



September 11, 2025

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

Attn: Ann Marie Weitzel, Board Secretary

Re: Brian Brown  
Block 170, Lots 10 & 11  
530 Fairview Road  
Minor Subdivision  
MD – Moderate Density Residential District  
Elk Township Application SD-25-02  
Bach Associates Proj. #ETPB2025-7

Dear Chairman Afflerbach and Members of the Board:

We have reviewed the application and supporting documents submitted by Brian Brown for a minor subdivision (lot line adjustment) to increase the size of Lot 11 by taking acreage from Lot 10. The existing properties front on Fairview Road (CR 637) between Whig Lane (CR 610) and 10<sup>th</sup> Avenue within the MD Moderate Density District. Currently Lot 10 consists of a ±60,984 sf area with a 2-story frame dwelling, a pool, bituminous driveway, two (2) frame garages, a carport, three (3) sheds, a coop, and associated site improvements. Existing Lot 11 currently consists of a split-level frame dwelling, concrete driveway, three (3) sheds, and associated site improvements.

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

1. Land Development Application for Minor Subdivision and variance submitted August 13, 2025.
2. Plan entitled "Proposed Minor Subdivision Plan", prepared by Ewing Associates, dated 9-22-24, no revision.

**Completeness**

**The application is presently incomplete.** The applicant did not request waivers but has not provided the following checklist items:

- #38 requires photographs of the site taken from the opposite side of the street and to show any unusual physical aspects of the site. And for a variance, any other vantage that would be instructive. ***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.***

- #50 requires a tree Protection Plan, limits of clearing in accordance with Township Ordinances. ***Our office has no objection to a waiver being granted for this item.***
- #55 requires contours at 20 foot intervals for the entire tract and within 100 feet (USGS Topographic maps are sufficient) and conformance with the grading plan requirements in section 96-66M prior to the issuance of any building permits. ***Our office has no objection to a waiver being granted for this item.***
- #57 requires a grading plan showing existing and proposed spot elevations, based upon the datum, at all building corners, all floor levels, center lines of abutting roads, top and bottom curbs, property corners, gutters and other pertinent locations sufficient to assure that the project will not have an adverse affect on the existing drainage pattern. ***Our office has no objection to a waiver being granted for this item.***
- #58 requires soil erosion and sediment control plan consistent with the requirements of the soil conservation district. ***Our office has no objection to a waiver being granted for this item.***
- #59 requires location of soil borings to determine soil suitability and indication of whether topsoil will be transported to the site and/or be removed and transported outside the municipal boundary. ***Our office has no objection to a waiver being granted for this item.***
- #75 requires utilities. preliminary plans and profiles of proposed scale of not more than one (1) inch equals fifty (50) feet horizontally and one (1) inch equals five (5) feet vertically showing connections to existing and proposed utility systems. ***Our office has no objection to a waiver being granted for this item.***

We have determined that the application is **INCOMPLETE** at this time. The above items must be addressed for the application to be deemed "Complete" and scheduled for a public hearing. If a waiver is granted for completeness only, the information shall be provided as part of the compliance submission.

**OWNER/APPLICANT:**

Applicant: Brian Brown  
530 Fairview Road  
Glassboro, NJ 08028  
609-560-4331

Owner: Morse Mariano Flamma  
540 Fairview Road  
Glassboro, NJ 08028  
856-881-0919

**ZONING:**

The property is within the MD Moderate Density Zoning District which permits agricultural uses, single-family dwellings, public parks and playgrounds, and accessory uses that are customarily incidental and subordinate to the primary use on site.

The following table indicates the bulk standards for the entire lot based on the current MD standards.

Section	Required	Existing Lot 10	Existing Lot 11	Proposed Lot 10	Proposed Lot 11	Compliance
§96-68D(2) Min Lot Size	20,000	±60,984 sf	±322,779 sf	145,995 sf	237,554 sf	Complies
§96-68D(3) Min Front Yard Setback	30	15.26 ft*	128.23 ft	<b>15.26 ft*</b>	128.23 ft	Lot 10: Preexisting nonconformity  Lot 11: Complies
§96-68D(3) Average Front Yard Setback	62	71.75 ft	71.75 ft	71.75 ft	71.75 ft	Complies
§96-68D(4) Min Rear Yard Setback	35	±350 ft	460.38 ft	662.29 ft	460.38 ft	Complies
§96-68D.(5) Min Side Yard Setback	10	43.99 ft	65.76 ft	43.99 ft	65.76 ft	Complies
§96-68D.(5) Min Side Yard Setback (aggregate)	25	113.11 ft	306.93 ft	113.11 ft	306.93 ft	Complies
§96-68D.(6)(a) Min Width at Building Line	85	150 ft	351.14 ft	150 ft	351.14 ft	Complies
§96-68D.(7) Min Lot Depth	100	405.25 ft	682 ft	816.40** ft	682** ft	Complies
§96-68D.(9)(a) Min Lot Frontage	75	150 ft	352.94 ft	150 ft	352.94 ft	Complies
§96-68D.(10) Max Height	35 ft	<35 ft	<35 ft	<35 ft	<35 ft	Complies
§96-68D.(11) Maximum Building Coverage	30%	<30%	<30%	3%	1%	Complies
§96-68D(12) Max Impervious	35%	<35%	<35%	7%	2%	Complies

- \* Indicates preexisting nonconformance
- \*\* Indicates different from the zoning chart on the plan

**MINOR SUBDIVISION COMMENTS:**

1. The applicant should revise the zoning table's proposed lot depth to be consistent with the Township's definition and the table above.
2. The subdivision plan shall note and reference the survey that was used as the basis for the subdivision plan and the date that the field survey was performed on this property.
3. In accordance with Title 46 Chapter 26B-2.b.(8) "the map shall clearly show all monumentation required by this chapter, including monuments found, monuments set, and monuments to be set. An indication shall be made where monumentation found has been reset. For purposes of this subsection "found corners" shall be considered monuments. A minimum of three corners distributed around the tract shall indicate coordinate values. The outbound corner markers shall be set pursuant to regulations promulgated by the State Board of Professional Engineers and Land Surveyors."
4. In accordance with Title 46 Chapter 26B-2.b.(13)(c), the plan shall show the certification by the municipal clerk.
5. In accordance with Title 46 Chapter 26B-2.b.(14), the plan shall show the certification by the municipal engineer.
6. A note shall be included on the plan, stating how the subdivision will be filed with the county clerks office if approved.
7. Legal descriptions for all new lots shall be submitted to our office for review.
8. The Plan shall list a point of beginning for each legal description submitted.
9. Fairview Road is a county road, the applicant must receive county approval.
10. Additional dimensions should be added to the accessory structures on Lot 10 to illustrate conformance to the township's bulk standards.

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

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Page 5 of 5

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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: Brandon E. DeJesus, Esq., Board Solicitor  
Brian Brown, Applicant  
Morse Mariano Flamma, Owner  
Erik Valentin, PLS, Applicant's Professional

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