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May 3, 2021

Via Electronic & Interoffice Mail

Ziad Shehady, Business Administrator
Borough of Red Bank
90 Monmouth Street
Red Bank, NJ 07701

**Re: *Estimate of Fees for Professional Engineering and
Environmental Consulting Services
Marine Park Parking Lot Improvements
Block 9, Lots 5, 5.01 and 5.04
Borough of Red Bank, Monmouth County, NJ
Proposal No. 2021-110***

Dear Mr. Shehady:

We are pleased to present our estimate of fees for the preparation, submission and review coordination of a NJ Department of Environmental Protection, Coastal Area Facilities Review Act (CAFRA) permit for proposed parking lot on the above referenced Block and Lots. As you may be aware, we submitted an Applicability Determination to the NJDEP, which requested documentation as to whether or not the parking lot construction would require a CAFRA permit. Their response was that it would require a permit under these rules, because the project is within 150' of the mean high water line of the Navesink River. This proposal outline the scope and cost of services needed to obtain this permit.

The project entails the construction of an approximately 31,000 square feet parking lot within the approximate footprint of the unused clay surface tennis courts. The potential environmental impacts appear to be limited, as no trees need to be removed across the previously developed area. Nonetheless, the NJDEP will review the application for compliance with all the applicable CAFRA standards, including traffic and stormwater. While the parking lot is located within the tidal floodplain of the River, it does not require a separate permit under the NJDEP's Flood Hazard Area Control Act regulations (as found at NJAC 7:13). Instead, the standards of the FHA rules must be addressed within the CAFRA permit application. One key element of the FHA rules relevant to the parking lot construction is that it is supposed to be designed one-foot higher than the 100-year floodplain of the Navesink River, or as close as possible given existing conditions. Our application will address how these conditions limit our ability to raise the surface to elevation 9 (FEMA flood elev. 8), as the existing topography to the north and west would require the construction of a wall.

There have also been discussions with the NJDEP's Green Acres Program about converting the unused courts into parking. They have expressed a concern about allowing the use of the parking lot for anything but visiting Marine Park. Our intention will be to include additional recreational amenities near the lot to facilitate more park usage.

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Ziad Shehady, Business Administrator
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Given that the area of the parking lot will be larger than one-quarter acre, it will be considered as a Major Project in terms of the definition within NJDEP’s Stormwater Management Rules and the Borough ordinance. Our goal with stormwater management will be to keep the design as simple as possible, thus reducing the construction costs. One of the three requirements of the rules is to infiltrate or recharge groundwater so that the post construction conditions match the preconstruction conditions. The recharge is not required, however, when the soil survey shows the mapped soil as a hydrologic soil group D, or it is demonstrated through a soil profile pit assessment that the depth to the seasonal high water table is 24” or less from existing grade. The soil survey shows the Freehold soil series onsite, which is unfortunately not a group D soil. As a result, we will need to evaluate a series of soil profile pits, hoping to show a water table less than 24” below the existing surface. In the event the water table is deeper, we will need to design a means of groundwater recharge, or reduce the area of impervious cover to less than one-quarter acre. The removal of total suspended solids is also required when the work is considered as a Major Project. In order to meet the TSS removal requirements, we plan on using a manufactured treatment device certified by the NJDEP.

With this in mind, our proposed scope of work is as follows:

A. Preparation of NJDEP Permit Plan and Stormwater Management Design

The work in this phase will involve the preparation of the NJDEP permit plans, as well as design of a stormwater management system to comply with applicable regulations. The plan set will likely only require one or two sheets showing existing and proposed conditions, including impacts to CAFRA defined Special Areas (i.e. flood hazard area limits and riparian zones).

B. Preparation of CAFRA Permit Application

The CAFRA Permit application needs to include a Compliance Statement that addresses all the applicable regulatory standards. As part of the application process, we will need to notify property owners within 200’ of the subject lots, the Borough Construction Official, Planning Board and Environmental Commission and Monmouth County Planning Board by certified mail, stating that if they would like to review the application, they can do so at Borough Hall. The notification also states they if they have comments on the project, they can submit them to the NJDEP. The notification process also requires we place a display ad in the Borough’s official newspaper.

Estimated Fee for Services \$20,000.00

Exceptions:

- Any work not specified as listed in the above phases shall be considered additional services and will be invoiced at the time said work is authorized by the Borough.
- Application fees are considered extra and will be requested at time of submission.



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Should this fee estimate meet your approval, please provide our office with a professional services agreement or resolution as an indication of the work to proceed. In the meantime, should you have any questions concerning this matter, please do not hesitate to contact this office.

Very truly yours,
CME Associates

Laura J. Neumann, PE, PP
Borough Engineer's Office

GRV:LJN:pg

cc: Mayor Menna and Borough Council
Clifford Keen, Director of Public Works
Peter O'Reilly, Borough CFO