

August 14, 2025

**VIA EMAIL**

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

**Application No. PB 2025-11**

Minor Subdivision – Arya Properties at Brentwood Estates, LLC  
Block 21, Lots 620 and 621.01  
Manchester Township, Ocean County, New Jersey  
Colliers Engineering & Design Project No. MCP-0116

Dear Amanda,

We have received a copy of the above-referenced Application for minor subdivision approval. The subject of the Application is the subdivision and lot line removal on an existing lot to create two non-conforming residential lots and one commercial lot. The 6.27-acre tract consists of a through lot (Lot 620) with frontage on both Wilbur Avenue and Ridgeway Road (County Route 571), and an adjoining lot with frontage on Ridgeway Road (Lot 621.01). The property in questions is within the B-1 (Business)/R-20 (Residential) Overlay Zone.

We received the following documents on July 2, 2025:

1. Plan entitled "Minor Subdivision of Block 21, Lots 620 & 620.01", consisting of one sheet, prepared by Two River Engineering and dated June 4, 2025.
2. "Boundary and Topographic Survey; Lots 620 & 621.01, Block 21", prepared by Morgan Engineering & Surveying and dated August 23, 2021.
3. Architectural Plans and Elevations, consisting of five sheets, unlabeled and undated.
4. Completed W-9 Form.
5. Certified List of Property Owners within 200 Feet, dated May 16, 2025.
6. Application Checklist.
7. Correspondence dated June 26, 2025 transmitting an application to the Ocean County Planning Board.
8. Proof that Property Taxes are current through the second quarter of 2025.
9. Standard Planning Board Application.

**Completeness Waivers**

Based on our review of the submitted documents, the Application can be deemed **complete** subject to the granting of the following waiver requests:

1. Metes and bounds descriptions showing dimensions and bearing of the existing and proposed lots.
2. Plan showing size and location of all existing structures within 200 feet of the site boundaries (partial waiver requested).
3. Soil logs and permeability test results.
4. "Will serve" letters from utility companies.

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

### 1. Planning and Zoning

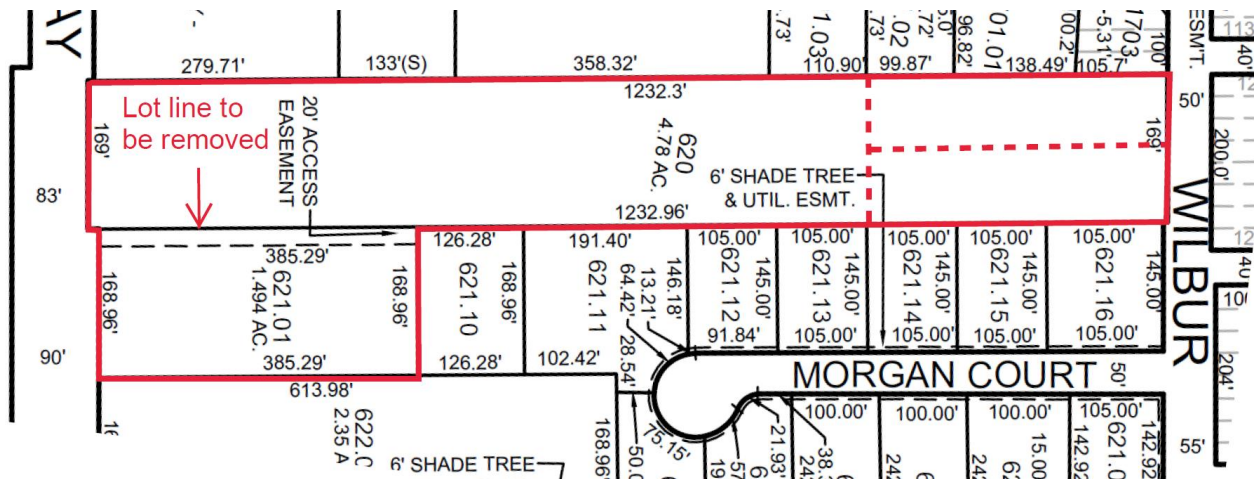
- 1.1. The subject of the Application is the subdivision and lot line removal on an existing lot to create two non-conforming residential lots and one commercial lot. The 6.27-acre tract consists of a through lot (Lot 620) with frontage on both Wilbur Avenue and Ridgeway Road (County Route 571), and an adjoining lot with frontage on Ridgeway Road (Lot 621.01). The property in questions is within the B-1 (Business)/R-20 (Residential) Overlay Zone.
- 1.2. The Applicant is requesting the following variances from the requirements of Section 245, Attachment 6, Schedule A for the proposed residential lots fronting Wilbur Avenue:

Criteria	Required	Proposed	
		Lot 620.01	Lot 620.02
Lot Frontage, feet	100	84.48 *	84.48 *
Lot Width, feet	125	84.48 *	84.48 *

**\* Variance required.**

- 1.3. The Applicant should provide testimony supporting the requested relief.
- 1.4. As shown, the proposed commercial lot (Lot 620.03) complies with the applicable bulk requirements of the B-1 Zone.
- 1.5. The Zoning Requirements Table on the subdivision plan should be revised to correctly indicate the improvable lot area of the proposed residential lots.
- 1.6. The following comments concern the architectural plans.
  - 1.6.1. The plans are not clearly labeled, undated, have no title block, and a scale is not provided.
  - 1.6.2. The presumed second floor plan labels two bedrooms as "Bedroom 3".
  - 1.6.3. It appears the proposed attic meets the definition of a "half story", and associated references on the plan should be revised accordingly.

- 1.6.4. There are two areas in the attic labeled as “bonus areas”, as well as a closet. The proposed use of these features should be provided.
- 1.7. The subdivision plan depicts a 5-foot wide dedication to the Township along Wilbur Avenue and a 12-foot dedication on Route 571 to Ocean County. Applicable deeds/metes and bound descriptions should be provided for review.
- 1.8. The Applicant is proposing recharge trenches on each of the residential lot to handle roof runoff. A 2-foot separation beneath the trench to estimated seasonal high groundwater will be required.
- 1.9. The Applicant should confirm the existing 20-foot wide access easement from Route 571 to the Brentwood Estates Detention Basin Lot will remain in place.



## 2. General Comments

- 2.1. A site plan application will be required for the proposed commercial lot.
- 2.2. There are several discrepancies on the subdivision plan that should be corrected, as follows:
  - 2.2.1. The title block refers to “Lot 620,01” but should indicate “Lot 621.01”.
  - 2.2.2. General Note 1 refers to a “detention basin lot to be owned and maintained by homeowners’ association”. This is not applicable. General Note 10 should also be deleted.
  - 2.2.3. General Note 4 states the lot numbers and addresses will be approved by the Township Engineer. It should read Township Tax Assessor.
  - 2.2.4. A signature line for the Planning Board Engineer should be added under “Chairperson”.

- 2.3. Proof of the Ocean County Planning Board approval must be provided.
- 2.4. Plot plans and all applicable building permits will be required for the proposed residential lots.

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

Sincerely,

Colliers Engineering & Design



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

RAM/

cc: Gary Sylvester, Director of Land Use and Planning (via email)  
Pasquale Popolizio, Manchester Township Zoning Officer (via email)  
Mike Martin, Manchester Township Construction Official (via email)  
Joseph Coronato, Jr., Esq., Planning Board Attorney (via email)  
Arya Properties, LLC, Applicant  
130 Central Avenue, Island Heights, NJ 08732  
Benjamin H. Mabie III, Applicant's Attorney  
769 Route 9, Bayville, NJ 08721  
A. J. Garito, Jr., PE, Applicant's Engineer (via email at [ajg@tworivereng.com](mailto:ajg@tworivereng.com))

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