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September 18, 2023

MEMORANDUM TO: Andover Township Land Use Board

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

SUBJECT: COMPLETENESS REVIEW & PRELIMINARY ENGINEERING COMMENTS
 Preliminary Site Plan Application for Ringo Properties, LLC
 Property Located at 662 Route 206 South
 Block 158 Lot 6
 Andover Township, Sussex County
 HPA No. 23-343

Dear Board Members:

The above referenced application is for a mix use development that will include the construction of a proposed retail building and the construction of two (2) flex buildings on the Block 158 Lot 6 property located at the corner of US Highway 206 and Brighton Road (Sussex County Route 603). Based on a review of the application submitted for this project, I offer the following comments:

1. The plans and documents submitted in support of this application included:
 - a. Plans entitled, “Preliminary Site Plan, Block 158, Lot 6, U.S. Highway Route 206 & Brighton Road (C.R. 603), Township of Andover, Sussex County, New Jersey”, prepared by Dykstra Walker Design Group, consisting of nineteen (19) sheets and dated July 25, 2023.
 - b. Architectural Plan prepared by Gates Architectural Design, Inc. consisting of the following sheets:

Sheet	Title	Last Revised
A-1	Preliminary Plans	08/29/2022
A-2	Preliminary Plans	08/29/2022

- c. A report entitled, “Environmental Impact Statement for Preliminary Site Plan at Block 158, Lot, U.S. Highway Route 206 and Brighton Road, Township of Andover, Sussex County, New Jersey”, prepared by Dykstra Walker Design Group and dated July 25, 2023.

- d. A report entitled, “Stormwater Management Calculations for Preliminary Site Plan, Block 158 – Lot 6 Situated in Township of Andover, Sussex County, New Jersey”, prepared by Dykstra Walker Design Group and dated July 25, 2023.
 - e. Land Development Application, checklists, and other supporting documents.
2. The Applicant is proposing to construct a 10,000 square foot retail building which will face Route 206 and two (2) 25,000 square foot buildings along Brighton Road that will house five units each which may consist of warehouse/storage and or light manufacturing. The site will include multiple parking lots with a total of one hundred and twenty seven (127) parking spaces and an area for outdoor storage approximately 85,000 square feet (1.95 acres).
3. **Zoning Comments:**
- a. The Block 158 Lot 6 property is located in the Route 206 Redevelopment Zone. Flex-Space Buildings and retail sales and services are permitted uses in the Route 206 Zone. The Applicant will need to describe what uses are proposed in the flex building. It should be noted that light-manufacturing is not permit in the Route 206 Redevelopment Zone.
 - b. A review of the proposed bulk requirements for the Route 206 Redevelopment Zone are as follows:

Item	Required	Existing	Proposed	Variance
Min. Lot Area	N/A	10.39 Ac.	No Change	No
Min. Lot Width	100 ft.	440 ft.	No Change	No
Min. Front Yard Setback	20 ft.	N/A	65.4 ft. (Route 206) 147.3 ft. (CR 603)	No
Min. Rear Yard Setback	20 ft.	N/A	N/A	No
Min. Side Yard Setback	10 ft.	N/A	165.7 ft.	No
Max. Building Coverage	50%	N/A	13.3%	No
Max. Impervious Coverage	75%	N/A	59.9%	No
Max. Building Height	3 Stories/ 50 ft.	N/A	25 ft. 8 inches	No

- c. Based on a review of the Steep Slopes Analysis Plan the maximum steep slope disturbance requirements of Section 190-32.3 of the Township Code will not be met. A variance to permit disturbance of steep slope areas in amounts greater than indicated in Section 190-32.3F will be needed.

4. Completeness:

Checklist #1 General Requirements

- a. #11 - Narrative of application and a list of all variance and waiver requests including statement of reasons why variance/waivers should be granted.

There is some limited information on why the variances should be granted but no information on why their requested waivers from certain checklist items has been provided. Please provide a summary that states all the variances and waiver requests and the reasoning on why they should be granted/waived.

Checklist #5 – Preliminary Site Plan – Conditional Use

- a. #3 - The plans should contain the following: A. Name of Development, B. Name, address and phone number of Owner, C. Name, address and phone number of Applicant, D. Date of Preparation, E. Block and Lot(s) to be developed, F. Name & Address, signature, seal, and license number of, person(s) preparing the map, G. Graphic and written scale, north arrow and reference meridian, H. Revision box & date of each revision.

The applicant has provided most of these items, however the phone number of Owner and Applicant have not provided. The site plans should be updated to include this information.

- b. #22 - Copies of applications to Sussex County Planning Board, Sussex County Soil Conservation District, and/or NJDOT, if applicable.

The checklist says these items are provided; however, I do not see them in the package I received. If any applications have been submitted, copies of those applications should be provided. Note that all outside agency approvals should be a condition of any final approval granted by the Board.

- c. #23 - One of the following: (a) A letter of interpretation from the N.J.D.E.P. indicating the absence of freshwater wetlands, or indicating the presence and verifying delineation of the boundaries of freshwater wetlands, or (b) A letter of exemption from the N.J.D.E.P. certifying that the proposed activity is exempt from the Freshwater Wetlands Protection Act, and regulations promulgated thereunder, or, (c) A copy of any application made to the N.J.D.E.P. for any permit concerning a proposed regulated activity in or around freshwater wetlands.

The applicant is requesting a waiver from providing a NJDEP Letter of Interpretation and is there is no explanation on why the waiver request should be granted. That being stated, the plans illustrate that an isolated wetlands area along Brighton Road will be filled and that a NJDEP Freshwater Wetland General Permit #6 will be required. During the review of this application, the NJDEP will

verify the limits of the wetlands on this property and a separate Letter of Interpretation will not be needed. I have no objection waiving this requirement for the purpose of this application. Any approval granted by the Board will be subject to the NJDEP permits being secured for this project.

- d. # 37 - Plan and Profile of existing and proposed roadways including: A. Location of edge of pavement, traffic striping and centerline B. Roadway Names C. Roadway and Right-of-Way width D. Curbs, sidewalks and Guide Rail E. Drainage and Sanitary Sewer structures and piping (water mains?) F. All utilities including feasible connection points G. Horizontal and Vertical Alignment annotation H. Low and high points along profile I. Plan view at a scale not less than 1" = 50' J. Profile view at a scale of 1" = 50' horizontal and 1" = 5' vertical

The applicant has completed items A, B, C, D, E, F, and I and has requested a waiver from items G, H, and J. I believe the information submitted is sufficient and I have no objection to granting this waiver.

- e. #47 - Fire Protection Plans and Details including the proposed units, available water supply, storage tanks, watermain size, flow and hydrant/tank locations. (see Ordinance §159-7E.

This item has been checked as completed, however in the package received I do not see a Fire Protection Plan and details. Information regarding fire protection should be provided.

- f. #61 - Locate any public or private well, including block and lot, within 500 feet of the property line.

The applicant has requested a waiver from providing this item. For the sake of this application this item can be temporarily waived.

Checklist #7 – Appeals, Interpretations, Special Questions, Variances

- a. #3 - The plans should contain the following: A. Name of Development, B. Name, address and phone number of Owner, C. Name, address and phone number of Applicant, D. Date of Preparation, E. Block and Lot(s) to be developed, F. Name & Address, signature, seal, and license number of, person(s) preparing the map, G. Graphic and written scale, north arrow and reference meridian, H. Revision box & date of each revision.

Same comment as above.

- b. #15 - Location and size of existing and proposed utilities onsite and within 200 feet of the site with easement or right of way (if any) including: A. Sanitary sewers or septic systems B. Storm drains with grate and invert information C. Public water or wells D. Gas E. Telephone F. Electricity G. Cable TV

The applicant has provided the storm drain information but has not provided much in the way of information regarding utilities. The only utility information provided is related to the location of the proposed septic system bed. Information regarding how each building will be connected to the septic system, proposed well(s), electrical services, and all other aerial utilities have not been provided.

5. **Site Plan Layout & Parking:**

- a. The plan shows one hundred and twenty-seven (127) parking spaces. Per the Route 206 Redevelopment Plan, retail space requires 1 parking space per 350 square feet, office space requires 1 parking space per 250 square feet and all other uses require 1 parking space per 350 square feet. I calculate the parking needs as follows:

5,000 sf. of office use x 1 space/250 sf	= 20 spaces
45,000 sf. of warehouse use x 1 space/350 sf.	= 129 spaces
10,000 sf. of retail use x 1 space/350 sf.	= <u>29 spaces</u>
Total	= 178 spaces

178 spaces ÷ a shared parking factor of 1.2 = 149 spaces required

Based on the requirements of the Route 206 Redevelopment Plan, the parking requirements have not been met and a variance will be required.

Note: The parking requirements table on the Sheet 1 of the site plans should be updated to correct the calculated number of required spaces. The table should also be updated to correct the total number of proposed parking spaces on the site. The table states 134 parking spaces are proposed and 116 parking spaces are required.

- b. Per the Route 206 Redevelopment Plan, a minimum of 65% of the off-street parking shall be located in the side and rear of the building. This requirement has not been met and a variance will be required.
- c. The Route 206 Redevelopment Plan requires all loading areas to be screened. No screening is proposed and a variance will be required.
- d. Per the Route 206 Redevelopment Plan, sidewalks along Route 206 must be a minimum of six feet wide or be four feet wide and include a two-foot-wide paver strip. The proposed sidewalk does not meet the requirement and variance is needed.
- e. Per the Route 206 Redevelopment Plan, chain link fence including the use of wood or plastic slats and wood stockade fencing is prohibited for screening trash and service areas. The trash enclosure detail will need to be updated.

- f. Earthwork calculations show that large amount of material (158,000 cubic yards) will need to be taken off of the site.
- g. The lot is very rocky and the Applicant should state whether they anticipate any basting to take place in the site.

6. **Grading & Drainage Comments:**

- a. The project will disturb more than one acre of land and is considered a “Major Development” project. Being a “Major Development” project means that the application must comply with the Andover Township Stormwater Control Ordinance. Specifically, the stormwater management design must meet detailed criteria related to water quantity reduction, water quality treatment and groundwater recharge. The application proposes to use three bio-retention basins, and a porous pavement area to meet the water quantity, water quality, groundwater recharge, and green infrastructure (GI) requirements.
- b. Water quantity reductions. The post-developed condition on this site meets the stormwater runoff quantity reductions for the 2-year, 10-year and 100-year storm events, for both point s id study.
- c. Water quality. The proposed development complies with the mandated 80% total suspended solids (TSS) removal rate, by directing all regulated motor vehicle surface areas to the proposed bioretention basin.
- d. Groundwater recharge. The necessary groundwater recharge has been satisfactorily addressed.
- e. Green Infrastructure. The proposed 18” thick bioretention material in the bottom of the basin meets the green infrastructure requirement. The bioretention material must be constructed as per Chapter 9.7 of the NJDEP Best Management Practices manual, and certified by the design Engineer.
- f. A stormwater maintenance plan prepared in accordance with Chapter 8 of the NJDEP Best Management Practices manual is required for review and approval. Any approval granted by the Board would include a condition that the maintenance plan shall be recorded on the deed of the property.
- g. I have concerns regarding the long-term strength of the proposed porous pavement since it is being proposed under delivery and storage areas.

Note: Structural calculations to justify whether this pavement can stand up against the heavy loading that is anticipated will need to be provided.

- h. NJDOT approval is required for the discharge point along Route 206, just north of the project in question.

7. **Lighting & Landscaping:**

- a. Per the Route 206 Redevelopment Plan, the perimeter edge of the parking lot shall be planted with an evergreen hedge. No hedge is proposed and a variance will be required.
- b. Per the Route 206 Redevelopment Plan, at least 10 percent of the parking lot shall be green. Interior parking lot plantings should be provided.
- c. Per the Route 206 Redevelopment Plan, street trees a minimum size of 2.5-inch caliper shall be planted along street frontages. Street trees will need to be provided.
- d. Per the Route 206 Redevelopment Plan, street lights are required along street frontages. The example light shown in the redevelopment plan consist of a fluted pole with an ‘acorn’ style light fixture. The Applicant is proposing a ‘gooseneck’ style light fixture along the street frontage. I believe that the proposed light should be changed to match the example in the plan.
- e. Additional shade trees should be added around the parking lots.
- f. The proposed lighting intensities meet the requirement of the Township code.
- g. All lights should be shielded to prevent glare and off-site light pollution.

8. **Architectural Plans:**

- a. The architectural plans and elevations have been submitted. The Applicant should be prepared to review the architectural drawings in detail with the Board. The testimony provided should include a detailed review of building materials, colors and any other details that would be beneficial for the Board to consider in their review.
- b. The Applicant will need to provide testimony regarding how the architectural designs meets the design standards listed in the Route 206 Redevelopment Plan.

9. **Signs:**

- a. The Township Code permits one Façade sign per building. The Applicant is proposing a façade sign per each tenant in the retail building and a variance will be required.
- b. The Applicant is proposing signs in the rear of the retail building which is not permitted and a variance will be required.

- c. There are no proposed signs shown on the flex buildings. There Applicant should state whether any signage will be needed for these uses.
- d. The Applicant should state what directional signs, if any, will be located on the subject property.

10. **Other Comments:**

- a. The Applicant should be prepared to discuss all aspects of the Environmental Impact Statement with the Board.
- b. There is a detail of a split rail fence with chain link fence attached to it on the construction detail sheet. It is unclear on the site layout plan where this fence will be located.
- c. It is unclear from the plan but it appears that a six-foot-tall chain-link fence will enclose the rear storage area. I recommend a solid fence enclose this area instead.
- d. Outdoor storage: Per Section 190-21 of the Township Code, no article or material shall be kept or stored, except articles for sale, outside the confines of a building unless it is so screened by special planting or a fence, as approved by the Land Use Board, so that it is not visible from any adjacent residential zone or public street. The Applicant should be prepared to discuss the screening of all storage to meet this section of the Code.
- e. Wetland Buffers: The Applicant is proposing the removal of a wetlands complex on the subject property. A Freshwater Wetlands General Permit #6 for the filling of the wetlands will be required.
- f. Traffic: The proposed uses on this property will likely result in a sizeable amount of traffic being introduced onto Brighton Road.

Note: The Applicant should be prepared to discuss the traffic that will be generated by the various uses included in this application. The eventual applications to the NJDOT and Sussex County will require Traffic Impact Studies to be provided. If available, such studies should be submitted for the Board's consideration.

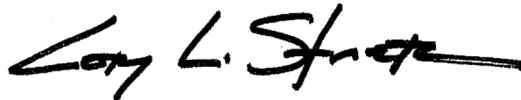
- g. The Applicant should be prepared to discuss the anticipated deliveries to the site. The Environmental Impact Statement says that deliveries may be made by flatbed and semi-trailer trucks.
- h. A road opening permit will be required from Sussex County Division of Engineering for access on the Brighton Road. Sight distance requirements, roadway repairs and any other roadway access details will need to be approved by the County.

Andover Township Land Use Board
RE: Completeness Review & Preliminary Engineering Comments
Preliminary Site Plan Application for Ringo Properties, LLC
September 18, 2023

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- i. Information regarding the proposed septic design for the site will need to be submitted including copies of all application to the Sussex County Health Department.
- j. Information regarding the proposed well location and any required underground tanks for fire suppression need to be provided.
- k. As discussed above, any use variance approval granted by the Board would require a future site plan application and approval before any construction could occur. Any future approval would require the following other approvals:
 - i. Andover Township Construction Department
 - ii. Andover Township Fire Subcode Official
 - iii. Andover Township Soil Erosion & Sediment Control
 - iv. NJDEP Land Use Regulation Permits
 - v. Sussex County Health Department
 - vi. Sussex County Planning Board
 - vii. Sussex County Department of Engineering
 - viii. New Jersey Department of Transportation

Very truly yours,



Cory L. Stoner, P.E., P.P., 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