

Call to Order:

The meeting was called to order by Chairman O'Brien who stated the following "It is 6:31 p.m. and this is the regular meeting of the Monroe Township Planning Board. Notice of this meeting was given as required by the Open Public Meetings Act in the Annual Notice of Meetings on January 20, 2023; and a copy was posted on the 2nd floor bulletin board in Town Hall and on the Township's website."

"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."

The Board saluted the flag.

Roll call: Present; Mr. Brown, Ms. Fox, Mr. Giacomucci, Mr. Helsel, Ms. Kennedy, Mr. Laughlin, Mr. Marino, Mr. O'Brien, Mr. Wolfe, Mr. Young. Also present; Ms. Hyatt, solicitor, Ms. Orbaczewski, secretary, Ms. Gallagher, transcriber. Excused; Mr. Kernan, Mr. Dochney.

Memorialization of Resolutions:

1. PB-25-23 - #527-SP – MI Developers, LLC – Minor Site Plan/Retail Cannabis Denied

Motion to approve by Mr. Helsel, seconded by Mr. Marino. Roll call vote; Ayes- Mr. Helsel, Mr. Marino, Mr. Giacomucci, Mr. Laughlin, Mr. O'Brien, Mr. Wolfe, Mr. Young, Ms. Kennedy.

Site Plan Waiver for Board Action:

1. WSP-05-23 – Champion Cleaning Services of NJ, LLC

The applicant owns and operates Champion Cleaning Services and would like to move his offices to 1038 N. Main Street, the former brewery building. He will also utilize the space for storage of supplies and equipment. He is requesting a waiver of providing site plan since it is an existing building with adequate parking for his business needs. The property is located in the R-2 Zoning District, Block 1303, Lot 20, but this site is part of a redevelopment plan previously adopted by the Township, which allowed for a business use.

Leonard Schwartz was present as attorney for the applicant. Mr. Berwick was sworn in by Ms. Hyatt. Mr. Berwick is the President of the company. Mr. Berwick stated they plan to use the building as their corporate office, and for storage and training. Mr. Berwick stated that the business does commercial cleaning for healthcare facilities. Mr. Berwick stated that office hours would be Monday through Friday from 9 a.m. to 5 p.m. Mr. Berwick added that they so have some other times for training or meetings that may be on Saturday or Sunday from 5 p.m. to 7 p.m. or on Saturday for about 4-8 hours. Mr. Berwick stated that there would be about 2-5 employees in the building on any given day. Mr. Berwick stated that when they have meetings there would be no more than 20 people.

Site Plan Waiver for Board Action: (continued)

1. WSP-05-23 – Champion Cleaning Services of NJ, LLC (continued)

Mr. Berwick stated there are approximately spaces for up to 50 vehicles on site. Mr. Berwick stated that due to the size of the building, the lease agreement allows them about 57% of the parking on the site. Mr. Berwick stated during the day they would use 8-10 parking spaces at the most. Mr. Schwartz asked if there would be clients that go to the site. Mr. Berwick replied that would almost never happen. Mr. Berwick stated for signage, they plan to change the existing brewing company sign to their basic logo.

Mr. Helsel asked if there would be anything toxic stored on site. Mr. Berwick replied that all the cleaning chemicals they use are Green Seal Certified and safe around humans and to dispose of in drains. Mr. Giacomucci asked how the chemicals would be delivered. Mr. Berwick stated that most of the product is drop shipped to each location, but they keep a back stock on site just in case. Mr. Giacomucci asked what type of truck would arrive for any such delivery. Mr. Berwick replied deliveries come on a 26' box truck, and every once in a while, they would get a tractor trailer delivery. Mr. Giacomucci asked about biohazard trash. Mr. Berwick stated that is something they don't typically handle and it would not be brought back to the site.

Ms. Hyatt asked about the 50 parking spaces and asked if that was just for his building. Mr. Berwick stated that was total spaces for the whole lot. Mr. Berwick gave approximate square footage of the areas in the building. Mr. Berwick stated that in his lease the parking is considered common area, but it does state that they are responsible for 57% of the parking lot and he assumed that would give him rights to 57% of the parking lot. Mr. Berwick stated that would give them about 25 spaces and that is more than the 18 needed. Ms. Hyatt asked for a moment so she could calculate to make sure there was enough parking for their use as required by the ordinance. Ms. Hyatt stated that the applicant would be required to have 20 spaces and that she is satisfied that they have sufficient parking for their needs.

Motion to approve by Mr. Marino, seconded by Ms. Fox. Roll call vote; Ayes- Mr. Marino, Ms. Fox, Mr. Brown, Mr. Helsel, Mr. Laughlin, Mr. Giacomucci, Mr. O'Brien, Mr. Wolfe. Nays- Zero.

Minor Subdivision: Rescheduled to October 26th

1. #1872 – Monroe Township – Minor Subdivision – Rescheduled to October 26th

Public Portion:

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

Reports:

Ms. Hyatt reviewed with the Board the importance of giving a reason when denying an application.

Approval of Minutes:

Motion passed to approve the minutes from the meeting of September 28, 2023.

Adjournment:

Meeting was adjourned at 6:57 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: Amy Gallagher, Clerk Transcriber