
MEMORANDUM

To: Chairman and Members of the
West Orange Zoning Board

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

Date: May 19, 2026

Re: Application No. ZB-25-10
Seton Hall Preparatory School
Application to Amend Certain Conditions in Resolution ZB-08-37
and Preliminary & Final Site Plan with 'C' and 'D' Variances - Review #2
Health and Fitness Center
Kelly Athletic Center
700 Prospect Avenue
Block 82.01, Lot 1
Our File: 115.WRZ0082.V03

CC: Geniece Gary-Adams – Zoning Official
Zayibeth Carballo, PE, PLS, PP – Municipal Engineer
Steven Warner, Esq. – Zoning Board Attorney
Christopher N. Dochney, PP – Zoning Board Planner
Seton Hall Preparatory School – Applicant
Marc E. Leibman, Esq. – Applicant's Attorney
Charles J. Stewart, PE, PLS – Applicant's Surveyor
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 to amend certain conditions in Resolution ZB-2008-37 and for Preliminary and Final Site Plan approval with 'C' and 'D' Variances:

- A set of Conditions Relief drawings (11 sheets) prepared by Donald R. Fiore, RA with Heintz & Fiore Architects, LLC of Short Hills, New Jersey and bearing a latest revision date of February 18, 2026.
- A print of a Boundary Survey (1 sheet) prepared by Charles J. Stewart, PE, PLS with E2 Project Management LLC of Rockaway, New Jersey dated October 13, 2022.
- A completed Site Plan/Subdivision Checklist.
- A copy of a February 18, 2026 letter from Donald R. Fiore, AIA to the West Orange Zoning Board which addresses the comments in our February 12, 2026 review memorandum.

In addition to the above, our office previously received the following information as part of the original submission for this application:

- A Planning Report prepared by John McDonough, PP with John McDonough Associates, LLC of Morris Plains, New Jersey dated January 9, 2026.
- A completed Application Form.
- An Attachment to the application which details the work that is proposed by the Applicant, sets forth the relief that is requested by the Applicant and sets forth the reasons why the requested relief should be granted.
- A completed Sustainability Checklist Form.
- A Verification of Taxes & Sewer Charges Paid from the Office of the Tax Collector dated July 10, 2025 which states that Block 82,01, Lot 1 is tax exempt.
- A Buffer Report which lists the owners of property within 200 feet of Block 82.01, Lot 1 from the Office of the West Orange Assessor dated July 10, 2025.
- Copies of the following Zoning Board of Adjustment approval resolutions for the property in question:
 - Resolution No. ZB-08-37 which was memorialized on December 16, 2010.
 - Resolution No. ZB-08-37 Amendment which was memorialized on January 17, 2013.
 - Resolution No. ZB-15-03 which was memorialized on April 16, 2015.
 - Resolution No. ZB-16-05 which was memorialized on August 18, 2016.
 - Resolution No. ZB-22-12 which was memorialized on October 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 is located to the north of Crestview Drive and is bounded by Prospect Avenue to the west and Northfield Avenue and Mountain Drive to the east. It is located in the R-1 Zoning District and has an area of 44.501 acres. The site is presently occupied by the Kelly Athletic Complex which serves the Seton Hall Preparatory School. The Kelly Athletic Complex is home to the school's baseball, soccer, tennis, track and field, lacrosse and football programs.

The Applicant is seeking approval to amend certain conditions in Resolution ZB-08-37 as well as Preliminary & Final Site Plan approval with 'C' and 'D' Variance relief to allow the addition of 4 sports light poles, 90 ft tall, to illuminate the existing football field. The Applicant also proposes to install 18 pathway lights, 12 ft high, to illuminate the existing walkway which encircles the football field and connects to the two nearby parking lots.

B. DESIGN COMMENTS

1. Based on our review, we find that the Applicant has addressed the items on the Township's Site Plan/Subdivision Checklist.
2. The Applicant has requested the following submission waivers:
 - a) Item #35 – *Drainage Calculations.*
 - b) Item #38 – *Soil Erosion and Sediment Control Plan.*
 - c) Item #45 – *Landscape Plan and details prepared by a professional landscape architect.*
 - d) Item #46 – *Solid waste management plan.*

- e) Item #47 – *Site identification signs, traffic control signs and directional signs.*
- f) Item #48 – *Sight triangles.*
- g) Item #50 – *Parking plan spaces, size and type, aisle width, curb cuts, drives, driveways, and all ingress and egress areas and dimensions.*
3. The Applicant has requested the following relief from the conditions of approval that were set forth in Zoning Board Resolution ZB-08-37:

Existing Condition	Proposed Condition
36. During the months of June, July and August, the athletic fields can only be used directly by Seton Hall Prep and its own students or athletes and not by Seton Hall coaches or third parties to conduct other athletic or sports sessions or training camps (whether for pay or not).	The fields may also be used by the West Orange Recreation Department throughout the year to conduct regularly offered programs and activities.
37. There shall be no installation of any field lights on any of the fields, whether on a permanent or temporary basis.	Install Sports Lighting on Tevlin Field and Pathway lighting extending from the Home Grandstands and Visitors Bleachers to both parking lots.
40. Seton Hall Prep can have no more than eight home football games per school year at the Subject Property, excluding games played by another school using the Subject Property in the event of a necessity.	Seton Hall Prep can have no more than eight regular season home football games per level per school year at the Subject Property, excluding varsity postseason playoff games and games played by another school using the Subject Property in the event of a necessity.
41. At the Subject Property, Seton Hall Prep can conduct no more than one athletic event at the same time (with the exception of tennis and baseball), and to the extent that two or more events are scheduled at the Subject Property on the same date, there must be at least a 1.5 hour time period between the conclusion of one game of any sport and the commencement of the next game of any sport.	The scheduling of activities shall be at the discretion of the Applicant for reasonable and efficient use of the facilities, including parking and access.

46. The Essex County Baseball Tournament shall not be played at any field located on the Subject Property. No countywide football tournaments shall be played at the Subject Property. No county or state cross-country or outdoor track tournament or championship will be conducted at the Subject Property. No County or state soccer, lacrosse or tennis tournament or championship, which does not directly involve Seton Hall, will be conducted at the Subject Property.	No county or state tournament shall be held on the Subject Property which does not include Seton Hall Prep as a participant.
53. The Applicant agrees to offer the use of the baseball and football fields located at the Subject Property for use by the townships of West Orange, Livingston and South Orange for their high school varsity teams in the case of an emergency.	The Applicant agrees in addition to make the fields available to the West Orange Recreation Department and other local area community programs for use in conducting regularly offered programs and activities.
61. The use of a public address system at the Subject Property shall be limited to (i) during football games and/or (ii) isolated individual events held at the Subject Property, and only at normal and customary decibel levels.	A public address system may be used for activities at the Subject Property as usual and customary for each activity. Use of a public address system shall be at normal and customary decibel levels.

The Applicant should provide testimony to the Board setting forth the reasons why the requested relief from the prior conditions of approval should be granted.

4. The proposed sports light poles will be 90 ft high. The Applicant should address the Board regarding the impacts that the proposed lights will have on the residents of the existing homes and the apartment building on the easterly side of Ridge Road.
5. The Applicant should address the Board regarding the proposed hours of operation for the sports lights. We note that it states on sheet ST-3.2 that all pathway lights are to be turned off 30 minutes after conclusion of field use. When will the sports lights be turned off after the conclusion of field use? Also, what will be the latest time that the sports lights and the pathway lights may be on?
6. It shows on the list of Permits and Approvals Required for this Project on sheet TS-0.1 that soil conservation district approval is required. In his February 18, 2026 letter, Mr. Fiore states that *"the proposed project does not exceed the permitted maximum requirements requiring SESC permitting, However, we are making application to HEPSCD to amend the previously certified SESC plans"*. Therefore, a copy of the amended SESC plans must be submitted to the Board as a condition of any approval granted by the Board.

7. Sheet ST-3.1 includes an Isolux Diagram – Typical Sports Lighting Array. We note that the lighting levels shown on this diagram do not agree with the lighting levels that are proposed. In his February 18, 2026 letter, Mr. Fiore states that this diagram was included to illustrate the general throw and distribution from a single Sports Light pole.
8. In our February 12, 2026 review memorandum, we requested that sheet ST-3.2 be revised to provide details of the light bases that are proposed for the sports lights including the dimensions of the footing, the proposed reinforcing and the concrete strength. In his February 18, 2026 letter, Mr. Fiore states that *“these foundations are part of the purchase of the Sports Lighting package which is subject to required municipal approvals. Signed and Sealed engineered Shop Drawings would be provided with the Building Permit Application”*.
9. Note #2 on the Sports Lighting – Pole Selection detail on sheet ST-3.3 states that signed & sealed engineered Shop Drawings will be provided for submission to the AHJ. Our office does not know who AHJ is. The note should be revised to indicate that the shop drawing will be submitted to the West Orange Building Department.
10. The Zoning Board approval block on sheet TS-0.1 must be revised to correct the reference to subdivision approval.

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.

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