



October 13, 2020

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

Re: File #504-SP: Acreage CCF New Jersey, LLC
Application for Preliminary & Final Minor Site Plan
Retail – Change of Use
2090 N. Black Horse Pike, CR #689
Block 101, Lot 1.01
Zoning District: C (Commercial)
T&M# MRPBR1400
Completeness Review

Dear Board Members:

We have received the following for review:

Materials Received for Review

<u>Sheet</u>	<u>Title</u>	<u>Date/Last Revised</u>
Prepared by CME Consulting and Municipal Engineers, Inc. (John J. Hess PE)		
01 of 02	Cover and Index Sheet	09-25-20 / none
02 of 02	Minor Site Plan	09-25-20 / none
Prepared by Signs of Success (Philip Light)		
01 of 04	Cover Sheet	06-30-20 / none
02 of 04	Location Maps and Existing Conditions	06-30-20 / none
03 of 04	Storefront Elevation	06-30-20 / none
04 of 04	Sign Details	06-30-20 / none



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The applicant has provided a minor site plan and other documents to gain approval for the change in retail classification from a Starbucks and a Verizon store to a retail medical cannabis dispensary. The following is our review of this submission and our listing of comments to be addressed.

The site plan shows no proposed site improvements as well as no proposed changes to the exterior of the existing buildings. There will be two new wall mounted signs, one facing black horse pike and one facing berlin-cross keys road.

The application lists Block 101, Lot 1.01 as a part of the application. The entire site is 1.16 acres and is located on a County Road #689. There are 40 required parking spaces with the site having 39 spaces. A variance was granted for this by Resolution PB-13-02 and was memorialized on March 14, 2002.

The project is located within a "C" Commercial zone. The existing and proposed uses are permitted as Community Commercial uses.

Completeness Review

1. **§175-60, Minor Site Plan Review**

A. Preliminary Review:

(1) Site Plans

(2) Items Required to be Submitted:

- a. Site Plan
- b. Township and County Application Forms
- c. Protective Covenants or Deed Restrictions **(N/A)**
- d. Escrow Fee and Fee Agreements
- e. For Projects in the Pinelands Area – Certificate of Filing **(N/A)**
- f. Tax Collector's Certification
- g. Certification of Corporation or Partnership Involvement

2. **§175-70, Preliminary Minor Site Plan Review**

A. Plan Sheet Requirements:

(1) Plan Sheet Size and Scale

(2) Certification by Licensed Architect or Engineer and Surveyor

- o Plan sheet minimum required information:



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- a. Existing Contour Lines based on United States Geological Survey data and topographical surveys not older than two years, at five-foot intervals inside the tract and within 200 feet of any paved portion of the tract

Topography needs to be provided. (See A.2) for more stringent topography requirement)

- b. North Arrow, Date, Scale; Zone Districts in which the lots are located, Existing Street Names

- c. Existing Easements

- d. Total Building Coverage in Area and Percent of Lot

The total building coverage in area needs to be provided.

- e. A small key map giving the general location of the parcel to the remainder of the municipality; and the site relation to all remaining lands in the applicant's ownership.

- f. Dimensions showing conformity with Zoning Requirements

B. The plat submitted for approval shall have the following minimum criteria for review and approval:

- (1) Size, Height, Location and Arrangement of all existing and proposed buildings, structures, signs

- (2) Proposed Circulation Plans **(N/A)**

- (3) Existing and Proposed Wooded Areas, Buffer Areas and landscaping shall be shown on the plan. **(N/A)**

(4) Utilities:

- a. Proposed Drainage, Sewage and Water Facilities **(N/A)**

- b. Proposed Lighting. **(N/A)**

- c. The applicant shall arrange with the servicing utility for the underground installation of the utilities' distribution supply lines and service connections, etc. **(N/A)**

- d. Written Agreement with all Utility Providers **(N/A)**

- e. Written Description of Proposed Building Use/Operations



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The applicant states that the tenant for the retail space will be a medical cannabis dispensary.

3. §175-140, Stormwater Management

A. General Provisions

(1-2) This section establishes minimum stormwater management requirements and controls consistent with all state regulations.

(3) Applicability. This section shall apply to:

This project is not required to comply with §175-140 of the Township Ordinance as it is considered a minor development (less than than 5,000 SF disturbance).

B. Site Development Stormwater Plan Requirements:

(1-2) Submission of Site Development Stormwater Plan **(N/A)**

(3) Checklist Requirements:

a. Engineering plans submitted in CAD Format 15 or higher and the following: **(N/A)**

(1) Topography (extending 300' beyond development) **(N/A)**

(2) Environmental Site Analysis and Detailed Soils Report **(N/A)**

(3) Project description and site plans **(N/A)**

(4) Land use planning and source control plan (nonstructural strategies) **(N/A)**

(5) Stormwater management facilities map **(N/A)**

(6) Calculations **(N/A)**

a. Stormwater runoff rate reductions **(N/A)**

b. Water quality **(N/A)**

c. Groundwater recharge **(N/A)**

d. Groundwater mounding analysis **(N/A)**

(7) Inspection, maintenance and repair plan **(N/A)**

A separate letter containing any technical review comments will be provided in the future.

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



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Very truly yours,
T & M ASSOCIATES

A handwritten signature in blue ink, appearing to read 'Kyle R. Humphreys'.

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

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

KH:sm

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