

July 29, 2020

Neptune Township Planning Board  
25 Neptune Boulevard  
P.O. Box 1125  
Neptune, NJ 07754-1125

**Re: Completeness Waiver Request  
Heathrow Exchange LLC & Shark River Hill Estates  
Minor Subdivision Application  
Lots 15, 16, 19 & 20, Block 5305  
Our File: NTPB 20-17**

Dear Board Members:

Our office has received and reviewed an application for Completeness Review approval in conjunction with the above referenced project. The following document has been reviewed:

- Minor Subdivision Plat for Shark River Hills Estates & Everett Oliver, Block 5303. Lots 15, 16, 19 & 20 consisting of one (1) sheet prepared by Robert H. Morris, P.L.S. of Nelson Engineering Associates, Inc. dated June 11, 2020, last revised June 19, 2020.

We have initiated a Completeness Review of the submitted application and find the number of waivers to be extensive. In addition, some of the information requested to be waived is necessary to complete an engineering review of the application.

We therefore recommend the completeness waivers listed below be reviewed by the Planning Board in a completeness hearing, prior to our office issuing a letter of completeness.

1. **Completeness Waiver Request**

In accordance with the Minor Subdivision Checklist, Ordinance Section 802.A and 812.03, the following waivers have been requested:

**Ordinance Section 802.A**

- A. Ordinance Section 802.A.4b requires proof of submission to Freehold Soil Conservation District or letter of exemption from Freehold Soil Conservation District.
- B. Ordinance Section 802.A.5 requires Tree Removal Application package in accordance with Section 525.

- C. Ordinance Section 802.A.6 – Environmental Impact Statement
- D. Ordinance Section 802.A.7 – Stormwater Management Report
- E. Ordinance 802.A.9 requires copy of the Letter of Interpretation (LOI) or letter of exemption or proof of submission to the New Jersey Department of Environmental Protection regarding the presence of wetlands.
- F. Ordinance 802.A.10 requires proof of submission to CAFRA.
- G. Ordinance 802.A.11 – Circulation of Impact Study

**Ordinance Section 812.03**

- A. Ordinance Section 802.03.B.7 requires the boundary, nature and extent of wooded areas, swamps, bogs and ponds within the site and within two hundred (200') feet thereof and delineation of all wetland soils as defined by the New Jersey Department of Environmental Protection and the U.S. Army Corps of Engineers.
- B. Ordinance Section 812.03.B.8 requires existing and proposed manholes, sewer lines, fire hydrants, water line utility poles and all other topographic features of a physical or engineering nature with the site and within two hundred (200') feet thereof.
- C. Ordinance Section 812.03.B.10 requires all existing structures on the site and within two hundred (200') feet thereof including their use, indicating those to be destroyed or removed and those to remain.
- D. Ordinance Section 812.03.B.15 requires sufficient grading information for the Planning Board Engineer to review the proposed changes and impact of the project.
- E. Ordinance Section 812.03.B.20 requires the location of any proposed exterior lighting.
- F. Ordinance Section 812.03.B.21 requires the location of any proposed landscaping and screening.
- G. Ordinance Section 812.03.B.22 requires drawn details of the type of screening to be utilized for refuse storage areas, outdoor equipment and bulk storage areas.
- H. Ordinance Section 812.03.B.25 requires floor plans and building elevation drawings of any proposed structure or structures, or existing structure to be removed.

2. **Site Analysis**

The following information shall be provided on the plans:

- A. Ordinance Section 812.03.B.4 – The tops of the banks and boundaries of the floodways and flood hazard areas of all existing water courses, where such have been delineated or the limits of alluvial soils where the boundaries of floodways and hazard areas have not been determined, and/or such other information as may assist the Planning Board of Adjustment in the determination of floodway and flood hazard area limits.

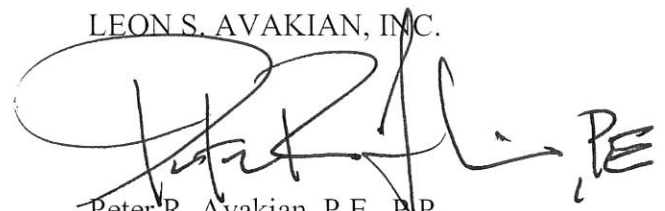
The plan indicates the lots area within Flood Zone AE, with a flood elevation of 9.

- 1) No grading information, building floor plans or general site layout has been provided to address how the proposed building lots will function in the proposed flood zone and what impacts they may have.

Should you have any questions or require additional information, please contact our office.

Very truly yours,

LEON S. AVAKIAN, INC.



Peter R. Avakian, P.E., P.P.  
Planning Board Engineer

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cc: Kristie Armour, Board Administrative Officer  
Leanne Hoffmann, P.E., Director of Engineering & Planning  
Jennifer Beahm, P.P., Board Planner  
Mark Kitrick, Esq., Board Attorney  
William Oliver, Esq., Applicant's Attorney  
Heathrow Exchange LLC & Shark River Hills Estates, Applicant

NT/PB/20/20-17