



**Consulting & Municipal  
ENGINEERS**

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December 23, 2024

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

Attn: Renee Frotton  
Planning Board Secretary

**Re: *Kalian Management, LLC (PB24-05)***  
***Technical Review #3***  
***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, revised April 16, 2024;
- 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 December 18, 2023, last revised December 2, 2024;
- Stormwater Management Report for 14 East Garfield Avenue prepared by Jason L. Fichter, PE, PP dated December 18, 2023, revised December 2, 2024;
- Traffic Impact Analysis, prepared by Dolan & Dean Consulting Engineers, LLC dated May 6, 2024;
- Review response letter dated December 9, 2024; and
- Various other application documents.

**CONSULTING AND MUNICIPAL ENGINEERS LLC**  
NJ CERTIFICATE OF AUTHORIZATION NO. 24GA28359000  
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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 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.

The Applicant appeared before the board on September 5<sup>th</sup>, 2024, proposing to remove the existing building and structures located on the property and subdivide the parcel to create five (5) proposed single family residential lots. Following the hearing, the applicant submitted revised plans to and subdivide the parcel to create four (4) proposed single family residential lots. The revised 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 and within the CBD zone.

3. Zoning Compliance

Lot 3 is situated within the Residential (R-1) zone district. The table below summarizes the bulk zone requirements of the assumed lot subdivision:

Standard	Required	Existing	3.01	3.02	3.03	3.04
Minimum Lot Area (sq. ft.)	7,500	40,300	9,495	8,977	11,337	10,491
Minimum Lot Frontage & Width(ft.)	75	266	66.5 (V)	66.5 (V)	66.5 (V)	66.5 (V)
Minimum Lot Shape Diameter Interior Lot (ft.)	50	>50	49.0 (V)	46.5 (V)	46.5 (V)	44.1 (V)
Principal Building Setbacks						
Front Yard (ft.)	20	29.5	30	30	30	30
Side Yard (ft.)	10	55.6	10	10	10	10
Side Yard Combined (ft.)	20	233.1	23	20	20	20
Rear Yard (ft.)	20	34.6	53.01	55.11	78.20	78.20
Accessory Building/ Struct. Setbacks						
Side Yard (ft.)	5	7.9	N/A	N/A	N/A	N/A
Rear Yard (ft.)	5	24.1	N/A	N/A	N/A	N/A
Building Coverage	25%	6.1%	24.59%	24.54%	24.51%	24.95%



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Standard	Required	Existing	3.01	3.02	3.03	3.04
Lot (Impervious Surface) Coverage	50%	35%	30.90%	31.22%	29.80%	30.67%
Building Height (Stories)	2 ½	1 ½	2	2	2	2
Maximum Building Height (ft.)	35	<35	TBP	TBP	TBP	TBP
Maximum Acc. Building Height (ft.)	16	<16	N/A	N/A	N/A	N/A
Maximum Useable Floor Area Ratio	0.40	TBP	To Comply	To Comply	To Comply	To Comply
Minimum Gross Floor Area (sq-ft)	1,500	TBP	To Comply	To Comply	To Comply	To Comply

(EC): Existing Condition

(TBP): To Be Provided

(V): Variance

4. The following bulk variance relief from the Atlantic Highlands Development regulations appears to be required.
  - a) **Section 150-29.A(2) (Exhibit 5-2) Minimum Lot Frontage** - The minimum front lot frontage is 75 feet in the R-1 zone, whereas the proposed lot frontage is shown less than 75 feet along East Garfield Avenue Lots 3.01, 3.02, 3.03 and 3.04. The aforementioned total **four (4) instances** of required bulk variance relief.
  - b) **Section 150-29.A(2) (Exhibit 5-2) Minimum Lot Shape Diameter** - The minimum lot shape diameter is 50 feet in the R-1 zone, whereas the proposed lot shape diameter is shown less than 50 feet along East Garfield Avenue Lots 3.01, 3.02, 3.03 and 3.04. The aforementioned total **four (4) instances** of required bulk variance relief.
  - c) **Section 150-72.A Garages** - On any lot in any R-1, R-2 or R-3 Zone and on any residential lot in the O-R Zone, private garage space may be provided for one motor vehicle for each 5,000 square feet of lot area, except that not more than four motor vehicles may be garaged, whereas two (2) garage spaces are proposed for lots 3.01 and 3.02 whereas the lot area is less than 10,000 SF. The aforementioned total **two (2) instances** of required bulk variance relief.
5. The following design waivers from Article VII and IX Appear to be necessary. The Applicant shall either revise the application or request design waiver relief from the Board.
  - a) In accordance with section 150-85.D(1)(a) street trees shall be installed on both sides of all streets. Either large trees greater than 40' spaced at 50' intervals, medium trees 30'-40' in height spaced at 40' intervals, or small trees up to 30' spaced at 30' intervals are required. It appears the proposed street trees will exceed the maximum allowable intervals at several locations, including intervals of 64', 62.3', 60' and 50.3' shown on the plans.



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6. The Applicant has requested submission waivers from providing the following required checklist items and it appears several more are required. The Applicant's justification of the request submission waivers is provided in *italics* and shall be confirmed/supplemented by testimony in support of the below requested submission waivers.
  - a) Checklist Item A.4 – Soil removal permit signed by the Borough Engineer.
  - b) Checklist item A.7 – Three copies of Performance guarantee.
  - c) Checklist item A.11 – Current letter certifying that the assigned block and lot numbers.
  - d) Checklist item A.12 – Deed of easement, right of way, drainage, sewer, sight, open space, etc., approved by Borough Attorney and Borough Engineer.
  - e) Checklist item B.9.d – The total area of driveway, access roads, walkways, in square feet and % of lot.
  - f) Checklist item L – Freehold Soil Conservation District Approval. *FSCD Approval will be provided upon receipt.*
  - g) Checklist item O – County Planning Board Approval. *Monmouth County Planning Board Approval will be provided upon receipt.*
  - h) Checklist item S – Letter from the Atlantic Highlands Regional Sewerage Authority/ Department indicating receipt of application. *Such letter will be provided upon receipt.*
7. The Applicant or their professionals should be prepared to discuss the following issues with the Board.
  - a) The Applicant or their professionals should be prepared to discuss the reasons supporting the granting of the requested bulk variances and/or design waivers.
  - b) The Applicant shall provide testimony that the Subdivision application is in compliance with the performance standards of Section 150-67; including but not limited to noise, air pollution, liquid waste, solid waste, radiation, fire, vibration, electromagnetic interference, heat, glare, and lighting and illumination.
  - c) The Applicant or their professionals shall provide testimony regarding any impacts to adjacent properties.
  - d) The Applicant shall provide confirmation from the Atlantic Highlands Tax Assessor that the proposed Lot designations are acceptable.



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- e) The applicant should discuss their plan for demolition of the site and any phasing associated with construction.
- f) The applicant shall obtain a tree removal permit prior to the removal of any trees on the property.
- g) The applicant shall discuss the size of the proposed lots compared to the size of the neighboring lots as well as the existing and proposed dwellings.
- h) It appears that the applicant is proposing to remove two street trees. The applicant should discuss the need for same. Applicant should clarify tree save note on plans, "street trees are planned to be saved..." while it appears that trees will be removed. The applicant should provide testimony regarding compliance section 150-85.D(1)(a).
- i) It appears that there are currently nine (9) on-street parking spaces, and the applicant is proposing to remove five (5) on-street parking spaces leaving four (4) on-street parking spaces. Applicant should provide testimony on same.
- j) Applicant shall confirm restoration of curb and sidewalk to be proposed with this application. Applicant shall also speak to curb across the street as it appears to have a minimal curb reveal.
- k) The Applicant shall be required to obtain a review and approval from the Fire Marshal.
- l) Applicant should discuss any landscaping buffers or proposed vegetation for the property.

8. Subdivision Plat Review Comments

- a) A formal subdivision plat shall be provided for review.
- b) A point of beginning should be provided on the major subdivision plat, proposed bearing distances should be verified.
- c) A signature block conforming to the map filing law shall be provided on the final plat for the Atlantic Highlands Planning Board Chairman and Secretary.
- d) A signature block conforming to the requirements of the "Title Recordation Law" shall be provided on the final plat for the Municipal Engineer signature.
- e) A signature block should be provided on the final plat for an affidavit setting forth the names and addresses of all the record title owners of lands subdivided by the map and written consent to the approval of the map.



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- f) A signature block conforming to the requirements of the "Title Recordation Law" shall be provided for the Municipal Clerk on the final subdivision plat.
  - g) The Major Subdivision Plat shall be prepared and signed by a licensed Land Surveyor in the state of New Jersey.
  - h) We reserve the right for any future subdivision plat comments pending receipt of revised plans.
9. Traffic Circulation and Parking
- a) We recognize all proposed lots will meet minimum parking requirements, but due to the limited lot frontage of each lot and installation of four (4) proposed driveways along E Garfield Avenue there will be significant impacts to on-street parking in front of these proposed lots. The Applicant or their professionals shall provide testimony regarding impacts to the on-street parking as a result of the proposed development noting its proximity to the First Avenue central business district.
  - b) The applicant shall discuss the traffic impacts of the proposed development, specifically the trips generated by the existing use and proposed use. A traffic impact analysis was submitted. Applicant shall provide testimony on its findings and impacts to the report relative to the revised plans.
  - c) Applicant should confirm the number of bedrooms in existing and proposed conditions. It appears that four (4) bedrooms are proposed in each home.
  - d) Applicant should demonstrate conformance with parking requirements. Per RSIS, two (2) off-street parking spaces are required for 4-bedroom residential homes. The applicant appears to be in compliance.
10. Grading, Stormwater Management
- a) The applicant should provide testimony about the proposed grading for the properties. The applicant should discuss any changes from the existing drainage patterns to the proposed drainage patterns.
  - b) The Applicant should clarify if any of the proposed basements will contain a sump pump. We recommend that any proposed sump pumps be directly connected to discharge to the stormwater management system. Including providing a clean-out labeled 'storm' within the right-of-way.
  - c) Applicant shall speak to the collection of stormwater in the rear yard of each proposed lot. Stormwater appears to be directed towards the rear of the businesses located on First Avenue and towards East Garfield Avenue. The applicant shall



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speaking to the increase of flows directed towards East Garfield and verify the existing stormwater collection system has capacity for same.

- d) The Applicant shall indicate the volume of fill required for the proposed development and indicate, if known the source of the fill material. We recommend that this becomes a condition of any approval that the Board may grant.
- e) Applicant should provide testimony pertaining to the existing impervious area, proposed impervious area and net change to impervious area to confirm compliance with the NJDEP stormwater regulations under the threshold of a major development.
- f) The limit of disturbance appears to generally follow lot lines; the applicant should discuss minimizing areas of disturbance.
- g) Applicant to confirm peak water surface elevation in all four drywells. It appears the peak elevation will be above the ground cover in all areas. Proposed lot 3.04 has a ground elevation roughly 22.50 while the peak elevation of the drywell is shown to be 26.04. This is the most extreme departure.
- h) The applicant should provide a groundwater mounding analysis for the site. The applicant should conduct geotechnical testing to determine the seasonal high-water table and determine minimum separation from the drywell.
- i) The existing drainage maps show sheet flow followed by shallow concentrated flow back to sheet flow along the Tc path. This should not be the case, all flow after sheet flow should be shallow concentrated flow until channel flow.
- j) The existing drainage map notes impervious and pervious along the Tc path which traveling through the same medium (gravel area). This area should be considered pervious in the existing condition. Flow paths should match the site conditions.
- k) The applicant should analyze flow from the northeast corner flowing towards the southwest corner as another point of analysis. Existing drainage area one should correlate to point of analysis one, existing drainage area two should correlate to point of analysis two and existing drainage area three should correlate to point of analysis three.
- l) The proposed drainage map shows shallow concentrated pervious flow over proposed sidewalk, curb and roadway.
- m) The drainage maps should be revised to evaluate the same POA in the existing and proposed condition. In the existing condition, POA 2 is in the northwest corner of the property while in the proposed condition this is evaluated as POA 3. Applicant should reconcile drainage maps.



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- n) Applicant should further evaluate POA 3 in the proposed condition, the flow path appears to cross a 23' contour and POA 3 is at 23.2 creating an isolated low spot at the rear of the property.
- o) The pre-development runoff area totals 0.94 acres while the post-development runoff area totals 0.92 acres. Applicant to clarify why these values differ.
- p) The calculation for the acreage of lot 3.04 appears to be inaccurate on sheet C-300, C-301, C-400, C-500, and C-800, within the new lot text box. It appears to be 0.24 acres.

**11. Utility and Off-site comments**

- a) The Applicant shall be required to comply with all the standards and regulations of the Atlantic Highlands Water and Sewer Department, including but not limited to securing both an availability of sanitary service letter and final sewer permit approval prior to making any connections. Should this application be approved, necessary offsite improvements should be detailed in a developer's agreement. We recognize the existing sewer main in this location may be in poor condition and may require upgrades. Any upgrades that may be required to the sanitary sewer is recommended to be included in a developer's agreement.
- b) The Applicant shall be required to comply with all the standards and regulations of the Atlantic Highlands Water and Sewer Department, including but not limited to securing both an availability of water service letter and a final water permit prior to making any connections. Should this application be approved, necessary offsite improvements should be detailed in a developer's agreement.
- c) The Applicant is proposing to provide water and sanitary sewer service to the proposed homes via service connections to the existing utility mains within the East Garfield Avenue right-of-way. The Applicant should provide a status update relative to the required applications for the proposed utility service connections and clarify whether there have been any comments and/or recommendations received from the applicable agencies.

**12. Landscaping and Lighting**

- a) The application should provide a landscaping plan to indicate any proposed plantings.
- b) The applicant should provide a tree saving plan and make every effort to save existing mature trees on the property. Applicant should specifically discuss removal of existing trees along the western property line that provide buffer to the adjacent property, and any proposed street trees and tree removal along East Garfield Ave.



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- c) The Applicant shall clarify if any fencing is proposed within the proposed subdivision and depict on the plans.

**13. Construction Detail Comments**

- a) The pavement key detail shall be revised to indicate a minimum key width of 12 inches for the milled section of the surface course.
- b) The Branch and Lateral detail shall be revised to include a notation that as-built drawings are required for the location of plumbing wyes on the proposed sewer main to be submitted to the Atlantic Highlands Sewer Department post construction.
- c) The driveway apron detail shall indicate that the sidewalk directly behind the driveway apron be 6" thick, reinforced. .

**14. The Applicant shall obtain approval or a letter of no interest from all regulatory agencies having jurisdiction. Including, but not limited to the following:**

- a) Freehold Soil Conservation District;
- b) NJDEP Treatment Works Approval (TWA);
- c) Fire Marshal approval or letter of no interest;
- d) Atlantic Highlands Police Department;
- e) Atlantic Highlands Emergency Management Services;
- f) Atlantic Highlands Water & Sewer Department;
- g) Atlantic Highlands Department of Public Works;
- h) Atlantic Highlands Tax Assessor;
- i) Any other municipal, state, federal, or governmental agency having jurisdiction.



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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.

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

Very truly yours,

**CME Associates**



Douglas M. Rohmeyer, PE, CME, CFM  
*Planning Board Engineer*

DMR/DEP/PK

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