



February 24, 2025

Ms. Beth Magnani, Board Secretary
Borough of Sayreville Planning Board
167 Main Street
Sayreville, NJ 08872

Re: Borough of Sayreville Planning Board Application No. **PB-24-04**
Applicant: Thomas J. Fallon
Application: Preliminary & Final Minor Subdivision Approval with Bulk Variance Relief
Zone: R-7: Single Family Residence District
Block/Lots: 125/6, 6.01, 7, 7.01, 8 & 9
Site Address: 16 Charlotte Street, Sayreville, NJ
Borough of Sayreville, Middlesex County, New Jersey
Technical Review Letter #1
Morgan Municipal, LLC - Project No SAYRPB24-04

Dear Ms. Magnani:

Enclosed please find a technical review for the above referenced application.

A. COMPLETENESS

The following documents were reviewed in support of this report:

1. Checks:
 - a. Check#5125 - \$350.00, signed by applicant, dated 07/15/2024;
 - b. Check#5124 - \$500.00, signed by applicant, dated 07/15/2024;
 - c. Check#5291 - \$2,500.00, signed by applicant, dated 01/17/2025;
2. Standard Development Application, consisting of 3 pages, filled out and signed by applicant, dated 07/10/2024;
3. Preliminary Major Subdivision and Site Plan Checklist, consisting of 5 pages, unsigned, undated;
4. Final Major Subdivision and Site Plan Checklist, consisting of 2 pages, unsigned, undated;
5. W-9 Form, filled out and signed by applicant, dated 07/15/2024;
6. Proof of Taxes Paid through 11/01/2024;
7. Cover Letter prepared by East Point Engineering, LLC, signed by Marc. S. Leber, P.E., P.P., C.M.E., dated 11/21/2024;
8. Tree Preservation Report prepared by East Point Engineering, LLC, signed by Marc. S. Leber, P.E., P.P., C.M.E., dated 11/21/2024;
9. Cover Letter prepared by CME Associates, signed by Jay B. Cornell, P.E., dated 08/19/2024;
10. Cover Letter prepared by CME Associates, signed by Jay B. Cornell, P.E., dated 12/10/2024;
11. Cover Letter prepared by CME Associates, signed by Jay B. Cornell, P.E., dated 01/09/2024;
12. **Architectural Plans** entitled, "New Two Story Wood Framed Addition" consisting of (5) sheets, prepared by Dominick Macaluso, Architecture, LLC, unsigned, dated 09/11/2024;
13. **Survey** entitled, "Survey of Property For: Reliable Asset Management. Situated In: Borough of Sayreville, Middlesex County, NJ" consisting of (1) sheet, prepared by Thomas M. Ernst & Associates – Professional Land Surveyors, Inc., unsigned, dated 03/11/2024, last revised 05/03/2024;
14. **Subdivision Plans** entitled, "16 Charlotte Street Minor Subdivision, Block 125, Lots 6, 6.01, 7, 7.01, 8 & 9, Borough of Sayreville, Middlesex County, NJ" consisting of (6) sheets, prepared by East Point Engineering, LLC, signed by Marc S. Leber, P.E., P.P., dated 05/08/2024, last revised 10/10/2024;

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15. **Plat Plan** entitled, "Minor Subdivision, Block 125, Lots 6, 6.01, 7, 7.01, 8 & 9. Situated In: Borough of Sayreville, Middlesex County, NJ" consisting of (1) sheet, prepared by Thomas M. Ernst & Associates – Professional Land Surveyors, Inc., signed by Michael S. Lynch, P.L.S., dated 10/25/2024;
16. **Tree Preservation Plan** entitled, "Minor Subdivision – 16 Charlotte Street Tree Preservation Plan, Block 125, Lots 6, 6.01, 7, 7.01, 8 & 9, Tax Map Sheet No. 44, Borough of Sayreville, Middlesex County, NJ" consisting of (1) sheet, prepared by East Point Engineering, LLC, signed by Marc S. Leber, P.E., P.P., dated 01/06/2025;

Due to the prior **Completeness** determination by CME Associates in their 01/09/2025 letter, Morgan Municipal's review is limited to technical items. Additionally, we note that any comments made by CME Associates within their 01/09/25 Technical Letter are to be omitted and subsequently superseded by any/all comments set forth within our (Morgan Municipal's) review letter herein.

B. SUMMARY

The subject property is located on the northwestern corner of the intersection of Charlotte Street and Water Tower Lane. The overall parcel consists of existing Block 125 and Lots 6, 6.01, 7, 7.01, 8 & 9, and contains a total tract area of 15,493 SF. The property is currently partially developed with a 1-story single family dwelling located within existing Lots 8 & 9. A frame shed is located within Lots 6 & 7.01. Lots 6.01 & 7.01 are both unimproved.

The Applicant is seeking Minor Subdivision approval for the consolidation and subsequent subdivision of 6 lots to create 2 new lots. Lots 8 & 9 will be combined to create Lot 8.01, which is where the existing 1-story single family dwelling is located. Lots 6, 6.01, 7, 7.01 will be combined to create Lot 6.02, where the applicant proposes to construct a 2-story single family dwelling. The applicant is also proposing extending the pavement area for Water Tower Lane to create a 28 FT wide pavement width, which is consistent with R.S.I.S. guidelines, which allows for on-street parking on one side of the road. The project will be serviced by public water and sanitary sewer.

C. PLANNING & ZONING

1. The subject property is located entirely within the R-7 (Single-Family Residence District) Zone. The subject property abuts the PRIME (Public, Recreational, Institutional Municipal and Educational) Zone to the north and the R-7 (Single Family Residence District) Zone in all other directions.
2. **R-7 "Single-Family Residence District" Zone (Per Zoning Schedule I-A "Use Regulations – Residential Districts")**
 - a. We note that the proposed use of 'Detached Single-Family Dwellings' is a permitted use within the zone.

RELIEF REQUIRED

Variance(s)

1. **Minimum Lot Area (Corner Lot)** – where 8,500 SF is required, and 7,990 SF is proposed for Lot 8.01. (Per Zoning Schedule II-A "Bulk Regulations – Residential Districts").
2. **Minimum Lot Depth (Interior Lot)** – where 100 FT is required, and 94 FT is proposed for Lot 6.02. (Per Zoning Schedule II-A "Bulk Regulations – Residential Districts").
3. **Minimum Lot Depth (Corner Lot)** – where 100 FT is required, and 85 FT is proposed for Lot 8.01. (Per Zoning Schedule II-A "Bulk Regulations – Residential Districts").

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4. **Minimum Front Yard Setback (Corner Lot)** – where 20 FT is required, and 19.7 FT is existing/proposed for Lot 8.01. **(Per Zoning Schedule II-A “Bulk Regulations – Residential Districts”).**
5. **Minimum Rear Yard Setback (Corner Lot)** – where 25 FT is required, and 24.1 FT is proposed for Lot 8.01. **(Per Zoning Schedule II-A “Bulk Regulations – Residential Districts”).**
6. **Maximum Lot Coverage (Buildings)** – where 20% is permitted, and 26.67% is proposed for Lot 6.02. **(Per Zoning Schedule II-A “Bulk Regulations – Residential Districts”).**
7. **Maximum Lot Coverage (Buildings)** – where 20% is permitted, and 20.1% is proposed for Lot 8.01. **(Per Zoning Schedule II-A “Bulk Regulations – Residential Districts”).**

Any and all other variances required at the board hearing.

Waiver(s)

Submission Waivers:

1. Preliminary Checklist #12 – Location of all structures within 200 feet of the property.
2. Preliminary Checklist #13 – A stormwater management plan showing the location, type and size of any existing and proposed bridges, culverts, drainpipes, catch basins and other storm drainage facilities, including Stormwater Analysis Report.
3. Preliminary Checklist #29 – The Board may require the applicant to submit an environmental impact assessment as part of preliminary approval if, in the opinion of the Board, the development could have an adverse effect on the environment.
4. Preliminary Checklist #30 – The Board may require the applicant to submit a traffic impact statement as part of preliminary approval if, in the opinion of the Board, the development could have an adverse effect on off-site traffic and circulation.

Design Waivers:

1. Minimum required pavement width of 30 FT for minor and marginal streets, where the applicant proposes a 28 FT pavement width. **(Per Ordinance Section #26-97.1(F.2)).**
2. 4” wide concrete sidewalk required along both sides of Water Tower Lane, where the applicant provides none and has requested a waiver for such. **(Per Ordinance Section #26-97.2(A)).**
3. (6” x 20” x 8”) curbing required along the western side of Water Tower Lane, where the applicant provides none. **(Per Ordinance Section #26-97.1(T)).**

Any and all other waivers required at the board hearing.

D ENGINEERING COMMENTS

Upon review of the submitted materials, we offer the following comments requiring testimony from the Applicant:

1. General Comments
 - a. Applicant to provide testimony on all previous approvals for the subject lot.
 - b. Applicant to provide testimony on all existing or proposed easements.
 - c. Applicant to provide testimony on any active and/or anticipated approvals from outside agencies.
 - d. We note that a Borough of Sayreville Soil Removal/ Fill Placement Permit is required for the proposed site work.

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General Township Ordinances Comments

1. Off-Street Parking and Loading #26-88

- a. We note that the off-street parking calculation provided by the applicant is in accordance with the requirements set forth within this ordinance section as well as compliant with N.J.A.C. 5:21-4.14(d).

2. Traffic & Circulation

- a. We note that the applicant has not submitted a traffic & circulation plan as a part of this application. Testimony shall be provided discussing how emergency vehicles will turn around.

3. Installation of Improvements or Guarantees #26-112

- a. Applicant to provide testimony on compliance with posting the required performance guarantees necessary for the improvements proposed. Performance guarantees and inspection fees will be required per NJ MLUL.

4. Architectural Plan Comments:

- a. Testimony shall be provided on whether the proposed home will have a basement, as a basement is not shown on the architectural plans.

5. Tree Preservation Plan:

- a. We note that the Tree Preservation Plan submitted by the applicant is in accordance with the requirements set forth in Ordinance Section #30-7 regarding the number of tree replacements required associated with the proposed quantity of trees to be removed.
- b. Prior to any removal of trees within the site, the applicant must first acquire a tree removal permit from the Borough of Sayreville and adhere to all requirements for such listed in Ordinance Section #30-6.

6. Survey Comments:

- a. The survey provided, of which the subdivision plan is based on, is not signed or sealed. Applicant to submit a signed and sealed copy of the survey entitled "Survey of Property For: Reliable Asset Management".

7. Plat Plan Comments:

- a. Testimony shall be provided indicating if the subdivision will be filed by Plat or by Deed. If by Plat, a subdivision plan prepared by a licensed surveyor shall be submitted consistent with the Map Filing Law/Recordation Act.

8. Engineering Subdivision Plan Comments:

- a. Water –
 1. A fire hydrant shall be added to the terminus of the water main extension, or applicant to revise plans to indicate an existing fire hydrant location that can service the proposed 2-story single family dwelling within a 400 FT hose lay of the property.
 2. The proposed location of a wet tap connection should be called out on the plan where the main water extension occurs.
 3. The plans should be revised to show where the water main extension ties into the existing main.
 4. Applicant to provide testimony as to whether the existing single service line within Water Tower Lane will remain or be removed.

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5. The length of the proposed water main extension should be depicted on the plan.

b. Sewer –

1. In lieu of a main extension, the Applicant is proposing a 4" lateral. This office takes no exception to this proposal based on the fact that north of this property is St. Stanislaus Kostka Cemetery.

c. Grading & Drainage –

1. Additional spot shot grades should be added to the plan to confirm that positive drainage flow is directed away from adjacent properties to the rear, and to the side where there currently exists a cemetery.
2. Based upon the proposed grading north of the proposed dwelling, it appears that additional tree removal will be required.
3. No existing or proposed topographic information is shown for the Water Tower Lane widening.

d. Miscellaneous Comments –

1. Water Tower Lane shall be milled and overlaid from Charlotte Street to the northern limits of the property. The excavation for the sewer and water services necessitates this.
2. The plans should be revised to show existing utilities for the existing 1-story single family dwelling. With the extension of multiple utilities, we cannot verify if the existing dwelling services will need to be removed, rerouted, or just identified so as to avoid a potential conflict.
3. A detail of the proposed concrete curb shall be added to the plan.
4. A cross-sectional detail of the proposed road should be added to the plans. An additional design waiver may be necessary based on the proposed road design.
5. The Applicant shall provide information on any existing streetlights and whether additional lighting is needed.
6. An ADA compliant handicapped ramp is required at the intersection of Charlotte Street and Water Tower Lane.
7. The street number for the proposed 2-story single family dwelling should be shown on the plans.
8. A bond estimate for the proposed roadway improvements will be prepared by this office should the Board look favorably on this application.

E. CONDITIONS OF APPROVAL

In the event the Board approves the subject application any approval should be conditioned upon the following:

1. Compliance with any all items noted within this report unless specifically noted in the resolution of approval.
2. Compliance with any/all representations made by the Applicant during the course of the board hearing.
3. Any and all conditions specifically desired by the board.
4. Payment of any/all escrow fees.

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5. Prior to a building permit being issued, proof of the following outside agency approvals, as applicable:
- i. Borough of Sayreville Sewer and Water Department
 - ii. Borough of Sayreville Fire Department
 - iii. Borough of Sayreville Construction Official
 - iv. Middlesex County Planning Board
 - v. Freehold Soil Conservation District
6. Posting of performance guarantees, restoration guarantees, and inspection escrow as required by Municipal Ordinance and MLUL.

We reserve the right to request additional information, and/or plans should additional variances or concerns be indicated during the public hearing. Should you have any questions or require anything additional, please do not hesitate to contact my office.

Respectfully submitted,



By: **MATHEW R. WILDER, P.E., P.P., C.M.E., C.F.M.**
MORGAN MUNICIPAL, LLC
PLANNING BOARD ENGINEER

MRW:CJA

CC: Michael Fowler, A.I.C.P., P.P., Board Planner
Lawrence B. Sachs, Esq., Applicant's Attorney (8G Aven Court, East Brunswick, NJ 08816)
Marc S. Leber (East Point Engineering), Applicant's Engineer (11 South Main Street, Marlboro, NJ 07746)
Thomas J. Fallon, Applicant (86 Gibian Street, Edison, NJ 08837)

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