

**Borough of Freehold
Planning Board
Agenda No. 14-11
November 12, 2014
Page 1 of 2**

The Freehold Borough Planning Board will hold a meeting on Wednesday, November 12, 2014 at 7:00 PM in Borough Hall, second floor, Council Chambers, 51 West Main Street, Freehold, New Jersey.

1. Call to order and statement of compliance. Adequate notice of this meeting has been provided by posting a copy of public meeting dates on the municipal bulletin board and by sending a copy to the Asbury Park Press and the News Transcript and filing a copy with the Municipal Clerk.

2. Roll call of members and consultants.

**Mr. Nolan Higgins, Mayor
Mr. Garry Jackson, Class II Member
Mr. George Schnurr, Class III Member
Ms. Danielle Sims, Class IV Member
Mr. Adam Reich, Class IV Member
Ms. Marjorie Goetz, Class IV Member
Mr. Robert Oakes, Class IV Member
Mr. William Barricelli, Class IV Member
Mr. Kevin Lewis, Class IV Member
Ms. Annette Jordan, Alternate No. 1**

**Mr. Frank Accisano, Esq., Board Attorney
Mr. William Wentzien, PE, Board Engineer**

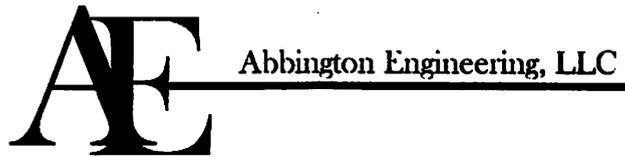
3. Approval of Minutes from the meeting of September 10, 2014.
(See Attachment I).

Borough of Freehold
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4. Application Number PB-SW-14-006.
Applicant - Mily en Vios, LLC.
Owners - Joaquin Lopez, Javier Jimenez, Emilia Blanco Jimenez.
Location - 20-22 Throckmorton Street, Block 72, Lots 9A and 10.
Request - Site Plan Waiver and Parking Variance to change the use on the second floor to provide for restaurant use. (See Attachment II).
5. Application Number PB-SW-14-007.
Applicant - 31 West Main LLC.
Owner - Michael L. Gutman.
Location - 31 West Min Street, Block 36, Lot 28.01.
Request - Waiver of Site Plan and Sign Waivers to provide an Awning Sign and a Wall Mounted Directory Sign. (See Attachment III).
6. Application Number PB-SP-14-008.
Applicant - MGN Properties, LLC.
Owner - Phillip and Kristin Natilli.
Location 28 Court Street, Block 36, Lot 8.
Request - Preliminary and Final Site Plan Approval with Variances to provide additional pavement area to extend the existing driveway and provide parking for 3 vehicles. (See Attachment IV).
7. Review of Freehold Borough Ordinance 2014/14 Amending and Supplementing Title 16, (Land Use Procedures), Section 16.24 (Site Plan Review and Approval) of the Revised General Ordinances of the Borough of Freehold, County of Monmouth, State of New Jersey. (See Attachment V).
8. Adjournment.



Joseph B. Bellina
Business Administrator
November 12, 2014



1315.002.014
November 4, 2014

Mr. Joseph Bellina, Borough Administrator
Freehold Borough Planning Board
Borough of Freehold
51 West Main Street
Freehold, NJ 07728

**RE: MILY EN VIOS
ENGINEERING REVIEW
SITE PLAN WAIVER AND VARIANCE
BLOCK 72, LOT 10
BOROUGH OF FREEHOLD, MONMOUTH COUNTY, NEW JERSEY**

Dear Mr. Bellina:

Please be advised that I have reviewed the referenced application consisting of the following:

1. Planning Board Application Form dated September 26, 2014.
2. Architectural Plan entitled 'Mily Café, Second Floor Layout, 22 Throckmorton Street', prepared by Brenden T. McHugh, consisting of one sheet, dated October 3, 2014.
3. Prior Architectural Plan entitled 'Alteration to 20-22 Throckmorton St., Lot 9A and 10, Block 72', prepared by Bromat Design Group, P.C., consisting of one sheet dated January 3, 2006
4. Reduced copy of prior Site Plan entitled 'Site Plan for Tax Lot 10, Block 72', prepared by Geller Sive & Company, consisting of one sheet dated November 7, 2005, revised to July 19, 2007.
5. Compilation of data regarding Walk-Ins and Drive-Ins, as taken from July 17 to August 9. The year is not indicated.
6. Memorandum from applicant entitled 'Mily En Vios Café, 20-22 Throckmorton Street, Block 10, Application for Site Plan Waiver and Variance', no date.
7. Copy of prior resolution of approval for Joaquin Lopez, granting site plan approval with waivers, dated February 22, 2006.
8. Zoning Approval, dated May 5, 2014.

The subject of this application is certain lands known as Block 72, Lot 10, also known as 20-22 Throckmorton Street. The site is located in the **B-2 General Commercial Zone**, and the **Freehold Center Historic District Area** of the Borough. The total area of the subject property is 10,510 square feet.

The site presently contains an existing building, part of which is one story and part of which is two story. The documents indicate the existing, and prior approved uses are a liquor store, retail and deli/bakery on the first floor and offices on the second floor.

The applicant has requested **Site Plan Waiver and Parking Variance**. The documents indicate a request to change the use on the second floor to provide for restaurant use. This will entail 8 proposed tables at 4 seats per table.

The application materials have been reviewed for compliance with relevant ordinances and design standards found in *The Borough of Freehold Code*. Based upon my review, the following information is furnished to assist board members in their deliberation of this matter.

ZONING

1. Retail and service establishments such as restaurant use, are permitted uses in the B-2 General Commercial Zone.
2. The applicant should provide a review of what is proposed on the overall site. This should include a review of all uses, existing and propose and their hours of operation.
3. The following is a summary of the Zoning Requirements of the B-2 General Commercial Zone.

Item	Required	Existing	Proposed
Lot Area (interior)	5,000 S.F.	10,510 S.F.	10,510 S.F.
Lot Width (Interior)	50 FT	120.05 FT	120.05 FT
Building Setback (Principal)			
Front	0 FT	0.1 FT	0.1 FT
Side	0 FT	0 FT	0 FT
Rear	0 FT	4.3 FT	4.3 FT
Side-Accessory	3.5 FT	N/A	N/A
Rear-Accessory	10 FT	N/A	N/A
Lot Coverage (Impervious)	100%	97.4%	97.4%
Max Building Height	35 FT	Less than 35 FT	Less than 35 FT
	3 Story	2 Story	2 Story

4. Per §18.73.010.A.9, parking is to be provided at the rate of 1 parking space for every 4 seats for customers, plus 1 space for every 2 employees, for Restaurant use. The proposed restaurant use on the second floor will entail 8 tables of 4 seats each, which totals 32 seats. The documents further indicate that the proposed change of use on the second floor will not entail any additional employees.
 - a. The referenced prior resolution of approval and documents would indicate required parking as follows: Liquor Store-7 spaces, Second Floor Offices-4 spaces, Retail-3.3 spaces and Deli/Bakery-6.5 spaces; for a total of 21 spaces.
 - b. The site provided 12 parking spaces, and a waiver was granted for 9 parking spaces.
 - c. The second floor architectural plans indicate, that along with the proposed restaurant use, 2 office areas will be maintained. By scale, the remaining office areas encompass 440 square feet. At 1 space per 400 square feet, this requires 2 parking spaces.
 - d. The proposed second floor Restaurant use, of this application, will require 8 parking spaces.
 - e. As such, the change of use on the second floor to restaurant, will result in an overall second floor demand of 10 spaces. Given the prior approval, this will result in an additional 6 parking spaces being required for the site. No additional parking spaces are proposed. **A parking variance is necessary for the additional 6 parking spaces required.**
 - f. The applicant has provided tabulated data indicating a daily tally of patrons as to whether they were walking, or came by car. This covered a period from July 17 – August 9. The applicant should confirm the year, for the record.
 - g. The results of the tally for the period studied would indicate 86.8% by walking, and 13.2% by car. The applicant will need to provide sufficient testimony regarding the information supplied.
 - h. The applicant will need to provide sufficient testimony in support of the parking as proposed, and the associated parking variance.
5. The applicant should indicate the loading and delivery needs for the proposed restaurant use. As a minimum this should include the types of delivery vehicles, frequency and times of day. The applicant should also review how delivery vehicles will be accommodated.
6. The applicant should indicate if any new or amended fencing is proposed as part of this application.
7. The documents do not indicate any proposed signage. This should be confirmed by the applicant.

VARIANCES

The following determination of required variances is not deemed to be exhaustive and that additional variances and/or waiver relief may be required. Based upon my review of this matter, the following **Variances** from the Code of the Borough of Freehold appear to exist and should be considered as part of this matter:

- a. **§18.73.010.A.9 Parking:** The change of use, and retained office areas, on the second floor, will result in an increased demand of 6 parking spaces, and a resulting parking variance.
- b. **§18.73.020 Parking Deficiency:** For each parking space variance, a contribution shall be made to the municipal parking capital improvement fund in the amount of \$100.00 per each parking space variance, to a maximum of \$5,000.00. For a parking variance of an additional 6 spaces, the contribution is \$600.00.

SITE

1. The application form indicates the site as Lots 9A & 10. The referenced prior site plan and the Borough Tax Maps indicate the site as Block 72, Lot 10 only. The lot number should be clarified for the record.
2. The application indicates no site or building exterior changes. This should be confirmed by the applicant.
3. The applicant should indicate if handicapped accessibility will be accommodated at the building entrance associated with access to the proposed restaurant.

UTILITIES

1. The applicant should indicate if any changes are required to the existing sanitary or water services for the proposed use.

APPROVALS

It is the applicant's responsibility to obtain all required approvals/permits from outside agencies, as may be required.

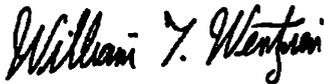
RECOMMENDATIONS

1. As outlined above, all variances must be successfully petitioned for by the applicant.
2. Upon adequately addressing the items noted within this report, our office would have no objection to the granting a site plan waiver.
3. If the discussions before the board result in the need for additional site improvements, it is recommended that a site plan indicating those improvements be submitted for review and approval.

Should you have any questions or require additional information, please do not hesitate to contact me.

Very truly yours,

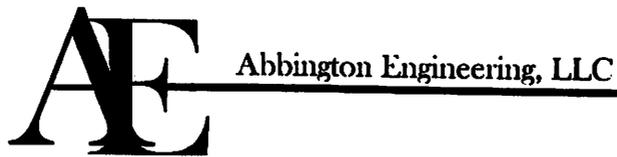
ABBINGTON ENGINEERING, LLC



William T. Wentzien, P.E., P.P., C.M.E.
Freehold Borough Planning Board Engineer

WTW/wtw

cc: Frank Accisano, Esq.
Joseph B. Bellina, Freehold Borough Administrator
Patrick Accisano, Esq.



Abbington Engineering, LLC

1315.002.015
November 4, 2014

Joseph B. Bellina, Business Administrator
Borough of Freehold Planning Board
51 West Main Street
Freehold, NJ 07728

**RE: ENGINEERING REVIEW
31 WEST MAIN, LLC
WAIVER OF SITE PLAN & SIGN WAIVER
BLOCK 36, LOT 28.01
BOROUGH OF FREEHOLD, MONMOUTH COUNTY, NEW JERSEY**

Dear Mr. Bellina:

Please be advised that I am in receipt of an application and supporting materials for the above referenced matter, including the following:

1. Planning Board Application Form, dated October 9, 2014.
2. Site Plan Application Form, dated October 9, 2014.
3. Awning and Directory details, labeled 'Exhibit No. A-1 and A-2' consisting of 2 sheets (8 1/2 "x11"), prepared by Compass Signs, LLC, dated September 4, 2014.
4. Photographs of building front, consisting of 1 sheet (8 1/2 "x11"), labeled Michael L. Gutman Real Estate Attorney, no date.

The subject of this application is certain lands known as Block 36, Lot 28.01, known as 31 West Main Street, located in the **B-2 General Commercial Zone, the Freehold Center Core Redevelopment Plan Area and the Freehold Center Historic District Area** of the Borough.

The site presently contains an existing 2 story structure containing professional offices.

The applicant has requested **Waiver of Site Plan and Sign Waiver** to provide an Awning Sign and a Wall Mounted Directory Sign.

The documents submitted have been reviewed for compliance with relevant ordinances and design standards found in the *Borough of Freehold Municipal Code*. Based upon my review, the following information is furnished to assist the board members in their deliberations of this matter.

ZONING

Based upon a review with the Freehold Center Core Redevelopment Plan Area (FCCRP) the following is noted:

1. FCCRP Section 1.02

A. Block 36, Lot 28.01, 31 West Main Street, is listed as a property in the Center Core Redevelopment Plan Area.

2. FCCRP Section 3.03.03 Use Requirements

A. Section 3.03.03.b Permitted Principal Uses.

1. **Professional Office Use is a permitted principal use within the FCCRP.**

3. FCCRP Section 3.03.02 Waivers

This section of the FCCRP acknowledges that the Planning Board may grant design exceptions or design waivers from the Bulk Requirements (Section 3.03.04) and Design Standards (Section 3.03.05) as set forth in the FCCRP. The applicant would need to seek all necessary design exceptions and or design waivers from the Bulk Requirements and the Design Standards of the FCCRP as part of the Land Use Application before the Planning Board.

4. FCCRP Section 3.03.05 Design Standards

The applicant will need to review how the application conforms to the Design Standards of the FCCRP. To aid in this discussion, the following is noted:

A. FCCRP Section 3.03.05.a Architectural

1. The application does not indicate any changes or improvements to the building or the site. This should be confirmed by the applicant.

B. FCCRP Section 3.03.05.d.4 Awning Signs.

1. Section 3.03.05.d.4.g. Maximum width of individual letters, or other characters or images on the awning shall not exceed eighteen (18) inches. **Maximum width of individual letters has not been provided. The applicant will need to present testimony and details to the Board regarding conformance.**

2. Section 3.03.05.d.4.h. The total aggregate horizontal dimension (width) of all individual letters, numbers or other characters shall not exceed twenty (20) feet, or seventy-five (75%) of the width of the awning, as viewed in front elevation, whichever is less. For point of information, with an awning width of 23 feet, 75% is 17.25 feet. **The maximum horizontal dimension of all the letters has not been provided. The applicant will need to present testimony and details to the Board regarding conformance.**

C. FCCRP Section 3.03.05.d.6 Wall Mounted Directory Sign

1. Section 3.03.05.d.6.a. The maximum size of the wall-mounted directory sign shall not exceed eight (8) square feet in sign area. **The documents submitted indicate a sign of 7 ft. x 2 ft., being 14 square feet. This will require a design waiver. The applicant will need to present testimony and details to the Board to support the design waiver.**
2. Section 3.03.05.d.6.b. The maximum height from the ground-level to uppermost portion of the sign shall not exceed nine (9) feet if situated directly above the doorway entrance, or six (6) feet if not situated directly above the doorway entrance. **The maximum height from ground to top of sign has not been provided. The applicant will need to present testimony and details to the Board regarding conformance.**
3. Section 3.03.05.d.6.c. The minimum height from ground-level to lowermost portion of the sign shall be no less than two (2) feet. **The minimum height from ground to bottom of sign has not been provided. The applicant will need to present testimony and details to the Board regarding conformance.**
4. Section 3.03.05.d.6.d. Such sign may identify all building occupant names and their addresses, however, no sign message for an individual business shall occupy greater than six (6) square feet in area of such a sign. **The area occupied for each separate business has not been provided. The applicant will need to present testimony and details to the Board regarding conformance.**
5. Section 3.03.05.d.6.e. A wall-mounted directory sign may only be externally illuminated with a shielded fixture. The documents reviewed do not indicate any proposed lighting. This should be confirmed by the applicant. **If lighting is proposed, the applicant will need to present testimony and details to the Board regarding conformance.**

D. FCCRP Section 3.03.05.e Awnings and Canopies

1. Section 3.03.05.e.1. The highest point of a street-level awning or canopy shall not extend above the top of the first-story windows by more than four (4) feet or fourteen (14) feet above the sidewalk grade elevation, whichever is less. **The heights for the top of the awning have not been provided. The applicant will need to present testimony and details to the Board regarding conformance.**
2. Section 3.03.05.e.2. The minimum height clearance between the sidewalk and the lowest point of an awning or canopy shall be no less than seven feet six inches (7'-6"). **The height clearance has not been provided. The applicant will need to present testimony and details to the Board regarding conformance.**
3. Section 3.03.05.e.4. No permanent canopy structure with a projection greater than eight (8) inches from the building wall face shall project over a public right-of-way (including a public sidewalk), unless approved by the governing body of the Borough. The existing sidewalk extends up to the face of the building. A site visit revealed that there is an existing flat metal overhang projection from the front face of the building. The proposed awning is indicated to project from the building face 2 feet. **The applicant should indicate how far the existing projection extends out from the building, for comparison to the proposed 2 foot projection. The applicant will need to present testimony to the Board in this regard.**
4. Section 3.03.05.e.5. When fully extended and viewed in side elevation, the height dimension of an awning shall not exceed the projection from the wall face. **The documents indicate a proposed vertical awning height of 4 feet, and a horizontal projection of 2 feet, resulting in the need for a design waiver. The applicant will need to present testimony and details to the Board to support a design waiver.**
5. Section 3.03.05.3.11. Internally illuminated or backlit awnings and canopies are not appropriate and are therefore strictly prohibited. **The documents reviewed do not indicate any proposed awning lighting. This should be confirmed by the applicant.**

E. Section 3.03.05.h Historic Preservation.

Given the site location, an application to, and presentation before, the Borough Historic Commission is required. Results of discussions before the Historic Preservation Commission will need to be provided to the Planning Board, as part of the application presentation.

SITE PLAN WAIVER REQUEST

Regarding request for waiver of site plan the following is noted:

1. The documents do not indicate any proposed site improvements, no changes to the building exterior, no change in use of the property and no change to occupancy. This should be confirmed by the applicant.
2. If there are no changes as outlined above, our office would have no objection to the granting of a waiver of site plan.

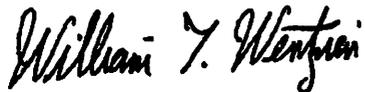
RECOMMENDATION

1. The applicant should review with the Board all discussions, input and recommendations as received from the Freehold Borough Historic Preservation Advisory Committee.
2. The applicant should provide information regarding the signage and canopy items noted above. Any deviations will require design waivers. The applicant will need to provide adequate testimony in support of the any waivers.
3. Should the testimony before the board result in the need for exterior or site improvements the applicant should provide plans to the board as may be deemed necessary.

Should you have any questions or require additional information, please do not hesitate to contact me.

Very truly yours,

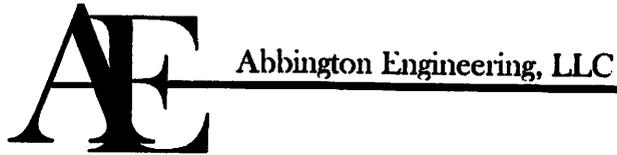
ABBINGTON ENGINEERING, LLC



William T. Wentzien, P.E., P.P., C.M.E.
Freehold Borough Planning Board Engineer

WTW/wtw

c. Frank Accisano, Esq
Michael L. Gutman, Esq.



Abbingdon Engineering, LLC

1315.002.016
November 5, 2014

Joseph B. Bellina, Business Administrator
Borough of Freehold Planning Board
51 West Main Street
Freehold, NJ 07728

**RE: ENGINEERING REVIEW
MGN PROPERTIES, LLC
PRELIMINARY AND FINAL SITE PLAN WITH VARIANCES
BLOCK 36, LOT 8
BOROUGH OF FREEHOLD, MONMOUTH COUNTY, NEW JERSEY**

Dear Mr. Bellina:

Please be advised that I am in receipt of an application and supporting materials information for the above entitled matter, including the following:

1. Planning Board Application Form, dated October 7, 2014.
2. Site Plan Application, dated October 7, 2014.
3. Site Plan Checklist, dated October 7, 2014.
4. Plan entitled "28 Court Street, Variance/Driveway Plot Plan, Block 36, Lot 8", as prepared by East Point Engineering, LLC, consisting of one sheet dated August 22, 2014.
5. Plan entitled "28 Court Street, Parking Plan Exhibit, Block 36, Lot 8", as prepared by East Point Engineering, LLC, consisting of one sheet, dated October 10, 2014.

The subject of this application is certain lands known as Block 36, Lot 8, known as 28 Court Street. The site is located in the **B-1 Office/Commercial Zone, the Freehold Center Core Redevelopment Plan Area, and the Freehold Center Historic District Area** of the Borough. The total area of the subject property is 3,191.31 square feet.

The site presently contains an existing 2 story structure containing a total floor area of approximately 1,300 square feet. The existing use is indicated as Professional Offices.

The applicant has requested **Preliminary & Final Site Plan Approval with Variances** to provide additional pavement area to extend the existing driveway and provide parking for 3 vehicles.

The documents submitted have been reviewed for the purposes of determining the Administrative Completeness of the application pursuant to N.J.S.A. 40:55-D-10.3, *The Municipal Land Use Law*, and in accordance with Title 16 of the *Code of the Borough of Freehold*.

ZONING

Based upon a review with the Freehold Center Core Redevelopment Plan Area (FCCRP) the following is noted:

1. FCCRP Section 1.02
 - A. Block 36, Lot 8, 28 Court Street, is listed as a property in the Core Redevelopment Plan Area.

2. FCCRP Section 3.03.03 Use Requirements
 - A. Section 3.03.03.b Permitted Principal Uses.
 1. **Professional Offices are a permitted principal use within the FCCRP.**

3. FCCRP Section 3.03.02 Waivers
 - A. This section of the FCCRP acknowledges that the Planning Board may grant design exceptions or design waivers from the Bulk Requirements (Section 3.03.04) and Design Standards (Section 3.03.05) as set forth in the FCCRP. As a follow up to any input as received from the Borough Council, the applicant would need to seek all necessary design exceptions and or design waivers from the Bulk Requirements and the Design Standards of the FCCRP as part of the Land Use Application before the Planning Board.

4. FCCRP Section 3.03.04 Bulk Requirements

A. Section 3.03.03.i Parking

1. Per §18.73.010.A.10, parking for Professional Office use is to be provided at the rate of 1 parking space for every 400 square feet of gross floor area. The application indicates a total floor area of 1,300 square feet. This will result in 4 parking spaces required.
2. The documents indicate 3 parking spaces being provided. This will result in a shortage of 1 parking space. **A parking variance is necessary for 1 parking space.**
3. The applicant will need to provide sufficient testimony in support of the parking variance.

5. FCCRP Section 3.03.05 Design Standards

A. Section 3.03.05.a Architectural

The application does not indicate any architectural changes. This should be confirmed by the applicant. Any deviations from the requirements of FCCRP – Section 3.03.05.a, will require a design exception or design waiver from the Planning Board.

B. Section 3.03.05.d Signage

The application does not indicate any proposed or amended signage. This should be confirmed by the applicant. Any deviations from the requirements of FCCRP – Section 3.03.05.d, will require a design exception or design waiver from the Planning Board.

C. Section 3.03.05.e Awnings and Canopies

The application does not indicate any proposed awnings or canopies. This should be confirmed by the applicant. Any deviations from the requirements of FCCRP – Section 3.03.05.e, will require a design exception or design waiver from the Planning Board.

D. Section 3.03.05.h Historic Preservation

The site is located within the Freehold Historic District Area. The applicant should indicate if any application or discussion, was held with the Historic Commission.

The following is a summary of the Zoning Requirements of the B-1 Office/Commercial Zone.

Item	Required	Existing	Proposed
Lot Area (interior)	8,000 S.F.	3,191.31 S.F.	3,191.31 S.F. *
Lot Width (Interior)	80 FT	52 FT	52 FT *
Building Setback (Principal)			
Front	20 FT	5.1 FT	5.1 FT *
Side	8 FT	7 FT	7 FT *
Rear	20 FT	13.8 FT	13.8 FT *
Side-Accessory	3 FT	N/A	N/A
Rear-Accessory	3 FT	N/A	N/A
Lot Coverage (Impervious)	40%	58.9% *	68.19% **
Max Building Height	35 FT	Less than 35 FT	Less than 35 FT
	3 Story	2 Story	2 Story

Existing Non-Conformity *

Proposed Non-Comformity **

The plans do not indicate any proposed fencing. This should be confirmed by the applicant.

Based upon my review of this matter, the following departures from the *Code of the Borough of Freehold* appear to exist and should be considered as part of this matter:

- a. **§18.36.050 Minimum Lot Area;** The minimum lot area for interior lots is 8,000 s.f.. The site contains 3,191.31 sf and is in variance. This is an existing condition.
- b. **§18.36.050 Minimum Lot Width;** The minimum lot width for interior lots is 80 ft.. The lot width is 52 ft. and is in variance. This is an existing condition.
- c. **§18.36.050 Front Yard Setback;** The minimum front yard setback is 20 ft.. The front yard setback is 5.1 ft. and is in variance. This is an existing condition.
- d. **§18.36.050 Side Yard Setback;** The minimum side yard setback is 8 ft. The side yard setback is 7 ft. and is in variance. This is an existing condition.
- e. **§18.36.050 Maximum Lot Coverage;** The maximum lot coverage is 40%, being total impervious coverage. The existing lot has a coverage of 58.9% and is in variance in its existing condition. The proposed lot coverage is 68.19%, resulting in a proposed increase in the lot coverage variance.
- f. **§18.73.010.A.10 Minimum Required Off-Street Parking Spaces;** 4 parking spaces are required, and 3 parking spaces are provided. The site is short 1 parking space and

will be in variance. Per §18.73.020 a contribution shall be made to the municipal parking capital improvement fund in the amount of \$100.00 for each space in variance. For the 1 parking space this will be \$100.00.

SITE

1. The documents do not indicate any exterior changes to the building, and no change to the use. This should be confirmed by the applicant.
2. The existing driveway is 10.5 feet wide. The plans indicate a proposed widening to provide a width of 14 feet. A width of 14 feet is suitable for one way traffic flow only. The applicant should indicate how vehicle flow, and parking maneuvers are accommodated on the site, for existing and proposed conditions.
3. The applicant should indicate how parking for visitors are accommodated in conjunction with employee parking.
4. Based upon a site visit, it would appear that there is the ability for uncontrolled vehicle circulation to the adjoining rear properties. The applicant should indicate if there are any cross-access easements in this regard. The plans indicate a 3 car parking configuration that would require the innermost cars to exit across adjacent properties, or would require the front car to back out the driveway to accommodate the rear cars.
5. The plans indicate that walkways, and portions of walkways are to be removed. The walkway at the rear of the building goes around air conditioning units. The applicant should clarify what walkways will remain.

GRADING AND DRAINAGE

1. A majority of the driveway drains towards Court Street, and a small portion drains to the rear southerly corner.
2. The plans indicate proposed grading to have the full driveway drain towards Court Street. This will be reinforced by proposed rolled pavement curbing. The plans indicate the curbing is proposed only along the southerly edge of the driveway, and not along the rear limit or the northerly side near the building.
3. The proposed grading would suggest some fill will be introduced in the rear southerly corner. Additional proposed contouring is needed on the plans to assure all work will be contained to the subject property.

4. The area proposed for pavement is currently packed gravel. The amount of additional pavement would be considered minimal, and given the existing gravel condition, would expect to have a negligible effect on drainage.

LANDSCAPE AND LIGHTING

1. There are existing shrubs along the southerly edge of the driveway not indicated on the plans. These should be shown.
2. The applicant should indicate if the existing shrubs will be maintained as part of installing the rolled curbing.
3. The applicant should indicate existing lighting for the parking area and access to the building.

DETAILS

1. For non-residential application, the pavement section detail should be revised to indicate 2 inches of surface bituminous pavement over 4 inches of bituminous stabilized bases course, over approved compacted subgrade.

APPROVALS

1. It is the applicant's responsibility to obtain all required approvals/permits as may be required.

PRE-CONSTRUCTION MEETING AND INSPECTIONS

1. If approved, and prior to construction, the applicant shall contact the Freehold Borough Engineer to schedule a pre-construction meeting. All site improvements must be inspected during construction by the Freehold Borough Engineer.

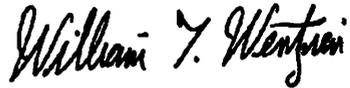
RECOMMENDATION

1. The applicant should review with the Board any discussions held with the Freehold Borough Historic Preservation Advisory Committee.
2. As outlined above, all variances must be successfully petitioned for by the applicant.
3. It is recommended that any action that may be taken by the Board, be subject to the applicant adequately addressing the items noted within this report.

Should you have any questions or require additional information, please do not hesitate to contact me.

Very truly yours,

ABBINGTON ENGINEERING, LLC

A handwritten signature in black ink that reads "William T. Wentzien". The signature is written in a cursive style with a large, stylized initial 'W'.

William T. Wentzien, P.E., P.P., C.M.E.
Freehold Borough Planning Board Engineer

WTW/wtw

c. Frank Accisano, Esq
William J. Mehr, Esq.