

**Call to Order:**

The regular meeting of the Monroe Township Planning Board was called to order at 7:00 p.m. by Chairman O'Brien. The Board saluted the flag. Roll call was as follows:

Present – Mr. Agnesino, Ms. Flaherty, Mr. Heffner, Mr. Masterson, Mr. Scardino, Mr. Teefy, Mr. Cotton, Mr. O'Brien. Absent – Mr. Cooper, (excused), Mr. Crane, (excused), Ms. Hui, (excused), Mr. Jordan, (excused), Mr. Kernan, (excused). Also present – Mr. Rocco, Solicitor.

Proper notice of this meeting was as required by the Open Public Meetings Act on January 16, 2017.

Chairman O'Brien read the following statement: "Be advised, no new item of business will be started after 10:30 p.m. and the meeting shall terminate no later than 11:00 p.m."

**Memorialization of Resolutions:**

1. PB-16-17 – App. #WSP-41-16 – Kathryn Jones – Amended Site Plan Waiver Approved

Motion by Mr. Agnesino, seconded by Mr. Teefy to adopt resolution PB-16-17. Roll call vote: Ayes – Mr. Agnesino, Ms. Flaherty, Mr. Heffner, Mr. Masterson, Mr. Scardino, Mr. Teefy, Mr. O'Brien. Nays – Zero. Abstentions – Zero.

2. PB-17-17 – App. #WSP-04-17 – John Hassett – Site Plan Waiver Approved

Motion by Mr. Agnesino, seconded by Mr. Teefy to adopt resolution PB-17-17. Roll call vote: Ayes – Mr. Agnesino, Ms. Flaherty, Mr. Heffner, Mr. Masterson, Mr. Scardino, Mr. Teefy, Mr. O'Brien. Nays – Zero. Abstentions – Zero.

3. PB-18-17 – App. #WSP-05-17 – William Hutchins – Site Plan Waiver Approved

Motion by Mr. Agnesino, seconded by Ms. Flaherty to adopt resolution PB-18-17. Roll call vote: Ayes – Mr. Agnesino, Ms. Flaherty, Mr. Heffner, Mr. Masterson, Mr. Scardino, Mr. Teefy, Mr. O'Brien. Nays – Zero. Abstentions – Zero.

4. PB-19-17 – App. #1840 – Tuck Woods, LLC – Final Major Subdivision Approved

Motion by Mr. Agnesino, seconded by Mr. Masterson to adopt resolution PB-19-17. Roll call vote: Ayes – Mr. Agnesino, Ms. Flaherty, Mr. Heffner, Mr. Masterson, Mr. Scardino, Mr. Teefy, Mr. O'Brien. Nays – Zero. Abstentions – Zero.

**Site Plan Waivers – for Board Action:**

1. #WSP-06-17 – St. Matthew's Baptist Church

Present – Robert Wiltsee, applicant's attorney, Byron Darby, representative for St. Matthew's, Charles Cole, applicant's engineer.

Member's packets contained: 1. A copy of the applicant's site plan waiver application. 2. Letter dated February 6, 2017 prepared by Rosemary Flaherty. 3. Copies of the applicant's resolutions of approval for site plan #405-SP and a copy of the previously approved site plan.

The applicant is proposing to reduce the size of the daycare building that was previously approved in 2007 from 12,830 square feet to 9,888 square feet. The applicant received site plan approval on April 12, 2007 for the construction of a daycare center to be located at the corner of Stanger Avenue and Fries Mill Road, also known as Block 15101, Lot 14 in the Commercial Zoning District.

**Site Plan Waivers: (continued)**

1. #WSP-06-17 – St. Matthew’s (continued)

Mr. Darby and Mr. Cole were sworn in by Mr. Rocco. Mr. Wiltsee introduced himself as the applicant’s attorney. He stated that his client was before the Board in 2007 with their application for a daycare center to be located on the corner of Stanger Avenue and Fries Mill Road. The daycare center will be operated by St. Matthew’s Church. At that time the daycare center building was proposed at 12,830 square feet but the applicant is now proposing to reduce the size to 9,888 square feet. There are no other changes to the approved site plan. They now have a contractor to construct the daycare center and would like to move forward.

A revised plan has been submitted along with the original plan showing the larger daycare center building. The approval that was granted back in 2007 has been protected by the Permit Extension Act; however they did request an extension back in February of 2016 and the Board granted the one year extension to June 30, 2017. They are hoping to start the project very soon if the Board is okay with their request. Ms. Flaherty reviewed her letter for the Board. She asked the applicant to testify as to who will be operating the daycare and if it will be under the 501C3. Mr. Wiltsee replied that the daycare center will be operated by the church. She asked that copies of all licenses be submitted to the office as a condition of approval. Mr. Wiltsee agreed to this condition. The Board previously granted a sidewalk waiver however since it is a County road the applicant must receive County approval. Copies of all outside agency approvals are required to be submitted to the office as well as any revised plans. A preconstruction meeting is to be held prior to the issuance of any permits and will be scheduled by the Township Engineer. The applicant must enter into a Developer’s Agreement and adhere to the Township ordinance with regard to construction noise. They must keep the property free from all construction debris and material and use a dumpster onsite during construction. A zoning permit and Certificate of Occupancy are required as a condition of approval. Mr. Wiltsee agreed to the conditions stated.

Mr. Teefy asked if the parking is to remain the same. Mr. Wiltsee replied that there are no changes to the parking. Mr. Cole agreed and stated that there are no changes to the improvements; the only change is the size of the building. Mr. Agnesino asked if any municipal services will be required on site after construction. Mr. Wiltsee stated that the intention is to have a dumpster and private trash hauling; however they would like to use the Township’s recycling container. The applicant agreed that they would bring the recycling container out to the road for pickup so the recycling truck will not have to access the site. Mr. Agnesino asked if the sign for the Ridings development that is on the corner is on the church’s property. Mr. Cole replied that it is not on their property.

Motion passed to open the application to the public. There being none, motion passed to close the application to the public.

Mr. Rocco stated that the applicant is still bound by the conditions of approval noted in the previous resolutions as well as those stated on the record this evening. Motion by Mr. Teefy, seconded by Mr. Scardino to grant the site plan waiver. Roll call vote: Ayes – Mr. Agnesino, Mr. Cotton, Ms. Flaherty, Mr. Heffner, Mr. Masterson, Mr. Scardino, Mr. Teefy, Mr. O’Brien. Nays – Zero. Abstentions – Zero.

2. #WSP-07-17 – Iglesia De Dios Pentacostal M. I.

Present – Leonard Schwartz, applicant’s attorney, Felix S. Nunez, applicant, Maria Marquez.

Member’s packets contained: 1. A copy of the applicant’s site plan waiver application. 2. Letter dated February 6, 2017 prepared by Rosemary Flaherty, Zoning Officer.

The applicant is proposing to purchase and continue to use the existing Shiloh Apostolic Temple building for a church. The property is located at 1735 Winslow Road, also known as Block 4401, Lot 22 in the RD-A Zoning District.

**Site Plan Waivers: (continued)**

2. #WSP-07-17 – Iglesia De Dios Pentacostal M. I. (continued)

Mr. Nunez and Ms. Marquez were sworn in by Mr. Rocco. Mr. Schwartz introduced himself as the applicant's attorney. Mr. Schwartz stated that this church is purchasing the existing Shiloh church located on Winslow Road. The applicant is not proposing any changes to the church and a sketch of what is existing on the property has been provided to the Board. There are also pictures included with the application which depicts the parking area and the site in general. Mr. Schwartz stated that the cars depicted in the pictures belong to the members of the congregation; they took those pictures so the Board can see there is adequate parking on the site. They will be installing handicap ramps at the entrance. The sign will remain the same except the change of the name.

Ms. Marquez stated that there are approximately fifty members and about fifteen cars that will utilize the site several times a week. The church also has a van which picks up some members of the congregation. Mr. Schwartz stated that some comments in the Zoning Officer's letter refer to a daycare and he and Ms. Marquez clarified that there is not a daycare center proposed at this site. The applicant is requesting the Board to waive the application fee since the applicant is a non-profit 501C3. Ms. Flaherty reviewed her letter for the Board. She stated that the applicant should testify as to the hours and days of the week the church will be operating. Ms. Marquez replied that the church is in operation on Sunday, Tuesday, and Thursday, usually for two and a half hours each of those days. No new signage is proposed except to change the name on the existing façade sign. Ms. Flaherty asked if the applicant will be renting the church to any other individuals or holding any special events. Ms. Marquez replied that they will not be renting the church to anyone and they do not have any special events just their church services. Ms. Flaherty commented that some general clean-up of the property is recommended and a compliance inspection will be conducted as a condition of approval. All ADA requirements must be met before a Certificate of Occupancy is issued as well as the issuance of the zoning permit. The property does not have any sidewalk and it is up to the Board if they wish to grant a waiver. Mr. Heffner commented that it's difficult to see when pulling out of the site due to the shrubbery along the frontage. He asked that the applicant remove those bushes and landscape the area with some low lying shrubs or plants to be a condition of approval. Ms. Marquez replied that they will agree to remove those bushes and replace them with low lying landscaping. The Zoning Officer agreed to work with the applicant on that issue. It was noted that the applicant will be replacing the existing cesspool with a septic system.

Motion passed to open the application to the public. There being none, motion passed to close the application to the public.

Mr. Rocco reviewed the conditions of approval; the applicant must remove the bushes along the frontage of the property and replace them with some low lying landscaping, clean-up of the property, the waiver of sidewalk, the waiver of the filing fee, the applicant will comply with the ADA requirements, they will not rent the property to any other individuals, all outside agency approvals including the Gloucester County Board of Health, and the issuance of a zoning permit and Certificate of Occupancy. Motion by Mr. Agnesino, seconded by Mr. Masterson to grant the site plan waiver with the above noted conditions. Roll call vote: Ayes – Mr. Agnesino, Mr. Cotton, Ms. Flaherty, Mr. Heffner, Mr. Masterson, Mr. Scardino, Mr. Teefy, Mr. O'Brien. Nays – Zero. Abstentions – Zero.

**Extension Request for Board Action:**

1. #1764 – Thomas Duffy – 2 One Year Extensions

Member's packets contained: 1. Letter dated January 4, 2017 prepared by Thomas Duffy.

**Extension Request: (continued)**

1. #1764 – Thomas Duffy (continued)

The applicant is requesting two one year extensions on his preliminary major subdivision approval received on January 12, 2006. Since that time the approval was protected under the Permit Extension Act which expired on June 30, 2016. The applicant now has the right under the MLUL to ask for extensions on his approval. Mrs. Farrell stated that the reason he is asking for the two one year extensions is because the first year will already expire this June so having both one year extensions now will give him more time to submit his application for final approval.

Motion by Mr. Agnesino, seconded by Mr. Teefy to grant the two one year extensions to expire June 30, 2018. Roll call vote: Mr. Agnesino, Mr. Cotton, Ms. Flaherty, Mr. Heffner, Mr. Masterson, Mr. Scardino, Mr. Teefy, Mr. O'Brien. Nays – Zero. Abstentions – Zero.

**Correspondence:**

1. Letter dated January 23, 2017 prepared by a long time resident.

Mr. O'Brien commented that there is no signature on the letter. That being said he stated that the Board makes decisions based on what is in the best interest of the town. Their decisions are not politically motivated and he personally will not even consider the letter. He stated that if the person had signed the letter he would have responded to them. Mr. Teefy stated that he gets numerous unsigned letters and when they do not have a name attached it loses credibility. If people would sign their name they would be able to contact them and address their concerns. Mr. Teefy did comment that the Board, really the Zoning Board, is very bland on their request for qualifications from professionals so they can just get anybody with any experience and if the Board favors that person they're coming in. They might not have land use experience, they might not have economic or retail business or whatever it is they need. So one of the questions they asked with regard to the Zoning Board is that there should be something in the request for qualifications that specifically says that the person should have a background in municipal land use; they looked at other towns and they have that in RFQ's. Ours doesn't specifically say they must have certain experience in land use so he wants the Board to keep that in mind for the future; however the town does have good people now but now since the Zoning Board turned down their Solicitor it gave him a chance to look at this issue. Mr. Fiore issued a letter on the matter which stated that it's the Zoning Board's purview to formulate their own request for professional qualifications. The Planning Board can look at that for next year. Ms. Flaherty stated that it would be a good idea to look at it in November. This has been a point of contention because the Zoning Board feels as though they have the jurisdiction and that jurisdiction has been taken away from them and it has put the applicant's in limbo. She stated that it is important and they may get more qualified people submitting RFP's to the Township. The Zoning Board did move forward to re-advertise for RFQ's using the original format that was used last year.

2. Letter dated January 31, 2017 prepared by Federici & Akin – Ames Road Sanitary Sewer

Mrs. Farrell stated that the letter is just an FYI. Mr. Agnesino commented that the manhole on Ames Road is very shallow. If their idea is to tie that manhole into the sanitary sewer he would, if they can, like to see them drop the manhole down as far as they can. Mr. Heffner stated that there is one house that is always having issues so the MMUA is going to connect that house up to Ames Road; they are going to put two more stubs there but not run any laterals underneath the road. They are really doing it to resolve the problems they've been having with that one house for many years. The MMUA will also be responsible for doing all the repaving.

**Reports:**

1. Mr. Teefy stated that they are meeting with Senator Madden tomorrow on the Fries Mill Road and Route 322 intersection issue. Senator Madden stated that it is the number one priority on their list so they will see how the meeting goes tomorrow.

**Adjournment:**

The meeting was adjourned at 7:40 p.m.

These minutes are an extract from the meeting that was held on the above date and are not a verbatim account or to be construed as an official transcript of the proceedings. The tape of the meeting is stored in the office of the Board.

Ninette Orbaczewski  
Clerk Transcriber