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August 31, 2021

Harmony Land Use Board
3003 Belvidere Road
Phillipsburg, NJ 08865

**RE: James and Marie Mendall
2974 Hutchinson River Road
Completeness & Technical Review
Block 6 Lot 22
Harmony Land Use Case #21-4
Our Project Number 5402.049**

Dear Board Members:

This office is in receipt of the following items pertaining to the above-referenced application:

- Harmony Township Land Use Board Application for Minor Subdivision Request dated July 14, 2021.
- Harmony Township Tax Certification dated July 3, 2021 for Block 6 Lot 16.
- Harmony Township Tax Certification dated July 3, 2021 for Block 6 Lot 22.
- Schedule A Harmony Township Minor Subdivision Checklist.
- Correspondence from Mark R. Peck dated July 14, 2021.
- Plan entitled "Sketch Plat for Proposed Lot Line Adjustment Tax Lots 16.01 & 22, Block 6, the Township of Harmony, Warren County, New Jersey" prepared by Swanson Land Surveying, LLC, dated June 3, 2021, consisting of 1 sheet.

I. Project Summary:

The Applicant is seeking approval for minor subdivision to adjust the property lines between Block 6 Lot 22 and Block 6 Lot 16.01. The applicant is proposing to reduce Lot 16.01 and increase Lot 22 by 5,504 SF.

II. Completeness Review:

The checklists prepared for Subdivision of Land contains items that require relief from the Board.

1. Minor Subdivision General Checklist



- a. **§148-11.A.5.A – Reference Meridian**
 Incomplete – The Board may offer temporary relief from this checklist requirement; however the Applicant should submit plans that indicate the reference meridian of the north arrow.

2. Minor Subdivision Sketch Plat Checklist

- a. **§148-12.A.3 – Topographic survey conditions of property and surrounding area within 200 feet, except that within a developed area, only structures on the adjoining lots need be shown. This shall include contours based on United States Geological Survey Quadrangle Maps. The minimum interval shall be 20 feet.**
 Waiver Requested – The applicant requests relief from this requirement as no new development is proposed as a consequence of this application.
- b. **§148-12.A.4 – Existing and proposed drainage features of property and surrounding area within 200 feet (e.g., culverts, marshes, wet areas, water areas, streams and land subject to occasional flooding).**
 Waiver Requested – The applicant requests relief from this requirement as no new development is proposed as a consequence of this application.
- c. **§148-12.A.7 – Tax sheet, block and lot number.**
 Incomplete – The Board may offer temporary relief from this checklist requirement; however the applicant should submit plans that indicate the Tax Sheet.

III. Zoning

The subject lots are located in the R-150 per the current Zoning Map.

R-150: Residential Zone				
Requirements	Required	Existing Lot 16.01	Proposed Lot 16.01	Comment
Minimum Lot Area (Square Feet)	20,000	57,024	51,520	Complies
Minimum Lot Width (Feet)	100	497	457	Complies
Maximum Lot Coverage (Percentage)	25	0.4%	0.5%	Complies
Maximum Building Height (Feet)	35	-	-	N/A
Maximum Building Height (Stories)	2.5	-	-	N/A
Minimum Front Yard (Feet)	40	-	-	N/A
Minimum One Side Yard (Feet)	15	-	-	N/A
Minimum Both Side Yards (Feet)	30	-	-	N/A
Minimum Rear Yard (Feet)	35	-	-	N/A
Accessory Structure Minimum Side Yard (Feet)	10	>10	>10	No Change
Accessory Structure Minimum Rear Yard (Feet)	10	18.5	18.5	No Change



R-150: Residential Zone				
Requirements	Required	Existing Lot 22	Proposed Lot 22	Comment
Minimum Lot Area (Square Feet)	20,000	18,282	23,786	Complies
Minimum Lot Width (Feet)	100	123	162	Complies
Maximum Lot Coverage (Percentage)	25	23.1%	17.8%	Complies
Maximum Building Height (Feet)	35	<35	<35	No Change
Maximum Building Height (Stories)	2.5	2	2	No Change
Minimum Front Yard (Feet)	40	22.7	22.7	Existing Non-conformity
Minimum One Side Yard (Feet)	15	18.9	18.9	No Change
Minimum Both Side Yards (Feet)	30	<30	<30	No Change
Minimum Rear Yard (Feet)	35	92.3	92.3	No Change
Accessory Structure Minimum Side Yard (Feet)	10	22.7	22.7	No Change
Accessory Structure Minimum Rear Yard (Feet)	10	29.8	29.8	No Change

1. Variances

No variances are required for the proposed subdivision.

II. Comments:

1. Applicant shall revise plan to include omitted information listed in the completeness review unless granted a waiver by the Board.
2. Surveyor shall label all required zoning measurements listed in the above zoning tables measurements.
3. Owners certification and authorization for Lot 16.06 shall be provided.
4. Owners information shall be listed on the sketch plat for lots 16.06 and 22 including name, address and contact number.
5. Applicant shall provide referenced deeds listed on the Sketch Plat.

The applicant must provide Letters of Approval or No Interest from but not limited to the following Agencies with respect to this application:

- Warren County Planning Board
- Highlands Planning Area

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We reserve the right to further comment based on applicant's testimony and future submittals.

Very truly yours,
Van Cleef Engineering Associates

s/Stanley J. Schrek

Stanley J. Schrek, PE, AIA, PP, CME, LEED AP
Planning Board Engineer

cc: All Board Members (Via LUB Secretary)
Greg Gianforcaro, Esq. Board Attorney (Via email: gianforcarolaw@msn.com)
Applicant via mail (Mendall 2974 Hutchinson River Road, Harmony, NJ 08865)

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