

**Monroe Township Zoning Board Meeting Minutes
July 24, 2018 at 7:00 pm**

Call to Order

Chairman Salvadori read, "Proper notice of this meeting was given as required in the Open Public Meetings Act on January 5, 2018 and a copy was posted on the first floor bulletin board and a copy was given to the Township Clerk. Be advised, no new business or item of discussion will be started after 10:30 pm and the meeting shall terminate no later than 11:00 pm".

Pledge of Allegiance

Roll Call:

Members:

Mrs. Fox - Present
Mr. Fritz - Present
Mr. Kozak - Present
Mr. Manfredi - Excused
Mr. McLaughlin, Vice Chairman - Present
Mr. Mercado - Present
Mr. Salvadori, Chairman - Present
Mr. O'Reilly, Alt. #1 - Present
Mr. Sebastian, Alt. #2- Present

Professionals:

Rick Coe, Solicitor - Present
Engineer, Marty Sanders - Arrived @ 7:30 pm
Planner, Pam Pellegrini - Present
Council Liaison, Ron Garbowski - Excused
Community Development Director/Zoning Officer, Rosemary Flaherty - Excused
Tara Park, Secretary and Transcriber - Present

Memorialization of Resolutions:

Resolution ZBA-25-2018, ANB Leasing, Application #0476-SP Final Major Site Plan, and Block 8501 Lot 4, 2599 South Black Horse Pike - The applicant is seeking final major site plan retroactive to a construction site located at this property known as 2599 South Black Horse Pike. The applicant has received a use variance and preliminary major site plan approval.

Mr. Coe spoke to the Board about the Open Issue about Performance & Maintenance Bonds, and shared with the Board information from himself and an article from Mr. Schwartz, the attorney for the applicant. He noted that for private improvements, performance guarantees can not be required with the exception of the buffer, but Maintenance Bonds can be required if there is a basin, for a dollar amount determined by the Township Engineer. Mr. Coe noted the condition in the Resolution in reference to Mr. Imperial's property:

"In accordance with N.J.S.A. 40:55D-53(a)(2)(b), the Applicant shall post with the municipality, upon the inspection and issuance of final approval of the following private site improvements by the municipal engineer, a two year maintenance guarantee in an amount not to exceed 15% of the cost of the installation of the following private site improvements: stormwater management basins, in-flow and water

quality structures within the basins, and the outflow pipes and structures of the stormwater management system, if any, which cost shall be determined according to the method of calculation set forth in N.J.S.A. 40:55D-53.4;"

Motion to approve: Mr. McLaughlin

2nd motion to approve: Mr. Kozak

Roll Call:

Mrs. Fox - Yes

Mr. Fritz- Yes

Mr. Kozak- Yes

Mr. McLaughlin, Vice Chairman- Yes

Mr. Mercado - Yes

Mr. Salvadori, Chairman- Yes

Mr. O'Reilly, Alt.#1- Yes

Resolution ZBA-26-2018, Wawa, Application ZBA-06-18, Use Variance and #SP-0479 Amended Preliminary and Final Major Site Plan Approval, Block 11201 Lot 2, 1445 S. Black Horse Pike - The applicant is seeking a use variance approval to allow the sale of diesel fuel in addition to gasoline. Modifications include the removal and replacement of four of the eight existing gas dispensing units and the addition of one 22,000 gallon compartmentalized tank to provide diesel fuel and signage improvements. The application was approved.

Motion to approve: Mr. McLaughlin

2nd motion to approve: Mr. Fritz

Roll Call:

Mrs. Fox - Yes

Mr. Fritz- Yes

Mr. Kozak- Yes

Mr. McLaughlin, Vice Chairman- Yes

Mr. Mercado - Yes

Mr. Salvadori, Chairman- Yes

Mr. O'Reilly, Alt.#1- Yes

Public Portion

Motion to open to the public: Mr. O'Reilly

2nd motion to open to the public: Mr. McLaughlin

All in favor by voice vote.

At this time anyone wishing to address the Board is able to do so, and with no one wishing to speak from the public,

Motion to close to the public: Mr. Fritz

2nd motion to close to the public: Mr. McLaughlin

All in favor by voice vote.

Reports:

At this time, the Chairman turned the meeting over to Mr. Coe.

Mr. Coe announced that the Rules and Regulations of the ZBA, and the Model Rules for a ZBA that were dispersed prior to the meeting are both great information for the members to review and applicants that will be coming in front of the Board. He spoke about the Model Rules and how it explains the entire process step by step and that he feels that it should be incorporated into the Rules and Regulations for the Monroe ZBA. Mr. Coe Briefly went over both items and what is contained in each. He asked that the Rules and Regulations be available in the Zoning and Planning office to hand out. He stated that he will, with the approval of the Board, draw up a Resolution to present to the Board to adopt the Model Rules with the Rules and Regulations. Mr. Coe noted that this will not need to go in front of Council.

Mr. Coe noted #10 on the Rules and Regulations stated that there are both a Planner and Engineer to the Board, and Mr. Pellegrini note that this process works and doesn't feel it should change.

Mr. O'Reilly and Mr. Mercado mentioned Mr. Mercado speaking to the Council the night before (7-23-2018) about obtaining tablets for each Board Member and Township email addresses to help with the process of receiving packets, and to no longer utilize their private email and computers as well which would put them involved when an OPRA request is made. Mr. Mercado also noted that this has been previously suggested by Rosemary Flaherty, to obtain email addresses and tablets for all Board Members. The members said that the Council Members seemed opened to it, the only person opposed seemed to be the Business Administrator to the tablets. They explained that it is not feasible to receive big plans, being delivered by Township employees and left at their porches or doorsteps in the days before the meeting. The members stressed that they would like to get their packets sooner that a day or two prior to the meeting in order to review all necessary documents, plans and properties, and updates sent in a more timely fashion. Mr. Sebastian noted a caution to use these during and after meetings due to the public thinking that the Board is discussing the applications privately, especially because this could be considered a quorum through the Sunshine Law as clarified by Mr. Kozak. Mr. Mercado noted that he would like to see the Board make a motion to have Rosemary Flaherty, the Zoning Officer and Director of Community Development include the purchase of the tablets into the Budget for 2019.

Mr. Sebastian mentioned the roles for the Secretary or Transcriber, and how a former transcriber was able to do the minutes at night and would take equipment home and it would get destroyed, and Ms. Park, the Secretary, noted that the former transcriber did not do her minutes at home, they were done during the work day, and Ms. Park noted that she does not do them in the office during the day. He noted that the tablets would help the minutes get to the members faster.

After Mr. Coe and the Board discussed the submission of minutes to the members and Mr. Coe advised that it should be that the minutes are sent three business days prior to the meeting for review of the Board Members. Mr. Sebastian asked for the timeframe for an applicant to be on the agenda, and Mr. Coe said that it is a minimum of ten days before the meeting with a complete application.

Mr. Sebastian also noted that having the Chairman review the agenda prior to it being sent to the members.

Mr. O'Reilly also noted that there was a mention of requiring a CD submission of plans on the submission requirements as opposed to full sized plans.

Motion to recommend to the Zoning Officer, or any Administrative person overseeing the budget, to include the funds needed to purchase tablets for all members in 2019: Mr. Fritz
2nd Motion: Mr. Mercado

Roll Call:

Mrs. Fox - Yes

Mr. Fritz- Yes

Mr. Kozak- Yes

Mr. McLaughlin, Vice Chairman- Yes

Mr. Mercado - Yes

Mr. Salvadori, Chairman- Yes

Mr. O'Reilly, Alt.#1- Yes

Minutes Approval for 7/10/2018:

Motion to approve: Mr. McLaughlin

2nd motion to approve: Mr. Fritz

All in favor by voice vote.

Reports:

Chairman Salvadori asked the Professionals present to not dispute on his personal email, and not include him.

Mr. Sebastian noted that he watched the stormwater video that they were asked to watch at the last meeting for Mr. Calvello, Director of Public Works.

Adjournment:

Motion to adjourn: Mr. Mercado

2nd Motion to adjourn: Mr. Kozak

All in favor by voice vote.

These minutes are a brief summary of the proceedings and should not be taken as verbatim testimony

Respectfully submitted, Tara Ann Park ~ Transcriber