

**MINUTES  
ORDINANCE COMMITTEE MEETING  
TOWNSHIP OF MONROE  
JULY 10, 2019**

**A.) OPENING CEREMONIES**

**CALL TO ORDER**

The Ordinance Committee Meeting of the Township of Monroe was called to order at approximately 7:00 PM by **Ordinance Chairman, Cncl. Joe Marino** in the First Floor Meeting Room of the Municipal Complex located at 125 Virginia Avenue, Williamstown, New Jersey.

This meeting was advertised pursuant to the New Jersey Open Public Meetings Act (*N.J.S.A. 10:4-6 thru 10:4-21*). Notices were placed in the official publications for the Township of Monroe (i.e.: South Jersey Times, Courier Post and The Sentinel of Gloucester County). A copy of that notice is posted on the bulletin board at the Municipal Complex and on the Monroe Township website.

**SALUTE TO THE FLAG**

**Cncl. Falcone** led the Assembly in the Pledge of Allegiance to Our Flag.

**ROLL CALL OF PUBLIC OFFICIALS**

Cncl. Marvin Dilks	Present	
Cncl. Katherine Falcone	Present	
Cncl. Pres. Ronald Garbowski		Excused
Cncl. Cody Miller	Present	
Cncl. Patrick O'Reilly	Present	
Cncl. Gregory Wolfe	Present	
Cncl. Joseph Marino	Present	
Mayor Richard DiLucia	Present	
Solicitor, John Trimble	Present	
Business Administrator, Jill McCrea	Present	
Dir. of Real Estate, Angelina Matese	Present	
Police Chief DeHart	Present	
Planner, Tim Kernan	Present	
Deputy Municipal Clerk, Jennifer Harbison	Present	

**B.) APPROVAL OF MINUTES**

**Cncl. Wolfe** made a motion to approve the minutes as submitted of the Ordinance Committee Meeting of April 3, 2019 and the Ordinance Committee Meeting of May 1, 2019. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council in attendance.

**C.) PUBLIC PORTION**

**Cncl. Miller** made a motion to open the Public Portion. The motion was seconded by **Cncl. Wolfe** and unanimously approved by all members of Council in attendance.

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**C.) PUBLIC PORTION (cont'd)**

With no one wishing to speak, **Cncl. Wolfe** made a motion to close the Public Portion. The motion was seconded by **Cncl. Miller** and unanimously approved by all members of Council in attendance.

**D.) ORDINANCES FOR REVIEW**

- **Chapter 74 “Fees” – Section 74-51 Towing License Fees and Section 74-52 Monroe Township Emergency Medical Services Billings**

**Solicitor Trimble** explained that all of the fees have been approved in different sections and different Ordinances throughout the Municipal Code and this Ordinance is simply placing it into the fee section. **Cncl. Miller** made a motion to move forward Draft Ordinance “Chapter 74 “Fees” – Section 74-51 Towing License Fees and Section 74-52 Monroe Township Emergency Medical Services Billings for First Reading at the Regular Council Meeting of July 22, 2019. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council in attendance.

- **Chapter 104 “Buildings” – Article V Abandoned / Real Property, Section 104-41 (E) Registration of Real Property**

**Solicitor Trimble** explained that this Ordinance is a follow-up from an amendment to an Ordinance from last year pertaining to a group litigation that involved numerous towns that were charging registration fees for abandoned homes on properties that were leaned by federal loans, such as Freddie Mac and Fanny Mae. It is illegal to charge those fees, specifically against the federal government agencies. There was an amendment to the Ordinance done last year, cleaning it up. Subsequently, the Township received a letter from the Federal Housing Association asking that the language be amended in order to be clearer, which is the purpose of this Ordinance. **Solicitor Trimble** explained that we can still charge the fees on private mortgages, just not on any federal government agencies. **Cncl. Miller** made a motion to move forward the Draft Ordinance Chapter 104 “Buildings” – Article V Abandoned / Real Property, Section 104-41 (E) Registration of Real Property for First Reading at the Regular Council Meeting of July 22, 2019. The motion was seconded by **Cncl. Wolfe** and unanimously approved by all members of Council in attendance.

**E.) MATTERS FOR DISCUSSION**

- **Master Plan**

**Planner, Tim Kernan** thanked Council for authorizing the proposal to proceed with the first task of the Master Plan until further funding is put in place to proceed with the remaining tasks. Mr. Kernan explained, throughout July and August, they will begin Phase I by performing a background analysis, which will entail looking over the last fifteen years when the last comprehensive plan was put into place and all the subsequent re-examinations. He said, they will be looking at all of the reports and applications that have gone before both the Planning Board and Zoning Board, published data from the DVRPC and the Department of Labor, looking at demographics and projected trends in growths in population. Mr. Kernan said, in the Fall, they will begin Phase II, which will consist of Stakeholder interviews, public announcements, public meetings, and creating surveys to be placed on

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**E.) MATTERS FOR DISCUSSION (cont'd)**

the Township website to gather feedback from the residents. Mr. Kernan explained, once Phase I and Phase II are complete, they will be able to begin the writing of the updated Master Plan and he feels that by this time next year, the Master Plan should be complete. He then explained the committee formed to oversee the Master Plan and the representation on the committee. **Cncl. O'Reilly** wants representation on the Master Plan Committee from both the Environmental Protection Commission and the Open Space Advisory Committee. Mr. Kernan stated that once the Planning Board adopts the Master Plan, there will be a couple of dozen recommended changes to the Zoning Code. He believes once they reach that point, it will make sense to repeal Chapter 175 and replace it with an entirely new Zoning Ordinance. **Solicitor Trimble** spoke regarding the overall cost of the Master Plan update. He said, he would like to speak with the Township Auditor, Nick Petroni to see if it will be appropriate to bond this out for over five years and do whatever necessary to extend the payments over time, in order to be more beneficial to the town.

- **Township Wide Rehabilitation**

**Cncl. Marino** would like to get all of Council's viewpoint on whether we want to have the whole Township designated as rehabilitation or just designate the commercial corridors. He said, it all comes down to the abatement and what we are looking to do as far as a five-year abatement. **Planner, Tim Kernan** explained that this whole effort started about three years ago, when the town was looking to declare the entire township in need of rehabilitation. One of the criteria is to look at the age of the housing stock within the Township and if over 50% of the housing stock is over fifty years old, then you can declare the entire town in need of rehabilitation, which is not the case as the town is a lot younger than that. Mr. Kernan said, since then, there has been discussion with the Redevelopment Committee and the Economic Development Commission about looking into designating the Township as a whole again or perhaps just certain commercial corridors, such as the Black Horse Pike, Sicklerville Road and Tuckahoe Road. **Cncl. Miller** feels the entire town should be designated rehabilitation, saying a lot of neighboring municipalities are doing the same thing. He said, it would be easier, cleaner, and require less time and effort taking the whole town and doing it in such a way that everything qualifies versus taking individual areas throughout the town. **Cncl. Miller** stated that most residents do not take advantage of it, saying it is mostly done for the commercial aspect. Although it is open to the residents and the public, we do not have to pursue residential rehabilitation, we can just focus on the commercial aspect. Mr. Kernan stated, by looking at the age of the housing stock, he believes that if just certain commercial corridors were selected, it would qualify. **Cncl. Wolfe** asked, if the entire town is declared a rehabilitation area, how long would it need to stay declared a rehabilitation area. **Mr. Kernan** said, it stays declared until it is rescinded by Council. **Cncl. Marino** said, Council needs to decide if they want to focus on commercial rateables and abatements or focus on commercial and residential abatements. A discussion followed regarding the areas they felt could be designated rehabilitation areas and what would meet certain criteria. **Mayor DiLucia** does not agree with designating the entire town a rehabilitation area. The Mayor said, if we are looking to bring revenue into the town, we have to seriously start thinking about whether we want to give abatements to builders, not just confine it to businesses, and how far we want to extend them. **Cncl. Marino** polled the members of Council present, to designate the whole town a rehabilitation area or have the Redevelopment Committee rework the map to designate specific areas. All of the Council present were in favor of having the Commercial Corridors and specific areas designated by the Redevelopment Committee.

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**E.) MATTERS FOR DISCUSSION (cont'd)**

- **Chapter 175 “Land Management” – Cannabis**

**Planner, Tim Kernan** spoke regarding a code that Cncl. Miller found from a North Jersey town, which was very detailed and regulates Cannabis or Alternative Treatment Centers. Most of the information in the code was governed by the Department of Health and Senior Services. Mr. Kernan felt it made sense to simply put into the code where the cultivation, manufacturing and dispensaries will be permitted in the town. He presented and reviewed a map which included all of the different zones that the Cannabis Committee discussed. He said the zones were broken down into three parts: growing, manufacturing, dispensing, and all three. Mr. Kernan stated, there were two zones that made the most sense, in the non-Pinelands area, there is the business park where all three can be done; cultivation, manufacturing and dispensaries and the commercial corridors, such as the Black Horse Pike, where it can be dispense only. **Cncl. Falcone** said, a prospective business reached out to her and said they would like to be on the Black Horse Pike, with high visibility and be able to have their dispensary out front and the cultivation and manufacturing facilities in the back. She said, after visiting the Compassionate Care facility in Egg Harbor Township, you would not even know they are growing anything there, you cannot smell anything, it looks like a normal building. Cncl. Falcone stated that the ideal situation for a cannabis company that has all three licenses, is the visibility and the ability to be able to sell the product and manufacture and cultivate in the same facility. Mr. Kernan clarified, the reason the Committee said dispense only on the Black Horse Pike, is that they felt that area is one of the prime commercial corridors in town. When you think about manufacturing, you think about a bigger square footage type warehouse and it did not seem that this would be the highest and best use of a property. **Mayor DiLucia** believes that instead of agonizing now, trying to carve out rules, when no one has a license yet, we should wait until a business who has a license comes to town. **Cncl. Miller** disagreed, saying if we do not set the stipulations now, it will be a hindrance for companies that want to come in to discuss their options for business. He felt it is better to come to a compromise where we say it is allowed in certain areas and the terms are laid out so there is no confusion and it is not left up to the Planning Board to figure out. **Solicitor Trimble** said, it is his understanding that this planning is being done so that we can control where the prospective facilities go and if we do not do anything, we are leaving it up to chance. **Cncl. Marino** feels, while we are working on the particulars, we need to include the amount of facilities we want to see within the town. Cncl. Falcone stated that there are only a total of twenty-four licenses being issued throughout the entire state of New Jersey with five dispensaries in the southern portion. A discussion ensued regarding the map, the different zones that were presented and the State Statutes that are in place. Cncl. Falcone stated that it is the Cannabis Committee’s recommendation to move the proposed Ordinance for First Reading at the next Regular Council Meeting, meet again and then make some modifications prior to Second Reading due to it being a time sensitive matter. **Cncl. Miller** made a motion to move Chapter 175 “Land Management” – Cannabis Ordinance forward for First Reading at the Regular Council Meeting of July 22, 2019 contingent upon some modifications and additional recommendations being made prior to Second Reading. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council in attendance.

- **Golf Cart Ordinance**

**Police Chief, James DeHart** explained that he was contacted by Mike’s Golf Carts on the Black Horse Pike and he is applying for his license to be a dealer to sell low speed vehicles, which is a little different than selling golf carts. Currently, Title 39 Traffic Statutes state that low speed

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**E.) MATTERS FOR DISCUSSION (cont'd)**

vehicles are permitted on any roadway that is 25 miles per hour unless the Township enforces other restrictions. **Chief DeHart** said, we have the right to restrict certain roadways, however, we also have the right to create an Ordinance that says they can go on roadways up to 35 miles an hour. In researching the neighboring towns, he has not found any that have created Ordinances saying they can go on roadways up to 35 miles an hour. Chief DeHart does not feel that the Township has to do anything other than let the State Statute run its course. He polled all of the Council members present and all were in favor of leaving everything with regards to low speed vehicles within the Township as status quo.

- **Shared Services Agreement**

**Business Administrator, Jill McCrea** said this agreement will allow for the MUA and the Township to continue to have the flexible bartering type system that is currently taking place. **Solicitor, John Trimble** noted that he is going to talk to JIF about this agreement but ultimately everyone has their own insurance. **Cncl. Marino** polled all of Council present and all were in favor of placing a Resolution on the July 22, 2019 Regular Council Meeting Agenda authorizing the Mayor to execute a shared services agreement with the MUA.

- **Sports Advisory Board**

**Solicitor John Trimble** explained that there are a number of different entities, the Parks and Recreation Department, Parks and Recreation Commission, and Sports Advisory Board that operates within the town and Cncl. Wolfe would like to make some changes to the leadership and accountability of these boards to fall in line with what they are actually doing as opposed to what is in the books. **Cncl. Wolfe** said, the town has an Ordinance showing the Monroe Township Parks and Recreation User Handbook which in turn mentions the Sports Advisory Board. Within the handbook there are a lot of items that were never finalized, which he would like to complete the items and clean up the language. He explained that the Director of Parks and Recreation, Mr. Bannister, and the Parks and Recreation Commission are on board with making the necessary changes to the handbook. Cncl. Wolfe said, the Commission needs to be removed from the Sports Advisory Board, because they do not handle the sports organizations within the Township and that is why the Sports Advisory Board was created, although it was not done properly. The original handbook was created in 2012 and several revisions were made afterward, but they were never brought before Council for approval. Cncl. Wolfe explained, the current Sports Advisory Board that is in place is made up of each president from each sports organization that is represented within the handbook and he asked if Council would like to allow the Board to continue the way it is. Solicitor Trimble will research the handbook further and advise what needs to be done in terms of bringing the handbook up to date along with the coordinating Ordinance to be revisited at a later Ordinance Committee Meeting.

**F.) NEW BUSINESS - None**

**G.) OLD BUSINESS - None**

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**H.) ADJOURNMENT**

With nothing further to discuss, **Cncl. Miller** made a motion to adjourn the Ordinance Committee Meeting of July 10, 2019. The motion was seconded by **Cncl. Wolfe** and unanimously approved by all members of Council in attendance.

Respectfully submitted,

  
Deputy Municipal Clerk, Jennifer Harbison

  
Presiding Officer

*These minutes were prepared from excerpts of the recorded proceedings and hand-written notes taken during the Ordinance Committee Meeting of July 10, 2019 and serve only as a synopsis of the proceedings. The official recording may be heard in the Office of the Township Clerk upon proper notification pursuant to the Open Public Records Law.*

Approved as submitted  \_\_\_\_\_ Date 10-2-19  
Approved as corrected \_\_\_\_\_ Date \_\_\_\_\_