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October 26, 2020

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

Re: **Heathrow Exchange, LLC & Shark River Hills Estates**
Minor Subdivision Application
Lots 15, 16, 19 & 20, Block 5303
Our File: NTPB 20-20

Dear Board Members:

Our office has received and reviewed an application for Minor Subdivision approval in conjunction with the above referenced project. The following documents have been reviewed:

1. **Submitted Documents**

- Minor Subdivision Plat for Heathrow Exchange, LLC & Shark River Hills Estates, Block 5303, Lots 15, 1, 19 & 20, prepared by Robert H. Morris, P.L.S. of Nelson Engineering Associates, Inc., dated June 11, 2020, last revised September 25, 2020.
- Plot Plan, Tree Removal Plan and Grading Plan for Heathrow Exchange, LLC & Shark River Hills Estates, Block 5303, Lots 15, 16, 19 & 20, prepared by David H. Boesch, LLA of Nelson Engineering Associates, Inc., dated September 25, 2020, with no revision date.
- Aerial Photo, Google Maps for Heathrow Exchange, LLC and Shark River Hills Estates, Block 5303, Lots 15, 16, 19 & 20 prepared by David H. Boesch, LLA of Nelson Engineering Associates, Inc. dated September 30, 2020, with no revision date.
- Statement of Environmental Impact for Heathrow Exchange, LLC and Shark River Hills Estates, Block 5303, Lots 15, 16, 19 & 20 prepared by David H. Boesch, LLA of Nelson Engineering Associates, Inc., dated September 24, 2020, with no revision dated.

We have completed our engineering and planning review of the submitted documents and off the following comments:

2. **Site Analysis**

- A. The Minor Subdivision application currently consists of four (4) existing lots, Lot 15, 16, 19 & 20 in Block 5303. The property is approximately 32,632 square feet with frontages on Park Place, Valley Road and Valetta Place (unimproved).
- B. The Minor Subdivision consists of an existing one-story masonry garage which will be removed under this application. The Applicant is proposing lot consolidation to create two (2) single-family lots. No improvements are proposed.
- C. The Applicant shall confirm that the lots are service by municipal water and sanitary sewer services. The Applicant does not propose any Right-of-Way improvements with this application.

3. **Completeness**

The Planning Board conducted a Completeness Waiver Hearing for this application on August 26, 2020. Under Resolution No. 20-11 the Applicant was granted the following completeness waivers.

- A. Ordinance Section 802.A.46 – 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.7 – Stormwater Management Report
- D. Ordinance Section 802.A.9 – requires copy of the Letter of Interpretation (LOI) or letter of exemption or proof of submission to New Jersey Department of Environmental Protection regarding presence of wetlands.
- E. Ordinance Section 802.A.10 – proof of submission to CAFRA
- F. Ordinance Section 802.A.11 – Circulation Impact Study
- G. Ordinance Section 812.03-B.7 – Boundary, nature and extend of wooded area, swamps, bogs and ponds within the site within two hundred (200') feet thereof and delineation of all wetland soils and defined by the New Jersey Department of Environmental Protection and the US Army Corps of Engineers.
- H. Ordinance Section 812.03.B.8- existing and proposed manholes, sewer lines, fire hydrants, water line, utility poles and all other topographic factors of a physical or engineering nature with the site and within two hundred (200') feet thereof.

- I. 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.
- J. Ordinance Section 812.03.B.20 – requires the location of any proposed exterior lighting.
- K. Ordinance Section 812.03.B.21 – requires the location of any proposed landscaping and screening.
- L. 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.
- M. 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.
- N. Ordinance Section 812.03.B.4 – Flood hazard areas within the property.

4. **Waiver Hearing Requirements**

The Applicant shall provide the following documentation prior to the Minor Subdivision Hearing:

- A. A tree location plan;
- B. An environmental statement to comply with Ordinance 802.1, specifically, items C and E on the July 29 Avakian review letter, as well as Items A, D, H under Ordinance 812.03;
- C. A storage/staging area shall be reflected in the plans;
- D. An Aerial Survey shall be provided, and
- E. A Grading Plan shall be provided.

As outlined within the Completeness Waiver Hearing Report dated July 29, 2020:

Ordinance Section 802.A

- C Ordinance Section 802.A.6 – Environmental Impact Statement
- E Ordinance Section 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.

Ordinance Section 812.03

- A Ordinance Section 812.03.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 Engineering.
- 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.
- 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.

5. Surround Uses

Properties surrounding the subject properties are similarly zoned R-2 (Low Density Residential Zone) and contains a mix of single-family residential and commercial uses. Neighboring property along Valley Road are zoned R-3 (Moderate Density Residential) All properties in the vicinity contain single-family residential uses.

6. Zoning Requirements

- A. The property is located in the R-2 Low Density Residential Zone.

Description	Required	Proposed Lot 19.01	Proposed Lot 20.01
Minimum Lot Area	10,000 sf	17,270 sf	15,362 sf
Minimum Lot Width	100 ft	74 ft (V)	50 ft (V)
Minimum Lot Frontage	100 ft	75 ft (V)	50 ft (V)
Minimum Lot Depth	100 ft	197 ft	197 ft
Minimum Front Yard Setback	25 ft	25 ft	25 ft
Minimum Side Yard Set Back	10 ft	10 ft	10 ft
Minimum Total Side Yard Set Back	25 ft	25 ft	25 ft
Minimum Rear Yard Setback	30 ft	30 ft	30 ft
Maximum Building Coverage	40%	40%	40%
Maximum Lot Coverage	40%	40%	40%
Maximum Building Height	2 ½ stories 35 ft	2 ½ stories 35 ft	2 ½ stories 35 ft
Minimum Improvable Area	2,400 sf	8,896 sf	6,958 sf
Minimum Diameter of Circle	32 ft	70 ft	62 ft
Maximum Density	4.3 DU/AC	2.67 DU/AC	2.67 DU/AC

(V) Variance Required

- B. The property is located in the (R-2) Low Density Residential Zone. Detached single-family residences are permitted uses within this zone. The Applicant does not propose any development under this application.
- C. The Applicant requests lot width and frontage variances for both lots under this application.
 - 1) Both lots will front on Park Place
 - 2) Lot 20.01 will have 102 feet of frontage on Park Place and 50 feet of frontage on unimproved Valetta Place. **Variance for frontage on Valetta Place is required.**
 - 3) Lot 20.02 will have 75 feet of frontage on Park Place and 100 feet of frontage on unimproved Valetta Place. **Variance for frontage on Park Place is required.**

7. **Minor Subdivision Pan**

- A. Proposed lot and block numbers should be assigned by the Neptune Township Tax Assessor.
- B. Ordinance Section 512.B – requires as a part of a minor subdivision, metal alloy pins of a permanent character shall be installed at all lot corners of all approved lots. The plan shall be revised to reflect this requirement.
- C. If the Applicant is proposing to perfect this subdivision by Deed, the deeds and easement descriptions shall be reviewed and approved by the Board Attorney and Engineer prior to filing.
- D. The Applicant shall provide testimony for street trees in accordance with Ordinance Section 523.
- E. In accordance with Ordinance 511 (Lighting), the Applicant shall provide testimony regarding existing lighting levels on Park Place.
- F. The Applicant shall address the single-family houses will be constructed with the flood zone (AE-10) and compliance with Township ordinances:
 - 1) Section 419.A.7 – Ensure that potential buyers are notified if a property is in an area of special flood hazard.
 - 2) Section 419.A.8 – Ensure that those who occupy the areas of special flood hazard assume responsibility for their actions.

If protected by deed the above language should be included within the deed. If by maps, notes should be added to the plan.

8. **Environmental Impact**

- A. The Applicant is required to provide testimony for the Environmental Impact Statement in compliance with Township of Neptune Land Development Ordinance No. 4-23; Section 2 entitled “Environmental Impact Statement”. The Applicant shall provide testimony with regard to the following:
- 1) Address the removal of debris from the site with regard to the demolition of the existing garage. Testimony should address recycling and solid waste disposal for the site.
 - 2) Testimony shall be provided to address recycling and solid waste disposal for the site.
- B. The Applicant shall also provide testimony to address related key elements of the Environmental Impact Statement with regards to noise, lighting, air pollution and impacts within the Flood Hazard Area.

9. **Flood Hazard Regulations**

- A. In accordance with the Preliminary Flood Insurance Rate Map dated January 30, 2015, the proposed improvements are within Zone AE 10 (elevation 10 feet above mean sea level).
- B. However, the Township of Neptune building code requires that structures located in a flood zone in Neptune Township shall be elevated to 12 feet minimum above mean sea level to the first floor.
- C. In accordance with Ordinance Section 19-5.2.a.1, new construction and substantial improvements of any residential structure within any Advisory Hazard Zones V and A shall have the lowest floor, including basement together with the attendant utilities and sanitary facilities, elevated at or above the advisory base flood elevation or advisory two-tenths (0.2%) percent annual chance flood elevation, whichever is more restrictive.
- D. The Applicant proposes to elevate the finished floor of the two proposed dwellings to 17 feet and 17.5 feet respectively, which complies with the ordinance requirements. The Applicant proposes to elevate the basement elevation to 8 feet and 8.5 feet respectively. These elevations are located below the base flood elevation and must be constructed in accordance with the Township Ordinance requirements.
- E. The Applicant shall provide testimony with regard to Ordinance Section 419.H.1.(a) – all new construction and substantial improvements shall be anchored to prevent floatation, collapse or lateral movement of structure. Applicant shall address all improvements, including storage areas and site amenities.

10. **Grading**

- A. In accordance with Waiver Hearing Requirements, a grading plan has been provided by the Applicant.
- B. The grading plan indicates a proposed roof drain around the perimeter of each proposed dwelling.
- C. The Applicant should revise the grading plan to ensure no runoff is directed toward adjacent properties.
- D. The following notes should be added to the grading plan:
 - 1) All parking shall be provided in accordance with Residential Site Improvement Standards (RSIS).
 - 2) Driveway apron and concrete curb shall be in accordance with RSIS.
 - 3) All utilities shall be placed underground in accordance with Ordinance 526.
 - 4) The necessary construction details shall be provided prior to construction. Including but not limited to sewer, gas, electric, and other applicable details.
 - 5) A tree removal permit review shall be completed prior to plot plan approval.
 - 6) Applicant to obtain a grading plan approval for the proposed site prior to the start of work.
 - 7) Zoning permits shall be obtained for all new construction outside the scope of this application.
 - 8) All necessary construction permits shall be obtained prior to start of construction.
 - 9) Applicant is required to obtain all local, county, state and federal permits deemed necessary as a result of this development.

11. **Miscellaneous**

- A. The owner must sign the minor subdivision plan, with their signature notarized on the drawing.
- B. Monmouth County Planning Board approval or Letter of Exemption is required.
- C. The Applicant shall provide testimony for existing utilities for each individual lot. Testimony should address serviceability of utilities for each

lot and that all utilities will be placed within an easement for future maintenance.

D. The following notes should be added to the grading plan:

- 1) Grading Plan Review
- 2) Soil Erosion & Sediment Control Permit
- 3) Road Opening Permit
- 4) Neptune Sewer Department
- 5) Posting of Performance Guarantees and Inspection Fees
- 6) Construction Permit per Ordinance No. 13-11 Section 419.F –
Special Flood Hazard Area (Flood Plain Manager)

Please be advised that additional comments may follow upon completion of testimony and/or submission of further revisions by the Applicant.

Should you have any questions on this matter, please do not hesitate to contact our office.

Very truly yours,

LEON S. AVAKIAN, INC.



Jennifer Beahm, P.P.
Planning Board Planner



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

MM:mcs

cc: Kristie Dickert, Administrative Officer
Leanne Hoffmann, P.E., Director of Engineering and Planning
Mark Kitrick, Esq., Board Attorney
William Oliver, Esq., Applicant's Attorney
David Boesch, LLA., Applicant's Engineer

NT/PB/20/20-20a

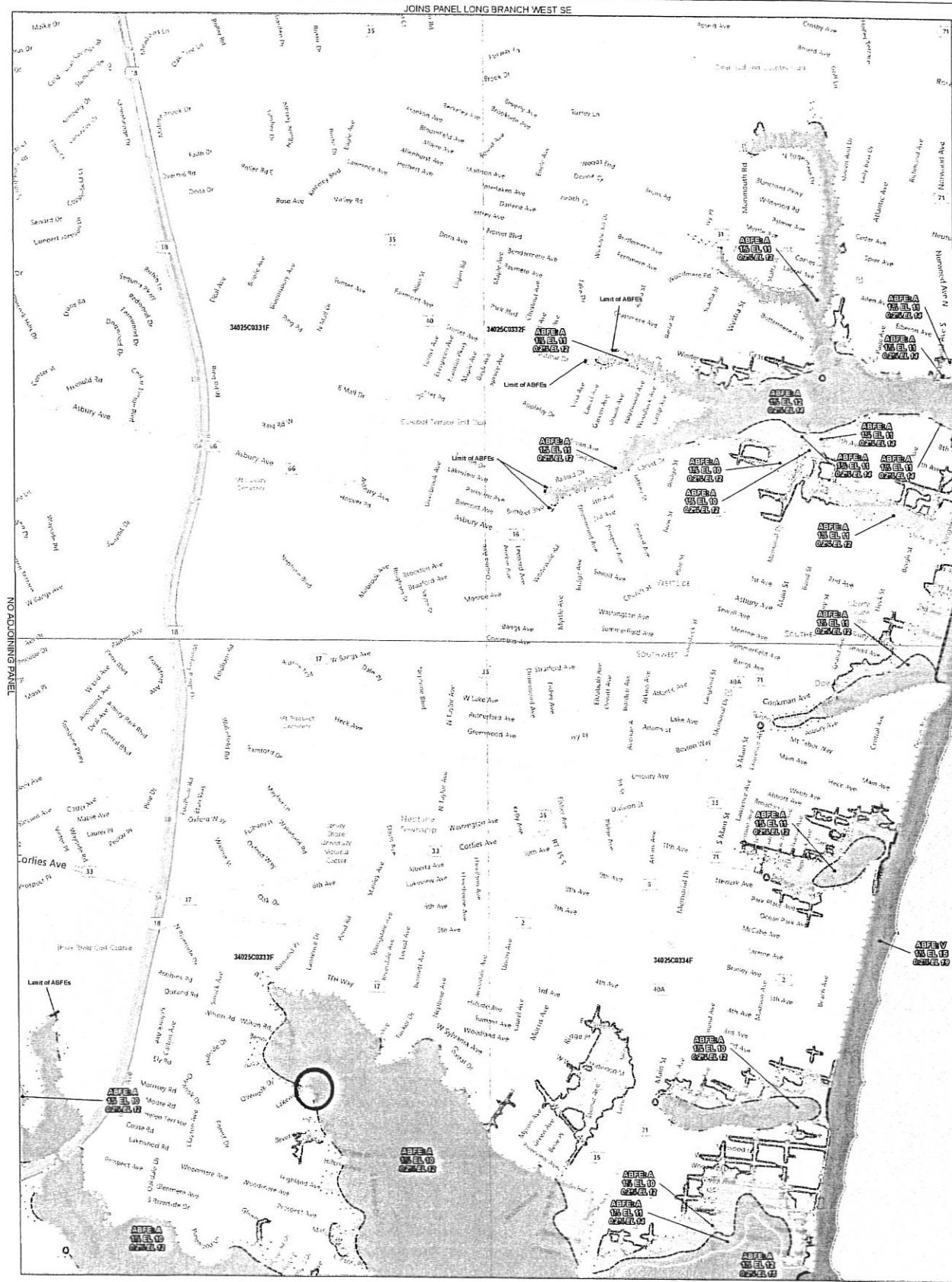


FEMA

ADVISORY BASE FLOOD ELEVATION MAP MONMOUTH COUNTY NEW JERSEY

MAP ID: ASBURY PARK NE

DATE OF MAP: DECEMBER 12, 2012



ADVISORY BASE FLOOD ELEVATIONS

This map shows Advisory Base Flood Elevations (ABFEs) developed by FEMA. Use the QR code to the right, or navigate to <http://www.region2coastal.com/> for more information on how they were determined.



USAGE

The elevations shown on this map are considered best available data until issuance of updated Flood Insurance Rate Maps.

LEGEND

Flood Advisory Related Data

- Advisory Base Flood Elevation Zone (ABFE)
- 1% Advisory Base Flood Elevation, feet^{1,2}
- Advisory Limit of the 1% Annual Chance Flood Hazard Area
- Advisory Limit of the 0.2% Annual