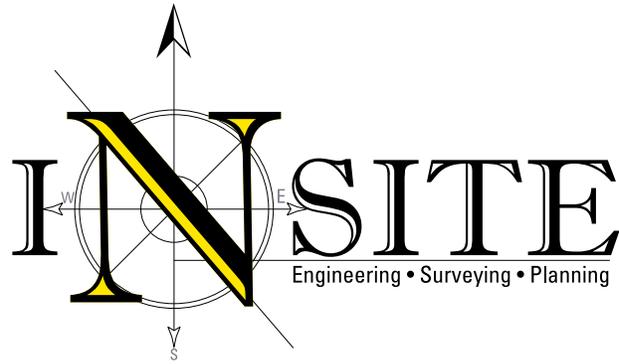


City of Asbury Park
Planning Board
c/o: Irina Gasparyan
Board Secretary
Municipal Complex
1 Municipal Plaza
Asbury Park, NJ 07712



Via Email: Irina.Gasparyan@CityofAsburyPark.com

January 6, 2021

Subject: **1st Engineering Review**
Minor Subdivision
Block 2101, Lot 9; 1405 Fourth Avenue
City of Asbury Park, Monmouth County, NJ

Ms. Gasparyan:

In accordance with your request, we reviewed the application by Michael Carr and Courtney DeCicco for the above-referenced property. A list of documents provided to InSite is included at the end of this review letter.

PROJECT DESCRIPTION

The 8,483 square foot (sf) subject property consists of existing Lot 9 located within the R1 Single Family Residential Zone as shown on the City Zoning Map. It is located on the north side of Fourth Avenue between Central Avenue and Jeffrey Street. Uses immediately surrounding the property are residential.

The applicant is proposing to subdivide the property, renovate the existing structure on one lot, and construct a single-family dwelling on the other lot. The eastern lot ("Proposed Lot 9.02") is proposed to be 4,232.16 sf and the western lot ("Proposed Lot 9.01") is proposed to be 4,250.45 sf. A 10-foot wide driveway is proposed along the western side of the proposed dwelling. A concrete walkway is proposed to lead to the covered porch of the proposed dwelling from the sidewalk. An open deck and A/C unit is proposed in the rear yard of the lot containing the proposed dwelling. A 6-foot high fence is proposed between the two lots.

For the purposes of stormwater management, the proposed development is not considered a "major development" as it ultimately disturbs less than one-acre of land.

The subject development will require subdivision and variance approval. The applicant is requesting variances for non-conforming density, lot size, lot width, front yard setback, and building coverage. Additional variances, if required, will be further detailed below and in the Board Planner's review letter. Therefore, approval from the City of Asbury Park Planning Board is required.

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SUBDIVISION COMPLETENESS REVIEW

We offer the comments below for purposes of our review, but we defer the completeness determination to the Director of Planning and Redevelopment. From an engineering perspective, **we find the application satisfactorily complete to be scheduled for public Board hearing.** However, these checklist items must be added to the plans prior to final approval (if approved), unless waived by the Board.

1. The submitted subdivision plan plat is not signed and sealed. We have no issue with the Board granting a temporary waiver for this item for the purposes of completeness, however this must be provided prior to final approval (if approved). *Subdivision Checklist - Part B #1*
2. The date of the tax map is missing from the title block. The plans shall be revised accordingly. We have no issue with the Board granting a temporary waiver for this item for the purposes of completeness, however this must be provided prior to final approval (if approved). *Subdivision Checklist - Part B #2c*
3. The acreage of the tract to be subdivided to the nearest hundredth of an acre has not been provided. The plans shall be revised accordingly. We have no issue with the Board granting a temporary waiver for this item for the purposes of completeness, however this must be provided prior to final approval (if approved). *Subdivision Checklist - Part B #2e*
4. The name and addresses of owner and developer are not provided. The plans shall be revised accordingly. We have no issue with the Board granting a temporary waiver for this item for the purposes of completeness, however this must be provided prior to final approval (if approved). *Subdivision Checklist - Part B #2f*
5. A key map showing the location of the tract with reference to surrounding areas, existing streets, the names of all such streets and any zone boundary or municipal boundary which is within 500-feet of the subdivision has not been provided. The plans shall be revised accordingly. We have no issue with the Board granting a temporary waiver for this item for the purposes of completeness, however this must be provided prior to final approval (if approved). *Subdivision Checklist - Part B #3c*
6. Existing structures within 25-feet have not been provided. The plans shall be revised accordingly. We have no issue with the Board granting a temporary waiver for this item for the purposes of completeness, however this must be provided prior to final approval (if approved). *Subdivision Checklist - Part B #3e*
7. The applicant shall provide approval from the City Tax Assessor for the newly created lot numbers. We have no issue with the Board granting a temporary waiver for this item for the purposes of completeness, however this must be provided prior to final approval (if approved). *Subdivision Checklist - Part B #6*
8. The names of owners of adjoining un-subdivided land have not been provided. The plans shall be revised accordingly. We have no issue with the Board granting a temporary waiver

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for this item for the purposes of completeness, however this must be provided prior to final approval (if approved). *Subdivision Checklist - Part B #10*

9. Metes and bounds descriptions of the existing and proposed boundary lines have not been provided. We have no issue with the Board granting a temporary waiver for this item for the purposes of completeness, however this must be provided prior to final approval (if approved). *Subdivision Checklist - Part B #20*

ZONING REVIEW

We defer a full and comprehensive zoning review to the Board Planner; however, we offer the following comments as related to engineering concerns:

10. The applicant is proposing a non-conforming building coverage for proposed Lot 9.01 with no mitigation for the excess stormwater created by this non-conformity. Testimony shall be provided, and a variance is required. See comment #15, below. *§30-67*
11. The A/C unit location shall be shown for proposed Lot 9.01 (if any proposed). *§30-68.4d*

DEVELOPMENT REVIEW

The following are comments related to the City's Development Standards as applicable to our review of the proposed improvements:

12. A copy any proposed deeds or covenants shall be provided to the Board attorney and engineer for review and approval (if any). *§30-55.5h*
13. The applicant should provide testimony which demonstrates that the architectural elements chosen during construction are aesthetically pleasing and compatible with others provided in the immediate redevelopment area. We defer a full and comprehensive review of the proposed elements, however, to the Board Planner. *§30-56.1*
14. A lighting plan has not been submitted. Testimony shall be provided regarding the intensity of any proposed lighting and if they will impact neighboring property. *§30-55.4q & §30-56.4 & §30-59.13c*
15. The plan notes refer to drywells however none are indicated on the proposed plans. We note that the applicant is proposing a non-conforming building coverage on Proposed Lot 9.01. We recommend a drywell system to capture clean roof runoff for the amount the applicant exceeds the allowable building coverage for the 100-yr design storm, at a minimum. *§30-56.5*
 - a. Capacity calculations for the proposed pipes leading to the drywell shall be provided.
 - b. Testimony shall be provided regarding stormwater runoff from lower frequency rain events (i.e. larger storms) and its impact on neighboring properties.

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- c. Where will runoff be directed? Proposed grades must be added to the plan to ensure water will be directed to the municipal ROW.
 - d. A test pit and permeability testing shall be performed to confirm design infiltration rates and seasonal high groundwater elevation and this information shall be provided on the plans.
 - e. An operation and maintenance manual must be submitted for the stormwater system. The manual must be filed with the property deed to make future owners aware of its existence and maintenance requirements.
 - f. The drywell(s) shall be placed a minimum of 10-feet from all property lines and buildings. The setback to the ROW may be relaxed. The plans must be revised.
16. 10-foot separation should be provided between the water service and sanitary sewer service, if possible. Connection to a City sewer line shall be made only after issuance of a Street Opening and Connection Permit from the Department of Public Maintenance. §30-57.4a2
17. Areas of pavement repair shall be indicated on the plan. A pavement repair detail shall also be added, and the pavement repair section must be at least 2” surface course, 4” base course, and 6” subbase. §30-57.2b & §16-1.12b
18. A concrete curb and gutter detail shall be provided. The concrete curb and gutter detail shall indicate saw cutting to the nearest joint to aide in the blending of new and existing curb and gutter. §30-57.2c
19. The sidewalk detail shall indicate saw cutting to the nearest joint to aide in the blending of new and existing sidewalk. Additionally, the sidewalk shall be reinforced in the area of the proposed driveway entrance. §30-57.2c2
20. The applicant has indicated 2 parking spaces for the existing single-family residence on Proposed Lot 9.01, which would be compliant with the Ordinance, however the garage does not appear to have access for two cars. Testimony must be provided on the applicant’s intent with the detached garage.

The applicant is proposing 3 parking spaces on Proposed Lot 9.02 which is compliant with the Ordinance. The number of bedrooms is unclear for Proposed Lot 9.02 and the number of bedrooms may be interpreted as more than 3 for Proposed Lot 9.01. An exception from the Residential Site Improvement Standards (RSIS) may be required. If so, the applicant shall send notification to the NJDCA in accordance with NJAC 5:21. §30-59.5

CONSIDERATIONS

21. Please note that our review of the application documents does not include a structural engineering review. We defer this to the Construction Official. If requested, we can provide a structural engineering review to support the Board or Construction Official.
22. The applicant should provide testimony regarding the location and possible screening of any exterior mechanical equipment and refuse containers.

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23. Testimony shall be provided on the proposed phasing of the project.
24. Who will be responsible to maintain the properties?
25. The applicant must contact the City Engineer to discuss the existing/proposed sanitary sewer connection and whether a connection fee is required.
26. Testimony shall be provided regarding the status of outside agency approvals.

OTHER APPROVALS

The applicant shall be responsible to obtain all other permits as required for the proposed development, including but not limited to:

- Monmouth County Planning Board
- Freehold Soil Conservation District
- NJDEP – CAFRA
- NJDEP – Flood Hazard Area Control Act
- Utility Service Connections
- City Fire Official
- City Environmental Commission
- City Shade Tree Commission
- Mayor and City Council

If you have any questions or require further information, please feel free to contact me anytime by phone or email (Jason@InSiteEng.net).

Sincerely,
InSite Engineering, LLC



Jason L. Fichter, PE, PP, CFM, CME
Planning Board Engineer

Attachment A: Documents Reviewed

cc: Jack Serpico, Esq, Board Attorney
Michele Alonso, Director of Planning and Redevelopment
Michael Sullivan, ASLA, AICP
Andrew J. Karas, Esq., Applicant's Attorney
Michael Carr and Courtney DeCicco, Applicant
Brian Berzinskis, Applicant's Architect
KBA Engineering Services, Applicant's Engineer
Planning Board Members

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InSite Job # 20-580-92

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Attachment A: Documents Reviewed

Received 11/25/20

1. One (1) plat entitled, “Final Minor Subdivision Plat Prepared for Lot 9 Block 2101, City of Asbury Park, Monmouth County, New Jersey,” with no date, last revised 7/20/20, totaling one (1) sheet, as prepared by Clearpoint Services, LLC;
2. One (1) signed plan entitled, “Development Plan, 1405 Fourth Avenue, City of Asbury Park, Monmouth County, New Jersey,” being dated 4/3/20, last revised 9/2/20, as prepared by KBA Engineering Services, LLC;
3. One (1) signed plan entitled, “The Carr Residence,” being dated 10/12/20, as prepared by Grasso Design Group;
4. One (1) survey entitled, “Outbound & Topographic Survey Plan Prepared for 1405 Fourth Avenue,” being dated 2/14/20, as prepared by Clearpoint Services, LLC;
5. One (1) sigplan entitled, “Proposed Subdivision,” dated 7/24/20, as prepared by Coastal Concepts;

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