

**INTER-OFFICE MEMORANDUM**

**To:** Heather Vitz-Del Rio, P.E.  
Director of Public Works

**From:** Kathleen Miesch  
Planning Coordinator

**Date:** February 27, 2020

**Subject:** Board of Adjustment Case # BOA-2019-023  
**Scheduled for 4-6-2020**  
20 Galesi Drive, Block 400 Lot 9  
8 Galesi Drive, LLC  
Use Variance

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Attached please find the following documents:

- Application form
- Boundary Survey signed and sealed by Control Layouts, Inc. dated 2-22-2019
- Architectural Plan & Building Data signed and sealed by Guzzo & Guzzo Architects, llc dated 7-29-2019
- Use Variance Plan signed and sealed by Meridian Engineering Group Inc. dated 8-16-2019 last revised 10-1-2019

Please review the package and provide your comments by **3-20-2020** for distribution in Board packets.

Reviewer's Response (*use additional sheet if necessary*):

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See Engineer's report dated 3/13/2020

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Heather Vitz-Del Rio

*Name*

3/13/2020

*Date*

# township of wayne

*Division of Engineering*  
475 Valley Road  
Wayne, New Jersey 07470  
[www.WayneTownship.com](http://www.WayneTownship.com)  
Phone: 973-694-1800  
Fax: 973-709-1141  
*Heather Vitz-Del Rio PE*  
*Extension 3219*

March 13, 2020

Wayne Township Board of Adjustment  
475 Valley Road  
Wayne, New Jersey 07470

**RE: 8 Galesi Drive LLC**  
**20 Galesi Drive**  
**Block: 400 Lot: 9**  
**Use Variance**

Dear Mr. Chairman and Commissioners:

The Engineering Division has reviewed the following for the proposed alterations to 20 Galesi Drive:

1. Plans titled "Use Variance Plan", prepared by Meridian Engineering Group Inc., original dated August 16, 2019, Revision No 1 dated October 1, 2019.
2. Architectural plans titled "Architectural Plan and Building Data – interior Alteration Existing Warehouse 20 Galesi Drive Wayne, NJ" prepared by Guzzo & Guzzo Architects, LLC., original dated July 29, 2019.
3. Survey titled "Boundary Survey for 20 Galesi Drive" prepared by Control Layouts, Inc., dated February 22, 2019.

The site is a flat site that lies within the 100 year (1%) and 500 Year (0.2%) flood zones. There is a 20 foot wide sanitary sewer easement crossing the easterly side on the property and a 10 foot wide drainage easement along the easterly property line.

The applicant proposes building and site changes.

Environmental Protection Calculations have not been submitted.

No trees are shown to be removed.

Since this property lies within the 1% flood zone. NJDEP permits are required.

This office makes no opinion on the use aspects of the application. Our comments cover site details, grading, drainage, and traffic flow items.

1. The applicant has requested a design waiver as follows:
  - a. Section 134-72.2.A.2. A space which abuts a fixed object, such as a wall or column, whether within a structure or not, shall have a minimum width of 10 feet. There is one parking space which abuts the north side of the rear garage building that is 9 feet wide. This parking spot can be made larger, or eliminated, in order to meet this requirement. The Engineering Division OBJECTS to the granting of this design waiver.
2. Based on the plan review, additional design waivers are required. These are listed under Attachment "A".
3. The plans are missing information and details to determine compliance with Township Code. The additional requirements are listed under Attachment "B".
4. A Stormwater Management Plan is not required. The site work does not qualify as a major development

Future submissions of revised plans and reports shall be accompanied by a cover letter that lists every change and revision. In addition, all plan revisions shall be clearly identified with "clouding" or similar designation and shall be numbered.

Should the Board consider granting approval, the following Engineering conditions should be attached:

1. Prior to determination of completeness, work occurring on the site, or issuance of a building permit, whichever comes first, the applicant shall:
  - a. Submit revised plans for Engineering Division review and approval addressing the review comments, including any other special conditions and/or notes imposed by the Board.
  - b. Obtain all required State, County and Township approvals and permits, including but not limited to:
    - i. Passaic County Planning Board approval.
    - ii. Hudson Essex Passaic Soil Conservation District (HEPSCD) soil erosion plan certification if required
    - iii. NJDEP Flood Hazard Area Permit

- iv. Township Industrial Wastewater Discharge Permit, if required
  - c. Pay all outstanding fees, and contributions, including but not limited to:
    - Township wide off-tract drainage assessment if required.
    - Applicant shall provide calculations of both the "Pre-Development" and the "Post Development" C-factors based upon the rational Method for the calculation of this fee.
  - d. Schedule a pre-construction meeting at least one (1) week prior to commencement of work, between the Township and all involved parties to discuss the requirements and regulations for on-site construction. Six (6) sets of final site plan construction drawings shall be submitted at least one (1) week in advance of the pre-construction meeting for stamping and distribution at the meeting.
  - e. Notify the HEPSCD at least forty-eight (48) hours prior to any land disturbance activity. Proof of notification shall be provided to the Engineering Division upon request.
  - f. Request from the Town Council that Title 39 be approved for on-site traffic.
2. Upon commencement of and during construction of the project, the applicant shall:
- a. Delineate the limits of disturbance on site with soil erosion silt fence, or in the absence of silt fence requirements, snow fence. No clearing or construction work shall occur on the site until the limits of disturbance and soil erosion control measures are in place and have been approved in the field by the Engineering Inspector.
  - b. Construct the soil erosion control measures as the first item of work.
  - c. Request and obtain engineering inspection, of all improvements. Work shall not be covered until inspected and passed and approved.
3. Prior to the issuance of any Certificate of Occupancy, the applicant shall complete all on-site and off-site improvements, including but not limited to

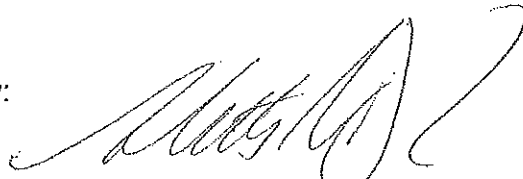
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pavement, curbing, sidewalks, striping, permanent stabilization and lighting.

4. Should the proposed lighting as shown on the site plan cause any glare and/or annoyance to adjoining neighbors, roads, and/or other properties after its installation, the property owner shall correct same at their expense and at the direction of the Township Engineer.

Bonds will be released upon satisfactory completion of the work and/or issuance of the Final Certificate of Occupancy. A letter requesting the return of same shall be filed with the Township Clerk, with a copy to the Township Engineer.

Sincerely:



Heather Vitz-Del Rio, PE  
Director of Public Works

Attachments A & B

Cc: Christopher Kok, Township Planner  
Fernando Zapata, Township Engineer

**Design Waivers Required But Not Requested By the Applicant**

1. Section 134-72.1.F. Each required loading berth shall be provided with an unobstructed access drive having a width of not less than 15 feet. The driveway on the south side of the building is only 14.8 feet wide. The applicant can eliminate the parking along the fence line and meet this requirement. The Engineering Division **OBJECTS** to the granting of this design waiver.
2. Section 134-72.2.A.1. Dimensional requirements for parking areas require the minimum aisle width of 20 feet for one way traffic. The minimum aisle width shown is 14.8 feet. The Engineering Division **OBJECTS** to the granting of this design waiver.
3. Section 134-72.2.B.2. All parking areas shall be lighted, especially at parking lot entrances, exits and barriers. No lighting has been provided. The Engineering Division **OBJECTS** to the granting of this design waiver.
4. Section 134-72.2.B.3. All parking areas shall be provided with permanent and durable granite block curbing. Granite curb is shown at the entrance and exit driveways and along the southern edge of the paved area. There is no curbing provided along the north side of the property or along the proposed parking areas at the rear of the property. The Engineering Division **OBJECTS** to the granting of this design waiver.
5. Section 134-72.2.D.4. All required loading areas or berths shall be so arranged as to permit the simultaneous use of all berths without blocking or otherwise interfering with the use of automobile access ways, parking facilities, fire lanes or sidewalks. The proposed loading area cannot be used without blocking the driveway or other access doorways. The Engineering Division **OBJECTS** to the granting of this design waiver.
6. Section 134-72.3.I. All parking or loading areas are to be curbed with granite block. Not shown. The Engineering Division **OBJECTS** to the granting of this design waiver.

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Attachment "B"  
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### Discrepancies and Missing Information on the Plans

#### Architectural Plan and Building Data Drawing A-1

1. A new concrete loading apron is shown, however; no dimensions are given.
2. The tenant spaces are shown as 120 foot x 20 foot wide spaces with overhead doors at the north side of the building. How will these units be used?
3. There are no bathroom facilities shown in any of the units.
4. The application references a mezzanine, however, no mezzanine is shown on the architectural plans.

#### Use Variance Plan- Site Layout Sheet 2 of 2

1. The material of the loading area is not shown. Is the area to be striped?
2. How will access be maintained for more than one delivery?
3. How will access be maintained within the circulation driveway when deliveries are being made?
4. No site drainage has been provided.
5. The parking areas along the north and south sides of the garage at the rear of the property are currently shown as stone and gravel areas. Will these areas be paved? Curbing is required.
6. The existing paved areas are in poor condition. Will the areas be resurfaced?
7. The existing site has one way site circulation. Additional striping and signage is required.
8. No site lighting has been provided.
9. No handicap access to the building has been shown.
10. No Waste Disposal Storage Area has been provided.
11. Public utilities serving the site have not been shown on the plans.
12. Details have not been provided for the striping, paving or concrete loading area.