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N.J. STATE BOARD OF PROFESSIONAL ENGINEERS & LAND SURVEYORS
CERTIFICATE OF AUTHORIZATION NO. 24GA27985400

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Memorandum: Completeness Review #1

To: Township of South Orange Village
Planning Board Chairman and Members

From: Richard Keller, PE, PP, CME
Planning Board Engineer Consultant

Re: Application No. 260
Meridia Village Commons I, South Orange, LLC
Block 2303, Lots 7-11
4th Street and Valley Street (CR 639)
C&K Project #: 1170812

Date: August 31, 2017

Cc: Patrick Dwyer, Esq., Board Attorney
Ojetti Davis, Planning Board Secretary
Sal Renda, PE, Village Engineer
Phillip Abramson, PP, Board Planner
Sean R. McGown, Esq., Applicant's Attorney

Documents Reviewed:

In order to assess project completeness, we have received and reviewed the following documents:

1. Township of South Orange Village Planning Board and Zoning Board Application Form with cover letter from Capodagli Property Company, LLC, filed July 20, 2017.
2. Township of South Orange Village Land Development Application Checklist, filed July 20, 2017.
3. Preliminary and Final Site Plan for Capodagli Property Company, LLC / Mederdia, LLC, Meridia Village Commons – Proposed Mixed-Use Building, prepared by Dynamic Engineering of Chester, New Jersey, consisting of 11 sheets, dated June 19, 2017, unrevised.
4. Boundary Survey Plan, Block 2303, Lots 7, 8, 9, 10 & 11, Block 2304, Lots 10, 11 & 12, Fourth Street & Valley Street, Township of South Orange Village, Essex County, New Jersey, prepared by Dykstra Walker Design Group of Hopatcong, New Jersey consisting of 2 sheets, dated April 2, 2015, last revised June 22, 2015.
5. Conceptual Landscape Design Package, prepared by Sikora Wells Appel of Haddonfield, NJ, dated June 20, 2017, unrevised.

6. Architectural Plans entitled “Meridia Village Commons, Proposed Mixed Use Building, Block 2303, Lots 7, 8, 9, 10, & 11, South Orange Village, NJ 07079 Essex County”, prepared by Haley Donovan Architecture or Haddonfield, New Jersey consisting of 16 sheets, dated June 20, 2017, unrevised.
7. Stormwater Drainage Report for Meridia Village Commons – Proposed Mixed-Use Building, prepared by Dynamic Engineering of Chester, New Jersey, dated June 2017, unrevised.
8. Traffic Impact Study for Meridia Village Commons – Proposed Mixed-Use Building, prepared by Dynamic Traffic of Chester, New Jersey, dated June 19 2017, unrevised.
9. Site Photos of the site and surrounding roadway areas provided by Dynamic Engineering of Chester, New Jersey. Date and person taking photos not provided.

Brief Project Description:

The applicant is seeking approval to redevelop an existing automotive service station and four residential homes into a mixed-use development consisting of 106 residential units and 10,245 SF of commercial space.

The property is located within the 4th & Valley Redevelopment Area as outlined on the “4th & Valley Redevelopment Plan” prepared for the Township of South Orange Village by Topology dated March 27, 2017.

We defer to the Planning Board & Township’s planning consultant Phillip Abramson of Topology for issues related to consistency and/or compliance with the redevelopment plan.

Legal Notice:

The 200 foot property owner’s list on the Site Plan does not include 2 properties that appear to be within 200 feet of the subject property:

Block 2304, Lot 3

Block 2002, Lot 4: Owned by the Township of South Orange Village

The Applicant should confirm whether these properties are on the certified list from the Township.

The Township of South Orange Village will already be notified as the owner of 2 other parcels within 200 feet of the project.

Completeness:

Based upon our review, we find the application to be ***conditionally complete*** for engineering related items, ***provided the information identified below is provided to the Board prior to the formal hearing with sufficient time for the Board and their consultants to review the material.***

We offer the following comments on the materials submitted based upon the Township of South Orange Village Land Development Application Checklist:

- Item 9: Public hearing notification form was not provided. We defer to the Board Attorney regarding the content and/or form of the public notice to be served by the applicant.
- Item 10: *Letter(s) signed by a responsible officer of the water company, sewer authority, or other utility company which provides water, sewer, gas, telephone, and/or electricity, stating approval for each proposed utility installation design and indicating who will construct the facility.*

The Applicant has requested a waiver from this completeness item. We have no objection to this waiver request. These “will serve” letters should be required as a condition of any approval the Planning Board may grant and must be provided prior to the issuance of any building permits.

- Item 11: *Application Form - County.*

Valley Street is designated as Essex County Route 638.

The Applicant has requested a waiver from this completeness item pending submission to the County. The proposed plans include modifications to the County Road travelled way and curbs including the addition of 6 parallel parking spaces along Valley Street that straddle the County right-of-way and subject property line. While County approval is often made a condition of any approval that the Board may grant, the **Applicant should inform the Board as to whether the County was consulted in the preparation of the plans and provide a timetable for submission to County Planning Board.**

- Item 12: *Completed Essex County Health Department application.*

The Applicant has requested a waiver from this completeness item. This could be a condition of any approval the Planning Board may grant.

- Item 13: *Completed Hudson-Essex-Passaic Soil Conservation District application.*

The Applicant has requested a waiver from this completeness item. This could be a condition of any approval the Planning Board may grant.

- Item 14: *New Jersey State approvals: Copies of any and all Department of Transportation and Department of Environmental Protection approvals.*

The Applicant has requested a waiver of this item, indicating that a Treatment Works Approval and Bureau of Water System Engineering Permit would be sought as a condition of any approval the Planning Board may grant. We take no exception to this request.

Item 17: *Environmental Impact Assessment.*

The Applicant has requested a waiver of this item, citing that the site has previously been developed. We take no exception to the request of a waiver for this item as it relates to 8 of the 9 areas outlined in the checklist.

However, it should be noted that a substantial portion of this property has been historically used for automobile related uses, including automotive repair, painting and outdoor storage. The applicant should provide the results of any Phase 1 Environmental Site Assessment (ESA). If a Phase I ESA has not been obtained by the Applicant, the Board may wish to require such an assessment to understand whether the soils on the subject property have been contaminated and the potential impacts upon development of the site.

Item 21: *An engineer's cost estimate.*

The Applicant has requested a waiver from this completeness item. We recommend that this item be deferred and made a condition of any approval the Planning Board may grant.

Item 23: *"As-Built" plans or final plats.*

The Applicant has requested a waiver of this item. We would recommend that an as-built survey be made a condition of any approval the Planning Board may grant upon completion of construction.

Item 31 – *Historic Site or District: Identification of any historic site or historic district shown on the Master Plan or in the Zoning Regulations involving the property.* The plans should identify the site as being in the Prospect Street Historic District.

Item 32: *Boundary information, lot lines.*

Bearing and distance information is missing on the Site Plan for 2 property line segments adjacent to Block 2303, Lot 6. These items should be added to the Site Plan.

Item 34: *Areas and dimensions of lots: All lot areas, existing and proposed to be shown in acres and square feet. The minimum lot area within 100 feet of the front property line should be identified if different from entire lot area.*

Lot areas have been provided for the entire lot. However, lot area within 100' of the front property line has not been provided. The Applicant should request a waiver from this item or provide the missing information.

Item 35: *Existing critical environmental areas:*

A statement shall be provided verifying that critical areas, stream corridors, flood boundaries, and wetlands do not exist within 50 feet of the subject site.

Item 36: *Existing Trees.*

The locations of existing trees are provided on both the survey and demolition plan contained within the site plan. However species and size are not indicated. This information should be provided or a waiver requested. Given the relatively small number of trees on the site and the nature of the adjoining uses, we do not object to such a waiver request.

Item 37: *Existing wells and septic systems:*

The application checklist indicates compliance with this item. A statement should be added to the survey or site plan verifying that wells or septic systems exist within 100' of the subject property.

Item 38: *Landscaping plan delineating all proposed exterior plantings, including ground cover, shrubs and trees, including size (planted and mature) and species of all materials, including common names. The plan shall be signed and sealed in accord with applicable laws.*

The application checklist indicates compliance with this item. However, the landscaping plans prepared by Sikora Wells Appel, Landscape Architecture are conceptual and do not provide detailed information. The site plan prepared by Dynamic Engineering refers to a "Courtyard & Streetscape Plans" (Sheet 4, General Notes #11 & #12) but no such plans were included in the application materials provided.

A detailed, full size landscape plan should be provided to include "all proposed exterior plantings, including ground cover, shrubs and trees, including size (planted and mature) and species of all materials, including common names." Alternately, the Applicant could ask for a waiver of this item. We defer to the Board's planning consultant, as author of the 4th & Valley Redevelopment Plan regarding this checklist item.

Item 39: *A developer's agreement.*

The Applicant has requested a waiver from this completeness item, to be provided as a condition of any approval the Board may grant. We would offer no objections to this waiver request and defer the Board's planning consultant for further comment.

Item 42: *Approvals Statement - Confirmation that all federal, state, county, and local permits or approvals have been obtained and a complete listing of the same.*

The Applicant has requested a waiver from this completeness item, with the information to be provided as a condition of any approval. We take no exception to the request that any additional approvals be made as a condition of any approval the Board

may grant. However, the Applicant should provide a list of any and all additional federal, state, county, and local permits or approvals that will be required.

Item 43: *Utility Systems.*

The application checklist indicates compliance with this item. However waivers for a number of the required items have been requested under Item #11 of the Planning Board Application Form:

A & D: A waiver to not provide profiles of the storm and sanitary systems has been requested. Given the relatively short connections to available storm and sanitary infrastructure located in Fourth Street, we would not object to the provision of this information being made a condition of any approval the Planning Board may grant.

I: Letter of intent to serve the property from utilities (gas, electric, telephone. etc.)
Waiver requested under item #11 of Planning and Zoning Board Application Form for will-serve letters from utility companies.

J: A brief statement/calculation of potable water and sewage demand should be provided within plan set.

Item 44: *Structure locations and use: Identify the locations and use of all existing structures within 200 feet of the property.*

The application checklist indicates compliance with this item. However, only the location of structures within 200 feet of the site are provided on the aerial photo on Sheet 2 of the Site Plan. The uses of all existing structures should be identified or a waiver requested.

Item 47: *Solid waste and recyclable material. A statement and/or details identifying provisions for the collection, storage and disposal of such shall be shown on the plan.*

The application checklist indicates compliance with this item. However, the plans do not indicate how solid waste and recyclables will be handled. Trash locations are only identified on each floor of the architectural plans. **A statement or testimony should be provided identifying provisions for collection, storage, and disposal of solid waste and recyclable material.**

Item 50: *Current topographic survey with contours at 2-foot intervals within the tract and within 50 feet of the tract.*

Topography within 50 feet of the tract to be developed has not been provided. The Applicant should amend the drawings or request a waiver from this checklist item. Given the overall topography of the surrounding parcels, we take no exception to the request of a waiver for this item.

Item 53: *Circulation Plan*

The size of the proposed parking stalls (depth) and the width of the traffic aisles should be clearly dimensioned on the architectural plans (Parking Level Plan, Sheet A1.1).

The site plan shows a sight triangle where the parking lot driveway intersects with 4th Street. **Any required sight triangle should also be shown for the intersection of 4th Street & Valley Street.**

Item 55: *Lighting Plan*

The Applicant should provide information regarding the pole type and associated manufacturer's specifications.

Item 56: *Sign Plans showing all exterior signage, both identification and traffic control. The size and type of signs and height shall be delineated.*

The application checklist indicates compliance with this item. However, no signage is shown.

The Architect's Parking Level Plan, Sheet A1.1 parking indicates areas of one way and two way traffic flow. The applicant should confirm that traffic will be directed accordingly and the plans should be amended to show the location and details of any appropriate directional traffic signage.

The applicant should provide a painted "stop" bar and an R1-1 sign at the egress from the underground parking area.

We defer to the Township of South Orange Village's planning consultant for issues relating to building identification signage.

Item 57: *Soil Erosion and sediment control plan.*

The site plan includes a Soil Erosion and sediment control plan. The checklist required copies of an application to the Hudson-Essex-Passaic Soil Conservation District for plan certification were not provided in the review materials.

Additional Technical Notes:

The following technical notes are offered in advance of a full technical review:

1. The proposed light pole located above the proposed 15" RCP storm sewer between Storm Manhole 101 and existing inlet should be relocated to avoid a conflict with the pipe.

Any revised plans or other documents should be accompanied by a cover letter responding individually to each of the comments presented in this review letter. The cover letter should also outline those changes to the plans that were requested as well as those not requested or readily apparent.