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May 19, 2021  
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Re: The Cooper Health System  
Proposed Parking Lot Expansion  
**Preliminary and Final Site Plan**  
1210 Brace Road (NJSH Route 41)  
Block 404.43, Lot 15  
Application #21-P-0013

Cherry Hill Planning Board  
Township of Cherry Hill  
820 Mercer Street  
Cherry Hill, NJ 08034-0358

Dear Board Members:

Our office is in receipt of the application for Preliminary and Final Site Plan for the above referenced 2.54 acre site. The site is currently occupied by Cooper Health Systems and the applicant is seeking approval for the expansion of the parking lot and circulation changes. With the proposed expansion of the parking lot, a net gain for the overall site will 20 parking spaces, resulting in an overall parking space count of 126 spaces, including nine (9) ADA spaces. The expansion is to be along the rear property line, which will result in a decrease of the residential buffer and the elimination of several trees. An 8-foot high vinyl fence is proposed along the rear property line. The applicant is also proposing to change the one-way drive circulation patterns to two-way full access driveways, with the appropriate on-site circulation changes. Cleanup of the existing stormwater management facilities and other upgrades around the site are proposed. The site is located in the Office (O-1) Zone and has driveway access from Brace Road (NJ State Highway 41).

The following information has been submitted in support of this application, as prepared by T & M Associates, unless otherwise noted:

1. Land Use Development Application
2. Cover Letter from Kevin Sheehan, Esquire, dated March 23, 2021.
3. Existing Conditions, Outbound & Topographic Survey, 1 Sheet, dated March 8, 2021.
4. Preliminary and Final Major Site Plan, 10 Sheets, dated March 12, 2021.
5. Operations Report.
6. Waiver justification for Traffic Assessment, dated March 12, 2021.
7. Architectural Plans, 2 Sheets, prepared by Spiegle, dated February 26, 2021.
8. Stormwater Management Report, dated March 2021.
9. Operations & Maintenance Manual, dated March 2021.
10. Site Photos.

#### **Checklist and Completeness**

We defer to the most current Department of Community Development Review letter for completeness and submission waivers.

#### **Zoning Requirements – Office (O-1) Zone**

1. Bulk Requirements: Office (O-1) Zone. The proposed use is a permitted use in the O-1 Zone. We defer to the Department of Community Development's review letter for the Zoning requirements of the site.
2. Parking Calculations: Medical Office: 1 space per 200 square feet of Gross Floor Area plus 2 spaces per 1 doctor. The plans indicate a square footage of 20,164 square feet, but the traffic assessment indicates a 26,000

square foot of Gross Floor Area (GFA). Medical office parking calculations require the use of gross leasable area. The plan indicates a total of 5 doctors. The plans indicate that 113 parking spaces are required and 126 spaces are proposed. The Cover Letter indicates that 133 parking spaces are proposed. It also appears as though the proposed parking space count may not be accurate and this should be verified. It also appears that some of the parking spaces dimensions not conforming to the ordinance and this should be verified.

### Design Waivers

The site is currently developed and there are several design waivers in terms of strict adherence to the current ordinance. The following design waivers should be addressed as part of this application:

1. From Ordinance Section 508-F-H. from strict adherence to the landscape and buffer requirements of the ordinance. This includes the quantity, type, density, etc for buffer areas, street trees and islands. Our office would like the opportunity to work with the applicant to provide any additional plantings and make modifications to the proposed landscape plan to diversify the plantings and incorporate species from the original approvals. This is both a new design waiver for the rear of the site and existing design waiver for the existing portion of the site. We would like to work with the applicant in adding supplemental landscaping throughout the site.
2. From Ordinance Section 509-E.3. for exceeding the minimum horizontal illumination of 0.25 footcandles at the property lines. The pole height is in conformance (18-feet) but the height does exceed the proposed 8-foot tall fence proposed at the rear. There is existing spillover around the property lines of the site. Because of the removal of the mature trees along the rear residential property line, the spillover to the residential lots will likely be much more apparent. The applicant should discuss how they proposed to mitigate this spillover, which will now be exacerbated.
3. Other design waivers may be required once further dimensions for drive aisles and parking spaces are provided.

### General Comments

1. Testimony should be provided as to the operation of the parking lot, hours of use, types of vehicles, etc.
2. We defer to the Department of Community Development for review of all site identification signage.
3. We defer to the Department of Code Enforcement for review of the ADA facilities.
4. On Sheet 2, under General Notes, Note #2, the acreage should be provided.
5. A truck circulation plan (trash and emergency vehicles) should be provided.

### Site/Landscaping/Lighting Plans

1. The drive aisles and some of the parking spaces have not been provided in many areas. This should be provided in order to determine if there are any additional design waivers.
2. There are several signs which should be noted to be removed with the proposed change in access at the driveways.
3. The 4" solid white line proposed at the driveways separating the directional traffic shall be 4" double yellow lines per the MUTCD.
4. Vegetation at the corners of both driveway access locations should be cleared as much as possible to allow clear sight distance.
5. Several mature trees will need to be removed with the expansion of the parking lot. As a result, there will be less buffer to the residential properties to the rear. The applicant is proposing an 8-foot high vinyl fence. It is difficult to ascertain whether infill landscaping can be added because the resultant tree canopy cover is

unknown. A tree removal plan should be provided, which accurately indicates the size and type of trees as well as their condition.

6. A detailed restoration of the basins should be provided, include how they will be restored as well as the plantings to be provided.
7. Additional landscaping should be provided around the site. Our office would be happy to work with the engineer.

#### **Grading/Stormwater Comments**

1. The proposed impervious area increase is less than 0.25 acres and the overall disturbance is less than 1 acre. Therefore the site is not considered a 'major development' as defined by the NJDEP Stormwater rules. Since it is not deemed a 'major development', it is exempt from meeting the stormwater quantity, quality and groundwater recharge requirements. Existing and Proposed drainage patterns appear to be generally the same. The plans indicate that the existing stormwater facilities will be cleaned and restored.
2. The Stormwater Management Report should provide further information about how the existing bioretention basins on site are proposed to function once restored, how they are being restored, if/where they overflow, etc.
3. As the basins are currently not functioning properly, the design engineer should provide a contingency plan should the basins continue to fail after being restored.
4. The plans and/or stormwater report should address how and where the roof drains are directed and discharged to. There is a rip rap swale in the front of the building near one of the basins and its purpose should be discussed in the stormwater report.

#### **Traffic / Parking and Trip Generation Comments**

1. The applicant has requested a waiver for a Traffic Assessment. The building square footage and use are not changing. The applicant is making improvements to parking and site circulation. Further, the site access points are on NJ State Highway Route 41 (Brace Road), which is not under the jurisdiction of the Township. The applicant will be required to seek approval from the NJDOT for the change in driveway directional flow. We take no issue with the waiver request.

#### **Administrative**

1. The design engineer shall provide a certification that the basins are operating as intended as a condition of approval prior to final release of the Performance Bond.
2. An estimate for all on/off site improvements should be prepared and submitted to the Department of Community Development upon final stamped approval of the plans.
3. A Night Light Function test should be completed on the site prior to the issuance of Certificate of Occupancy. Any changes required will be made at the owner's expense.
4. Prior to construction start, Ordinance requirements regarding review escrow, inspection escrows, pre-construction meeting, etc. must be met.

#### **Permits and Approvals**

The following permits and approvals are required prior to the final signed approval by the Township:

- a. New Jersey Department of Transportation
- b. Camden County Planning Board
- c. Camden County Soil Conservation Service
- d. Cherry Hill Township Fire Marshal
- e. Cherry Hill Police Department
- f. Cherry Hill Department of Code Enforcement

- g. Cherry Hill Department of Engineering & Public Works
- h. All others as necessary

Should you have any questions, please feel free to call or email me at [sarcari@erinj.com](mailto:sarcari@erinj.com).

Sincerely,



Stacey Arcari, PE, PP, CME, PTOE

SEA/sea

cc: Steve Musilli, Department of Public Works (via email)  
Kevin Sheehan, Esquire (via email)  
Kyle Humphries, PE (via email)  
James Burns, Esquire (via email)