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July 29, 2021

Marlboro Township Planning Board
1979 Township Drive
Marlboro, NJ 07746

Re: Ian Thompson (PB# 1222-21)
Minor Subdivision – Engineering and Planning Review #1
Block 153 Lot 69
Location: 3 Collier Lane
Zone: LC District (Land Conservation)
CME File No.: HMRP0153.08

Dear Board Members:

Our office received the following information in support of the above-referenced application for Minor Subdivision approval:

- Minor Subdivision Plan (1 sheet) prepared by Morgan Engineering & Surveying dated May 27, 2021, last revised June 9, 2021;
- A Development Application.

In accordance with your authorization, our office has reviewed the Minor Subdivision application package for the above-referenced site and offer the following comments:

1. Project Description

The subject 4-acre property is within an LC Zone District and contains 258 feet of frontage along Beacon Hill Road and 203 feet of frontage along Collier Lane. Currently, the property contains a 2-story dwelling with a wood deck, two (2) sheds, retaining walls, and an asphalt driveway with access to Collier Lane.

The Applicant is seeking a Minor Subdivision Approval to subdivide the approximate 4-acre property into two (2) new lots as follows:

- Proposed Lot 69.01 will be 124,536 s.f. (2.86 ac.) in size and will utilize the existing asphalt driveway to retain the same access to Collier Lane. The existing 2-story dwelling is indicated to remain and no improvements are proposed on this Lot.
- Proposed Lot 69.02 will be 49,695 s.f. (1.14 ac.) in size and will have frontage along Beacon Hill Road and Collier Lane. The lot would be developed with a future single-



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family dwelling along with a new septic field and driveway with access to Collier Lane. The proposed dwelling is indicated to be 2-stories tall with a 4-car garage, patio, and front porch. The proposed Lot will also require regrading and retaining walls.

2. Surrounding Uses

Properties surrounding the subject site in all directions are similarly zoned LC and contain a mix of residential parcels.

3. Zoning Compliance

The subject property is situated within an LC Zone District. The table below summarizes the zone requirements and bulk measures for the proposed lots:

DESCRIPTION	REQUIRED	LOT 69.01	LOT 69.02
Minimum Lot Area	5 acres	2.86 acres (V)	1.14 acres (V)
Minimum Density (lots/acre)	0.16	0.35 lots/acre	0.88 lots/acre
Minimum Lot Frontage	400 feet	79.2 feet (V)	380.8 feet (V)
Minimum Lot Width	400 feet	192 feet +/- (V)	212 feet +/- (V)
Minimum Lot Depth	500 feet	588.3 feet	250 feet +/- (V)
Minimum Front Yard Setback (Principal)	75 feet	164.6 feet	49.9 feet (V)
Minimum Side Yard Setback (Principal)	75 feet	57.7 feet (V)	51.4 feet (V)
Minimum Rear Yard Setback (Principal)	75 feet	367 feet	142 feet
Minimum Front Yard Setback (Accessory)	75 feet	> 75 feet	N/A
Minimum Rear Yard Setback (Accessory)	40 feet	> 40 feet	N/A



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DESCRIPTION	REQUIRED	LOT 69.01	LOT 69.02
Minimum Side Yard Setback (Accessory)	40 feet	21 feet +/- (Deck) (E) 26.6 feet (Shed) (E) 29.7 feet (Shed) (E)	N/A
Maximum Building Height	35 feet	< 35 feet	< 35 feet
Minimum Gross Floor Area	1,900 s.f.	> 1,900 s.f.	> 1,900 s.f.
Minimum Ground Floor Area	1,200 s.f.	> 1,200 s.f.	> 1,200 s.f.
Maximum % of Lot Coverage (Buildings)	2%	2.12% (V)	7.9% (V)
Maximum Coverage (Accessory Structures)	1,089 s.f.	580 s.f. (Deck and Sheds)	N/A
Maximum % of Lot Coverage (Impervious)	5%	10.8% (V)	21.5% (V)

(V) – Variance Required, (E) – Existing Condition

The following existing condition appears to remain pertinent to the site:

- a. **Section 220 Attachment 9** – The minimum accessory side yard setback is 40 feet; whereas on proposed Lot 69.01 the existing deck is set back approximately 21 feet, and the two existing sheds are set back 26.6 feet and 29.7 feet.

The Applicant has requested the following variances:

- a. **Section 220 Attachment 9** – The minimum required lot area is 5 acres; whereas the proposed lots are 2.86 acres and 1.16 acres in size for Lot 69.01 and 69.02, respectively.
- b. **Section 220 Attachment 9** – The minimum required lot frontage is 400 feet; whereas the proposed lot frontages are 79.2 feet and 380.8 feet for Lot 69.01 and 69.02, respectively.



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- c. **Section 220 Attachment 9** – The minimum required lot width is 400 feet; whereas the proposed lot widths are approximately 192 feet and 212 feet for Lot 69.01 and 69.02, respectively.
- d. **Section 220 Attachment 9** – The minimum required lot depth is 500 feet; whereas the proposed lot depth is 250 feet for Lot 69.02.
- e. **Section 220 Attachment 9** – The minimum required front yard setback for principal buildings is 75 feet; whereas the proposed front yard setback is 49.9 feet for Lot 69.02.
- f. **Section 220 Attachment 9** – The minimum required side yard setback for principal buildings is 75 feet; whereas the proposed side yard setbacks are 57.7 feet and 51.4 feet for Lot 69.01 and 69.02, respectively.

Additionally, the following variances would appear necessary with this Application:

- g. **Section 220 Attachment 9** – The maximum required building coverage is 2%; whereas the proposed building coverages are 2.12% and 7.9% for Lot 69.01 and 69.02, respectively.
- h. **Section 220 Attachment 9** – The maximum required impervious coverage is 5%; whereas the proposed impervious coverages are 10.8% and 21.5% for Lot 69.01 and 69.02, respectively.
- i. **Section 220-47E(1)** - A minimum of 80% of the area of any lot utilized for a single-family use in the Land Conservation District which is not in a cluster development shall be left in its natural state. It shall not be covered by any buildings, structures or paving materials. No trees, shrubbery or ground cover shall be removed, nor shall the soil or existing grade be altered, except that dead growth and debris may be removed from the parcel. Proposed Lot 69.02 proposes impervious coverage and tree removal in excess of 20%, resulting in less than 80% of the lot to remain in its natural state.

The Applicant has not requested any design waivers, however, the following would appear necessary:

- a. **Section 220-159.1** – A preliminary site investigation report and soil sampling report shall be filed by the Applicant; whereas such report has not been provided.
4. The Applicant has not requested any waivers from providing required checklist submission items. The following required checklist submission items shall be provided or waivers requested:
- a. Completed Minor Subdivision Checklist



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- b. Completed Bulk Variance Checklist
 - c. Survey of Property
 - d. Architectural Plans
 - e. Name, address and signatures of the owner and the applicant.
 - f. Identification of wooded areas
5. This application is subject to the requirements of the Residential Site Improvement Standards (RSIS) adopted as NJAC 5:21-1 et. seq. The Applicant has not requested any waivers or de minimus exceptions from the RSIS requirements. An agreement to exceed said requirements should be filed with the DCA for any improvements which exceed the RSIS.
6. Based on our review of the subject application, we estimate that the following fees are required:

a. **Nonrefundable Application Fees:**

Minor Subdivision Application	\$500.00
Bulk Variance	\$250.00
Subtotal:	\$750.00

b. **Professional Services Escrow Fees:**

Minor Subdivision	\$1,500.00
Bulk Variance	\$1,500.00
Subtotal:	\$3,000.00

We recommend the Township collect \$750.00 in nonrefundable application fees and \$3,000.00 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.

7. The Applicant should be prepared to discuss the following issues with the Board:
- a. If Architectural plans will be submitted for review in accordance with the Bulk Variance Checklist.
 - b. The proposed stormwater management of the site and compliance with NJDEP requirements regarding quantity, quality, and recharge.



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- c. The need for any improvements (curb, sidewalk, widening, right-of-way dedication, etc.) along the roadway frontages. It appears that Collier Lane is located within the property limits of both proposed Lots and a right-of-way dedication would be appropriate.
8. Based upon our review, we note the following:
- a. Provide the Boundary and Topographic Survey referenced in General Note #2.
 - b. Revise General Note #6 to provide the information for the Applicant and Owner.
 - c. Verify the date of 11/13/2017 for the surveyor certification block.
 - d. Provide the Clerk's affidavit for the future setting of monuments.
 - e. Indicate the proposed water service to the dwelling on proposed Lot 69.02.
 - f. Revise the proposed grading on proposed Lot 69.02. The maximum grade for lawns within 5 feet of a building shall be 10% and the maximum slope more than 5 feet from a building shall be 25% in accordance with Section 220-35D(24)(e).
 - g. Provide a construction detail for the proposed retaining wall. Retaining walls in excess of 2.5 feet must provide a safety barrier at least 4 feet tall in accordance with Section 220-35D(24)(g).
 - h. Revise the zoning requirements table to indicate all of the variances that are required.
 - i. Indicate the material of the proposed driveway on proposed Lot 69.02 and provide a detail for same in accordance with the standards outlined in Section 220-169A.
 - j. Provide a detail for the concrete sidewalk in accordance with Section 220-178.
 - k. The Applicant shall verify if a basement is proposed in the new dwelling, and if so, provide soil borings to confirm the depth to the seasonal high water table. A minimum 2 foot separation is required.
 - l. It appears proposed Lot 69.02 is fully wooded. Revise the plans to provide the proposed tree line.
 - m. Graphically depict and specifically label tree protection fencing to be installed and maintained throughout construction, in accordance with Section 337-16.



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- n. Provide a note that a tree removal permit shall be secured prior to any site disturbance, in accordance with Section 337-15.
 - o. The Applicant may remove up to 20,000 square feet of trees on an individual lot for the purpose of clearing for the proposed home site and yard space without replacement trees required, in accordance with Section 337-19E. Trees removed beyond this area are to be replaced in accordance with the replanting chart, Section 337-19C(1). Calculations shall be provided on the plans reflecting same.
 - p. Provide shade trees along Beacon Hill Road, in accordance with Section 220-177.
9. This application may be subject to the following outside agency approvals:
- a. Monmouth County Planning Board
 - b. Freehold Soil Conservation District
 - c. Marlboro Township Environmental Commission
 - d. Marlboro Township Fire Bureau
 - e. Marlboro Township Police Department
 - f. Western Monmouth Utilities Authority
 - g. Marlboro Township Water Department
 - h. 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 and the granting of the various submission waivers indicated above.



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

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

Very truly yours,

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

LJN/JAR/JS

cc: Dean Staknys, PE – Assistant Township Engineer
Michael W. Herbert, Esq. – Planning Board Attorney
Ian Thompson – Applicant
Morgan Engineering & Surveying – Applicant's Engineer
Salvatore Alfieri, Esq. – Applicant's Attorney