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December 17, 2019

VIA HAND DELIVERY

Ashley Neale, Secretary  
Verona Planning Board  
Verona Town Hall  
600 Bloomfield Avenue  
Verona, New Jersey 07044

**RECEIVED**  
**DEC 19 2019**  
TAX OFFICE OF VERONA, NJ

Re: Planning Board Application  
Montclair Golf Club  
25 Prospect Avenue  
Block 601 Lot 1

Dear Ashley:

I represent the Montclair Golf Club in connection with the enclosed Site Plan Application relating to the above property.

Enclosed with this letter are the following:

1. Three copies of Site Plan Application with attached checklist and fee sheet
2. Fifteen copies of Site Plan and Drainage Plans prepared by Moss Gilday Group, LLC
3. Fifteen copies of Stormwater Calculations/Report prepared by Langan Engineering
4. W-9 Form;
5. Check in the amount of \$400.00 for the application fee;
6. Check in the amount of \$750.00 for the required escrow deposit;
7. Check in the amount of \$10.00 for the list of adjoining property owners

As per my November 14, 2019 letter, the applicant has requested that the Planning Board waive site plan review for this application. In response to my letter, I received a letter from the Township Engineering Manager, Michael DiCarlo, recommending that the board review the stormwater management plan and drainage calculations for this project. Accordingly, we are

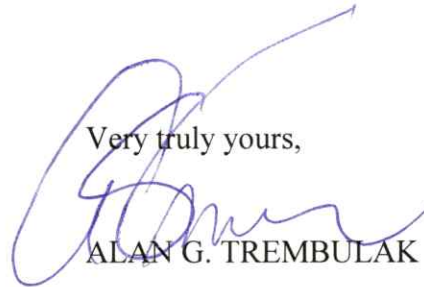
Ashley Neale, Secretary  
December 18, 2019  
Page 2

submitting this application to the planning board and reiterating our request that the board waive all site plan review requirements except for the requirements regarding stormwater and drainage.

Please let me know if any additional submissions are required in order for this application to be deemed complete, and please confirm that the application will be heard by the Planning Board on January 23, 2020.

Thank you.

Very truly yours,



ALAN G. TREMBULAK

AGT/ts

cc: Chris Gengaro, Esq.  
Enc.

SITE PLAN APPLICATION

VERONA PLANNING BOARD  
10 Commerce Court, Verona, NJ 07044  
Phone 857-4805

PRELIMINARY APPLICATION FEE: \$400 min; \$400 for 1<sup>st</sup> 1,000 sq. ft.;  
\$500 1,000-2,500 sq. ft.; \$700 2,500 – 5,000 sq. ft.; \$1000 over 5,000 sq. ft.

FINAL: ½ preliminary

CHECKS PAYABLE TO TOWNSHIP OF VERONA

Please answer the following questions:

1. Is there a Zoning Variance Pending? Yes \_\_\_\_\_ No X  
If so, what type? \_\_\_\_\_
2. Does the developer intend to request, at a future date, a Zoning Variance in  
connection with the Site Plan? Yes \_\_\_\_\_ No X

Applicant

Name Montclair Golf Club  
Address 25 Prospect Avenue  
City West Orange, NJ 07052  
Phone # 973-239-1800

Owner

Name Montclair Golf Club  
Address 25 Prospect Avenue  
City West Orange, NJ 07052  
Phone # 973-239-1800

Architect

Name James Gilday, RLA  
Address 64 Grant Place  
City Little Silver, NJ 07739  
Phone # 732-531-8575

Licensed Land Surveyor

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_  
Phone # \_\_\_\_\_

Municipal Tax Map No. \_\_\_\_\_ Block No. 601 Lot No. 1  
Municipality \_\_\_\_\_ Tax Sheet No. \_\_\_\_\_

Name of Local Building Official Thomas Jacobsen

Commercial Tennis Courts Multi-Family \_\_\_\_\_ Residential \_\_\_\_\_

Type of Construction:

Light Industry \_\_\_\_\_ Mixed Use \_\_\_\_\_ tennis court  
Misc. resurfacing

Description of Construction

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TOWNSHIP OF VERONA

SITE PLAN REVIEW  
SECTION 118

CHECK LIST FOR SITE PLAN APPLICATION

APPLICANT : Montclair Golf Club TELEPHONE NO. 973-239-1800  
OWNER: Montclair Golf Club TELEPHONE NO. \_\_\_\_\_  
ADDRESS: 25 Prospect Avenue TAX MAP BL. 601 LOT 1

- A) Type of Site Plan
- |    |   |            |
|----|---|------------|
| 1. | Repairs (interior)                        | _____      |
| 2. | Renovation or Alteration (exterior)       | <u>X</u>   |
| 3. | Change of Use                             | _____      |
| 4. | Excavation Removal of Soil, Clear of Site | <u>X</u>   |
| 5. | Additions                                 | _____      |
| 6. | Percent (%) or Size of Addition           | <u>N/A</u> |
| 7. | New Structure                             | _____      |
| 8. | New Accessory Structures                  | _____      |
| 9. | Other                                     | _____      |
- B) Waiver Request X
- C) 15 Copies of Application and Site Plan X
- D) Application Fee Paid (amount) X
- E) Verification of Taxes Paid X
- F) Date Received Application \_\_\_\_\_
- G) Date Certified as Completed \_\_\_\_\_

- H) All plans submitted shall be drawn at a scale not smaller than one (1") inch equals twenty (20') feet, signed and sealed by a professional engineer, architect or professional planner and shall bear the signature and seal of the licensed land surveyor as to topography and boundary survey data and shall contain the following:

Circle One:

C = Complies  
D = Deficient  
WS = Waiver Sought

- |     |  |                                    |   |                                     |
|-----|--|------------------------------------|---|-------------------------------------|
| 1.  | Name and title of applicant, owner and person preparing map.   | <input checked="" type="radio"/> C | D | WS                                  |
| 2.  | Date, scale and north point and date of any revision   | <input checked="" type="radio"/> C | D | WS                                  |
| 3.  | Place for signature of Chairman and Secretary of approving Board.  | C                                  | D | <input checked="" type="radio"/> WS |
| 4.  | Tax map lot and block numbers and address of property  | <input checked="" type="radio"/> C | D | WS                                  |
| 5.  | Bearing of all property lines with reference to North and South and length of these lines. Area of subject property.                               | <input checked="" type="radio"/> C | D | WS                                  |
| 6.  | Zone district and zone district of adjoining properties within 200 feet.   | <input checked="" type="radio"/> C | D | WS                                  |
| 7.  | Zoning schedule.   | C                                  | D | <input checked="" type="radio"/> WS |
| 8.  | All entrances and exits to public streets on site and within 200 feet thereof.   | C                                  | D | <input checked="" type="radio"/> WS |
| 9.  | All property lines, streets, roads, buildings, retaining walls, rock outcrops, marsh areas, ponds, and streams within 200 feet.                    | C                                  | D | <input checked="" type="radio"/> WS |
| 10. | The location of principal and accessory structures with dimensions of the structures and distances to lot lines.                                   | C                                  | D | <input checked="" type="radio"/> WS |
| 11. | All set-back dimensions, landscaped areas, fencing and trees over 6" caliper.  | C                                  | D | <input checked="" type="radio"/> WS |
| 12. | Location of all signs and exterior lighting with size and height of signs and light fixtures and strength in lumens and direction of illumination. | C                                  | D | <input checked="" type="radio"/> WS |



- |     |  |     |   |      |
|-----|--|-----|---|------|
| 13. | Storm water system, including calculations and design data supporting adequacy of the system to handle storm run-off as required by the Township Engineer  | (C) | D | WS   |
| 14. | Sanitary sewerage disposal system by existing and proposed and calculation.  | C   | D | (WS) |
| 15. | Water supply system and all other utilities both existing and proposed.  | C   | D | (WS) |
| 16. | All curbs, sidewalks, driveways, parking space layout, and off-street loading areas with dimension.  | C   | D | (WS) |
| 17. | Right-of-way, easements and all lands dedicated to the Township, County, and State.  | C   | D | (WS) |
| 18. | Names of owners and use of property of all lands within 200 feet to the property and block and lot numbers.  | C   | D | (WS) |
| 19. | Site Plan drawn on sheet size: (Circle One)  | (C) | D | WS   |
|     | 8.5 x 14 inches  |     |   |      |
|     | 15 x 21 inches   |     |   |      |
|     | (24 x 36 inches)   |     |   |      |
| 20. | The entire property shall be shown, on the required sheet size a key map.  | C   | D | (WS) |
| 21. | Existing and proposed contours, with contour interval not more than two feet (2') slopes less than 10% and interval of five feet (5') for slopes greater than 10%. Existing contours by dashed lines, proposed by solid lines. | C   | D | (WS) |
| 22. | Proposed finished grade spot elevations at all corners of existing and proposed buildings.   | C   | D | (WS) |
| 23. | The proposed use of building.  | C   | D | (WS) |
| 24. | The proposed use of outdoor area.  | (C) | D | WS   |
| 25. | The floor space of each building and total number of parking spaces.   | C   | D | (WS) |

- |     |   |   |   |                   |
|-----|---|---|---|-------------------|
| 26. | Distances along right-of-way lines of existing streets abutting property to nearest intersection.           | C | D | WS                |
| 27. | All existing easements, deed restrictions, other covenants and previous variances granted for the property. | C | D | WS                |
| 28. | Floor plan of proposed structures with accompanying front, rear and side elevations drawn to scale.         | C | D | WS                |
| 29. | Landscaping plan, buffer plan, landscaping schedule showing number, size and species of plantings.          | C | D | WS                |
| 30. | Soil erosion and sediment control plan.   | C | D | WS                |
| 31. | Application filed with Essex County Planning Board  | C | D | WS                |
| 32. | Notice to all neighbors within 200 feet.  | C | D | WS to be provided |
| 33. | Notification to Fire, Police, Health Department, Township Manager, and Shade Tree.                          | C | D | WS to be provided |
| 34. | Refuse, disposal (storage), dumpster screening  | C | D | WS                |
| 35. | Storage height (gross sq. footage)  | C | D | WS                |
| 36. | Drainage arrows.  | C | D | WS                |
| 37. | Site Lighting Plan with isolux patterns to indicate intensity of site lighting.                             | C | D | WS                |
| 38. | Location HVAC Equipment and screening.  | C | D | WS                |
| 39. | NJDEP Freshwater Wetlands Approval.   | C | D | WS                |
| 40. | Complies with escrow ordinance.   | C | D | WS                |

Applicant's Remarks:

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Montclair Golf Club

By:

Applicant's Signature  
Chris Gengaro, President

PLANNING BOARD  
TOWNSHIP OF VERONA  
Planning Board Applications Fees

Date: December 17, 2019

INITIAL  
ESCROW FOR  
PROFESSIONAL  
REVIEW

List Requested	\$10.00	
<u>CONDITIONAL USE</u>		
Application	\$500.00	\$1,000.00
Townhouse, additional per unit	\$ 50.00	\$ 200.00
<u>SITE PLAN APPLICATION</u>		
<u>Preliminary</u>		
Minimum	\$400.00	\$ 750.00
0 to 1,000 sq. ft.	\$400.00	\$ 750.00
1,000 to 2,500 sq. ft.	\$500.00	\$1,000.00
2,500 to 5,000 sq. ft.	\$700.00	\$1,500.00
over 5,000 sq. ft.	\$1,000.00	\$2,000.00
<u>Final</u>	½ Preliminary	½ Preliminary
<u>MAJOR SUBDIVISION</u>		
Minimum	\$550.00	\$1,000.00
Plus (per lot)	\$150.00	\$ 550.00
<u>MINOR SUBDIVISION</u>		
<u>1 family residential</u>		
No new lot created	\$250.00	None
1 to 3 lots	\$500.00	\$ 500.00
<u>Other, residential or commercial</u>		
1 to 3 lots	\$250.00 per lot	\$ 500.00
<u>Special meeting</u>		
Requested by applicant	\$800.00	

Enclosed is a check in the amount of \$ 400.00 for the application  
circled above, to the Planning Board of the Township of Verona for approval of the  
following: minor site plan approval for tennis court resurfacing for property located at  
25 Prospect Avenue known on the Verona Tax  
Map as Map            Block 601 Lot 1  
Included in the check is an additional \$10.00 where indicated for the list of property  
owners within 200 feet of subject property.

Name of applicant Montclair Golf Club



25 Prospect Avenue  
Address of applicant West Orange, NJ 07052 Telephone # 973-239-1800

Name of property owner Montclair Golf Club