

October 11, 2021

Neptune Township Planning Board  
2201 Heck Avenue  
Neptune, NJ 07754-1125

**Re: 135 Leonard Avenue  
Minor Subdivision Application  
Lot 1, Block 704  
Our File: NTPB 21-18**

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**

- Boundary and Topographic Map of Survey for Lot 1, Block 704, prepared by Robert H. Morris, P.L.S. of Nelson Engineering Associates, Inc., dated April 16, 2021, signed August 4, 2021.
- Minor Subdivision Plat for Lot 1, Block 704, prepared by Robert H. Morris, of Nelson Engineering Associates, Inc., dated April 16, 2021, signed August 4, 2021.
- Statement of Environmental Impact for 135 Leonard LLC, Block 704, prepared by David H. Boesch, LLA of Nelson Engineering Associates, Inc., dated August 4, 2021, with no revision date.
- Traffic Circulation Report for 135 Leonard Avenue, Block 704, Lot 1, prepared by Matthew R. Dubois, P.E., of Nelson Engineering Associates, Inc., dated August 17, 2021, with no revision date.

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

2. **Site Analysis**

- A. The Minor Subdivision application currently consists of one (1) existing lot, Lot 1 in Block 704. The property is 12,746.30 square feet with dual frontage on Leonard Avenue and Asbury Avenue (County Route 17).

- B. The minor subdivision consists of an existing two-story single-family dwelling. The Applicant is proposing to subdivide the property and create two (2) single family lots. The existing dwelling will remain on proposed Lot 1.02.
- C. The Applicant shall confirm that the existing dwelling is serviced by Municipal water and sanitary sewer services. The Applicant does not propose any Right-of-Way improvements with this application.

3. **Surrounding Uses**

- A. Properties surrounding the subject properties are similarly zoned R-4 (Medium Density Residential Zone) and contains a mix of single-family residential uses.

4. **Zoning Requirements**

- A. The property is located in the (R-4) Medium Density Residential Zone. Detached single family residences are a permitted use within the zone.

Description	Required	Existing	Proposed Lot 1.01	Proposed Lot 1.02
Minimum Area	5,000 sf	12,746.3 sf	7,636 sf	5,109 sf
Minimum Lot Width	50 ft	137.76 ft	87.76 ft	50 ft
Minimum Lot Frontage	50 ft	111.55 ft	96.25 ft	50 ft
Minimum Lot Depth	100 ft	102.67 ft	102.35 ft	102.02 ft
Minimum Front Yard Setback	20 ft	16.1 ft (NC)	20 ft	16.1 ft (NC)
Minimum Side Setback	5 ft	3 ft (NC)	5 ft	3 ft (NC)
Minimum Total Setback	15 ft	(NA)	(NA)	31.3 ft
Minimum Rear Setback	30 ft	45.3 ft	30 ft	45.3 ft
Maximum Building Coverage	50%	5.5%	50%	13.7%
Maximum Lot Coverage	65%	7.2%	65%	17.9%
Maximum Building Height	2 ½ stories	2 stories	2 ½ stories	2 stories
Minimum Improvable Area	1,200 sf	(NR)	2,619 sf	1,825 sf
Minimum Diameter of Circle	23 ft	(NR)	40 ft	35 ft
Density				

(V) variance required      (NA) not applicable      (NR) not reported

- B. The property is located in the (R-4) Medium Density Residential Zone. Detached single-family residences are permitted uses within this zone. The Applicant does not propose any development under this application.

5. **Minor Subdivision Plan**

- 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.

6. **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. The property fronts on Asbury Avenue Monmouth County Route 17.
- C. The Applicant shall provide testimony for existing utilities for each individual lot. Testimony should address serviceability of utilities for each lot.
- D. The following notes should be added to the 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. Concrete sidewalk shall be provided along all property frontages, or testimony provided.
  - 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, (if applicable).
  - 6) Applicant to obtain a Road Opening Permit for any work within the township Right of Way. The permit shall be reviewed and approved prior to the start of any work in the Township Right of Way. This includes driveway aprons and utility connections.
  - 7) Applicant to obtain a grading plan approval for the proposed site prior to the start of work.
  - 8) Zoning permits shall be obtained for all new construction outside the scope of this application.
  - 9) All necessary construction permits shall be obtained prior to start of construction.
  - 10) Applicant is required to obtain all local, county, state and federal permits deemed necessary as a result of this development.

- G. The following approvals will be required for construction permits
- 1) Grading Plan Review
  - 2) Soil Erosion & Sediment Control Permit
  - 3) Road Opening Permit
  - 4) Neptune Sewer Department
- H. The Applicant shall provide testimony for street trees in accordance with Ordinance Section 523.
- I. The Applicant shall provide testimony on traffic and environmental impact.

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 or require additional information, please contact our office.

Very truly yours,

LEON S. AVAKIAN, INC.



Jennifer Beahm, P.P.  
Planning Board Planner



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

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cc: Mark Kitrick, Esq., Board Attorney  
Jennifer Krimko, Esq., Applicant's Attorney  
Robert H. Morris, P.L.S., Applicant's Surveyor  
NT/PB/21/21-18