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## Completeness Report #1

Date: December 31, 2020  
To: South Orange Planning Board  
From: Greer Patras, AICP, PP, Board Planner  
Applicant: Seton Hall University  
Subject: Application No. 278  
400 South Orange Avenue, Block 901, Lot 3  
Minor Site Plan

This purpose of this report is to provide the Board with guidance as to the completeness of Application #278, submitted by Derek W. Orth, Esq. on behalf of Seton Hall University (the "Applicant"). The Applicant proposes a building addition of an entrance lobby to the existing Boland Hall and requires minor site plan approval. The proposal does not appear to require variance relief at this time, however a full review will be performed and a report will be provided prior to the public hearing.

The following items were reviewed:

- A. **Planning Board Application Submission**, filed December 22, 2020.
- B. **Cover Letter**, written by Derek W. Orth, Esq., dated December 16, 2020.
- C. **Site Plan**, consisting of thirteen sheets prepared by SNS Architects & Engineers, PC, dated October 12, 2020.
- D. **Stormwater Management Report**, consisting of eight pages prepared by SNS Architects & Engineers, PC, dated December 2020.
- E. **Topographic Survey for Portion of Site**, consisting of one sheet prepared by James J. Heiser of DPK Consulting, LLC, dated August 24, 2020.

### I. EXISTING CONDITIONS

A. **The Site:** The Site is the Seton Hall University campus which occupies 56.96 acres and contains numerous buildings. Boland Hall building which is located in the northwestern section of the campus. Boland Hall is a six-story student housing building, typically for first-year students, and has an associated parking lot with ingress/egress from Ward Place. Boland Hall connects to several walking paths and has an entrance plaza in front of the building.

B. **Zoning:** University (U)

### II. PROJECT PROPOSAL

A. **Proposed Project:** The Applicant proposes the following:

- 1. Removal of porch with steps, portions of concrete walkways and curbing, sanitary line, and inlet
- 2. Relocate 2 light poles and reroute existing electric line

3. Construct a 1,628 SF one-story lobby addition to Boland Hall with 2 entrances along with concrete walkway and curbing improvements
4. Landscaping improvements with new plantings around the existing plaza and building addition along with 4 benches in the plaza

### III. COMPLETENESS DISCUSSION

A. **Submission Waivers:** The Applicant has requested the several submission waivers, to which we offer the following comments:

#4 - Tax Collector Certification

- Waiver Recommended / Not Applicable: University is tax exempt

#6 - Deed and Affidavit Title for Lands

- Waiver Recommended / Not Applicable: No land being conveyed

#10 – Letter Signed by Officer of Water Company, Sewer Authority, or Other Utility

- Waiver Recommended / Not Applicable: Can be provided in resolution compliance if approved

#11 – County Application Form

- Waiver Recommended / Not Applicable: Can be provided in resolution compliance if approved

#12 – Completed County Health Department Application

- Waiver Recommended / Not Applicable: No impacts to CHD

#13 – HEPSCD Application

- Waiver Recommended / Not Applicable: Not required as part of completeness, however, we defer the any comments and requirements related to County and local Soil Erosion and Sediment Control and Major/Minor Soil Disturbance permits/ approvals to the Board Engineer

#14 – New Jersey State Approvals

- Waiver Recommended / Not Applicable: No impacts to State systems

#16 – Final Plat/Site Plan

- Waiver Recommended: Applicant has offered to provide a final site plan and/or as-built plan if approved, as part of Resolution Compliance. We find this acceptable.

#20 – Conditional Use Standards Statement

- Waiver Recommended / Not Applicable: Conditional use is not part of application

#31 – Historic Site or District Identification

- Waiver Recommended / Not Applicable: Not located in historic district

#35 – Existing Critical Environmental Areas

- Waiver Recommended / Not Applicable: Applicant has provided attachment stating no critical environmental areas were detected and subject area has already been developed. We defer to any comments to the Board Engineer.

#37 – Existing Wells & Septic System

- Waiver Recommended / Not Applicable: No existing wells or septic systems

#39 – Developer's Agreement

- Waiver Recommended / Not Applicable: We defer to the Board Attorney regarding applicability of this item. If approved, we recommend this be done as part of Resolution Compliance

#42 – Approval's Statement

- Waiver Recommended / Not Applicable: Can be provided in resolution compliance if approved

#43 – Utility Systems

- Waiver Recommended / Not Applicable: The Applicant has submitted stormwater management and maintenance reports along with will serve letters from associated utility companies. We defer any comments to the Board Engineer.

#47 – Solid Waste & Recyclable Material

- Waiver Recommended / Not Applicable: No impact to waste collection

#55 – Lighting Plan

- Waiver Recommended / Not Applicable: No new lighting proposed. Lighting improvements are only related to light pole relocation.

#56 – Sign Plans

- Waiver Recommended / Not Applicable: No signage proposed

At the completeness hearing, the Applicant may provide any additional information related to the requested submission waivers, for the Board's consideration.

**The Applicant should address all items discussed at the Completeness Hearing. Revised plans should be accompanied by a Response Letter or highlights on the plan to identify all changes made, to facilitate our review. We recommend all revised information be provided prior to 14 days of the public hearing.**

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

Sincerely,



Greer Patras, AICP, PP  
Board Planner