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April 15, 2024

Borough of Atlantic Highlands
Planning Board
100 First Avenue
Atlantic Highlands, NJ 07716

Attn: Nancy Tran
Planning Board Secretary

Re: Kalian Management, LLC (PB24-05)
Completeness Review #1
Preliminary & Final Major Subdivision Plan & Bulk Variance
Location: 14 East Garfield Avenue
Zone: R-1(Residential District)
Block 101, Lot 3
Atlantic Highlands Borough, Monmouth County, NJ
Our File: HAHP00101.04

Dear Planning Board Members:

Our office received the following information in support of the above-referenced application for Preliminary & Final Site Plan, and Bulk Variance Approval:

- Survey entitled "Boundary & Topographic Survey Map of Property Known as Lot 3 In Block 101", prepared by Justin J. Hedges, PLS, CFS dated June 28, 2023;
- P/F Major Subdivision Plans entitled "14 East Garfield Avenue, Tax Map Sheet #22, Borough of Atlantic Highlands Monmouth County, New Jersey" (8 sheets), prepared by Jason L. Fichter, PE, PP, CFM, CME dated March December 18, 2023;
- Letters of Various Utility Service Availability;
- Zoning Officers denial, prepared by Michelle Clark, dated January 24, 2024;
- Application for Variance, Subdivision, and Development plan checklist; and
- Various other application documents.

In accordance with the Board's authorization, we have reviewed this application for Preliminary & Final Major Subdivision Approval, with Bulk Variances for completeness and offer the following comments:

1. Property Description

The subject property is an oversized lot, with 266' of frontage along the East Garfield Avenue. The lot is located within the Residential (R-1) Zone district. The existing property includes a 1-½ story Masonic Temple, concrete walkways and a shed.



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The Applicant proposes to remove the existing building and structures located on the property and to subdivide the parcel to create five (5) proposed single family residential lots. The site plans also indicate the following customary site improvements associated with a major subdivision including but not limited to: concrete sidewalks, signs, storm drainage, and utility connections.

2. Surrounding Uses

Properties to the south, north and east are similarly zoned R-1 and contain primarily single-family residential uses.

The property located directly to the west of the site is a commercial strip mall with various businesses.

3. The Applicant has requested several submission waivers at this time and several more appear necessary.
4. The following information is required to be submitted prior to the application being deemed complete for review and public hearing:
 - a) Checklist item F (10) – The applicant should submit a traffic analysis of trip generation of the proposed development in the existing and proposed condition. The report shall analyze the proposed impacts to the intersection of E Garfield Avenue and First Avenue. We recognize all proposed lots will meet minimum parking requirements, but due to the limited lot frontage of each lot and installation of five (5) proposed driveways along E Garfield Avenue there will be significant impacts to on-street parking in front of these proposed lots.
 - b) Checklist item G (7) – The applicant should supply a stormwater management report including existing and proposed drainage maps that show existing and proposed conditions. It appears that drainage patterns throughout the backyards of the proposed homes have been altered and could have a detrimental impact on neighboring properties.
5. The following information is recommended to be submitted prior to the application being deemed complete for review and public hearing:
 - a) Submission of a tree clearing plan for all trees over 6" diameter. The existing tree buffer near the western lot line appears to not be depicted on the plans and it is unclear if it is proposed to be removed.

Based upon the items listed above, our office recommends that the application be deemed **INCOMPLETE**. Once the items noted above have been submitted, our office will review for completeness, prepare any additional review comments and indicate when the Applicant may be scheduled for a public hearing.



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The right is reserved to present additional comments pending the receipt of revised Plans and/or testimony of the Applicant before the Board.

If you have any questions with regard to the above matter, please do not hesitate to call.

Very truly yours,
CME Associates



Douglas Rohmeyer, PE, CME, CFM
Planning Board Engineer

DMR/DEP

cc: Rob Ferragina - Borough Administrator
Michelle Clark - Zoning Officer
Michael B. Steib, Esq. - Board Attorney
Kalian Management, LLC - Applicant
Rick Brodksy, Esq. - Applicant's Attorney
Jason Fichter, PE - Applicant's Engineer