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NEW YORK, NY

April 14, 2021

Chairman Dewey Burluson
and Members of the Planning Board
Borough of Hillsdale
380 Hillsdale Ave.
Hillsdale, NJ 07642

Regarding: **Block 1106, Lot 2, Borough of Hillsdale**
453 Hillsdale Ave.: Site Plan with Waiver Application PZ-05-21
Bill Mulholland: Applicant
WLM Associates, LLC: Owner

Dear Chairman Burluson and Members of the Board:

We are in receipt of a Site Plan application which includes a waiver request (located immediately west of the post office) signed on March 26, 2021. The applicant also submitted plans prepared by Gregory Ralph Architect consisting of 27 sheets. The dates on the plan sheets vary: Sheet A101 is dated February 15, 2021; Sheets G100 – A600 are dated September 30, 2020 and revised to December 29, 2020; Sheets E102 – E104 are dated June 14, 2020 and revised to December 7, 2020; and Sheet E101 and Sheets H100 – P103 are dated June 14, 2020.

The applicant proposes to locate a commercial use in a commercial building. A denial letter was not provided but it appears that Minor Site Plan is required.

General Site Description

Lot 2 contains 7,791 SF (0.18 acre) and is located at the southeast corner of Patterson Street and Hillsdale Ave. in the “C” Commercial Zone District (minimum lot size requirement 7,500 SF).

The lot is improved with a one-story commercial building and associated surface parking. The building on Lot 2 is adjacent to Lot 1 which contains 16,543 SF and houses the Hillsdale Postal Office. Lots 1 and 2 share parking and circulation. In the 1970’s, the County acquired lands from this corner property for the future construction of the Forest Avenue Extension which was never constructed.

Up to 12 postal vehicles are allowed to park in the municipal west commuter lot via authority granted in 1991 in exchange for on-site improvements when Patterson Street was widened.

The property is substandard for lot width and frontage.

Application

The applicant proposes to locate a “Jersey Mike’s” restaurant in the 1,322 SF commercial building located on Lot 2 (attached to the post office building). The submitted plans identify 20 parking spaces for its subject use.

The proposed improvements will exceed the maximum permitted Floor Area Ratio (F.A.R.) and other coverages.

Completeness Review

The application was reviewed against the Checklist for Minor Site Plan Applications contained in 310-87 of the Ordinance. The following items are deficient.

1. 310-87E5: Survey Source.
2. 310-87E12: Proposed or existing landscaping and proposed signs.
3. 310-87F(2): A topographical survey including all physical features above and below ground, including elevations, major trees, curbs, pavement, drainage, etc.
4. 310-87F3: Photographs of the subject property and surrounding properties.

The applicant may seek written waivers from the above requirements. If the above can be cured or waived, the application may be deemed complete and scheduled for a public hearing at this time.

Zoning Review

The architectural plans include a bulk table. The following variances are required:

Waiver

The applicant requested a waiver from the requirements of 310-59 (Required Off-Street Parking).

1. **Aisle Width:** 10 ft. proposed vs. 12 ft. required Section 310-106 ‘Circulation.’

Existing Variances

2. **Lot Width & Frontage:** 38.69 ft. existing vs. 50 ft. required, a difference of 11.31 ft.

Zoning Table Revisions

The following items need to be corrected on the Zoning Table.

1. The columns are entitled, “Current Zone C” and “Required Zone C.” “Current Zone C” is incorrect and should be replaced with “Existing.”
2. The “C” Zone front yard setback requirement is 5 ft. for buildings. The rear yard setback requirement is 10 ft. The Zoning Table should be corrected to reflect these setback requirements.

General Comments

1. The applicant has applied for a Minor Site Plan for a new high-turnaround restaurant with a Waiver request.
2. A dumpster enclosure location with screening is required for both waste and recyclables. The location must be suitable for collection.
3. Is site lighting proposed? Although there are no nearby residential homes, site lighting must be considered that is consistent with the downtown, i.e. no flood lighting.
4. Traffic circulation signage and pavement markings are required to control on-site traffic.
5. There are only four parallel spaces on the east side of the post office building, not five.
6. Parking:
 - a. The submitted plans identify 20 parking spaces for the proposed restaurant for 24 seats. No expansion of the parking lot is proposed, just striping.
 - b. The applicant should explain the anticipated typical parking needs for the restaurant based on the number of patrons, employees, and hours of operation.
 - c. The applicant provides a “Parking Table” on Dwg. A101 to show a distinction between the *proposed use*, and typical *retail use*. This should be discussed by the applicant at the public hearing.
 - d. The alteration of angled parking to 90-degrees in the frontage cannot function with less than a 24 ft. backing aisle. Therefore, the current angled parking must be retained.
 - e. Parallel parking spaces are generally longer than standard spaces for backing maneuvers. These should be at least 22 ft. long, with 20 ft. at the end spaces. Since the applicant has excess parking spaces, the removal of one parallel space can satisfy this need.

- f. The applicant should provide testimony on the existing use (post office) in Lot 1 and its parking needs.
 - g. Lots 1 & 2 are owned by the same party. 'Shared use' parking is permitted under Section 3190-57B under specific conditions. The applicant should explain whether a formal parking agreement/lease exists between Lots 1 and 2 for shared use parking.
 - h. There appears to be two electric meters located along the west side of the building that will be in jeopardy of being hit by motor vehicles. Therefore, protective bollards may be required by the utility provider.
 - i. Parking Space #10 is directly in front of the exit stairs and must be removed.
- 7. Full sized SUV's and pickup trucks are 6.5 ft. to 7 ft. wide. Passenger vehicles are 6 ft. to 6.5 ft. wide.
 - 8. Although the proposed use is a permitted use, we note that the subject property is often busy with vehicular traffic. Entering and exiting the site can be challenging at times.
 - 9. The application materials did not indicate proposed signage. All proposed signs should be shown to confirm compliance with the ordinance requirements and be discussed with the Board.

We trust that these comments will assist the Board members in their review of the application.

Very truly yours,

C. P. STATILE, P.A.

(original signed)

Christopher P. Statile, P.E.
Planning Board Engineer

CPS/mr
cc: Nylema Nabbie, Esq.
Bill Mulholland, Applicant/Owner
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