



September 27, 2023

Ms. Janice Talley, PP, AICP  
Director of Planning and Community Development  
Township of Montclair  
205 Claremont Avenue  
Montclair, New Jersey 07042

Re: Preliminary and Final Major Site Plan –  
Stem Center  
Montclair Kimberley Academy  
6 Lloyd Road  
Block 302, Lot 16  
Township of Montclair  
Our File No. MTES-171

Dear Ms. Talley:

We are in receipt of the following documents for the above referenced application:

- Engineering Plan set consisting of sixteen (16) sheets entitled, “Stem Center”, prepared for Montclair Kimberley Academy, 6 Lloyd Road, Block 302, Lot 16, Township of Montclair, Essex County, New Jersey”, dated September 5, 2023, prepared by Pennoni Associates, Inc.
- Architectural Plan set consisting of seven (7) sheets, dated September 1, 2023, prepared by Voith & Mactavish (VMA) Architects, LLP.
- Application for Development, received September 14, 2023.
- Stormwater Management Report, dated August 31, 2023, prepared by Van Note-Harvey Associates, Inc.
- Alta Survey, dated May 15, 2023, prepared by Van Note-Harvey Associates, Inc.

Based on our review of the above referenced documents, we offer the following:

**General**

1. The Applicant/Owner in this matter is:

Montclair Kimberley Academy  
201 Valley Road  
Montclair, New Jersey 07042

The Township shall be notified of any change in the above referenced information.

2. The subject site is a developed lot located on the west side of Lloyd Road, at the intersection with Parkhurst Place. The property is located within the R-O Mountainside Residential Zone district and contains 289,875 square feet and/or 6.66 acres.

The property is also located within the Steep Slope District. The property is primarily rectangular in shape and is significantly encumbered by steep slopes. An existing dwelling is located in the southern portion of the property as accessed by a driveway off of Lloyd Road. The primary development of the site consists of a private school, three (3) access drives off of Lloyd Road and a parking lot.

3. From the drawings provided, the applicant is proposing the following:

- Removal of existing walkways, walls, stairs, fencing, amphitheater, trees and shrubs within the center “courtyard” area of the existing building.
- An addition, tiered wall system and walkways within this center “courtyard” area.
- A new access road/driveway off of Lloyd Road continuing through the outer perimeter of the building and connecting to the existing parking lot and branching off with a second, lower access drive.
- An adjacent walkway along the new access drive and new stair access from the parking lot area.
- Retaining walls along the new access driveway.

The site plan does not label and identify the proposed improvements. All proposed improvements shall be clearly identified. Additionally, the site plan or dimension plan shall be provided with existing and proposed setbacks, dimensions, driveway width etc. all accurate to the tenth. The site plan is deficient in identifying the improvements and overall layout of same.

**Existing Non Conformities /Variances**

4. The existing and proposed development contain non conformities and variances. We defer to the planners report of September 26<sup>th</sup>, 2023. The comprehensive listing, once the submission is deemed complete, shall be incorporated onto the Site Plan Title Sheet.

**Soil Movement**

5. The proposed development is situated within steep slopes. The new access drive primarily is of concern and will require extensive soil movement and erosion control measures. The Applicant shall provide an estimated total quantity of soil excavation and fill with support calculations. All excess excavation would need to be removed from the site. Any import of soil would require certification the soil was obtained from a reputable source and is clean per NJDEP requirements. This will be an extensive soil movement project. The estimated number of truck and the truck routes is recommended to be submitted to the Police Department for acceptance.
6. Soil Erosion & Sediment Control plans and details are provided. The plan indicates a limit of disturbance of 1.13 acres. We do not concur. The regrading/proposed contour area for the new road is not included. The disturbance area associated to the road's wall is not practical and will require a larger area of disturbance in construction. The disturbance area quantity will increase. The lot's development will require Hudson, Essex, Passaic (HEPSCD) Soil Conservation District Certification.
7. Prior to any site development silt fencing and super silt fencing must be properly installed, embedded into the soil 6 inches and maintained throughout construction.
8. During construction, any soil tracked onto Lloyd Road will be required to be immediately removed.

The Applicant is reminded the Township will not tolerate any offsite silt and soil tracking. Any breach of silt controls would result in an immediate Stop Work Order being issued until all soil erosion controls are repaired and replaced.

9. Any roadway, curbing, or storm inlet along the property frontage damaged due to construction activities will be required to be repaired by the applicant to the satisfaction of the Township's Construction and Engineering Departments.
10. The Grading Plan is incomplete. Existing contours shall be labeled through the areas of disturbance. The walls needed for the new road shall be identified. Top and bottom of wall elevations shall be provided at 10-foot intervals for each. The maximum height of each wall shall be provided and location of same shall be identified.

11. Stability calculations are required for each and any wall exceeding four (4') feet of height. Additionally post construction certification will be required from a licensed NJ professional engineer for each wall.
12. The proposed contours shall be labeled, identifying the elevations. The proposed contours by the existing parking lot's lower new access and new perimeter walkway are not completed and do not tie into existing contours. The overall grading plan is not complete.

### **Tree Removal/Preservation – Conceptual Design**

13. The development will require tree removal.

Existing tree mapping, size and type are provided on the Alta survey however, the limit of disturbance is not superimposed to quantify the tree loss.

Native tree replanting, soil stabilization of steep slopes and landscaping improvements would need to be addressed.

The demolition plan does not address the tree removal associated with the new road and retaining walls.

### **Steep Slopes**

14. The Applicant shall address compliance to steep slope Sections 294-5.B, D & H and 294-6.C through J.

### **Stormwater Management**

15. This is a major development project, as per NJDEP and Montclair Township Ordinance criteria. The engineer has provided a Stormwater Management Report.

The project's overall stormwater design is under review with our Hydrology Department. Comments will be forwarded under separate cover.

As per initial review and associated information on the Utility Plan, the design is incomplete. The drainage design elements will require regrading. This regrading information shall be provided on the Grading Plan in addition to the Utility Plan.

16. The property owner will be responsible for maintenance of the stormwater management facilities. The detention system is recommended to be inspected at least twice annually, as well as, after every rainfall event greater than 2 inches.

17. During development, no runoff from this property shall affect any adjacent property or roadways both during and subsequent to construction. In the event a drainage problem persists, the applicant will be responsible to remedy the matter at his/her own cost.

### **Architectural Plans**

18. The applicant shall summarize the proposed building addition improvement. The size, the layout of each floor, the seating, the amenities, the lighting, the signage, the exterior and interior finishes, etc shall all be presented to the Board.

### **Site Plans**

19. The fully engineered site design will require minimum existing and proposed front setbacks, accurate to the tenth, minimum rear and sideyard setbacks to the back of walls, the road, width of road, etc.
20. The maximum allowable roof ridge calculation and supporting information from the average of the lowest existing or proposed building perimeter grade at 10 foot intervals will need to be provided to define the building height and confirm compliance.
21. All walls within a fully engineered site design, exceeding four (4') feet will require stability calculations and construction details. Post construction certification from a licensed NJ professional engineer will be required for all walls four (4') feet and higher. Wall section submission is requested for this site's development design.
22. Fall protection for the proposed walls throughout the site would need to be addressed as well as the proposed perimeter walkway.
23. The fully engineered site plan design would be requested to contain the mapped location for air conditioning units, any generator etc.
24. The proposal for any sump pumps within the final design would need to be addressed.
25. Driveway width, slope and sight distance information for the proposed road/driveway needs to be fully provided.
26. All utilities servicing the addition need to be addressed on the fully engineered site plan. Sanitary flow estimates (GPD) gallons per day shall be provided. The applicant shall confirm if a Treatment Works Approval (TWA) from the NJDEP will be required.

27. The new road and retaining wall impact the driveway of the existing dwelling. The plans shall provide specific width dimension reduction and regrading necessary for same.
28. The Applicant shall support the need and function for the new road/driveway and walkway. This road construction will result in extensive tree loss, steep slope disturbance, major retaining walls, extensive soil movement, etc.
29. The applicant shall provide testimony addressing any ADA accessible routes and conformance with ADA Standards for Accessible Design. Any ADA improvements will require post construction certification.
30. The plan shall provide the top and bottom elevations of the new full reveal curbing and the depressed curbing.  
  
Curbing of the new road is strongly recommended to assist in water runoff control and protection of the steep slopes. Although not labeled/identified, curbing appears proposed.
31. Any roof top HVAC units shall be identified. Air conditioning units shall be confirmed, if proposed on the roof, otherwise mapped on the site plan.
32. The Zoning Chart shall be revised to clarify the required parking. The chart indicates 186 spaces. The parking calculations indicate 191 spaces.
33. The Demolitions Plan needs to be updated to include the new road and stair access, from the parking lot area, etc.
34. The Grading and several additional plans provide for multiple “proposed” items within the plan legend, however none are depicted on the plan. For example, “proposed trees and shrubs” are provided within the plan legend, however none are shown on the respective plan.

### Utilities

35. The Utility Plan shall address all existing utilities and all proposed utilities for the addition.
36. Post construction and prior to CO issuance, the existing and new sanitary service line shall be videotaped. Any damage and/or obstructions shall be addressed by the applicant.

37. Any existing storm sewer onsite infrastructure shall be cleaned and videotaped. Any damages or comprised integrity of the systems inlets and/or piping shall be repaired by the applicant.

**Parking / Traffic**

38. The Applicant shall summarize the required parking increase associated to the addition, the existing parking, it's location onsite, the proposed parking count and any added parking.
39. The plans shall identify any and all handicap parking and EV parking.
40. A traffic report shall be provided for this application.
41. Provide an emergency vehicle turning template for a southbound emergency vehicle entering and exiting the new proposed road/drive.

**Landscape and Lighting**

42. The applicant shall summarize the proposed lighting for this application addressing compliance with section 281-8.3 of the Township code.
43. The lighting plan shall provide footcandle illumination values at the shared property lines with the residential zones.
44. The details for the lighting shall be provided inclusive of the light pole height and any lighting proposed for the new perimeter walkway.
45. Our office recommends the Township reserves the right to evaluate the lighting up to six (6) months beyond co issuance, for any required adjustments.
46. The Applicant shall quantify all tree removal and provide a fully designed landscape plan.

**Signage**

47. The applicant shall summarize and provide on the plans any and all signage modifications proposed.

**Miscellaneous**

48. As mandated by the State of New Jersey, an applicant must recycle the following construction materials and demolition debris which may include, but is not limited to, concrete, asphalt, wood, metals, bricks, block masonry, wallboard, dirt, rocks, landscape waste, and other inert waste.

It is the responsibility of the applicant to properly recycle these items. Upon disposal of these items the applicant must obtain a weight tonnage slip that should be forwarded to the Department of Public Works for recycling tonnage credit. Please note this on the Site Plans.

49. This application will require inspection of site improvements; curbing, pavement, walls, sidewalk drainage, etc.

Due to the new road proposal, the site is recommended to be inspected to ensure erosion control measures are fully and properly installed prior to any demolition or building permit issuances.

50. An As-built Survey will be required prior to CO recommendation to ensure compliance in construction to the Board approved plan.

Please address the above. If you should have any questions, please contact me.

Very truly yours,

BOSWELL ENGINEERING



Marisa A. Tiberi, P.E.

MAT/lv

Attachments

cc: Montclair Kimberley Academy  
Pennoni Associates, Inc.  
Voith & Mactavish (VMA) Architects, LLP  
Van Note-Harvey Associates, Inc.

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