



YOUR GOALS. OUR MISSION.

MIPB-R8650

May 26, 2021

Ms. Erin Uriarte, Secretary
Township of Middletown Planning Board
One Kings Highway
Middletown, New Jersey 07748

via E-Mail (euriarte@middletownnj.org)

**Re: Cedar Village Tax Lien, LLC
150 Monmouth Avenue
Block 791, Lot 10
Minor Subdivision Plan
First Engineering Review
PB #2021-102**

Dear Board Members:

As requested, our office has reviewed the above referenced minor subdivision application, consisting of the following:

- Minor Subdivision Plan prepared by Richard E. Stockton, P.L.S., of Richard E. Stockton & Associates, Inc. dated November 11, 2020, consisting of one (1) sheet.
- Application for Development Permit, dated December 9, 2020.
- Zoning Denial letter, dated January 25, 2021.
- Minor Subdivision Application Checklist, dated March 24, 2021.
- Narrative of Intent.
- Transmittal Letter prepared by Richard C. Sciria, dated April 29, 2021.

Based on our review, we offer the Board the following comments and suggestions:

A. Project Description

The applicant is seeking approval to subdivide a 0.95 +/- acre lot into two (2) new lots. The subject parcel, in its current state, contains an existing one-story frame dwelling, covered porch, concrete walkway, detached wood frame garage and paved driveway with two curb cuts. The existing lot has frontage along Monmouth Avenue. The subject application proposes to subdivide existing Lot 10 into proposed Lot 10.01 and proposed Lot 10.02. The applicant intends on maintaining the existing dwelling, sections of the existing driveway and all associated utilities on Lot 10.01 while constructing a new single-family dwelling on proposed 10.02, as well as an attached garage, covered porch, paved driveway with shared access, and associated utilities. The property is located within the R-10 zone.



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B. Off-Site and Off-Tract Improvements

1. The applicant shall be aware that any damages to any existing pavement, curb or sidewalk due to the proposed construction shall be repaired or replaced to the satisfaction of the Township's Engineer. A note shall be added to the plans indicating same.
2. The applicant is proposing a sanitary sewer lateral connection to the proposed dwelling. We defer to the Township of Middletown Sewerage Authority for further review of the connection.
3. Sidewalk shall be installed along the property frontages on Monmouth Avenue. If sidewalk is not installed, an appropriate contribution should be made in accordance with ordinance Section 540-634.A.1. Please note all sidewalk crossing driveways shall be reinforced in accordance with Section 540-603.F(4).
4. Section 540-612.J of the Township Ordinance requires access drives for single family dwellings to utilize concrete aprons without curb returns, regardless of size or location as outlined within this section. The plans shall be revised, or a design waiver will be required. Furthermore, all proposed driveway aprons shall be designed and constructed in accordance with Section 540-613 of the Ordinance. We note that the applicant is proposing to reuse the existing curb returns along Monmouth Avenue which do not utilize concrete aprons.
5. The applicant shall note the pavement repair areas associated with the proposed utility connections on the plans. Pavement repairs which cross the centerline of the road shall be full width from curb to curb at the limits of the utility trench.
6. The applicant shall revise the plans to show location of all proposed utilities associated with the anticipate construction of the proposed dwelling on proposed Lot 10.02.
7. The applicant shall revise the plans to show location of all existing utilities including but not limited to water, sewer, electric, and gas services.

C. Site Requirements/Layout

1. The Residential Site Improvement Standards (R.S.I.S.) requires 2.5 parking spaces per 4-bedroom detached dwelling. The applicant shall indicate the number of spaces and bedrooms to be provided for the proposed and existing dwelling to confirm the requirement will be met based on the proposed improvements and the driveway modifications.



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2. Section 540-612.E of the Township Ordinance states that no part of any driveway may be located within five feet of a side property line for a single family dwelling, whereas the applicant is proposing a driveway serving proposed Lot 10.02 four feet from Lot 11. The plans shall be revised, or a design waiver shall be required.
3. Section 540-612.J of the Township Ordinance states that access drives for single-family dwellings shall have a minimum width of 10 feet. The applicant is currently proposing to maintain portions of the existing driveway and repairing/reconstructing sections to better serve the proposed subdivision and future use of the site(s). The applicant is proposing to maintain sections measuring widths of 9 feet; therefore, the plans shall be revised, or a design waiver shall be required.
4. The applicant is proposing to reuse and reconstruct areas of the existing driveway currently serving the dwelling on Lot 10. Based on a recently conducted site inspection it was evident the existing driveway had areas in severe disrepair. Additional testimony will be required on what areas are to be reused.
5. There appears to be an existing inlet adjacent to the proposed property line. The applicant shall revise the plans to indicate the location, size, slope, and invert elevations for all associated pipes. The applicant shall also confirm if the structure is to remain.
6. There appears to be a sanitary sewer manhole in the front yard of existing Lot 10. The applicant shall revise the plans to indicate the location, size, slope and invert elevations for all associated pipes.

D. Drainage/Grading

1. The applicant shall document the limit of disturbance and total increase in impervious coverage. If the project exceeds an acre of disturbance or proposes a net increase in impervious coverage of 0.25 acres or more, the applicant will be required to comply with the NJDEP Stormwater Regulations.
2. The applicant shall provide a drainage report for mitigation of the increase in runoff. The report shall address the NJDEP Stormwater Regulations where applicable.
3. The applicant has indicated that no known critical areas exist on site, either I or II.
4. The applicant shall confirm the area of disturbance. The plans shall be revised to show the Limit of Disturbance (LOD). Please note that the LOD shall include areas where existing site features are to be removed (i.e. existing structures, slabs, pavement, trees or other site features).



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5. The plans shall be revised to include all Soil Erosion & Sediment Control (SESC) measures in accordance with the NJ Standards. We defer further review and approval to the Freehold Soil Conservation District.
6. The applicant shall indicate if roof leaders are proposed with the dwelling on Lot 10.02. If proposed, pipe calculations shall be provided.

E. Lighting and Landscaping

1. Section 540-622.B.6 of the Ordinance requires ten (10) additional trees to be planted per acre in single-family subdivisions. Based on a total lot area of approximately 0.95 acres, the applicant is required to plant ten (10) additional trees distributed evenly throughout the project. The applicant is currently not proposing any trees outside of one (1) street tree. The plan shall be revised to provide the additional trees, or a design waiver will be required for the deficient trees proposed on Lot 5.01 and 5.02. We note that the applicant is proposing to remove two (2) trees with the proposed development and proposes a total of one (1) street tree.
2. Section 540-622.O of the Ordinance states all trees, shrubbery, and other plants which fail to survive for a period of 12 months following certification shall be replaced by the builder at no cost or expense to the Township. Said replacement shall be made within 60 days following written demand for such replacement from the Township Engineer, or within such extended periods as may be specified.
3. No new lighting is indicated on the plans. Additional information and testimony shall be required on the anticipated lighting associated with the existing dwelling and proposed dwelling.

F. Subdivision

1. The proposed lot numbering shall be confirmed with the Township Tax Assessor in writing. A copy of said correspondence shall be provided upon receipt.
2. The applicant shall clarify if the plans are to be filed by map or by deed. If filed by map, the following items shall be addressed:
 - a. Section 46:26.B-2.b.8 of the Map Filing Law requires a minimum of three corners distributed around the tract shall indicate coordinate values. This monumentation shall be indicated on the plan.



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- b. Section 46:26.B-2.b.8 of the Map Filing Law requires all monumentation, including monuments found, set, and to be set, be clearly shown on the plat. Appropriate certification that monuments have been set, or will be set at a later date, shall be included on the plat.
- c. The Engineer certification shall be revised to indicate Municipal Engineer instead of Board Engineer.

G. Miscellaneous

1. Construction details for all site improvements including but not limited to pavement repair sections, sidewalk, curb, pipe bedding, driveway pavement section and concrete apron.
2. Testimony on any existing or proposed easements associated with this project or the subject parcels shall be required. The applicant shall submit all legal easement description with the metes and bounds to our office and the Township for further review.
 - a. An access easement shall be added to the plan for the shared driveway on proposed Lot 10.02.
 - b. Additional easements may be required if any existing storm or sanitary sewer pipe(s) servicing Lot 10.01 are found to run through proposed Lot 10.02. Additional testimony and information shall be provided on the same.
3. The applicant shall be responsible to obtain a road opening permit from the Township Department of Public Works for improvements within the Township Rights-of-Way.
4. In the event sidewalk is added to the application, the cross slope shall be no more than 2% in accordance with ADA and PROWAG requirements.
5. A note shall be added to the plan indicating all improvements shall be installed in accordance with the current ADA accessibility and slope requirements.
6. The final plan submitted for signatures must be signed by the owner and notarized.
7. The proposed lot numbering and mailing addresses shall be confirmed with the Township Tax Assessor.
8. The applicant shall be aware that any damages to the existing curb, sidewalk, or pavement due to the proposed construction shall be repaired or replaced to the satisfaction of the Township's Engineer. A note shall be added to the plans indicating same.



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9. We defer further review to the Fire Official.

10. Approvals, waivers or letters of service should be obtained from the following agencies:

- Monmouth County Planning Board.
- Freehold Soil Conservation District.
- Township of Middletown Sewerage Authority (TOMSA).
- New Jersey American Water
- New Jersey Natural Gas
- Comcast Cable
- JCP&L
- Verizon
- All other agencies and departments having jurisdiction.

If you have any questions or require additional information, please call.

Very truly yours,

T&M ASSOCIATES

ROBERT R. KEADY, P.E., C.M.E.
MIDDLETOWN PLANNING BOARD ENGINEER

RRK:GTG:TJL:lkc