

Memorandum #2

To: Kathy Lenahan, Land Use Administrator

From: Jacqueline Dirmann, P.E., C.M.E., C.F.M.

Date: July 19, 2023

Subject: Application PBA-22-001
73-91 Myrtle Street
Block 573, Lots 9, 10, 12.02
Minor Subdivision Approval with Bulk Variances
Preliminary & Final Site Plan Approval

Project No.: CDZ0365A

Colliers Engineering & Design DBA as Maser Consulting (CED) has reviewed the minor subdivision and preliminary and final site plan application prepared by Avidd Services of New Jersey, Inc. for the proposed construction of two (2) assisted living facilities and associated improvements. For ease of reference our updated comments are reflected in **bold** lettering.

The following has been submitted by the Applicant for review:

- Plans titled "P83 Myrtle Street Supportive Housing, Block 573, Lots 9, 10, & 12.02" Prepared by Sciallo Engineering Services, LLC consisting of ~~nine (9)~~ **ten (10)** sheets, last revised 11/30/2022;
- Minor Subdivision Plan prepared by Vargo Associates dated 10/18/2022;
- Boundary & Topographic Survey prepared by Vargo Associates dated 1/24/2020;
- Architectural Plans entitled, "Cranford Supportive Housing, Myrtle Street, Block 573 Lot 10, Cranford NJ 07016" prepared by Kitchen & Associates dated 11/30/2022, consisting of four (4) sheets;
- Stormwater management Report, prepared by Sciallo Engineering Services, LLC dated March 2022;
- Township of Cranford Zoning Department Application completed and signed by Applicant, dated 5/25/2022.
- **Response Letter, Prepared by Sciallo Engineering Services, LLC, dated July 7, 2023.**

The site is located within the R-3 One Family Detached residential district in the Township of Cranford. The property is located along Myrtle Street, between Bryant Avenue and Ludlow Avenue (Paper Street). The lot is a wooden lot and is currently vacant.

The Applicant is proposing to subdivide the lot into ~~three (3)~~ **two (2)** lots. Two (2) lots will be used for the development. ~~and the third lot will be owned by the Township.~~ The Applicant is proposing to clear the site and construct two (2) affordable housing units for low income developmentally disabled individuals on two of the ~~three~~ lots. Each developed lot will contain a four (4) bedroom assisted living facility. The lots will also be improved with a shared parking area containing eight (8) parking spaces. The Applicant is proposing stormwater management measures with an above-ground detention basin located along the eastern portion of the property. The Applicant is also proposing improvements along the property's frontage of Myrtle Street. The Applicant is proposing to install concrete curbing and sidewalk along the frontage

The property is located in the Zone X (area of minimal flood hazard) as shown on the Flood Insurance Rate Map (FIRM) for the Township of Cranford, dated September 2006.

Based on our review of the submitted documents, we offer the following comments.

A. General

Boundary & Topographic Survey Sheet (Sheet 1 of 1)

1. The Applicant is showing a wooded area with no indication of how many trees are located within the property boundary. The Applicant shall provide additional information regarding the size, species, and location of existing trees onsite. Testimony shall be provided. **The Applicant has indicated they are requesting relief from providing a tree survey, tree inventory, or tree replacement plan. Testimony shall be provided.**

Cover Sheet (Sheet 1 of 9)

2. No comments.

Information Sheet (Sheet 2 of 9)

3. No comments.

Site Plan (Sheet 3 of 9)

4. The Applicant is showing a cross access easement area. The Applicant shall provide addition information regarding what is to be included in this easement. **The easement will include driveway, parking area and stormwater management features. The Applicant shall ensure sanitary sewers and landscaping is included in the easement.**

5. The Applicant is proposing to install a five-foot-wide (5') sidewalk along the Myrtle Street frontage. The sidewalk is showing to end at the intersection of the paper street for Ludlow Avenue. The Applicant is not proposing any pedestrian safety measures to get pedestrians across Myrtle Street to access the sidewalk on the other side of the street. **This comment no longer applies. The Applicant has removed the proposed sidewalk along Myrtle Street. Testimony shall be provided.**
6. The proposed sidewalk is located approximately nine feet (9') from the roadway. Typically, there is a three-to-four-foot (3'-4') grass strip between the roadway and the sidewalk. It is unclear why the sidewalk is setback from the roadway so far. **This comment no longer applies. The Applicant has removed the proposed sidewalk along Myrtle Street. Testimony shall be provided.**
7. The site plan shows there are multiple encroachments throughout the property, which need to be relocated as part of this project. The Applicant is not showing any of the encroachments along Lot 12.02 to be relocated. The Applicant shall eliminate all encroachments on the lots. **The Applicant has indicated all encroachments will be removed from the lot.**
8. The Applicant is proposing two (2) ADA parking spots, along with six (6) compliant parking spaces located on the site. The Applicant shall provide testimony regarding how onsite parking will be between the two (2) dwellings. **The Applicant has indicated parking will be subject to cross access easement. Parking will be for the maximum anticipated number of employees in each home.**
9. It is our understanding that the assisted living facility will have a caretaker at the facility. The Applicant shall provide information regarding employee parking. **The Applicant anticipates a maximum of three (3) employees per home onsite at any given time.**
10. The Applicant is proposing a fifteen-foot-wide (15') one-way drive aisle which is reduced to thirteen feet (13') near the parking areas. The Applicant shall provide a turning template indicating emergency vehicles can navigate the proposed turns without impacting the parked vehicles. **The Applicant has provided a turning template showing ambulance turning movements throughout the parking area.**

11. The Applicant is not proposing any fencing around the perimeter of the property. The Applicant shall provide testimony regarding screening measures. **The Applicant has provided testimony indicating they are providing a staggered landscaped buffer between the adjacent properties.**
12. The Applicant shall be aware the proposed improvements within the Township right-of-way requires a separate permit. The Applicant shall ensure a permit is completed for these improvements. **The Applicant has acknowledged this comment.**

Grading Plan (Sheet 4 of 9)

13. The Basin Section Detail is misleading as it shows the basin is about 2.6 feet deep (Elevation 77.90). The basin detail also indicates the basin will maintain 1' of freeboard above the 100-year elevation. The basin is being constructed with a 2' wide weir at an elevation of 78.6 and is only 0.7 deep to the weir. **The Applicant has indicated they provided testimony at the previous meeting to address this comment.**
14. The plan shows two (2) test pit logs, which do not appear in the stormwater management report. The Applicant shall ensure the test pit information is captured in the report. **The Applicant has indicated the stormwater management report will be revised to include the test pit logs as a condition of approval.**

Utility Plan (Sheet 5 of 9)

15. The Applicant is proposing to install an eight inch (8") sanitary sewer line, which will connect into the existing sanitary sewer line located within the right-of-way of Ludlow Avenue. The Applicant shall clarify if this connection requires a TWA Application Approval as this is an extension of an existing sewer main. **The Applicant has reconfigured the proposed sanitary sewer connection and has indicated TWA approval is not required.**
16. The Applicant shall provide information regarding the existing capacity of the sanitary sewer line. It is unclear if the existing sanitary sewer line has sufficient capacity to handle the additional flow from the proposed use. **The Applicant has indicated the sewer line has adequate capacity due to its 8" pipe size. The Applicant shall provide additional information regarding the sewer capacity.**
17. The Applicant shall provide testimony regarding recycling and refuse areas and frequency of pick up. The Applicant shall provide information on the need for any medical waste that may be needed. **The Applicant has indicated there will be no medical waste from these two homes and recycling and refuse will be handled in the same manner as a single family home.**

18. It appears the Applicant is proposing to install an additional utility pole near the southwest corner of proposed Lot 10. The Applicant will install an underground utility line from the new pole to the dwelling. **The Applicant will coordinate with utility company as deemed appropriate.**
19. The Applicant shall provide will serve letters for the public utilities. **The Applicant will provide will serve letters as a condition of approval.**

Landscaping & Lighting Plan (Sheet 6 of 9)

20. The Applicant is proposing to install one light fixture to illuminate the parking area. The light fixture will be 20 feet and will be equipped with a light shield to prevent glare on the adjacent properties. The Applicant is not showing any building mounted lighting. The Applicant shall provide testimony regarding any additional site lighting. **The Applicant has revised the site plan to show building mounted lights along with compliant light poles in the parking lot.**
21. The Applicant is proposing to install 42 green arborvitae along the rear property line. The Applicant shall provide testimony regarding the adequacy of the proposed screening. **The Applicant has provided additional plantings based on the recommendations of the Township Environmental Commission.**

Detail Sheet (Sheet 7 of 9)

22. The Applicant shall use the Township details for the proposed right-of-way improvements. The details can be found on the Engineering page on the Township Website. **The Applicant has revised the site plan to include the details.**

Soil Erosion & Sediment Control (Sheets 8 & 9 of 9)

23. The Applicant shall provide approval from Somerset-Union County Soil Erosion and Sediment Control. **The Applicant has acknowledged this comment.**

B. Stormwater Management Report

The subject proposed property encompasses 52,500 SF (1.2 AC) located on Myrtle Street. The existing lot is vacant and partially wooded land. The property is surrounded by residential development along the rear and side of the property. There is a commercial establishment across the street from the proposed development.

The project is defined as a major development, as the increase in impervious coverage exceeds the 1,000 sf threshold and the disturbance area exceeds the one (1) acre threshold, as outlined in the Township Ordinance and RSIS definition of a major development. The proposed improvement to the property will increase the impervious coverage of the site by 15,079 SF. Stormwater

management measures for major development shall be designed to provide erosion control, groundwater recharge, stormwater runoff quantity control, and stormwater runoff quality treatment, through DEP Green infrastructure methods, as listed in section 365-4 of the Township ordinance.

The Applicant is proposing to construct an above-ground infiltration basin that is approximately 0.7' deep and 50'x95' wide at the base. The infiltration basin will be located at the east side of the lot along the paper street frontage of Ludlow Avenue. The infiltration basin is designed to accept the runoff from the offsite drainage area located along the north side of the property. The infiltration basin will also accept water from the proposed roof and parking lot areas.

Based on the stormwater management report provided, we offer the following comments.

24. The Applicant has provided a stormwater management report outlining compliance with the Township Green Infrastructure, Groundwater Recharge, Runoff Quality and Quantity measures. We take no exception to the stormwater calculations provided.
25. The Applicant performed four (4) soil test pits at the original location for the stormwater management system when the development only included Lots 10 and 12.02. The project scope changed, and Lot 9 was added. The proposed stormwater management basin is located about 225 feet east of the existing soil log information. The Applicant shall provide testimony regarding any potential changes in soil conditions. **The Applicant has indicated the soil is not conductive to infiltration at a depth of 8 feet. The Applicant is proposing to remove the nonconductive soil so the basin can function as designed. The Applicant has addressed this comment.**
26. The Applicant is proposing to over excavate a 41'x43' area within the infiltration basin and backfill the area with a sandy material in order to penetrate the clay layer of the soil. The Applicant shall provide testimony. **The Applicant has addressed this comment in testimony.**
27. The Applicant shall revise the stormwater management report to elaborate on the green infrastructure measures taken place on the lot. The Applicant shall provide additional information regarding how they comply with the stormwater management regulations outlined in Section 365 of the Township Ordinance. **The Applicant has indicated section 365 of the Township ordinance only applies to nonresidential projects. The Applicant also indicates the project complies with the green infrastructure standards for small scale infiltration basins.**
28. The Applicant shall be aware any stormwater management measure authorized under the municipal stormwater management plan or ordinance shall be reflected in a deed notice recorded in the Union County Clerk's Office. A form of deed notice shall be submitted to the municipality for approval prior to filing. The deed notice shall contain a description of the stormwater management measure(s) used to meet the green infrastructure, groundwater recharge, stormwater runoff quality, and stormwater runoff quantity standards and shall

identify the location of the stormwater management measure(s) in NAD 1983 State Plane New Jersey. The deed notice shall also reference the maintenance plan required to be recorded upon the deed pursuant to § 365-10B(5). The Applicant shall provide a copy of the filed document. **The Applicant has indicated they will provide a copy of the required deed notice prior to construction.**

29. The Applicant is proposing to subdivide the lot into two (2) lots. The proposed stormwater management measures extend through both lots. It is unclear how the Applicant intends to manage the stormwater management measures for each lot. The Applicant shall provide additional information. **The Applicant has indicated the lots will be subject to a shared maintenance agreement and easement to permit Lot 10 to drain to Lot 9.**
30. The project is considered a major development project as defined by NJDEP. The Applicant shall provide the NJDEP Major Development Checklist to ensure all NJDEP requirements have been met. **The Applicant has indicated they will provide the requested checklist as a condition of approval.**
31. The Applicant shall submit an operation and maintenance (O&M) manual prior to the start of construction to the Township for review and approval. The Applicant shall be aware that the stormwater management plans, report and O&M manual will also have to be filed with the deed. The Applicant shall submit a copy of the annual maintenance records and inspections to the Township Engineer no later than March 1st every year. **The Applicant has indicated they will file the maintenance manual with deed notice as a condition of approval and prior to recoding the subdivision plan.**
32. The Applicant shall ensure the project will not have any adverse impacts to the neighboring properties, downstream water courses, or conveyance systems within the water shed. The Applicant shall monitor the stormwater management system of the site after the construction has been fully completed to ensure there are no negative impacts. The Applicant shall rectify any issues that come up during and after construction. **The Applicant has added a note to the plans.**

C. Minor Subdivision Review

The Applicant is proposing to subdivide the parcel into three (3) tracts, one (1) Township owned vacant tract and two (2) community residential tracts. The Township owned tract will consist of 10,000 SF (0.23 Acres) of land and will be a vacant lot. The residential tracts will be improved with a four-unit community residence for developmentally disabled individuals. The lots will also include a parking lot, concrete walkways, lighting, landscaping, and stormwater management areas including an above-ground detention basin.

33. The Applicant shall clarify who will own Lots 9 and 10 after the minor subdivision has taken place. **The lots will be owned by two separate entities but will be controlled the Applicant.**

34. The Applicant shall provide new lot numbers for the modified lot lines. Proposed lot numbers need to be approved by the Tax Assessor. **The Applicant will confirm with assessor as a condition of approval.**
35. The Application documents indicate the subdivision will be filed by deed. The Applicant has provided a minor subdivision map. The Applicant shall clarify how the subdivision will be perfected. **The Applicant has indicated the subdivision plans will be recorded.**
36. The Applicant shall provide additional information regarding the cross access/maintenance easement required for the project. It appears "Stormwater Measures" and "Driveway/Parking Areas" may require easements. Testimony shall be provided. **Easements will include driveway, parking area and stormwater management features.**

D. Miscellaneous

37. The Applicant shall provide testimony with regards to trash and recycling collection and removal. **The Applicant has indicated recycling and refuse will be handled in the same manner as a single family home.**
38. The Applicant shall provide testimony with regards to snow plowing operations. **The Applicant has indicated a maintenance company will handle.**
39. Construction cost estimates for on-site and off-site improvements shall be submitted for review and determination of applicable bonding and inspection fees. **This will be provided as a condition of approval.**
40. The Applicant shall be responsible for obtaining any necessary outside agency approvals included but not limited to:
 - a. Somerset Union Soil Conversation District;
 - b. Township of Cranford Road Opening Permits.

This will be provided as a condition of approval.

41. The Applicant shall not direct any stormwater toward adjoining properties. The site grading and drainage should not adversely affect or burden the adjacent property owners or pose a negative impact as set forth by Subsection 351-4. **The Applicant has added a note to the plans.**
42. No changes in grading are permitted without the submission of a grading plan to the Engineering Department, for review and approval, as required by Ordinance 351-4. A Professional Engineer or Professional Land Surveyor must prepare any such grading plan. **The Applicant has added a note to the plans.**

43. All the roof leaders from the proposed development shall be connected to a stormwater management system. The Applicant shall ensure that the downspouts have cleanouts, as necessary, and that the overflow is directed away from the neighboring properties. **The Applicant has added a note to the plans.**
44. All excavated material shall be removed from the site. No material is to be stored on Township property unless prior approval is obtained from the Township Engineer. Under no circumstances can the contractor place excavated material within Township-owned property. Any soil disturbance shall be done as set forth by Subsection 351. **The Applicant has added a note to the plans.**
45. The Applicant shall be aware of their responsibility to repair any damage to improvements within the Township right-of-way, including but not limited to, sidewalk, driveway aprons, curb, and asphalt pavement as required by Subsection 367. **The Applicant has added a note to the plans.**
46. The Applicant shall call to coordinate inspections with the Engineering Department 24-hours prior to the start of construction as related to grading and drainage improvements on-site. **The Applicant has added a note to the plans.**
47. The Applicant shall be aware that posting of engineering escrow for construction administration oversight, plan review, and project closeout will be required at the time building permits are issued. Please be aware that unused escrow money will be returned to the property owner upon the issuance of a Certificate of Occupancy (CO). **The Applicant has acknowledged this comment.**
48. A signed and sealed "As-Built" site plan should be submitted as a requirement for this office to "sign off" on the issuance of the Certificate of Occupancy (CO). The "As-Built" should accurately show site features including grading, spot elevations, drainage, structures, etc. **The Applicant has added a note to the plans.**

Should you have any questions, please do not hesitate to contact our office.

cc: Jonathan Drill, Esq., Planning Board Attorney (jdrill@sksdlaw.com)
Nick Dickerson, Township Planner
Ryan Cooper, Township Attorney (ryan@cooperllc.com)
Avidd Service of NJ Inc, Applicant, (tmckeon@aviddnj.org)
Gary Goodman, Applicant's Attorney, (goodmanlaw23@outlook.com)
Jason Sciuillo, Applicant's Engineer (jsciullo@sciulloengineering.com)