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September 23, 2020

VIA EMAIL AND USPS

Dawn M. 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)
Fries Mill Road (C.R. 655) & Glassboro-Cross Keys Road (C.R. 689)
Block 14801, Lots 12.01 & 12.02
Zones: C, Commercial District
Applicant: Monroe Equities, LLC
Application № 501-SP
MC № MMP-069

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 requests preliminary and final major site plan approval to construct a 6,000 square foot commercial building on the corner of Fries Mill Road (C.R. 655) and Glassboro-Cross Keys Road (C.R. 689). The building is proposed to be situated on Lot 12.01. One portion of the building is to be retail (4,000 s.f.) and the remaining portion is proposed to be a restaurant (2,000 s.f.) with one drive-thru lane. Tenants are not known at this time. Lot 12.02, which is also part of this application, is owned by the applicant and parking is proposed to be shared with the existing CVS business on that lot.

1.2 Existing Conditions

The property in question (Lot 12.01) is .90± acres (39,190 s.f.) overall and is located at the southwestern corner of Glassboro Cross Keys Road and Fries Mill Road. Lot 12.01 is currently vacant with existing paved parking (approximately 27 spaces) and two existing access drives to Fries Mill Road. These existing improvements were built to accommodate a previous development plan for Lot 12.01. Lot 12.02 contains a CVS pharmacy and associated improvements. Both lots are intended to share parking and access. The property is zoned C, Commercial District.



1.3 Surrounding Land Uses

The surrounding parcel to the southwest is zoned RA, Residential Age-Restricted and is existing qualified farmland which is proposed to be developed with an age-restricted development to be known as “The Greens”. Immediately adjacent to the northwest is an existing CVS which is also zoned C, Commercial. There are several commercial uses on the northeast and northwest corners at the intersection. Across Fries Mill Road is also zoned C, Commercial and contains a gas station on the east corner of the intersection and a general contractor directly across from the property in question.

2.0 Materials Reviewed

We have reviewed the referenced submission, encoded by the Planning Board as #501-SP 07292020, received on August 17, 2020, consisting of the following:

<i>Sheet</i>	<i>Title</i>	<i>Date</i>
---	Cover Letter from Dawn Farrell, Administrative Clerk	August 11, 2020
---	Email explanation regarding major vs. minor site plan submission	August 10, 2020
---	Site Plan Application	August 10, 2020
---	Summary of Application	August 10, 2020
---	Traffic Impact Study	March 2020
---	Parking Analysis	March 2020
---	Phase 1 Environmental Site Assessment	February 24, 2020
1 of 8	Cover Sheet	May 12, 2020
2 of 8	Existing Conditions and Demolition Plan	May 12, 2020
3 of 8	Site Plan and Details	May 12, 2020
4 of 8	Grading & Utility Plan	May 12, 2020
5 of 8	Landscape and Lighting Plan	May 12, 2020
6 of 8	Utility Details	May 12, 2020
7 of 8	Soil Erosion & Sediment Control Plan and Details	May 12, 2020
8 of 8	Truck Movement Plan	May 12, 2020

The plans are signed and sealed by Jarod Thomas, PE of Consulting Engineer Services (CES). The Phase 1 environmental site assessment, parking analysis and traffic impact study are all prepared by CES.



3.0 Zoning Requirements

3.1 Use

In accordance with § 175-163B Attachment 6, community commercial uses, of which includes retail and restaurant establishments, are permitted uses in the Community Commercial District, subject to the requirements of § 175-163C(2).

3.2 Bulk Requirements

1. **Lot Area:** The minimum required lot size is 20,000 s.f. The plan conforms to this requirement.
2. **Minimum Front Yard/Building Setback:** The minimum required front yard/building setback is 30 feet. The plan conforms to this requirement.
3. **Maximum Front Yard/Building Setback:** The maximum permitted front yard/building setback is 60 feet, with a maximum of a single row of parking permitted in front. The plan does not conform to this requirement. As proposed at 92.19 feet and with a double row of parking on the Fries Mill Road frontage, a variance is required.
4. **Lot Width/Frontage:** The minimum required lot width/frontage is 115 feet. The plan conforms to this requirement.
5. **Side Yard Setback:** The minimum required side yard setback is 5 feet, subject to the requirements of § 175-90. The plan conforms to this requirement.
6. **Rear Yard Setback:** The minimum required rear yard setback is 35 feet. The plan does not conform to this requirement as proposed, with a setback of only 13 feet, a variance is required.
7. **Lot Coverage:** The maximum permitted lot coverage is 75%. The plan conforms to this requirement.
8. **Buffers:** The minimum required buffer width is: side yard, 5 feet with landscaping; front yard, 10 feet with landscaping; rear yard, 25 feet with landscaping and adjacent to residential zones, 25 feet with landscaping. The plan does not conform to these requirements, proposing a side and rear buffer adjacent to Lot 12.02 of 0 feet. As proposed, variances are required.



It is noted that a 25' buffer area is shown adjacent to residentially zoned Lot 12; however, landscaping is not proposed. This portion of adjacent lot 12 is proposed to be commercial as per the use variance for mixed use granted for that lot from the Zoning Board of Adjustment. At a minimum, at least 5' of side yard landscaping shall be provided along this property line.

9. **Building Height:** The maximum permitted building height is 40 feet. The plan indicates conformance with this requirement.
10. **Off-Street Parking:** The minimum permitted off-street parking is subject to § 175-123. Per § 175-123J(31 & 33), 67 parking spaces are required. The plan does not comply with the requirement, proposing 26 parking spaces. It should be noted that the proposed restaurant/retail space will share parking with the adjacent CVS. The existing CVS requires 68 spaces and has an existing parking lot of 71 spaces. Combined, the uses would require 135 spaces; however, have only 97 spaces provided overall. As proposed, a variance would be required. Refer also to Section 4.2.

4.0 Design, Performance and Evaluation Standards

4.1 Sidewalk

1. In accordance with § 175-133, unless specifically waived by the Planning Board or Zoning Board, sidewalks shall be installed in all types of development and shall be installed along all streets and wherever pedestrian traffic is expected. The plan conforms to this requirement. The existing sidewalk along the properties frontages is proposed to remain unchanged.

4.2 Off-Street Parking and Loading

1. 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' spaces. The Board may reduce the width and/or length down to 9'x18' if the applicant can demonstrate design adequacy. As proposed, a waiver is required.
2. In accordance with § 175-123I(1), there shall be a minimum of one space per retail use for loading. The plan indicates a 7'x42' loading area. However, the applicant shall provide testimony regarding anticipated delivery schedules and whether one loading space is adequate for both the retail and restaurant uses as well as whether deliveries will interfere with the function of the drive thru and bypass lanes.



4.3 Buffers and Landscape

1. In accordance with § 175-93A, 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 the zoning standards 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 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 does not conform to these requirements whereas there are portions of the site's perimeter that do not have, nor are any proposed, vegetative landscaping for the purpose of buffering or screening. As proposed, a waiver in addition to the buffer variance noted in Section 3.3, is required.

4.4 Signs

1. In accordance with § 175-135C(4), in lieu of a freestanding sign, one monument sign may be erected provided that it is not situated in a sight triangle and further provided that said monument sign does not exceed an area of 50 square feet on each side nor a height of eight feet. A sign detail has not been provided. Testimony to be provided and compliance to be determined.
2. In accordance with § 175-135C(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. Facade signs, locations and/or details have not been provided. Testimony to be provided and compliance to be determined.

5.0 General Comments/Recommendations

1. The façade sign locations and sign areas should be noted on the site plan.
2. The monument sign area should be noted on the plan.
3. The waivers and variances list should be updated to include all required waivers and variances.



6.0 Fees, Contributions and Obligations

6.1 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.

6.2 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 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.

- New Jersey Department of Environmental Protection;
- Gloucester County Soil Conservation District;
- Gloucester County Planning Board;
- Monroe Township Fire Official;
- 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, INC.

A handwritten signature in blue ink that reads 'Pamela J. Pellegrini'.

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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