

Memorandum

To: Heather Kepler, Administrative Office
Neptune Township Planning Board

From: Peter R. Avakian P.E., P.L.S., P.P.
Planning Board Engineer

Date: November 27, 2024

Re: Completeness Review
PMB 66 Realty, LLC
3401-3425 Rt. 66
Preliminary and Final
Major Site Plan
Application: PB24/04
Lot 15 & 16, Block 3705
Our File: NTPB 24-15

We are in receipt of the application forms and plan for the above reference development application. The plan consists of eight (8) sheets prepared by Andrew L. French, P.E., of French & Parrello Associates, dated October 15, 2024, with no revision date. We have reviewed the submitted documents and recommend the application be deemed **COMPLETE**.

Prior to the Board hearing the applicant shall submit the following information:

The following incomplete information shall be addressed under **Development Checklist Ordinance 812.02**, we request this information be provided on the engineering plans prior to the Neptune Township Planning Board hearing:

- Ordinance 812.02.B.2(c) – Tax Map Sheet, block and lot number(s) of the site, as shown on latest Township Tax Map, the **date** of which shall also be shown.
- Ordinance 812.02.B.20 – A key map, at a scale of not less than one-inch equals 1,000 feet, showing the location of the site with referenced to surrounding areas, existing streets, the **names of all such streets** and any zone boundary or municipal boundary which is within 200 feet of the site.

Completeness Waiver Request

The Applicant is requesting the following waivers from the ordinance checklists as outlined below.

The following are the list of waivers in accordance with the Completeness Checklist for Site Plans and/or Subdivisions in compliance with the development application completeness checklist: The Applicant will provide testimony at the Board hearing.

1. Checklist Item #5 – “Six (6) copies of Tree Removal Application package in accordance with Section §525”
2. Checklist Item #9 – “Copy of Letter of Interpretation (LOI) or Letter of Exemption or proof of submission to New Jersey Department of Environmental Protection regarding presence of wetlands”
3. Checklist Item #11 – “Six (6) copies of Circulation Impact Study”
4. Checklist Item #12 – “Community Impact Statement (for Major Site Plan and/or Major Subdivision only)”

Due to the nature of the application, our office takes no exception to the following list of waivers below that have been requested by the Applicant in accordance with the Application for Development Checklist – Part B: Plat Requirements in compliance with the Major Site Plan and Major Subdivision Checklist: The Applicant has requested the following:

Based on the application requirements, the Applicant shall provide testimony with regard to all waivers during the public hearing.

1. Checklist Item #13 – On-Site Drainage Plan.
2. Checklist Item #14 – Off-Site Drainage Plan.
3. Checklist Item #16 – Soil Boring Logs.
4. Checklist Item #25 – Exterior Lighting Plan.
5. Checklist Item #26 – Landscaping and Screening Plan.
6. Checklist Item #30 – Sectionalization and Staging Plan.
7. Checklist Item #31 – Written description of the proposed operations in sufficient detail to indicate the effects of the use in producing traffic congestion, noise, glare, air pollution, fire hazards or safety hazards. The written description shall also include the hours of operation of the use, the number of shifts to be worked, the number of employees in each shift, the number of vehicles to be stored or parking on the site and provisions to be made for site maintenance.
8. Checklist Item #32 – From providing Traffic Analysis Report.
9. Checklist Item #33 – Such other information as the Municipal Agency and/or Township Engineer may require during site plan review.
10. Checklist Item #34 – Use Group Classification of the building or structure.
11. Checklist Item #35 – Type of construction classification of building or structure to be erected, altered or extended, as defined by the International Residential Code or the International Building Code, New Jersey Edition.

This memorandum is subject to any administrative requirements such as the number of copies of plans and fees that must be submitted to your office.

If there are any questions concerning this memorandum, please contact my office.

JOG

cc: Kristie Dickert, Zoning Officer
Jennifer Beahm, P.P., Board Planner
Peter R. Avakian, P.E., P.P., Board Engineer
Mark Kitrick, Esq., Board Attorney
Daniel J. O'Hern Jr., Esq., Applicant's Attorney
Andrew L. French, P.E., Applicant's Engineer
Paul Sansone Jr., Applicant (Sansone Jr's 66 Auto mall)

NTPB/24/24-15