



PROFESSIONAL DESIGN SERVICES, L.L.C.

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ASSOCIATE

March 3, 2022

Manchester Township Planning Board
Attn: Ms. Amanda Kisty, Planning Board Secretary
One Colonial Drive
Lakehurst, NJ 08759

Re: Minor Subdivision Submission
Block: 1.33 – Lot(s): 9 & 16
Manchester Township, Ocean County
PDS Ref. # 321815

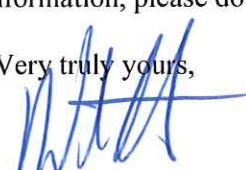
Dear Ms. Kisty:

We are submitting herewith on behalf of the applicant, the following plans and supporting data with respect to a site plan approval for the above referenced project:

1. Twenty (20) Copies of Manchester Township Planning Board Application
2. Application Checklist
3. W-9 Form
4. Proof of Taxes Paid
5. Application & Escrow Fees:
 - \$150.00 Application fee
 - \$1,000.00 Escrow fee
6. One (1) copy of proof of submission to the following outside agency:
 - Ocean County Planning Board
7. Twenty (20) sets of Minor Subdivision Plans
8. Twenty (20) copies of Boundary and Topographic Survey

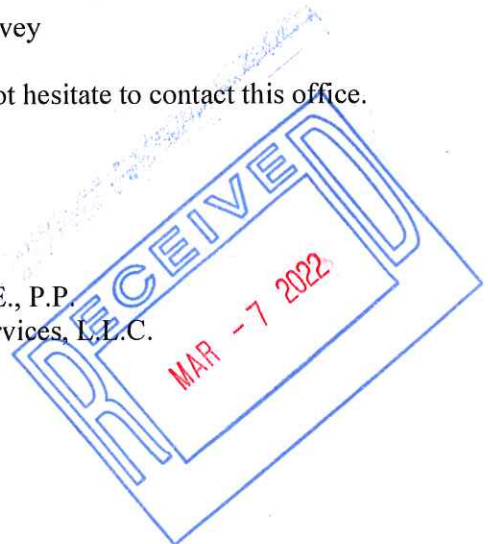
If you have any questions or require additional information, please do not hesitate to contact this office.

Very truly yours,


William A. Stevens, P.E., P.P.
Professional Design Services, L.L.C.

WAS/ec
Enclosure

cc: PKN Development, LLC
Mark Properties, LLC



LAND USE AND DEVELOPMENT

245 Attachment 3

Township of Manchester

Appendix 3

Application Checklist and Documents Required to be Submitted
[Amended 11-27-2000 by Ord. No. 00-040; 11-28-2005 by Ord. No. 05-053; 2-22-2010 by Ord. No. 10-006;
6-24-2013 by Ord. No. 13-005]

No.	Description	Variance	Informal Sketch Plat	Minor Application		Major Application				Submitted	
				Subdivision	Site Plan	Subdivision Preliminary	Subdivision Final	Site Plan Preliminary	Site Plan Final	<input type="checkbox"/> X <input type="checkbox"/> N/A <input type="checkbox"/>	<input type="checkbox"/> X <input type="checkbox"/> N/A <input type="checkbox"/>
A.	Application Form (20 copies for review)	X	X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/> N/A <input type="checkbox"/>
B.	Project Plat Information (20 copies for review)										
1.	Name, telephone number and address of owner and applicant	X	X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>
2.	Notarized signature/affidavit of ownership. If applicant is not the owner, state applicant's interest in plan. (Final Plat prior to filing)	X	X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>
3.	Name, signature, license number, seal, address, telephone number, e-mail and Fax number of professional engineer, land surveyor, architect, planner and certified landscape architect, as applicable, involved in preparation of plat.	X	X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>
4.	Title block denoting type of application, Tax Map sheet, county, name of municipality, block and lot, and street location.	X	X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>

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No.	Description	Variance	Informal Sketch Plat	Major Application						Submitted	
				Minor Application		Site Plan					
				Subdivision	Site Plan	Subdivision Preliminary	Subdivision Final	Site Plan Preliminary	Site Plan Final	<input type="checkbox"/> X	<input type="checkbox"/> N/A
5.	Key map at specified scale showing location to surrounding properties, streets, easements, municipal boundaries, etc., within 500 feet of property.	X	X	X	X	X	X	X	X	<input type="checkbox"/> X	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
6.	North arrow and scale for key map and plat. Scale to include bar graph depicting feet.	X	X	X	X	X	X	X	X	<input type="checkbox"/> X	<input type="checkbox"/> <input type="checkbox"/>
7.	Schedule of required zoning district requirements including lot area, density, FAR, width, depth, yard setbacks, building coverage, open space, parking, etc.	X	X	X	X	X	X	X	X	<input type="checkbox"/> X	<input type="checkbox"/> <input type="checkbox"/>
8.	Signature and date blocks for Board Chairman, Secretary and Engineer.			X	X	X	X	X	X	<input type="checkbox"/> X	<input type="checkbox"/> <input type="checkbox"/>
9.	Proof that taxes are current.	X	X	X	X	X	X	X	X	<input type="checkbox"/> X	<input type="checkbox"/> <input type="checkbox"/>
10.	Certification blocks required by Map Filing Law.			X			X			<input type="checkbox"/> X	<input type="checkbox"/> <input type="checkbox"/>
11.	Monumentation as specified by Map Filing Law and required by Township Engineer.			X			X			<input type="checkbox"/> X	<input type="checkbox"/> <input type="checkbox"/>
12.	Date of current property survey, name of reference plat and name and license number of New Jersey Professional Land Surveyor.			X	X	X	X	X	X	<input type="checkbox"/> X	<input type="checkbox"/> <input type="checkbox"/>

LAND USE AND DEVELOPMENT

No.	Description	Variance	Informal Sketch Plat	Minor Application		Major Application						Submitted	
				Subdivision	Site Plan	Subdivision		Site Plan		<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/> N/A <input type="checkbox"/>		
						Preliminary	Final	Preliminary	Final				
13.	Plans to a scale of not less than 1 inch = 50 feet (except that 40 acres or larger may be 1 inch = 10 feet) and not larger than 1 inch = 10 feet on one of four of the following standard sheet sizes: 8 1/2" x 13" 15" x 21" 24" x 36" 30" x 42"			X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/> N/A <input type="checkbox"/>
14.	Metes and bounds description showing dimensions, bearings of original and proposed lots.			X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/>
15.	Mets and bounds description showing dimensions, bearings, curve data, length of tangents, radii, arcs, chords, and central angles for all centerlines and rights-of-way and centerline curves on streets.			X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/>
16.	Acreage of tract to the nearest tenth of an acre (for GDP to nearest acre).	X	X	X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/>
17.	Date and number of original preparation and of each subsequent revision. Include brief narrative of each revision.	X		X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/>
18.	Size and location of any existing and proposed structures with all setbacks and length measurement of perimeter building walls dimensioned.	X	X	X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/>

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No.	Description	Variance	Informal Sketch Plat	Major Application						Submitted			
				Minor Application		Subdivision				Site Plan		<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/> N/A <input type="checkbox"/>
				Subdivision	Site Plan	Preliminary	Final	Preliminary	Final				
19.	Size and location of all existing structures within 200 feet of the site boundaries. (General use for sketch plat)		X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/> X <input type="checkbox"/>		
20.	Tax lot and block numbers of existing lots. The final plat shall show block and lot numbers, street names and addresses (numbers) approved by the Tax Assessor.			X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/>		
21.	Proposed lot lines and area of proposed lots in square feet.		X	X		X	X						
22.	Any existing or proposed easement or land reserved for or dedicated to public use.	X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/>		
23.	Property owners within 200 feet of subject property. (Most recent municipal tax records.)	X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/>		
24.	Location of natural slopes of 15% or greater, streams, floodplains, wetlands and other environmentally sensitive area on or within 200 feet of the project site. "Natural slopes," for checklist purposes, shall not include areas previously cleared and/or graded in gravel and mineral mining areas. (Note: Applications for bulk variances need only show these features on-site.)	X		X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/>		
25.	List of variances required or requested.	X		X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/>		
26.	List of requested design exceptions.	X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/>		

LAND USE AND DEVELOPMENT

No.	Description	Variance	Informal Sketch Plat	Minor Application		Major Application						Submitted					
				Subdivision	Site Plan	Subdivision		Site Plan		Final	Submitted	Final	Submitted				
						Preliminary	Final	Preliminary	Final								
27.	Phasing plan as applicable to include: a. Circulation plan, including signage, separating construction traffic from traffic generated by intended use of site. b. Phasing sequence.																
28.	Preliminary architectural plans and elevations.	X	X		X					X		X					
29.	Site identification signs, traffic control signs, and identification signs.				X	X		X		X		X					
30.	Sight triangles.			X	X		X		X		X		X				
31.	Proposed street names when new street is proposed.					X		X		X		X					
32.	Parking plan showing spaces, size and type, side width, curb cuts, drives, driveways, and all ingress and egress areas and dimensions, the number of spaces required by ordinance, and the number of spaces provided.				X					X		X					
32.1.	Number of employees, total and maximum per shift.				X					X		X					
33.	Solid waste management and recycling plan showing dumpster and holding location and provisions for waste and recyclables.				X		X		X		X		X				
34.	Size and location of any existing or proposed streets (general location for sketch plat).	X	X	X	X		X		X		X		X				

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No.	Description	Variance	Informal Sketch Plat	Minor Application		Major Application						Submitted			
						Subdivision		Site Plan							
				Subdivision	Site Plan	Preliminary	Final	Preliminary	Final	Preliminary	Final	<input type="checkbox"/> X	<input type="checkbox"/> N/A		
35.	Topographical features of subject property from USC and GS map.		X	X	X							<input type="checkbox"/> X	<input type="checkbox"/> X	<input type="checkbox"/> N/A	<input type="checkbox"/>
36.	Boundary, limit, nature and extent of wooded areas, specimen trees, and other significant physical features (details may vary).	X	X	X	X	X	X	X	X	X	X	<input type="checkbox"/> X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37.	Existing system of drainage of subject site and of any larger tract or basin of which it is a part.					X	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> X	<input type="checkbox"/>
38.	Drainage area map.					X	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> X	<input type="checkbox"/>
39.	Drainage calculations.					X	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> X	<input type="checkbox"/>
40.	Percolation and soil lots (where septic system, retention basin, or groundwater recharge is proposed).			X	X	X	X	X	X	X	X	<input type="checkbox"/> X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
41.	Existing rights-of-way and easements within 200 feet of the tract.		X	X	X	X	X	X	X	X	X	<input type="checkbox"/> X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
42.	Number of lots following subdivision and acreage if over one acre, square feet if one acre or less.	X	X	X	X	X	X	X	X	X	X	<input type="checkbox"/> X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
43.	Identification and calculation of critical areas.		X	X	X	X	X	X	X	X	X	<input type="checkbox"/> X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
44.	Overall concept plan for all phased development parks and planned office industrial parks.		X			X	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> X	<input type="checkbox"/>

LAND USE AND DEVELOPMENT

No.	Description	Variance	Informal Sketch Plat	Major Application						Submitted	
				Minor Application		Site Plan				<input type="checkbox"/> X	<input type="checkbox"/> N/A
				Subdivision	Site Plan	Subdivision Preliminary	Subdivision Final	Site Plan Preliminary	Site Plan Final		
45.	Lot yield map showing the number of lots possible under conventional zoning and the number of lots proposed, notation of any variances or design exceptions or waivers necessary to achieve the yield under conventional zoning and all environmental constraints affecting the tract proposed for development.					X				<input type="checkbox"/>	<input checked="" type="checkbox"/>
46.	Indication of existing utilities.		X							<input type="checkbox"/>	<input checked="" type="checkbox"/>
47.	Copy of plat and plans on a CD in a .dxf file format if the plat or plans are drawn with the aid of a computer in AutoCAD or GIS format.						X			<input type="checkbox"/>	<input checked="" type="checkbox"/>
48.	Two copies of the final map as filed with the Ocean County Clerk shall be filed with the Township Tax Assessor and Engineer.						X			<input type="checkbox"/>	<input checked="" type="checkbox"/>
C. Construction Plans											
1.	Site layout showing all roadways, circulation patterns, curbs, sidewalks, buffers, structures, open space, recreation, etc., as applicable.				X		X		X	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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No.	Description	Variance	Informal Sketch Plat	Major Application						Submitted	
				Minor Application			Subdivision			Site Plan	
				Subdivision	Site Plan		Preliminary	Final		Preliminary	Final
2.	Grading and utility plan to include, as applicable:				X		X	X		X	X
	a. Existing and proposed contours at one-foot intervals for grades 3% or less and at two-foot intervals for grades more than 3% (at a distance of 50 feet beyond limits of major subdivision).										
	b. Elevations of existing and proposed structures.										
	c. Location and invert elevation of existing and proposed drainage structures.										
	d. Location of all streams, ponds, lakes, wetland areas.										
	e. Locations of existing and proposed utilities, including depth of structures, locations of manholes, valves, services, etc.										
3.	a. Typical cross-sections and center-line profiles of all proposed streets, including utilities and stormwater facilities.						X			X	
										<input type="checkbox"/>	<input checked="" type="checkbox"/>

LAND USE AND DEVELOPMENT

No.	Description	Variance	Informal Sketch Plat	Minor Application		Major Application				Submitted	
				Subdivision	Site Plan	Subdivision		Site Plan			
						Preliminary	Final	Preliminary	Final	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/> N/A <input type="checkbox"/> X <input type="checkbox"/>
3.	b. Final center-line profiles for all new streets. Show existing grade, proposed grade, stationing and proposed elevations of all proposed vertical curves, stationing and proposed elevations and intersection of all utility and stormwater lines.						X			X	<input type="checkbox"/> <input type="checkbox"/> X <input type="checkbox"/>
4.	Landscaping plan to include:				X	X	X	X	X	X	<input type="checkbox"/> <input type="checkbox"/> X <input type="checkbox"/>
	a. Location of existing vegetation, including all shade trees 10 inches in caliper or greater at 5 feet above ground level and all ornamental trees 4 inches in caliper or greater at one foot above ground limits and clearing limits.										
	b. Proposed buffer areas and method of protection during construction.										
	c. Proposed landscaped areas.										
	d. Number, size, species and location of proposed plantings including street trees.										
	e. Details for method of planting, including optimum planting season.										
5.	Soil Erosion and Sediment Control Plan prepared in accordance with the standards for soil erosion and sediment control in New Jersey and the requirements of Chapter 188, Soil and Land Conservation.				X	X	X	X	X	X	<input type="checkbox"/> <input type="checkbox"/> X <input type="checkbox"/>

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No.	Description	Variance	Informal Sketch Plat	Minor Application			Major Application						Submitted	
				Subdivision	Site Plan	Preliminary	Final	Preliminary	Final	Preliminary	Final			
6.	Lighting plan to include:				X	X	X	X	X	X				
	1. Location and height of proposed fixtures.													
	2. Detail for construction of fixture.													
7.	All required standard Township construction details for all improvements, including:				X	X	X	X	X	X				
	1. Roadways													
	2. Curb													
	3. Sidewalk													
	4. Driveway aprons													
	5. Drainage inlets													
	6. Pipe backing													
	7. Outfalls													
	8. Manholes													
	9. Gutters													
	10. Plantings													
	11. Soil erosion and sediment control structures													
	12. Parking lots													
	13. Water services, fire hydrants, and valves													
D.	Supplementary Documents													
	1. List of all federal, state, county regional and/or municipal approvals or permits required.	X		X	X	X	X	X	X	X				
	2. Copies of any existing or proposed deed restrictions or covenants.	X		X	X	X	X	X	X	X				
	3. Freshwater wetlands letter of interpretation for the project area.			X	X	X	X	X	X	X				
4.	Disclosure statement. (See N.J.S.A. 40:55D-48.1 et seq.)	X	X	X		X	X	X	X	X				

LAND USE AND DEVELOPMENT

No.	Description	Variance	Informal Sketch Plat	Major Application						Submitted		
				Minor Application		Subdivision		Site Plan				
				Subdivision	Site Plan	Preliminary	Final	Preliminary	Final			
5.	Statement from utility companies as to serviceability of the site.			X	X	X	X	X	X	<input type="checkbox"/> X	<input type="checkbox"/> N/A	<input type="checkbox"/>
6.	Stormwater management calculations.					X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/> X	<input type="checkbox"/>
7.	Payment of all applicable fees.	X	X	X	X	X	X	X	X	<input type="checkbox"/> X	<input type="checkbox"/>	<input type="checkbox"/>
8.	Statement of Environmental Impact and Assessment (SEIA).					X		X		<input type="checkbox"/>	<input type="checkbox"/> X	<input type="checkbox"/>
9.	Number of witnesses and their expertise, if any.	X	X	X	X	X	X	X	X	<input type="checkbox"/> X	<input type="checkbox"/>	<input type="checkbox"/>

LAND USE AND DEVELOPMENT

245 Attachment 7

Township of Manchester



Appendix 7

Application for Development Before Zoning Board of Adjustment and Planning Board
(§ 245-12B)

1. Check Appropriate Request:
 - ☐ Variance Approval
 - ☐ Conditional Use Permit
 - ☐ Informal Review – Major Subdivision
 - ☒ Minor Subdivision Approval
 - ☐ Preliminary Major Subdivision Approval
 - ☐ Informal Review – Site Plan
 - ☐ Preliminary Site Plan Approval
 - ☐ Final Site Plan Approval
 - ☐ Permit Pursuant to N.J.S.A. 40:55D-34 and/or N.J.S.A. 40:55D-36
 - ☐ Other: Describe _____
2. Applicant's Name: (If a corporation – State of incorporation and registered agent)
PKN Development, LLC _____
3. Address: 407 Green View Way, Toms River, NJ 08753 _____
4. Phone: 732-660-8191 _____ Fax: _____
5. Represented By: John Doyle, Esq - Carluccio, Leone, Dimon, Doyle & Sacks, LLC _____
6. Address: 9 Robbins Street, Toms River, NJ 08753 _____

7. Phone: 732-797-1600 _____ Fax: _____
8. Purpose of this Application: To subdivide the existing 2 lots into 3 conforming lots. _____
9. Use of any Existing Building or Premises:
 - ☐ Single Family
 - ☐ Multifamily
 - ☐ Commercial
 - ☐ Conditional Use Project
 - ☒ Other Vacant / Wooded _____
10. Use of Proposed Construction or Premises:
 - ☒ Single Family
 - ☐ Multifamily
 - ☐ Commercial
 - ☐ Conditional Use Project
 - ☐ Other _____
11. Number of Existing Lots: 2 lots _____
12. Number of Proposed Lots: 3 lots _____

MANCHESTER CODE

13. Location of Premises: Second Avenue
 Tax Map Block 1.33 and Lot 9 & 16
 Tax Map Sheet _____
 Size of Tract: (Acres) .75 acres (Square Feet) 32,500
 Zoning District R-10
14. If there has been a previous appeal or application involving these premises, give details.
No
15. Give a brief statement of facts in support of this application.
Proposed to subdivide the existing 2 lot into 3 conforming lots.
16. If Application involves a variance, what section of the chapter is applicant seeking relief from:

17. If a variance is involved, state under what subsection of N.J.S.A. 40:55D-70:
 (a) _____ (b) _____ (c) _____ (d) _____
18. Names and Addresses of Persons Preparing Submission:
 Architect: _____ Phone: _____ Fax: _____
 Engineer: William A. Stevens, P.E., P.P. Phone: 732-363-0060 Fax: _____
 Other - Designate: _____ Phone: _____ Fax: _____
19. Names and addresses of all witnesses Applicant intends to call. This is not intended to limit the number of witnesses the Applicant intends to call.

20. In the event the Applicant is a corporation, set forth names and addresses of officers of the corporation and individuals owning 10% or more of the capital stock.

21. Environmental Impact Statement: For all major subdivisions and major site plans and in special cases as determined by the Approving Agency.

I (We) hereby depose and say that the foregoing statements contained in the papers submitted herewith are true and correct to the best of my (our) knowledge.

PKN Development, LLC [Signature] (Applicant)

Sworn and subscribed to before me on this 23rd day of Feb 20 22 Wendy L. Schmidt
2451730 Exp. 2/24/2025

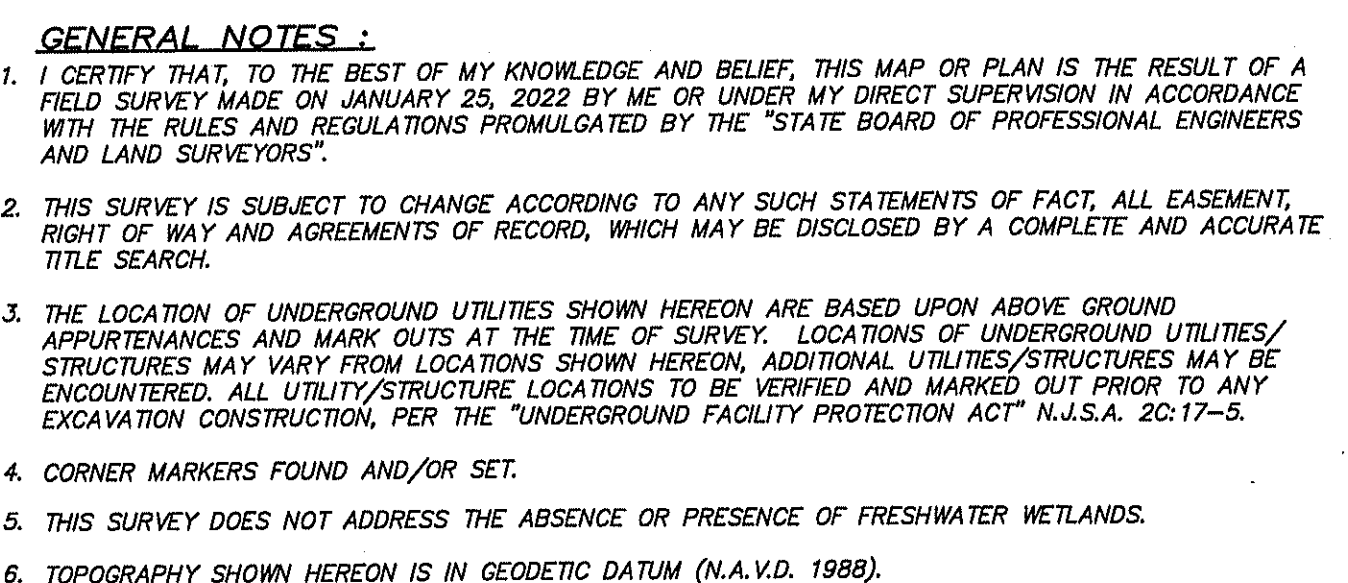
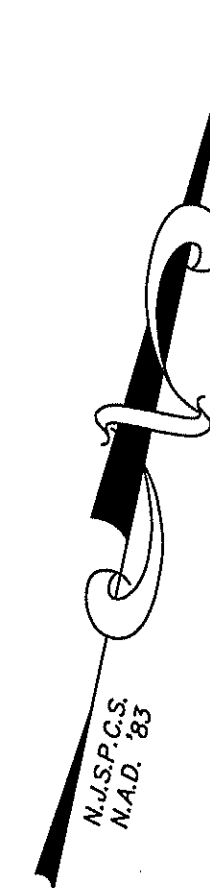
Mark Properties, LLC [Signature] Alan Krupnick, member

I (We) the Owners(s) hereby depose and say that the foregoing statements contained in the papers submitted herewith are true and correct to the best of my (our) knowledge. (Used if the Applicant is not the Owner).

Sworn and subscribed to before me on this 23rd day of Feb 20 22

Valerie A. Lewis

Failure to complete this application in its entirety and submit the required documents will result in the determination that this application is incomplete, in which event the application will not be considered by the Board. The applicant is hereby informed that in addition to the documents set forth herein, he must present evidence that he has met the notification requirements as set forth in the municipal notice of application of development forms and Chapter 245 of the Manchester Township Code.



LEGEND:
EXISTING EDGE OF WOODS
EXISTING UTILITY POLE
EXISTING OVERHEAD WIRES
EXISTING 10"-12" EVERGREEN TREE
EXISTING WOOD FENCE
EXISTING VINYL FENCE

BEING ALL THAT CERTAIN PARCEL OF LAND OR PREMISES ALSO KNOWN AS LOTS 9, 10, 11, 12, 13, 14 & 15, BLOCK 33, SECTION A, AS SHOWN ON A CERTAIN MAP ENTITLED: "PINE LAKE PARK ESTATES, OCEAN COUNTY, N.J.", FILED IN THE OFFICE OF THE OCEAN COUNTY CLERK ON NOVEMBER 30, 1910 AS MAP No. A-7.

THIS DOCUMENT AND THE IDEAS AND DESIGNS INCORPORATED HEREIN AS AN INSTRUMENT OF PROFESSIONAL SERVICE, IS THE PROPERTY OF PROFESSIONAL DESIGN SERVICES, L.L.C., AND IS NOT TO BE USED IN WHOLE OR IN PART FOR ANY OTHER PROJECT WITHOUT THE WRITTEN AUTHORIZATION OF PROFESSIONAL DESIGN SERVICES, L.L.C.

[illegible]

PDS

PROFESSIONAL DESIGN SERVICES, L.L.C.

CONSULTING ENGINEERS, LAND SURVEYORS, PLANNERS,
ENVIRONMENTAL SCIENTISTS, CONSTRUCTION SERVICES
1265 AIRPORT ROAD, SUITE 1, LAGUNAWOOD, NEW JERSEY 07011
PHONE 732 383 9800 FAX 732 383 0073

STEVEN METSKI-NJCOM

NEW JERSEY STATE BOARD OF P.E. & L.S.
CERTIFICATE OF AUTHORIZATION NO. 24G28125400

STEVEN METSKI, JR. P.E.S.

N.J. PROFESSIONAL LAND SURVEYOR NO. 43393

Steven Metски, Jr.

NJ
EXPIRATION DATE 12-31-2011
RENEWAL DATE 12-31-2012
GSA43393

UNIVERSITY MICROFILMS
SERIALS ACQUISITION
300 N ZEEB RD
ANN ARBOR MI 48106-1500
TEL 734 769 0700
FAX 734 769 0750
WWW.UMI.COM

SCALE:	1"=10'	DATE:	1/25/22	JOB NUMBER:	321815	SHEET	1
DRAWN BY:	SLM	CALC'D BY:	SLM	CHECKED BY:	SLM		1

April 12, 2022

VIA EMAIL

Amanda Kisty, Secretary
Manchester Township Planning Board
1 Colonial Drive
Manchester, NJ 08759

Application No. PB-2022-02

Minor Subdivision – Block 1.33, Lots 9 & 16
Township of Manchester, Ocean County, New Jersey
Colliers Engineering & Design Project No. MCP-0088

Dear Amanda,

We have received a copy of the above-referenced Application for minor subdivision approval. The subject of the Application is the elimination/relocation of existing lot lines to create three (3) conforming lots from two (2) oversized lots. The property has frontage on Second Avenue and is within the R-10 Residential Zone.

We received the following documents on March 8, 2022:

1. "Minor Subdivision - Tax Lots 9 & 16, Tax Block 1.33" prepared by Professional Design Services, LLC and dated February 2, 2022.
2. "Boundary & Topographic Survey – Tax Lot 9, Tax Block 1.33" prepared by Professional Design Services, LLC and dated January 25, 2022.
3. Certified List of Property Owners within 200 Feet, dated February 2022 (included on the plan).
4. Copies of checks for Application fees (\$150.00) and escrow (\$1,000.00).
5. Proof that property taxes are paid to date.
6. Completed W-9 form.
7. Standard Planning Board application.

Completeness Waivers

Based on our review of the submitted documents, the Application can be deemed complete and scheduled for a public hearing subject to the Applicant requesting and the Board granting the following completeness waivers:

1. Metes and bounds descriptions showing bearing and dimensions of all existing right-of-way centerlines.
2. Soil logs and permeability test results.
3. Serviceability statements from utility companies.

The Board should act on the requested waivers prior to proceeding with the Application.

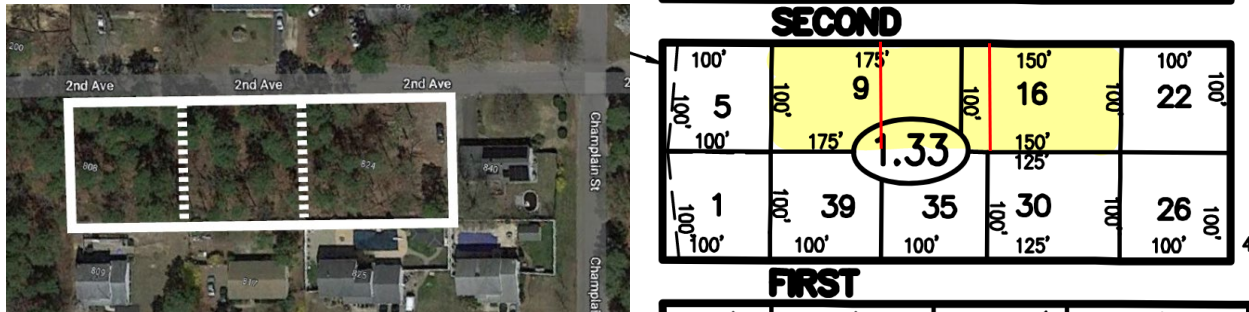
We have reviewed the submittals and offer the following comments for the Board's consideration:

1. Planning and Zoning

- 1.1. The subject of the Application is elimination/relocation of existing lot lines to create three (3) conforming lots from two (2) existing oversized lots. The property has frontage on Second Avenue and is within the R-10 Residential Zone.
- 1.2. The existing lots are as follows:
 - 1.2.1. Lot 9 – 175 feet by 100 feet, vacant and wooded.
 - 1.2.2. Lot 16 – 150 feet by 100 feet, vacant and wooded.
- 1.3. The Applicant is proposing to create three (3) conforming lots, one of which (proposed Lot 17.01) would be oversized, measuring 125 feet by 100 feet.
- 1.4. The Applicant should request a waiver from the requirements to install curb and sidewalks. Given that there is presently limited curb and no sidewalks in the area, we have no objection to the granting of the waiver.

2. Miscellaneous

- 2.1. The Applicant should address the driveway encroachment along the property line of existing Lot 16 (proposed lot 17.01) with Lot 22. Said encroachment extends as much as 8.2 feet onto the subject property.
- 2.2. The Applicant indicates on their submittal that they have received block and lot numbering approval from the Township Tax assessor. A copy of that approval should be provided.
- 2.3. Subject to Board approval, the Applicant should confirm the subdivision will be filed by map. We recommend monuments be set prior to submitting for map filing.
- 2.4. It should be noted that, subject to the Board granting approval for the proposed subdivision, the Applicant will be required to follow the Township's standard procedure (plot plan, top-of-block submittal, etc.) and acquire all applicable permits for house construction. The Applicant should also address compliance with the Township's tree ordinance, Chapter 403.
- 2.5. Proof of the following approvals will be required:
 - 2.5.1. Ocean County Planning Board.
 - 2.5.2. Ocean County Board of Health.
 - 2.5.3. Manchester Township Tax Assessor for block and lot numbering.
 - 2.5.4. Manchester Township Department of Utilities.



Should you have any questions or required additional information, please do not hesitate to contact me directly.

Sincerely,

Colliers Engineering & Design

Robert A. Mullin, PE, PP, CME, CPWM
Planning Board Engineer

RAM/dmm

cc: Pasquale Popolizio, Manchester Township Zoning Officer (via email)
Gregory Hock, Esq., Planning Board Attorney (via email)
PKN Development, LLC
407 Green View Way, Toms River, NJ 08753
John J. Doyle, Esq. (via email)
William A Stevens, PE, PP (via email)

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