



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

500 Scarborough Drive, Suite 108
Egg Harbor Township, NJ 08234
T: 609.910.4068
F: 609.390.0040
www.maserconsulting.com

February 6, 2020

VIA EMAIL AND U.S. MAIL

Dawn Farrell, Administrative Clerk
TOWNSHIP OF MONROE PLANNING BOARD
125 Virginia Avenue, Suite 5A
Williamstown, New Jersey 08094-1768

Re: Preliminary and Final Major Site Plan (1st Review)
Off-Road Vehicle Rider Training Facility
3208 S. Black Horse Pike
Plate 56, Block 5601, Lot 22
Zone: RD-C Rural Development Commercial District
Applicant: Richard Schmidt
Application № 494-SP
MC № MMP-063

Dear Ms. Farrell:

The above referenced application is a request for preliminary and final major site plan approval.

1.0 Project Description

1.1 Applicant's Proposal

The applicant proposes the construction of an off-road rider training and education facility and associated site improvements for all terrain vehicle/motorcycle safety training. The facility is to be located at 3208 South Black Horse Pike and is within the Pinelands. The facility proposes two (2) training ranges, dirt training trails, a 3,600 s.f. operations building, a separate 860 s.f. sales office building and a 400 s.f. open pavillion. Applicant proposes to be open for business 3-4 days per week from 9:00am-5:00pm during the months of March through December. The facility will close for business in mid-December until mid-March with the exception of weekends if the weather is unseasonably warm. During peak season, the facility proposes to employ 6 staff during weekend periods and 2-4 employees during the week. Additionally, 1-2 administrative employees will work at the facility during the off-season. The applicant is proposing to install a well and septic onsite.

The proposed training center will result in the removal of approximately 20% of the existing wooded vegetation onsite. The remaining 80% (approximately 23 acres) of wooded area will remain undisturbed with approximately 4,100 L.F. of dirt riding trails being provided, without disturbing existing trees, for recreational use by patrons of the facility. These paths will supplement the trails that currently exist onsite.



The applicant has received a Certificate of Filing from the NJ Pinelands Commission.

1.2 Existing Conditions

The property is approximately 30.89± acres; however, only 8± acres will be developed. The parcel is primarily wooded, with the exception of approximately an acre adjacent to the Black Horse Pike, previously occupied by East Coast RV Sales & Service for parking and vehicle display. There are remnant site improvements such as two driveway aprons, several light standards, a concrete building slab as well as a pylon sign. A network of dirt roads exists on the northern section of the site, some of which the applicant indicates are still used for pedestrian and vehicular site access. The property is located on the north side of Route 322 in the Pinelands and zoned RD-C, Rural Development-Commercial District.

1.3 Surrounding Land Uses

The area is a mix of rural residential and commercial uses with intermittent agricultural uses. Adjacent Lot 21 contains apartments and adjacent Lots 3, 4 and 5 of Block 5701 contains a commercial use, residence and another commercial use. Lot 36 of Block 5601 and Lot 15 of Block 5701 at the rear of the parcel are state-owned lands, part of the Winslow Wildlife Management Area. Across the Pike are rural residential, vacant land and agricultural uses.

2.0 Materials Reviewed

We have reviewed the referenced submission, encoded by the Planning Board as #494-SP 122319, received on January 10, 2020, consisting of the following:

| <i>Sheet</i> | <i>Title</i> | <i>Date</i> |
|--------------|--|-----------------------------|
| --- | Cover Letter from Dawn Farrell, Administrative Clerk | January 9, 2020 |
| --- | Cover Letter with use description from Terrence H. Combs, PP, LLA, The Pettit Group, LLC | December 19, 2019 |
| --- | Site Plan Application | December 10, 2019 |
| --- | Site Plan Check List | --- |
| --- | NJ Pinelands Certificate of Filing | September 12, 2019 |
| --- | Environmental Inventory Narrative | December 10, 2019 |
| --- | Endangered or Threatened Wildlife and Plant Species Habitat Evaluation | November 1, 2018 |
| --- | Archaeological Survey | June 29, 2019 |
| --- | Exhibit of Proposed Sales Office | --- |
| --- | Exhibit of Proposed Operations Building | December 18, 2019 |
| 1 of 8 | Cover Sheet | Revised to December 5, 2019 |



| | | |
|--------|---------------------------------------|-----------------------------|
| 2 of 8 | Existing Conditions & Demolition Plan | Revised to December 5, 2019 |
| 3 of 8 | Overall Site Plan | Revised to December 5, 2019 |
| 4 of 8 | Site, Landscaping & Lighting Plan | Revised to December 5, 2019 |
| 5 of 8 | Grading & Utility Plan | Revised to December 5, 2019 |
| 6 of 8 | Soil Erosion & Sediment Control Plan | Revised to December 5, 2019 |
| 7 of 8 | SESC Notes & Details | Revised to December 5, 2019 |
| 8 of 8 | Construction Details | Revised to December 5, 2019 |
| 1 of 1 | Outbound Survey | October 2018 |

The plans are signed and sealed by Brian W. Cleary, PE from The Pettit Group, LLC and the survey was prepared by C. Barry Cooper, PLS. The Endangered Species report was prepared by Amy Jones of DuBois Environmental Consultants and the Archaeological Survey was prepared by R. Alan Mounier.

3.0 Zoning Requirements

3.1 Use

1. In accordance with § 175-163.0.A(1)(d), recreation facilities are a permitted use in the RD-C, Rural Development Commercial zoning district.
2. In accordance with § 175-163.0.C, the following additional standards are required for permitted uses:
 - (1) No occupancy permit shall be granted to a proposed new use without it first conforming to the requirements for site plan approval.
 - (2) All building walls shall be suitably finished for aesthetic purposes.
 - (3) All portions of the property not utilized by buildings or paved surfaces shall be landscaped utilizing combinations such as fencing, shrubbery, lawn area, ground cover, berms, existing foliage and the planting of conifers and/or deciduous trees native to the area in order to either maintain or reestablish the tone of the vegetation in the area and lessen the visual impact of the structures and paved areas. Exotic invasive plant material shall be prohibited. The established grades on any site shall be planted for both aesthetic and drainage purposes. The grading plan, drainage facilities and landscaping shall be coordinated to prevent erosion and silting as well as assuring that the capacity of any natural or man-made drainage system is sufficient to handle the water generated and anticipated both from the site and contributing upstream areas.



- (4) All development shall conform to the requirements of § 175-149G, Water Quality.
- (5) Each activity shall provide for off-street loading and unloading with adequate ingress to and egress from streets, in accordance with the requirements of § 175-123. Such areas shall be provided at the side or rear of the building. There shall be no loading or unloading from any street.
- (6) There shall be at least one trash and garbage pickup location provided for each building, which shall be separated from the parking spaces by the storage of trash and/or garbage in a steel-like, totally enclosed container located in a manner to be obscured from view from parking areas, streets and adjacent residential uses or zoning districts by a fence, wall, planting or combination of the three.

The applicant shall provide testimony regarding their compliance with these requirements.

3.2 Bulk Requirements

As there are no specific standards stated for Recreational Facilities, the standards for Institutional uses has been utilized for reference.

1. **Lot Area:** The minimum required lot size is 1 acre. The plan conforms to this requirement.
2. **Front Yard/Building Setback:** The minimum required front yard/building setback is 75 feet. The plan conforms to this requirement.
3. **Lot Frontage/Width:** The minimum required lot frontage/width setback is 150 feet. The plan conforms to this requirement.
4. **Side Yard Setback:** The minimum required side yard setback is 30 feet. The plan conforms to this requirement.
5. **Rear Yard Setback:** The minimum required rear yard setback is 50 feet. The plan conforms to this requirement.
6. **Lot Coverage:** The maximum permitted lot coverage is 20%. The plan conforms to this requirement.
7. **Buffers:** The minimum required buffer width is 25 feet along all exterior tract boundaries, except street rights-of-way for all non-residential projects, subject to the requirements of § 175-93, Buffers. The plan does not conform with this requirement. There are pre-existing trails that are less than 25' from side and rear property lines. In addition, there are proposed trails to be less than 25' from the side and rear property lines. As proposed, a variance is required.



8. **Vehicular Buffer:** A minimum required buffer of 40' adjacent to front, side and rear property lines for vehicular circulation, parking and loading areas. The proposed patron parking area conforms to this requirement; however, the proposed ATV trails as well as some of the existing trails do not. As proposed, a variance may be required.
9. **Building Height:** The maximum permitted building height is 50 feet, subject to the requirements of § 175-109. The plan conforms to this requirement.
10. **Off-Street Parking:** Subject to the requirements of § 175-123, off-street parking and loading. (Refer to Section 4.1.)

4.0 Design, Performance and Evaluation Standards

4.1 Off-Street Parking and Loading

1. In accordance with § 175-123A, driveways shall be at least 10' from any property line. The existing driveway aprons conform to this requirement.
2. In accordance with § 175-123E(1), off-street parking spaces shall be 10 feet wide by a minimum of 20 feet long. The plan proposes 10'x18' long spaces. The Board may reduce the size of the space to 18' long if the applicant can demonstrate design adequacy.
3. In accordance with § 175-123J, if there are no specific parking standards mentioned within the section for recreational facilities, same shall be determined by the Planning Board. Using the standard cited for studio, art, dance, gymnastics and similar uses for the purpose of giving instruction of 1 parking space per 100 s.f. of gross floor area for the instruction building and for the business office, 1 parking space per 200 s.f., a total of 40 parking spaces would be required. The plan conforms to this assessment proposing 40 parking spaces.

4.2 Signs

1. In accordance with § 175-135C(1, 2, 5 & 6), signs in nonresidential districts, the following signs are permitted when located on the immediate premises:
 - (1) Signs identifying or advertising a business, activity or product conducted or sold on the premises.
 - (2) One freestanding sign per street frontage is permitted, provided said sign does not exceed an area of 50 square feet on each side, and further provided that the maximum height above grade does not exceed 20 feet with the lowest portion of the sign being at least eight feet above grade. Details have not



been provided to determine compliance. The applicant shall provide testimony and/or details outlining the size and height of the existing sign to be reconditioned for this proposed use.

- (5) Each principal use shall be entitled to one facade sign for every frontage of the lot on a public right-of-way. For the purpose of this subsection, each leased module of a larger development may be considered a separate use. The size of each sign shall not exceed 10% of the facade area. The application does not indicate if any façade signage is proposed. The applicant shall provide testimony and/or details regarding proposed façade signage, if any.
- (6) Directional signs not to exceed two square feet shall be provided as necessary for safety. Directional signage has not been addressed on the plan. Directional signage is recommended to ensure intended site circulation is followed. The applicant shall provide testimony and/or details regarding same.

4.3 Buffers

1. In accordance with § 175-93A, buffer areas are required along all exterior tract boundaries except along street rights-of-way for all nonresidential projects. Buffer areas shall be developed in an aesthetic manner for the primary purposes of screening views and reducing noise perception beyond the lot. Buffer widths shall be as specified in Article XIV of this chapter and shall be measured horizontally and perpendicularly to lot and street lines. No structure, activity, storage of materials, parking or driving of vehicles shall be permitted in a buffer area. The standards for the location and design of buffer areas are intended to provide flexibility in order to provide effective buffers. The location and design of buffers shall consider the use of the portion of the property being screened, the distance between the use and the adjoining property line, differences in elevations, the type of buffer, such as dense planting, existing woods, a wall or fence or landscaped earth berms, buffer height, buffer width and other combinations of man-made and natural features. The buffer shall be designed, planted, graded, landscaped and developed with the general guideline that the closer a use or activity is to a property line or the more intense the use the more effective the buffer area must be in obscuring light and vision and reducing noise beyond the lot. The plan partially complies with these requirements. As proposed, a variance is required.
2. In accordance with § 175-93B, notwithstanding the above, a minimum of 1/2 but in no case less than 10 feet of the horizontal width of any buffer required along a periphery shall have an area which shall be designed, planted, graded, landscaped and developed to obscure the activities of the site from view. The plan does not comply with this requirement, as proposed a waiver is required.



3. In accordance with § 175-93C, all buffer areas shall be planted and maintained with either grass or ground cover, together with a screen of live shrubs and/or live trees, shrubs or other plant material meeting the following requirements:
 - a. The preservation of all natural wooded tracts shall be an integral part of all site plans and may be calculated as part of the required buffer area, provided that the growth is of a density and the areas have sufficient width to serve the purpose of a buffer. Where additional plantings are necessary to establish an effective buffer, said plantings may be required.
4. In accordance with § 175-93F, all landscaping in the Pinelands Area of the Township shall meet the requirements for use of native species set out in § 175-147 of this chapter. Additional native species landscaping is recommended particularly within the front island area around the sign and within the parking island area. Compliance to be determined.

4.4 Vegetation/Tree Protection

1. In accordance with § 175-47A, no development shall be carried out by any person unless it is designed to avoid irreversible adverse impacts on the survival of any local populations of the threatened or endangered plants of the Pinelands cited in N.J.A.C. 7:50-6.27 and, as may be from time to time amended, of the Comprehensive Management Plan. The applicant shall provide testimony regarding compliance or intended compliance.
2. In accordance with § 175-47B, all clearing and soil disturbance activities shall be limited to that which is necessary to accommodate an activity, use or structure which is permitted by this chapter. The applicant shall provide testimony regarding compliance.
3. In accordance with § 175-47C, where practical, all clearing and soil disturbance activities associated with an activity, use or structure, other than agriculture, forestry and resource extraction, shall:
 - a. Avoid wooded areas, including New Jersey's Record Trees as published by the New Jersey Department of Environmental Protection in 1991 and periodically updated. The applicant shall provide testimony regarding compliance or intended compliance. The plan does not address record trees. A tree survey has not been provided.
 - b. Revegetate or landscape areas temporarily cleared or disturbed during development activities. The applicant shall provide testimony regarding compliance or intended compliance.



4. In accordance with § 175-47D, all applications for major development shall contain a landscaping or revegetation plan which incorporates the elements set forth in Subsections E, F and G. The applicant shall provide testimony regarding compliance. Additional notes and details as well as a tree protection plan may be required.
5. In accordance with § 175-47E, in order to conserve water, conserve natural features and reduce pollution from the use of fertilizers, pesticides and other soil supplements, all landscaping or revegetation plans prepared pursuant to Subsection D above or required pursuant to § 175-70B(3) or 175-72C(3) shall incorporate the following elements:
 - a. The limits of clearing shall be identified. The plan conforms to this requirement.
 - b. Existing vegetation, including New Jersey's Record Trees as published by the New Jersey Department of Environmental Protection in 1991 and periodically updated, shall be incorporated into the landscape design where practical. The plan does not address Record Trees. Compliance to be determined.
 - c. Permanent lawn or turf areas shall be limited to those specifically intended for active human use such as play fields, golf courses and lawns associated with a residence or other principal nonresidential use. Existing wooded areas shall not be cleared and converted to lawns except when directly associated with and adjacent to a proposed structure. Compliance to be determined. Vegetative treatment for proposed non-wooded areas within the area to be developed between the fenced training areas and Route 322 shall be addressed and labeled.
 - d. Shrubs and trees authorized by N.J.A.C. 7:50-6.25 shall be used for revegetation or landscaping purposes. Other shrubs and trees may be used in the following circumstances:
 - i. When the parcel to be developed or its environs contain a predominance of shrubs and tree species not authorized by N.J.A.C. 7:50-6.25.
 - ii. For limited ornamental purposes around buildings and other structures.
 - iii. When limited use of other shrubs or tree species is required for proper screening or buffering.

The applicant shall provide testimony regarding compliance or intended compliance.



6. In accordance with § 175-147F(1), tree protection, all trees are to be retained within 25 feet of a building site and within 10 feet from parking areas and utility easements and protected during construction by a four-foot wooden snow fence installed along the dripline of the trees. Equipment shall not be operated over the root system in order to prevent soil compaction. The area around the base of existing trees shall be mulched to provide moisture retention. No fill or material stockpiles shall be permitted under the dripline of any trees. Trees shall not be used for roping, cables or fencing, nor shall nails or spikes be driven into trees. Tree wells shall be constructed around any grade changes. Either stone or wooden railroad tie walls shall be installed between the grades to form the tree wells. Positive drainage shall be provided. Compliance to be determined. A tree protection plan has not been provided. As submitted, a waiver is required.
7. In accordance with § 175-147F(2), all trees with a diameter of five inches or greater shall be indicated on the site plan and grading sheets of development plans. The size, species and condition of the trees shall be indicated. The engineer/landscape architect of the Township's Planning or Zoning Board shall inspect the trees and determine which trees must be preserved and/or protected. Trees greater than 25 inches in diameter shall be considered to be specimen trees and must be preserved based on conditions in the above subsection. Compliance to be determined. A tree protection plan has not been provided. As submitted, a waiver is required.
8. In accordance with § 175-147G, compensatory planting. Every effort shall be made to avoid the removal of trees having a caliper of five inches or greater from the property in the process of subdividing, site plan approval, grading, or installing improvements. If during the development process, trees indicated to be saved are damaged or removed, the developer shall install trees of at least three-inch caliper for every tree of one-inch caliper removed or damaged. The municipal engineer shall be responsible for all compliance and mitigation inspections as per Subsections F and G. Compliance to be determined. A tree protection plan has not been provided. As submitted, a waiver is required.

5.0 General Comments/Recommendations

1. The zoning schedule on the cover sheet and sheet 4 of 8 shall be revised to reflect the following:
 - a) Add minimum 25' buffer requirement. This buffer limit shall also be shown on the plans.
2. The cover sheet should include the date of the 200' list.
3. The limits of the dirt area for the training range should be labeled on the plan.



4. The plan indicates a pavilion is to be constructed. The plan should identify the surface treatment for under the pavilion (i.e. concrete, grass, gravel or wood platform.)
5. The plan does not show a designated loading/unloading space. The applicant should provide testimony as to what types of recreational vehicle trailers and deliveries the facility receives and where the loading or unloading will take place as well as parking for vehicles with trailers.
6. The dimensions of the grassed overflow parking should be labeled on the plan.

7.0 Fees, Contributions and Obligations

7.1 COAH

In accordance with the Statewide Non-Residential Development Fee Act (N.J.S.A. 40:55D-8.1-8.7), the applicant is required to make payment of a development fee of 2.5% of the equalized assessed value of the non-residential construction into a Housing Trust Fund established by Monroe Township Council. A condition of receiving a building permit is the payment of this fee at the time of the request for a certificate of occupancy.

7.2 Escrow

The applicant must contact the Township's Finance Office to settle any outstanding review escrow accounts prior to the plans being signed.

8.0 Outside Agency Approval

This site plan is subject to the review and approval of all outside agencies with jurisdiction, if not already received, including but not limited to the following. Evidence of these approvals must be submitted to the Planning Board.

- NJ Pinelands Commission (certificate of filing issued September 12, 2019)
- Gloucester County Soil Conservation District;
- Gloucester County Planning Board;
- Gloucester County Utilities Authority;
- Monroe Township Fire Official;
- Monroe Township MUA; and
- Any others as may be required.

The above comments and/or recommendations are submitted for your review and consideration. Should you have any questions with regard to this matter or require additional information, please do not hesitate to contact our office at (609) 910-4068.



Dawn Farrell, Administrative Clerk
MC Project No. MMP063
February 6, 2020
Page 11 of 11

Best regards,

MASER CONSULTING P.A.

A handwritten signature in blue ink that reads 'Pamela J. Pellegrini'. The signature is written in a cursive, flowing style.

Pamela J. Pellegrini, P.E., P.P., C.M.E.
Project Manager

PJP/rld

cc: Stephen Boraske, Esquire
200205_schmidt_review 1.docx