot 1 | Lot 1.01 | Lot 1.02 |
| Min. Lot Area (SF) – Standard Lot | 15,000 | N/A | N/A | 8,500 [V] |
| Min. Lot Area (SF) – Corner Lot | 16,500 | 17,098 | 8,598 [V] | N/A |
| Min. Lot Width (ft) – Standard Lot | 100 | N/A | N/A | 85.00 [V] |
| Min. Lot Width (ft) – Corner Lot | 120 | 170.33 | 85.33 [V] | N/A |
| Min. Lot Depth (ft) | 130 | 100 [ENC] | 100 [ENC] | 100 [ENC] |
| Min. Front Yard Setback (ft) – Maple | 50 | 33.8 [ENC] | 22.0 [V] | 22.0 [V] |
| Min. Front Yard Setback – Springfield | | 54.0 | 25.0 [V] | N/A |
| Min. Rear Yard Setback (ft) | 40 | 37.5 [ENC] | 40 | 40 |
| Min. Side Yard Setback one side (ft) | 12 | 40.3 | 12 | 18 |
| Min. Side Yard Setback both sides (ft) | 30 | 94.3 | 37 | 38 |
| Max. Building Coverage (%) | 15 | 12.7% | 19.5% [V] | 19.7% [V] |
| Max. Impervious Coverage (%) | 25 | 22.3% | 24.69% | 24.98% |
| Max. Building Height (ft) | 30 | Unknown | T.B.D. | T.B.D. |

Notes:

- (1). **Bold** text indicates values per NEA;
- [V] indicates a required variance; [ENC] indicates an existing non-conformity; [NC] indicates no change proposed



3. Subdivision Review Comments

- 3.1. The subject property fronts on Springfield Avenue, also known as Union County Route No. 512. This roadway is under the jurisdiction of the County of Union. The Applicant shall confirm if any approvals are required from the County of Union and obtain such. The Applicant shall furnish copies of any and all approvals or denials from the County to the Township for review.
- 3.2. The Applicant shall confirm the proposed lot number designations with the Tax Assessor.
- 3.3. The Applicant shall add a note or graphically show what existing physical features are being removed as part of this application. The Applicant shall also provide testimony regarding the removal of the existing dwelling, any accessory structures, utility lines (overhead and underground), etc.
- 3.4. The Applicant shall verify that any covenants, restrictions, or easements of record are graphically depicted or indicated on the subdivision plan.
- 3.5. The Applicant shall revise the existing conditions plan and subdivision plan to correct the sideline lot distance (100.40') along Springfield Avenue.
- 3.6. Proposed Lot 1.02 creates a closed geometric figure. Proposed Lot 1.01 does not close due to the incorrect lot distance along Springfield Avenue. The Applicant shall revise the plans accordingly to rectify this misclosure.
- 3.7. The Applicant shall comply with all requirements of the New Jersey Map Filing Law, as applicable.

4. Engineering Comments

- 4.1 At such time as a hearing is scheduled regarding this matter, a representative or owner of the project site shall be present to address questions from the Board.
- 4.2 The Applicant shall be responsible for the repair and reconstruction of pavement, curb, sidewalk, or other public property damaged during construction. A note stating the same shall be provided on the Site Plan.
- 4.3 The Applicant shall indicate the location of any proposed HVAC units, generators or transformers and their associated concrete pads. The Applicant shall ensure that the HVAC units are adequately screened and shall provide construction details for the proposed method of screening (i.e. landscaping, fencing, etc.).
- 4.4 The Applicant shall add a general note to plans stating all new electric, television, cable, gas and other utility lines servicing the dwellings shall be installed underground.
- 4.5 The Applicant shall ensure that all disturbed work areas are stabilized. The Applicant shall topsoil, seed, hay, and straw mulch to ensure lawn growth, where appropriate. A note stating the same shall be provided on the plan.
- 4.6 The Applicant shall be responsible for the repair and reconstruction of pavement, curb, sidewalk, or other public property damaged during construction. A note stating the same shall be provided on the Site Plan.
- 4.7 Prior to construction, the Applicant shall provide grading and drainage plans for both dwellings. Such plans shall address applicable stormwater management requirements (i.e. two-inch rainfall depth over the net



increase in impervious area), on each lot. NEA reserves the right to provide additional comments related to grading, drainage, and soil movement prior to construction.

- 4.8 The Applicant shall provide testimony regarding the number of trees to be removed in order to construct the proposed improvements. Prior to construction, the Applicant shall clearly indicate on a plan which trees are to be removed and which are to be preserved and protected. The Applicant shall comply with the tree removal ordinance and the location of the proposed plantings shall be noted on the plot/site plans. A tree removal and replacement analysis shall be provided in order to verify compliance with Section §12.16, if applicable.
- 4.9 The Applicant shall ensure that the operations of soil movement vehicles are not to be utilized in a way that would deposit soil on any street, sidewalk, public place, or within any other private property. A note stating the same shall be provided on the Site Plan.
- 4.10 The Applicant shall be responsible for ensuring that any and all soils imported to the site are certified clean soils in accordance with current NJDEP Standards, with a copy of the said certification provided to the Township of Berkeley Heights and NEA prior to the import of any material by a professional. Recycled material or demolished materials are not permitted for the purposes of backfilling.
- 4.11 The Applicant shall ensure that the proposed improvements will not negatively impact adjacent lots, including but not limited to drainage considerations. The Applicant shall be responsible for any damages incurred upon adjacent lots, due to runoff.
- 4.12 Issues related to stormwater management and proposed utility connections will be addressed upon the filing of plot/site plans.
- 4.13 All proposed utility connections should be coordinated with the appropriate authority or governing agency.
- 4.14 Percolation and permeability testing shall be performed in the vicinity of any proposed drainage improvements in order to verify proper functionality of the design. NEA shall be notified in advance of this testing, so that a representative of our office may be present for the same.

5. Final Comments

- 5.1 Should the Board look favorably upon this application, a performance bond and inspection escrow will be established in accordance with the Municipal Land Use Law.
- 5.2 The Applicant shall obtain all approvals required by outside agencies, including but not limited to NJDOT, NJDEP, Union County, and Somerset-Union Soil Conservation District, as well as the Berkeley Height Police Department, Fire Department, Emergency Services and Department of Public Works. It is the applicant's responsibility to determine what outside agency permits are required. Copies of said approvals shall be provided upon receipt.
- 5.3 Any new or revised materials shall be filed with the Township and shall not be sent directly to the Board's professionals. The Township will forward the application and related materials to the Board's professionals when they are finished with their review. Materials submitted directly to NEA will not be reviewed.
- 5.4 Revised reports, plans and exhibits, which are to be considered at the hearing, should be submitted ten days prior to the scheduled hearing.



- 5.5 The above comments are based on a review of materials submitted and/or testimony provided to date. NEA reserves the right to provided new or updated comments as additional information becomes available.
- 5.6 The Applicant is responsible for the payment of all applicable fees, including but not limited to application, escrow, COAH, tax map revisions, permits, sewer, and the like.

We trust you will find the above in order. Should you have any questions or required additional information, please do not hesitate to contact the undersigned.

Very truly yours,
Neglia Engineering Associates

Thomas R. Solfaro, P.E., CME
For the Board Engineer
Township of Berkeley Heights

TRS/emj/vh

cc: William Robertson, Esq. – Planning Board Attorney (via e-mail)
August N. Santore, Jr., Esq. – Applicant/Attorney (via e-mail, santore.law@gmail.com)
Robert G. Delia – Owner (via USPS, 3861 County Road 305, Bunnell, Florida, 32110)
William G. Hollows, P.E., P.L.S., P.P. – Applicant’s Surveyor (via e-mail, murphyhollows@gmail.com)

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