

April 20, 2023

Woodbury Heights Planning/Zoning Board
500 Elm Avenue
Woodbury Heights, NJ 08097

Attn: Chairman and Members of the Board

**Re: Application for Site Plan & Conditional Use Approval
Technical Review #1
Block 40.05, Lot 11 – 1002 Mantua Pike
Applicant: Summit Wellness, LLC
S&A File No. WH-1123**

Dear Chairman & Members of the Board:

As of April 20, 2023, we are in receipt of the above referenced application for a Minor Site Plan and Conditional Use. The Applicant has provided the following:

1. Cover Letter, prepared by Romer & Hopper Law, dated April 3, 2023
2. Planning/Zoning Board Application
3. Plan of Survey, prepared by Leeper Land Group, LLC, dated February 10, 2023
4. Plan Set, prepared by Robbie Conley Architects

No.	Title	Date
1 of 6	Cover Sheet	3/24/2023
2 of 6	Site, Zoning Info. Plan	3/24/2023
3 of 6	Details	3/24/2023
4 of 6	Proposed Signage	3/24/2023
5 of 6	First Floor Plan	3/24/2023
6 of 6	Existing Basement & Second Floor Plan	3/24/2023

5. Principal Points
6. Security Plan (24 Pages)
7. Waste Disposal Procedures
8. Traffic Impact Statement, prepared by Dolan & Dean Consulting Engineers, dated March 17, 2023

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9. Statement of Conformance with Section 70-49.21
10. N.J. GeoWeb Map showing schools and daycare locations

The application is requesting Preliminary & Final Site Plan approval with conditional use approval to convert an existing commercial use to a commercial retail use of a class 5 Cannabis Retail Facility.

The subject property is located on Mantua Pike (NJDOT SH Route 45) in the “HC” Highway Commercial Zoning District. The Applicant proposes to convert the existing bank into a cannabis dispensary. The dispensary is a permitted conditional use contingent upon items listed in Ordinance 20-2022 being satisfied.

Our office defers to Mrs. Morrissey as to the conditional use issues.

Completeness Review

Section 70-42

- A. (2) An application must be submitted to Gloucester Planning Board.
- B.(26) A Fiscal Impact Report must be submitted.
- B.(15) Landscape Plan

Ordinance 20-22

- G. Article VI, Section 70-33 Conditional Uses
 16. Lighting, Landscaping & Stormwater
 - Existing light poles and fixture locations have been shown on the plan. Isolux diagrams should be included to show light coverage.
 - No existing landscaping is shown on the plan. The plan has not proposed any landscape changes.
 - Two existing inlets are shown on the plan. No piping has been shown.
 18. No landscaping has been proposed. There are no adjacent residential properties.

Based upon the above, it appears the Application is incomplete. We do not recommend the Application be scheduled for a public hearing at this time.

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Upon the completion of the above items, we offer the following technical comments based upon the information provided.

Technical Comments:

1. We defer to Mrs. Morrissey as to the conditional use compliance.
2. Section 70.49.20 requires striping to be hairpin and long life epoxy paint. As no supermarket carts are expected for this site, we are acceptable to a waiver from the hairpin style striping being granted.
3. The project proposes a drive thru window for pickup services. The Applicant should clarify how the customer is identified when in the drive thru.
4. The traffic engineer must clarify the impact to local traffic on Alliance Street and Central Avenue as they are an interconnection for surrounding communities.
5. The Applicant must clarify the “Sprinter vehicles” and how many will be on site. We recommend the Applicant explain how the delivery service works and anticipated frequency of deliveries.
6. We request the Applicant indicate the percent of business with drive thru services.
7. With respect to the Traffic Assessment Report:
 - A. The report must include the number of deliveries to the site and the size of the vehicle.
 - B. The report must clarify the estimated number of outgoing delivery vehicles per day, the size of the delivery vehicles and number of employees.
8. We recommend the Applicant construct sidewalk along both road frontages to connect to existing sidewalk on each side of the lot. A handicap ramp should be provided at Alliance Street.
9. We recommend the distance of separation between schools and daycares from the proposed site be shown on the location map.
10. The Applicant must clarify security guard responsibilities. Procedures to insure no onsite use of purchased products must be clarified. Signage is proposed but none shown on the site plan.
11. No cameras are shown outside on A-1 plan. The Principal Points document indicated the exterior cameras would be shown.

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12. The proposed trash enclosure is shown under the drive thru canopy. This should be reviewed by the Fire Marshal as to compliance with the Building Code. The width of the bypass lane must be shown on the plan.
13. The Applicant must clarify waste mixing/grinding process to dispose of cannabis.
14. A loading space is required to be 10' x 60'. A waiver is required. The Applicant and their Engineer must provide testimony to the Board to justify same or add an area for loading.
15. Borough ordinance prohibits parking along Alliance Street.
16. The plans must clarify the location of the water and sewer.
17. We recommend the room square footage be added onto the floor plan. The Applicant must clarify what materials will be stored in the basement.
18. The parking spaces with vertical curb do not require wheel stops as shown on the site plan.
19. The handicapped sign locations must be shown on the plan.
20. A stop sign and stop bar is required to be shown at the exit to Alliance Street. The need for the sidewalk along the drive thru lane should be clarified since it appears the exterior window is to be eliminated.
21. Do Not Enter signs are recommended at the end of the drive thru. It appears the trash trucks will need to access the dumpsters and conflict with traffic using the drive thru.
22. The handicapped detail shown on the plan is a type 4 and should be a type 7.
23. The lighting on a lighting plan should include isolux information to show light coverage.
24. The existing driveway is paved to the street. A depressed and vertical curb detail should be shown on the detail sheet.
25. A sidewalk detail should also be added showing class 'B' concrete, 4" thick and 6" with WWF at the driveway.
26. The plans must clarify if the directional painted arrows are proposed or existing. The Applicant must clarify if they will be resealing the parking lot. The Applicant must clarify how pedestrians will gain access to the site.
27. The plan does not provide proposed grades for curbing and pavement changes shown on the plan. The plan must be revised.

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28. A pavement restoration detail for curb repair and in the parking lot must be provided.
29. The plans must reflect existing trees and bushes to remain and those to be removed.
30. The Applicant must coordinate with the Borough Fire Department and Fire Marshall as to the need for a fire lane and applicable striping. We understand the police department has received a copy of the plans.

The Application will need to get approvals from, but limited to, the following agencies:

1. Gloucester County Planning Board
2. Woodbury Heights Police Department
3. Woodbury Heights Fire Department

We recommend the Application being updated to address the above comments and any comments from Mrs. Morrissey and resubmitted to the Board professionals prior to scheduling a public hearing.

The applicable bonding, in accordance with the Borough Ordinance and MLUL will be required as part of any approval granted by the Board.

If you should have any questions regarding the matter, please call our office at your earliest convenience.

Very truly yours,

SICKELS & ASSOCIATES, INC.



Mark R. Brunermer, P.E., C.M.E.

Woodbury Heights Planning/Zoning Board Engineer

MRB/DJP:kc

cc: B. Michael Borelli, Esquire, WHP/ZB Solicitor (via email only)
Tiffany Morrissey, WHP/ZB Planner (via email only)
Shannon Elton, Planning Board Administrator (via email only)
Alison Reynolds, Esq., Esquire (via email only)
Summit Wellness, LLC, Applicant (via email only)
John Descano, Applicant's Architect (via email only)
KDSP Holding NJ, LLC, Owner (via email only)