



June 9, 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-25-01**  
Applicant: Tenon Auto Services, Inc.  
Application: Preliminary & Final Major Site Plan Approval  
Zone: B-3: Highway Business Zone  
Block/Lots: 428/1, 2, 2.01  
Site Address: 2069 NJ State Highway 35  
Borough of Sayreville, Middlesex County, New Jersey  
*Technical Review Letter #1*  
Morgan Municipal, LLC - Project No SAYRPB25-04

Dear Ms. Magnani:

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

**A. COMPLETENESS**

The following documents were reviewed in support of this report:

1. Checks:
  - a. Application Fee - Check#101 - \$2,000.00, signed by applicant, dated 02/24/2025;
  - b. Escrow Fee - Check#102 - \$9,077.00, signed by applicant, dated 02/24/2025;
2. Cover Letter prepared by Applicant's Attorney, signed by Kenneth L. Pape, ESQ., dated 03/05/2025;
3. Standard Development Application, consisting of 3 pages, filled out and signed by Applicant, dated 03/04/2025;
4. Preliminary Major Subdivision and Site Plan Checklist, consisting of 5 pages, prepared by Kenneth L. Pape, ESQ., unsigned, undated;
5. Notice from Board of Adjustment Secretary, signed by Board Secretary & Notary Public, dated 03/04/3035;
6. Disclosure Statement for Tenon Auto Service, Inc., signed by Applicant and Notary Public, dated 03/04/3035;
7. Disclosure Statement for 2069 Property, LLC., signed by Applicant and Notary Public, dated 03/04/3035;
8. List of Outside Agency Approvals, signed by Applicant's Attorney, dated 03/05/2025;
9. List of Shareholders of Tenon Auto Service, Inc., signed by Applicant's Attorney, dated 03/05/2025;
10. List of Shareholders of 2069 Property, LLC, signed by Applicant's Attorney, dated 03/05/2025;
11. Proof of Paid Taxes Email Chain from Sayreville Tax Office, last dated 03/05/2025;
12. W-9 Form, filled out and signed by applicant, dated 03/04/2025;
13. Middlesex County Deed Packet, prepared by Middlesex County Clerk, dated 02/14/2025;
14. Board of Adjustment Resolution and Associated Documents for Application #00-52, signed by Board Secretary, dated 03/26/2001;
15. Middlesex County Department of Transportation Office of Planning Exemption Letter, prepared by Bryan Adamcik, dated 03/21/2025;
16. **Traffic Impact Statement**, prepared by French & Parelo Associates, signed by Michael Drobny, P.E., dated 02/12/2025;
17. **Stormwater Management Letter**, prepared by French & Parelo Associates, signed by Lena Balorda-Barone, P.E., dated 02/12/2025;

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18. **Survey** entitled, "Boundary & Topographic Survey Prepared For Lots 1, 2 & 2.01 – Block 428 Situated in the Borough of Sayreville, Middlesex County, NJ" consisting of (1) sheet, prepared by French & Parrello Associates, signed by Thomas J. Ertle, P.L.S., dated 06/23/2022, last revised 01/17/2025;
19. **Site Plans** entitled, "Preliminary and Final Major Site Plan for Tenon Auto Service, Inc., Block 428, Lots 1, 2 & 2.01, Borough of Sayreville, Middlesex County, NJ" consisting of (7) sheets, prepared by French & Parrello Associates, signed by Jelena Balorda-Barone, P.E., dated 02/12/2025;

## **B. SUMMARY**

The subject property is known as Block 428, Lots 1, 2 and 2.01 in the Borough of Sayreville and is located along the southern side of NJ State Highway 35. The subject property contains a total of 1.977 acres (86,123 square feet) and is located within the B-3 (Highway Business) zoning district.

The property is currently developed with a two and a half-story dwelling, a garage, and a one-story shop and storage area that was previously used as a landscaping yard. An existing driveway is located on Route 35 and will remain as part of the proposed development.

The applicant is seeking Preliminary & Final Major Site Plan Approval for modifying the site use from Landscape Supply Yard to Bus Service and Maintenance Facility. The applicant intends on utilizing the existing structures for storage, bus service, and maintenance, as well as maintaining a gravel bus storage area on the western property boundary. The project will be serviced by existing utilities such as electric, gas, public water & sanitary sewer.

We note that the site was previously expanded beyond the limits granted by Planning Board approval. In an effort to mitigate the expansion and comply with the previously approved plan, the applicant intends on removing the existing storage bins/area and restore the portions of the site with grass and landscaping features.

## **C. PLANNING & ZONING**

1. The subject property is located entirely within the B-3 (Highway Business) Zone.
2. **B-3 "Highway Business" Zone (Per Zoning Schedule I-B "Use Regulations – Commercial Districts")**
  - a. We note that the proposed use of "Automobile Repair" is a permitted use within the zone.
  - b. "Outdoor Storage" is a permitted accessory use within the zone.

## **RELIEF REQUIRED**

### **Variance(s) Requested**

1. (none).

### **Variance(s) Required**

1. **Per Ordinance Section #26-82.6(a.4)) - Front Yard Setback (Accessory Structure/Outdoor Storage)** where no accessory structure(s) shall be located in a required front yard or in any area, such as the "side" front yard of a corner lot, where front yard setbacks apply, while the eastern portion of the proposed outdoor bus storage area encroaches into the 50 ft front yard setback abutting the jughandle.

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*Any and all other variances required at the board hearing.*

**Waiver(s) Requested**

Submission Waivers:

1. Preliminary Major Site Plan Checklist

- a. **Item #16** – A circulation plan showing proposed vehicle, bicycle and pedestrian circulation systems. The plan shall include the locations, typical cross-sections, centerline profiles and type of paving for all proposed new streets and paths.

**We note the Applicant has submitted a circulation plan on sheet 7 of the Preliminary & Final Major Site Plan.**

- b. **Item #17** – Plans of proposed potable water and sanitary sewer utility systems showing feasible connections to existing or any proposed system. If a public water supply or sanitary sewer system is available, the owner shall show appropriate connections thereto on the plat or plan.

**We note that the applicant has indicated that the existing utilities will continue to service the existing facilities on-site, however, the service lines shall be shown on the plan and testimony provided confirming the services are adequate for the change in use.**

Design Waivers:

1. **Per Ordinance Section §26-98(i) - Minimum Parking Landscaping Requirement** – where a minimum of ten 10% of any surface parking facility shall be landscaped about the interior and shall include one (1) shade tree for every twenty (20) parking spaces, where none are proposed.
2. **Per Ordinance Section §26-98.1(B.1) - Hairpin Striping Requirement** – where hairpin striping is required for new parking spaces, and none are proposed.
3. **Per Ordinance Section §26-98.1(B.5). - Parking Area Curbing Requirement** – where all parking lots and all loading areas shall have concrete or Belgian block curbing, in accordance with the Borough's standard details, around the perimeter of the parking and loading areas, where concrete curbing is only provided where the parking stalls abut the building.
4. **Per Ordinance Section §26-98.1(B.6) - Sidewalk Requirement** – where sidewalks are required between parking areas and principal structures, along aisles and driveways, and wherever pedestrian traffic shall occur, and shall be provided in accordance with the Borough's standard details, with a minimum width of four (4') feet of passable area and shall be raised six (6") inches or more above the parking area, except when crossing streets or driveways, guardrails, and wheel stops permanently anchored to the ground shall be provided in appropriate locations. While the applicant proposes none along the aisle and driveways of the entrance to the site.
5. **Per Ordinance Section §26-98.1(B.7) - Lot Surfacing Requirement** – where all off-street parking areas, interior driveways and loading/unloading areas shall be surfaced with bituminous concrete pavement, while the applicant plans to utilize the existing pavement and proposed gravel areas on site.

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### **Waiver(s) Required**

#### Submission Waivers:

1. Preliminary Major Site Plan Checklist
  - a. **Item #20** – Provision for storage and disposal of solid wastes.

#### Design Waivers:

1. **Per Ordinance Section §26-97.1(u) - Sidewalk Requirement (Property Frontage)** – where sidewalk at a minimum of (4 FT x 4 FT) is required, whereas no sidewalk is proposed in the front of the property.
2. **Per Ordinance Section §26-96.8(h.2) - Minimum Lighting Requirement (Parking Area)** – where a minimum of 0.5 footcandles throughout, maintained with established depreciation factor calculated into lighting level at a maximum to minimum illumination ratio not to exceed 15:1 are required for commercial parking lots, where none appear to be provided.

*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, deed restrictions, covenants. As it is currently shown, the plan depicts a sanitary sewer and water main easement(s).
- c. Applicant to provide testimony on any active and/or anticipated approvals from outside agencies. We note that the proposed development results in land disturbance exceeding 5,000 square feet, therefore, approval from Freehold Soil Conservation District shall be required.

#### **General Township Ordinances Comments**

##### **1. Ordinance Section §26-88 - Off-Street Parking and Loading**

- 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.
  1. We note per **Ordinance Section §26-88.1(a.1)** for unscheduled uses, states off-street parking requirements for uses not listed in Parking Schedule I shall be established by the Board, based upon accepted industry standards.
    - a) As the use of “Automobile Repair” is not included in the Parking Schedule, it is up to the board to determine acceptable requirements per industry standards.
    - b) We note the applicant proposes (12) car parking spaces with dimensions (9 ft x 18 ft), one of which being handicapped van accessible with dimension (11 ft x 18 ft) with an additional (5 ft x 18 ft) shoulder.

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- c) The Applicant has provided that the maximum number of workers at peak shift will be (5) employees and has stated that the requirement for the existing shop is (8) parking spaces.
- d) It appears that the amount of parking proposed will effectively meet the expected parking capacity for the site. With the condition of the Boards approval, our office takes no exception to the amount of parking spaces proposed by the applicant.
- e) Applicant to provide testimony on compliance with ADA requirements for handicapped accessibility to the building as it appears no ramp is provided. If no ADA compliant access is provided, then the plans shall be revised to propose one.
- b. We note that the development provides an existing 30-ft wide two-way drive aisle in the parking lot. The drive aisle provided is in accordance with Borough Requirements and it appears vehicles will be able to adequately circulate the site.
- c. We recommend the applicant conduct pavement core testing to confirm the adequate thickness of existing asphalt is present on site. In accordance with **Section §26-98.1.b.7.(c)**, heavy truck trafficked areas shall be paved with a total of 7" of pavement. 2" of surface course and 5" of base course.

## 2. Traffic & Circulation

- a. We note that the applicant has submitted a Traffic Impact Statement in accordance with **Section §26-64** along with a "Details and Turning Template Plan" as a part of this application.
- b. Traffic Impact Statement
  - 1.Applicant to provide testimony on the trip generation calculations used for both the Nursery (Wholesale) & Automobile Care Center.
    - a) The provided traffic impact statement indicates that the AM peak hour will not be impacted from the proposed development and the PM peak hour will be reduced by 10 trips. The proposed development will result in an overall reduction of 10 trips generated at the site.
    - b) We note that based on the proposed traffic impact, the development is not considered a major traffic generator as defined by NJDOT.
  - 2.Applicant to provide testimony that the proposed change in use of the development will have a de minimus impact on NJ State Highway 35.
- c. "Details and Turning Template Plan"
  - 1.Applicant shall provide testimony confirming that the City Transit Bus used in the turning template accurately represents the vehicles that will be accessing and stored within the site.
  - 2.The applicant shall provide an additional turning template demonstrating the refuse pickup operation completed onsite.

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**3. Signs §26-89**

- a. We note the only sign denoted on the plans is a proposed building mounted ADA Van Accessible sign. As no other signs are indicated on the plan, the applicant appears to be in compliance with Borough regulations regarding signage.
- b. Applicant shall provide testimony as to any other building mounted or detached signs that exist or are proposed on the property to ensure compliance with Borough requirements for number of signs, location of signs, etc.

**4. Tree Preservation Plan §30-7**

- a. A Tree Preservation Report has not been provided as a part of this application. We note the applicant will only be planting new trees on the property, and the existing trees are to remain, with the exception of selectively removing/ thinning out diseased or dead branches.

**5. Landscape Design §26-96.7**

- a. Applicant to provide testimony on compliance with all applicable landscaping design requirements within this ordinance section. We note the proposed improvements depicted on Sheet #4 appear to comply with this ordinance section.

**6. Lighting Design §26-96.8**

- a. We note a lighting plan has not been provided as a part of this application.
- b. Since no lighting is shown except for the existing poles along NJ State Highway 35, then it appears that the rear and front parking area will not be sufficiently illuminated as well as the proposed storage area.
  1. For Commercial parking lots: a minimum of 0.5 footcandles throughout, maintained with established depreciation factor calculated into lighting level at a maximum to minimum illumination ratio not to exceed 15:1 is required.

**7. 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.

**8. Stormwater Control §26-99.6 & Stormwater Management**

- a. We note the proposed site improvements do not result in more than an acre of disturbance or create more than a quarter acre increase in impervious surface and therefore is not considered a major development. The site appears to maintain the overall existing drainage patterns of the site.

**9. Survey Comments**

- a. (none).

**10. Engineering Site Plan Comments**

- a. Utilities
  1. The applicant shall provide testimony on the accuracy of the utility approximations for water and sanitary sewer from the plans prepared by James E. Cleary & Associates, Inc., as the plans are over 20 years old and site conditions may have changed since the time of approval.

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2. The applicant shall provide testimony confirming the capacity of the existing utilities will meet the demand of the proposed automobile maintenance use, existing dwelling and existing shop.

b. Landscaping

1. The applicant shall provide testimony clarifying no trees are proposed to be planted within any sight triangle easements along NJ State Highway 35.
2. We note that the applicant intends to thin out the existing evergreen buffer within the residential buffer along the western and southern property lines. The applicant shall be required to replant trees as needed in order to provide adequate buffer screening as outlined in the Borough Ordinance.

c. Lighting

1. The plans shall be revised to provide adequate lighting for the parking area, where a minimum of 0.5 footcandles throughout, maintained with established depreciation factor calculated into lighting level at a maximum to minimum illumination ratio not to exceed 15:1 is required.
2. The plans shall be revised to provide lighting that adequately illuminates all parts of the proposed bus storage area as well as an lighting schedule and details for all proposed site lighting features.

d. Site Layout

1. The applicant shall revise plan to denote where the proposed refuse area will be located for the site.
  - a) We note that an existing concrete pad is located in the western corner of the site. Applicant to provide testimony as to if this is where the refuse area will be located.
  - b) Additional testimony shall be provided on who will be picking up refuse from the site, and the frequency at which the pick-ups will take place.
2. The plan shall be revised to provide a detail outlining the cross section of the proposed gravel parking area shall be provided on the plans to ensure it is adequate enough to accommodate large buses or other vehicles that will be stored at the site for an extended period of time. The detail shall specify stone size and stone layer thickness/depth.
3. The plan shall be revised to include a legend on all sheets depicting the existing and proposed conditions used on the plan along with their symbol designation.

**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 Planning Board
  - ii. Borough of Sayreville Sewer and Water Department
  - iii. Borough of Sayreville Fire Department
  - iv. Borough of Sayreville Construction Official
  - v. Borough of Sayreville Board of Health
  - vi. New Jersey Department of Transportation
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: Peter Van den Kooy, P.P., Board Planner  
Kenneth L. Pape, Applicant's Attorney  
(516 Highway 33, Millstone Township, NJ 08535)  
Jelena Balorda-Barone, P.E. (French & Parrello Associates), Applicant's Engineer  
(1800 Route 34, Suite 101, Wall, NJ 07719)  
Tenon Auto Services, Inc., Applicant  
(1641 Loretta Avenue, Suite A, Trevose, PA 19053)