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May 14, 2021

MEMORANDUM TO: Andover Township Land Use Board

FROM: Cory L. Stoner, P.E., C.M.E., Land Use Board Engineer

SUBJECT: COMPLETENESS REVIEW

Preliminary/Final Site Plan & Variance Application for BHT Properties Group
Property Located at 248 Stickle Pond Road
Block 151 Lot 21
Andover Township, Sussex County
HPA No. 19-324

Dear Board Members:

The above referenced Applicant has submitted updated documents for the Preliminary & Final Site Plan and Variance application that was submitted for the proposed development of the Block 151 Lot 21 property located at 248 Stickle Pond Road. Based on a review of the new documents that have been submitted in support of this application, I offer the following comments regarding completeness:

1. The plans and documents submitted in support of this application now include the following items:
 - a. Plans entitled “Preliminary and Final Major Site Plan, BHT Properties, Block 151 Lot 21, Andover Township, Sussex County, New Jersey”, prepared by Engineering & Land Planning Associates, Inc., consisting of twenty-seven (27) sheets (50) sheets, dated December 12, 2019 and last revised January 26, 2021.
 - b. Stormwater Management Report prepared by Engineering & Land Planning Associates, Inc. dated November 25, 2019 and last revised November 1, 2020.
 - c. Environmental Impact Statement prepared by Engineering & Land Planning Associates, Inc. dated December 12, 2019 and last revised January 26, 2021.
 - d. Freshwater Wetlands Report & General Permit 6 and Transition Area Waiver prepared by Engineering & Land Planning Associates; Inc. dated January 20, 2020.
 - e. Flood Hazard Area Verification Report prepared by Engineering & Land Planning Associates; Inc. and dated January 20, 2020.

- f. Architectural drawings entitled “Insurance Auto Auctions, ...”, prepared by The Hill Firm, dated May 13, 2020 and last revised February 5, 2021.
 - g. ALTA/ACSM Land Title Survey entitled “Acquisition Parcel from RRL Group, Public Service Electric & Gas Company,”, prepared by Carroll Engineering, dated December 19, 2012 and consisting of two (2) sheets.
 - h. Traffic Impact Study for BHT Properties Group, LLC prepared by Dynamic Traffic, dated August 6, 2021 and last revised February 4, 2021.
 - i. Updated Land Development Application, Checklist #5 – Preliminary Site Plan, and fees.
2. The current application proposes to use the property for the storage of construction vehicles and construction equipment and materials. A commercial office building will be constructed as part of this application. It is assumed that building will be used in conjunction with the construction storage that is being proposed.

Note: As stated in my April 20, 2021 memorandum, the site plan documents submitted with this application are very similar to the site plan that was submitted as part of the original submission. Major changes to the site plan design include modifications to the stormwater management design to address comments in previous review reports, changing of site from vehicle storage to areas designated for storage of construction equipment and materials, and modifications of the paved parking areas near the proposed commercial building.

3. At the April 20, 2021 Land Use Board meeting, it was determined that the application was incomplete due to the fact that the Applicant had not provided an updated application, an updated checklist and the proper fees for this application. The Applicant has provided the updated application, checklist and fees as requested.

It was also discussed at the April 20, 2021 meeting, that the Environmental Impact Statement was basic and it was recommended that the document be updated to address some concerns I had regarding the adequacy of the document. A new Environmental Impact Statement has not been provided for this application.

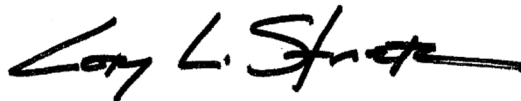
Per Checklist #5 – Item #34, an Environmental Impact Statement should include the items listed under Section 131-13 of the Township Code. The Environmental Impact Statement dated December 12, 20109 and last revised January 26, 2021 provides a general review of the project and the environmental conditions that exists in the vicinity of the subject property. The report is not very detailed in many respects but it at least touches on the major items listed under Section 131-13 of the Township Code. It is my opinion that the Environmental Impact Statement as submitted satisfies the requirement of Checklist Item #34.

4. Based on a review of the newly submitted Checklist #5, I did note that a few items have not been provided and should be addressed as part of completeness. It is my opinion that they items are either minor in nature, can be provided by the Applicant during the hearing of the application, or can be listed as a condition of any approval that may be granted by the Board. These items include the following:
- a. Item #21 – Electronic copy of the plans in .DWG format.
 - b. Item #25 – Percolation tests for the proposed septic system on the property.
 - c. Item #44 – Earthwork Summary and estimate of off-site borrow ore export.
 - d. Item #47 – Fire Protection Plans and Details.

With the exception of the items listed above, I believe that the Applicant has provided the submission items required per Checklist #5. It is my recommendation that the four (4) items listed above be temporarily waived and that the application be deemed complete for the purpose of scheduling the public hearing.

The Applicant should, however, be aware that any items temporarily waived will need to be addressed during the hearing of the application. The Applicant should also be aware that there are still questions regarding the impact of the proposed facility to the nearby Pequest River and how the project construction will include measures to protect environmentally sensitive areas. The Applicant should be prepared to address these concerns at the public hearing.

Very truly yours,



Cory L. Stoner, P.E., C.M.E.
HAROLD E. PELLOW & ASSOCIATES, INC.
Andover Township Land Use Board Engineer

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cc: Via Email
Stephanie Pizzulo – Land Use Board Secretary
Thomas Molica, Esq. – Attorney for the Land Use Board
Mathew Morris, P.P., C.L.A. – Planner for the Land Use Board
Ram Adar – BHT Properties Group
William Haggerty, Esq.
Wayne Ingram, P.E.
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