TO: City of Hackensack Zoning Board of Adjustment

FROM: Gregory J. Polyniak, P.E., P.P., C.M.E., C.P.W.M.
      David Juzmeski, P.E., P.P.

RE: Site Plan Application
    Gateway Hackensack, REIT, LLC
    494 Hudson Street
    Block 8.01, Lots 2-5
    HACKSPL20.017

DATE: March 31, 2020
REvised: September 8, 2020

COMpleteness / Planning & Engineering Review

Status: RECOMMENDED COMPLETE (See Status on Page 6 for any additional information)

Honorable Board Members:

Neglia Engineering Associates (“NEA”) has prepared a review of the materials submitted in support of the referenced application. Specifically, NEA has reviewed the following documents:

- Zoning Permit Application consisting of the following forms:
  - Appendix A – Planning Board and Zoning Board Forms Index
  - Form ‘A’ – Pre-Application Concept Review Committee
  - Form ‘B’ – Site Plan Checklist (complete);
  - Form ‘C’ – Subdivision Application Instructions;
  - Form ‘D’ – Site Plan / Subdivision / Variance Application (signed);
  - Form ‘E’ – Zoning Permit Application (complete);
  - Form ‘F’ – Site Information (complete);
  - Form ‘G’ – Corporate or Partnership / Ownership Disclosure (complete);
  - Form ‘H’ – Variance Request (complete);
  - Form ‘I’ – Support Documents (signed and notarized, dated March 9, 2020);
  - Form ‘J’ – Site Plan/Subdivision/Variance Application Guidance;
  - Form ‘K’ – Land Use Application – Directions;
  - Form ‘M’ – Escrow Fee Structure (complete);
  - Form ‘R’ – Project Fact Sheet Information;
  - W-9 – Request for Taxpayer


• City of Hackensack Comment Letter, prepared by David Ludwig, Hackensack Building Subcode, dated March 12, 2020.


• City of Hackensack Police Department letter, dated March 18, 2020.


1. Location and Zone

   The subject property consists of nine lots (Block 8.01, Lots 2-5 and 15-18) located northeast of the East Moonachie Road and Hudson Street interaction. The subject property is located within the R-2 Residential District. The subject property is bordered by a duplex residential homes to the northeast, Hudson United Glass to the north, and has frontage on Hudson Street, East Moonachie Road, and Gardner Place to the west, south, and east respectively.

2. Site Description

   The subject property is located within Block 8.01, Lots 2-5 and 15-18 and is commonly known as 480-494 Hudson Street. The site is currently undeveloped, vacant, and contains a lawn area. The overall property has an area of 26,836 square feet (0.66 acres). An aerial image is included on the next page for your review.
3. **Project Description**

The Applicant proposes a two (2) levels of parking under four (4) floors of residential uses consisting of forty-seven (47) one-bedroom units and eighty-five (85) parking spaces. The Applicant proposes streetscape improvements consisting of sidewalk reconstruction, streetscape lighting, and tree plantings. Furthermore, the Applicant proposes utility and drainage improvements to accommodate the new building.

4. **Zoning Analysis**

Based upon NEA’s initial review of the application materials, we offer the following findings regarding zoning compliance:

a. **Use / Jurisdiction**

The property is located within the R-2 Single and Two Family Residential District. In accordance with the Permitted uses within the R-2 Single and Two-Family Residential District area include the following:

- Two-family dwellings
- Uses within R-50 District

The Applicant proposes to construct a multi-family residential building containing forty-seven (47) residential units. The proposed height exceeds the permitted height by more than ten (10%) percent. Additionally, the proposed use, as described above, is not a permitted use within the R-2 Single and Two Family Residential District. Therefore, the Applicant is required to obtain a D(1) use and a D(3) height variance.

For this reason, it is NEA’s opinion that this application is under the jurisdiction of the City of Hackensack Zoning Board of Adjustment. However, NEA defers to the City of Hackensack Land Use Department for Final Determination.
b. Bulk Deficiencies

Each deficiency with a status of “non-conforming” will require either a deviation from Chapter §175 (Zoning Ordinance) of the City of Hackensack Code.

<table>
<thead>
<tr>
<th>Regulation</th>
<th>Ordinance Section</th>
<th>Required / Permitted</th>
<th>Proposed</th>
<th>Status(1)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permitted Use</td>
<td>Section §175 Schedule of District Regulations</td>
<td>See above</td>
<td>Multifamily</td>
<td>Non-Conforming</td>
</tr>
<tr>
<td>Minimum Front Yard Setback</td>
<td>Section §175 Schedule of District Regulations</td>
<td>25 feet</td>
<td>13 feet (E. Moonachie Rd.) 18 feet (Hudson Street) 15 feet (Gardner Place)</td>
<td>Non-Conforming</td>
</tr>
<tr>
<td>Minimum Rear Yard Setback</td>
<td>Section §175 Schedule of District Regulations</td>
<td>20 feet</td>
<td>6 feet</td>
<td>Non-Conforming</td>
</tr>
<tr>
<td>Maximum Height</td>
<td>Section §175 Schedule of District Regulations</td>
<td>35 feet 2 ½ stories</td>
<td>62 feet 5 stories</td>
<td>Non-Conforming</td>
</tr>
<tr>
<td>Maximum Building Coverage</td>
<td>Section §175 Schedule of District Regulations</td>
<td>30%</td>
<td>62%</td>
<td>Non-Conforming</td>
</tr>
<tr>
<td>Front &amp; Rear Yard Parking</td>
<td>§175-10.2(I)</td>
<td>No</td>
<td>Yes</td>
<td>Non-Conforming</td>
</tr>
<tr>
<td>Max. Driveway Width w/ No Parking</td>
<td>§175-10.2(C)</td>
<td>22 feet</td>
<td>24 feet</td>
<td>Non-Conforming</td>
</tr>
<tr>
<td>Minimum Drive Aisle Width w/ Parking</td>
<td>§175-10.2(D)(1)(a)</td>
<td>25 feet</td>
<td>24 feet</td>
<td>Non-Conforming</td>
</tr>
<tr>
<td>Parking Area Screening</td>
<td>§175-10.2(E)</td>
<td>5-foot fence or wall</td>
<td>3.5-foot wall &amp; estate style fence</td>
<td>Non-Conforming</td>
</tr>
<tr>
<td>Minimum Parking Lot Power Lighting</td>
<td>§175-10.2(F)</td>
<td>1.0 Foot-candle</td>
<td>Unknown</td>
<td>Non-Conforming</td>
</tr>
</tbody>
</table>

(1) Each item with a status of “non-conforming” will require a new deviation or variance.

c. Parking Deficiencies

<table>
<thead>
<tr>
<th>Regulation</th>
<th>Ordinance Section</th>
<th>Units</th>
<th>Required/ Permitted</th>
<th>Proposed</th>
<th>Status(1)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multi-Family Residential Use</td>
<td>§175-10.1 Schedule of Off-Street Parking Regulation</td>
<td>2.0 spaces per dwelling unit (Other than Studio) 10% designated as visitor’s parking</td>
<td>47 units x (2.0 spaces / unit) = 94 spaces + (9.4 spaces) = 103.4 spaces</td>
<td>Unknown</td>
<td>Non-Conforming</td>
</tr>
<tr>
<td>Total Required Number of Parking Spaces</td>
<td></td>
<td></td>
<td>103 required spaces</td>
<td>85 spaces</td>
<td>Conforming</td>
</tr>
<tr>
<td>Multi-Family Residential Use</td>
<td>RSIS Table 4.4 – Parking Requirements for Residential Land</td>
<td>1.8 spaces per 1-bedroom unit</td>
<td>47 units x (1.8 spaces / unit) = 84.6 units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Required Number of Parking Spaces</td>
<td></td>
<td></td>
<td>85 required spaces</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maximum Number of Compact spaces</td>
<td>§175-10.1, Note 3</td>
<td>(30% * 103) = 30.9 spaces</td>
<td>31 spaces</td>
<td>39</td>
<td>Non-Conforming &amp; RSIS Waiver</td>
</tr>
</tbody>
</table>
(1) Each item with a status of “non-conforming” will require a new deviation or variance.

d. **Signage Deficiencies**

It appears that the Applicant does not propose signage at this time. However, if any signage is proposed, details of the proposed signage shall be provided to confirm compliance with the applicable requirements within Chapter §175 (Zoning Ordinance) of the City of Hackensack Code.

5. **Application Completeness**

As per the Site Plan Checklist Ordinance §175-14.7, the Applicant has indicated that the following items are not applicable:

A. **Site Plan Application Information Required: (if applicable)**

   *Item #11 – Location of flood hazard boundaries as delineated by H.U.D. – F.H.A. (if applicable).* Based upon FEMA Map No. 34003C0193H, dated August 28, 2019, NEA agrees with the Applicant that this item is not applicable. **No further action required.**

   *Item #14 – A copy of any covenants, deed restrictions or exceptions for any part of the tract.* The Applicant has indicated that this item is not applicable. However, the Applicant shall provide testimony confirming if there are any covenants, deed restrictions, or exceptions within the site. In addition, notation shall be provided on the survey, accordingly. The Applicant has provided notation regarding same. **Testimony addressing the same shall be provided.**

As per the Site Plan Checklist Ordinance §175-14.7, the Applicant has not provided the following items:

C. **Other Information:**

   *Item #8 – Approval of Soil Conservation District if the project results in a disturbance of more than 5,000 square feet of the surface area of land for the accommodation of construction for which the Uniform Construction Code of the State of New Jersey would require a building permit except that the construction of a single family dwelling unit shall not be deemed a project under the Soil Erosion and Sediment Control Act unless such unit is part of a proposed site plan, special exception, zoning variance, planned family unit development, building permit application involving two or more such single family dwelling units or where the combined disturbance of the demolition and new construction totals more than 5,000 square feet.* The proposed development and associated improvements will result in a disturbance area that exceeds 5,000 square feet. All approvals from the Bergen County Soil Conservation District shall be submitted for review prior to construction, if granted approval. **This item has not been addressed.**

   *Item #9 – Upon approval, the following additional information shall be provided in addition to all required drawings and applications for review and approval.*

   - Copy of any covenants, deed restrictions or exceptions that are intended to or do presently relate to all or any part of the tract. The Applicant shall provide testimony confirming if there are any covenants, deed restrictions, or exceptions within the site. In addition, notation shall be provided on the survey, accordingly. The Applicant has provided notation that none of the above are applicable. **Testimony addressing the same shall be provided.**

   - **Permits from the Department of Environmental Protection, Division of Water Resources, if applicable. This item remains applicable.**

   - **Permit from the Department of Transportation, if applicable.**
Copies of permits from the above respective agencies, if applicable, shall be provided prior to construction, if granted approval. **This item remains applicable.**

a. **Status**

NEA recommends that this application be deemed **complete** for the purpose of commencing the time period for municipal action upon submission of information related to the following checklist items, which shall be submitted prior to the Board hearing:

- Section “A. Site Plan Application Information Required”:
  - Item #14 – Testimony Addressing this item shall be provided

The Applicant shall provide a lighting plan for the parking decks. **This item has not been addressed.**

6. **Planning and Engineering Comments**

   **Engineering / Planning Comments:**

1. At such time as a hearing is scheduled regarding this matter, a representative or owner of the project site shall be present to address questions from the Board. **This comment remains applicable until the Board has taken action on this application.**

2. NEA recommends that the Applicant provide material boards and color renderings during the Board presentation to demonstrate that the proposed buildings and improvements will be aesthetically acceptable. This shall include any rooftop screening as rooftop mechanical equipment is required. The rendering shall include a view of all sides of the building. **This comment remains applicable until the Board has taken action on this application.**

3. The Applicant’s professionals shall provide testimony in support of all requested variance relief. **This comment remains applicable until the Board has taken action on this application.**

4. The Applicant shall address any concerns identified within the City of Hackensack Police Department review letter dated March 18, 2020. **This comment remains applicable until the Board has taken action on this application.** Testimony addressing the same shall be provided.

5. The Applicant shall address the concerns identified within the City of Hackensack Fire Department review letter dated March 11, 2020. **This comment remains applicable until the Board has taken action on this application.** Testimony addressing the same shall be provided.

6. The Applicant shall provide testimony with respect to the building articulation, facade materials, colors, traditional design elements, visual access, entrances, awnings, lighting, and roofing. **This comment remains applicable until the Board has taken action on this application.**

7. The Applicant shall address the interior stairway door locations, proximity to the drive aisles, and conformance with the appropriate building codes. **This comment remains applicable until the Board has taken action on this application.**

8. The Applicant shall provide a shadow study illustrating the impacts of this building on adjacent properties. The Applicant has submitted a shadow study with during varying times of the day and during the winter and summer solstice. The Applicant shall revise the study to include a direct, side-by-side comparison of existing condition. In addition, the Applicant shall include Spring / Fall months which shall include the 9:00 am, 12:00 p.m., 3:00 p.m. and 6:00 p.m. time frames. The Applicant shall provide testimony addressing the impacts presented by the shadows as identified within the study. In addition, the Applicant shall confirm that the times and seasons illustrated within the study create widest/largest shadows.
9. As per the City of Hackensack Building Department review, the exit stairs located by the proposed fitness room do not terminate at the building exterior. To terminate in the lobby, the exterior exit door in the vestibule must be obvious and visible from the stairway bottom door. The Applicant shall revise accordingly. **This comment has not been addressed.**

10. The Applicant shall provide fall protection measures for the northerly access stairway to the lower level parking area. **This comment has not been addressed.**

11. The Applicant shall consolidate the multiple lots that encompass the development in question, if granted approval. **The Applicant has provided notation addressing this comment on the plans. The Applicant shall provide a consolidation deed, if approved.**

12. The Applicant shall provide testimony confirming that no covenants or deed restrictions exist on this property. In addition, notation stating the same shall be provided on a survey, if granted approval. **The Applicant has provided notation regarding this comment on the plans. Testimony addressing the same shall be provided.**

13. The Applicant shall revise the concrete sidewalk construction detail to indicate 4-inches of \(\frac{3}{4}\)-inch clean stone in lieu of the proposed dense graded aggregate. This comment has been addressed. **No further action required.**

14. The Applicant shall provide testimony addressing any HVAC units, generator or transformers. The Applicant shall provide details of the same accordingly. In addition, all HVAC units, generators and / or transformers shall be shown on the architectural plans and site plans. All equipment shall be screened from view. **The Applicant has illustrated the location of the generator, transformer, screening fencing, and a fence detail on the plans. The Applicant shall further provide a gate detail for the fencing. This comment has been partially addressed.**

15. The Applicant shall revise the site plan to indicate the location of the proposed trash and recycling area. In addition, any trash enclosure shall be in accordance with the City of Hackensack standard trash enclosure detail. This comment has been addressed. **No further action required.**

16. The Applicant shall provide testimony addressing said refuse collection and handling procedures for the site. We recommend that private trash hauling be provided for this facility. **This comment remains applicable until the Board has taken action on this application.**

17. Any damages incurred to surrounding public or private property as a result of construction shall be repaired by the Applicant. NEA recommends that the Applicant provide an off-site pre-construction survey prior to any construction activities, as well as construction monitoring, to ensure that no adjacent properties are not adversely impacted by the construction activities. A note stating the same shall be provided on the Site Plan. **This comment has not been addressed.**

18. The Soil Erosion and Sediment Control Plan provided within the Site Plan Set shall be revised to include the location of a temporary soil stockpile area. A construction detail of the same shall be provided. **Per the note provided on the plan, there will not be a topsoil stockpile on site, but rather, one will be provided offsite. Testimony addressing the off-site location shall be provided.**

19. The Applicant shall be responsible for ensuring that any and all soils imported to the site are certified clean soils in accordance with current NJDEP Standards, with a copy of the said certification provided to the City of Hackensack Land Use Department and NEA prior to the import of any material by a licensed professional. Recycled material or demolished materials are not permitted for the purposes of backfilling a vacated excavation area. A note stating the same shall be provided on the Site Plan. **This comment has not been addressed.**
20. The Applicant shall ensure that all disturbed work areas are stabilized. The Applicant shall topsoil, seed, hay, and straw mulch to ensure lawn growth, where appropriate. A note stating the same shall be provided on the Site Plan. This comment has not been addressed.

21. The Applicant proposes a 3.5 feet wide sidewalk connecting from the sidewalk to the basement stairs along the northwestern corner of the building. NEA recommends that this sidewalk be a minimum of four (4) feet in width. This comment has been addressed. No further action required.

22. The Applicant shall revise the site plans to include ADA parking striping and signage details. This comment has been addressed. No further action required.

23. The Applicant shall illustrate the location of the proposed “35 MPH” Speed Limit Sign. This comment has been addressed. No further action required.

24. The Applicant shall provide construction details for the proposed retaining wall along East Moonachie Road. This comment has been addressed. No further action required.

25. The Applicant shall revise the Curb and Pavement Detail to illustrate a minimum of 2-inch surface pavement course. This comment has been addressed. No further action required.

26. The Applicant shall provide signage identifying the on-site compact spaces. Details of the same shall be provided. This comment has been addressed. No further action required.

27. The Applicant proposes retaining walls in excess of four (4) feet in height, including buried depth. The Applicant shall provide structural stability calculations, signed and sealed by a New Jersey Licensed Professional Engineer. This comment has not been addressed.

28. Upon completion of construction and if granted approval, all retaining walls four (4) feet or higher will require a signed and sealed certification by a licensed Professional Engineer in the State of New Jersey confirming that the wall was built in accordance with the plans and details, and that it will support its designed and intended loads. This comment remains applicable and shall be addressed post construction, if approved.

29. The Applicant shall provide compliant ADA receiving ramps opposite of proposed ADA ramps at the roadway intersections, unless the Applicant confirms that said ramps are currently compliant. This comment has not been addressed.

30. The Applicant shall revise the limit of disturbance to include all off-site improvements. This comment has not been addressed. The limit of disturbance shall include the proposed gas service lateral.

31. The Applicant shall provide details of the proposed paver along the property frontage. Shop drawings of the same shall be provided prior to construction, if approved. This comment has been addressed. No further action required.

Grading, Drainage, & Utility Comments

1. The Applicant shall provide testimony to confirm that all ADA accessible routes, parking spaces, sidewalk, ramps, etc. will conform to the ADA Standards for Accessible Design provided by the Department of Justice, latest revised. This comment remains applicable until the Board has taken action on this application.

2. The proposed site improvements classify the project as a “Major Development” as defined under the Stormwater Management Adopted New Rule: N.J.A.C. 7:8 by increasing the property’s impervious coverage by more than a quarter acre. Therefore, the Applicant is required to conform to the requirements established by NJDEP. The Applicant has submitted drainage calculation for the project in question. Below are our comments as it relates to the submitted calculations:
a. The Applicant shall submit calculations to verify the 10-minute time of concentration utilization within the report.

b. The existing conditions illustrate multiple drainage areas. The individual drainage areas shall be separated and identified accordingly.

c. The Applicant indicates a runoff coefficient of 0.99 for impervious areas and 0.65 for pervious areas in the equation section of the stormwater runoff calculations. However, 0.90 for impervious areas and 0.35 for pervious areas is utilized in the calculations. The Applicant shall provide justification for the coefficients utilized and revise the report for consistency.

d. Due to the increase in impervious coverage, the Applicant is required to provide a water quality devise. This devise shall be provided along with calculations and details.

e. The Applicant shall revise the report to illustrate Low Impact Design Techniques.

These comments have not been addressed.

3. Per the Stormwater Management Adopted New Rule: N.J.A.C. 7:8-5.4 (a)(2), 100 percent of the sites average annual pre-developed recharge volume must be maintained after development. As per the State of New Jersey Smart Growth Area Plan, the City of Hackensack is designated as a Metropolitan Planning Area. The project is exempt from groundwater recharge requirements as per N.J.A.C. 7:8 5.4 (a) (2)ii. No further action required.

4. The Applicant shall submit a maintenance plan/manual for the proposed stormwater management measures. The maintenance plan shall comply with the guidelines established within the New Jersey Stormwater Best Management Practices (BMP) Manual. The plan/manual shall include an enforcement mechanism and shall be recorded with the deed. A copy of the recorded deed shall be provided to our office once and if the plan is approved by the City of Hackensack. This comment has not been addressed.

5. The Applicant shall provide a profile of the off-site storm conveyance system. The profile shall include all known utility crossings. This comment has been addressed. No further action required.

6. The Applicant shall televise the existing 12-inch by 18-inch ECMP main on River Street to confirm if proposed connections can be made without compromising the system. This comment has not been addressed.

7. Based on the proposed grading, it appears ponding will occur between the proposed retaining wall and building wall along the easterly East Moonachie Road frontage. This area shall be re-graded or a lawn drain shall be provided. This comment has been addressed. No further action required.

8. The Applicant proposes Type ‘B’ inlets. Associated construction details of the same shall be provided. This comment has been addressed. No further action required.

9. The Applicant shall perform a comprehensive thirty (30) day meter study for the existing stormwater, sanitary sewers and/or combined sewer system within the right-of-ways to ensure that adequate capacity is provided within the existing systems to service the proposed improvements. This comment has been addressed. No further action required.

10. The Applicant shall connect the sanitary lateral to a new manhole connection. Details of the same shall be provided. This comment has been addressed. No further action required.

11. The Applicant is responsible for any negative drainage impacts to adjacent properties resulting from the proposed improvements. Should a negative impact be identified during and/or upon completion of the project, the impact shall be addressed immediately. A note shall be provided on the plan stating the same. This comment has not been addressed.
12. The Applicant shall provide water usage and sanitary sewer calculations signed and sealed by a Professional Engineer licensed in the State of New Jersey to ensure that the existing systems provides sufficient capacities for the proposed multi-family residential use. The Applicant shall submit a set of plans to the City of Hackensack DPW and C-Operator for review. **This comment has not been addressed.**

13. The Applicant shall submit sanitary sewer calculations. The same shall be provided for the water demand. The Applicant shall submit a set of plans to the City of Hackensack DPW and C-Operator for review. **This comment has not been addressed.**

14. The Applicant shall secure and supply utility will serve letters for all utilities to ensure capacity and adequate service to the proposed development. The Applicant shall construct all on-site and off-site improvements as deemed necessary by said utilities. The Applicant has provided will-serve letters from PSE&G for gas and electric and from SUEZ for water. **This comment remains applicable, as required.**

15. All proposed transformers, generators, and hot box pads shall be sufficiently screened and baffled to satisfy all applicable noise ordinances. Construction details associated with the same shall be provided. The Applicant shall provide testimony regarding the proposed pad mounted transformers and generators planned for the site, and proposed screening from public street view while complying with utility clearance standards. This comment has been addressed. **No further action required.**

16. The Applicant shall coordinate any and all proposed test pits and televising of sewer and drain lines with NEA. NEA shall be notified a minimum of 48 hours prior to the start of any activity. **This comment remains applicable.**

17. The Applicant shall illustrate the location of the retaining wall drainage pipe and connection into a stormwater system. This comment has been addressed. **No further action required.**

18. The Applicant shall provide testimony as it relates to any rooftop mechanical equipment and proposed screening of the same. All equipment shall be sufficiently screened and baffled to satisfy all applicable noise ordinances. **This comment remains applicable until the Board has taken action on this application.**

**Landscaping and Lighting Comments:**

1. The Applicant shall revise Landscape Note #8 to stipulate that all plant beds shall receive a minimum of eighteen (18) inches of topsoil (settled) and all lawn areas are to receive six (6) inches of topsoil (settled). Trees located within lawn areas shall be treated as plant beds. This comment has been addressed. **No further action required.**

2. The Applicant shall add the following to the Landscape Notes:
   a) All plant material shall be guaranteed to be alive and in vigorous growing condition for a period of two years after acceptance by the owner.
   b) All Plant Material shall be reviewed and approved by the Landscape Architect or Engineer prior to installation. The Landscape Architect or Engineer retains the right to further inspect plant materials for condition and damage at any time during the progress of work. Any and all unsatisfactory plant materials shall be removed immediately from the project site.
   c) The contractor shall not deviate from the approved plan and its contents.
   d) All B & B material shall be freshly dug the current growing season. Materials shall not be pruned prior to delivery unless otherwise directed. Do not bend or bind/tie trees or shrubs in such a manner as to damage bark, break branches, or destroy the natural shape.
e) Upon completion of the two year plant guarantee period, the landscape contractor is responsible for removing all stakes from trees. This shall be done in consultation with the Landscape Architect or Engineer.

f) Trees shall be planted such that the root flair is fully exposed at grade. Shrubs shall bear the same relationship to finished grade as they bore to existing grade in the nursery.

g) All plant material shall have root balls that are not cracked, loose or broken. Plant materials that are stored on site for longer than three days shall be kept in the shade, protected from weather and mechanical injury and have the root balls healed in and kept well watered.

h) All trees not serviced by automatic irrigation shall be provided with 20 gallon tree watering bags, and shall be filled/refilled and maintained by the landscape contractor for the duration of the guarantee period of the plant.

These comments have been addressed. **No further action required.**

3. The Applicant shall clarify if the lawn areas are to be seeded or sodded. If seeded, Seeding Preparation, Mix, and Notes shall be provided to the plans. The Seeding Mix shall include a top rated Turf Type Tall Fescue within the mix and shall be no less than 50 percent of the seed mix. If sodded, Preparation Notes and the turfgrass mix of the sod shall be provided. The turfgrass mix shall include a top rated Turf Type Tall Fescue within the mix and shall be no less than 50 percent of the mix. Due to the small size of the proposed lawn area, NEA recommends sodding the lawn areas. **This comment has not been addressed.**

4. The Applicant is proposing Ilex verticillata (Winterberry Holly) (note correct spelling of species). The Applicant shall specify a cultivar for this plant, as different cultivars can exhibit different habits. Additionally, this plant requires a male pollinator in order for it to produce the attractive berries. The Applicant shall specify an appropriate male pollinator along with its quantity and size within the Plant List. This comment has been addressed. **No further action required.**

5. The Applicant shall revise the plans to indicate shrubs or lawn within the non-planted area located adjacent to the walkway between the entrance door and planter wall along East Moonachie Road. This comment has been addressed. **No further action required.**

6. The Applicant shall install a Jerith style fence in conjunction with the landscaping proposed for the rear yard. This comment has been addressed. **No further action required.**

7. NEA recommends that the Applicant install the typical City of Hackensack Streetscape standard light fixture along the property’s frontage. The light fixture shall be the standard no trim Granville Series Luminaire, Leaf Style Casting with Lunar Optics. The fixture shall have a 100 MV ballast, a black housing finish, and IES Type III distribution with lunar optics cutoff. The standard streetscape light pole shall be the Hamilton Series Cast Aluminum Black post, at a height of 10.5 feet. Shop drawing of the same shall be provided prior to construction, if approved. This comment has been addressed. **No further action required.**

8. The Applicant shall revise the lighting plan to indicate a point-to-point lighting analysis within the parking spaces and the northernmost areas of the site. This comment has been addressed. **No further action required.**

9. The Applicant shall revise the lighting plan to shield all lighting at property line and to ensure no glare is directed towards adjacent properties. **Notation of same shall be added to the plans. This comment has not been addressed.**
Traffic Comments:

1. The Applicant utilized the Institute of Transportation Engineers (ITE), *Trip Generation Manual, 10th Edition*, methodology to calculate the expected trips. The proposed residential development will generate approximately seventeen (17) new trips during AM peak hour and twenty-one (21) new trips during the PM peak hour. The proposed trips estimates are consistent with NJDOT Trip Generation Rates used in Highway Access Permit Systems (“HAPS”). Overall, NEA takes no exception to the methodologies utilized within the traffic impact assessment. However, testimony addressing the finds shall be provided. **This comment remains applicable until the Board has taken action on this application.**

2. The Applicant proposes to provide 85 off-street parking spaces to accommodate the proposed residential development. Based upon the parking requirements established within the New Jersey Administrative Code Residential Site Improvements Standards (RSIS), the proposed residential development is required to provide 85 parking. The Applicant shall provide testimony addressing the same. **This comment remains applicable until the Board has taken action on this application.**

3. The proposed development contains frontage along two (2) County Roads, Hudson Street and East Moonachie Road. The Applicant shall submit plans to Bergen County for review and approval. All correspondence shall be forwarded to the City. We recommend submission to Bergen County immediately to ensure that all County comments are incorporated within the submission documents. If Board approval is granted and County revisions are required, Amended Site Plan review will be required. **This recommendation remains applicable.**

4. The Applicant shall provide testimony indicating if parking will be assigned. **This comment remains applicable until the Board has taken action on this application.**

5. The Applicant shall provide testimony addressing visitor parking when all parking spaces are occupied. **This comment remains applicable until the Board has taken action on this application.**

6. The Applicant shall provide testimony addressing loading, deliveries, etc. for the project site. **This comment remains applicable until the Board has taken action on this application.**

7. The Applicant shall provide sight distance triangles at the Hudson Street and East Moonachie Road driveways to ensure visibility. This comment has been addressed. **No further action required.**

8. The Applicant shall provide testimony addressing turn-around maneuvers at the dead-end of the lower garage level. Vehicular turning templates shall be provided. **This comment has not been addressed.**

9. The Applicant shall provide testimony addressing queuing along Hudson Street and note the distance of the vehicle storage from the stop bar at the intersection of Hudson Street and East Moonachie Road to the proposed driveway. The Applicant shall provide testimony regarding the availability of gaps to make left turns from the subject property. **This comment remains applicable until the Board has taken action on this application.**

General Comments:

1. New and revised materials shall be filed with the City’s Land Use Department and shall not be sent directly to the Board’s professionals. The Land Use Department will forward the application and related materials to the Board’s professionals when they are finished with their review. Materials submitted directly to NEA will not be reviewed. **This comment remains applicable.**

2. Revised reports, plans and exhibits, which are to be considered at the hearing, should be submitted ten (10) days prior to the scheduled hearing. This application has been approved by the City of Hackensack Zoning Board of Adjustment. **This comment remains applicable.**
3. Any waivers for checklist requirements, which are requested by the Applicant, must be supported by written justification. **This comment remains applicable.**

4. It is the Applicant’s responsibility to determine what, if any, permits and improvements are required from outside agencies in order to construct the proposed development. These agencies include, but are not limited to, Bergen County, NJDOT, BCUA, NJDEP, Bergen County Soils and Utility Companies/Authorities. Copies of said approvals shall be provided upon receipt. **This comment remains applicable.**

5. The above comments are based on a review of materials submitted and/or testimony provided to date. NEA reserves the right to provide new or updated comments as additional information becomes available. **This comment remains applicable.**

7. **Hearing Dates for Completed Application**

Provided all required information is received by the dates indicated, the following hearing dates may be available:

<table>
<thead>
<tr>
<th>Complete Application by:</th>
<th>Earliest Potential Hearing Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>March 31, 2020</strong></td>
<td><strong>Contact Zoning Officer for Date</strong></td>
</tr>
</tbody>
</table>

Scheduling for a hearing is subject to the Board’s application load and planning and engineering evaluation of the application following the filing of the missing information.