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May 27, 2020

**VIA EMAIL AND USPS**

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

Re: Minor Site Plan (1<sup>st</sup> Review)  
Block 3601, Lots 6, 7 & 8  
Madison Court Apartments  
1056 S. Black Horse Pike (U. S. Route 322)  
Zone: RG-C, Regional Growth Commercial District  
Applicant: Streamwood Assoc./Williamstown, LLC  
Application No #499-SP  
MC No MMP-068

Dear Ms. Farrell:

The above referenced application is a request for minor site plan approval.

**1.0 Project Description**

**1.1 Applicant's Proposal**

The applicant is proposing to expand the existing parking facilities of the Madison Court Apartments located off the Black Horse Pike. Twenty-one (21) additional parking spaces with curbing and striping are proposed to be constructed across from buildings "L" and "M". In addition, the existing dumpster area is proposed to be relocated to the new parking area and replaced with one (1) van accessible handicap parking stall and signage, resulting in a total of twenty-two (22) new parking spaces proposed. Overall, there will be approximately 4,940 s.f. of disturbance for these improvements.

**1.2 Existing Conditions**

The subject property consists of approximately 10.975 total acres and contains the apartment complex known as Madison Court Apartments which consists of 16, 2-story frame and brick buildings on Lots 7 & 8. The complex is situated to the northeast of the intersection of the Black Horse Pike (U.S. Route 322) and Melvia Drive and can be accessed via a paved drive from the Black Horse Pike thru Lot 6



as well as directly off Melvia Drive. The parcel is zoned RG-C, Regional Growth-Commercial District and is in the Pinelands.

### 1.3 Surrounding Land Uses

The area is primarily a commercial corridor with some intermittent residential uses. The Madison Plaza shopping center, which fronts directly on the Black Horse Pike on Lot 6, sits directly in front of the apartments. The apartment property is bordered by woods to the north, south and east and the Plaza to the west.

## 2.0 Materials Reviewed

We have reviewed the referenced submission, encoded by the Planning Board as #499-SP 04292020, received on May 4, 2020, consisting of the following:

<i>Sheet</i>	<i>Title</i>	<i>Date</i>
---	Application	April 27, 2020
---	Cover Letter, Matthew P. Madden, Esq.	April 23, 2020
---	Minor Site Plan Checklist	---
---	Minor Site Plan Requirements (§ 175-70)	---
---	Stormwater Summary	April 22, 2020
---	NJ Pinelands Certificate of Filing	February 21, 2020
1 of 1	Minor Site Plan	Last Revised April 22, 2020

The site plan is signed and sealed by David J. Fleming, P.E. of Marathon Engineering & Environmental Services and the stormwater summary is signed and sealed by David J. Domen, P.E. also of Marathon.

## 3.0 Zoning Requirements

### 3.1 Use

The existing Madison Court apartment complex pre-dates the existing zoning and as such is an existing nonconforming use in the RG-C, Regional Growth-Commercial District. The application only proposes additional parking spaces for the existing apartments. No increase in units is proposed.



### **3.2 Bulk Requirements**

The complex is existing and the proposed minor improvements do not impact or encroach on any required setback or buffer requirements.

## **4.0 Design Standards**

### **4.1 Off-Street Parking and Loading**

1. In accordance with § 175-123E, off-street parking spaces shall be 10 feet wide and a minimum of 20 feet in length. The Planning Board may reduce the width to nine feet and the length to 18 feet if the applicant can demonstrate parking space design adequacy. The plan proposes parking spaces of 9’x18’ spaces. Testimony regarding adequacy to be provided.
2. In accordance with RSIS standards, 332 parking spaces would be required for the existing 174 unit apartment complex based on existing unit types. The facility pre-dates RSIS standards. As such, the existing parking at 220 spaces is an existing nonconformity. The applicant proposes to add 22 spaces to support current complex needs and bring the overall parking more in conformance with current standards. As proposed, the continued parking nonconformity should be reaffirmed.

## **5.0 General Comments**

1. The applicant indicates that relocation of their trash dumpsters is being proposed. A trash enclosure is recommended to be provided around these dumpsters for proper screening and a detail of same provided on the plan.
2. The plan does not address any existing landscaping that may need to be displaced nor any proposed landscaping in the area of the improvements. Testimony should be provided and the plan revised accordingly.

## **6.0 Fees, Contributions, and Obligations**

### **6.1 Escrow**

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

## **7.0 Outside Agency Approval**

This minor 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.



Dawn M. Farrell, Administrative Clerk  
MC Project No. MMP-068  
May 27, 2020  
Page 4 of 4

- New Jersey Department of Transportation;
- New Jersey Pinelands Commission (Certificate of Filing 2/21/2020)
- Gloucester County Planning Board;
- Monroe Township Fire Official; 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.

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  
Douglas A. White, PE, CME

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