

LEON S. AVAKIAN, INC. *Consulting Engineers*

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April 13, 2022

Planning Board
Borough of Farmingdale
11 Asbury Avenue
Farmingdale, NJ 07727

Re: **44 Main Farmingdale, LLC**
Block 4, Lot 11
Our File: FAPB 21-03

Dear Board Members:

We have received and reviewed an application for a minor site plan for the above referenced site and report as follows:

1. **Documents submitted:**

- A. "Minor Site Plan" consisting of five (5) sheets prepared by Brian D. Tannenhaus, P.E., of BD Engineering, dated March 27, 2022.
- B. Zoning Permit Application review by Matthew Howard, Zoning Officer, dated February 2, 2022.

2. **Site Analysis/Zoning**

- A. The subject property is known as Lot 11, Block 4 consisting of 1.22 Acres, (53,071 SF) along Main Street (Monmouth County Highway Nos. 524 & 547).
- B. The property is located in the Village Commercial "VC" Zone District. office space is a permitted use.
- C. The property has two (2) existing buildings:
 - Main building is a 2-story commercial building used for a thrift shop retail use in the front and manufacturing in the rear.

The Applicant should confirm uses and provide existing square footages for each use.

- The second building is called a “1-story brick and frame dwelling”, the size and use of this building should be provided.
- D. The Applicant is proposing to convert the existing retail and portion of the manufacturing area to an office space (2,318 SF).
- E. The Applicant is also proposing to add a 64 SF covered vestibule space in the front. The Ordinance permits 15' front yard setback (which is measured from County R.O.W. line, which is unclear). Plans state the existing setback is 14.16 and proposed setback is 7.19'. **A VARIANCE IS REQUIRED.**
- F. The change from retail use to office use does not require any additional parking spaces. Plans indicate there are 32 parking spaces and 22 are required. Plans also show two (2) required handicap spaces existing on the site.

3. **General Comments:**

- A. The “Minor Site Plan” should be revised to address items 2C, D & E.
- B. Parking spaces should be striped, if necessary as required.
- C. The Ordinance Section 25.45.2 requires one (1) loading space for 0-25,000 square feet of gross floor area of commercial space. The Applicant should comment.
- D. The Applicant should be prepared to address the following:
- Hours of operation
 - Number of employees
 - Changes to building on the outside
 - Landscaping Improvements, if any
 - Lighting changes, if any
 - New Building mounted or free standing signs, if any
 - Trash/Recycling

4. **Conditions of Approval**

- A. Monmouth County Planning Board, if required
- B. Submission of new plan per above items and Resolution
- C. Posting of performance bond and inspection fees, if required

Should you have any questions regarding this matter, please do not hesitate to contact me.

Very truly yours,

LEON S. AVAKIAN, INC.



Matt Shafai, P.E.
Board Engineer

MS: mcs

CC: Kevin Kennedy, Esq.
Brian Tannenhaus, P.E.
Todd A. Cohen, Esq.

FA/PB/17/17-06a