



MEMORANDUM

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

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

Date: *February 27, 2024*

Re: *Application No. ZB-23-09
Seton Hall Preparatory School
Preliminary & Final Site Plan with 'C'
and 'D' Variances - Review #1
120 Northfield Avenue
Block 59.04, Lot 1.01
Our File: VWRZ0059.01*

CC: *Paul Grygiel, AICP, PP - Township Planning Director
Zayibeth Carballo, PE, PLS, PP, CME, CFM, CFS – Ass't Municipal Engineer
Steven K. Warner, Esq. – Zoning Board Attorney
Seton Hall Preparatory School – Applicant
John K. Wyciskala, Esq. – Applicant's Attorney
Charles J. Stewart, PE, PLS – Applicant's Engineer
Donald R. Fiore, RA – Applicant's Architect
John McDonough, PP – Applicant's Planner*

Our office has received for review the following documents which were submitted in support of the above referenced application for Preliminary and Final Major Site Plan approval with 'C' and 'D' Variances:

- A set of Preliminary and Final Site Plan drawings (9 sheets) prepared by Charles J. Stewart, PE, PLS with E2 Project Management LLC of Rockaway, New Jersey and bearing a latest revision date of January 3, 2024.
- A set of Boundary and Partial Topographic Survey plans (2 sheets) prepared by Charles J. Stewart, PE, PLS with E2 Project Management LLC of Rockaway, New Jersey dated July 25, 2022..
- A set of architectural plans (2 sheets) prepared by Donald R. Fiore, RA with Heintz & Fiore AIA, LLC of Short Hills, New Jersey dated November 23, 2022.
- A Planning Report prepared by John McDonough, PP with John McDonough Associates, LLC of Morris Plains, New Jersey dated September 3, 2023.
- A completed Application Form.
- A completed Site Plan/Subdivision Checklist.



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- A Sustainability Checklist Form.
- A Buffer Report which lists the owners of property within 200 feet of Block 59.04, Lot 1.01 from the Office of the West Orange Assessor dated September 14, 2023.
- A Verification of Taxes & Sewer Charges Paid from the Office of the Tax Collector dated September 15, 2023 which states that Block 59.01, Lot 1.01 is tax exempt. In addition, it states that the 2023 sewer charges are paid in full.
- A copy of Zoning Board of Adjustment Resolution ZB-12-05 which granted the Applicant amended preliminary and final site plan approval with "C1", "C2" and "D" variances to add on to its existing school and to convert a house on an adjoining lot to office space.

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

A. PROJECT DESCRIPTION

The property in question is a nearly rectangular tract which is located on the southerly side of Northfield Avenue approximately 130 ft west of the intersection with Rollinson Street. The property also fronts on the northerly side of Glenn Road. It is located in the R-6 Zoning District and has an area of 444.580 sf or approximately 10.21 acres. The site is presently occupied by the Seton Hall Preparatory School which is a private high school. The school complex includes a 4-story academic building, a multi-purpose athletic field and a 124 space parking lot. The Tracy Gymnasium is located within the existing academic building.

The Applicant is seeking Preliminary & Final Site Plan approval with 'C' and 'D' Variance relief to permit the construction of 2-story addition to the academic building. The addition will include two (2) new digital classrooms and a new entrance vestibule to the Tracy Gymnasium. The Applicant also proposes a new entry stairway with planters and a new entrance plaza on the upper landing of the existing stairs.

B. DESIGN COMMENTS

1. Based on our review, we find that the following items from the Township's Site Plan/Subdivision Checklist must be addressed:
 - a) Item #35 – *Drainage Calculations.*
 - b) The Applicant must submit a completed Sustainability Checklist Form which details the sustainable design features that are proposed for this project.
2. The Applicant has requested the following waivers:
 - a) Item #13 – *Metes and bounds description showing dimensions, bearings, curve data, length of tangents, radii, arcs, chords and central angles for all centerlines and right-of-way, and centerline curves on streets.*



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- b) Item #43 – *New block and lot numbers confirmed with local assessor or municipal designee.*
 - c) Item #44 – *Lighting plan & details.*
 - d) Item # 52 – *Plans and legal documents for compliance with West Orange COAH Ordinances.*
 - e) The Applicant has requested a waiver to permit 124 parking spaces whereas 1,042 parking spaces are required.
3. It shows on sheet SP-103.00 of the Site Plan drawings that the Applicant proposes an electric vehicle stall with charging station and EV sign for future installation. The Applicant should address the Board regarding their schedule for installation of the EV equipment.
 4. It shows on sheet SP-103.10 that the addition will have a floor area of approximately 1,450 sf. The Applicant should address the Board regarding how the stormwater runoff from the proposed addition and the surrounding paver areas will be handled.
 5. It shows on sheet SP-103.10 that planter beds are proposed along each side of the proposed staircase. Therefore, details of the plantings that are proposed in the planter beds must be added to the plans.
 6. The Applicant should address the Board regarding their plans to install any site lighting in the vicinity of the proposed addition. If lighting is proposed, then it must be shown on the plans and the appropriate details provided.
 7. A detail of the proposed flagpole must be added to the plans.
 8. It states on the plan view on sheet SP-103.10 that the proposed area of disturbance is 2,750 sf. However, it states under the notes on the left side of sheet SP-103.10 that the area of disturbance is 2,994 sf. This discrepancy must be resolved.

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.