

November 21, 2023

Ms. Kristie Dickert, Administrative Officer  
Zoning Board of Adjustment  
Neptune Township  
P.O. Box 1125  
Neptune, NJ 07754-1125

Re: Preliminary & Final Major Site Plans  
Galilee Eglise Adventiste Inc, Church  
Lot 4, Block 3301  
Neptune Township, Monmouth County, New Jersey  
ZB # 23/02  
B&G Project No 1943A

Dear Ms Dickert:

On behalf of the Applicant, Galilee Eglise Adventiste B&G Engineering LLC respectfully submits the following documents in pursuit of Preliminary & Final Site Plan Approval

- Fifteen (15) sets of Preliminary & Final Site Plans, dated December 5, 2022, last revised September 25, 2023;
- Fifteen (15) copies of a Storm-water Management Report, dated November 29, 2022. last revised November 19, 2023;
- Fifteen (15) copies of a Stormwater Facility Maintenance Manual, dated November 19, 2023;
- Fifteen (15) copies of Twp's Ord # 21.07 Section IX, Part A Completed Checklist;
- Fifteen (15) copies of Approved NJDEP LOI Verification dated October 4, 2023.

These plans and supporting documents have been revised based on the comments in your township's professional's review letters May 16, 2023 June 14, 2023 & July, 17, 2023 respectively. Those comments are included herein and our response to each is included in bold below.

#### Engineer & Planner's Review Letter

#### 4. Bulk and Zoning Requirements

- A. The maximum building cover permitted in the R-2 Zone is 30%, whereas the proposed building cover is not provided. The applicant should update the plans to include such. **A VARIANCE MAY BE NEEDED.**



The proposed building coverage will be approximately 4.9%. The zoning table on the cover sheet has been revised to show same. A variance is not required for building coverage.

- B. As per §412.17B, handicapped parking spaces shall measure 12 feet wide by 18 feet long, whereas the applicant is proposing ADA spaces eight (8) feet wide by 18 feet long. **A WAIVER IS NEEDED.**

The proposed ADA spaces are 8 ft wide by 18 ft long with an additional minimum striped area of 5 ft wide per Federal Standards. The applicant is requesting a Design Waiver from the Township's Standards. General Note # & on the cover sheet has been revised to state this request.

- C. As per §412.17D, the Architect's plan indicates 320 seats in the sanctuary which will require 80 parking spaces. The site plan indicates 250 seats which will require 63 parking spaces. This matter should be clarified. **A VARIANCE MAY BE REQUIRED.**

The proposed number of seats will be 250 and 63 parking spaces are required for the 250 seats. The site plan proposes 64 parking spaces. A variance is not required.

- D. As per §412.19A(1)(f), the minimum required building setback from any residential property line shall be at least 1 1/2 times the height of the main roofline (1.5 x proposed height of 20 feet 30 feet), whereas the proposed setback is 11.14 feet. **A D(3) VARIANCE IS NEEDED.**

*The proposed building heights should be re-calculated based on the Township Ordinance to the average height between the eaves and the ridge.*

The Applicant is requesting a Variance from the minimum required building setback from a residential property line. General Note # 7 on the Cover Sheet has been revised to state this request.

- E. As per §412.19A(2)(a), no parking lot shall be permitted in a front yard, whereas the proposed parking area is located within a front yard. **A D(3) VARIANCE IS NEEDED.**

The Applicant is requesting a Variance to allow parking in the front yard, due to site constraints. General Note # 7 on the Cover Sheet has been revised to state this request.



- F. As per §412.19A(2)(b), parking lots shall be setback from any side property line 20 feet, whereas the proposed parking area is located 19.2 feet from the side property line. **A D(3) VARIANCE IS NEEDED.**

**The Applicant is requesting a variance from the 20 ft setback for parking lots from property lines. 19.2 ft is provided which is less than 10 inches below the minimum requirements. General Note # 7 on the Cover Sheet has been revised to state this request.**

- G. As per §416.07B(1), one (1) wall sign is permitted, whereas the applicant is proposing two (2) wall signs along the south elevation of the building. **A VARIANCE IS NEEDED.**

**The architectural plans have been revised to show one proposed wall sign. A variance is not needed.**

- H. As per §416.07E, directional signs shall not exceed three (3) square feet in size, whereas some directional signage proposed exceeds three (3) square feet. **A VARIANCE IS NEEDED.**

**The proposed directional signs conform to standard MUTCD sizes. The Applicant is requesting a variance for exceeding the allowable maximum sizes for directional signs. General Note # 7 on the Cover Sheet has been revised to state this request.**

- I. As per §424E(1), wherever the property line of an occupied lot in the H-S Zone abuts a residential use or zone, a buffer of at least fifty (50) feet in width shall be provided, whereas no buffer is provided along the northern, eastern, and western property lines, **A VARIANCE IS NEEDED.**

**There is existing vegetation that provides a buffer along all property lines. The Applicant is requesting a Variance from providing additional landscaping along the property lines. General Note # 7 on the Cover Sheet has been revised to state this request.**

- J. As per §502.B.1(a), except for buildings in planned commercial development, no building shall be permitted to have a total measurement greater than 150 feet in length along any wall, roof or footprint plane. Building wall offsets, including both projections and recesses, shall be provided along any building wall measuring greater than fifty (50) feet in length in order to provide architectural



interest and variety to the massing of a building and relieve the negative visual effect of a single, long wall. The total measurement of such offsets shall equal a minimum of ten (10) percent of the building wall length. The maximum spacing between such offsets shall be forty (40) feet. The minimum projection or depth of any individual offset shall not be less than two feet. Roofline offsets shall be provided along any roof measuring longer than seventy-five (75) feet in length in order to provide architectural interest and variety to the massing of a building and relieve the negative visual effect of a single, long roof. The west elevation of the proposed building addition is 80 feet and does not contain wall offsets, **THE APPLICANT SHALL COMPLY WITH THIS ORDINANCE SECTION TO THE BEST OF THEIR ABILITY.**

**The Architectural plans have been revised to comply as much as practical to the requirements stated above.**

- K. As per §509H requires the base of all sides of a building to be planted with foundation plantings consisting of evergreen and/or semi-evergreen shrubs and trees, whereas the proposed landscaping does not meet this requirement. **A WAIVER IS NEEDED.**

**The Landscape Plans have been revised to provide the required foundation plantings. A waiver is not needed.**

- L. As per §515A(1), all non-residential refuse and recyclable disposal collection areas shall be suitably buffered and screened to minimize the impacts of noise, odors, disposal and collection activities and views of collection bins and dumpsters. Buffering and screening shall minimize such impacts both from within the site itself, as well as from adjacent and nearby properties and public rights-of-way. Buffering shall consist of a minimum four (4) foot wide area surrounding all sides of such facility exposed to view. If such facility is located on a site adjacent to a residential use or zone, such buffering shall consist of a minimum ten (10) foot area surrounding all sides of such facility exposed to view. Screening shall consist of a minimum six (6) foot-high masonry wall, solid wooden fence or accessory building with gates or doors and ramped access to facilitate the movement of bins or dumpsters. The base of such screen shall be planted with a minimum four (4) foot high evergreen hedge along the sides and rear of same; whereas no buffering is provided around the proposed dumpster enclosure. **A WAIVER IS NEEDED.**

**The landscape plans have been revised to provide plantings at the proposed**

**dumpster and recyclable area. A Waiver is not required.**

- M. As per §519B(1), sidewalks shall be required on both sides of the street for all major arterials, minor arterials, collector roads and local roads in association with non-residential development, whereas no sidewalks are proposed along Route 33. **A WAIVER IS NEEDED.**

**The Applicant is requesting a waiver from the requirement to provide sidewalk along Route 33. General Note # 7 on the Cover Sheet has been revised to state this request.**

- N. As per §519B(4), walkways shall be located on a site to facilitate pedestrian access between the public sidewalk, buildings, parking lots and other facilities and to provide for pedestrian circulation generally within a site, whereas no walkways are provided to connect the parking area to the building, **A WAIVER IS NEEDED.**

**The site plan shows limited sidewalk connection from the parking lot to the proposed building. The Applicant is requesting a waiver from additional sidewalk installation. General Note # 7 on the Cover Sheet has been revised to state this request.**

#### **6. Site Plan Review Comments**

- A. The Applicant should provide testimony on all required variances and clarify all points where additional information is needed.

**The Applicant will provide testimony on the required variances at the Zoning Board hearing.**

- B. The applicant should provide testimony as to the general use of the site and all proposed uses on-site, including the days and hours of operation of all buildings, any proposed outdoor events, the number of congregants including youth and adults, overall site circulation, anticipated traffic demand, and refuse generation.

**The Applicant will provide testimony on the planned operational procedures at the site at the Zoning Board hearing.**

- C. The applicant should provide testimony as to whether the proposed number of

parking spaces meets the anticipated parking demands of the site. Testimony should also be provided as to how different activities on site will contribute to the overall parking demand.

**The Applicant will provide testimony on the various church activities and how parking demand will be impacted.**

- D. The architectural plans do not match the color rendering for front façade details and signs.

**The architectural plans have been revised to be consistent with the Township's requirements as requested.**

- E. The floor plans indicate a number of classrooms and offices on the 1st floor. The applicant should confirm the total area of all office and classroom uses and confirm the total number of parking spaces required.

**The Applicant will provide testimony at the Zoning Board hearing on the planned additional use of the facility.**

- F. The applicant should provide testimony as to the uses proposed in the multi-purpose room on the lower level.

**The Applicant will provide testimony on other uses planned for the various spaces at the facility.**

- G. The existing and proposed uses of the "existing 1-story frame dwelling" behind the proposed sanctuary should be provided on cover sheet.

**General note # 3 has been revised on the Cover Sheet to address the planned use of the existing 1-story frame dwelling.**

- H. The existing utilities to the "existing 1-story frame dwelling" should be addressed.

**There are no utilities (water & sanitary sewer) to the existing 1-story frame dwelling.**

- I. The existing side yard variance to the "existing 1-story frame dwelling" should be noted on the zoning table.



**The zoning table has been revised to show that a variance is needed for side yard setback for the existing 1-story frame dwelling.**

- J. The General Note #7 on cover sheet incorrectly references "Variances".

**General Note # 7 on the Cover Sheet has been revised to identify required variances & waivers.**

- K. The General Note #10 on cover sheet indicates that the existing 4-inch sewer lateral will be used for the sewer. The condition and capacity of the sewer lateral for this use should be addressed.

**Prior to construction the Applicant will obtain professional services to inspect and video record the condition of the existing sanitary lateral. The report will be submitted to the Town. If required, necessary repairs or replacement of the sanitary lateral will be undertaken. Test pits will also be done to determine pipe inverts, slope and capacity.**

- L. The reference to "Planning Board" in the approval signature block should be revised to "Zoning Board".

**The signature block on the Cover Sheet has been revised as requested.**

- M. Street lighting per Ordinance 511, B&E 3 should be provided.

**Driveway & Parking lot lights are provided on the Lighting & Landscape Plan.**

- N. The "Tree Survey Plan" indicates over 250 trees ranging from 4" to 36" in diameter. The proposed number of trees that will be saved should be addressed. There are 20 trees and 70 shrubs proposed, however, there are no landscape buffers proposed on either sides of the property.

**Sheet 4 of 13 has been revised to include a Tabulation of total number of trees to be removed. Existing vegetation at the property lines will serve as buffer from adjacent properties.**

- O. The applicant should provide construction details and height of the proposed

wall along the front of the existing building.

**The Architectural Plans have been revised to show proposed wall details.**

- P. The architectural plans indicate two (2) wall signs are proposed along the south elevation on the existing building. However, only one (1) wall sign is depicted in the rendering. The applicant should confirm the number of signs proposed and provide details of such to ensure compliance with Ordinance Section 416.

**The architectural plans have been revised to show one (1) proposed wall sign.**

- Q. The applicant should indicate if any monument signs are proposed and provide details of such.

**The applicant is not proposing a monument sign with this application.**

- R. The applicant should clarify the proposed height of the building addition. The north elevation indicates a height of 20 feet, whereas the south, east, and west elevations indicate a height of 21 feet.

**The revised Architectural plans address the height of the proposed addition. The building height is 21ft.**

- S. The applicant should provide testimony as to compliance with the NJ State Electronic Vehicle Parking Requirements.

**Per State of New Jersey EV Regulations for new parking lots, two (2) EV parking spaces are proposed with the planned improvements.**

#### **7. Stormwater Management Review Comments**

- A. The project disturbance is over one (1) acre of land disturbance and increases the amount of impervious coverage by more than 0.25 acres, therefore the project must comply with NJDEP Best Management Practices with regard to green infrastructure, TSS Removal, groundwater recharge and stormwater quantity reduction.

**The Project complies with NJDEP Best Management Practices. Where feasible due to site constraints green infrastructure has been utilized to convey stormwater runoff. Fully compliant TSS Removal has been**



provided for all impervious surfaces. Groundwater recharge requirements have been met via the proposed infiltration basin through the implementation of Groundwater Recharge Requirement 2. Stormwater quantity has been reduced for the 10-year and 100-year storm events. The 2-year storm event has a de minimis increase in runoff volume (0.01 cfs vs 0.07 cfs), however all storms have a net decrease in stormwater volume leaving the site.

- B. The Applicant has designed the stormwater management system to address the NJDEP BMP Manual and the Township of Neptune Stormwater Management Ordinance 21-07 Section III.A.

**No response is required.**

- C. The Applicant should address the following concerns regarding groundwater recharge

- 1) Ordinance 21-07 Section IV.P.2.1 states Demonstrate through hydrologic and hydraulic analysis that the site and its stormwater management measures maintain 100 percent of the average annual pre-construction groundwater recharge volume for the site. Groundwater recharge calculations shall be provided.

**NJDEP Recharge spreadsheet demonstrating compliance with this standard is provided in this resubmission, (See Appendix G, of the Stormwater Management Report). Please note that the Project meets both NJDEP Recharge Standard 1 and NJDEP Recharge Standard 2.**

- 2) The Applicant proposes groundwater recharge. Testimony should be provided to address the impact of basin failure and spillway design. Within the 100-year storm, the pond will peak at 44.80 with no infiltration.

**In the event of a 100-year storm event and basin failure, the proposed basin peaks at elevation 42.74ft, 1.75 feet below the proposed emergency spillway. In the event of back-to-back storm events, the basin will discharge both through the proposed outlet structure and the emergency spillway towards onsite wetland areas.**

- 3) In accordance with the NJDEP BMP Manual, the Applicant shall address hydraulic impacts. A groundwater mounding analysis shall be provided for the infiltration basins.



**A groundwater mounding analysis for the infiltration basin documenting no hydraulic impacts is included in this resubmission, (See Appendix G of the Stormwater Management Report).**

D. Stormwater Runoff Quantity Standards permits a maximum allowable 2- year storm event of 0.01 CFS where 0.10 SFS is proposed, which will require a WAIVER. This WAIVER is not addressed in the drainage report.

Reduction in impervious surface and/or increase in landscaping should eliminate this waiver.

**Changing the surface conditions of the un-detained sub-catchments has not changed flow conditions significantly enough to eliminate this waiver for the 2-year storm event. The proposed design discharges 0.07 CFS while the target is 0.01 CFS. Please note that there is a net reduction in overall runoff volume for all storms, with the 2-year event being a reduction from 0.016 ac-ft in the existing condition to 0.009 ac-ft in the proposed condition.**

E. The Applicant shall address the following design concerns:

- 1) Ordinance 21-07, Section IX, Part A, (1) requires whenever an Applicant seeks Municipal approval of a development subject to this ordinance, the Applicant shall submit all of the required components of the checklist for the Site Development Stormwater Plan at Section IX.C below as part of the submission of the application for approval. The Applicant shall submit a compliance check list as required.

**Fifteen (15) copies of the compliance checklist is included with this submission.**

- 2) The infiltration basin shall be designed to address basin access, safety ledge and basin maintenance.

**A 10ft wide safety ledge has been provided on the south and a section of the east side of the infiltration basin. An access ladder will be installed on 2 walls of the basin (south & west side) for ingress/egress to allow for basin inspection and maintenance.**

- 3) The following details shall be added to the plan:

- Infiltration basin detail
- Spillway detail

**These details have been added to the Grading & Soil Erosion & Sediment Control Plan sheets as requested.**

F. The Applicant shall provide a stormwater maintenance manual in accordance with NJDEP BMP standards. Within the manual, the following maps (11" x 17") shall be provided:

- 1) Grading Plan
- 2) Drainage and Utility Plan
- 3) Landscape Plan and Details
- 4) Soil Erosion Seeding Notes

**A Stormwater Maintenance Manual in accordance with NDDEP Standards have been submitted as requested.**

The following notes shall be added to the Grading and Drainage plan:

- 1) Stormwater management facilities shall be regularly maintained to ensure they function at design capacity and to prevent health hazards associated with debris buildup and stagnant water.

**This note has been added to the Grading Plan under Stormwater Management Notes as Note # 1**

- 2) Responsibility for operation and maintenance of the stormwater facilities, including periodic removal and disposal of accumulated particulate material and debris, shall remain with the owners or owners of the property. Maintenance shall follow the operations maintenance manual approved by the Neptune Township Planning Board.

**This note has been added to the Grading Plan under Stormwater Management Notes as Note # 2.**

- 3) In the event that the facility becomes a danger to public safety or public health, or if it is in need of maintenance. The owner shall affect such maintenance and repair of the facility in a manner that is approved by the Township Engineer.

**This note has been added to the Grading Plan under Stormwater Management Notes as Note # 3.**

H. As outlined under Ordinance 21-07, Section IV, Part M- Any stormwater Management Measure authorized under the Municipal Stormwater Management Plan or Ordinance shall be reflected in a deed notice recorded in the Office of the Clerk of the County of Monmouth. The Township will require quarterly reports of drainage maintenance as compliance of this approval and Maintenance Manual.

**The Applicant will comply with this requirement.**

**8. Conditions of Approvals**

- A. Freehold Soil Conservation District
- B. Monmouth County Planning Board
- C. Posting of the Performance Bonds and Inspection Fees
- D. Developer's Agreement
- E. Tree Removal Permit
- F. Neptune Township Sewer Department
- G. Neptune Township Sewerage Authority
- H. NJDEP Sanitary Sewer Permit, if required.
- I. NJDOT Access Permit
- J. NJDEP Wetlands, Buffer Averaging & GP-7 Permits

**The applicant will apply to the various agencies to secure the required permits as mandated by the State, the County & the Township. Copies of all permits will be submitted to the Township.**

**Environmental /Shade Tree Commission Review Letter**

**Recommendations**

1. Minimizing light pollution by modifying current proposed lamp ports.

**The proposed lights located close to the adjacent properties will be fitted with light shields to minimize light pollution.**

2. The citizen board requests to re-valuate the tree removal pending the letter of interpretation from Department of Environmental Protection

**An approved LOI has been obtained from the NJDEP. A copy of the approval is attached for your review.**

**Fire Prevention Bureau Review Letter.**

In review of the plans for the above proposed development, I have the following concerns:

Based on square footage of basement area the following may be required:

- Fire sprinklers

**If it is determined, based on the construction class selected and square footage of the building, that sprinkler system is required then sprinkler system will be provided in accordance with IBC 2021. Due to remoteness of this site and the absence of a municipal water supply, required sprinkler system will have to be supplied with water via on site water storage tank.**

- Fire hydrant on site –

**The site is supplied with potable water from an existing on-site well. If the Fire Department or the Applicant's Insurance company requests the installation of a fire hydrant the Applicant will comply with this requirement and will secure the services of a Fire Protection Engineer to achieve this goal.**

- Fire alarm system

**Fire alarm as required by code will be provided throughout the entire building.**

- Knox Key Access Box –

**Knox key box will be provided.**

Fire lanes will be required - 25 feet wide per ordinance

**The Site Plans have been revised to show 25ft fire lanes along the main access drive with required pavement markings and signage.**

Basement Kitchen:



- If grease laden vapors will be produced, a hood ventilation system and fire suppression system may be required.

**The basement kitchen is intended as a kitchen-net. There will not be a stove installed in this kitchen, and no grease laden vapors will be produced. A hood ventilation system and fire suppression system will not be required.**

We trust these responses address your concerns. Please review this submission for Zoning Board Approval. Should you have any questions or require additional information, please contact this office.

Very truly yours,

B&G Engineering LLC



Besrick, G Plummer, PE, President

Cc: Galilee Eglise Adeventiste Inc. w/encl.  
Ronald J, Troppoli Esq. w/encl