



March 19, 2020

Dawn M. Farrell, Administrative Clerk
 Township of Monroe Planning Board
 125 Virginia Avenue, Suite 5A
 Williamstown, NJ 08094

Re: File #494-SP – Richard Schmidt – Off-Road Rider Training Center
 Application for Preliminary & Final Major Site Plan Approval
 3208 South Blackhorse Pike, Monroe Twp., New Jersey
 Block 5601, Lot 22
 Zoning District: RD-C (Rural Development - Commercial)
 T&M #MRPBR1320
 Technical Review

Dear Board Members:

We have received the following for review:

<u>Sheet</u>	<u>Title</u>	<u>Materials Received for Review</u>	<u>Date/Last Revised</u>
Prepared by The Pettit Group, LLC			
1 of 8	Cover Sheet		4-16-19 / 12-5-19
2 of 8	Existing Conditions and Demolition Plan		4-16-19 / 12-5-19
3 of 8	Overall Site Plan		4-16-19 / 12-5-19
4 of 8	Site, Landscaping & Lighting Plan		4-16-19 / 12-5-19
5 of 8	Grading & Utility Plan		4-16-19 / 12-5-19
6 of 8	Soil Erosion & Sediment Control Plan		4-16-19 / 12-5-19
7 of 8	Soil Erosion & Sediment Control Notes and Details		4-16-19 / 12-5-19
8 of 8	Construction Details		4-16-19 / 12-5-19
	Stormwater Management Report		April '19 / July '19
	Environmental Inventory Narrative		12-10-19 /
	Operations Building Exhibit		12-18-19 /
	Sales Office Exhibit (WillScot.com)		
Prepared by C. Barry Cooper			
1 of 1	Outbound Survey		10-15-18 /
Prepared by R. Alan Mounier			
	Archaeological Survey		6-29-19 /



Prepared by Dubois Environmental Consultants

Endangered and Threatened Wildlife and
Plant Species Habitat Evaluation

12-1-18 /

This property is Block 5601 Lot 22, with an address of 3208 Black Horse Pike, comprised of approximately 30.89 acres. The site has 476 feet of frontage on Rt. 322 and is approximately 1.4 miles SE of Whitehall Road and 0.6 miles NW of Coles Mill Road. The site is predominately wooded and is vacant, previously used for East Coast RV's recreational vehicle sales. This application proposes to clear approximately 6.2 acres of trees to construct an off-road vehicle rider training center. Proposed improvements consist of a 3,600 SF building for storing and maintaining vehicles and outfitting riders; 14 ft x 60 ft sales office; gravel parking lot for 40 vehicles, including two concrete ADA parking spaces; grass overflow parking area; two rider training areas each consisting of an open dirt area and 12 FT wide dirt training trails, and a stormwater management basin. The remaining wooded area has existing dirt trails and would be augmented with additional dirt trails.

These submittals have been reviewed for compliance with the submission requirements of the Monroe Township Land Use Ordinance. We note the following:

Submission Requirements

We reviewed the requirements set forth in the following Ordinance Sections: 175-61, Major Site Plan Review; Section 175-71, Preliminary Major Site Plan Review; Section 175-72, Final Major Site Plan Review; Section 175-140, Stormwater Management. In our letter dated February 21, 2020 we outlined reasons the initial application was incomplete. These items remain incomplete.

Required Waivers

The following are items not in conformance with the Township Ordinance for submission requirements. If not revised or submitted the following items would require waivers:

1. Waiver from providing existing contours 300 feet beyond the property.
2. Waiver from providing a loading space.
3. Waiver from providing a Phase I Environmental Assessment. The Applicant has provided an Environmental Inventory Narrative, Archaeological Survey and an Endangered and Threatened Wildlife and Plant Species Habitat Evaluation. However, not all requirements of a Phase 1 ESA are included in the submitted documents.
4. Waiver from showing existing lights within 100 feet of the site.
5. Waiver from providing a formal traffic report.
6. Waiver from providing curb surrounding the parking lot.
7. Waiver from providing 20' x 10' parking spaces. The Applicant proposes 10' x 18' parking spaces.



8. Waiver from providing curb at the driveway entrances. We defer this requirement to NJDOT.
9. Waiver to provide pole mounted lights greater than 16' above grade. The Applicant proposes 25' foot high pole mounted lights.

Zoning Requirements

We defer to the Board's Planner for review of the zoning issues relative to this application.

Technical Review

A. §175-93 Buffers

We defer all buffer issues to the Board's Planner.

B. §175-96 Curb and Gutters

This section requires concrete curbs be installed at intersections with all local roads, county roads and state highways. **A design waiver is required as there is no curbing proposed at the driveway entrance.** We note that the majority of NJ 322, in the vicinity of the site, does not have existing curb. We defer the need for concrete curbing to the NJDOT.

C. §175-98 Easements

We defer all easement issues to the Board's Planner.

D. §175-99.1, Environmental Assessments

- (1) An Environmental Inventory was provided with the site plan application in accordance with section §175-66.1 of the ordinance. The submitted environmental inventory narrative states the subject property comprises no exceptional environmental resources including freshwater wetlands, wetland transition areas, or flood hazard areas. Although the site is predominantly wooded, vegetative cover at the site provides no critical habitat for threatened/endangered floral and faunal species as determined by Dubois Environmental Consultants. The narrative further states that clearing approximately 20 percent of existing vegetative cover will not significantly impact the environmental attributes of the site. Based on the information presented, we consider this item satisfied.
- (2) The Archaeological Survey prepared for the subject site by archaeologist R. Alan Mounier and dated June 2019 concluded that the property contains no significant archaeological deposits and that no additional historical or archaeological investigation is warranted.
- (3) Pursuant to §175-126(G) Noise Emissions, the applicant should provide a statement regarding the potential noise level impact on neighboring properties as it relates to the initial construction of the proposed facility and future onsite operation of motor bikes and all-terrain vehicles.
- (4) Pursuant to subsection B of §175-99.1 Environmental Assessments, the applicant shall submit a preliminary assessment for preliminary major site plan approval. The Preliminary Assessment shall conform to the New Jersey Department of Environmental Protection's Technical Requirements for Site Remediation (N.J.A.C. 7:26E) and with industry standards for Phase I Environmental Site Assessment (ESA) in accordance with ASTM standard (E



1527). The purpose of the report is to identify potential contamination-related concerns connected to the subject property.

- (5) The Applicant should provide a more thorough description of the proposed onsite operations as it relates to temporary/long-term storage of equipment and supplies, maintenance, fueling/fuel storage, and waste disposal associated with the motor bikes and ATV vehicles.

E. §175-100 Fences, Walls and Screening

A trash enclosure with vinyl fencing and a chain link gate with vinyl slats is proposed along the northern end of the parking lot, on top of a concrete slab. Four and five foot high wire fencing is proposed along the perimeter of the entire site, except the north west end of the site (adjacent to the dwelling on Lot 21) which will have six foot high stockade fencing. The trash enclosure and fencing appear to be in accordance with the requirements of this section and details have been provided. **The Applicant shall discuss with the Board the need for fencing between the proposed stormwater management basin and adjacent dirt trails.**

F. §175-116 Lighting

- (1) The Applicant proposes installation of two pole mounted LED light structures in the parking lot.
- (2) Illumination in the parking lot ranging from 0.25 – 1 footcandle in the parking lot. One footcandle is provided over the majority of the parking area. Limited lighting is provided on the sidewalk adjacent to both buildings and at the driveway entrance/exit. **The Applicant shall discuss with the Board the need for additional lighting adjacent to the buildings, along the sidewalk and at the driveway entrance/exit.**
- (3) A Light Pole & Fixture detail is provided depicting a pole height of 25 feet above grade. The Ordinance limits height to 16 feet above grade. It appears that the landscaping plan is proposing structures with two lights on each pole however the detail only shows one light fixture on the pole. **The detail should be revised accordingly. The Applicant shall provide testimony regarding the need for 25 feet tall light poles.**
- (4) General Note 5 on Sheet 4 lists the proposed operating hours. **The proposed lights should be placed on a timer so that they will only be on while the site is being used.**

G. §175-123 Off-street parking and loading

- (1) The Ordinance requires all off-street parking areas containing 20 or more spaces and all off-street loading areas to have concrete curbing around the perimeter of the parking and loading areas. As no curb is currently proposed on site, a waiver would be required.
- (2) The Applicant proposes an 860 SF sales office and a 3,600 SF multi-use building. Based on the floor plan exhibit provided, the multi-use building will contain an approximately 1,500 SF area for outfitting customers with equipment and an approximately 2,100 SF warehouse space for vehicle storage. Based on the parking requirements in Section 175-123.J, twelve (12) parking spaces would be required for the 2,360 SF of office space and two (2) parking spaces for the 2,100 SF of warehouse space. In total the Applicant is required to provide fourteen (14) parking spaces. The Applicant proposes forty (40)



parking spaces, with additional grassed overflow parking. The Applicant's Engineer provided a letter stating the anticipated trips generated to the site. The site will have peak customer activity on weekends during summer months. At these times the Applicant projects a maximum of 6 employees on site and 15 to 45 customers per day. As not all customers for a given day will be on-site at the same time, we feel the 40 parking spaces provided are sufficient. **The Applicant should provide testimony to the Board regarding anticipated parking needs.**

- (3) The proposed parking lot contains thirty-eight (38) 10' x 18' parking spaces and two (2) 18' x 8' handicap spaces with an 18' x 8' striped, safety area in between them. Parking bumpers are proposed in all parking spots, which reduces the useable area to 10' x 15'. This may result in SUVs and trucks encroaching into travel lanes. It is recommended that spaces near the building and sidewalk be 20' deep, with bumpers to prevent encroachment onto sidewalk. **As currently proposed a design waiver is required for not providing 10'x 20' parking spaces. If a waiver is granted the bumpers should be positioned adjacent to the grass to increase useable depth.** ADA regulations require a minimum of two (2) handicap accessible spaces be provided for parking lots with 26 to 50 parking spaces, thus this requirement has been satisfied.
- (4) The proposed grassed overflow parking spaces are 40' x 10'. It appears that these spaces would be used for trailers. **The Applicant shall provide testimony regarding the proposed use of these spaces and whether customers will be permitted to bring their own off roading vehicles.**
- (5) The Applicant proposes 24' wide, two-way drive aisles in the parking lot which meet the requirement for 90° parking space angle.
- (6) There does not appear to be an obvious truck loading area. **The Applicant shall provide testimony on when deliveries will occur and the proposed loading area for the trucks. If no loading spaces are to be provided, a waiver would be required.** Loading areas may not conflict with fire lanes.

H. §175-124 Off-Tract Improvements

No off-tract improvements are proposed.

I. §175-129 Public Utilities

- (1) Note 19 on Sheet 2 states that a well previously existed on site and was abandoned by a licensed well driller in accordance with all local, county or state regulations. Note 19 also states that the existing septic systems shall be abandoned in accordance with all local, county or state regulations. **Existing septic to be removed should be added to the demolition plan and all septic and well abandonment records shall be provided to the Board.**
- (2) The Applicant is proposing to service the 3,600 SF multi-use building using well water and a septic system. The plans state they are to be provided by others. **The Applicant shall provide testimony regarding the proposed septic system and well, including who will be installing them, if not the Applicant. The Applicant shall also provide testimony regarding the need for water and sewer services in the 860 SF sales office, as no service connections are shown on the plans. Additional details should be provided for the septic system and potable well.** Site plans show a proposed well outside of the 3,600



sf building and the building floor plan shows a well inside the building. **The Applicant shall provide testimony clarifying the location of the proposed well and amend the plans as needed.**

- (3) General Note 8 on Sheet 4 states that new gas and electric lines are proposed to service the buildings, however existing and proposed gas lines do not appear to be shown on the plans. **The plans shall be revised to show the location of the existing and proposed gas lines.**

J. §175-130.1 Rodent Control

The Applicant shall submit a rodent control program as required by this section of the Ordinance.

K. §175-132 Shade Trees

We defer all Shade Tree issues to the Board's Planner.

L. §175-133 Sidewalks

- (1) The project is located within Sidewalk Area 4. Sidewalk does not currently exist nor is it proposed across the property frontage. **The Applicant shall discuss with the Board the need for sidewalk along NJ 322.** We note that the majority of NJ 322 in the vicinity of the site does not contain any sidewalk.

- (2) Sidewalk is proposed adjacent to the handicap parking spaces that connects to both proposed buildings. **The plans should be revised to provide sidewalk to the proposed open pavilion.**

- (3) The ADA Parking Layout detail on Sheet 8 shows a maximum cross slope for the adjacent sidewalk of 2% as required. **The Applicant shall ensure that all sidewalk is constructed to meet all ADA requirements.**

M. §175-134 Sight Triangles

A sight triangle shall be provided at the exit driveway in accordance with the latest edition of AASHTO's "Standard Specification for a Policy on Geometric Design of Highways and Streets" and §175-134 of the Township Ordinance.

N. §175-135 Signs

We defer all sign issues to the Board's Planner.

O. §175-140 Stormwater Management

This project is required to comply with Section 175-140 of the Township Ordinance as it is considered a major development (greater than 5,000 SF disturbance). A Stormwater Management Report has been submitted with this application and we note the following:

- (1) The Applicant is proposing an infiltration basin near the southern property line to treat stormwater runoff.
- (2) Review of the drainage area maps appears to underestimate overland flow heading to Lot number 5. **The Applicant shall revise the existing and proposed drainage areas.**



- (3) The provided stormwater runoff calculations utilize grass (CN = 39) for existing and meadow (CN = 30) for proposed condition. **The Applicant shall provide testimony regarding the proposed meadow grass mix and the intended maintenance. If regular mowing is intended, a different CN value should be used.**
 - (4) The spillway analysis provided states that the water elevation over the spillway will be 110.34 for the 100-year storm. The top of berm elevation shown on the plans is 110.75. A minimum of one foot is required between the top of berm and the water surface elevation through the spillway. The top of berm is also required to be a minimum of 6' wide at the highest elevation. **The berm and spillway shall be revised accordingly.**
 - (5) The Applicant provided calculations for groundwater mounding, groundwater recharge, water quality and stormwater runoff which appeared to meet the stormwater requirements. However, these calculations will need to be revised after the previously mentioned revisions are made.
 - (6) **An Operation and Maintenance (O&M) Manual shall be provided for the proposed stormwater management facilities in accordance with the requirements in the NJ Stormwater BMP Manual and the Township Ordinance. A copy of the O&M Manual shall be filed with the town. The title and date of the O&M Manual and the name, address, and telephone number of the person with stormwater management measure maintenance responsibility as specified in the plan must be recorded on the deed of the property on which the measure is located.**
- P. §175-141 Street and Traffic Control Signs
A stop sign, stop bar and do not enter signs are required at the proposed driveways. Details should be provided.
- Q. §175-147 Vegetation
The Applicant stated that the proposed improvements will result in approximately 6 acres or 20% of the existing vegetative cover being removed while 80% will remain undisturbed. The Applicant also provided an Endangered and Threatened Wildlife and Plant Species Habitat Evaluation outlining impacts to any threatened or endangered plants of the Pinelands. Impacts to existing vegetation are discussed in more detail in Section D of this letter. The Applicant has submitted a landscaping plan. We defer all landscaping issues to the Board's Landscape Architect.
- R. §175-151 Wetlands
No wetlands are present on this site, as shown on the construction plans and stated in the environmental narrative.
- S. Traffic Engineering Assessment
The Applicant has not provided a traffic engineering assessment. **The Applicant shall provide testimony regarding traffic generation and circulation. Vehicle turning movements should be added to the plans showing adequate space is provided to allow to fire trucks, delivery trucks and trucks with trailers to enter, exit and maneuver the site.**
- T. Additional Comments
(1) The zoning schedule and parking requirements on Sheet 4 are difficult to read and should be revised prior to submission for signatures.



(2) **Construction Note 8 on Sheet 4 should reference the 2019 NJDOT Specifications.**

(3) Note No. 1 on the Major Site Plan, Sheet 4 of 8, states that existing conditions are based on the outbound survey prepared by Barry Cooper. The submitted outbound survey does not include topography. **A signed topographic survey shall be provided.**

Bonds and Fees

This application may be subject to the posting of a site improvement performance bond (as provided under current State law) in an amount equal to 120% of the bondable site improvements cost as reviewed by the Township Engineer and a five (5%) percent escrow fee for the site inspection.

Outside Agency Approvals

Evidence of approval by the following agencies shall be a condition of any approvals by the Monroe Township Planning Board.

1. Gloucester County Soil Conservation District
2. Gloucester County Department of Health and Human Services
3. New Jersey Department of Transportation
4. Monroe Township Fire Code Official
5. Gloucester County Planning Board
6. New Jersey Pinelands Commission

Should you have any questions regarding these comments, please do not hesitate to contact this office.

Very truly yours,

T & M ASSOCIATES

Douglas A. White, P.E., CME
Planning Board Engineer

cc: Stephen Boraske, Board Solicitor
Pamela Pellegrini, P.E., P.P., C.M.E., Board Planner