



September 24, 2021

Borough of Runnemede
Planning/Zoning Board
24 North Black Horse Pike
Runnemede, NJ 08078
Attn: Joyce Pinto, Planning Board Secretary

Subject: **Submission of Planning/Zoning Board Application for
Use Variance and Preliminary & Final Site Plan Approval
Proposed Change of Use and Minor Site Improvements for Use Car Sales
Toyota of Runnemede**
129 S. Black Horse Pike
Block 105, Lots 7, 7.01, 8, 9 and 1.02,
Borough of Runnemede, Camden County, NJ
Our File Number: 21-RTOY-001

Dear Ms. Pinto, Board Chair, and Board Members,

As a follow up to the workshop meeting held on September 20, 2021, this letter serves to submit the following application documents associated with a use variance and preliminary & final site plan approval for the above referenced site.

Enclosed for review are the following documents:

- Fifteen (15) copies of the Application Package
- Check #53024 in the amount of \$3,725.00 for review escrow fees
- Check #53023 in the amount of \$825.00 for application fees
- Five (5) copies of “Proposed Site Improvement Plans – Proposed Change of Use and Minor Site Improvements”, dated September 21, 2021
- Five (5) copies of Stormwater Runoff & Management Calculations, dated September, 2021.

By copy of this letter, we are forwarding one (1) copy of each directly to Mr. David Rowan, Esq (Board Solicitor), Bach Associates, PC.(Board Engineer) and Ms. Kandy Klehamer, Board Chairperson for their review.

Our office and the Applicant had the fortunate opportunity to meet with the Board Chair and Board Engineer on September 20, 2021 to review and discuss the proposed application and improvements. The meeting was very productive and the plans were revised to incorporate and address all of the preliminary comments and feedback that were provided during the meeting.

The Applicant kindly requests being placed on the October 20, 2021 Board meeting agenda. While we understand that there is a minimum 30 day submission requirement, our office had requested of the Board Engineer a one-week reduction from that time line to permit revisions to the plan to address comments from the workshop meeting held on September 20, 2021. We understand from the Board Engineer that this reduction was granted understanding that the application would be filed by September 27, 2021. With the submission of the application today, we understand that this timeframe has been met to enable the application to be heard at the Board’s October meeting. We kindly request confirmation of this.

Additionally and as requested, our office will email a PDF copy of the application documents to your office today.



**JEFFERIS
ENGINEERING
ASSOCIATES, LLC**

Should there be any questions or comments regarding the above or require any additional information, please contact me at (856) 933-2005 or via email at tjefferis@jefferisengineering.com. Thank you.

Respectfully for,
Jefferis Engineering Associates, LLC.

A handwritten signature in blue ink that reads "Teal S. Jefferis".

Teal S. Jefferis, PE, CME, CDT
Principal

cc: Steve Bach, PE, RA, PP, CME, Bach Associates w/copy (*via hand delivery*)
David Rowan, Esq. w/copy (*via overnight delivery*)
Kandy Klehamer, Board Chair (*via hand delivery*)
Lou Hernandez, Toyota of Runnemede w/copy (*hand delivery*)
Jeffrey Daniels, Esq. w/copy (*via overnight delivery*)

via hand delivery