



UNLOCKING POTENTIAL
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Completeness Report #1

Date: July 29, 2020

To: South Orange Planning Board

From: Greer Patras, AICP, PP, Board Planner

Applicant: Vose Avenue Apartments. Urban Renewal, LLC
447 Northfield Avenue, Suite 200, West Orange, NJ

Subject: **Application #274**
57- 65 South Orange Avenue; 12-14 Vose Avenue; 52-62 Taylor Place; and 11 Scotland Road
Block 1006, Lots 1, 2, 3, 9, 10, 11, 13 and 14
Preliminary and Final Major Site Plan

The purpose of this report is to provide the Board with guidance as to the completeness of Application #274 submitted by Vose Ave Apts. Urban Renewal, LLC. The site is within the Vose & Taylor Redevelopment Zone. The Applicant requests Preliminary and Final Major Site Plan approval, with bulk variances and design waivers.

The following items were reviewed:

- **Planning Board Application Form and Submission Checklist**, filed July 14, 2020.
- **Preliminary and Final Site Plan**, consisting of six sheets, signed and sealed by Petry Engineering, LLC, dated May 28, 2020, last revised July 10, 2020.
- **Stormwater Management Report**, prepared by Petry Engineering LLC, dated March 26, 2020.
- **Stormwater Management Facility Maintenance Plan Manual**, prepared by Petry Engineering, dated March 26, 2020.
- **Traffic Impact Study**, prepared by Stonefield Engineering and Design LLC, dated March 20, 2020.
- **Architecture Plans**, consisting of twelve sheets, prepared by Marchetto Higgins Stieve, dated July 7, 2020.
- **Boundary and Topographic Survey**, prepared by Pronesti, dated May 23, 2014, last revised June 12, 2019.
- **Material Lookbook**, prepared by Marchetto Higgins Stieve, dated July 7, 2020.
- **Landscape Architecture Plans**, consisting of ten sheets, prepared by Arterial, dated July 7, 2020.

I. COMPLETENESS DISCUSSION

A. **Submission Waivers:** The Applicant has requested the following submission waivers, the omission of which should be discussed at the completeness hearing:

- **#10** – Letter Signed by Responsible Officer of Water Company, Sewer Authority or Other Utility Company
- **#11** – Application form to Essex County
- **#12** – Essex County Health Department Application
- **#13** – Hudson Essex Passaic Soil Conservation District Application


- **#14** – New Jersey State Approvals (NJDOT + NJDEP)
 - **#17** – Environmental Impact Statement
 - **#39** – Developer’s Agreement with the Village addressing Affordable Housing Requirements
 - **#42** – Approval Statement with Confirmation that all Federal, State, County and Local Permits or Approvals have been Obtained and a Complete Listing of the Same.
 - **#43** – Utility systems – showing connections to existing and proposed systems (items a-j)
 - Note: in addition the the items specified in the completeness checklist, all meters, rooftop machinery / equipment (elevator overrun, condensers, etc.) should be labeled on the plans, and have details to show the show height and materials of the equipment as well as the screening. Compliance with ordinance requirements regarding area and height of equipment per the Ordinance and the RDP should be demonstrated, or relief specifically requested.
 - **#47** - Solid Waste and Recyclable Materials Statement/Plans
 - **#59** - Certification from the Applicants’ Engineer Stating the Final Plot Conforms to the Preliminary Plat as Submitted and Approved
 - **#60** - Soil Permeability Logs
- B. Checklist Submission Requirements:** The Applicant identified that these items are complete/compliant, however, in coordination with the Board Engineer, we recommend that the following information should be provided and/ or supplemented prior to the hearing:
- **#16** – Final Plat/Site Plan Prepared in Accordance with the New Jersey Map Filing Law
 - **#22** – Certification from the South Orange Tax Assessor approving Block + Lot Designations
 - Note: could be requested as a submission waiver and provided as a condition of approval.
 - **#30** – Zoning Compliance Schedule
 - Note: Compliance chart should be provided with all requirements of the Redevelopment Plan, particularly items in Section 6.3 related to Open Space, Seating, Lighting, Signs, Streetscape, Facades, Landscaping. Applicant must indicate compliance or variance relief required.
 - **#32** – Boundary information, lot lines, both existing and proposed with bearing and distance, including existing lot lines to be removed based upon a current survey.
 - Note: Survey does not contain block and lot numbers on the parcels, or clearly show the existing lot lines that are proposed to be removed. Building hatching and lot lines should be clarified to clearly show the site features within the subject lots.
 - Note: Any easements, deed restrictions, etc. should be shown on the survey.
 - **#33** – Setback lines
 - Note: Streetscape hatching on the engineering plans makes the setback dimensions difficult to decipher.
 - **#34** – Areas and dimensions of lots - existing and proposed, in acres and square feet.
 - Note: This should be shown on either the boundary survey or an engineering existing conditions plan.
 - **#37** – Existing wells and septic systems on the property and within 100’ of the property

- **#44** – Structure Locations and Use for Locations and Uses of all existing structures within 200' of the property
 - Residential – include number of proposed apartments or family units
 - Office/ Commercial/ Industrial – include number of employees total and in maximum shift
 - **#45** – Shortest Distance between any existing or proposed building and proposed and existing lot line
 - **#49** - Existing and Proposed rights of way and easements within and adjoining the tract with dimensions and existing improvements accurately shown
 - **#53** – Circulation Plan (Items A, D, E, G, H)
 - **#56** – Signage Plan
- C. **Additional Notes:** In coordination with the Board Engineer, we request that the Engineering plans be revised as follows:
1. To clearly delineate the proposed building footprint versus the underground walls, with notes, labels, and distinct line weights.
 2. To ensure consistency in building size and footprint as compared to the architecture plans.
 3. To remove any unrelated information from each sheet. For example, the alleyway/streetscape hatching obscures the grading lines and shortest distance dimension lines.
- D. **COMPLETENESS DETERMINATION:** Once the above mentioned items are addressed to the satisfaction of the Board, we recommend that the Application be deemed complete.

Any items must be submitted at least 14 days prior to a scheduled hearing date to allow for a timely review by the Board. If complete information is not provided 14 days prior to the hearing, the application may be rescheduled to the following hearing.

If you have any questions regarding this application, please feel free to contact our office.

Sincerely,



Greer Patras, AICP, PP
Board Planner