



September 9, 2020

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

Re: File #501-SP - Monroe Equities, LLC
Application for Preliminary & Final Major Site Plan
 Retail/Restaurant Pad Site
 Fries Mill Road & Glassboro-Cross Keys Road, Williamstown, NJ
 Block 14801, Lot 12.01
 Zoning District: C (Commercial)
 T&M# MRPBR1380
Technical Review #1

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 Consulting Engineer Services		
1 of 8	Cover Sheet & Index of Drawings			05-12-20 /
2 of 8	Ex. Conditions & Demolition Plan			05-12-20 /
3 of 8	Site Plan & Details			05-12-20 /
4 of 8	Grading & Utility Plan			05-12-20 /
5 of 8	Landscape & Lighting Plan & Details			05-12-20 /
6 of 8	Sanitary Sewer Details			05-12-20 /
7 of 8	Soil Erosion & Sediment Control Plan & Details			05-12-20 /
8 of 8	Turning Movement Plan			05-12-20 /
	Phase 1 Environmental Site Assessment			02/24/2020
	Parking Analysis			03/2020
	Traffic Impact Study			03/2020
	Technical Specifications for Sanitary Sewer System			05/2020
	Engineer's Report for Sanitary Sewer System			05/2020

The subject property is Block 14801 Lot 12.01 and is located on the west side of Fries Mill Road (CR 655), roughly 140 feet south of the Fries Mill Road (CR 655) and Glassboro-Cross Keys Road (CR 689) intersection. The property is a 39,190 sq. ft. (±0.90 acres) pad site which is currently developed with parking and stormwater improvements associated with the CVS Pharmacy on adjacent Lot 12.02 to the north. The existing parking lot, which stretches across Lots 12.01 and 12.02, currently has 97 parking spaces.

This application proposes to remove a portion of the existing parking lot to construct a 6,000 sq. ft. commercial building with associated parking. The 6,000 sq. ft. building will contain a 4,000 sq.



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ft. retail space and a 2,000 sq. ft. restaurant with one drive-thru lane. There will be a total on 26 parking spaces for Lot 12.01 and 71 spaces on Lot 12.02.

These submittals have been reviewed for compliance with the 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 September 9, 2020 we stated this application can be considered complete if the noted outstanding requirements are made a condition of approval.

Requested Submission Waivers

1. §175-140.A3 - The Applicant has requested a waiver from the requirements of the stormwater management ordinance. (See Technical Review Comment O).

Requested Design Waiver

1. §175-116A(1)[b] – 0.25 maximum footcandles at any property line and/or right-of-way line.
The Applicant proposes 0.50 footcandles at the south property line.

Required Waivers

It appears one additional waiver is required:

1. Plans submitted for review do not include existing contours extending 300 feet beyond the property. Unless plans are revised to include this information, a waiver would be required, to which we would not take exception.

Requested Variances

1. §175-163D(2)(a)[4] - 60' maximum front yard with a maximum of single row parking.
The Applicant proposes 97 feet with a double row of parking.
2. §175-163D(2)(a)[6] - 35' minimum rear yard.
The Applicant proposes a 13 foot rear yard.
3. §175-163D(2)(a)[5] - 5' minimum side yard.
The Applicant proposes no side yard between Lot 12.02 (CVS Pharmacy).
4. §175-163D(2)(a)[8] - 5' minimum side yard landscaped buffer.
The Applicant proposes no side yard landscaped buffer between Lot 12.02 (CVS



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Pharmacy).

5. §175-163D(2)(a)[8] - 25' minimum rear yard landscaped buffer.
The Applicant proposes no rear yard landscaped buffer.
6. §175-123J(31 & 33) – 40 parking spaces are required based on the 2,000 SF restaurant and 27 parking spaces are required based on the 4,000 SF retail store, for a total of 67 parking spaces for Lot 12.01.
The Applicant proposes 26 total parking spaces on Lot 12.01.
7. §175-123J(31 & 33) – 68 parking spaces are required on Lot 12.02 for a 10,125 SF retail store (CVS Pharmacy). As mentioned above, 67 parking spaces are required for the proposed improvements on Lot 12.01. The combined shared parking required is 135 total spaces.
The Applicant proposes 97 total parking spaces for Lots 12.01 and 12.02. 71 parking spaces on Lot 12.02 and 26 parking spaces on Lot 12.01.

Required Variances

It appears two additional variances are required:

1. §175-123(1) – Required 10' x 20' parking spaces. (See Technical Review Note G(3))
The Applicant proposes 10' x 18' parking spaces.
2. §175-163D(2)(a)[8] - 25' minimum landscaped buffer adjacent to residential zones.
The Applicant states on the cover sheet that an existing 25 foot landscaped buffer is provided adjacent to Block14801 Lot 12. However, the existing tree line shown on the plans shows a zero foot buffer in some areas. **We recommend that the Board require additional plantings in the landscape buffer to Lot 12.**

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

The Applicant proposes curb along the perimeter of the parking lot and driveway, including depressed curb at the main entrance to the building, adjacent to the handicap parking. Monolithic curb and gutter and a concrete swale are proposed along the southern curb line to ensure water will flow towards the existing inlet to remain. Details for typical vertical curb, depressed curb, flushed curb, monolithic curb and gutter and concrete swale are provided on the Site Plan and Details sheet which are generally in conformance with this section. **The**



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Concrete Vertical Curb – Municipal detail shall be revised to note Class ‘B’ air entrained concrete.

C. §175-98 Easements

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

D. §175-99.1, Environmental Assessments

(1) Based on the engineering drawings, site grading is proposed, but does not indicate whether soils will be imported from an offsite source. **The applicant should state whether fill will be imported to the site. If fill is to be imported, then the applicant should perform analytical testing, in accordance with N.J.A.C. 7:26E et seq., on the fill at a frequency suitable to demonstrate that contaminants are not present within the fill soil at concentrations above the relevant NJDEP Soil Cleanup Criteria, and an acceptable route of transport should be agreed upon with the Planning Board engineer.**

(2) §175-99.1(I) of the Ordinance requires the firm or individual conducting the Phase I ESA to carry \$1,000,000 in professional liability insurance. **A copy of the firm's professional liability insurance policy (amount of coverage, limits, deductibles, and exclusions) shall be provided.**

(3) **The Applicant shall provide a Phase I ESA report that is certified in accordance with §175-99.1(J) of the Ordinance. The statement shall be signed by the principal of the company that performed the assessment and by the applicant.**

(4) **The Applicant shall provide an indemnification statement in accordance with §175-99.1(K) of the Ordinance in association with the Phase I ESA.**

E. §175-100 Fences, Walls and Screening

A concrete block wall trash enclosure is proposed near the north west corner of the building and a corresponding detail is provided on the Site Plan and Details. The enclosure will have galvanized perforated steel gates and the concrete block will be finished with a stone veneer to match the building. No fencing is proposed.

F. §175-116 Lighting

(1) The Applicant proposes the installation of three (3) building mounted lights and two (2) pole mounted lights. Isolux curves are provided for each light fixture. **The Applicant shall also provide ground level light intensity point values at a 10 foot grid throughout Lot 12.01, so that the Board can determine if adequate lighting is provided in all areas.**

(2) The proposed lighting will require a design waiver as no more than 0.25 footcandles is allowed at any property line, whereas the Applicant proposes 0.50 footcandles at the south property line.



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- (3) Standard details are provided for the light pole and foundation as well as the proposed wall mounted Hubbel lights.
- (4) **The Applicant shall discuss anticipated hours of operation with the Board. Lights should be reduced or turned off after business hours.**

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

- (1) The Applicant proposes curbing around the interior driveway and parking lot, as required.
- (2) The proposed building contains a 2,000 SF restaurant and a 4,000 SF retail space. The Ordinance requires one parking space for every 50 SF of gross floor area (GFA), for a restaurant and one parking space for every 150 SF of GFA for a retail store. Based on these requirements, the Applicant is required to provide 67 parking spaces for the proposed building. The Applicant proposes 26 spaces on Lot 12.01 and is requesting a variance from providing additional spaces. A Parking Analysis was provided, which discusses the adequacy of existing and proposed parking for the site. The observed peak parking demand for the existing CVS Pharmacy was 19 parking spaces or roughly 19% of the existing spaces. Using a 19 space peak parking demand for the existing CVS and adding the ordinance requirements for both uses on Lot 12.01 would require a total of 86 combined parking spaces for the site. **The Applicant shall provide testimony demonstrating that the proposed parking is sufficient to meet the demands of both lots.**
- (3) The proposed parking lot contains (24), 10' x 18', parking spaces and (2) 8' x 18' handicap spaces with an 8' x 18' striped space in between them. **The Ordinance requires parking spaces be a minimum of 10 feet wide and 20 feet in length. As currently proposed, the Applicant would need a variance from this requirement. The Applicant shall provide testimony that the 10' x 18' spaces are adequate or revise the parking stall dimensions to comply with the Ordinance.** Section 175-123.E(1) states that 5% of all spaces must be handicap accessible in parking lots with greater than 20 spaces. Should the Board approve the Applicant's request to provide 26 parking spaces instead of 67, then a parking lot with 26 spaces would require two handicap spaces. **The Applicant shall provide testimony demonstrating that two handicap spaces is sufficient for both uses.**
- (4) The Applicant proposes 25' wide, two-way drive aisles in the parking lot which meet the requirement for 90° parking space angle.
- (5) A 7' x 42' truck loading area is proposed at the rear of the building. **The Applicant shall provide testimony on anticipated delivery schedules and whether one loading space is sufficient for both uses. Depending on timing of deliveries, a wider loading area or wider drive-thru lanes may be required as to not disrupt the flow of site traffic.**



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H. §175-124 Off-Tract Improvements

The Applicant proposes a 2" force main, within the grassed portion of the Franklinville-Turnersville Road right-of-way, that will connect to an existing sanitary sewer line roughly 1,200 feet south of the property.

I. §175-129 Public Utilities

As stated above, the proposed building will be serviced via the proposed 2" force main in Franklinville-Turnersville Road (CR 655) right-of-way. **The Applicant should provide testimony regarding the need for a force main as opposed to a gravity sewer.** The grading and utility plan also shows a 1" water service connection to the building from a proposed well. **We recommend the proposed gas and electric service lines be added to the Grading and Utility Plan.**

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 2, as it is located within 2 miles of Country Acres Private Preschool.

(2) Sidewalk currently exists across the sites frontage and is to remain. **The existing curb ramps do not appear to meet the current ADA standards. We recommend new compliant ADA ramps and striped cross walks be installed at both driveways.**

M. §175-134 Sight Triangles

Sight triangles are provided at both driveway entrances.

N. §175-135 Signs

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

O. §175-140 Stormwater Management

(1) 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). However, the applicant has requested a waiver from the requirements of the stormwater management ordinance, as the proposed development creates less than ¼ acre new impervious surfaces and disturbs less than 1 acre of land, which would not be considered a major development by state standards. **At a minimum, the applicant should provide a narrative describing treatment of storm water on-site, comparing the existing vs proposed condition, including the impacts to any Township and County facilities.**



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- (2) In the existing condition, runoff from the southern portion of the parking lot flows south through rip rap to an inlet in the southern portion of the site, which then outlets northeast to the existing system in Franklinville-Turnersville Road. The northern portion of the parking lot drains west onto Lot 12.02. The grassed area of the site drains to the inlets in the southwest corner of the site and then flows to the stormwater basin located on Lot 12.02. **The Applicant shall provide testimony regarding the condition and effectiveness of the stormwater management system as well as provide details about the existing basin. Any pipe or structure needing repair or replacement, should be tended to at this time.**
 - (3) The new site design utilizes the existing stormwater conveyance system. Runoff from the northern portion of the parking lot will continue to flow west onto Lot 12.02, as in the existing condition. Runoff from the southern portion of the parking lot will now flow into an inlet and be routed to the existing basin on Lot 12.02. A portion of the runoff from the grassed area will be collected and routed to the existing basin on Lot 12.02 and a portion of the runoff from the grassed area will be routed to the existing system in Franklinville-Turnersville Road. **The Applicant shall provide testimony regarding the potential increase in stormwater runoff to the existing basin on Lot 12.02, as a result of the proposed improvements.**
 - (4) **The Applicant shall provide testimony on how roof runoff will be treated. Proposed downspouts should be shown on the plans.**
 - (5) The overall site grading appears to be adequate. Parking lot grading proposes slopes of less than 1%; however, concrete swales and gutter are provided to ensure water will flow to the inlets.
- P. §175-141 Street and Traffic Control Signs
The Existing Conditions and Demolition plan shows stop signs, stop bars and centerline striping at both driveways on Lot 12.01. **The Applicant should provide testimony regarding the condition of existing striping. We recommend updating stop bars and centerline striping at both driveways. As stated previously, we recommend crosswalks be installed for pedestrian safety.**
- Q. §175-147 Vegetation
The Applicant has submitted a Landscaping Plan. We defer all landscaping requirements to the Board's Planner.
- R. §175-151 Wetlands
No wetlands are present on this site, as shown on the construction plans.
- S. Traffic Engineering Assessment
The Applicant has provided a traffic impact study, which discusses traffic generation and circulation comparing the existing and proposed conditions. Estimated site trips and levels of service (LOS) were provided for the existing condition, future 2021 no-build condition and the 2021 build-out condition, at each site driveway and the CR 655 & CR 689 signalized



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intersection. The LOS under the 2021 build-out condition, at each of the studied intersections, will remain the same as compared to the existing condition, with the following exceptions: the southern driveway on CR 655 will decrease from a LOS B to LOS C during the AM/PM and SAT peak hours; the northern driveway on CR 655 will decrease from LOS B to LOS C during the PM peak hour; and the driveway on CR 689 will decrease from LOS B to LOS C during the SAT peak hour. The levels of service at the CR 655 / CR 689 signalized intersection, for all turn movements and peak hours, will remain unchanged as compared to the existing condition. **The traffic engineer shall provide testimony to the Board regarding impacts the proposed development will have on traffic flow in the site vicinity.**

T. Cover Sheet Comments

Sheet 1 of 8 provides general site and application information.

(1) The title should be revised to state this is a major site plan application.

U. Grading Plan Comments

Sheet 4 of 8 provides grading and utility information for the site.

(1) Rip-rap should be provided at the curb cut out in the southwest corner of the drive-thru, to prevent scour. Rip-rap sizing calculation should also be provided.

V. General Plan Set Comments

(1) A label for Lot 12.01, including the lot area, should be added to all sheets.

Bonds and Fees

This application is subject to the posting of a site improvement performance bond in an amount equal to 120% of the 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. Monroe Township Municipal Utilities Authority
4. Monroe Township Fire Code Official
5. Gloucester County Planning Board
6. Gloucester County Department of Health and Human Services



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

Very truly yours,
T & M ASSOCIATES

Kyle R. Humphreys, P.E.
Planning Board Engineer

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

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