

Memorandum

To: Ojetti Davis, Planning Board Secretary
CC: William Sullivan, Esq., Board Attorney
Greer Patras, PP, AICP, MCRP, Board Planner

From: Eric L. Keller, P.E., P.P., LEED AP
Planning Board Consulting Engineer

Date: November 24, 2020

RE: 201 and 167 Ridgewood Road North
PB Application No. 275
Block 1303, Lots 37 & 38
Minor Subdivision
Completeness Review #1
BCG Project # 080373-SO-028

We have received the following documents for the purposes of conducting an engineering completeness review:

1. Plan set entitled Minor Subdivision Development Plan, Lots 37 & 38 in Block 1303, Township of South Orange Village, Essex County, NJ” prepared by David E. Fantina, P.E. of Bernardsville, New Jersey, containing four (4) sheets, dated November 5, 2020 unrevised; **These plans are unsigned**
2. Architectural plan entitled “Ridgewood Residence Lot 38 (and Lot 37), North Ridgewood Road, South Orange NJ” prepared by Hayk Ekshian, R.T. of Space & Mark, LLC consisting of five (5) sheets dated October 15, 2020 unrevised; **These plans are unsigned**
3. Plan sheet entitled “Minor Subdivision, Tax Lots 37 & 38 – Block 1303, 167 North Ridgewood Road, Township of South Orange Village, Essex County, New Jersey” prepared by Andrew A. Schmidt, P.L.S. of Schmidt Surveying dated August 12, 2020 with no revisions; **This plan is signed but bears no seal**
4. Plan sheet entitled “Topographic Survey, Tax Lots 37 & 38 – Block 1303, 167 North Ridgewood Road, Township of South Orange Village, Essex County, New Jersey” prepared by Andrew A. Schmidt, P.L.S. of Schmidt Surveying dated November 3, 2020 with no revisions; **This plan is signed but bears no seal**
5. Correspondence from the applicant’s attorney Day Pitney, LLP dated October 13, 2020 enumerating the materials submitted;

6. Correspondence from PK Environmental dated November 9, 2020;
7. South Orange Planning Board and Zoning Board Application;
8. South Orange Application Checklist;
9. Property deeds

The project site is located on the westerly side of North Ridgewood Road at the intersection with Redmond Road. Currently containing a single family home, the project proposes to demolish the structure in order to facilitate the subdivision of the parcel and construct two single family homes.

Topographically, the site contains steep slopes and the northern portion of the site is traversed by an existing stream.

Our completeness comments on the various submitted documents are as follows:

1. The attorney's letter indicates that a copy of a "Topographic Survey" dated August 12, 2020 was included in the package. It appears this document is submitted to also establish the property boundaries. If this is the case the title of the survey should be revised to "Boundary and Topographic Survey". If it is not the boundary survey, the boundary survey should be referenced on this Topographic Survey and a copy of the boundary survey submitted;
2. Checklist Item 11 – Completed County Planning Board Application – Approval from the Essex County Planning Board is required. Our office has no objection to the filing of this application after the Planning Board has reviewed the application. However, the applicant should be aware that County approval will be required prior to signing of the plans and filing of deeds;
3. Checklist Item 13 – Soil Erosion and Sediment Control Application – Our office has no objection to waiving this requirement for completeness. However, the plans shall have a note on same indicating that an application shall be filed and approved prior to issuance of any land clearing activity;
4. Checklist Item 17 – Environmental Impact Assessment – Our office recommends that an abbreviated impact assessment be provided to the Board for review. While the correspondence from PK Environmental indicates there are no wetlands on site, a riparian zone is identified. Information as to how the buffer distance was established should to be provided. We note that only the NJDEP can establish the applicable riparian zone. Furthermore, our office reviewed the contributory area to the stream utilizing StreamStats which shows the contributory drainage area to this stream is greater than fifty (50) acres. Our office recommends that a Flood Hazard Verification from the NJDEP be obtained to verify the appropriate riparian zone is shown and if a flood hazard area is associated with stream;

5. Checklist Item 29 – Professional Seals – Pending verification from the Board Secretary;
6. Checklist Item 32 – Boundary Information, Lot Lines – the site plan references a Topographic Survey. As in comment #1 of this correspondence, if the Topographic Survey is submitted to also establish the property boundary, the title of the plan should be revised or a separate survey provided. The subdivision plans should also be revised to reflect the correct drawing title;
7. Checklist Item 35 – Existing critical environmental areas – see comment #4 above;
8. Checklist Item 41 – Signature Blocks – Our office has no objection to waiving this item for completeness provided the plans are revised prior to any action taken by the Board;
9. Checklist Item 52 – Stormwater Management Plan – The plans depict stormwater management facilities. A drainage report for same should be provided for review. Same should address applicable regulatory requirements as well as depth to seasonal high ground water and soil permeability (if infiltration is to be relied upon);

Based upon the documents provided, our office does not have an objection to waiving any checklist items not mentioned above. Our office recommends the application be deemed **INCOMPLETE** pending submission of the following documents:

- NJDEP Flood Hazard Verification Application;
- Abbreviated Environmental Impact Assessment;
- Stormwater Management Report and Calculations.

Any revised plans and 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 required, as well as those not readily apparent.