

March 7, 2024

Ms. Robin Tillou, Land Use Administrator  
Township of Cranbury  
Planning and Zoning Department  
23-A North Main Street  
Cranbury, NJ 08512

Re: **PB 386-23 2 Brickyard Road**  
Minor Site Plan  
Completeness Review Memo #02  
Block 16; Lot 1  
HACE # CBP-105

Dear Ms. Tillou:

Our office is in receipt of a Minor Site Plan application for completeness review for the subject property. The submission information is as follows:

Documentation submitted:

- Signed and sealed copy of the Site Plan drawings, entitled Site Plan, Tax Map Lot 1 in Block 16, Cranbury Township, Middlesex County, NJ, prepared by Ameritech Engineering, Inc dated 10/26/23, revised 2/12/24 consisting of 3 sheets.

Previously Submitted:

- Transmittal letter and application package including application, checklist from Walter Toto, Esq. dated November 8, 2023.
- Check in the amount of \$1,025.00, made payable to the “Township of Cranbury” for the application fee.
- Check in the amount of \$4,000.00, made payable to “Township of Cranbury” for the escrow fee.
- Notice of Violation for property from Andrei Alexeev, Cranbury Zoning Officer dated 7/1/23
- Signed and sealed copy of the Site Plan drawings, entitled Site Plan, Tax Map Lot 1 in Block 16, Cranbury Township, Middlesex County, NJ, prepared by Ameritech Engineering, Inc dated 10/26/23 consisting of 2 sheets.

### **Project Description**

The subject property is located in the GC General Commercial Zone with a frontage on Brickyard Road and Hightstown Road (County Route 539) and contains 1.482 Acres. The property contains two buildings and some asphalt and stone areas. No building additions are contemplated. The applicant is proposing to use the property to house multiple tenants and to create parking areas.

The applicant submitted the application as a Minor Site Plan but the project as submitted should be considered a Major Preliminary and Final Site Plan because it has numerous non conformities from

the check list and one waiver from Section 150-85 2 c. The ordinance definition for a Minor Site plan reads:

*A development plan for less than 5,000 square feet of new or additional gross floor area or less than 20% increase in impervious surface coverage, provided the site plan: (1) conforms to all applicable zoning, site plan and subdivision requirements;*

The applicant has two preexisting nonconformities for lot area (3 acres vs. 1.482 acres) and side yard setback (200 ft vs 14.9 ft).

### **Completeness**

We have reviewed the application for completeness in accordance with the Cranbury Township Application Checklist for a Major Site Plan. The applicant has marked items 12, 16, 20, 26, 27, 31, 33, 35, 36, 39, 40, 41, 44, 45, 47, 48, 51, 54, 53, 54, 65, 57, 58, 59 and 60 as not applicable. We agree with the “not applicable” items except:

Item 20 Additional ROW as per master plan. – The applicant should specify the Brickyard ROW width and provide additional ROW as required. **Satisfied**, the applicant has provided additional ROW but it may be subject to change after review.

Item 23 General soil types - SCS information should be placed on the plan. **Satisfied.**

Item 26 Signature blocks – these should be added. **Satisfied.**

Item 31 Meets and Bounds – all bearings and distances should be added to the property lines. **Satisfied.**

Item 39 Property owners within 200 ft. - This should be added. **Satisfied.**

Item 40 Drainage Calculations – these should be provided. **Not Satisfied, but applicant has asked for a Waiver.**

Item 44 Infrastructure - The applicant should show the approximate location of the septic system and the water source. **Satisfied.**

Item 45 Soil Erosion and Sediment Control Plan – The applicants disturbance is larger than 5000 S.F. **Satisfied.**

Item 47 Lighting Plan - The applicant should provide a lighting plan. **Not Satisfied, applicant has requested a waiver.**

Item 48 Landscape Plan - The applicant should provide a landscaping plan. **Satisfied.**

Item 54 Traffic Report - The applicant should provide a traffic report. **Not Satisfied, applicant has requested a waiver.**

Item 56 Existing system of drainage – This should be provided. Satisfied.

Item 58 Drainage area map – This should be provided. **Not Satisfied, applicant has requested a waiver.**

Item 59 Environmental Impact report – An abbreviated EIS should be provided. **Not Satisfied, applicant has requested a waiver.**

Item 60 Earthwork calculation – this should be provided. **Not Satisfied, applicant has requested a waiver.**

Also, the following are items that should be revised as per the checklist:

Item 4 Keymap - requires that the keymap have a scale. **Satisfied.**

Item 14 Fees -Fees should be submitted as per below. **See below**

**Since 6 checklist waivers are being requested, additional fees are required as below. The Board will have to rule on these waivers.**

**Fees**

Item	Application fees:	Escrow fees:
Preliminary Site Plan	\$ 750.00	\$ 3,000.00
Final Site Plan	\$ 500.00	\$ 1,000.00
Check list waivers	0.0	0.0
Variances	0.0	0.0
Waivers (change of hours) 150-84 2 c	\$150.00	\$ 1,000.00
Checklist Waivers (6 each)	\$ 600.00	\$ 600.00
Publication	\$ 100.00	
Totals:	\$ 2,100.00	\$5,600.00

**They should provide the additional \$ 600.00 application and \$ 600.00 escrow fees for the checklist waivers.**

We believe this site plan will be impacted by the changes contemplated by the New Jersey Department of Transportation for the Cranbury Circle. The plan should show their plans and provide the necessary changes.

**We would recommend that the Site Plan be deemed complete from an engineering standpoint once the additional fees are provided.** If you have any questions regarding the matter, please do not hesitate to contact our office.

Very truly yours,

HODER ASSOCIATES



David J. Hoder, P.E., P.P., C.M.E.  
Planning and Zoning Board Engineer

cc: Sharon Dragan, Esq. Board Attorney, via email  
Elizabeth Lehney, P.P., Board Planner, via email  
Andrew Feranda, Board Traffic Engineer, via email  
Walter Toto, Esq. Applicants Attorney, via email  
Sharif Aly, PE, Applicants Engineer, via email