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To: Nancy DeFalco – Administrative Officer
From: Brian Boccanfuso, PE, CFM – Zoning Board Engineer 
Date: August 11, 2020
Re: Hidden Hills Estates
Preliminary & Final Major Subdivision w/ Bulk Variance & D(4) Variance Relief
Completeness Review #2

In accordance with your authorization, our office has performed a completeness review of the above referenced application. The application consists of the following:

Application No. ZBE2016
Applicant: Custom Homes of NJ, LLC
Property Owners: Louis Borzone and Rose Borzone-Higgins
Block & Lot: Block 19, Lots 28 & 30
Site Location: 101 Taylors Mills Road & 107 Taylors Mills Road
Zone: R-E (Rural Environmental)
CME File No.: HMAZ0019.02
Description: The Applicant, Custom Homes of NJ, LLC is seeking Preliminary and Final Major Subdivision approval with a “d” variance and bulk variance relief to subdivide an existing +/-27.6 acre property along Taylors Mills Road into twenty-nine (29) single family residential lots and one (1) lot to contain a stormwater management basin. Access to the newly created lots is to be provided by a new looped roadway extending from Taylors Mills Road. A stormwater management basin is proposed in the southeasterly corner of the site, and landscaping, lighting, and other ancillary improvements are also proposed. Water service for the development is proposed via connection to the existing water main in Taylors Mills Road, and sanitary sewer service is proposed via connection to the existing sewer main extending through adjacent Lot 39.01 to the south. The tract, which is situated in the RE (Rural Environmental) Zone District, is comprised of two (2) parcels, each of which appears to be used as farmland and also contains a single family dwelling. The adjacent properties to the east, west and across Taylors Mills Road to the north contain residential uses, while the adjacent property to the south contains vacant, wooded open space traversed by the Tepehemus Brook. The southerly portion of the subject site appears to be encumbered by environmentally constrained and regulated areas including freshwater wetlands and wetlands transition areas, and there are several areas of isolated wetlands identified in the central portion of the property that are proposed to be filled.



Manalapan Township Zoning Board
Custom Homes of NJ, LLC (Application No. ZBE2016)
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The Applicant has requested submission waivers from the following required submission items:

- Item 42 – Reduced size plans shall be submitted for Board Review after the application has been determined COMPLETE on 11" x 17" sheets (15 copies required).

A submission waiver is not required. However, now that this application is deemed complete, the Applicant is required submit the required number or reduced size plans to the Board Secretary.

- Item 50 – Tax lot and block numbers of proposed lots as designated by Tax Assessor.

A temporary waiver is appropriate for the purpose of completeness. Tax lot and block numbers shall be assigned / approved by the Tax Assessor as a condition of final approval, if granted.

- Item 53 – Deeds of subdivision and written description of proposed lots.

A submission waiver is appropriate, as the subdivision, if approved, will be perfected by filed map (plat). Should it be determined during the review of this application that deeds are required, same shall be provided by the Applicant.

- Item 54 – Proposed deeds of dedication for all proposed rights-of-way, real property for open space or stormwater purposes and sight triangle, drainage, shade tree or utility easements, including written description of the area of dedication prepared by a licensed surveyor.

A submission waiver is appropriate for completeness. Deeds and legal descriptions for all easements, dedications, etc. will be required as a condition of approval, if granted.

- Item 70 – Preliminary architectural plans and elevations (5 copies).

A submission waiver is appropriate, as the architectural design of the homes may not be finalized unless / until preliminary subdivision approval is granted. However, it is recommended that conceptual architectural plans and elevations be prepared, submitted and presented to the Board to support the requests for building coverage and F.A.R. variances.

- Item 71 – Statement from utility companies as to serviceability of the site.

A temporary submission waiver is appropriate for completeness, as utility mains are present in the immediate vicinity of the site. The Applicant remains responsible to verify that the existing utility mains have adequate capacity to service the proposed developments and to obtain the necessary permits / approvals from all applicable utility companies as a condition of approval, if granted.



Manalapan Township Zoning Board
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Although not specifically requested by the Applicant, submission waivers are also required for the following:

- Item 39 – Delineation of any Flood Hazard Area and riparian buffers and a copy of the application to the NJDEP for a line verification.

A submission waiver is appropriate, as it does not appear that there are any NJDEP Flood Hazard Areas or riparian buffers on the property.

- Item 57 – Parking plan and parking calculations

Although detailed driveway / parking area designs and parking calculations are not included with the Subdivision Plans, sufficient information has been provided to determine the applicable parking requirements and verify compliance with same. As submission waiver is appropriate.

- Item 58 – Solid waste management and recycling plan showing holding location and provisions for waste and recyclables.

Given the nature of this application, a submission waiver is appropriate. Refuse management shall be addressed during testimony at the Public Hearing

Based upon the above, this application is deemed **complete**. A full engineering review will be provided under separate cover.

Should you have any question or require any information, please do not hesitate to contact this office.

BB

Enclosure (to all)

cc: Janice Moench
John Miller, Esq.
Ron Cucchiaro, Esq.
Jennifer Beahm, PP
Custom Homes of NJ, LLC. Attn: Bob Bruno (via email bob@customhomesofnj.com)
Daniel W. Caruso, PE
John A. Giunco, Esq.

**Development Regulations
95 Attachment 7
Manalapan Township Development Regulations
Documents to be Submitted
(§95-12.2)**

SP = Site Plan
Sub = Subdivision
GDP = General Development Plan

Application No. ZBE2016

Application Name: Custom Homes of NJ, LLC Block: 19

Recommended Action: Deem complete

Date Submitted: _____

Application Type: (circle all that apply below)

No.	Description	C Variance	D Variance	Concept	Minor		Major Application				GDP	To Be Completed By Applicant			To Be Completed by Board Administrative Staff					
					Sub	SP	Sub		SP			Provided	waiver requested	n/a	Provided	Not Provided	n/a	Waiver Granted	Comment	
							Pre	Final	Pre	Final										
1.	Proof that taxes are current	X	X	X	X	X	X	X	X	X	X				✓					
2.	Digital submission requirement (see § 95-12.2) 3 CD's or Thumb-Drives		X	X	X	X	X	X	X	X	X	X				✓				
Application Forms (5 Copies)		X	X	X	X	X	X	X	X	X	X									
3.	Name and address of owner and applicant.	X	X	X	X	X	X	X	X	X	X	X				✓				
4.	Listing of Responsible Parties associated with preparation of application and supporting documents.	X	X	X	X	X	X	X	X	X	X	X				✓				
5.	Project Site Description	X	X	X	X	X	X	X	X	X	X	X				✓				
6.	Proposed Development Description	X	X	X	X	X	X	X	X	X	X	X				✓				
7.	Overview of Proposed Facilities	X	X	X	X	X	X	X	X	X	X	X				✓				
8.	Lists of Maps, Reports and other Supporting Materials	X	X	X	X	X	X	X	X	X	X	X				✓				
9.	Identification of Outside Agency Approvals	X	X	X	X	X	X	X	X	X	X	X				✓				
10.	Consent for Site Review	X	X	X	X	X	X	X	X	X	X	X				✓				
11.	Affidavit of Applicant	X	X	X	X	X	X	X	X	X	X	X				✓				
12.	Affidavit of Ownership Landowner	X	X	X	X	X	X	X	X	X	X	X				✓				
13.	Payment of all applicable fees, escrow deposits, and the Escrow Planning Agreement executed by the owner and the applicant.	X	X	X	X	X	X	X	X	X	X	X				✓				
14.	Statement of Ownership for Corporations	X	X	X	X	X	X	X	X	X	X	X				✓				
16.	Disclosure statement. (See N.J.S.A. 40:55D-48.1 et seq.)		X			X	X	X	X	X	X	X				✓				

No.	Description	C' Variance	D' Variance	Concept	Minor		Major Application				GDP	To Be Completed By Applicant			To Be Completed by Board Administrative Staff				
					Sub	SP	Sub		SP			Provided	waiver requested	n/a	Provided	Not Provided	n/a	Waiver Granted	Comment
							Pre	Final	Pre	Final									
Project Plans (Site Plan or Subdivision) (5 Full Size Copies & 5 Reduced 11x17 Copies)																			
16.	Title Block denoting type of application, Tax Map sheet, county, Name of municipality, block and lot, and street location.	X	X	X	X	X	X	X	X	X	X	X					✓		
17.	Name, signature, license number, seal and address of engineer, land surveyor, architect or/and landscape architect, as applicable, involved in preparation of site plan or subdivision plat.	X	X	X	X	X	X	X	X	X	X	X					✓		
18.	Key map at specified scale showing location to surrounding properties, streets, municipal boundaries etc., within 500 feet of property.	X	X	X	X	X	X	X	X	X	X	X					✓		
19.	North arrow and scale. (Key map and plat)	X	X	X	X	X	X	X	X	X	X	X					✓		
20.	Schedule of required zone district requirements including lot area, FAR, width, depth, yard setbacks, building coverage, improveable area, off-street parking, etc.	X	X	X	X	X	X	X	X	X	X	X					✓		
21.	Signature blocks and dates for Chairperson, Secretary, and Board Engineer.	X	X	X	X	X	X	X	X	X	X	X					✓		
22.	Property Survey	X	X	X	X	X	X	X	X	X	X	X					✓		
23.	Acreage of tract to the nearest tenth of an acre (for GDP to nearest acre).	X	X	X	X	X	X	X	X	X	X	X					✓		
24.	Date and number of original preparation and of each subsequent revision. Include brief narrative of each revision.	X	X	X	X	X	X	X	X	X	X	X			X		temp ✓		
25.	Size and location of any existing and proposed structures with all setbacks and length measurement of perimeter building walls dimensioned.	X	X	X	X	X	X	X	X	X	X	X					✓		
26.	Property owners within 200 feet of subject property.	X	X	X	X	X	X	X	X	X	X	X					✓		

No.	Description	C' Variance	D' Variance	Concept	Minor		Major Application				GDP	To Be Completed By Applicant:			To Be Completed by Board/Administrative Staff				
					Sub	SP	Sub		SP			Provided	waiver requested	n/a	Provided	Not Provided	n/a	Waiver Granted	Comment
							Pre	Final	Pre	Final									
27.	Size and location of all existing structures within 200 feet of the site boundaries.		X		X	X	X	X	X	X	X				✓				
28.	Existing rights-of-way and easements within 200 feet of the tract.		X		X	X	X	X	X		X				✓				
29.	Metes and bounds description showing dimensions, bearings of subject lot or tract outbound.		X	X	X	X	X	X	X	X	X				✓				
30.	Any existing or proposed easement or land reserved for or dedicated to public use.	X	X		X	X	X	X	X	X	X				✓				
31.	Site layout showing all roadways, driveways, circulation patterns, curb, sidewalk, buffers, structures, open space, recreation, etc., as applicable.		X	X	X	X	X	X	X	X	X				✓				
32.	List of variances required or requested.		X		X	X	X	X	X	X	X				✓				
33.	List of requested design waivers or exceptions.		X		X	X	X	X	X	X	X				✓				
34.	Topographic features of subject property.				X	X	X	X	X	X	X				✓				
35.	Boundary, limit, nature and extent of wooded areas, specimen trees, and other significant physical features (details may vary).		X		X	X	X	X	X	X	X				✓				
36.	Perc tests and soil logs (where septic systems, basements, stormwater management basins, or groundwater recharge is proposed).				X	X	X	X	X	X	X				✓				
37.	Location of streams, freshwater wetlands and associated buffers, flood hazard areas, NJDEP riparian buffers, Manalapan Township stream corridor buffer & steep slopes (slopes greater than 10%)		X	X	X	X	X	X	X	X	X				✓				

No.	Description	C' Variance	D' Variance	Concept	Minor		Major Application				GDP	To Be Completed By Applicant			To Be Completed By Board/Administrative Staff				
					Sub	SP	Sub		SP			Provided	waiver requested	n/a	Provided	Not Provided	n/a	Waiver Granted	Comment
							Pre	Final	Pre	Final									
38.	Delineation of any wetlands or wetland transition areas within the project area and a copy of the application to the NJDEP for a letter or interpretation verifying the delineator, in the absence of wetlands, requesting a presence/absence determination.	X	X	X	X	X	X	X	X	X	X				✓				
39.	Delineation of any Flood Hazard Area and riparian buffers and a copy of the application to the NJDEP for a line verification.	X	X	X	X	X	X	X	X	X				X		✓		✓	
40.	Phasing plan as applicable to include: 1. Plan separating construction of each phase independently or in sequence. 2. Timetable and phasing sequence.	X			X	X	X	X	X	X				X			✓		
41.	Sight triangles for all commercial driveways and street intersections conforming to AASHTO				X	X	X	X	X		X				✓				
42.	Reduced size plans shall be submitted for Board Review after the application has been determined COMPLETE on 11" x 17" sheets (15 copies required).	X	X	X	X	X	X	X	X	X					X temp	✓			1.
Subdivision Plat (7 Full Size Copies)																			
43.	Certification blocks required by Map Filing Law.				X	X	X				X				✓				
44.	Monumentation as specified by Map Filing Law and required by Township Engineer.				X	X	X				X				✓				
45.	Subdivision Plat to a scale of not less than 1" = 100' on one of four of the following standard sheet sizes: 24" x 36" 30" x 42"				X	X	X				X				✓				
46.	Plat shall depict bearings and distance of all original and proposed lot lines. If property lines are not radial to the right-of-way line, it should be so noted.				X	X	X				X				✓				

1. Reduced sized plans are required, and now that this application is deemed complete, same shall be submitted to the Board Secretary.

No.	Description	C' Variance	D' Variance	Concept	Minor		Major Application				GDP	To Be Completed By Applicant			To Be Completed by Board/Administrative Staff				Comment		
					Sub	SP	Sub		SP			Provided	waiver requested	n/a	Provided	Not Provided	n/a	Waiver Granted			
							Pre	Final	Pre	Final											
47.	Metes and bounds description showing dimensions, bearings, curve data, length of tangents, radii, arcs, chords, and central angles for all center lines and rights-of-way and center-line curves on streets.				X		X	X				X									
48.	Proposed area of proposed lots in square feet.				X		X	X				X									
49.	Proposed street names when new road is proposed.						X	X	X	X		X									
50.	Tax lot and block numbers of proposed lots as designated by Tax Assessor.				X		X	X					x temp								
51.	Date of Property Survey, name of reference plat and name and license number of professional New Jersey land surveyor.				X		X	X				X									
52.	Preliminary residential lot Grading Plan with assumed footprint of future dwelling				X		X	X													
53.	Deeds of Subdivision & Written Description of Proposed Lots				X																
54.	Proposed Deeds of Dedication for all proposed right-of-way, real property for open space or stormwater purposes and sight triangle, drainage, shade tree or utility easements including written description of the area of dedication prepared by a licensed surveyor				X		X		X				X								
55.	Lot yield map showing the number of lots possible under conventional zoning and the number of lots proposed, notation of any variances or design waivers necessary to achieve the yield under conventional zoning and all environmental constraints affecting the tract proposed for development.						X	X				X									
Construction Plans: (5 Full Size Plans)																					
56.	Construction plans to a scale of not less than 1" = 50' and profile plans to a scale of not less than 1" = 50' horizontal and 1" = 5' vertical.				X	X	X	X	X	X	X	X									

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					Sub	SP	Pre	Final	Pre	Final		Pre	Final	Provided	waiver requested	n/a	Provided		Not Provided	n/a	Waiver Granted
57.	Parking plan showing spaces, size and type, aisle width, curb cuts, drives, driveways, and all ingress and egress areas and dimensions, the number of spaces required by ordinance, and the number of spaces provided.			X		X	X	X	X	X	X			X		✓		✓			
58.	Solid waste management and recycling plan showing holding location and provisions for waste and recyclables.	X	X	X	X	X	X	X	X	X	X			X		✓		✓			
59.	Size and location of any existing or proposed streets (general location for concept plan).			X	X	X	X	X	X	X	X	X			✓						
60.	Site identification signs, traffic control signs, and identification signs.				X	X	X	X	X	X	X	X				✓					
61.	Number of lots following subdivision and acreage if over one acre, square feet if under one acre.			X	X	X	X	X	X	X	X	X				✓					
62.	Identification and calculation of critical areas.			X		X	X	X	X	X	X	X				✓					
63.	Grading, Drainage & Utility Plan(s) to include, as applicable: a. Existing and proposed contours at one-foot intervals for grades 3% or less and at two-foot intervals for grades more than 3%. b. Floor elevations of existing and proposed structures. c. Location and invert elevations of existing and proposed drainage structures and BMP's. d. Residential driveway slope from garage floor to apron sidewalk or curbline/edge of pavement where no sidewalk exists or is proposed. e. Locations of existing and proposed utilities including depth of structures, locations of manholes, valves, services, etc. f. Spot elevations demonstrating accessible routes between ADA parking spaces to building access					X	X	X	X	X	X	X				✓					

No.	Description	C' Variance	D' Variance	Concept	Minor		Major Application				GDP	To Be Completed By Applicant			To Be Completed by Board/ Administrative Staff			Comment	
					Sub	SP	Sub		SP			Provided	waiver requested	n/a	Provided	Not Provided	n/a		Waiver Granted
							Pre	Final	Pre	Final									
64.	Profiles of existing and proposed roadways including all utilities and stormwater facilities.					X		X	X	X	X								
65.	Landscaping plan to include: a. Location of existing vegetation including all shade trees four-inch and greater diameter breast height. b. Proposed buffer areas and method of protection during construction. c. Proposed landscape areas. d. Number, size, species, and location of proposed plantings including street trees. e. Details for method of planting, including optimum planting season.					X		X	X	X	X								
66.	Soil erosion and sediment control plan prepared in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey and the requirements of Chapters 192 and 195 of the Township Code.					X		X	X	X	X								
67.	Lighting plan to include: 1. Location and height of proposed fixture. 2. Detail for construction of fixture. 3. Point by point footcandle coverage plan.					X		X	X	X	X								
68.	All required standard construction details					X		X	X	X	X								
Supplementary Reports or Documents																			
69.	Submission of Title Report	X		X				X	X	X	X	X							
70.	Preliminary architectural plans and elevations. (5 Copies)							X	X	X	X		x temp						✓
71.	Statement from utility companies as to serviceability of site.	X						X	X	X	X	X	x temp						✓
72.	Stormwater Management Design Report							X	X	X	X	X							✓

No.	Description	C' Variance	D' Variance	Concept	Minor		Major Application				GDP	To Be Completed By Applicant			To Be Completed by Board Administrative Staff				Comment		
					Sub	SP	Pre	Final	Pre	Final		Pre	Final	Provided	waiver requested	n/a	Provided	Not Provided		n/a	Waiver Granted
73.	Environmental Impact Statement (See 95-12.3) 6 paper copies and (3) CD's or thumb-drives	X					X	X	X	X	X	X				✓					
74.	Phase 1 Environmental Assessment (Major site plans and Major subdivisions) One Paper Copy and (3) CD's or thumb-drives						X	X	X	X		X				✓					
75.	Traffic Impact Study (See 95-8.8 D.)	X					X	X	X	X	X	X				✓					
76.	Stormwater Management Plan Operations and Maintenance Manual							X		X		X				✓					
77.	Major Development Stormwater Summary							X		X		X				✓					
78.	New Jersey Residential Site Improvement Standards (RSIS) (applicable only to residential development): a. Certification of design engineer, architect, planner, surveyor, as applicable, of conformance of plan and details to RSIS. b. List of requested design waivers from RSIS. c. List of requested de minimis exceptions from RSIS. d. List of Improvements proposed to exceed RSIS.						X	X	X	X		X				✓					