

**INTER-OFFICE MEMORANDUM**

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

**From:** Patricia Greco  
Planning Department

**Date:** February 20, 2024

**Subject:** **Board of Adjustment Case BOA-2023-037**  
**Scheduling Date: March 18, 2024**  
**764 Pines Lake Drive West, Block 4403, Lot 1**  
**764 Pines Lake Drive West, LLC**  
**Bulk Variance**

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Delivered to your office, please find the following documents for Board Review:

- Bulk Variance Applications Application dated October 25, 2023
- Copy of signed and sealed Impervious Lot Coverage by William Darmstatter dated October 18, 2023
- Signed and sealed Variance plan prepared by Darmstatter, Inc. dated September 29, 2023; last revised February 14, 2024
- Copy of Signed and sealed Property Survey prepared by Darmstatter, Inc. dated September 29, 2023; last revised January 23, 2024

Please review the package and provide your comments by **March 8, 2024** for distribution in Board packets.

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

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See Engineer's report dated 3/8/2024

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Heather Vitz-Del Rio

3/8/2024

*Name*

*Date*

# township of wayne

Department of Public Works  
475 Valley Road  
Wayne, New Jersey 07470  
[www.WayneTownship.com](http://www.WayneTownship.com)  
Phone: 973-694-1800  
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Heather Vitz-Del Rio P.E.  
Director of Public Works  
[vitzdelrih@waynetownship.com](mailto:vitzdelrih@waynetownship.com)  
Extension 3219

March 8, 2024

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

RE: 764 Pines Lake Drive West LLC  
764 Pines Lake Drive West (Block 4403 – Lot 1)  
Bulk Variance

Dear Mr. Chairman and Commissioners:

This office has reviewed the documents submitted with this application including:

- Site plan titled "Variance Plan – Pool Site Plan for Rodriguez" original dated September 23, 2023, Revision No. 5 dated February 14, 2024, prepared by Darmstatter Inc.
- Survey titled "Property Survey Rodriguez 764 Pines Lake Drive West" dated September 29, 2023.

This application proposes removal of a paved area and the installation of an inground pool to the east of the home, fronting on Vale Road.

The existing lot is an odd shaped lot with roadway frontage on three sides and frontage on Pines Lake to the north.

Property is served by Township water and sewer. The water service and sewer lateral are shown on the plans.

The Impervious Coverage & EP calculations shown on the Engineering Plans are acceptable. An EP waiver is not required.

There is a note that no trees are to be removed.

Comments:

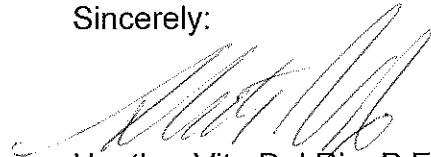
1. There is a stone area shown at the northeast corner of the property. Is this to be removed?
2. There is an existing metal fence shown around the side yard pool area. Provide the height of the fence.
3. Correct the call out for the soil erosion sediment fence to point to the silt fence and not the property line.
4. There is a section of the project at the northeast corner that lies within the Vale Road Right-of-Way. For this section to remain, the applicant must request permission from the Township Council and enter into a Hold Harmless agreement with the Township. If not, this section of work must be removed.
5. The applicant should provide testimony regarding the flood zone along the lake and whether any NJDEP Permit-by-Rule applies to this application.
6. A HEPSCD certification is required for this work.

Prior to the issuance of a Building Permit or any work occurring on the site, the applicant shall submit a site plan addressing the review comments and any other special conditions imposed by the Board.

The applicant is advised that the site plan submitted with the Building Permit application shall include all items in the Engineering Division's Residential Site Plan Checklist and Review" form.

Prior to the commencement of any work, the applicant shall delineate the Limits of Disturbance (LOD) on the site as approved by the Board with soil erosion silt fence, or in the absence of silt fence requirements, snow fencing. No clearing or construction work shall occur on the site until the LOD and the silt fencing are in place and approved in the field by the Township Engineer.

Sincerely:



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

Cc: Christopher Kok, Township Planner