**Planning Board Minutes**

**February 8, 2018**

Monroe Township Planning Board Meeting was called to order by Chairman O’Brien at 7:00 pm on February 8, 2018.

The Board stood for the Pledge of Allegiance

Proper notice of this meeting was given as required in the Open Public Meetings Act on January 11, 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”.

**Roll Call:**

Members Present:

Mr. Boorstein, Mr. Crane, Ms. Flaherty, Councilman, Mr. Heffner, Mr. Masterson, Mr. O’Brien, Chairman, Mr. Scardino, Mayor, Mr. Teefy, Mr. Cotton

Members Excused: Mr. Cooper

Professionals Present:

Planner, Tim Kernan, Maser Consulting

Solicitor, Joseph Rocco, Campbell Rocco Law Firm

**Memorialization of Resolutions:**

* **Resolution PB-13-2018, Application 395-SP, Fuel Station at Sam’s Club, 334 Berlin Cross Keys Road, Block 101 Lot 3.01**

 The applicant was approved for a one-year extension of time to start this project.

Councilman Heffner motioned to approved this resolution, Mr. Scardino seconded that motion, roll call: All in favor

* **Resolution PB-14-2018, Application #405-SP, Amended #PB-24-16, Extension Granted PB-20-17, St. Matthews Daycare Center, Block 15101 Lot 14**

The applicant was approved for an extension to June 30, 2018.

Councilman Heffner motioned to approved this resolution, Mr. Scardino seconded that motion, roll call: All in favor

* **PB-13-2018, Application WSP-02-2018, Mainland Produce, 1056 S. Black Horse Pike, Block 3601 Lot 6**

The applicant was denied for a retail and wholesale fresh produce store at this location that will service the residents and restaurants and retailers in the area with fresh fruits, vegetables and culinary herbs.

Councilman Heffner motioned to approved this resolution, Mr. Scardino seconded that motion, roll call: All in favor

* **PB-14-2018, Application WSP-03-2018, Big Hoss Beef Jerky, David Tomczak, 1180 North Black Horse Pike, Block 1102 Lot 23**

The applicant was approved for a retail beef jerky business at this location.

Councilman Heffner motioned to approved this resolution, Mr. Scardino seconded that motion, roll call: All in favor

* **PB-15-2018, Administrative Change Request: Summerfields West**

The applicant was approved by the Board for an Administrative Change to the outfall structure. The Board Engineer has reviewed this request and will report his recommendations to the board.

Councilman Heffner motioned to approved this resolution, Mr. Scardino seconded that motion, roll call: All in favor

* **PB-16-2018, Redevelopment Recommendation required for Council Resolution R-41-2018**

Council Resolution: R-41-2018 Resolution of the Township Council of the Township of Monroe referring a proposed rehabilitation area designated as the “Lakes Rehabilitation Area” in the Township of Monroe. This Redevelopment Area discussion will be presented by Tim Kernan and Joe Rocco, the Redevelopment Professionals. The board approved this recommendation to move forward.

Councilman Heffner motioned to approved this resolution, Mr. Scardino seconded that motion, roll call: All in favor

* **Resolution PB-17-2018, Application 395-SP, Fuel Station at Sam’s Club, 334 Berlin Cross Keys Road, Block 101 Lot 3.01**

 The applicant was approved for a one-year extension of time to start this project.

Councilman Heffner motioned to approved this resolution, Mr. Scardino seconded that motion, roll call: All in favor

* **Resolution PB-18-2018, Application #405-SP, Amended #PB-24-16, Extension Granted PB-20-17, St. Matthews Daycare Center, Block 15101 Lot 14**

The applicant was approved for an extension to June 30, 2018.

Councilman Heffner motioned to approved this resolution, Mayor Teefy seconded that motion, roll call: All in favor

**Public Hearings:**

* **Application WSP-01-2018, Emchi Nail Products LLC, 27 South Main Street, Block 11806 Lot 3**

The applicant is proposing to use the attached garage to the existing nail business as storage for a separate retail merchandise business.

The Zoning Officer read her report into the record as follows:

1. *The applicant is proposing to use the garage for storage and off site sales of products stored at this location.*
2. *The applicant should testify as to the hours of operation.*
3. *The applicant should testify to the amount of employees at this location.*
4. *The applicant should testify what type of trucks will be used at this location.*
5. *The applicant should testify to full nature of where they supply the materials to and how many times a month for the record, types of supplies being stored and if there are any chemicals being stored for the record.*
6. *The applicant should testify to any signage proposed at this location.*
7. *The applicant should testify if this is an accessory use to the existing nail salon for the record.*
8. *The applicant should testify if any office is going to be inside the building for the record.*
9. *The applicant should testify as to any boxes or trash or debris disposed of at this location in conjunction with this business for the record and if they share a dumpster with the current nail salon business.*
10. *Any signage proposed should be submitted as part of your zoning permit with a rendering that meets code for the record.*

The applicant should understand that zoning and construction permits are a condition of approval for this application

The applicant stated that the business would operate Monday through Friday 10:00am to 7:00pm, they will have 2 full time employees and 2 part time employees, the vehicle they use is a van, they transport nail powder, there is no office as part of this business, they share a dumpster and agree to all outside agency approvals and permits.

A question whether the business is part of the nail salon was asked and the applicant stated they are two separate busineses, this puts this application to the zoning board of adjustment not the planning board.

Councilman Heffner motioned to open this application to the public, Mr. Scardino seconded that motion. Roll Call: All in favor

Councilman Heffner motioned to close this application to the public, Mr. Scardino seconded that motion. Roll Call: All in favor

Motion to deny this application was made by Councilman Heffner, seconded by Mr. Boorstein, Roll Call: All in favor

* **Application WSP-04-2018, Amish Market, 701 N. BHP, Block 1702 Lot 1**

The applicant is proposing an outside stairway to an upstairs room above the restaurant.

The Zoning Officer read her report into the record as follows:

1. *The property is located in the C-Commercial Zone.*
2. *The property is not located in the Pinelands.*
3. *The property consists of a multi tenant building with a diversity of uses within it.*
4. *The applicant is proposing to add outside stairs to the existing building to a room above the restaurant.*
5. *The applicant should provide a detailed explanation of the use for the room on the second floor, what it is being used for now and whether or not the stairs are accessed by the public.*
6. *If the room is not being used for a restaurant the applicant should understand that this is a change of use. If the room is being used for storage and the only people using the stairs are employees, information should be provided how they plan to secure the stair entrance so patrons don’t access them.*

*The applicant should understand that any approval is conditioned upon ADA, Board of Health, Zoning and Construction and any other outside agency approval*

The applicant stated that the only access outside would be for a a fire escape stairway, it will be locked. His intention is to use the area from inside. He agreed to provide the fire department with a knox box code. The area is being used for storage.

Motion to open this application to the public was made by Councilman Heffner, seconded by Mr. Masterson. Roll Call: All in favor

Motion to close this application to the public was made by Councilman Heffner, seconded by Mr. Scardino. Roll Call: All in favor

Motion to approve this application was made by Councilman Heffner, seconded by Mr. Cotton, Roll Call: All in favor

* **Application WSP-05-2018, Shoprite Conversion, 100 S. BHP, Block 1904 Lot 39**

The applicant is proposing to convert the inside of the Shoprite to add a Shoprite from Home department where employees take online groceries and save them for customers to pick up or be delivered to their homes. This will include a new exterior sign and pick up area.

The Zoning Officer read her report into the record as follows:

1. *The property is located in the C-Commercial Zone.*
2. *The property is not located in the Pinelands.*
3. *The property consists of a multi-tenant shopping Complex and this application is for Shoprite.*
4. *The applicant is proposing to convert a portion of the Shoprite into an online ordering center for pick up or delivery orders from the customers.*
5. *The applicant has proposed to use 4-6 parking spaces for this use which will be adjacent to the handicapped spaces.*
6. *The applicant should testify to any signage proposed on the outside of the building and in the parking spaces for the record.*
7. *The applicant should testify the exact number of spaces for the board to consider.*
8. *The applicant should testify as to whether they have a current parking issue.*
9. *The applicant should testify as to what the inside of the building is being currently used for and if the use is being relocated with in the store, if so, where for the record.*
10. *The applicant should understand that any approval is conditioned upon ADA, Board of Health, Zoning and Construction and any other outside agency approval.*

The applicant stated that the area is for the convenience of his customers to buy and shop online and there will be no parking in the fire lane, there will be designated spots for the new use in the parking lot, he is not experiencing any parking problems, they are preparing to repaint the fire lane.

Councilman Heffner motioned to open this application to the public, Mr. Scardino seconded that motion. Roll Call: All in favor

Councilman Heffner motioned to close this application to the public, Mr. Scardino seconded that motion. Roll Call: All in favor

Councilman Heffner motioned to approve this application, Mayor Teefy seconded that motion. Roll Call: All in favor

**Public Portion:**

**At this time anyone wishing to address the public for comments.**

Councilman Heffner motioned to open this meeting to the public, Mr. Scardino seconded that motion. Roll Call: All in favor

Councilman Heffner motioned to close this meeting to the public, Mr. Scardino seconded that motion. Roll Call: All in favor

**Correspondences/Discussion:**

**St. Matthews Traffic Update: Please see the Dewberry traffic report attached.**

Mr. Wiltsee appeared on behalf of St. Matthews in respect to the report prepared by Dewberry for St. Matthews Daycare. The board accepted this report as the traffic information needed to satisfy the engineering comment. The board engineer also accepted this report.

A**djourn:**

Councilman Heffner motioned adjourn this meeting, Mr. Scardino seconded that motion. Roll Call: All in favor

These minutes are a brief summary of the proceedings that took place on 2/8/2018 and should not be taken as verbatim testimony.

Respectfully submitted,

Rosemary Flaherty