

**Borough of Freehold
Planning Board
Agenda No. 15-8
July 8, 2015**

The Freehold Borough Planning Board will hold a meeting on Wednesday, July 8, 2015 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
Ms. Jamie Bennett, Alternate No. 2
Mr. Cornelius Begley, Alternate No. 3**

**Mr. Ronald D. Cucchiaro, Esq., Board Attorney
Mr. William Wentzien, PE, Board Engineer**

3. Approval of Minutes from the meeting of May 27, 2015.
(See Attachment I).
4. Corrective Resolution Approving Design Waivers for Signs.
Application No. PB-SP-13-016.
Applicant - Norkash, LLC - TRE Restaurant.
Location - 614 Park Avenue, Block 108, Lot 7.
Request - Changing the architectural design of signage.
(See Attachment II).

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5. Application Number PB-SP-15-004.
Applicant - El Artica, LLC t/a Accurate Auto Body.
Owners - Arthur & Elisa Schneider.
Location - 201 Throckmorton Street, Block 9, Lot 11.
Request - Preliminary and Final Site Plan Approval to
construct a new one story building, containing 2,880 square
feet at the rear of the property for auto body work. Also
proposed is the relocation of one of the garages and one
shed and the removal of a second shed.
(See Attachment III).
6. Adjournment.



Joseph B. Bellina
Business Administrator
July 8, 2015



Abbington Engineering, LLC

1315.002.025
June 18, 2015

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

**RE: ACCURATE AUTO BODY
ENGINEERING REVIEW
PRELIMINARY AND FINAL SITE PLAN
BLOCK 9, LOT 11
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. Land Use Department Application Checklist, dated May 12, 2015.
2. Planning Board Application Form, dated May 14, 2015.
3. Land Use Department Site Plan Application, dated May 12, 2015.
4. Plans entitled "Site Plan, Accurate Auto Body, Tax Lot 11, Block 9, Borough of Freehold, Monmouth County, New Jersey", prepared by Geller Sive & Company, consisting of six (6) sheets, dated April 28, 2015.
5. Architectural plans entitled "El Artica, LLC, Freehold, NJ", prepared by Allied Design Architectural & Engineering Group, P.C., consisting of two (2) sheets labeled S1 and S4, dated January 9, 2015.
6. Map entitled "Plan of Survey, situate Borough of Freehold, Monmouth County, NJ, Block 9, Lot 11", prepared by Seneca Survey Co., Inc., consisting of one sheet dated January 8, 2004.
7. Map entitled "Topographic Survey, situate Borough of Freehold, Monmouth County, NJ, Block 9, Lot 11", prepared by Seneca Survey Co., Inc., consisting of one sheet dated January 8, 2004.
8. Photograph of front of existing building along Throckmorton Street.

The subject of this application is certain lands known as Block 9, Lot 11, located at 201 Throckmorton Street, in the **C-M Commercial Manufacturing Zone** of the Borough. The total area of the subject property is 43,560 square feet (1 acre).

The site presently contains a one (1) story commercial building, functioning as an Auto Body Shop. By scale on the plans, the building contains approximately 6,770 square feet. The site also contains 2 garage buildings and 1 shed in the rear portion of the site.

The applicant has requested **Preliminary & Final Site Plan Approval** to construct a new one (1) story building, containing 2,880 square feet, at the rear of the property for Auto Body work. It is also proposed to relocate 1 of the garages and 1 shed, with the removal of the second shed.

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. Auto Repair and Auto Body Shops are permitted uses within the C-M Commercial Manufacturing Zone.
2. The applicant should describe the existing use of the property. In addition, the applicant should describe the proposed use in the new building, and how it relates to the existing use in the front building.
3. The applicant should indicate delivery needs of the site, the existing hours of operation, and indicate if any changes are proposed.
4. The following is a summary of the Zoning Requirements of the C-M Commercial Manufacturing Zone as related to this application.

Item	Required	Existing	Proposed
Lot Area	40,000 S.F.	43,560 S.F.	43,560 S.F.
Lot Width	200 FT	100 FT *	100 FT *
Building Setback			
Front	50 FT	24.6 FT *	24.6 FT *
Side	20 FT	4.9 FT *	4.9 FT *
Rear	50 FT	316.9 FT	20 FT **
Side-Accessory	20 FT	0.3 FT *	2.0 FT **
Rear-Accessory	40 FT	41.6 FT	155 FT
Lot Coverage (Impervious)	30%	91% *	90% **
Max Building Height	35 FT.	Less than 35 FT	19.3 FT
	3 Stories	2 Story	1 Story

Existing Variance: *
 Proposed Variance: **

PARKING/LOADING

1. There are no specific parking requirements in the Zoning Ordinance for Auto Body Repair Shops. The applicant had submitted for review, a proposed parking need consisting of one (1) space per employee and six (6) spaces for public use. The submitted documents indicates 10 employees. This would result in a total parking need of 16 spaces. The following is noted:
 - a. The applicant will need to provide adequate testimony in support of the parking demand as proposed in the application documents.
 - b. The site presently contains six (6) parking spaces in front of the existing building along Throckmorton Street, of which one (1) is designated as handicapped parking.
 - c. The site plans indicate an area for parking in the rear portion of the site having space available for 10+ parking spaces.
 - d. The applicant should indicate the adequacy of parking under existing operation.
 - e. The applicant should also indicate any anticipated change or increase in parking demand due to the additional 2,880 s.f. of building area.

2. Per §18.73.010.A.18, for every building over 5,000 sf involving deliveries, a loading area of at least 12 feet by 25 feet is to be provided. As previously indicated, the front building contains approximately 6,770 s.f., along with the addition of a second building containing 2,880 s.f. There are no loading areas indicated on the site plans. This should be discussed with the Board.

FENCING

1. The plans indicate existing fencing along both side and rear lot lines, all located on adjacent properties. The applicant should indicate if any fencing is proposed.

SIGNS

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

VARIANCES

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. **§18.56.050 Lot Width:** The minimum lot width is 200 ft. The existing site provides 100 ft.
- b. **§18.56.050 Front Yard Setback:** The minimum front yard setback is 50 ft. The existing building is setback 24.6 ft. from the Throckmorton Street Right-of-Way
- c. **§18.56.050 Side Yard Setback:** The minimum side yard setback is 20 ft. The existing building is setback 4.9 ft.
- d. **§15.56.050 Rear Yard Setback:** The minimum rear yard setback is 50 ft. The proposed 2,880 s.f. building will be setback 20 ft. from the rear lot line.
- e. **§15.56.050 Side Yard Setback-Accessory Building:** The minimum accessory building side yard setback is 20 ft. The existing garage is setback 0.3 ft., which will be relocated on the site. The relocated garage is proposed to be setback 2.0 ft. from the easterly side lot line.
- f. **§15.56.050 Lot Coverage:** The maximum lot coverage of impervious surface is 30%. A majority of the existing site contains building, concrete, pavement and hard packed stone, comprising 91% of the site. Approximately 1,080 s.f. of proposed open space is being provided along the sides of the proposed rear building. Under proposed conditions the site will contain 90% impervious surface.

SITE

1. The applicant should describe the exterior of the proposed building.
2. The applicant should indicate if any changes are proposed to the existing building exterior, including access points.
3. The applicant should indicate if there is any outdoor storage of vehicles, or materials, overnight, and if so where on the site.
4. There is an existing refuse dumpster along the westerly side lot line, to the rear of the existing building, labeled for 4 cubic yards. The applicant should review adequacy of refuse storage for the site under proposed conditions.

TRAFFIC/CIRCULATION

1. The existing paved driveway to the west of the existing building has a width of approximately 20 feet. The plans indicate that approximately 5 feet of the driveway width encroaches onto adjacent Lot 10. The applicant should indicate as to any agreements, easements, etc. with the owner of adjacent Lot 10 for access purposes.
2. Per §12.08 parking lots are to be paved. The front six (6) parking spaces are paved. However, the remaining 10 spaces being accommodated in the rear of the lot are not paved. This should be discussed with the Board.
3. Per §16.24.030.A.13 the front yard is not to be used for off-street parking. The six (6) parking spaces in front of the existing building are located in the front yard area. This should be discussed with the Board.
4. Per §16.24.030.A.15 off-street parking is to be provided with curbing or the equivalent, so that vehicles cannot drive onto landscape areas. The existing site does not provide any curbing or equivalent edge treatment. This should be discussed with the Board.
5. Throckmorton Street is a County Road, being Route 522. The applicant should advise on the status with the Monmouth County Planning Board.

GRADING & DRAINAGE

1. The site generally grades across the site from west to east.
2. The only portion of the site being disturbed is for the new 2,880 s.f. building at the rear of the lot. Grading is proposed around the immediate vicinity of the new building to provide overland flow away from, and around the building, to maintain flow pattern to the east.
3. The improvements will not increase overall impervious coverage, nor significantly alter overall drainage flow patterns.

UTILITIES

1. Sanitary and Water Services are not indicated on the Site Plans. Note #9 on the Cover Sheet indicates the existing building is currently served by public water and sanitary, and will continue to do so.
2. The plans do not indicate any proposed Water or Sanitary Services for the new building. This should be confirmed by the applicant.

LANDSCAPE

1. No existing landscaping is indicated on the plans, and none is proposed.
2. Per §16.24.030.A.4 “Buffering shall be located around the perimeter of the site to minimize the effect of headlights of vehicles, noise, light from structures, the movement of people and vehicles and to shield activities from adjacent properties...”. The applicant should address site conditions in preventing headlight glare from parked vehicles in the rear of the lot onto adjacent properties.

LIGHTING

1. Per §16.24.030.A.16 “All parking areas... serving commercial uses shall be illuminated adequately...between sunset and sunrise when the use is in operation”. There is existing building mounted lighting on the front of the building which would serve the six (6) front spaces.
2. In the back portion of the lot, there is existing building mounted lights on the rear façade of the building, and 2 proposed building mounted lights on the front of the proposed building. With 16 parking spaces needed, the remaining 10 spaces, in the rear does not appear to have lighting. This should be discussed with the Board.

CHECKLIST

1. Per §16.24.020.C.12 (checklist #12) plans to indicate “the location, names and widths of all existing...streets (including cross sections and profiles) abutting...and within 200 feet of the lot”. Due to the minor nature of the application, our office would have no objection to the granting of a waiver from this requirement.

WAIVERS

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

- a. **§16.24.030.A.13 Parking-Setback** The front yard area is not to be used for off-street parking. Six (6) existing spaces are within the front yard.
- b. **§16.24.030.A.15 Parking-Edge Treatment** Parking to be provided with curbing or equivalent edge treatment. None provided.
- c. **§16.24.030.A.16 Parking-Lighting** Parking for commercial use to be adequately illuminated when in operation. Lighting for 10 rear parking spaces not shown.
- d. **§12.08 Parking-Surface Treatment** Parking to be paved. 10 parking spaces in the rear of the lot not paved.

- e. **§16.24.020.C.12 Site Plan Checklist #12** Indicate the location, names, widths, cross sections and profiles within 200 feet of the lot. Not provided. Due to the minor nature of the application, our office would have no objection to the granting of a waiver from this requirement.

APPROVALS

It is the applicant's responsibility to obtain all required approvals/permits from outside agencies. These may include, but not be limited to the following:

1. Monmouth County Planning Board
2. Freehold Soil Conservation District Certification

PRE-CONSTRUCTION MEETING AND INSPECTIONS

If approved and prior to the issuance of construction permit, the applicant shall contact the Freehold Borough engineer to schedule a preconstruction meeting, and a schedule of re-inspections during the construction process. All site improvements must be inspected during construction by the Freehold Borough engineer.

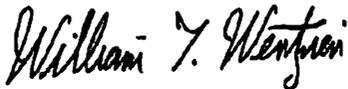
RECOMMENDATIONS

1. It is recommended that any action that may be taken by the Board is subject to the applicant adequately addressing all 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



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

cc: Ronald Cucchiaro, Esq.
Greg Pesciotta, Esq.
Michael Geller, PE, PP, CME, Geller Sive & Company