

Call to Order:

The regular meeting of the Monroe Township Planning Board was called to order at 7:05 p.m. by Chairman Schwaiger. The Board saluted the flag. Roll call was as follows:

Present – Mayor DiLucia, Mr. J. Garbowski, Mr. Kozak, Mr. Scardino, Mr. O’Brien, Mr. Schwaiger. Absent – Mr. Crane, (excused), Mr. Cotton, (excused), Mr. R. Garbowski, (excused), Mr. Masterson, (excused), Mr. Helsel, (excused), Mr. DeFrank, (excused). Also present – Mr. Boraske, Solicitor, Ms. Pellegrini, Planner, Mrs. Farrell, Secretary, Mrs. Orbaczewski, Clerk Transcriber.

Proper notice of this meeting was given in accordance with the requirements of the Open Public Meetings Act in the Annual Notice of Meetings on January 4, 2019. In addition, notice for this evening’s public hearing was sent in writing to the newspaper and published on August 12, 2019.

Chairman Schwaiger 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-30-19 – App. #1714 – Steven Smith (Smithfield Estates) – Two Year Ext. Approved

Motion by Mr. O’Brien, seconded by Mr. Kozak to adopt resolution PB-30-19. Roll call vote: Ayes – Mayor DiLucia, Mr. Kozak, Mr. O’Brien, Mr. Schwaiger. Nays – Zero. Abstentions – Zero.

2. PB-31-19 – App. 493-SP – NJ Restaurants, LP – Prelim. & Final Major Site Plan Approved

Mr. Boraske stated that he made a couple minor spelling corrections to the resolution after talking with the applicant’s attorney. Motion by Mr. O’Brien, seconded by Mr. Kozak to adopt resolution PB-31-19. Roll call vote: Ayes – Mayor DiLucia, Mr. Kozak, Mr. O’Brien, Mr. Schwaiger. Nays – Zero. Abstentions – Zero.

3. PB-32-19 – Proposed Ordinance O:34-19 Alternative Treatment Center (Medical Cannabis)

Motion by Mr. O’Brien, seconded by Mayor DiLucia to adopt resolution PB-32-19. Roll call vote: Ayes – Mayor DiLucia, Mr. Kozak, Mr. O’Brien, Mr. Schwaiger. Nays – Zero. Abstentions – Zero.

Public Hearing:

1. Recreation & Open Space Inventory – Recertification Update

Present – Kathryn Cornforth, ARH.

Ms. Cornforth stated that the last time the ROSI Plan was updated was in 2014. Green Acres has requested an update to the plan. In doing the update, ARH realized that there were approximately 40 Township owned properties, that are tagged as open space, that were mistakenly omitted from the plan in 2014. They added them to the ROSI Plan and the ROSI Map as well as updating the tax maps.

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

Motion by Mr. O’Brien, seconded by Mr. Scardino to adopt the updated ROSI Plan, the ROSI Map, and the updated tax maps. Roll call vote: Ayes – Mayor DiLucia, Mr. Garbowski, Mr. Kozak, Mr. O’Brien, Mr. Scardino, Mr. Schwaiger. Nays – Zero. Abstentions – Zero.

Discussion:

1. Resolution R:173-2019 – Master Plan

This resolution is authorizing a comprehensive update to the Township’s Master Plan along with development regulations to be conducted by the Monroe Township Planning Board.

Present – Pam Pellegrini, Maser Consulting.

Mrs. Farrell stated that the Board should discuss how they want to handle the Master Plan. She stated that the last time the Master Plan was done, the Planning Board held special meetings specifically to discuss the Master Plan and different elements were presented at each meeting. She stated that there has been discussion on having a committee made up of a few members of the Planning Board and then from other commissions or Boards. There has been discussion about having a community survey as well.

Mr. Schwaiger commented that he is not familiar with the Master Plan and asked Ms. Pellegrini to explain the Master Plan process for him and others on the Board that may not be familiar.

Discussion: (continued)

1. Resolution R:173-2019 – Master Plan (continued)

Ms. Pellegrini stated that there are different steps in preparing the Master Plan. They will begin by doing a background analyses which they have been authorized to start. The background analyses will look at the previous Master Plan, zoning amendments that have taken place since that time, trends within the Township, demographics, and any other information that would relate to the Master Plan. The different elements would be looked at such as circulation, parks and recreation needs, etc. The next step would be to hold stakeholder meetings with organizations or businesses or even departments within the Township that will look at existing conditions, issues, and possible solutions to those issues as well as goals and objectives.

She stated one of the things that has been very successful in other Townships is to do a community survey. They would do this through the Township website to get public input. The next thing would be to hold public workshops that would be an interactive process with interested parties. This would be done at various times during the Master Plan review. She recommended a committee so that they can interact on a sublevel with people from the town that represent key components to the Master Plan. There would be approximately six subcommittee meetings with the whole process taking about a year. At the end of the process, the findings would be presented to the full Planning Board as a draft report and any changes would be made at that time. Once the Master Plan is done, then the ordinances changes can be made and the zoning map would be updated. She stated that currently there are a lot of issues with the code with the schedules not matching up with the text, etc. That would all be redone after the Master Plan is complete so that everything works together.

Mr. Schwaiger asked about the approval process. Ms. Pellegrini stated that they would submit a draft to the Planning Board since they are the one to approve the Master Plan. After it is complete with any changes, the Planning Board would hold a public hearing. The ordinance changes would be done by Council. With regard to the committee, they have not done that in the past, it was strictly done by the Planning Board at specially held meetings who relied on the professionals to prepare the changes to the different elements of the Master Plan, and present it to them. There would be discussion and changes made and then at the end it was adopted. Mr. Schwaiger asked Mr. O'Brien, who is the only member who was part of the last Master Plan, if a subcommittee should be formed. Mr. O'Brien replied that it would be good to have other members of the Township involved this time so that they can have some input as well. Mayor DiLucia commented that Council is interested in having a committee since the Master Plan will affect the ability to bring businesses to town. He thought if there is a cross section of people involved, even though they might not always agree, at the end the town will have a good product.

Discussion: (continued)

1. Resolution R:173-2019 (continued)

There was some discussion on how many people should be on the committee with Ms. Pellegrini suggesting between six and twelve, with some members from the Planning Board and the Zoning Board of Adjustment, the MMUA, and Council. Business owners in town can be interviewed as part of the stakeholder meetings and not necessarily as part of the committee. Mr. Schwaiger suggested that one of the members selected from the Planning Board to participate on the committee should also chair the committee meetings since the Planning Board has jurisdiction over the Master Plan. Mr. Kozak asked when the committee meetings will begin. Ms. Pellegrini stated that it will probably be later in the fall.

Public Portion:

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

Reports:

1. Mrs. Farrell informed the Board that the engineer for the new Taco Bell submitted a revised plan to the Board's engineer showing that the trash enclosure will remain in the same place it currently exists. The Board engineer was okay with the location and Dr. Sauter had stopped in the Planning Board office and she was made aware that the trash enclosure will remain in the same location it is now.

Approval of Minutes:

1. 8/8/19 regular meeting.

Motion by Mr. Garbowski, seconded by Mr. O'Brien to approve the minutes from the August 8, 2019 regular meeting. Voice vote; all ayes, motion passed.

Adjournment:

The meeting was adjourned at 7:35 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.

Respectfully submitted by: Ninette Orbaczewski, Clerk Transcriber