**Planning Board Minutes**

**February 22, 2018**

Monroe Township Planning Board Meeting was called to order by Chairman O’Brien at 7:00 pm on February 22, 2018

The Board stood for the Pledge of Allegiance.

**Call to order:**

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-19-2018 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.

Councilman Heffner motioned to approve this resolution, Mr. Crane seconded that motion. Roll Call: All in favor

* **Resolution PB-20-2018 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.

Councilman Heffner motioned to approve this resolution, Mr. Crane seconded that motion. Roll Call: All in favor

* **Resolution PB- 21-2018 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.

Councilman Heffner motioned to approve this resolution, Mr. Crane seconded that motion. Roll Call: All in favor

* **Resolution PB-22-2018 St. Matthews Application #405-SP, Amended PB-24-16, Extension Granted PB-20-17, Extension Grated PB-14-2018, Traffic Information**

Councilman Heffner motioned to approve this resolution, Mr. Masterson seconded that motion. Roll Call: All in favor

* **Extension of Approval**
* **PB-23-18, Philadelphia Suburban Development Corp. Block 2702 Lots 11,15,17,18,40,41 under Resolution PB-13-15, Extended under Resolution PB-14-17 for application known as #1828 Malaga Road-Approved**

The applicant requested a one-year extension and was approved.

Motion to open this matter to the public was made by Councilman Heffner, seconded by Mayor Teefy. Roll Call: all in favor

Motion to close this matter to the public was made by Mr. Crane, seconded by Councilman Heffner. Roll Call: all in favor

Motion to approve this request was made by Mr. Crane, seconded by Mr. Masterson. Roll Call: All in favor

* **Public Hearing:**
* **Application #WSP-06-2018, Williams Andrews Burns LLC, Block 1301 Lot 1, 1117 N. BHP**

The applicant is relocating his existing business from Washington Township to Monroe Township to operate a collection agency professional office within a strip center.

*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 including a daycare center, this unit and lastly a full built out salon unit that is available.*
4. *The applicant is proposing to use the unit known as the North End Unit as a professional office for collection agency activities.*
5. *The applicant should testify as to the complete use of the business for the record.*
6. *The applicant should testify as to the number of full time and part time employees for the record.*
7. *The applicant should testify as to the hours of operation for the record.*
8. *The applicant should address how many parking spaces are needed for these of this business for the record.*
9. *The applicant should testify as to whether clients come to this location for the record.*
10. *The applicant should testify if they cash checks or do any type of checking or money orders at this location as a means for payment of any debts for the record.*
11. *The applicant should testify if they adhere to the Federal Trade Commission Fair Debt Collection Practices Act for the record.*

*This is an act under the Federal Trade Commission (FTC), the nation’s consumer protection agency, which enforces the* [***Fair Debt Collection Practices Act***](https://www.ftc.gov/system/files/documents/plain-language/fair-debt-collection-practices-act.pdf) *(FDCPA), which prohibits debt collectors from using abusive, unfair, or deceptive practices to collect debt.*

1. *The applicant should testify as to whether this business is bonded for the record.*
2. *Any NJ State Licenses to collect Debt should be submitted at the time of Zoning Permit and this is a condition of approval for the record.*
3. *The applicant should testify if they have a need for a dumpster for this type of business. If so where it is located and whether it is enclosed for the record.*
4. *Currently there is no sidewalk at this location and I am not recommended it be proposed; but this is a condition that must be waived by the Board.*
5. *A rendering of the signage proposed must be sent to me for approval. It is recommended that signage be provided at this location, no banner, temporary signs are permitted as a permanent sign for the record.*
6. *Temporary lawn signs are not permitted throughout the township advertising this business for the record.*
7. *The applicant should understand that any approval is conditioned upon ADA, Zoning and Construction and any other outside agency approval.*

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

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* **Closed Session to talk about litigation matters**

At this time the board went into closed session.

* **Public Portion:**

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

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

Councilman Heffner motioned to close this meeting to the public, Mayor Teefy seconded that motion. All in favor

* **Minutes Approval:**

1/25/2018

Mr. Crane motioned to approve the minutes from 1/25/2018, Mr. Masterson seconded that motion. Roll Call: All in favor

* **Communications:**

Mayor Teefy stated that the grand opening for ISmile Dental took place and they are planning on getting the tooth on the top to light, he also mentioned the Arts Festival, Geets Diner opening soon and Cinder Bar/Restaurant and Learning Center will soon be under construction as well as St. Matthews Daycare.

* A**djourn:**

Mr. Boorstein motioned to adjourn this meeting, Mr. Crane seconded that motion. Roll Call: All in favor

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

Respectfully submitted,

Rosemary Flaherty