



March 14, 2024

Elk Township Planning/Zoning Board
680 Whig Lane
Monroeville, NJ 08343

Attn: Ann Marie Weitzel, Board Secretary

Re: Cherena Cheng
7th & Douglas Street
Block 143 Lot 1
Preliminary & Final Major Subdivision
Review #1 - Completeness
MD Moderate Density Residential District
Elk Township Application PB-24-01
Bach Associates Proj. No. ETPB2024-4

Dear Chairman Afflerbach and Members of the Board:

We have reviewed the application and supporting documents submitted by Cherena Cheng for Preliminary and Final Major Subdivision for the above referenced site to subdivide existing Lot 1 into four (4) proposed lots.

The applicant does not propose any improvements to any lots as part of this application.

We have received the following materials in support of this application:

1. Land Development Application, dated February 21, 2024.
2. Document entitled "Site Maps and Photographs, 7th Avenue and Douglas Street, Elk Township, Gloucester County, New Jersey", prepared by Tristate Engineering & Surveying, dated January 2024.
3. Report entitled "Stormwater Management Report" prepared by Tristate Engineering and Surveying, dated January 2024, no revision.
4. Report entitled "Stormwater Management Measures Maintenance Plan & Field Manuals" prepared by Tristate Engineering and Surveying, dated January 2024, no revision.
5. Plan entitled Preliminary and Final Major Subdivision Plan for 7th Avenue and Douglas Street, Block 143, Lot 1, Elk Township, Gloucester County, New Jersey", prepared by Tristate Engineering and Surveying, dated 1-19-24, no revision.
6. Plan entitled "Final Plan of Lots, 7th & Douglas Street, Block 143, Lot 1, Elk Township, Gloucester County, New Jersey", prepared by Tristate Engineering and Surveying, dated January 2024, no revision.

Completeness

The application is incomplete. The applicant has requested waivers from the following checklist items:

- **#29** requires an environmental impact statement as per §96-44. **Waiver not recommended.**
- **#30** requires a Phase I Environmental Assessment report conforming to current ASTM standards in accordance with §62A. **Waiver not recommended.**
- **#31** requires Traffic Impact Study prepared, signed and sealed by a licensed professional engineer in NJ. If a full traffic study is not needed, the Board may request a modified traffic impact statement. ***Our office has no objection to a waiver being granted for this item.***
- **#49** requires the location of all existing trees or tree masses, indicating general sizes and species of trees in accordance with Township Ordinances. ***Our office has no objection to a waiver being granted for this item.***
- **#68** requires Floor plan and front elevation of all proposed principal buildings and contemplated accessory buildings and structures, and any elevations in public view. ***Our office has no objection to a waiver being granted for this item.***

The applicant did not request waivers from the following Land Development Checklist items but has not provided:

- **#15** requires a statement providing an overview of the proposed uses of the land and improvements alterations, or additions. ***Our office has no objection to a waiver being granted for this item.***
- **#19** requires proposed street names and new block/lot numbers approved by the tax assessor. **Waiver recommended for completeness only.**
- **#32** requires a copy of Requests to Township Committee for any required ordinances related to the proposal (to invoke Title 39, etc.) **Waiver recommended for completeness only.**
- **#33** requires Statement and demonstration of compliance with affordable housing requirements as applicable including §70-4. **Waiver recommended for completeness only.**

- **#36** requires Copy of any protective covenants, easements and restrictions of record. Include current Tile Policy. **Waiver recommended for completeness only.**
- **#37** requires drafts of proposed protective covenants, deed restrictions or casements for review by the Land Use Board and its professional staff. **Waiver recommended for completeness only.**
- **#42** requires Structures and wooded areas within 200 feet of property line. **Waiver recommended for completeness only.**
- **#43** requires the existing and proposed use of all buildings and structures including bridges, culverts, paving, lighting, signs and grade elevations for each structure. **Waiver recommended for completeness only.**
- **#50** Tree Protection Plan, limits of clearing in accordance with Township Ordinances. **Waiver recommended for completeness only.**
- **#51** requires relocation, design and dimensions of open space areas, conservation areas, buffer areas, pedestrian walkways and any recreation areas and facilities proposed by the developer. **Waiver recommended for completeness only.**
- **#52** requires a method by which common/public open space or commonly held building or structure is to be owned and maintained. **Waiver recommended for completeness only.**
- **#54** requires the identification or all abutting land that is currently assessed as qualified farmland. **Waiver recommended for completeness only.** *Per the Land Development Checklist and the Borough Code definition of "agricultural buffer", proposed Lot 1.04 is considered adjacent to Qualified Farm parcel Block 65 Lot 5.*
- **#62** requires Location of fire hydrants and streetlights. **Waiver recommended for completeness only.**
- **#68** requires a floor plan and front elevation of all proposed principal buildings and contemplated accessory buildings and structures, and any elevations in public view. **Waiver recommended for completeness only.**
- **#70** requires a lighting plan showing the location, height, light distribution, design and distance from intersections of for all freestanding, building mounted, sign lighting and ground lighting. **Waiver recommended for completeness only.**
- **#76** requires a Recreation Facilities Plan and details where applicable in accordance with section 96-55 **Waiver not recommended.** *The applicant shall provide information as to their proposed compliance with §96-55 or request a variance from requirement.*

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- **#78** requires where there is potential future development of adjacent parcels or undeveloped portions of the subject lot, locations of future pedestrian and vehicular connections. **Waiver recommended for completeness only.**
- **#79** requires a Municipal Developer Agreement between the developer and the municipality for redevelopment, general development plan or other subdivision or site plan where off tract improvements are contemplated. **Waiver recommended for completeness only.**
- **#80** requires barrier free sub code requirements if applicable. ***Our office has no objection to a waiver being granted for this item.***
- **#84** requires a letter containing a list of all items not installed or completed and to be covered by a performance guarantee, with quantities and cost of each item and the total cost of all items. **Waiver recommended for completeness only.**

The above items must be provided prior to the Planning Board hearing for the application or waivers granted for the application to be deemed "Complete". If a waiver is granted for completeness only, the information shall be provided as part of the compliance submission.


We reserve the option to make additional comments as more information becomes available.

Should there be any questions or if additional information is required, please contact the undersigned at (856) 546-8611.

Very truly yours,
BACH ASSOCIATES, PC



Steven M. Bach, PE, RA, PP, CME
President



Candace Kanaplue, PP, AICP
Associate

Cc: Christopher Dasti, Esq, Board Solicitor
Cherena Cheng, Applicant/Owner
M. Brian Hall, Esq., Applicant's Attorney
Joseph Mancini, PE, PP, CFM

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