
September 28, 2022

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

Attn.: Connie Valenti, Planning Board Secretary (via e-mail: cvalenti@bhtwp.com)

Re: **Engineering Review Letter**

578-590 Springfield Avenue – Block 609, Lot 2.01
Owner/Applicant: Paramount Transfers, LLC (C/O Frank Mea, Jr.)
Township of Berkeley Heights, Union County, New Jersey
NEA File No.: BERKSPL22.017

Honorable Board Members:

Neglia Engineering Associates (“NEA”) has reviewed the application and supporting documents for the above-referenced Application:

- A copy of the Board Planner’s TRC Planning Review letter, prepared by Keenan Hughes, A.I.C.P., P.P., of Phillips, Preiss, Grygiel, Leheny, Hughes, LLC., dated August 3, 2022;
- A transmittal letter addressed to Connie Valenti, Planning Board Secretary prepared by Samantha T. Alfonso, Esq., Attorney at Law, of Alfonso & Webber, LLC., dated July 6, 2022;
- A transmittal letter address to the Township of Berkeley Heights Planning Board, prepared by Tim Baumgarten, P.E., of Page – Mueller Engineering Consultants, P.C., dated August 19, 2022;
- A copy of the completed Site Plan Application, prepared by Samantha T. Alfonso, Esq., Attorney at Law, of Alfonso & Webber, LLC., dated July 6, 2022;
- A copy of the Zoning Chart with the Memorandum in Support of the Application, prepared by Samantha T. Alfonso, Esq., Attorney at Law, of Alfonso & Webber, LLC. , dated July 6, 2022;
- A copy of Check Lists for Site Plan and Design Standards, prepared by Catherine Mueller, P.E., of Page-Mueller Engineering Consultants, dated July 5, 2022;
- A copy of Check Lists for General Construction and Design and Grounds and Landscaping Considerations Checklist, prepared by Catherine Mueller, P.E., of Page-Mueller Engineering Consultants, dated July 5, 2022;
- A copy of the Property Owners List, prepared by Rachele San Filippo, Township Tax Collector, dated May 31, 2022;
- A copy of the Proposed Notice of Hearing and Publication of Notice of Hearing, prepared by Frank Mea, Jr., Applicant, undated;
- A copy of the Berkeley Heights Environmental Commission’s review memo, prepared by Richard Leister, dated September 18, 2022;

LYNDHURST

34 Park Avenue
PO Box 426
Lyndhurst, NJ 07071
p. 201.939.8805 f. 201.939.0846

MOUNTAINSIDE

200 Central Avenue
Suite 102
Mountainside, NJ 07092
p. 201.939.8805 f. 732.943.7249

- A signed and sealed copy of the property survey, consisting of one (1) sheet, entitled, "Topographic Survey of Tax Lot 2.01-Block 609, Located in the Township of Berkeley Heights, Union County New Jersey," prepared by John C. Ritt, P.L.S., of James P. Deady Surveyor, LLC., dated April 11, 2022, last revised April 25, 2022;
- A signed and sealed copy of the engineering site plan set, consisting of four (4) sheets, entitled, "Preliminary & Final Site Plan for Block 609, Lot 2.01 (Tax Map Sheet 6), Township of Berkeley Heights, Union County, New Jersey," prepared by Catherine A. Mueller, P.E., of Page-Mueller Engineering Consultants, dated June 27, 2022, last revised August 19, 2022; and
- A signed and sealed architectural plan set, consisting of one (1) sheet, entitled, "Proposed Addition & Alterations to 588-590 Springfield Avenue, Berkeley Heights, New Jersey," prepared by Thomas Ellenburger, AIA, of Walnut Design, LLC., dated January 28, 2022, last revised August 18, 2022.

1. Project Description

The property in question is identified as Lot 2.01 in block 609, per the Township of Berkeley Heights Tax Map. The site is further identified as 578-590 Springfield Avenue located in the HB-3 Zone (Housing Business Zone) per the Township of Berkeley Heights Zoning Map. The subject property is on the south side of Springfield Avenue, near the intersection of Sherman Ave and Springfield Avenue. The existing site currently contains one (1) two story office building containing two office addresses (588 & 590 Springfield Avenue). The existing building on site has a driveway on the eastside of the building leading to four (4) one car garage doors on the eastside of the building. The property has a small pavement area and grass area lot to the eastside.

The Applicant is proposing the existing 2 story office building with private garages to be converted to a mix use building with the office and private garages on the first floor and three (3) single bedroom units on the second floor. The Applicant proposes an entire building renovation with provision of off-street parking to the east side of the existing building. The Applicant proposes to expand the existing parking lot in front of the private garages and will consist of seven (7) regular parking spaces and one (1) handicap parking space. The Applicant also proposes a lawn area/ three (3) bank parking spaces to the northwest side of the property. The Applicant proposes an enclosed dumpster to the northside of the property west of the existing building. The Applicant also proposes stormwater management improvements.

NEA defers to the Board's Planner regarding zoning reviews for variances and waivers.

2. Site Engineering Comments

- 2.1 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.
- 2.2 The Applicant denoted both 578-590 Springfield Avenue and 588-590 Springfield Avenue throughout the provided application documents. The Applicant shall provide testimony on the actual address of the subject property.
- 2.3 The Applicant shall provide testimony on the proposed building height per §6.3.3.E.2 (Height, Area and Bulk Requirements, HB-2, HB-3 Housing Business Zones) of the Township Code.
- 2.4 The Applicant proposes three dry storage units of 20 sf per residential unit, whereas per Township Ordinance, §19.4.5, 350 cubic feet of storage area per unit is required. Additionally, the building characteristics on the architectural plan sheet states there is 2,482 sf total in storage. The Applicant shall provide testimony on the same.

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- 2.5 The Applicant shall revise the plans to provide a detail of the EV parking equipment.
 - 2.6 The Applicant shall revise the site pavement section detail to match municipal standards (consisting of two (2) inches of HMA 9.5M64 Surface Course, four (4) inches of HMA 19.5M64 Surface Course, and six (6) inches of DGA). Additionally, the Applicant shall revise the curb and sidewalk detail to indicate a minimum 28-day compressive strength of 4,000 psi, and the ability to withstand H-20 loading, for all concrete in the R.O.W., as well as in any vehicular loading location.
 - 2.7 The location of the proposed area drain is in close proximity to the parking lot. The Applicant shall provide testimony to confirm if the propped inlet grate and frame will be able to withstand H-20 loading.
 - 2.8 It appears that there are several discrepancies between the engineering plan and architectural plans, including but not limited to the location of outdoor lights and the overhang on the northside (front) of the building. The Applicant shall revise the plans accordingly to have both plans coincide with one another.
 - 2.9 The Applicant shall provide testimony that the proposed architectural design complies with §19.4.4 (Architectural Design, General Standards) of the Township Code.
 - 2.10 The subject property is located in the Downtown Development zoning district and is therefore subject to compliance with streetscape standards (refer to §19.5.5 of the Township Ordinance). These standards include, but are not limited to, brick pavers, bike racks, sidewalks, decorative lights, street furniture, etc. The Applicant shall provide testimony regarding compliance with said standards and revise the plans, as needed, to depict the same, including all applicable details.
 - 2.11 The Applicant shall provide testimony on if the proposed future signage indicated on the plans will be part of the application.
 - 2.12 The Applicant is proposing work within the County right-of-way that will require roadway restoration. As such, the Applicant shall submit the application to the County for their review and approval including road opening and such. Copies of all correspondence, denials, and approvals shall be provided upon receipt.
 - 2.13 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.
 - 2.14 The Applicant shall submit plans to the Township of Berkeley Heights Fire Official and Police Department for review. The Applicant shall incorporate any requirements provided into the plans.
 - 2.15 The Applicant has indicated on the soil erosion and sediment control plan the total limit of disturbance will be 7,950 square feet (0.18 acres). It shall be noted with the limit of disturbance exceeding 5,000 square feet, approval from the Somerset-Union Soil Conservation District will be required, prior to construction. The Applicant shall provide all correspondence, approvals, and denials to the Board.
 - 2.16 The Applicant shall provide testimony on compliancy of the trash enclosure with §10.6.8.7 (Screening of Solid Waste Disposal and Collection/Recycling) of the Township Ordinance and revised the plans to comply with Township code.
- 3. Grading, Drainage, and Utility Comments**
- 3.1 The Applicant shall provide “will-serve” letters demonstrating that applicable utility providers (including, but not limited to sanitary sewer, water, electric, and natural gas service) are capable of serving the site with adequate capacity. The Applicant shall provide copies of all correspondences to the Board.
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- 3.2 The Applicant shall clearly delineate any and all proposed pavement lines on the site plan. Testimony on the same shall be provided.
 - 3.3 The Applicant shall provide additional spot elevations at the building corners and doorways to confirm positive drainage away from the building foundations.
 - 3.4 The Applicant proposes improvements that may require the construction of banked parking, which will result in the creation of approximately 499 square feet of net new impervious surface. At such time, drainage improvements would be required to mitigate the increase in impervious surface and, ultimately, the increase in stormwater runoff designed to accommodate the required three (3) inch rainfall over the net new impervious surface. NEA takes no exception to the sizing of the proposed drywell system.
 - 3.5 The Applicant proposes to construct a drywell system which will introduce new stormwater below grade. With the proposed drywell system in close proximity to the adjacent lots and structures, the Applicant will be required to demonstrate (i.e., groundwater mounding analysis, etc.) that the proposed seepage pit system will not adversely impact any adjacent structures (i.e., basements, foundations, etc.). A percolation/permeability test shall be performed in the vicinity of the proposed infiltration system, prior to the installation of any drainage improvements. The Applicant shall also locate the seasonal high ground water table to ensure a minimum depth of two feet below the bottom of the infiltration practice. NEA shall be notified a minimum forty-eight (48) hours in advance of this testing so that a representative of our office may be present for this testing. The engineer-of-record, or a representative thereof, shall be present during percolation/permeability testing. In addition, the engineer-of-record shall submit a signed and sealed certification regarding the results of said testing. These tests may be performed prior to the installation of the infiltration system(s). However, NEA strongly recommends that the testing is performed as soon as possible to confirm the current design is feasible. Should on-site testing yield undesirable percolation/permeability rates, the Applicant may be required to provide an alternate design which does not rely on percolation (i.e., detention basin, closed chambers, etc.). Should the Board act favorably upon this application, this comment shall be addressed prior to construction.
 - 3.6 The Applicant proposes to construct a drywell on the property. The Applicant shall provide testimony to indicate who will be the party responsible (i.e., homeowner's association, management company, etc.) for the perpetual inspection, maintenance, operation, and repairs for the drainage systems, as well as any other shared area elements or improvements (i.e., lawn areas, walls, etc.). Additionally, the precast seepage pit detail shall be revised to indicate that the seepage pits shall be inspected after each rainfall event of three (3) inches or more, but not less than twice annually.
 - 3.7 The Applicant shall ensure that stormwater runoff does not negatively affect neighboring properties. Any damages caused by an increase in runoff or improper drainage shall be repaired by the Applicant. Notation stating the same is provided on the plan.
 - 3.8 The Applicant shall provide an Operation and Maintenance (O&M) Manual, in accordance with the guidelines established within the New Jersey Stormwater Best Management Practices (BMP) Manual, for the proposed stormwater improvements to the Board for review.
 - 4. Traffic, Landscaping, and Lighting Comments**
 - 4.1 The Applicant shall provide testimony regarding the daily operations of the proposed site development, including, but not limited to, refuse and recycling collection, loading and unloading for deliveries, number of employees, hours of operation, parking required for employees, etc. Additionally, the Applicant shall provide
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testimony regarding the proposed on-site parking operations (i.e., assigned parking, unassigned parking, visitor/guest parking, shared parking, etc.) and revise the plans to depict the same in tabular form.

- 4.2 The Applicant shall provide testimony addressing the vehicular circulation for deliveries, trash/recycling procedures, circulation, drop-off/pick up areas, fire apparatus, and any other operational issues as may be deemed relevant to the application.
- 4.3 The Applicant shall provide an exhibit illustrating vehicle turning maneuvers entering and exiting the proposed parking lot. These shall address the largest anticipated truck, emergency, and waste disposal vehicles expected to access the site.
- 4.4 The Applicant shall provide testimony on the maneuverability for the parking space located in the southeast corner of the lot in regard to the trash enclosure and the utility pole. A turning template shall be provided depicting the same.
- 4.5 The Applicant shall revise the plans to provide sight distance triangles at the site driveway.
- 4.6 The Applicant shall provide testimony on the accessibility/arrangement of the three (3) “banked” parking spaces.
- 4.7 The Applicant depicts a handicap parking stall width of eleven (11) feet and five (5) feet loading area, which is acceptable per U.S. Department of Justice standards. However, per §10.40.050.D (Guidelines, Handicapped Parking Spaces), each handicap parking space shall be twelve (12) feet wide. As such, the Applicant shall provide testimony in support of the requested design waiver.
- 4.8 The Applicant shall provide testimony on the number of proposed parking spaces as it relates to applicable standards (i.e., RSIS, Township of Berkeley Heights, etc.), and if any variances will be requested as a result.
- 4.9 The Applicant shall provide testimony on compliance with §11.1.4 (Landscaping, General Regulations) of the Township Code and revise the plans to show the same, as required.
- 4.10 The Applicant has removed multiple trees to construct the proposed improvements. As such, the Applicant shall revise the plans to provide a tree removal/replacement table in compliance with §12.16.050 (Trees, Compliance-Permit Required) of the Township Code.
- 4.11 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.
- 4.12 The Applicant shall provide testimony regarding the operating hours of the proposed lighting, including, but not limited to, hours of full site lighting.
- 4.13 All parking areas, aisles, and driveways serving business, research or industrial uses shall be illuminated between dusk and dawn when the use is in operation. Minimum and maximum average illuminations in footcandles, measured at ground level, shall be respectively, 1 and 4 for retail uses; 1 and 2 for commercial and office uses; and 0.5 and 1 for industrial uses. Additionally, the Applicant shall provide testimony on compliance with ordinance §11.1.5 (Lighting, General Regulations).
- 4.14 The location, intensity and direction of all existing and proposed outdoor lighting shall not produce glare or other adverse effect on the existing or future use of nearby properties. To reduce skyglow, adverse night vision effects, and impact on residential areas, the lighting fixtures shall provide complete cutoff and light shielding above seventy-five (75) degrees from the downward vertical and must provide that no direct light from the

fixture can be seen at any point on residential property or more than one hundred (100) feet from the base of the standard. Additionally, lighting shall not be more than twenty-five feet in height (§11.1.5.C).

5. Final Comments

- 5.1 Should the Board look favorably upon this application, a performance bond and inspection escrow will be required for any site improvements. The Board Engineer will prepare this estimate to address the cost of all site improvements 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.

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., C.M.E., C.P.W.M.
Township and Board Engineer
Township of Berkeley Heights

TRS/mjg/ams

- cc: Bill Robertson, Esq. – Planning Board Attorney (via e-mail)
Keenan Hughes, A.I.C.P., P.P. – Planning Board Planner (via e-mail, khughes@phillipspreiss.com)
Paramount Transfers, LLC (C/O Frank Mea, Jr.) – Owner/Applicant (via e-mail, samantha@alfonsoandwebber.com)
Cathy Mueller, P.E. – Applicant's Engineer (via e-mail, cmueller@pagemuellereng.com)
Samantha T. Alfonso, Esq. – Applicant's Attorney (via e-mail, samantha@alfonsoandwebber.com)
Thomas Ellenburger, A.I.A. – Applicant's Architect (via e-mail, t.ellenberger@goldcon.net)

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