

July 7, 2020

Via electronic mail

Planning Board
Township of Berkeley Heights
29 Park Avenue
Berkeley Heights, New Jersey 07922

Attn.: Connie Valenti, Planning Board Secretary

Re: **Preliminary & Final Site Plan Review**

Block 612 Lot 4
528 Springfield Avenue
Bake + Batch (SP-4-20)
Township of Berkeley Heights, Union County, New Jersey
NEA File No.: BERKSPL20.015

Honorable Board Members:

Neglia Engineering Associates (“NEA”) has reviewed the application and supporting documents for the above-referenced development. Specifically, we have reviewed the following:

- A completed copy of the Township of Berkeley Heights Planning Board Application for Site Plan Approval (#SP-4-20), including List of Variances and Waivers and Checklist(s) dated June 24, 2020;
- Zoning Permit, prepared by Thomas A. Bocko, Zoning Officer, dated June 30, 2020;
- Township of Berkeley Heights, Application for Sanitary Sewer Capacity Allotment, dated June 24, 2020;
- A signed and sealed set of engineering plans, consisting of four (4) sheets, entitled Major Site Plan for “Bake+Batch”, 528 Springfield Avenue, Block 612, Lot 4, Township of Berkeley Heights, Union County, NJ” prepared by Christian M. Kasturd, P.E., of Kasturd Engineering, LLC, dated May 20, 2020, unrevised;
- A set of signed architectural plans, consisting of five (5) sheets, entitled “Bake+Batch”, Lot 4, Block 612, 528 Springfield Avenue, Township of Berkeley Heights, NJ 07922”, prepared by Wesketch Architecture, Inc., dated May 13, 2020;
- Rendering Plan sheet, prepared by Wesketch Architecture, Inc., dated May 13, 2020;
- Landscape Plan entitled “Bake+Batch”, Lot 4, Block 612, 528 Springfield Avenue, Township of Berkeley Heights, NJ 07922”, prepared by the Todd Group, LLC, dated May 7, 2020.

Project Description

The property in question is designated as Block 612, Lot 4 and is commonly known as 528 Springfield Avenue, within the ‘DD’ (Downtown Development) Zone, per the Township of Berkeley Heights Zoning Map. The site (former dry cleaners) which is a corner lot at the intersection of Plainfield and Springfield



Avenues, encompasses approximately 0.20 acres and contains an existing one story commercial structure, with two (2) bituminous driveways, a parking lot, landscaping, and other associated site improvements. The site is approximately 200 feet from the Berkeley Heights train station.

The Applicant for the project is 528 Springfield Avenue, LLC. Said Applicant is seeking preliminary and final site plan approval to make the following improvements: demolish the existing one (1) story, slab on grade commercial building and construct a three (3) story mixed-use structure to include a commercial bakery on the ground floor, a basement for storage, and the top two (2) stories to include a total of four (4) residential apartments (one single bedroom and three – two bedroom units), a dumpster enclosure, parking lot with flush curb and Belgian Block curbing, and landscaping and lighting improvements.

1. Site Plan Check List/Variances and Waivers

1.1 This office respectfully defers to the Board Planner relative to the completeness of the Site Plan Check List and any variances associated with this project.

2. General Engineering Comments

- 2.1 At such time as a hearing is scheduled regarding this matter, a representative or owner of the project site shall be present to address questions from the Board.
- 2.2 Per §6.3.2.I.3 of the Township Ordinance, all projects containing residential units in the Downtown Development Zone shall include a dry storage area—located either on the ground of first floor level, or on each apartment level adjacent to common areas or trash rooms—which dry storage area shall be a minimum of twenty square feet (20 ft²) in area per unit. A storage area shall have a ceiling height of not less than six (6) feet. The Applicant must provide testimony as to adherence with this requirement or request an exception.
- 2.3 The Applicant shall provide testimony regarding the daily operations of the proposed bakery and residential apartments, including, but not limited to, refuse and recycling collection, delivery and move-in vehicles, number of employees, hours of operation, parking required for employees, etc. Additionally, the Applicant shall provide testimony regarding the proposed on-site parking operations (i.e. assigned parking, unassigned parking, and visitor/guest parking).
- 2.4 The Applicant shall provide testimony regarding any proposed signage and confirm that same complies with current ordinance requirements for area, height and illumination. The Applicant shall provide renderings/exhibits to the Board, as needed.
- 2.5 The Applicant shall provide testimony and compliance with respect to the proposed building features, including but not limited to materials, colors, design elements, height and lighting (refer to §19.0 of the Township Ordinance). Additional construction details must be provided to support the same where required. Furthermore, The Applicant shall provide testimony as to the implementation of any green infrastructure site and/or building elements.
- 2.6 The subject property is located in the Downtown Development zoning district and is therefore subject to compliance with the streetscape standards (refer to §19.0 of the Township Ordinance). These standards include, but are not limited to brick pavers, sidewalks, decorative lights, street furniture, etc. The Applicant shall provide testimony regarding compliance with said standards and shall indicate the same on the proposed plans.



- 2.7 The Applicant shall ensure that all disturbed work areas are stabilized. The Applicant shall topsoil, seed, hay, and straw mulch to ensure lawn growth, where appropriate. A note stating the same shall be provided on the Site Plan.
- 2.8 The Applicant shall be responsible for the repair and reconstruction of pavement, curb, sidewalk, or other public property damaged during construction. A note stating the same shall be provided on the Site Plan.
- 2.9 The Applicant shall ensure that the operations of soil movement vehicles are not to be utilized in a way that would deposit soil on any street, sidewalk, public place, or within any other private property. A note stating the same shall be provided on the Site Plan.
- 2.10 The Applicant shall be responsible for ensuring that any and all soils imported to the site are certified clean soils in accordance with current NJDEP Standards, with a copy of the said certification provided to the Township of Berkeley Heights and NEA prior to the import of any material by a professional. Recycled material or demolished materials are not permitted for the purposes of backfilling.
- 2.11 Testimony shall be provided regarding conformance of the proposed development with current ADA requirements. ADA ramp construction shall be certified by the Applicant to the Township as meeting ADA standards, including, but not limited to, dimensions, slopes, orientation, etc.
- 2.12 The Applicant shall confirm that the proposed access doors and sidewalk clearance comply with current ADA requirements. Testimony addressing the same shall be provided.
- 2.13 The Applicant shall submit a Demolition Plan, signed and sealed by a Licensed Professional Engineer in the State of New Jersey for review. The Demolition Plan shall clearly illustrate the existing features that are to remain and be removed.
- 2.14 The Applicant must provide testimony as to the need for designated loading and unloading areas, as well as pick up areas for deliveries, per the requirements referenced in §11.1.6.A. No loading facilities are permitted to be in the front yard, per §11.1.1.M.

3. Grading, Drainage, and Utility Comments

- 3.1 The Applicant shall indicate the ADA accessible path from the at-grade ADA parking stall to the proposed entrance. The accessible path shall be clearly defined with spot grades to ensure the slopes are in compliance with ADA regulations.
- 3.2 Per NJDEP Stormwater Management guidelines (NJAC 7:8), stormwater management measures for major development shall be developed to meet the erosion control, groundwater recharge, stormwater runoff quantity, and stormwater runoff quality standards at N.J.A.C. 7:8-5.4 and 5.5. To the maximum extent practicable, these standards shall be met by incorporating nonstructural stormwater management strategies at N.J.A.C. 7:8-5.3 into the design. If these measures alone are not sufficient to meet these standards, structural stormwater management measures at N.J.A.C. 7:8-5.7 necessary to meet these standards shall be incorporated into the design. Testimony must be provided to illustrate compliance, as applicable. If not considered a major development, the Applicant shall provide stormwater management calculations that indicate the post-construction peak runoff rates for the 2-, 10-, and 100-year storm event, do not exceed, at any point in time, the pre-construction peak runoff rates. The Applicant must demonstrate that the proposed development will not contribute to any existing, off-site flooding issues, or pose any new additional flooding concerns to neighboring properties. As this site mainly contains impervious surfaces and discharges



runoff off-site, the Board may wish the Applicant consider on-site stormwater mitigation via conformance with NJDEP's Stormwater Best Management Practices Manual.

- 3.3 The Applicant shall ensure that the proposed improvements will not negatively impact adjacent lots, including but not limited to drainage considerations. The Applicant shall be responsible for any damages incurred upon adjacent lots, due to runoff.
- 3.4 The Applicant shall provide additional spot grades and contouring along property lines, at each building corner and the like.
- 3.5 The Applicant shall indicate on the plans the proposed location of all roof leader drains and associated downspouts.
- 3.6 The Applicant shall verify that the existing domestic water service (and fire service, if applicable), sanitary sewer lateral, and natural gas service lines are adequate to accommodate the increased demand associated with the proposed increases in the use and size of the building. In addition, the Applicant shall graphically indicate the location of all utility line locations on the property, including, but not limited to, domestic and fire service, natural gas, electric, telephone, internet, television, on the plan. If any existing utilities will be impacted by the proposed improvements, the Applicant shall indicate the proposed modification or relocation of any impacted utilities.
- 3.7 The Applicant shall provide "will-serve" letters demonstrating that applicable utility providers (including, but not limited to sanitary sewer, water, electric, and natural gas service) are capable of serving the site with adequate capacity. The Applicant shall coordinate the location of specific utility appurtenances, including, but not limited to, meters, transformers, hand-holes, etc., with the respective utility providers.

4. Landscaping and Lighting Comments

- 4.1 Testimony shall be provided regarding the conformance of the proposed landscaping with Township requirements for Buffers and Landscaping (§10.6.3).
- 4.2 The Applicant is proposing 6'-8' wide buffer strips along the Plainfield Avenue and Springfield Avenue frontages whereas ten (10) foot wide buffers are required. The Applicant shall provide testimony regarding same (§11.1.3.H).
- 4.3 The Applicant shall provide screening, a minimum of five (5) feet wide, from view from both within the site and adjacent properties and public right-of-ways as far as practicable with an ever green hedge or shrubs, fencing or decorative wall up to four (4) feet above the surface of the parking lot. The proposed plans are not in conformance with this requirement. The Applicant shall provide testimony regarding same (§11.1.4.A.2(B)).
- 4.4 All driveways and parking lots shall be suitably buffered and screened to minimize the impacts of noise, lighting and glare, exhaust fumes, views of parked vehicles and other nuisances. The submitted plans indicate little to no screening between the subject and adjacent properties. The Applicant shall provide testimony regarding same (§11.1.4.A.3).
- 4.5 The Applicant proposes landscape improvements within the right-of-way. Testimony regarding the same shall be provided.
- 4.6 The Applicant is recommended to provide an automatic irrigation system for the plant bed areas to ensure the plants are irrigated properly and thrive.
- 4.7 As per §6.3.2B(3): "Garbage, trash, and recycling facilities are permitted accessory uses providing they are screened to a height of six (6) feet with a capped brick wall on three sides and a metal or



wood gate, have a roofed or trellised structure obstructing the view into the facility from above.” Furthermore, per §10.6.8B(8), such storage facilities shall be landscaped with minimum four (4) foot high evergreen shrubs along the sides and rear. The Applicant shall provide testimony as to compliance per the Township requirements or request an exception. A detail of the same shall be provided, as applicable.

- 4.8 Final selection of tree species should conform to the Township’s preferred list, and same be reviewed/coordinated with the Township’s Environmental Commission.
- 4.9 As per Section §11.1.4.A.1(B) of the Township of Berkeley Heights Ordinance, “for parking lots with nine (9) or more spaces , a minimum of eight (8) percent of the interior area of the parking lot shall be landscaped with a minimum of one (1) deciduous tree, planted for every six (6) parking spaces. The minimum size for landscaped areas shall be forty-nine (49) square feet. The remainder of any such interior planting area not containing trees shall be planted with low growing evergreen shrubs up to twenty-five (25) percent of the interior trees shall be evergreen plantings. If the above required trees can not all be located within such interior planting areas, then such shall be planted directly surrounding the perimeter of the parking lot. The area between trees shall be planted with shrubs or ground cover or covered with mulch.” The Applicant shall provide testimony addressing compliance with this Ordinance.
- 4.10 The Applicant shall submit a lighting plan which illustrates Isometric Foot-candle Distribution Diagrams plotting the light levels for all fixtures at designated mounting heights. Maximum illuminance levels should be expressed in foot-candle measurements on a grid of the site showing foot-candle readings in every tenfoot square. The grid shall include light contributions from all sources (i.e. pole mounted, wall mounted, sign, and streetlights, etc.). Manufacturer cut sheets and construction details shall also be provided.
- 4.11 Minimum and maximum average illuminations in foot-candles, measured at ground level, shall be respectively, 1 and 4 for retail uses; 1 and 2 for commercial and office uses; and 0.5 and 1 for residential uses (§11.1.5.B).
- 4.12 The location, intensity and direction of all outdoor lighting shall not produce glare or other adverse effect on the existing or future use of nearby properties (§11.1.5.C).
- 4.13 The Applicant shall provide testimony regarding the operating hours of the proposed lighting, including, but not limited to, hours of full site lighting, hours of security lighting, etc.
- 4.14 The location, intensity and direction of all outdoor lighting shall not produce glare or other adverse effect on the existing or future use of nearby properties. To reduce skyglow, adverse night vision effects, and impact on residential areas, the lighting fixtures shall provide complete cutoff and light shielding above seventy-five (75) degrees from the downward vertical and must provide that no direct light from the fixture can be seen at any point on residential property or more than one hundred (100) feet from the base of the standard.

5. Traffic, Parking and Circulation Comments

- 5.1 In the Downtown Development Zone (§11.1.1.K), parking areas in the interior of lots may be located in any yard space but shall be no closer than ten (10) feet to any street property line. Any parking area which is located within fifty (50) feet of a Residential Zone or use shall be separated and screened from said zone or use by a buffer strip. The Applicant shall provide testimony regarding conformance (or lack thereof) with the same.



- 5.2 Per §11.1.3.B(2), the parking stall size requirement in all zones is nine (9) feet wide by eighteen (18) feet long, for thirty (30) to ninety (90) degree angle parking, whereas the Applicant is proposing a maximum size stall 8 foot wide by 18.5 foot long. Although compact spaces may be considered/permitted, §11.1.3.B(7) allows for a maximum of only 30% of the total number of spaces be compact size. The Applicant shall provide testimony regarding same.
- 5.3 Per §11.1.3.B(7), compact car spaces shall be located within a parking facility and contain proper signage and markings so that use by standard size automobiles is discouraged.
- 5.4 The Applicant must provide testimony as to compliance with the U.S. Department of Justice (DOJ) issued regulations under the Americans with Disabilities Act (ADA) for accessible parking stall design and dimensions. In addition, testimony must be provided as to conformance with §11.1.3.B(4) of the Township Code.
- 5.5 The Applicant is proposing a nineteen (19) foot ingress/egress driveway off Springfield Avenue. Per §11.1.3.D., this project requires a minimum of twenty (20) foot driveway for two-way traffic. The Applicant shall provide testimony regarding the suitability of the existing driveway for the proposed use.
- 5.6 The Applicant is proposing deficient aisle width along the Plainfield Avenue frontage and the transition curve to the Springfield Avenue frontage. Per §11.1.3.C, this project requires a twenty-three (23) foot minimum parking aisle width for two-way traffic. The Applicant shall provide testimony regarding the suitability of the aisle widths for the proposed use.
- 5.7 The Applicant shall incorporate any requirements provided by the Fire Official into the plans, including, but not limited to, fire lanes, restricted parking areas, and fire apparatus access and circulation.
- 5.8 The subject application fronts on Springfield Avenue and Plainfield Avenue, both of which fall under the jurisdiction of the County of Union. As such, the Applicant shall submit to the County of Union for review. The Applicant shall provide copies of all correspondences with the County to the Board for review.
- 5.9 The Applicant shall provide testimony addressing vehicular circulation for deliveries, loading/unloading, drop-off, pick up areas, trash/recycling, and other operational issues as may be deemed relevant to the application. This shall include moving truck access, emergency vehicles (EMS and fire included) and circulation including anticipated sizes and types of moving van that would access the site.
- 5.10 The Applicant must provide testimony of all detailed information regarding traffic impacts of the project, the intensity of the use, the adequacy of the access drives, the suitability of the on-site circulation, site triangles, pedestrian safety and parking measures. The Applicant proposes 10 parking spaces, whereby 11 spaces exist, and 14 spaces are required per Township code.
- 5.11 As per §6.3.2I(2): “Tandem parking shall not be permitted, either within a parking garage or as surface parking.” Parking stalls No. 3 and No. 4 are proposed as tandem. The Applicant shall provide testimony regarding the lack of compliance per the Township requirements and request an exception.
- 5.12 All parking spaces, loading spaces, fire lanes, and circulation routes shall be striped and signed in accordance with the Manual on Uniform Traffic Control Devices (MUTCD). All such striping and signage shall be depicted on a Traffic Circulation Plan or Site Plan.
- 5.13 A Traffic Circulation Plan, depicting the turning radius of emergency and refuse vehicle routes through the site must be submitted.



6. **Final Comments**

- 6.1 Should the Board look favorably upon this application, a performance bond and inspection escrow will be established in accordance with the Municipal Land Use Law.
- 6.2 The Applicant shall obtain all approvals required by outside agencies, including but not limited to NJDOT, NJDEP, Union County, and Somerset-Union Soil Conservation District, as well as the Berkeley Height Police Department, Fire Department, Emergency Services and Department of Public Works. It is the applicant's responsibility to determine what outside agency permits are required. Copies of said approvals shall be provided upon receipt.
- 6.3 The Applicant shall provide space for endorsement of the Chairman, Secretary of the Planning Board, and Township Engineer on the plans.
- 6.4 Any new or revised materials shall be filed with the Township and shall not be sent directly to the Board's professionals. The Township will forward the application and related materials to the Board's professionals when they are finished with their review. Materials submitted directly to NEA will not be reviewed.
- 6.5 Revised reports, plans and exhibits, which are to be considered at the hearing, should be submitted ten days prior to the scheduled hearing.
- 6.6 The above comments are based on a review of materials submitted and/or testimony provided to date. NEA reserves the right to provided new or updated comments as additional information becomes available.
- 6.7 The Applicant is responsible for the payment of all applicable fees, including but not limited to application, escrow, COAH, tax map revisions, permits, sewer, and the like.

We trust you will find the above in order. Should you have any questions or required additional information, please do not hesitate to contact the undersigned.

Very truly yours,

Neglia Engineering Associates

Thomas R. Solfaro, P.E.

Thomas R. Solfaro, P.E., CME
Board Engineer
Township of Berkeley Heights

cc: Bill Robertson, Esq. – Planning Board Attorney (*via electronic mail*)
August Santore, Jr., Esq. – Applicant's Attorney (*via electronic mail*)
Christian Kastrud, P.E. – Applicant's Engineer (*via electronic mail*)