

February 13, 2026

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

Attn: Ann Marie Weitzel, Board Secretary

Re: Raul Castillo Luna
Block 186, Lot 1
244 Clayton Avenue
Minor Subdivision
Review #1 - Completeness
MD – Moderate Density Residential District
Elk Township Application SD-26-01
Bach Associates Proj. #ETPB2026-1

Dear Chairman Afflerbach and Members of the Board:

We have reviewed the application and supporting documents submitted by Raul Castilla-Luna for a minor subdivision to divide one (1) existing lot into two (2) proposed lots. The existing lot is located on the southerly corner of Clayton Avenue (County Route 608) and 24th Avenue. Existing Lot 1 is a 44,000 square foot parcel and contains an existing 1½-story frame dwelling, with a covered porch and a stone and earth driveway to be removed. The parcel is located within the MD Moderate Density Residential District and is surrounded by similar properties also in the same zoning district. The applicant is not proposing any site improvements at this time.

It shall be noted that this subdivision will increase the number of dwelling units per acre from 0.99 to 1.98. Per §96-68D.(1), the MD Moderate Density Residential District permits a maximum of 1.5 dwelling units per acre. Therefore, the application is INCOMPLETE until such time as the applicant submits an application for Use Variances to permit a density of 1.98 dwelling units per acre on each proposed lot and addresses completeness items not recommended for waiver.

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

1. Land Development Application for Minor Subdivision.
2. Listed of waivers requested.
3. Plan entitled "Proposed Minor Subdivision Plan for: Sheet 41, Block 186, Lot 1, 244 Clayton Avenue, Township of Elk, Gloucester County, New Jersey", prepared by Ewing Associates, dated 12-02-25, no revision.

Completeness

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

- #49 requires the location of all existing trees or tree masses, indicating general sizes and species of trees in accordance with Township Ordinances. **Waiver not recommended.**
- #50 requires a Tree Protection Plan, limits of clearing in accordance with Township Ordinances. **Waiver not recommended.**
- #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.***
- #67 requires if on-site sewerage disposal is required (septic system), the results and location of all percolation tests and test borings. ***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.

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.

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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
Raul Castillo Luna, Applicant/Owner
Erik Valentin, PLS, Applicant's Professional

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