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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 22, 2021*

Re: *Application No. PB-21-10
Altera 769, LLC
Preliminary & Final Minor 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
Kenneth D. McPherson III, Esq. - Planning Board Attorney
Altera 769, LLC - Applicant
Lauren R. Tardanico, Esq. - Applicant's Attorney
Robert J. Colucco III, PE - Applicant's Engineer
Craig W. Peregoy, PE, Applicant's Traffic Engineer
Lance Blake, RA, LEED AP - Applicant's Architect
Marla J. Roller, LLA, PP - Applicant's Landscape Architect
Craig Black, PE, PLS - Applicant's Surveyor*

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

- A set of Preliminary & Final Minor Site Plan drawings (13 sheets) prepared by Robert J. Colucco III, PE with Dynamic Engineering of Chester, New Jersey dated August 6, 2021.
- A set of Steep Slope Calculations drawings (2 sheets) prepared by Robert J. Colucco III, PE dated August 6, 2021.
- A set of architectural plans (4 sheets) prepared by Lance Blake, RA, LEED AP with Rotwein + Blake of Livingston, New Jersey dated August 5, 2021.
- A print of a Boundary Location & Topographic Survey (1 sheet) prepared by Craig Black, PE, PLS with Dynamic Survey, LLC of Lake Como, New Jersey dated June 25, 2020.
- A Stormwater Management Summary Report prepared by Robert J. Colucco, PE dated August 2021.



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- A Traffic Impact and Parking Assessment prepared by Craig W. Peregoy, PE with Dynamic Traffic, LLC of Chester, New Jersey dated July 19, 2021.
- A completed Application Form dated August 5, 2021 including an attachment which lists the variances that are requested and a Proposal and Reasons for Relief which describes the proposed development and sets forth the reasons why the requested relief should be granted.
- An Applicant 10% Disclosure Statement.
- A completed Application for Tree Removal and Replacement Permit dated August 5, 2021.
- A Tree Removal Report prepared by Marla L. Roller, LLA, PP with Dynamic Engineering of Chester, New Jersey dated August 2021.
- A completed Site Plan/Subdivision Checklist.
- A completed Sustainability Checklist Form.
- A copy of a June 16, 2021 letter from the Office of the Tax Collector which states that the taxes on Block 166.15, Lot 9 are paid through July 31, 2021 and the 2021 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 June 23, 2021.

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 is seeking Preliminary & Final Minor Site Plan approval to construct the following improvements at the site:

- 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.



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- 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
- 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.

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 #46 – Solid waste management plan.
2. The Applicant has requested the following waivers:
 - a) Item #23 – List of required regulatory approvals or permits.
 - b) Item #29 – Existing right-of-way and/or easements on and within 200 ft of tract.
 - c) Item #48 – Sight triangles.
 - d) Item #52 – Plans and legal documents for compliance with West Orange COAH Ordinances. The Applicant states that this information will be provided as a condition of approval.
3. It states in Section I of the Stormwater Management Summary Report that the project does not meet the definition of a "major development" since there will be less than an acre of disturbance and less than a quarter acre of additional impervious coverage proposed. The NJDEP Stormwater Management Regulations (N.J.A.C. 7.8) stipulate that a major development also involves the creation of one-quarter acre or more of "regulated impervious surface" since February 2, 2004. In addition, "regulated impervious surface" is defined in part as *"The total area of impervious surface proposed to be newly collected by an existing stormwater conveyance system"*. It shows on Hydrograph No. 5 in the Stormwater Management Summary Report that the runoff from an area of 0.28 acres will be directed to the proposed underground stormwater management basin. Therefore, in our opinion, this project meets the definition of a "major development". As a result, the



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Applicant must address the Board regarding their plans to comply with the new regulations which require the incorporation of green infrastructure BMPs into the design of the project.

4. As stipulated in Section 25-29.10(b)(1) of the Ordinance, the design engineer shall prepare a maintenance plan for the stormwater management measures incorporated into the design of a major development. It further stipulates in Section 25-29.10(b)(4) of the Ordinance that the maintenance plan 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 Inlet Area Map in the Stormwater Management Summary Report must be revised to show the areas that are tributary to Inlets #102, #103 & #107. In addition, the Stormwater Collection System Calculations table must be revised to show the pipe runs from Inlet #103 to #102 and downstream from Inlet #102.
6. The Applicant should submit to the Board a vehicle turning movement plan to demonstrate that adequate circulation will be provided for trash trucks, emergency vehicles and delivery vehicles.
7. It shows on sheet A03 of the architectural plans that a signage monument is proposed in front of the site. The location of the proposed signage monument must be shown on the Overall Site Plan (sheet 4). In addition, the Signage Table on the Site Plan (sheet 5) states that the signage monument will have a front yard setback of ≥ 5 ft whereas sheet A03 shows that it will be installed within the Northfield Avenue right-of-way. This discrepancy must be resolved.
8. It shows on Google Earth that sidewalks exist along the Northfield Avenue site frontage on the adjoining properties to the east and west but not on the property in question. It is our recommendation that the Applicant be required to install sidewalk along the site frontage.
9. It shows on the Site Plan (sheet 5) that the fenced trash enclosure will be located at the rear of the extended parking lot. The Applicant should address the Board regarding the feasibility of locating the trash enclosure closer to the building to make its use more convenient for the tenants.
10. The Applicant should address the Board regarding the adequacy of the trash enclosure to accommodate the volume of trash and recyclables that will be generated at the site.
11. Sheet 5 must be revised to label the width of the proposed sidewalk along the easterly side of the building.
12. It shows on sheet 5 that a transformer pad is proposed within the island between the drop-off lanes at the rear of the building. Therefore, a transformer pad detail must be added to the plans.



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13. It shows on sheet 5 that do not enter signs are proposed. Therefore, a do not enter sign detail must be added to the plans.
14. It shows on sheet 5 that concrete steps and landings with hand rails are proposed to the north of the handicap parking spaces. A detail of the proposed concrete steps and landings with hand rails must be added to the plans.
15. The width of the sidewalks in front of the 7 handicap accessible parking spaces and in front of the 6 non-handicap accessible parking spaces must be dimensioned on sheet 5. In addition, since head-on parking is proposed in these areas, if the sidewalks are less than 6 ft wide then wheel stops must be provided to protect the safety of the pedestrians using the sidewalks.
16. It shows on sheet 7 that Inlets #103 & #105 will be constructed over the top of an existing 18" RCP. Therefore, a detail of Inlets #103 & #105 must be added to the plans.
17. Sheet 7 must be revised to show the pipe extending downstream from Inlet #102.
18. Sheet 7 shows an existing 18" RCP which ends approximately 30 ft north of Inlet #103. The rest of this upstream pipe must be shown on the plans.
19. Sheet 7 shows an existing 18" RCP which ends approximately 40 ft north of Inlet #105. The rest of this upstream pipe must be shown on the plans.
20. Sheet 7 shows two 18" pipes entering Inlet #105 at the same location and the same invert elevation. Therefore, a detail of this proposed connection must be added to the plans.
21. Sheet 7 shows proposed Inlet #107 without any inlet or outlet piping. The plan must be revised to show the piping that is proposed to this inlet.
22. It shows on sheet 7 that there are several existing Type A Inlets along the easterly side of the building which are filled with debris. The Applicant should address the Board regarding their plans to clean this existing drainage system.
23. It states on the Full Depth Pavement Detail on sheet 11 that the contractor shall refer to the Geotechnical Report for the final pavement section description. Therefore, a copy of the Geotechnical Report should be submitted to the Board.
24. Sheet 12 includes a Chain Link Fence Trash Enclosure Detail. The Applicant should consider using a solid fence instead of a chain link fence in order to screen the dumpsters from view.
25. Note #1 on the Typical Modular Block Wall Detail on sheet 12 should be revised to eliminate any reference to the retaining wall design being approved by the municipal engineer and the Township Building Department.



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C. LANDSCAPING COMMENTS

26. Provide a note on the plans for the proposed landscaping along the northerly end of the parking area to be field located, due to existing trees, to ensure new trees will properly establish. Also, it appears additional trees can be provided in the open area behind the proposed trash enclosure. Our office recommends providing both native evergreen and deciduous tree species, to close the gap in the woodline and provide additional buffering to the neighboring properties.
27. Our office recommends shifting one (1) proposed TCG (Linden) within a grouping of 2 TCG located near the handicap parking stalls to the westerly property line near the basin, in the open lawn area, to allow for both trees to properly mature.
28. Revise the plans to provide a clearance of fifteen (15) feet from all proposed trees and light fixtures to reduce future canopy/fixture conflicts.
29. The Applicant has proposed PTS (Pachysandra), a shade tolerant ground cover within parking lot islands. This species will not be able to establish and thrive in this location. The Applicant should provide a shrub ground cover that will be easier to establish as well as maintain. Our office recommends Russian Cypress or Gro Low Sumac as an alternative.
30. Revise the plans to provide an alternative for proposed TCG (Greenspire Linden) due to the species' susceptibility to insect infestation. Our office recommends Silver Linden as this species is more tolerant to Japanese beetle attack.
31. Revise the plans to indicate the proposed disposition for all open areas, such as lawn, stone, mulch, etc., to prevent confusion during construction.
32. Revise the tree planting details, sheet 8 of 13, to indicate only two (2) tree stakes are required. Currently, three (3) are indicated. Also, remove the note referencing tree wrap for deciduous trees as current industry standards do not endorse the use of such. If deer pressure is high, our office recommends rigid, plastic open mesh trunk guards to prevent the irreparable damage from buck rub.
33. Revise the 'Sequence of Construction', sheet 10 of 13, to indicate the timing of tree protection fencing installation and removal.
34. It appears 23 minor and 25 major trees are calculated to be replaced. The Applicant is currently proposing 30 minor trees and 24 major trees. It appears these will all be replanted on site if additional trees are to be added as requested above.
35. Provide a note on the plans that a tree removal permit shall be secured prior to any site disturbance in accordance with Section 25-27.4.



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D. LIGHTING COMMENTS

36. It appears light levels over 0.50 footcandles spill over onto the adjacent property to the west. The Applicant should review and revise the plans to ensure light levels do not exceed 0.50 footcandles in accordance with Section 25-14.1d.
37. Revise the plans to provide isolux pattern details to include a scale and graph. Also, provide the manufacturer's catalog cut and ordering information for the proposed light poles to prevent confusion during construction.
38. Revise the plans to indicate the proposed color and finish for all proposed fixtures and poles. Also, indicate timers and hours of operation.
39. Revise the 'Area Light Foundation Detail', sheet 12 of 15, to indicate a concrete strength of 4,500 psi. Currently, the detail indicates 4,000 psi.

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.