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June 13, 2022

Marlboro Township Planning Board  
1979 Township Drive  
Marlboro, NJ 07746

**Re: *Sebso Properties, LLC (PB 1236-22)***  
***Preliminary & Final Major Site Plan***  
***Engineering and Planning Review #1***  
***Block 120, Lot 18***  
***Location: 52 Tennent Road***  
***Zone: C-2 (Neighborhood Commercial District) & R-60 (Residential District)***  
***CME File No.: HMRZ0120.17***

Dear Planning Board Members:

Our office received the following information in support of the above-referenced application for Preliminary & Final Major Site Plan approval:

- Major Site Plan (5 sheets), prepared by East Point Engineering, LLC, dated January 25, 2022, last revised May 10, 2022;
- Boundary and Partial Topographic Survey (1 sheet) prepared by Morgan Engineering & Surveying, dated September 7, 2021, unrevised;
- Marlboro Township Planning Board Resolution, dated May 6, 1987;
- A Development Application.

In accordance with your authorization, we have reviewed this application for Preliminary & Final Major Site Plan approval and offer the following comments:

1. Property Description

The subject 2.09-acre property contains 200 feet of frontage along the southbound side of Tennent Road and is located in both the C-2 (Neighborhood Commercial District) Zone within the front of the property along Tennent Road and the R-60 (Residential District) Zone within the rear portion of the property to the north. The property currently contains a commercial building that is operated by an office and chiropractor business. Access to the site is provided via one (1) full movement driveway to Tennent Road and provides parking for 15 vehicles. A majority of the site to the rear of the building is undeveloped and contains woods and freshwater wetlands.



Marlboro Township Planning Board  
1979 Township Drive – Marlboro Township  
Re: Sebso Properties, LLC (PB #1236-22)  
Preliminary & Final Major Site Plan  
Engineering and Planning Review #1

June 13, 2022  
CME File No.: HMRZ0120.07  
Page 2

The Applicant is seeking Preliminary and Final Major Site Plan approval to construct an 1,875-sf storage building. The existing office building is to remain, and the proposed building will be accessory to the existing use, and will be located directly behind the building. The Applicant is also proposing to add two new parking stalls to the existing asphalt parking lot, for a total of 17, and to restripe the existing parking stalls. New belgian block curb is proposed along the new parking stalls to match the existing curbing. The Applicant is also proposing to remove existing sidewalk to the rear of the existing building and will construct a 12 foot wide paved driveway to access the overhead doors of the new building. The parking lot will provide an updated ADA parking stall and a new curb ramp to the sidewalk. All proposed improvements are located within the portion of the site that is located within the C-2 zone district. A portion of the proposed building is located in areas that have been identified as a freshwater wetlands transition area, and a permit with the NJDEP is noted to be pending. The proposed site improvements also consist of new landscaping and a new masonry trash enclosure. Access to the site via the existing full movement driveway will remain unchanged.

## 2. Surrounding Uses

The properties to the north of the subject site are zoned R-60 and contains mostly undeveloped land. Properties to the south, opposite Tennent Road, are zoned OPT2 and contains a mix of commercial and residential uses. Properties to the east and west, located along Tennent Road, are similarly zone C-2 and contain a mix of commercial and residential uses. The Marlboro Little League fields are also located to the east of the subject property.

## 3. Zoning Compliance

The subject property is situated within both the C-2 and R-60 Zone Districts; however, the existing development and all proposed improvements are located within the C-2 Zone. The table below summarizes the C-2 zone requirements and bulk measures for the property:

DESCRIPTION	REQUIRED	PROPOSED
Minimum Lot Area	3 acres	2.09 acres (EC)
Minimum Lot Frontage	300 feet	199.9 feet (EC)
Minimum Lot Width	300 feet	199.9 feet (EC)
Minimum Lot Depth	200 feet	> 200 feet



Marlboro Township Planning Board  
 1979 Township Drive – Marlboro Township  
 Re: Sebso Properties, LLC (PB #1236-22)  
 Preliminary & Final Major Site Plan  
 Engineering and Planning Review #1

June 13, 2022  
 CME File No.: HMRZ0120.07  
 Page 3

DESCRIPTION	REQUIRED	PROPOSED
Minimum Front Yard Setback (Principal)	75 feet	35.3 feet (EC)
Minimum Side Yard Setback (Principal)	50 feet	40.2 feet (EC)
Minimum Rear Yard Setback (Principal)	50 feet	503.3 feet
Minimum Front Yard Setback (Accessory)	75 feet	+/- 85 feet
Minimum Side Yard Setback (Accessory)	40 feet	+/- 33 feet (V)
Minimum Rear Yard Setback (Accessory)	40 feet	457.9 feet
Maximum Building Height (Principal)	35 feet	+/- 26 feet
Maximum Building Height (Accessory)	15 feet	15 feet
Maximum Percentage of Lot Coverage by Buildings and Structures	30%	5%
Maximum Percentage Impervious Lot Coverage	60%	13.6%
Maximum Floor Area Ratio	0.30	0.05
Minimum Number of Parking Stalls	General Office: 1/250 sf (1,400 sf) = 5.6 spaces Medical Office: 1/1,000 sf (1,250 sf) = 5.0 spaces Storage: 1/5,000 sf (1,875 sf) = 0.38 spaces Total = 11 spaces	17 spaces

(V) – Variance Required (EC) – Existing Condition



Marlboro Township Planning Board  
1979 Township Drive – Marlboro Township  
Re: Sebso Properties, LLC (PB #1236-22)  
Preliminary & Final Major Site Plan  
Engineering and Planning Review #1

June 13, 2022  
CME File No.: HMRZ0120.07  
Page 4

The following existing conditions appear to remain pertinent to the property:

- a. **Section 220-Attachment 9** – The minimum required lot area is 3 acres; whereas the lot area is 2.09 acres.
- b. **Section 220-Attachment 9** – The minimum required lot frontage is 300 feet; whereas the lot frontage is 199.9 feet.
- c. **Section 220-Attachment 9** – The minimum required lot width is 300 feet; whereas the lot width is 199.9 feet.
- d. **Section 220-Attachment 9** – The minimum required principal front yard setback is 75 feet; whereas the front yard setback is 35.3 feet.
- e. **Section 220-Attachment 9** – The minimum required principal side yard setback is 50 feet; whereas the side yard setback is 40.2 feet.

The Applicant has requested the following variance:

- a. **Section 220-85I(4)** – Front yards may be utilized for parking, provided that no such parking shall be closer than 20 feet to any street line; whereas the proposed parking is 13.4 feet from street line.

Additionally, it appears the following variances are also required with this application:

- a. **Section 220-Attachment 9** – The minimum required side yard setback to an accessory structure is 40 feet; whereas the proposed accessory building is set back approximately 33 feet.
- b. **Section 220-85I(3)** – Where the property line of a proposed commercial lot abuts a residential zone or use, a buffer area shall be established, which shall include an area of land 30 feet in width as measured from said property line. For the purpose of establishing a building setback line along the buffer area, all side and rear yard lines shall be increased by a depth of 30 feet; whereas residential buffers have not been provided along the eastern and western property lines which abut residential uses. Additionally, the building setback lines have not been increased by the buffer width as required.
- c. **Section 220-97A(4)** – All parking areas and appurtenant passageways and driveways serving commercial and industrial uses shall be illuminated adequately during the hours between sunset and sunrise when the use is in operation upon the premises. Adequate shielding shall be provided by commercial and industrial users to protect adjacent



Marlboro Township Planning Board  
1979 Township Drive – Marlboro Township  
Re: Sebso Properties, LLC (PB #1236-22)  
Preliminary & Final Major Site Plan  
Engineering and Planning Review #1

June 13, 2022  
CME File No.: HMRZ0120.07  
Page 5

residential zones from the glare of such illumination and from that of automobile headlights. Whereas it does not appear that the parking lot contains existing or proposed lighting.

- d. **Section 220-97B** – Each off-street parking space shall measure not less than 10 feet by 20 feet; whereas the existing parking stalls directly fronting the buildings are proposed to be restriped in a different alignment and are 18 feet in length.
- e. **Section 220-97C(4)** – Driveways shall have a minimum width of 25 feet for two way traffic; whereas the driveway is reduced to approximately 22 feet in width in the location of the two proposed parking stalls.
- f. **Section 220-97C(7)** – All off-street parking, off-street loading and service areas and outdoor dining and/or seating areas shall be separated from walkways, sidewalks, streets or alleys by curbing and other protective devices, such as bollards, approved by the Planning Board; whereas protective devices are not proposed along the sidewalk between the buildings and the parking stalls.
- g. **Section 220-97D** – Sidewalks with a minimum width of four feet shall be provided in all parking areas for five or more vehicles, between parking areas and principal structures, along aisles and driveways and wherever pedestrian traffic shall occur. Whereas sidewalk is not proposed along the eastern row of existing and proposed parking stalls, and the existing sidewalk along the western row of restriped parking stalls does not comply with the width requirement and does not extend the full length of the parking stalls.
- h. **Section 220-97E(1)** – Off-street parking areas which abut a residential use on any side shall be set back a minimum of 25 feet from the lot line and adequately buffered and screened from such use with planting or fencing; whereas proposed parking is setback less than 25 feet along residential Lot 16 and not adequately buffered.
- i. **Section 220-97E(6)** – All parking areas for 10 or more motor vehicles shall have artificial lighting that will provide an average lighting level of 0.5 horizontal footcandle throughout the parking area; whereas it does not appear that existing or proposed lighting is provided in the parking area.

The Applicant has not requested any design waivers; however, the following design waivers appear necessary with this application:

- a. **Section 220-137D(18)** – Soil and Groundwater Conditions Report



Marlboro Township Planning Board  
1979 Township Drive – Marlboro Township  
Re: Sebso Properties, LLC (PB #1236-22)  
Preliminary & Final Major Site Plan  
Engineering and Planning Review #1

June 13, 2022  
CME File No.: HMRZ0120.07  
Page 6

- b. **Section 220-140C** – The minimum distance between an accessory building or structure and any other building(s) on the same lot shall be 10 feet; whereas the proposed temporary shed is approximately 7 feet from the existing building.
- c. **Section 220-159** – Environmental Impact Statement
4. The Applicant has not requested any waivers from the required checklist submission items; however, the following would appear necessary:
  - a. **Completed Site Plan Checklist.**
  - b. **Checklist IV, Item g** – Signatures of Owner and Applicant.
  - c. **Checklist IV, Item j** – Topographical information and survey of existing utilities within 200 feet.
  - d. **Checklist IV, Item k** – The location of all natural man-made facilities on the subject property and adjoining properties within 200 feet, including wooded areas, streams, bridges, railroad right-of-way and showing of easements affecting the site.
  - e. **Checklist IV item l** – The location of existing and proposed structures and uses within 200 feet showing the ground area covered by said structures, including all setback dimensions.
  - f. **Checklist IV, Item m** – Floor plans and front, rear, and side elevation sketches drawn to scale.
  - g. **Checklist IV, Item o** – Proposed on-site circulation system for both pedestrians and vehicular traffic, including sidewalks.
  - h. **Checklist IV, Item r** – Identification for the type and location of public and private utilities and services for water and sewage disposal.
  - i. **Checklist IV, Item u** – Any driveways within 200 feet accessing the street on which the subject property is located.
  - j. **Checklist IV, Item v** – Lighting Plan.



Marlboro Township Planning Board  
1979 Township Drive – Marlboro Township  
Re: Sebso Properties, LLC (PB #1236-22)  
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Engineering and Planning Review #1

June 13, 2022  
CME File No.: HMRZ0120.07  
Page 7

5. Based on our review of the subject application, we estimate that the following fees are required:

a. **Nonrefundable Application Fees:**

Preliminary Application Fee	\$50.00
Preliminary Approval Fee	
\$100.00 plus the sum of: (\$5.00 per 1,000 s.f. of affected lot area for first 50,000 s.f [4,000 sf] + (\$25.00 per 1,000 s.f. of new gross floor area [1,875 sf]) + (\$10 per new or additional parking space for first 100 spaces [2])	
	\$186.88
Final Application Fee	\$100.00
Final Approval Fee (½ Preliminary)	\$93.44
Bulk Variance (Commercial Uses)	\$500.00
Waiver of an Environmental Impact Statement	\$100.00
<b>Subtotal:</b>	<b>\$1,030.32</b>

b. **Professional Services Escrow Fees:**

Preliminary Site Plan (1,250 to 1,999 sf of floor area)	\$5,000.00
Final Site Plan (1,250 to 1,999 sf of floor area)	\$2,500.00
Bulk Variance (Commercial)	\$1,500.00
<b>Subtotal:</b>	<b>\$9,000.00</b>

We recommend the Township collect \$1,030.32 in nonrefundable application fees and \$9,000.00 in professional services escrow fees from the Applicant prior to deeming the application complete. In addition, the Applicant will be required to pay all applicable revision fees as stipulated in the Township Ordinances.



Marlboro Township Planning Board  
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Preliminary & Final Major Site Plan  
Engineering and Planning Review #1

June 13, 2022  
CME File No.: HMRZ0120.07  
Page 8

6. The Applicant should be prepared to discuss the following issues with the Board:
- a. Overall operations associated with the existing use and the proposed accessory building, including but not limited to: hours of operation; number of employees and employees per shift; truck traffic and circulation, loading/unloading, delivery, refuse management, including mandatory recyclables; buffering/screening and overall site aesthetics; etc.
  - b. The types of goods and materials that will be stored in the accessory building and how the proposed building will be used in accessory to the existing principal use.
  - c. The type of operations and vehicles that will access the 12 foot wide driveway to the accessory building. Additionally, how the two parking spaces blocking the driveway will be managed.
  - d. The two proposed parking stalls have been designed as 20 feet in length to comply with the ordinance requirement; however, the two proposed parking stalls extend into the drive aisle beyond the existing parking stalls, and parked vehicles may create a conflict with the driveway.
  - e. It does not appear that the site contains existing lighting, nor is it proposed with this application.
  - f. The height of the proposed temporary shed shall be indicated on the Site Layout Plan. Compliance with Section 220-140E(2)(b) shall be verified, with regards to a maximum height of 11 feet.
  - g. Timing associated with the installation and removal of the temporary construction shed.
  - h. A description of all existing signage and whether any modifications or new signs are proposed.
  - i. Whether architectural floor plans and elevations have been prepared for the proposed building as described in General Note #10 on the Cover Sheet.
  - j. The anticipated utility connections that will need to be made to service the proposed building. All proposed utilities shall be indicated on the plans.
  - k. The existing stormwater management for the site and if any new stormwater measures are proposed.
  - l. Continued compliance with the conditions of the Resolutions of previous approvals.





Marlboro Township Planning Board  
1979 Township Drive – Marlboro Township  
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Engineering and Planning Review #1

June 13, 2022  
CME File No.: HMRZ0120.07  
Page 9

- m. Compliance with Ordinance Section 220-37, Performance Standards, including but not limited to: noise; glare; pollutants; solid/liquid waste; refuse management; flammable/hazardous materials; etc.
  - n. While our office defers to Monmouth County, the need for any improvements along the Tennent Road (curb, sidewalk, etc.) frontage.
7. This application may be subject to the following outside agency approvals:
- a. Monmouth County Planning Board
  - b. Monmouth County Board of Health
  - c. Freehold Soil Conservation District
  - d. NJDEP
  - e. Marlboro Township Environmental Commission
  - f. Marlboro Township Fire Bureau
  - g. Marlboro Township Police Department
  - h. Western Monmouth Utilities Authority
  - i. Marlboro Township Municipal Utilities Authority
  - j. All other outside agency approvals as may be required. The Applicant shall address the Board regarding the status of all outside agency approvals for the project. In addition, copies of all outside agency approvals shall be forwarded to our office.

Based upon the minor nature of the information requested, we recommend that this application be deemed **complete** subject to the Applicant complying with all applicable notification requirements as set forth in the Marlboro Township Land Use Ordinance and the Municipal Land Use Law.

Our office has prepared the attached Technical Engineering Review #1. The items contained therein should be addressed by the Applicant's Engineer.

The right is reserved to present additional comments pending the receipt of revised plans and/or the testimony of the Applicant before the Board.



Marlboro Township Planning Board  
1979 Township Drive – Marlboro Township  
Re: Sebso Properties, LLC (PB #1236-22)  
Preliminary & Final Major Site Plan  
Engineering and Planning Review #1

June 13, 2022  
CME File No.: HMRZ0120.07  
Page 10

If you have any questions with regard to the above matter, please do not hesitate to call.

Very truly yours,

**CME ASSOCIATES**

Laura J. Neumann, PE, PP  
*Planning Board Engineer and Planner*

LJN/JAR/MDG;  
Enclosure;

cc: Marlboro Township Engineering Department  
Michael Herbert, Esq. – Planning Board Attorney  
Sebso Properties, LLC – Applicant  
East Point Engineering, LLC – Applicant's Engineer  
Salvatore Alfieri, Esq. – Applicant's Attorney

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## **MARLBORO TOWNSHIP PLANNING BOARD**

**Sebso Properties, LLC  
Preliminary & Final Major Site Plan  
Block 120, Lot 18  
HMRZ0120.17**

***June 10, 2022***

### **TECHNICAL ENGINEERING REVIEW #1**

#### **A. General**

1. Indicate the total square footage of the existing and proposed buildings on the buildings on the Site Layout Plan.
2. Indicate the front, side and rear yard setback lines on the Site Layout Plan. Also include the 30-foot residential buffer along the eastern and western property lines. The building setback lines shall be increased by 30 feet in accordance with Section 220-85I(3).
3. Dimension the accessory side yard setback to the corner of Lot 17 and revise the zone requirements chart accordingly to identify the necessary variance.
4. Dimension the length and width of the restriped parking spaces along the west side of the parking lot. Also dimension the drive aisle width.
5. Provide a note to clarify if the existing chain link fence located near the proposed trash enclosure will be removed.
6. Revise the parking calculation on the Cover Sheet to indicate the requirement for storage is 1 space/5,000 sf. The overall number of spaces required will not change.
7. Provide a detail for the proposed block curb and show limits of proposed block curb.
8. Provide an ADA striping detail and a parking stall detail.
9. Revise the trash enclosure detail to indicate the height and revise the concrete slab to indicate a minimum strength of 4,500 PSI.
10. Provide a statement within the General Notes on the Cover Sheet stating if the project is a Major Development for Stormwater Management purposes and the reason why.
11. All proposed utilities, including water, sanitary sewer, electric and gas shall be indicated on the plans.



Marlboro Township Planning Board  
1979 Township Drive – Marlboro Township  
Re: Sebso Properties, LLC (PB #1236-22)  
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Engineering and Planning Review #1

June 13, 2022  
CME File No.: HMRZ0120.07  
Page 12

12. Provide a vehicle circulation plan for a garbage truck, fire truck, and the largest anticipated delivery vehicle. The circulation plan shall also include the vehicle that will access the 12 foot wide driveway and how it will maneuver in and out.

**B. Grading**

1. Provide a curb ramp detail and proposed grading at the curb ramp to ensure it is ADA compliant.
2. Provide spot grades at the corners of the proposed trash enclosure to ensure positive flow.

**C. Landscaping**

1. Provide buffer landscaping for residential properties along Tennent Road, for further review. It appears additional trees can be provided to better screen the adjacent lots.
2. Revise the plans to provide landscaping at the base of the site identification signs, to enhance site aesthetics, in accordance with Section 220-99B(13).
3. Revise the plans to provide street trees along Tennent Road, in accordance with Section 220-177.
4. Revise the plans to provide an alternative to proposed TO (Dark American Arborvitae) as this species is severely damaged by deer browse.
5. Our office recommends utilizing native tree species within the transition area, such as American Holly and Eastern Red Cedar.
6. Revise the plans to indicate the proposed disposition of all open areas, including specifics for the proposed basin, such as lawn, seed mixes, stone, mulch, etc., to prevent confusion during construction.
7. Revise the plans to provide mulch bed limits on the plans, to prevent confusion during construction.
8. Revise the 'Deciduous Tree Planting Detail' to remove the reference to biodegradable tree wrap as industry standards does not endorse the use of such. Instead, provide rigid, plastic, open mesh trunk guards to protect from the irreparable damage from buck rub. Also, indicate only two (2) tree stakes are required. Currently, three (3) are proposed. Additionally, indicate that no mulch shall come into contact with the trunk flare.



Marlboro Township Planning Board  
1979 Township Drive – Marlboro Township  
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Preliminary & Final Major Site Plan  
Engineering and Planning Review #1

June 13, 2022  
CME File No.: HMRZ0120.07  
Page 13

**D. Woodland Management**

1. Revise the plans to indicate the proposed tree line. Currently, it is unclear where the proposed clearing limit is located.
2. Revise the plans to provide tree replacement calculations, in accordance with Section 337-19C. Also, provide a note on the plans that a tree removal permit shall be secured prior to any site disturbance.
3. The Applicant has noted an existing tree is dead on the site; however, the plans do not indicate to remove the tree. This should be removed for site safety.
4. Revise the plans to graphically depict and specifically label the limits of tree protection fencing, to prevent confusion during construction.

**E. Lighting**

1. The Applicant has not provided existing lighting conditions, light levels or details. Revise the plans to provide information to ensure the existing parking area is properly illuminated, in accordance with IES (Illuminating Engineering Society) standards.

**F. Environmental**

1. An EIS was not provided for this application. The Applicant should provide an EIS in accordance with Section 220-159, or request a waiver from this requirement as appropriate.
2. The Applicant has indicated their intention to apply for an NJDEP freshwater wetlands LOI and transition area waiver averaging plan. The applicant should provide copies of the approved documents to our office for review once received, and a note indicating the file number and date of the approved LOI should be added to the plan.
3. Section 220-159.1 requires the submission of a preliminary site investigation and soil sampling report. The Applicant should indicate if a preliminary site investigation and soil sampling report was generated for the Site, and provide a copy to our office. If any underground storage tanks, septic systems, or wells are found, a note should be added to the plans that states these features will be removed and/or decommissioned in accordance with all township, county, and state guidelines.