

TOWNSHIP OF  
**FREEHOLD**



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MAYOR  
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"Preserving and Enhancing the Quality of Life"

Timothy White, PE, PLS, CME  
Township Engineer

**MEMORANDUM**

TO: Planning Board, c/o Danielle Sims, Administrative Officer

FROM: Timothy P. White, Township Engineer

DATE: April 18, 2017

RE: HOPE Christian School Trailer  
HOPE Lutheran Church  
Block 84, Lot 1.01 – 211 Elton-Adelphia Road  
Minor Site Plan w/ Waiver of Site Plan Detail #742-2-17



This review refers to the following:

- Existing Conditions Map w/ Proposed Trailer Location, Hope Lutheran Church, Block 84, Lot 1.01, Freehold Township, Monmouth County, New Jersey, one (1) sheet, dated June 17, 2016, prepared by ESP Associates, signed and sealed by John J. Stefani, P.E. L.S.
- Hope Christian School Trailer Proposal Letter, dated April 3, 2017, prepared by Hope Christian School, by Judy Canfield (unsigned).
- Waiver Request Letter for Minor Site Plan Checklist Items, dated April 3, 2017, prepared by Hope Christian School.
- Waiver Request Letter for Environmental Impact Statement, dated April 3, 2017, prepared by Hope Christian School, signed by Judy Canfield.
- Floor Plan and Photograph of Proposed School Trailer.

Executive Summary

The applicant is seeking approval to install a 12 ft x 60 ft trailer at the above referenced property to serve as a classroom for kindergarten students at the Hope Christian School. The trailer will be located 10 feet east of the existing church building and approximately 66 feet south of the Elton-Adelphia Road right-of-way. The applicant also proposes to provide trailer skirting, year-round Arborvitae and flowers in front of the trailer to improve the overall aesthetics. Water and sewer will be contained within internal holding tanks and will be serviced by an outside company on a monthly basis. The site is located within the Residential R-40 zone.



To: Planning Board  
Re.: HOPE Christian School Trailer  
HOPE Lutheran Church  
Block 84, Lot 1.01 – 211 Elton – Adelpia Road  
Minor Site Plan with Waiver of Site Plan Detail (#742-2-17)

April 18, 2017

The following comments are provided:

1. Revise title of site plan sheet to “Minor Site Plan with Waiver of Site Plan Detail.”
2. The applicant shall provide signature lines on the site plan sheet in accordance with T.O. 190-38B(2)(n).
3. The site plan shall describe the landscaping to be installed in front of the proposed trailer. The landscaping shall provide screening on the north and east sides of the trailer.
4. It should be noted that the Zoning Board approved a variance application (#8-13) in 2013 for the construction of a solar array at the rear of the subject property. To date, the applicant has not completed resolution compliance or pursued construction of the project. If the solar array project is no longer viable, the application should be formally withdrawn.
5. This office has no additional comments relative to any engineering issues.

A handwritten signature in black ink, appearing to read "Timothy P. White", written over a horizontal line.

TIMOTHY P. WHITE  
Township Engineer

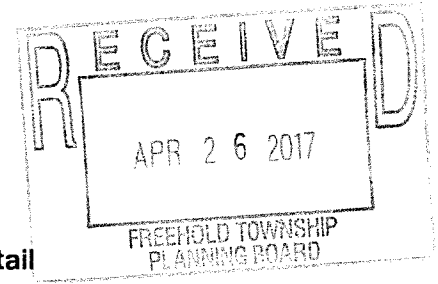
TPW/mb



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April 25, 2017

Freehold Township Planning Board  
% Danielle B. Sims, Administrative Officer  
Freehold Township  
1 Municipal Plaza  
Freehold, New Jersey 07728



**RE: APP #742-2-17  
Planner's Review Letter  
Minor Site Plan w/Waiver of Site Plan Detail  
Hope Lutheran Church  
211 Elton-Adelphia Road  
Block 84, Lot 1.01  
R-40 Residential Zone**

Dear Chairman and Members of the Board:

We have reviewed the above-referenced development application, including the following document:

- Existing Conditions Map w/Proposed Trailer Location, Hope Lutheran Church, Block 84, Lot 1.01, Freehold Township, Monmouth County, New Jersey, consisting of 1 sheet, prepared by John J. Stefani, P.E., L.S., of ESP Associates, dated 6/17/2016

**Project Description**

The applicant is seeking minor site plan approval in order to locate a trailer on the subject property, to be used as a classroom for kindergarten students. The trailer would measure 12 feet by 60 feet (720 square feet) and would be located 10 feet to the east of the church building.

The subject property measures 3.60 acres is developed with the existing Hope Lutheran Church building (12,350 square feet), a parking lot with 102 spaces, sidewalk areas, playground, and sheds. There are single-family residences to the west and across Elton-Adelphia Road to the north; a child care center to the east; and the Freehold DPW yard and Board of Education bus facility to the south of the subject property.

The applicant has indicated that the current kindergarten classroom in the education wing of the church building is too small and they do not wish to add a permanent addition at this time due to fluctuations in enrollment over time. There would be no more than 12 children in the class. Children would enter through the main church entrance and would proceed to the trailer via a side door. No additional staff is anticipated.



The trailer would have two entrance/exit doors, heating and cooling, OSHA steel steps, and a toilet and sink which would use a holding tank to be serviced by an outside company monthly. Electricity would be provided from the existing church building. The applicant has indicated that a trailer skirt would be added and year-round arborvitae and flowers in planters would be provided in front of the trailer.

### Zoning Compliance & Planning Comments

1. There are several preexisting, non-conforming conditions associated with the application relating to the conditional use standards for houses of worship to which no changes are proposed:
  - A minimum front yard setback of 100 feet is required where 49.96 feet is existing/proposed
  - A minimum side yard setback of 75 feet is required where 54 feet is existing/proposed to the western property line
2. A trailer is not specifically permitted as an accessory use in the R-40 zone. As such, a "c" variance is required for same in connection with the application.
3. As per Section 190-103C, no accessory building shall be permitted except in rear yards, where the trailer would be located in the side yard. While we acknowledge that the existing paved parking lot occupies much of the rear yard and that the trailer would be located proximate to an existing side door for ease of access, the applicant should nevertheless discuss if the trailer could be located elsewhere on the subject property such that it would be less visible from the public right-of-way.

The applicant should discuss the visibility of the proposed trailer from public right-of-way and any associated visual impacts on the surrounding neighborhood. There appears to be some existing shade trees in the vicinity of the proposed trailer location that may block views in to the subject property, at least during part of the year. The applicant should further describe, and the Board should consider, the adequacy of proposed screening methods (i.e., arborvitae and flowers in planters). Plans should be revised to show any proposed landscaping.

4. As per Section 190-110B, in all residential zones, any accessory structure exceeding 192 square feet shall be constructed of materials which are the same as or consistently similar to the materials of the principal structure. The trailer would be comprised of metal or similar. While it does not appear that the trailer would be a permanent structure, the applicant should discuss the anticipated length of time it would be located on the subject property.



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5. The Zone Table should be updated to reflect conditional use standards relating to houses of worship (i.e., setbacks, building and impervious surface coverage) per Section 190-194.
6. As "c" bulk variance(s) are required in connection with the application, the Board must find that there is either undue hardship or practical difficulty associated with the strict application of the requirements of the zoning ordinance in connection with this specific piece of property; or that one or more purposes of zoning would be advanced by the deviation and the benefits of granting the variance(s) for this specific piece of property would substantially outweigh any detriment. In addition, the Board must be satisfied that the granting of the variance(s) would not cause substantial detriment to the public good or substantially impair the intent and purpose of the zone plan and zoning ordinance.

We trust that the above information is responsive to your needs.

Respectfully submitted,

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Paul A. Phillips, P.P., AICP

cc: Frank Accisano, Planning Board Attorney  
Timothy P. White, P.E., Township Engineer

J17118



ARCHITECTURAL  
GROUP

SPIEZLE ARCHITECTURAL GROUP, INC.

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April 26, 2017

Ms. Danielle Sims  
Administrative Officer, Planning Board  
Township of Freehold  
One Municipal Plaza  
Freehold, NJ 07728

**Re: Architectural Review Response Letter: Preliminary and Final Major Site Plan #883-16  
AAA Club Alliance  
Block 71, Lot 14 – 3478 Route 9**

Dear Ms. Sims:

Pursuant to your request, I submit this letter outlining and confirming final architectural changes proposed by the applicant's design team. This letter makes reference to updated drawings noted below as well as to confirm dialogue that occurred on 3/30/17 between myself, John Ellis and Richard Crook both from ai Design Group. We have received and referenced the documents noted below:

- Spiezle review letter dated 9/15/16 with notations by ai Design Group
- Elevations drawing SEL 1 and SEL 2 prepared by ai Design Group and dated 4/5/17 (submitted post 3/30 call)

We adjoin the above referenced Spiezle letter dated 9/15/16 with notations that confirm the applicant's intent and modifications and agree with same. As such, we are satisfied that our specific comments have been adequately addressed and require no further response.

Please feel free to contact me if there are any questions regarding the above.

Respectfully Submitted,

Steve Leone, AIA, LEED BD+C  
Principal  
SPIEZLE ARCHITECTURAL GROUP, INC.



# TOWNSHIP OF FREEHOLD

TOWNSHIP COMMITTEE  
David M. Salkin, Deputy Mayor  
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"Preserving and Enhancing the Quality of Life"

Timothy White, PE, PLS, CME  
Township Engineer

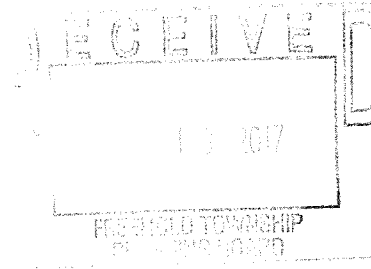
## MEMORANDUM

TO: Planning Board, c/o Danielle Sims, Administrative Officer

FROM: Timothy P. White, Township Engineer

DATE: April 10, 2017

RE: Joseph Rossler  
Block 37, Lot 3.16 – 16 Palomino Court  
"C" and "D" Variance Application #008-17



This review refers to the following:

- Plot Plan for Joseph Rossler, Lot 3.16, Block 37, Freehold Township, Monmouth County, N.J., one (1) sheet, dated November 4, 2016, prepared by Richard E. Stockton & Assoc., Inc., signed and sealed by Richard E. Stockton, P.E., P.L.S.
- Architectural Plans, Proposed Addition for 16 Palomino Ct., Freehold, Lot 3.16, Block 37, five (5) sheets, dated January 15, 2017, prepared by Catherine Franco Architect & Planner, signed and sealed by Catherine Franco, AIA.

### Executive Summary

The applicant is seeking approval to construct several additions to his existing home. The additions total 933 s.f. and include a two story (w/ basement) bay addition at the front of the home, a single story (w/ basement) front entry addition, and a single story sun room addition at the rear of the home. The property is currently zoned Residential R-60 (previously R-40); however the subject lot is only 25,000 square feet and was approved as part of the Colts Hill subdivision (SD #610-84) as a "variable lot size adjustment zone" with lot requirements consistent with current R-25 zoning requirements. A "C" variance is required for exceeding the maximum allowable impervious coverage and a "D" variance is required for exceeding the maximum floor area ratio (FAR).

The following comments are provided:

1. It should be noted that the home has been under a state of construction for several years under building permits issued for a two-story garage addition and main house demolition and reconstruction. This office has also received complaints from neighboring residents regarding the condition of the site and the status of on-going construction. The applicant shall provide testimony to the board related to the anticipated project schedule and completion date. The applicant shall also provide a means of cleaning up the site and keeping the site neat and orderly during the process of construction.



To: Planning Board  
Re: Joseph Rossler  
Block 37, Lot 3.16 – 16 Palomino Court  
“C” and “D” Variance Application #008-17

April 10, 2017

2. The improvements presented on the plot plan do not agree with the architectural plans. For example, the size of the front two story addition is incorrect and the new entry area and sunroom additions are not shown.
3. The zoning table should be expanded to provide existing and proposed FAR.
4. Calculation of existing and proposed impervious coverage at the site shall be provided. The applicant shall provide dry wells to mitigate the increase in runoff resulting from the amount of impervious coverage in excess of the maximum allowed. Drainage calculations and dry well design shall prepared by a licensed professional engineer.

TIMOTHY P. WHITE  
Township Engineer

TPW/mb



008-17



**PHILLIPS PREISS GRYGIEL LLC**

Planning & Real Estate Consultants

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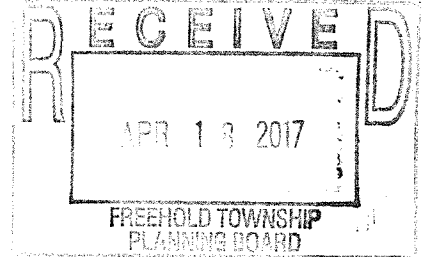
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**April 11, 2017**

**Freehold Township Planning Board  
% Danielle B. Sims, Administrative Officer  
Freehold Township  
1 Municipal Plaza  
Freehold, New Jersey 07728**



**RE: APP #008-17  
"c" and "d" Variance Application  
Planner's Review Letter  
Joseph Rossler  
16 Palomino Court  
Block 37, Lot 3.16  
R-60 Residential Zone**

Dear Chairman and Members of the Board:

We have reviewed the above-referenced development application, including the following documents:

- Plot Plan for Joseph Rossler, Lot 3.16, Block 37, Freehold Township, Monmouth County, N.J., consisting of 1 sheet, prepared by Richard Stockton, P.L.S., of Richard E. Stockton & Associates, Inc., dated 11/4/2016
- Proposed Addition for 16 Palomino Court, Freehold, Lot 3.16, Block 37, consisting of 5 sheets, prepared by Catherine Franco, AIA, dated 1/15/2017

**Project Description**

The applicant is seeking approval in order to construct new additions to the front and rear of an existing single-family residence.

The subject property measures 25,000 square feet and is developed with a single-family residence, in-ground pool, paver patio areas, and concrete patio and walkway areas. The subject property is located in a residential subdivision to the south of Colts Neck Road (Route 537) and to the east of the Baysholm County Conservation Area. Land use in the vicinity of the subject property is single-family residential in nature.

The existing residence measures 8,116 square feet. The applicant is proposing to construct two new additions to the residence:

- A one-story sunroom to the rear (southeast) of the residence at the location of an existing concrete patio (322 square feet). It appears that there may also be an outdoor patio proposed at the second floor level above the sunroom.

P-3



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- A new living room and entryway at the first floor level (213 square feet), a fourth bedroom at the second floor level (185 square feet) and a basement area below (213 square feet) at the front (northeast) of the residence

As proposed, the residence would contain 9,049 square feet of habitable area, (i.e., an additional 933 square feet).

While the subject property is located in the R-60 zone, the applicant has indicated that it was developed in accordance with R-25 Residential zone standards; the applicant should provide affirmative evidence of this.

Preliminary major subdivision approval was granted for the creation of 17 new lots (inclusive of the subject property), known as the "Colts Hill" subdivision, as memorialized on April 4, 1985. Modifications to lot areas, lot widths and depths, front yard, side yard and rear yard requirements were permitted pursuant to the "variable lot option;" however, the exact nature of these modifications is not clear. The final plat was approved by the Planning Board on June 19, 1985 and filed with Monmouth County on December 10, 1986.

#### **Zoning Compliance & Planning Comments**

1. A maximum floor area ratio (FAR) of 0.18 is permitted where 0.32 currently exists on the subject property and 0.36 is proposed. As such, a "d(4)" FAR variance is required.

The standard of proof for a "d(4)" variance comes directly out of the Randolph Town Center case. In such instances, an applicant has a lesser burden as compared to a "d(1)" or Medici-type variance. Thus, although special reasons must be advanced for an FAR variance, an applicant need not show that a site is particularly suited for the use as it is already permitted within the zone. Instead, an applicant need only demonstrate that the site can accommodate any problems associated with an FAR that is greater than what the zone allows. In addition, as with any variance, the applicant must satisfy the negative criteria (i.e., demonstrate that the granting of relief will not cause substantial detriment to the public good or substantially impair the zone plan). The applicant should address these proof requirements in the context of the subject application.

2. A maximum impervious surface coverage of 30% is permitted where 30.10% currently exists on the subject property and 30.56% is proposed. The applicant is proposing to exacerbate a preexisting, non-conforming condition relating to impervious surface coverage on the subject property. Though the applicant is proposing to increase the impervious coverage minimally, he should nevertheless discuss any issues relating to stormwater runoff and management on the



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subject property. We defer to the Township Engineer for additional comment on this item.

3. As "c" bulk variance(s) are required in connection with the application, the Board must find that there is either undue hardship or practical difficulty associated with the strict application of the requirements of the zoning ordinance in connection with this specific piece of property; or that one or more purposes of zoning would be advanced by the deviation and the benefits of granting the variance(s) for this specific piece of property would substantially outweigh any detriment. In addition, the Board must be satisfied that the granting of the variance(s) would not cause substantial detriment to the public good or substantially impair the intent and purpose of the zone plan and zoning ordinance.
4. The Plot Plan does not show the proposed sunroom to the rear of the residence. It appears that the existing rear yard would be reduced slightly as a result of the proposed sunroom; plans should be revised accordingly to show the proposed rear yard setback. Note that the proposed rear yard would still be well within the required minimum setback of 35 feet.
5. Cladding materials for the proposed building additions have not been shown on plans. While it appears that the additions would be clad similarly to that of the existing residence, the applicant should provide confirmation.

We trust that the above information is responsive to your needs.

Respectfully submitted,

Paul A. Phillips, P.P., AICP

cc: Frank Accisano, Planning Board Attorney  
Timothy P. White, P.E., Township Engineer

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