

**Call to Order:**

The regular meeting of the Monroe Township Planning Board was called to order at 6:05 p.m. by Chairman O'Brien. The Board saluted the flag.

**Roll Call:**

Present – Mr. Boorstein, Mr. Caspar, Mayor DiLucia, Mr. Garbowski, Mr. Helsel, Mr. Kozak, Mr. Laughlin, Mr. O'Brien, Mr. O'Reilly, Mr. Verratti. Absent – Mr. Schwaiger, (excused), Mr. Snowden, (excused). Also present – Ms. Gaglione, Solicitor, Ms. Pellegrini, Planner, Mrs. Farrell, Secretary, Mrs. Orbaczewski, Clerk Transcriber.

Proper notice of this meeting was given as required by the Open Public Meetings Act in the Annual Notice of Meetings on January 8, 2021. In addition, notice for this evening's public hearing was published in the newspaper on January 30, 2021.

**Public Hearing:**

1. #1855 – Nancy Essner – Minor Subdivision

Present – Nancy Essner, applicant.

The applicant is proposing a lot line adjustment which will convey 75 feet of width from existing Lot 26 to existing Lot 25. Lot 25 will increase from 21,836 square feet to 43,587 square feet. Lot 26 will decrease from 120,894 square feet to 99,064 square feet. There are two non-conforming, pre-existing conditions; the first for front yard setback where 60 feet is required and 32.16 feet is existing and the second for the side yard setback where 20 feet is required and 3.73 feet is existing. There are no new lots proposed. The property is located at 1730 and 1740 Flanagan Avenue, also known as Block 15402, Lots 25 and 26 in the R-2 Zoning District.

Ms. Essner was sworn in by Mr. Gaglione. Ms. Essner testified that she is purchasing part of the neighbor's property for another driveway access to her property. Mr. O'Brien asked Ms. Pellegrini if the application can be deemed complete. She replied that the application can be deemed complete if the Board chooses to waive one submission requirement as the plan does not show all existing structures and wooded lands with the area to be subdivided and within 200 feet. Motion by Mr. Helsel, seconded by Mr. Garbowski to grant the waiver and deem application #1855 complete. Roll call vote: Ayes – Mr. Boorstein, Mr. Caspar, Mayor DiLucia, Mr. Garbowski, Mr. Helsel, Mr. Kozak, Mr. O'Reilly, Mr. Verratti, Mr. O'Brien. Nays – Zero. Abstentions – Zero.

**Public Hearing: (continued)**

1. #1855 – Nancy Essner (continued)

Ms. Pellegrini reviewed her report for the Board. She stated that all the bulk requirements conform with the exception of the front yard and side yard setbacks which are pre-existing non-conforming conditions that the Board should reaffirm. She also stated that the subdivision plan incorrectly cites the R-2 standards for a lot with public sewer; however, her report applied the R-2 standards for a lot with on-site septic, which is what is existing on the property. With regard to sidewalks, the property does not have sidewalks and there are no sidewalks along Flanagan Avenue. As such the Board would have to grant a waiver if they so choose. Any approval of the minor subdivision is subject to deed review as the subdivision is proposed to be filed by deed.

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

Ms. Gaglione reviewed the minor subdivision for the Board. Motion by Mr. Caspar, seconded by Mr. Helsel to grant the minor subdivision along with the bulk variances for the pre-existing conditions, the waiver of sidewalk, and submission of the deeds for review. Roll call vote: Ayes – Mr. Boorstein, Mr. Caspar, Mayor DiLucia, Mr. Garbowski, Mr. Helsel, Mr. Kozak, Mr. O'Reilly, Mr. Verratti, Mr. O'Brien. Nays – Zero. Abstentions – Zero.

**Site Plan Waivers:**

1. #WSP-01-21 – 300 Thomas Avenue, Bldg. 801, LLC

Present – Eric Gorsen, property owner, Barry Cobb, lessee, Ron Faul, applicant's architect, Mitchell Gorsen, applicant's attorney.

The owner of the existing warehouse building wishes to lease a portion of the building to Mr. Cobb who owns the Concrete Construction and Land Design business. He would like to utilize the building to store his materials and equipment associated with this business as well as having an office. The property is located at 300 Thomas Avenue, also known as Block 14701, Lot 38 in the BP Zoning District.

Mr. Gorsen, Mr. Cobb, and Mr. Faul were sworn in by Ms. Gaglione. Mr. Faul stated his credentials as a licensed architect. The Board accepted Mr. Faul as a licensed architect in the State of NJ. Mr. Faul stated he prepared the site plan that was submitted with the application which depicts the building and parking spaces on the site.

**Site Plan Waivers: (continued)**

1. #WSP-01-21 – Eric Gorsen (continued)

He stated the building is approximately 7500 square feet and is currently vacant. Mr. Gorsen is requesting to lease approximately two thirds of the building to Mr. Cobb. The remaining portion of the building will remain vacant. If Mr. Gorsen finds another tenant for that portion of the building he will come back before the Board. If approved, Mr. Cobb will move his masonry business to this location. All tools and materials will be stored inside the building; there will be no storage outside of the building. There are also a couple of utility trailers that will be stored inside the building. His employees will come to the site in the morning for materials and equipment and then go directly to the job site. There will be one employee at the site in the office handling administrative duties for the business. No concrete trucks will visit or be stored on the site. Mr. Cobb has a couple of pick-up trucks that will be used to transport the materials and tools to the job site. No public will visit the site.

With regard to the parking spaces, currently there are approximately fifteen parking spaces. The association is going to be paving the parking lot. Once that is completed, Mr. Gorsen is proposing to restripe the parking spaces and will be able to have a total of twenty-one parking spaces, including one ADA compliant space in front of the building. The number of parking spaces far exceeds what is needed for Mr. Cobb's business as he only has five employees. There are five overhead doors across the front of the building which allows a vehicle or utility trailer to be parked inside. There will be minimal trash which will be generated by the single office inside the building and he is proposing to bring any trash to his own residence for disposal. The hours of operation are proposed from 6:00 a.m. to 7:00 p.m. seven days a week. Mr. Kozak asked if there are bathroom facilities inside the building, if the only signage is the magnetic door sign, and if there is outside lighting around the building. Mr. Faul replied there are bathroom facilities inside the building. Mr. Gorsen testified that the only signage is a magnetic door sign and there is lighting on the outside of the building. Mr. O'Brien commented that while this application is not required to have a public hearing, he would open the application to any member of the public on the Zoom meeting who had any questions or concerns. There was no one from the public present to make comment.

Motion by Mayor DiLucia, seconded by Mr. Helsel to grant the site plan waiver conditioned upon the applicant adhering to the statements made in the application with regard to the storage, hours of operation, parking, and all testimony given. Roll call vote: Ayes – Mr. Boorstein, Mr. Caspar, Mayor DiLucia, Mr. Garbowski, Mr. Helsel, Mr. Kozak, Mr. O'Reilly, Mr. Verratti, Mr. O'Brien. Nays – Zero. Abstentions – Zero.

**Site Plan Waivers: (continued)**

2. #WSP-02-21 - First Call PPE, LLC dba TestHere.com

Present – David Wickersham, applicant, Jill Simmermon, property owner, Roosevelt Donat, applicant’s attorney.

Mr. Donat introduced himself as the applicant’s attorney. Mr. Wickersham was sworn in by Ms. Gaglione. He stated the business is based out of Deptford, NJ and they have been heavily involved with the pandemic since the onset about a year ago disinfecting businesses from Washington to New York. They also started testing and were asked by many of their customers to set up testing sites. So they launched TestHere.com which are fully compliant corona virus testing facilities in the State of New Jersey. These are drive through facilities where the customer would drive through the location. They have an RV trailer setup and are using certified EMT’s and/or RN’s to do the testing. There are two types of tests; the first is the rapid antigen test where the results are available in ten minutes and the second is the PCR molecular test which is sent out to a laboratory.

They currently operate sites in four locations in New Jersey; two sites in Voorhees and one site opening in Burlington and the primary site in Monmouth County. He believes the property in question is a good location to safely operate a site. Mr. Caspar asked if there is only a pop up tent for the employees. Mr. Wickersham replied they will be using an RV. He shared on the screen one of their mobile testing centers with an RV that is fully self-contained. It is equipped with a generator and bathroom. Mr. Wickersham then displayed an overlay of the proposed operation of the site on top of an aerial photograph of the property. The orange lines on the diagram showed how traffic will enter the site from Route 322 where they will have someone to direct the traffic towards the instant up tent. The nurse will come out of the RV as cars come through. There is no parking by the customers on the site; it’s a quick in and out from the site. A customer would go to the website, schedule an appointment; those appointments are spread out so there is not an overflow of cars lined up for testing. The other exit leading to Route 322 and the one leading to Sicklerville Road will be blocked off so no one can exit or enter from those driveways. The RV trailer is only for employees and there will be a minimum of two and a maximum of four employees on site each day. The employees will park behind the existing building. The existing building will not be used at all. Mr. Wickersham showed a brief video of how the site will operate. The video showed how a customer would make their appointment online then visit the site. The customer will show their ID and then the nurse will administer the test to the person who remains in their car. The results of the test are emailed or sent by text to the customer. Mr. Wickersham also displayed photographs of their site in Voorhees which depicted how the site is setup.

Mr. Caspar asked if they are providing traffic control on the site. Mr. Wickersham replied that the employees have DOT and OSHA training for traffic control and they will handle traffic coming in to the parking lot.

**Site Plan Waivers: (continued)**

2. #WSP-02-21 – First Call PPE (continued)

Ms. Simmermon commented that she did speak with Ryan Borkowski from the Office of Emergency Management and Mark Burton from the Traffic Division at the Township Police Department with regard to the diagram being displayed. They were fine with the traffic pattern shown on that diagram. Ms. Simmermon was sworn in by Ms. Gaglione. Mr. Kozak asked how the public will know how to traverse the site. Mr. Wickersham stated that there will be signage as well as an attendant at the entrance. As previously stated, the other two exits will be blocked off so they cannot be used. The amount of cars visiting the site is typically between 50 and 100 per day. Traffic will exit the site from behind the building to Rutgers Avenue where they will have to make a right hand turn as it is a one-way street. Mr. Wickersham stated that if necessary they will have an attendant at that location to make sure traffic makes the right hand turn.

Mr. Kozak asked what they will use for lighting on the site since they are open from 7:00 a.m. to 7:00 p.m. Mr. Wickersham replied that the RV has exterior lighting and the tents have interior lighting. They can bring in light towers if necessary but he felt the site was pretty well lit when they first looked at the site in the evening. With regard to signage, Mr. Wickersham stated that the tents will have signage and they may place some A-frame signs on the site as well for traffic direction, etc. Mr. O'Reilly asked if the DOT had to give any approvals for the site. Mrs. Farrell replied that as long as there is already a curb cut driveway entrance, the DOT does not get involved and approval is not necessary. Mr. Verratti asked how the business handles waste management. Mr. Wickersham stated that after the sample is taken, the nurse will put the swap in a little vial, so there is some waste. They do have a 901 permit to dispose of medical waste; however, under CDC guidelines, these are not medical waste because once the sample hits the solution in the vial, it neutralizes any threat of the virus. They do still handle as if it is medical waste and they do have a waste management plan for the little cassettes they generate which will be removed every day to the medical waste containers at the Deptford location.

Mr. O'Brien asked if there were any members of the public that would like to comment. There being none, Mr. O'Brien asked for a motion on the application. Motion by Mr. Kozak, seconded by Mr. Caspar to grant the site plan waiver conditioned upon the comments testified to by the applicant concerning the hours of operation, the traffic management on site, the waste management, and all other testimony given this evening. Roll call vote: Ayes – Mr. Boorstein, Mr. Caspar, Mayor DiLucia, Mr. Garbowski, Mr. Helsel, Mr. Kozak, Mr. O'Reilly, Mr. Verratti, Mr. O'Brien. Nays – Zero. Abstentions – Zero.

**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 stated she sent an email to the Board members with the ordinance concerning the new stormwater regulations which had a first reading at the Council meeting on Monday evening. These regulations were discussed late last year with the Board; however, Council had first reading before sending the new ordinance to the Board for their recommendation. She stated she placed it on the agenda this evening for recommendation to Council so they can have their second reading and public hearing at their next meeting. Motion by Mr. Caspar, seconded by Mr. O'Reilly to recommend the ordinance to Council. Roll call vote: Ayes – Mr. Boorstein, Mr. Caspar, Mayor DiLucia, Garbowski, Mr. Helsel, Mr. Kozak, Mr. O'Reilly, Mr. Verratti, Mr. O'Brien. Nays – Zero. Abstentions – Zero. Mrs. Farrell reminded Mr. O'Reilly that any new or changes to existing ordinances dealing with Chapter 175 must first be sent to the Planning Board for their recommendation.

**Approval of Minutes:**

1. 1/28/2021 regular meeting.

Motion by Mr. Caspar, seconded by Mr. O'Reilly to approve the minutes from the January 28, 2021 regular meeting. Voice vote; all ayes, motion passed.

**Adjournment:**

The meeting was adjourned at 6:51 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