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November 3, 2023

Howell Township Planning Board
4567 Route 9 North
PO Box 580
Howell, NJ 07731

Re: Carmine Caruso (SP-1120)
Preliminary and Final Major Site Plan – Engineering Review #1
Block 233, Lots 13 & 22.01
Location: NJSH Route 34 Northbound
Zone: HD-3 (Highway Development 3)
Our File: HHWP0233.04

Dear Board Members:

Our office has received the following information in support of the above referenced application for Preliminary and Final Major Site Plan Approval:

- Preliminary and Final Major Site Plan (9 sheets) prepared by Kennedy Consulting Engineers, LLC, dated June 23, 2023, unrevised;
- ALTA/NSPS Land Title Survey (2 sheets) prepared by Gallas Surveying Group, dated October 7, 2022, last revised July 10, 2023;
- Architectural Floor and Elevation Plans (2 sheets) prepared by Feltz Collins Architecture, LLC, dated July 18, 2023, unrevised;
- Stormwater Management Report prepared by Kennedy Consulting Engineers, LLC, dated July 31, 2023, unrevised;
- Traffic Impact Study prepared by Dynamic Traffic, dated August 10, 2023, unrevised;
- NJDOT Major Access Application prepared by Dynamic Traffic, dated August 14, 2023;
- Project Description, dated August 31, 2023;
- Certified List of Property Owners, dated July 13, 2023;
- Monmouth County Planning Board Application, dated August 7, 2023;
- Freehold Soil Conservation District Application, dated August 7, 2023;

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CONSULTING AND MUNICIPAL ENGINEERS

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- Checklist Waivers Requested, undated;
- Prior Resolution 21-326 – Temporary Use Permit, dated October 12, 2021;
- Email Correspondence, dated September 19, 2023;
- Submission Letter prepared by Dennis Collins, dated August 15, 2023;
- A development application and checklist.

In accordance with your authorization, we have reviewed this application for Preliminary and Final Major Site Plan approval and offer the following comments:

1. Project Description

The existing 6.66-acre properties are located within an HD-3 Zone District and are situated near the intersection of NJSH Route 33 and 34. The properties provide 335 feet of frontage along the east side of New Jersey State Highway Route 34 and 325 feet of frontage along the west side of Tinton Falls Road. Currently, the existing properties contain a billboard, asphalt driveway and concrete pads. The rest of the tract is wooded and undeveloped. Wetlands appear to exist within the southern portion of the property. Public water and sewer are not available to the property.

The Applicant proposes to construct a 14,000 s.f. 1-story building containing 4,066 s.f. of office space, 9,934 s.f. of shop space, an 8 ft by 10 ft parts shed, 9 overhead doors and a 2,500 s.f. covered canopy along the eastern façade of the building. The site provides 26 parking spaces two (2) concrete loading pads, a 70,000 s.f. gravel area and 25 ft by 25 ft dumpster area in the rear yard. Access is proposed via a new full movement driveway along the NJSH Route 34 frontage. Additional improvements include an infiltration basin, lighting and landscaping, two (2) wall façade signs, and a pylon sign. Private well and septic are proposed to service the building.

2. Zoning Compliance

The subject property is situated within an HD-3 Zone District and the table below summarizes the bulk standards and zone requirements for the site:

Description	Required	Proposed
Minimum Lot Area	40,000 sf	289,916.7 sf
Minimum Lot Frontage	150 feet	336.0 feet



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Minimum Front Yard Setback	60 feet	365.9 feet (NJSH Route 34) 336.5 feet (Tinton Falls Road) 14.8 feet (Billboard) (EC)
Minimum Rear Yard Setback	25 feet	N/A
Minimum Side Yard Setback	25 feet	49.5 feet
Maximum Impervious Coverage	70%	42.8%
Maximum Building Height	45 feet	32.1 feet
Location of Accessory Buildings	Side or rear yard only setback twice height	N/A
Maximum Number of Parking Spaces	Office: 1/300 sf (4,066 sf) = 13.55 spaces Industrial: 1/800 sf (9,934 sf) = 12.42 spaces Total: 25.97 spaces	26 spaces

(EC) – Existing Condition, (V) – Variance Required

The following existing condition appears to remain pertinent to the site:

- a. **Section 188-78.2** – The minimum required front yard setback is 60 feet; whereas the existing billboard is set back 14.8 feet from Route 34.

The Applicant has not requested any variances with this application; however, the following variances appear necessary:

- a. **Section 188-10** – Signs shall be subject to Chapter 256.
 - i. **Section 256-5B(4)** – Any legally existing business that is not located on Route 9 or Route 33 or that is not located on a corner is permitted to have one type of sign; whereas three (3) signs are proposed.
- b. **Section 188-12** – Fences and walls shall not be located in any required sight triangle and shall not be higher than four feet unless set back from the street line the minimum setback required for the zone, except that there shall be no height limitations other than the maintenance of a clear sight triangle on living fences, fences around agricultural uses, and fences around utility and industrial uses. Fences and walls shall not exceed eight feet in



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height when located more than the required setback from the street line in a business zone; whereas the proposed basin security fence is 4.5 feet in height and located in the front yard setback.

- c. **Section 188-56** – Only one principal building may be erected on a lot except for related compatible buildings constituting one basic use or operation under one management. Whereas the subject lot includes the proposed building and the existing billboard to remain.
- d. **Section 188-58** – No steps, fences, walls or any other aboveground object shall extend into any street right-of-way; whereas the proposed fence around the basin protrudes into the right-of-way.
- e. **Section 188-63A** – Every application for site plan approval or major subdivision approval on lots of one acre or more shall contain a fifty-foot perimeter buffer or farmland buffer easement, as the case may be. Said buffer areas are required along all lot and street lines separating residential uses from arterial and collector streets, separating a nonresidential use from either a residential use or residential zoning district line or active farmland; whereas it does not appear a buffer has been provided along Lot 12 or Lot 21.
- f. **Section 188-63E** – A required buffer between residential and a commercial or industrial project development shall contain a fifty-foot-wide, four-season buffer, unless such nonresidential use is preexisting, in which case the residential use shall provide the required buffer. The buffer shall consist of at least two of the following:
 - (1) Landscaped, fencing or walls at least 10 feet high.
 - (2) Landscaped berm at least six feet high.
 - (3) A building setback, measured from the buffer line, of at least 200 feet with a grade of less than 20% with groups of plantings and trees located to enhance architectural feature(s) of the structure and offer a break to large open areas, but with no other use permitted in this area.
 - (4) A parking area setback at least 100 feet and screened as required under the off-street parking provisions.

The Applicant has not requested any design waivers; however, the following waivers appear necessary:

- a. **Section 188-106A** – Driveways with widths exceeding 24 feet shall be approved by the Planning Board giving consideration to the width, curbing, traffic flow, radii of curves, and traffic lane divider; whereas the proposed driveway is 45 feet in width.



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- b. **Section 188-106C** – Curbing between vehicular and pedestrian way shall be designed with period ramps from the street or parking grade to the sidewalk which shall be no less frequent than one every 65 feet and located in accordance with a pedestrian circulation plan; whereas curb ramps are not proposed in the parking row of 16.
- c. **Section 188-106F(2)** – Parking space areas and other areas likely to experience light traffic shall be paved with not less than three inches of compacted base concrete of plant-mixed bituminous stabilized base course. At least 1 1/2 inch compacted wearing surface of bituminous concrete, or equivalent, shall be constructed thereon in accordance with those specifications. Whereas the rear of the site consists of a gravel surface. It is unclear the use for the gravel area.
- d. **Section 188-106G** – All areas between the parking area and the building shall be landscaped; whereas, this has not been provided.
- e. **Section 188-224G** – Loading and service areas shall be screened and buffered with walls, fences and landscaping. Screening shall be a minimum of five (5) feet tall, shall be visually impervious and keep receptacles completely out of view; whereas the dumpster pad is not screened nor is out of sight to the northern property.
- f. **Section 188-225C** – Front yard fences shall not exceed four feet in height above ground level and may not be more than 50% solid; whereas the fence surrounding the basin is 4.5 feet tall.
- g. **Section 188-225G(1)** – All lots shall have private walkway access to a public sidewalk in the right-of-way. All Site Plan applications shall provide public sidewalks along the entire frontage of the subject property; whereas no sidewalk is existing or proposed along the NJSH Route 34 or Tinton Falls Road frontage, nor is a private sidewalk access provided from the right-of-way to the buildings. If the Board grants a waiver from providing sidewalk along the frontage of the property, the Applicant shall be responsible to pay into the Howell Township Sidewalk Trust Fund in the amount of \$18,480.00. (660 LF x 4 FT wide = 2,640 SF x \$7/SF = \$18,480.00).
- h. **Section 188-225H(5)** – Retaining walls cannot be constructed closer than five feet to the property line; whereas the northern retaining wall is located on the property line.
- i. **Section 188-225H(10)** – A safety rail hedge line is required for walls over 30 inches in height; whereas it does not appear that a railing is provided. This shall be clarified.
- j. **Section 188-226F** – All off-street parking, off-street loading and service areas and outdoor dining and/or seating areas shall be separated from walkways, sidewalks, streets or alleys by curbing and other protective devices, such as bollards, approved by the Board;



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whereas protective devices between the building and the off-street parking spaces are not proposed.

- k. **Section 188-226F** – Along each street line a five-foot strip, measured from the right-of-way, shall be provided suitably landscaped except for necessary walks and accessways; whereas, landscaping has not been provided along Route 34.
- 3. The Applicant has requested waivers from providing the following required checklist submission items:
 - a. **Checklist Item #13** – Environmental Impact Report.
 - b. **Checklist Item #14** – National Resource Inventory report.
 - c. **Checklist Item #17** – Written descriptions including metes and bounds for all easements, covenants and deed restrictions affecting the property in question.
 - d. **Checklist Item #85** – Woodlands Management Plan.

The following required checklist submission items should be provided or waivers requested:

- e. **Checklist Item #4** – All Previous Planning and/or Zoning Board approvals for the property in question.
- f. **Checklist Item #5** – Utilities Department filing and review fee.
- g. **Checklist Item #52** – Use designation of all properties within 200 feet.
- h. **Checklist Item #88** – Profiles of utility layouts.
- 4. Based on our review of the subject application, we estimate that the following fees are required:

a. **Nonrefundable Application Fees:**

Preliminary Site Plan: \$1,000 for building area over 10,000 s.f. + \$100 per each 1,000 s.f. over 10,000 sf	\$1,400.00
Final Site Plan: ½ preliminary	\$700.00
Bulk Variance: \$500 plus \$50 per variance (6)	\$800.00
Subtotal:	\$2,900.00



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b. **Professional Services Escrow Fees:**

Preliminary Site Plan: 10,001 to 50,000 s.f building area	\$10,000.00
Final Site Plan: 1/3 preliminary	\$3,333.33
Bulk Variance	\$2,000.00
Subtotal:	\$15,333.33

We recommend the Township collect \$2,900.00 in nonrefundable application fees and \$15,333.33 in professional services escrow fees from the Applicant prior to deeming the application complete. In addition, the Applicant will be required to pay all applicable revision fees as stipulated in the Township Ordinances.

5. The Applicant should be prepared to discuss the following issues with the Board:

- a. If the existing billboard is to remain, and if so, if any modifications are proposed. We defer to the Board Attorney and Planner regarding the zoning applicability of the existing billboard.
- b. Overall operations associated with the use and site, including but not limited to: hours of operation; number of employees and employees per shift; loading/unloading, delivery/pickup and overall site circulation; refuse management, including mandatory recyclables and the path that would be taken from the building to the enclosure; landscaping, buffering/screening and overall site aesthetics; etc.
- c. The proposed use itself shall be clarified, as it is noted to be a variety of things between the application documents, site plan and traffic report, such as office, retail sales, and parts and service center.
- d. The need for a lot consolidation of the existing properties subsequent to Site Plan approval, if granted.
- e. The use of the gravel space and whether materials and/or vehicles will be stored there. General Note #2 on the Title Sheet states that the gravel will be used for inventory.
- f. The purpose for the two gates along the eastern side of the property near Tinton Falls Road. No pavement access aisle or driveways are proposed.
- g. The proposed stormwater management of the property, including compliance with NJDEP regulations regarding quantity, quality and recharge.



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- h. No details have been provided for the dumpster area. Our office recommends a masonry trash enclosure be provided.
 - i. Compliance with the EV parking requirements. We note that 50 or fewer parking spaces requires 1 EV parking space.
 - j. Compliance with Ordinance Article IV, Standards of Performance, relative to but not limited to: noise; glare; pollutants; flammable/hazardous materials; solid/liquid waste; refuse management; etc.
 - k. The proposed improvements (curb, sidewalk, widening, right-of-way dedication, etc.) along the NJSH Route 34 and Tinton Falls Road frontages. We defer comment to the NJDOT regarding Route 34.
6. This application may be subject to the following outside agency approvals:
- a. Monmouth County Planning Board
 - b. Monmouth County Board of Health
 - c. Freehold Soil Conservation District
 - d. New Jersey Department of Transportation
 - e. New Jersey Department of Environmental Protection
 - f. Howell Township Municipal Utilities Department
 - g. Howell Township Shade Tree Commission
 - h. Howell Township Environmental Commission
 - i. Howell Township Police Department
 - j. Howell Township Bureau of Fire Prevention
 - k. All other outside agency approvals as may be required. The Applicant shall address the Board regarding the status of all outside agency approvals for the project. In addition, copies of all outside agency approvals shall be forwarded to our office.



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Prior to application being deemed complete, the Board must act on the Applicant's request for the submission waivers outlined in Item #3 of our report. We recommend the Applicant comply with all applicable notification requirements as set forth in the Howell Township Land Use Ordinance and the Municipal Land Use Law.

Our office has prepared the attached Technical Engineering Review #1. The items contained therein should be addressed by the Applicant's professionals.

The right is reserved to present additional comments pending the receipt of revised plans and/or testimony of the Applicant before the Board.

If you have any questions with regard to the above matter, please do not hesitate to call.

Very truly yours,
CME Associates

Laura J. Neumann, PE, PP
Planning Board Engineer

LJN/JAR/ROM

cc: Howell Township Environmental Commission
Ronald Cucchiaro, Esq., Board Attorney
Jennifer Beahm – Board Planner
Carmine Caruso – Applicant (ccaruso@carusoexcavating.com)
Kennedy Consulting Engineer, LLC – Applicant's Engineer (jkennedy@k-c-e.com)
Dennis Collins, Esq. – Applicant's Attorney (dcollins@cvclaw.net)



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HOWELL TOWNSHIP PLANNING BOARD

Carmine Caruso

Preliminary and Final Major Site Plan

November 3, 2023

TECHNICAL ENGINEERING REVIEW #1

A. General

1. Verify the front yard setback indicated in the zoning summary. The front yard setback shall be measured from the building overhang.
2. The survey and plan shall be revised to provide accurate bearings and distances for all property lines of the subject properties.
3. Indicate existing features that are to be removed or remain in the existing conditions sheet.
4. Identify the 50-foot residential buffer lines on the plan.
5. Provide details for the proposed basin security gate, 24-foot electric swing gate, 12-foot wide double gate, 3-foot gate, and parts shed.
6. A proposed refuse enclosure shall be depicted within the 25' by 25' dumpster area, and a detail shall be provided indicating the dimensions, height, and material of same.
7. Revise the aluminum grating details to indicate the grate will be able to withstand a perpendicular live loading of 300 lbs/sf in accordance with Section 188-219C.
8. Provide a 9-foot dimension for the width of the non-handicapped parking spaces near the ADA spaces for clarity.
9. The basin security fence encroaches within the right-of-way. This shall be revised.

B. Grading

1. Provide additional spot grades at the corners of parking areas and along the proposed curb.



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2. Provide spot grades at the corners of the dumpster area ensuring positive flow out of the enclosure.
3. Verify the grate elevation of inlet DI-203 with the surrounding grading.
4. Label the two unlabeled contour lines between the curb and the retaining wall near inlet DI-103 and provide a high point grade.
5. Structural calculations and safety railing are required for retaining walls higher than 30 inches. A detail for the safety railing shall be provided.

C. Stormwater Management

1. Verify if there is an emergency spillway proposed to the infiltration basin and indicate the width of the spillway and provide elevations for the berm and spillway.
2. Verify the curve number indicated in the report for the gravel surface, HSG D. It appears it should be 91.
3. Impervious and pervious surfaces cannot be averaged together and calculated at the same time; revise the hydrographs to separate impervious and pervious cover types.
4. Exfiltration shall not be utilized in the pond summary for the basin.
5. In the infiltration basin detail, provide a table at a minimum including elevations for the 2-yr, 10-yr, 100-yr, and water quality storm events, seasonal high water table, bottom of basin, bottom of sand layer, emergency spillway, top of berm, etc. Indicate that a minimum 2-foot separation between bottom of basin (bottom of sand) and seasonal high water table is required.
6. In the On-Site Piping Design table for the 25-yr storm, verify the pipe capacities for the runs MH-202 to DI-203, DI-203 to HW-204, and DI-104 to HW-105. Total flow should not exceed capacity of the pipe.
7. In the On-Site Piping Design table for the 100-yr storm, verify the pipe capacities for the runs DI-201 to MH-202, MH-202 to DI-203, DI-203 to HW-204, DI-103 to DI-104, and DI-104 to HW-105. Total flow should not exceed capacity of the pipe.
8. Provide invert elevations for the underground pipes in the roof drain system.



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9. Revise the Existing Drainage Area Map to show the total flow path used for the time of concentration calculations for drainage area E-2.
10. Provide a maintenance access to the infiltration basin and provide a detail for same. Based upon the gate location, it appears access is intended direct from Route 34. It shall be verified with the DOT if this is acceptable.
11. Surface elevation of the performed test pits shall be included in the subsurface soil investigation.
12. Provide a groundwater mounding analysis.
13. Provide a stormwater management O&M manual.
14. In accordance with NJAC 7:8-5.2(m) a deed notice for the stormwater management systems shall be submitted for review prior to recording with Monmouth County.

D. Landscaping

1. Provide shade trees along the entire frontage of both streets, in accordance with Section 188-122.
2. Revise the plans to provide landscaping for the proposed site identification sign, in accordance with Section 256-5A(3).
3. Revise the plans to provide landscaping to buffer the proposed trash enclosure, in accordance with Section 188-224G.
4. Revise the plans to provide a four-season screen at a minimum height of three (3) feet tall, to buffer views of the proposed parking lot, in accordance with Section 188-226E.
5. Revise the plans to provide additional plant materials within the required buffers, for further review. Also, it appears native trees can be added along the limits of the wetland buffers.
6. Our office does not recommend utilizing PS (White Pine) in groupings, due to the species mature habit of losing its lower limbs. Instead, PS can be interspersed between other groupings of evergreen trees.
7. Revise the plans to indicate the proposed disposition for all open areas, such as lawn, stone, mulch, etc.



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8. Revise the 'Planting Schedule', sheet LL1, to indicate a minimum size for all proposed shrubs, specifically for proposed A (Chokeberry), to prevent confusion during construction.
9. Revise the tree planting details, sheet LL1, to indicate rigid, plastic, open mesh trunk guards for all proposed deciduous trees, to protect from the irreparable damage from buck rub. A detail of same should also be provided. Also, if tree stakes are to be used, only two (2) are recommended. Currently, three (3) have been indicated.

E. Woodlands Management

1. It appears minimal tree clearing is required for this site, as much of it is an open field. However, the area of tree clearing should be calculated to determine if replacement trees are required, in accordance with Section 188-194.
2. Revise the plans to graphically depict and specifically label tree protection fencing at the limits of disturbance, in accordance with Section 188-191. Also, indicate that a tree removal permit shall be secured prior to any site disturbance.
3. It appears many invasive species have established along Tinton Falls Road, including Ailanthus, and are not recommended to be preserved.

F. Lighting

1. It appears light fixtures are proposed for the area east of the proposed building; however, this is not sufficiently illuminated nor is it indicated to be a parking or storage area. This should be clarified.
2. Revise the Lighting Plan to indicate the proposed color and finish for all proposed light fixtures and poles. Also, revise the plans to indicate timers and hours of operation. Our office recommends reducing light levels during non-operational hours, to reduce light pollution.
3. Revise the plans to provide full manufacturers' catalog cuts, including the proposed light pole, to prevent confusion during construction. Also, provide isolux pattern details with a scale and graph.
4. Revise the plans to indicate the proposed light color temperature, for further review. Our office does not recommend levels above 4,000 Kelvins.



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G. ADA (Americans with Disabilities Act)

We defer compliance with ADA requirements to the Construction Code Official. At a minimum, our office offers the following comments:

1. Provide curb ramps and a crosswalk at the vehicular crossing within the site. If sidewalks are to be proposed along the frontage of NJSH Route 34, same shall be provided. Spot grades along curb ramps and crosswalks shall be provided and ADA complaint.
2. Provide spot grades at all 4 corners of the ADA parking stalls and aisle.
3. The slope of the curb ramp for the ADA parking spaces exceeds the allowable running slope of 8.33%.
4. It does not appear that sufficient width is provided between the top of the ADA curb ramp and the door. This shall be dimensioned and verified.
5. Provide detailed grade shots at both the top and bottom of all curb ramps to ensure ADA compliant slopes.
6. Provide a detail for the ADA curb ramps.

H. Traffic Circulation and Parking

1. The traffic report indicated that the proposed 14,000 sf Shop & Office LUC 943 is anticipated to generate 39 AM peak hour trips, and 37 PM peak hour trips. However, the trip generation calculations and plots shall be attached to the appendix. Our independent review of the Trip Generation Manual revealed slightly different entrance and exit trips for both peak hours. This shall be reviewed and revised as necessary.
2. The Applicant shall obtain the necessary access permits as required by the New Jersey Department of Transportation, relative to the unsignalized intersection of NJ Route 34 and the proposed site driveway. We recommend that the NJDOT should be involved in the review process and the Applicant should schedule a pre-application conference with the NJDOT.
3. We recommend proposing double yellow centerlines adjacent to the proposed stop line at the site driveway.



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4. Provide a site circulation plan showing the travel paths of the design vehicle to verify that the on-site circulation is adequate for service vehicles and the required emergency vehicle access (i.e., delivery trucks, garbage trucks, and fire trucks).
5. Provide intersection sight distance triangles whose lengths conform to the latest AASHTO (American Association of State Highway and Transportation Officials) guidelines as published in the current edition of A Policy on Geometric Design of Highways and Streets for each driveway. The Applicant's Engineer should review the sight triangles to verify that no existing or proposed objects will obstruct the sight triangles. No Intersection Sight Distance Triangles are proposed on the plans.

I. **Environmental**

1. Indicate if a Phase I Environmental Assessment or Preliminary Assessment (in accordance with ASTM 1527-13 and NJDEP technical Requirements for Site Remediation, respectively) have been generated for the Site.
2. Any previous well and septic systems should be shown on the plans, along with a note stating that their removal needs to be accomplished according to township, county and NJDEP requirements.
3. Indicate if any underground storage tanks were used as the heating fuel source for the previous use.
4. Upon receipt, copies of the NJDEP letter of interpretation and transition area waiver should be submitted to this office for our files. The file number and date shall be included on the plan.
5. A note should be added to the plans stating that any imported fill meet the definition of clean fill as stated in the NJDEP's Technical Requirements for Site Remediation.
6. Provide a Township Conservation easement in accordance with Section 188-127.