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MEMORANDUM

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

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

Date: August 15, 2024

**Re: Application No. ZB 24-07
Crestmont Country Club
Review #1
Minor Site Plan with 'D' Variance
750 Eagle Rock Avenue
Block 174, Lot 1.01
Our File: 115.WRZ0174.V01**

**CC: Geniece Gary-Adams – Zoning Official
Zayibeth Carballo, PE, PLS, PP – Municipal Engineer
Steven Warner, Esq. – Zoning Board Attorney
George Wheatle Williams, PP – Zoning Board Planner
Crestmont Country Club - Applicant
Richard Schkolnick, Esq. – Applicant's Attorney
James A. Bash, PE – Applicant's Engineer**

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

- A set of Preliminary & Final Site Plan drawings (6 sheets) prepared by James A. Bash, PE with Van Cleef Engineering Associates, LLC of Hamilton, New Jersey dated April 9, 2024.
- A completed Application Form dated July 16, 2024.
- A copy of an April 9, 2024 letter from James Bash, PE to the West Orange Township Planning Board which requests several submission waivers for this application.
- A Project Narrative and Planning Report prepared by Lisa Phillips, PP dated July 8, 2024.
- A completed Site Plan/Subdivision Checklist.
- A Verification of Taxes and Sewer Charges Paid from the Office of the Tax Collector dated July 18, 2024 which states that the taxes on block 174, lot 1.01 are paid through July 31, 2024 and the 2024 sewer charges have not been paid.



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- A Buffer Report from the Office of the West Orange Assessor dated June 27, 2024 which lists the owners of property within 200 ft of block 174, lot 1.01.
- A list of the owners of property within 200 ft of block 174, lot 1.01 from the Office of the Assessor of the Borough of Roseland dated April 5, 2024.
- A Certified List of Property Owners within 200 ft of block 174, lot 1.01 from the Township of Livingston dated June 27, 2024.
- A floor plan and photo of the exterior of the proposed residential dwelling.
- Copies of the following prior Planning Board and Zoning Board of Adjustment Resolutions of Approval for the property in question:
 - Planning Board Case No. PB-95-17 dated October 25, 1995.
 - Planning Board Case No. PB-02-08 dated May 13, 2003.
 - Planning Board Case No. PB-03-20/PB-03-20a (SRP) dated January 7, 2004.
 - Zoning Board Case No. ZB-05-33 dated May 25, 2006.
 - Planning Board Case No. PB-06-08 dated February 7, 2007.
 - Planning Board Case No. PB-06-08 dated July 11, 2007.
 - Planning Board Case No. PB-13-13-03T dated March 20, 2013.
 - Planning Board Case No. PB-14-14T dated September 3, 2014.
 - Planning Board Case No. PB-17-08 dated November 1, 2017.
 - Planning Board Case No. PB-23-06 dated July 19, 2023.

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 Eagle Rock Avenue to the north, Laurel Avenue to the west and block 174, lot 1 which is owned by the Township of West Orange to the south and east. The property is occupied by the Crestmont Country Club which also extends into the Borough of Livingston and the Borough of Roseland. Within the Township of West Orange, it is located in the R-2 Zoning District and has an area of 146.75 acres. The existing clubhouse, pool, tennis courts, pickleball courts and most of the golf course are located within the Township of West Orange. The area that is proposed for development is located entirely within the Township of West Orange.



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The Applicant is seeking Minor Site Plan with 'D' Variance approval to install a 1,248 sf modular home for use by seasonal workers. The modular home will be located in the northeast corner of the property adjacent to the existing parking lot and the entry driveway from Eagle Rock Avenue. Installation of the modular home will result in the loss of approximately 6 existing parking spaces. The modular home will be serviced by connections to the existing sanitary sewer and water systems at the site.

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 #51 – *Preliminary architectural plan and elevation.*
 - b) As required by NJAC 13:40-7.2, a signed and sealed copy of a survey of the property must be submitted to the Board with the site plan submission.
2. The Applicant has requested the following waivers:
 - a) Item #28 – *Existing streets, water courses, flood plains, or other environmentally sensitive areas on and within 200' of site.*
 - b) Item #39 – *Spot and finished elevations at all property corners, corners of all structures or dwellings, existing or proposed first floor elevations.*
3. The Applicant has applied for Minor Site Plan and D-1 Variance Approval. We note that a Minor Site Plan is defined in Section 25-4 of the Ordinance as one that proposes the development of not more than 1,000 sf of new building floor area. Since the new modular home will have a floor area of 1,248 sf, this application does not meet the definition of a Minor Site Plan. Therefore, the Board must decide if the Applicant will be allowed to proceed as a Minor Site Plan or if Major Site Plan approval is required. .
4. Sheet 4 must be revised to indicate the number of parking spaces in each row of parking.
5. Sheet 5 must be revised to indicate the number of parking spaces in each row of parking. Additionally, the plan should be revised to address compliance with the minimum required number of parking spaces as stipulated in Section 25-12.2 of the Ordinance.
6. Sheet 5 must be revised to show the proposed parking space dimensions.
7. Sheet 5 must be revised to include dimensions from the proposed bollards to the restriped parking spaces. As stipulated in Section 25-12.1 of the Ordinance, the minimum width of drive aisles is 24 feet for two-way traffic.
8. The Applicant shall clarify if a roof leader system is proposed for the roof runoff generated by the modular home. If roof leaders are proposed, they must be depicted on sheet 5.



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9. The Applicant should address the Board regarding their plans to provide make-ready electric vehicle parking spaces at the site as required by Section 25-12.6 of the Ordinance.

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.