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MEMORANDUM

To: *Chairman and Members of the
West Orange Planning Board*

From: *John J. Hess, PE, PP, CME
Planning Board Engineer*

Date: *September 28, 2022*

Re: *Application No. PB-22-10
Altera 769, LLC
Phase 2 Final Site Plan with "C" Variances
Review #1
769 Northfield Avenue
Block 166.15, Lot 1.09
Our File: VWRP0166.01*

CC: *Paul Grygiel, AICP, PP - Township Planning Director
Leonard Lepore, PE - Township Engineer
Diana McGovern, Esq. - Planning Board Attorney
Altera 769, LLC - Applicant
Lisa A. John-Basta, Esq. - Applicant's Attorney
Robert J. Coluccio III, PE - Applicant's Engineer*

Our office has received for review the following documents which were submitted in support of the above referenced application for Final Site Plan approval of Phase 2:

- A set of unsigned Phase II Final Major Site Plan drawings (15 sheets) prepared by Robert J. Coluccio III, PE with Dynamic Engineering of Chester, New Jersey dated August 17, 2022.
- A set of unsigned Steep Slope Calculations drawings (2 sheets) prepared by Robert J. Coluccio III, PE dated August 17, 2022.
- A print of an unsigned Vehicle Circulation Plan - Refuse (1 sheet) prepared by Robert J. Coluccio III, PE dated August 17, 2022.
- A Stormwater Management Report prepared by Robert J. Coluccio, PE and bearing a latest revision date of August 2022.
- A Stormwater Management Facilities Operation and Maintenance Manual prepared by Robert J. Coluccio, PE and bearing a latest revision date of August 2022.
- A completed Application Form dated August 30, 2022 including an attachment which lists the variances that are requested and includes a Proposal and Reasons for Relief which describes the purpose of the application and sets forth the reasons why the requested relief should be granted..



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- An Applicant Disclosure Statement.
- A completed Application for Tree Removal and Replacement Permit dated August 30, 2022.
- A completed Site Plan/Subdivision Checklist.
- A completed Sustainability Checklist Form.
- A copy of an August 26, 2022 letter from the Office of the Tax Collector which states that the taxes on Block 166.15, Lot 9 are paid through October 31, 2022 and the 2022 sewer charges are paid in full.
- A Buffer Report which lists the owners of property within 200 feet of Block 166.15, Lot 9 from the Office of the West Orange Assessor dated July 8, 2022.

We have reviewed the information submitted in support of this application and offer the following comments:

A. PROJECT DESCRIPTION

The property in question is an irregularly shaped tract which fronts on the northerly side of Northfield Avenue approximately 320 ft west of the intersection with Vizcaya Boulevard. It has an area of 212,742 sf or approximately 4.88 acres and is located in the OB-1 Zone. The property currently occupied by a 3-story office building with a penthouse level having a total floor area of 67,803 sf. Access is provided to the site via a one-way entrance drive on the easterly side of the site and a one-way exit driveway on the westerly side of the site. Parking for 12 vehicles exists in front of the building, 24 parallel parking spaces exist along the entrance/exit drives and parking for an additional 190 vehicles exists in the rear of the building.

The Applicant proposes to construct various improvements at the site. The improvements are to be constructed in two (2) phases. The Phase I improvements include:

- Upgrade the existing building facade.
- Add a new drop-off area at the rear of the building with a second lane providing access to 7 handicap accessible parking spaces.
- Install a canopy over the new drop-off area.
- Mill and overlay the existing parking lot and drive aisles.
- Construct an extension to the existing parking lot at the rear of the building to replace the parking spaces that will be lost due to construction of the proposed drop-off and handicap parking area.
- Install additional drainage pipes and a subsurface stormwater management basin to mitigate the increase in runoff from the proposed parking lot extension



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- Construct islands in the rear parking lot to better define the circulation patterns.
- Install new LED site lighting along the access drives and throughout the parking lots.
- Install a new 10' x 20' fenced trash enclosure.

In addition, the Phase II improvements include:

- Construct an expansion to the rear parking lot which will increase the parking from 226 spaces to 282 spaces.
- Construct a bioretention basin which will address the water quality requirements for the Phase II improvements.

On April 6, 2022, the Planning Board memorialized a resolution which granted the Applicant Preliminary and Final Site Plan approval for Phase 1 of the project and Preliminary Site Plan approval for Phase II of the project. The Applicant is now seeking Final Site Plan approval for Phase II of the project. We note that the plans for Phase I of the project were approved by our office on August 25, 2022.

B. DESIGN COMMENTS

1. Our office has reviewed the site plan drawings and find that all of our prior engineering comments have been addressed.
2. Our office has reviewed the Stormwater Management Report and find that all of our prior engineering comments have been addressed.
3. Our office has reviewed the Stormwater Management Facilities Operation and Maintenance Manual and find that all of our prior engineering comments have been addressed.
4. The Stormwater Management Facilities Operation and Maintenance Manual and any future revisions shall be recorded upon the deed of record for each property on which the maintenance described in the maintenance plan must be undertaken. Prior to recording, the form of the deed must be approved by the Planning Board Attorney and our office.
5. The Applicant should address the Board regarding the status of the required outside agency approvals for Phase II of the project.

The Applicant is hereby advised that any revised plans or other documents submitted to the Board should be accompanied by a cover letter which addresses each of the comments in this review letter and also details any other changes that have been made to the plans as these may not be readily apparent.