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March 8, 2022  
70601 00

Southampton Township Planning Board  
5 Retreat Road  
Southampton, NJ 08088-3591

Attn: Ms. Michele Gittinger, Secretary

Re: **Malvern Court: Pinelands Well House #2 Expansion, Middlesex Water Company**  
Minor Site Plan  
Block 2702.11, Lot 9  
Township No.: P22-2702119

Dear Board Members,

We have reviewed a Minor Site Plan application for the property referenced above, where the Applicant proposes to expand the existing well house by 79 SF to include a separate chlorine treatment room and an employee bathroom, relocating a backup electric generator from adjacent Lot 6 to Lot 9, reconstructing and existing parking area, constructing a new walkway from the parking area to the well house, and installing underground piping. Lot 6 is now part of the Retreat Preserved owned by the State of New Jersey and managed by the New Jersey Natural Lands Trust. The utility property also abuts a single-family detached dwelling, 2 Malvern Court, on Lot 8.

The application includes the following documents:

1. Application Explanation Letter prepared by Charles H. Witte, PE of H2M Architects + Engineers in Wall Township, NJ, dated December 7, 2021;
2. Planning Board and Zoning Board Application but no application checklists;
3. Site Plan prepared by Patrick K. Cole, PE of H2M Architects + Engineers of Wall Township, NJ, dated 2/2/22, comprising the following sheets, unless otherwise indicated:
  - a. Cover Sheet (Sheet G 000.00);
  - b. General Notes (Sheet G 001.00);
  - c. Existing Conditions & Demolition Plan (Sheet CD 100.00);
  - d. Proposed Site Plan (Sheet CS 100.00);
  - e. Site Details (Sheet C 500.00);
  - f. General Notes, Abbreviations, and Legends (Sheet A 001.00) by Robert F. Bee, RA of H2M Architects + Engineers, dated 06/21;
  - g. Building Elevations (Sheet A 200.00) by Robert F. Bee, RA, dated 7/9/21; and
  - h. Building Sections and Details (Sheet A 300.00) by Robert F. Bee, RA, dated 7/9/21.

### **General Information**

Applicant/Owner (Lot 9): Middlesex Water Company  
(dba Pinelands Water & Wastewater Company)  
485C Route 1, Suite 400  
Iselin, NJ 08830

Owner (Lot 6): State of New Jersey Natural Lands Trust

Mail Code 501-04  
P.O. Box 420  
Trenton, NJ 08625-0420

Applicant's Attorney: Jay L. Kooper, Esq.  
485C Route 1, Suite 400  
Iselin, NJ 08830

Applicant's Engineer: Patrick K. Cole. PE  
H2M Architects + Engineers  
4810 Belmar Boulevard, Suite 201  
Wall Township, NJ 07753

Applicant's Architect: Robert F. Bee, RA  
H2M Architects + Engineers  
4810 Belmar Boulevard, Suite 201  
Wall Township, NJ 07753

### **Completeness Review**

This minor site plan application did not include a completed checklist, nor did it request any application submission waivers. **We recommend that the Board find the application COMPLETE for its review and consideration of approval with the understanding that the Applicant shall provide the following checklist deficiencies and two other identified items as a condition of its approval:**

1. Key map showing entire tract and its relation to the surrounding area at a scale of 1" equals not more than 2,000'.
2. Title Block in accordance with the rules governing title blocks for professional engineers including:
  - a. Name of subdivision or development, township name and county.
  - b. Name, title, address and telephone number of the sub-divider or developer.
  - c. Name, title, address, telephone number and license number of the professional(s) that prepared plat or plan.
  - d. Name, title, address and telephone number of the owner or owners of record.
  - e. Scale in inches to feet and bar scale.
  - f. Date of original preparation and of each subsequent revision and a list of the specific revisions entered on each sheet.
4. Approval signature lines for: Planning or Zoning Board Chairperson, Board Secretary and Township Engineer.
9. Zoning district affecting the tract, including district names and requirements.
14. The name of all adjacent property owners within 200' as they appear on the most recent tax list prepared by the Tax Assessor.
19. The application should be amended to include a letter from the Architectural Review Committee of the Leisuretowne Association indicating whether the proposed development has received its approval or is not subject to it.
  - A. Application submission certification by the property owner of Lot 6 property owner, from which an existing backup electric generator is proposed to be removed.

B. An environmental assessment of the generator location on Lot 6, as required by §12-4.10.

### **ZONING COMMENTS: Rural Development (RD) Zone**

#### Use Requirements

1. Public service infrastructure, such as the existing well house, is a permitted principal use in this zone.

#### Dimensional (Area, Bulk, and Height) Requirements

2. §19-2.6.c.6 indicates that non-residential uses, such as the existing well house, have no minimum dimensional requirements other than a minimum lot area not “less than that needed to meet the water quality standards of §19-4.7b.4., whether or not the lot may be served by a centralized sewer treatment or collection system.” The existing 11,238 SF parcel is served by a centralized sewer treatment system, but it is not capable of meeting the standards of §19-4.7b.4. Because this is a pre-existing condition that will not be affected by the proposed development, a bulk variance should not be required.

### **GENERAL COMMENTS**

#### Grading and Drainage

3. The plans should be revised to provide existing and proposed spot elevations and contours in sufficient quantity and location, i.e. a Grading and Drainage Plan, to ascertain acceptable drainage patterns.
4. All clearing and soil disturbance activities shall be limited to that which is necessary to accommodate the proposed development, as required by §19-4.2.

#### Site Construction and Paving

5. It is unclear whether the proposed parking area pavement would be asphalt or concrete. The plan should be revised to indicate the proposed surface material(s) and to provide acceptable construction details and notes for the proposed parking area.
6. The plan should be revised to provide full-width asphalt paving mill and overlay of right-of-way to be disturbed by the proposed development.
7. The plan should be revised to indicate the construction materials and to provide acceptable dimensions and notes for the existing curbing, sidewalk, and driveway apron and the extent of these areas to be “restored”.
8. Detail 1 on Sheet CS 100.00 should also be revised to provide a 6” thick concrete surface for the driveway apron with WW mesh.
9. Detail 2a on Sheet CS 100.00 should be revised to provide acceptable construction materials, dimensions, and notes for the concrete curbing and sidewalk. Detail 2b should be revised to show the locations and dimensions of the sub-surface portions of the depressed curb and driveway

#### Fencing

10. The Applicant should provide testimony indicating why a 6’-high chain link fence is now required on this property, which has operated for decades without any fencing, and why a driveway chain between two bollards is insufficient for this use.
11. If fencing were required, the plan should be revised to indicate front yard setback and length dimensions for the proposed fencing. We also recommend that the 6’ chain link fence on the northern side that faces Malvern Court, and the western side that abuts 2 Malvern Court be replaced with a black ornamental aluminum picket fence in character with those approved by the Leisuretowne Association’s Architectural Review Committee. In

addition, the fencing section abutting 2 Malvern Court should be buffered with a selection of native Pinelands evergreen shrubs, such as *Ilex Glabra* (Inkberry) and *Kalmia Latifolia* (Mountain laurel), and deciduous shrubs, such as *Myrica pensylvanica* (Northern bayberry) and *Leucothoe racemosa* (Fetterbush).

12. §12-5.6.g.3 indicates that a fence accessory to any public utility, such as this one, is exempt from the ordinance's requirements. Therefore, a bulk variance is not required for the proposed 6'-high, black vinyl covered chain link fence setback 3' from the street line instead of the required 4' setback or for its location in the front yard setback, where a maximum 4- height is permitted. Even so, we recommend that the plan be revised to indicate that the PVC powder coating of the proposed fence posts, rails, tension roads, and other equipment also be black.

#### Landscaping

13. The plan should be revised to indicate the type and location of all tree protection equipment with details and notes for the trees flanking the driveway and those to the south of the parking area, as required by §12-5.7.c.
14. The plan should be revised to provide soil and groundcover types / species with details and notes indicating how disturbed areas shall be reclaimed after existing features, such as generator pads and sidewalks, are removed and after other construction work is completed. Reclamation shall be in compliance with §12-5.16 and §19-4.2. See also Comment #11, above.

#### Lighting

15. The plan should be revised to indicate the type and location of all lighting equipment with isolux lines, details and notes for the proposed driveway fence gate, parking area, three well house doors, the backup electric generator, and street lighting, as required by §12-5.8. All proposed lighting shall be in conformance with the performance standards in §12-5.12.e.

#### Off-Street Parking and Loading

16. The plan should be revised to indicate the type and location of all off-street parking and loading areas, as required by §12-5.10.
17. The Applicant should provide testimony indicating the type and frequency of utility vehicles anticipated to visit the site.

#### Performance Standards

18. The plan indicates that the proposed development will locate a backup electric generator to the rear of the proposed well house addition and less than 20' from an existing, 1.5-story, single-family detached residence on adjacent Lot 8. The plan should be revised to indicate the type/model of the proposed generator, with details and notes indicating compliance with the air, heat, noise, odor, and vibration pollution performance standards in §12-5.12, as well as applicable State environmental standards.

#### Signage

19. The plan should be revised to indicate the types, locations, dimensions and details for all existing and proposed business and building identification and warning signs. All signage shall be consistent with §12-5.15, as required.

#### Curb, Driveway Apron, and Sidewalk Details.

20. The proposed curb, driveway apron, and sidewalk details should be revised to comply with the NJ Residential Site Improvement Standards (RSIS), as required by §12-5.17.

**ADMINISTRATIVE COMMENTS**

21. We reserve the opportunity to provide further comment based on any additional information provided by the Applicant, as well as other comments from the Board and its other professionals.
22. All future re-submissions of the plans shall clearly indicate a revision date and be accompanied with a point-by-point response letter to the comments of the Board's professional staff.
23. Any approval is subject to applicant obtaining all required permits and approvals, including the following, and satisfying the review letters of the Board's Professionals.
  - a. Township Police, Fire, and Construction Code Officials, and
  - b. Any and all others that may be required.

Should you or the applicant have any questions, please feel free to contact the undersigned.

Sincerely yours,



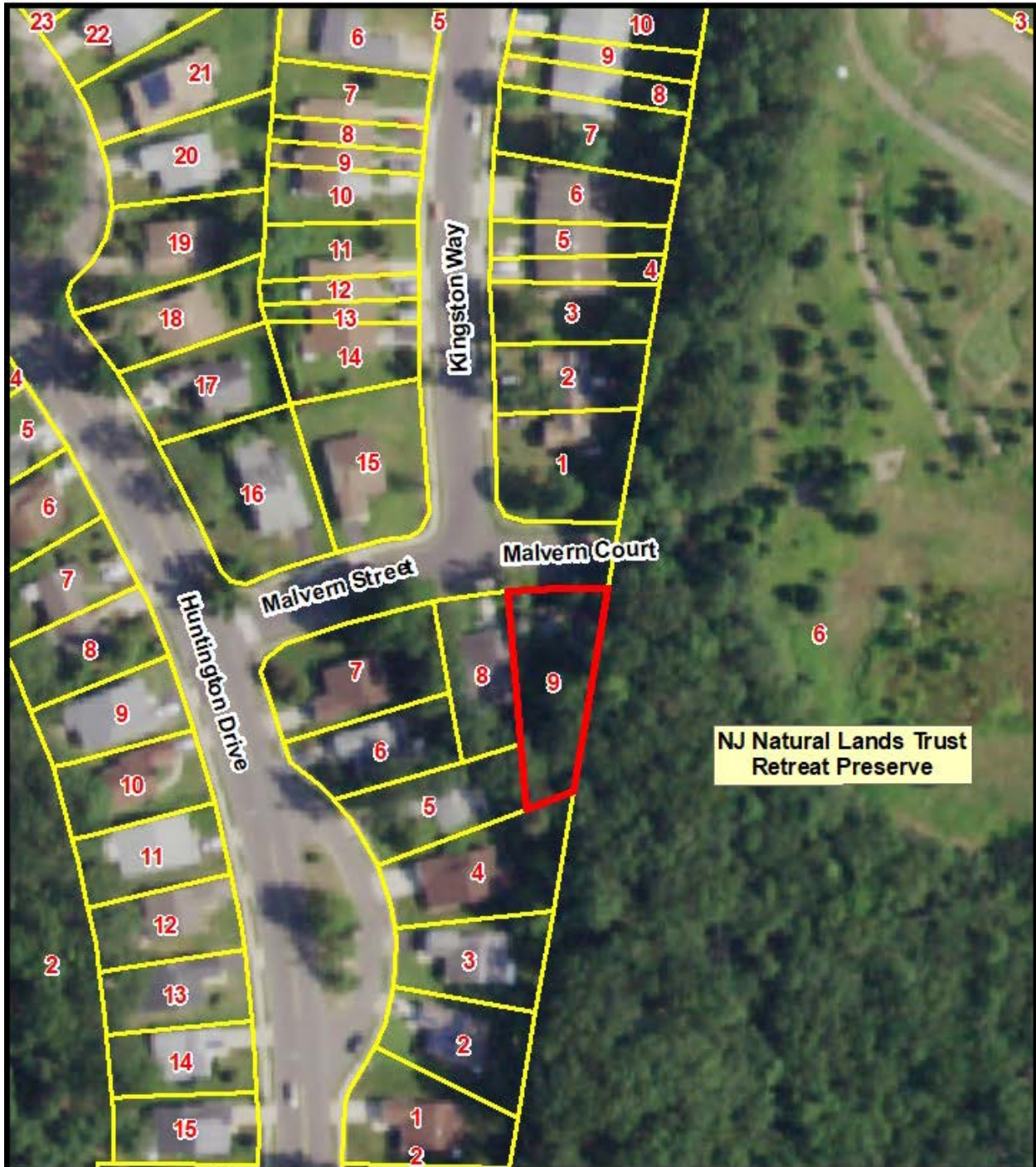
Rakesh R. Darji, PE, CME, PP  
Zoning Board Engineer



Edward Fox, AICP, PP  
Zoning Board Planner

RRD/EF

cc: Jay L. Kooper, Esq., Applicant's Attorney via email [jkooper@middlesexwater.com](mailto:jkooper@middlesexwater.com)  
Patrick K. Cole, PE, Applicant's Engineer via email [ahilla@h2m.com](mailto:ahilla@h2m.com)  
Thomas Coleman, Esq., Zoning Board Attorney [tomecoleman@rclawnj.com](mailto:tomecoleman@rclawnj.com)



**2 Malvern Court  
Block 2702.11, Lot 9  
Leisuretowne Village  
Southampton Township, NJ**

