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July 28, 2023

MEMORANDUM TO: Sparta Township Planning Board

FROM: David B. Simmons, Jr., P.E., L.S., C.M.E.

SUBJECT: Application #PB707 - Preliminary & Final Site Plan for ONV 1 Holdings, LLC
North Village at Sparta – Building J
Tax Lot 7, Block 16008
Located at 1 North Village Boulevard
Sparta Township, Sussex County
HPA No. 23-273

Dear Board Members:

The Applicant has submitted an application for preliminary and final site plan to construct Building J with associated site improvements and utilities on the north side of North Village Boulevard in the Planned Development District utilizing the overlay zoning ordinance for the Planned Village Core.

Building J is located in the T6/SD Transect. The proposal is for a Chipotle in Suite A with a drive-thru window, and two additional suites for future tenants.

Based on a review of the plans and documents submitted, I have the following comments:

1. **COMPLETENESS**

The following item from the Preliminary Site Plan Checklist are technically incomplete:

#53 – Environmental Impact Statement (EIS)

Note: An EIS was previously submitted for the overall development

Based on information previously received for the overall North Village at Sparta project area, I recommend this application be found complete.

2. The documents submitted for review include the following:

a. Site Plan by Dykstra Associates, PC:

Sheet No.	Title	Latest Revision Date
1	Key Map & Cover Sheet	5/18/2023
2	Survey of Property & Existing Conditions Map	5/18/2023
3	Site Layout Plan & Construction Details	5/18/2023
4	Grading, Utility and Soil Erosion & Sediment Control Plan	5/18/2023
5	Lighting & Landscape Plan	5/18/2023
6	Construction Details	5/18/2023

- b. Stormwater Management Report by Dykstra Associates, PC, for Preliminary & Final Major Site Plan – Building J, dated April 24, 2023.
- c. Architectural Plans for North Village Multi-Tenant Building, prepared by HQW Architects, consisting of the following sheet:

Sheet No.	Title	Latest Revision Date
A-1	Floor Plan & Exterior Elevations	6/5/2023

3. **ZONING**

- a. Section 18-4.34.g.14(g) – Maximum impervious coverage is limited to 60%. For the lot in this phase of the development, the impervious coverage is approximately 52.8%.
- b. Section 18-5.7.h.1(t) – Requires a 4' minimum setback from sidewalk to parking areas, and an 8' setback from other vehicular areas.

There are areas where the sidewalks are essentially right up to the parking spaces at the following locations:

- South Side of Building J
- East Side of Building J

4. **SITE PLAN**

a. **Drive-Thru**

- i. Where will the order board be for the proposed Chipotle?
- ii. A sign directing traffic between the bypass lane and the drive-thru lane should be provided where the two lanes merge near adjacent Lot 8.
- iii. Details of the signage for the “Drive-Thru Pull Forward” signs to be provided.

- b. The proposed outdoor seating area should be detailed, i.e., how many seats, tables, etc.

- c. There are various easements shown on the plans, including cross easements with adjacent Lot 8. The book and page of all these recorded easements should be shown on the plan.

5. **ARCHITECTURAL PLAN**

- a. The architectural plan specifies vertical aluminum cladding on the exterior of the proposed building. The applicant should outline how this exterior treatment compares to the architectural treatment requirements setup for the entire development.
- b. The location of the HVAC units for all three suites to be shown and how they will be screened.

6. **STORMWATER MANAGEMENT**

- a. General Note #5 on Sheet 1 indicates all storm sewer pipe to be Class III RCCP. I point out, however, that the plan sheets call for HDPE pipe.
- b. Calculations were not provided for the proposed roof drains tying into the storm drainage system. The capacity of these pipes to be confirmed with the construction official, and the leader drains to be shown on the plans.
- c. The Stormwater Operation & Maintenance Manual to be provided, or reference provided to a previously recorded manual for the overall development, which includes the lot that proposed building J is located on.
- d. There are discrepancies in the storm drain pipe lengths, inverts and slopes as shown on the plan, profile, and stormwater management report. Corrections to be made.
- e. The storm sewer tabulation spreadsheet was setup for the 2-year storm. It should be revised to reflect the 25-year storm.

7. **LIGHTING PLAN**

- a. Details of the light fixtures being used on the proposed building to be provided.
- b. The hours of operation of the proposed building and parking lot lights to be provided.

8. **WATER SYSTEM**

- a. The plans show the domestic water service line tapping off the water main in Market Street. Additional valving to shut the domestic water service down separately to be provided.
- b. The limits of the water mains to be owned and maintained by Sparta Township Water Utility to be established in consultation with the water utility.

- c. Confirmation of the adequacy of flow and pressure for proposed Building J to be provided for review and approval by the Township Water Utility.

9. **SANITARY SEWER SYSTEM**

- a. The plan shows the sanitary sewer lateral tying into the existing sewer main in Market Street.
- b. The size and adequacy of the sewer lateral to be confirmed with the Township Construction Official and Health Department.

10. **SIGNAGE**

- a. The freestanding and monument entrance signs for the access points off Route 15 were previously approved by the Planning Board under Site Plan Application #614. The Applicant to advise what size sign panels will be used for the proposed Chipotle, Suite B and Suite C.
- b. Façade signs are graphically shown on the front elevations of each of the proposed retail units. However, no details, dimensions, or lighting arrangements are provided for each sign.
- c. The proposed Chipotle sign is called out to be “backlit.”

11. **LANDSCAPING**

- a. Per Section 18-5.3o.1(d) of the comprehensive land management code, a percent of the site equal to a minimum of 30% of all impervious surfaces shall be dedicated to plant mass areas. Based on a review of the Landscape Plan I do not believe that the total area of all landscaping on the site meets this requirement and a design waiver would be required.
- b. Per Section 18-5.3o.2(a) of the comprehensive lands management code, any parking lot with 20 or more spaces shall be provided with interior landscape covering not less than 5% of the total area of the parking lot of which the primary landscaping material shall be deciduous shade trees. Interior parking lot landscaping has not been provided.
- c. No shade trees have been planted on the site. It is recommended to plant a number of shade trees around the impervious surfaces to provide shade and minimize the heat island effect.

Per Section 18-4.34g4 of the Township Code, all landscaping around the perimeter of parking areas shall have one shade tree per 30 feet of landscape area.

- d. Per Section 18-5.3o.3(b), the Applicant must provide a 10-foot-wide landscape buffer between the parking lot and the right of way of a street with a mixture of shrubs and trees as prescribed in the code. There is no landscape buffer between the parking lot and Market Street and the existing buffer between the parking lot and North Village Boulevard will need to be augmented with additional plantings.
- e. The existing basin planting consists primarily of trees. Additional shrub plantings should be added between the drive thru lane and Route 15 to provide a visual buffer.
- f. Deciduous shrubs have been proposed around the solid waste storage area on the north side of the building. These should be changed to evergreen shrubs and additional shrubs should be added on each side of the storage area to provide a visual screen.

12. **CONSTRUCTION DETAILS**

- a. The topsoil layer behind the retaining wall should be at least 4" thick.
- b. Details of the street furniture in the outside patio area to be provided.

13. **ENVIRONMENTAL IMPACT STATEMENT (EIS)**

A new EIS was not submitted for this application.

14. Approval to be obtained from the following:

- a. Sparta Township Water Utility.
- b. Sparta Township Fire Protection Bureau.
- c. Sussex County Planning Board.
- d. Upper Delaware Conservation District.
- e. Sparta Township – Land Disturbance Permit, COAH.
- f. Sparta Township Construction Official.

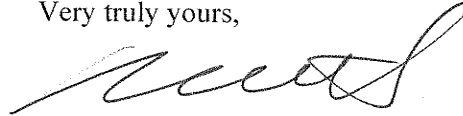
15. **MISCELLANEOUS**

- a. The Board Attorney to advise on any COAH payment that the Applicant may be responsible for.
- b. An as-built plan prepared by the Applicant's licensed New Jersey Land Surveyor to be provided.

Sparta Township Planning Board
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Very truly yours,



David B. Simmons, Jr., P.E., L.S., C.M.E.
HAROLD E. PELLOW & ASSOCIATES, INC.
Sparta Township Planning Board Engineer

DBS:mac
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cc: VIA E-MAIL
Dorrie Fox, Sparta Township Planning Board Secretary (*& Via USPS 1st Class Mail*)
Kathryn Sarmad, P.P., Sparta Township Planner – Harbor Consultants
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