

Call to Order:

The reorganization meeting of the Monroe Township Planning Board was called to order at 6:32 p.m. by Mrs. Gallagher. Notice of this meeting was sent in writing to the newspaper published on December 13, 2023, and was posted on the second-floor bulletin board and on the Township 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, Mr. Giacomucci, Mr. Helsel, Ms. Kennedy, Mr. Laughlin, Mr. Marino, Mr. O’Brien, Mr. O’Reilly, Mr. Wolfe, Mr. Young. Also present; Mr. Rocco Solicitor, Mr. Kernan, Engineer, Mr. Dochney, Planner, Ms. Gallagher, Secretary, Ms. Gabbianelli, Transcriber.

Reorganization:

1. Appointments to the Board by Council

- | | | |
|--------------------------|------------------|----------------------------|
| a.) Mr. Joseph Marino | Class II Member | 1 yr. term 1/1/24-12/31/24 |
| b.) Mr. Patrick O’Reilly | Class III Member | 1 yr. term 1/1/24-12/31/24 |
| c.) Mr. Obie O’Brian | Class IV Member | 4 yr. term 1/1/24-12/31/27 |

Election of Chairman:

Ms. Gallagher opened nominations for the election of a Chairman. Mr. Marino nominated Mr. O’Brien, seconded by Mr. Brown. With no other nominations, Ms. Gallagher cast a vote for Mr. O’Brien as Chairman.

Roll Call; Mr. Brown, Mr. Giacomucci, Mr. Helsel, Ms. Kennedy, Mr. Laughlin, Mr. Marino, Mr. O’Brien, O’Reilly, Mr. Wolfe. All Ayes Nays-Zero. Abstentions- Zero.

Election of Vice Chairman:

Mr. O’Brien opened nominations for Vice Chairman. Mr. Marino nominated Mr. Helsel, seconded by Mr. Giacomucci. With no other nominations, Mr. O’Brien cast a vote for Mr. Helsel as Vice Chairman.

Roll Call; Mr. Brown, Mr. Giacomucci, Mr. Helsel, Ms. Kennedy, Mr. Laughlin, Mr. Marino, Mr. O’Brien, O’Reilly, Mr. Wolfe. All Ayes Nays-Zero. Abstentions- Zero.

Reorganization Resolutions:

1. PB-01-24 – Secretary

Mr. O'Brien opened nominations for Secretary. Mr. Marino made a motion to nominate Ms. Gallagher, seconded by Mr. Brown. Voice vote; All ayes, motion passed.

2. PB-02-24 – Schedule of Meetings

Mr. O'Brien opened nominations to approve the schedule of meetings. Mr. Marino made a motion to adopt, seconded by Mr. Brown. Voice vote; All ayes, motion passed.

3. PB-03-24 – Solicitor

Mr. O'Brien opened nominations for Solicitor. Mr. Marino nominated Campbell Rocco Law at Haddonfield, seconded by Mr. Helsel. Voice vote; All ayes, motion passed.

4. PB-04-24 – Rules and Regulations

Mr. O'Brien opened nominations to adopt the rules and regulations. Ms. Kennedy made a motion to adopt the rules and regulations, seconded by Mr. Giacomucci. Voice vote; All ayes, motion passed.

5. PB-05-24 – Planner

Mr. O'Brien opened nominations for Planner. Mr. Marino made a motion to nominate CME, seconded by Giacomucci. Voice vote; All ayes, motion passed.

6. PB-06-24 – Engineer

Mr. O'Brien opened nominations for Engineer. Mr. Marino made a motion to nominate Colliers Engineering, seconded by Mr. Brown. Voice vote; All ayes, motion passed.

7. PB-07-24 – Clerk Transcriber

Mr. O'Brien opened nominations for Clerk Transcriber. Mr. Marino made a motion to nominate Ms. Gabbianelli, seconded by Mr. Brown. Voice vote; All ayes, motion passed.

8. PB-08-24 – Official Newspapers

Mr. O'Brien opened nominations for official newspapers. Mr. Marino nominated South Jersey Times and Courier Post, seconded by Mr. Brown. Voice vote; All ayes, motion passed.

Reorganization Resolutions: (continued)

9. PB-09-24 – Conflict Solicitor

Mr. O'Brien opened nominations for Conflict Solicitor. Mr. Marino nominated Parker McCay, seconded by Mr. Giacomucci. Voice vote; All ayes, Nays-Zero. Abstentions- Zero.

Memorialization of 2023 Resolutions:

1. PB-36-23 - #1875 Bruce Papparone, Inc – Preliminary Major Subdivision Approved.

Motion to approve by Mr. Marino, seconded by Mr. Brown. Roll call vote: Mr. Brown, Mr. Giacomucci, Mr. Helsel, Ms. Kennedy, Mr. Laughlin, Mr. Marino, Mr. O'Brien, Mr. O'Reilly, Mr. Wolfe, Mr. Young. All Ayes. Nays-Zero. Abstentions- Zero.

Public Hearings:

1. #535-SP Lydia Security Monitoring, Inc. – Minor Site Plan

The applicant is requesting a minor site plan approval to relocate a dumpster in their existing parking lot. The property is located at 1041 Glassboro Road, also known as Block 13901, Lot 28.02 in the Business Park Zone.

Mr. Rocco swears in Kyle Denny, Engineer, Eric Scrivana, employee Lydia Security Monitoring, Ryan Hoffman, attorney.

Mr. Denny begins his testimony the applicant is before the Board because he is interested in relocating an existing trash enclosure to a new location within the existing pavement. There is 262 square ft net increase and the reason for the relocation is due to deterioration of the trash enclosure. Also, they would like easier access for trash removal. Mr. Denny states they will respect any waivers the Board is requesting and will revise the plan accordingly to address the site grading on the existing patio pad. They will increase the size of footings as requested. Mr. Denny says the biggest waiver they are requesting is there will not be a gate on the front of the proposed enclosure. The existing trash enclosure is only three-sided and makes it easier access in the proximity where they are requesting no gates. It is an exceptionally large site, all industrial with site use, so there is no adjacent impact. The three-sided enclosure would face the nearest residential properties.

Mr. Hoffman states off-street parking spaces shall be 10 feet wide and a minimum of 20 feet in length. The plan indicates 9'x18' and is an existing non-conformance. As proposed, a waiver is required.

#535-SP Lydia Security Monitoring, Inc. (continued)

Mr. Hoffman asks Mr. Denny what their plan for the area where the current trash container is. Mr. Denny replies that they will put a patio to the right for an employee break area. He says they will have a few tables and some benches there.

Mr. Hoffman states there is an ADA parking space requirement of at least one 12-foot-wide parking spot. Mr. Denny says there is a spot out front but the scaling does not indicate that it meets the current size. It is an existing parking spot on opposite sides of the building. Mr. Denny says that their improvements will have no impact to the parking.

Mr. Hoffman discusses the waiver for one tree to every 20 parking spaces. He asks how many trees (since it's not on the plans) per spot do they know of currently. Mr. Denny states that the site is 26 acres so it is hard to give an estimate. But their improvement is not increasing any parking requirements. Mr. Hoffman adds that they are not adding or cutting any trees down and Mr. Denny agrees. Mr. Hoffman asks if Mr. Scrivana agrees and he does.

Mr. Hoffman ask Mr. Denny if he can describe the materials being use for the new enclosure. He states it is going to be a 6-inch-thick concrete pad with a 6 ft high solid wood or vinyl protective fence. Mr. Denny speaks more about the parking requirements. He states that there is a 96,800 square ft building and required is 194 parking spaces. Mr. Denny lets the Board know they are providing much more than the required spaces and he will revise the plan accordingly to indicate that requirement. Mr. Hoffman states they would abide by the site plan and all of the planner and engineer comments. Mr. Denny agrees.

Ms. Kennedy asks about the ADA parking spot. Mr. Denny explains there is a requirement for accessible parking spaces. The size specify in our Township ordinance is a 12 ft wide space but based on their scale is it less than 12 ft wide, so there is a waiver for that. Ms. Kennedy asks if there is only one spot and Mr. Denny replies there are a number of those spaces in the front of the building. Mr. Denny also states this property was developed a number of years ago and the requirements have change. Mr. Kernan agrees that the requirements have changed and the codes are outdated. And the improvements will be on the opposite side so it has no bearing on these improvements.

Mr. Kernan begins his testimony with the submission requirements that he recommends the Board to waive the following. Size, height, location and arrangement of all existing and proposed buildings, structures and signs in accordance. The survey submitted includes all the structures on the property but does not indicate height of the buildings and size of all the sign on site. Mr. Kernan would support a waiver for those items.

Mr. Kernan states existing and proposed wooded areas, buffer areas and landscaping shall be shown on the plan. He explains for what the applicant is purposing, to move a trash enclosure across a drive aisle, he recommends waivers for items 1 & 3 in his letter. Mr. Wolfe makes the notation and Mr. Marino seconds. Voice vote; All ayes.

#535-SP Lydia Security Monitoring, Inc. (continued)

Mr. Kernan states on performances the applicant is not adding spaces but taking spaces out so he would support the waiver. He indicates Mr. Denny address item 3 under performances and should be added to the plan.

Mr. Kernan states the main waiver the applicant is addresses is not to put a gate on the front of the new proposed trash enclosure. He says the new trash enclosure is in some-what of a remote area and back behind the buildings in the industrial park, up against a creek area. But the existing enclosure does not have a gate as well. Mr. Kernan asks why they prefer not to have a gate. Mr. Scrivana replies because the garbage removal comes three times a week and cleaning services come at night to use it as well. Basically, the trash enclosure is being used all throughout the day and evening time.

Mr. Hoffman asks Mr. Scrivana if he has had many problems with the garbage enclosure in the past. He replies no, never. Mr. O'Reilly ask if it is the type of dumpster where the truck pulls up and dumps it, so the driver never has to leave the truck. The applicant agrees. Mr. O'Reilly states if the gate enclosed the entire dumpster, then the workers would be opening and closing it all day long and the garbage men would have to open and close it at night as well.

Mr. Kernan asks if the dumpster had a lid on top and Mr. Scrivana replies yes. Mr. Wolfe states the familiarity of the property and it has very little impact to customers, mostly employees only.

Mr. Kernan is happy to hear that the dumpsters have lids. He addresses some of the general comments in his letter. He is striking 1 and 2 because the applicant is going to provide the 6-inch concrete pad. The applicant agrees to general comments 3 and 4.

Mr. Dochney states this is a variance reapplication for a minor site on an existing site that four design waivers required. They are the following: size of the existing parking stalls, the size of the ADA spaces on site required to be 12 feet wide, lack of landscaping and gates on the garbage enclosure. Mr. Dochney feels there is no harm being done by not having a gate on one side of the enclosure.

Mr. Marino states he feels ok with the enclosure not having a gate based on where it is located as long as the dumpster have the lids.

Motion passed to close the hearing to the public.

Motion to approve by Mr. Giacomucci and seconded by Mr. Marino. Voice vote; All ayes, motion passed.

#2. #WSP-07-23 Spektrum Behavioral Interventions, LLC – Site Plan Waiver

The applicant is requesting a site plan waiver to allow a behavioral therapy center for children in an existing building on the property. The property is located at 1030 N. Main Street, also known as Block 1303, Lot 20 in a redevelopment zone.

Mr. Rocco swears the applicant, Keith Horne in via Teams meeting. John Kosylo, attorney representing Spektrum Behavioral Interventions, LLC states the applicant is requesting a site plan waiver. There are multiple portions to the property and Mr. Horne is a conditional lease holder on that property.

Mr. Kosylo asks Mr. Horne what type of business will he be operating. Mr. Horne explains they will be operating an ABA (applied behavioral analysis) therapy for children on the spectrum of autism. It is a one on one therapy with a supervised clinician. These professional services are similar to clinic-based speech and occupational therapy.

Mr. Kosylo asked Mr. Horne if approved when does he anticipating commencement at the property. Mr. Horne responds the tentative date is March 1st 2024. Mr. Kosylo asks how many employees does he have to start and he states approximately five employees. Eventually Mr. Horne is anticipating to have no more than ten employees, four full-time and six part-time. Mr. Kosylo asks about the intended hours of operation to which Mr. Horne replies Monday through Friday 8 a.m. to 6 p.m. and make up days for services on Saturday from 9 a.m. to 3 p.m. The center will be closed on Sunday and will observe all major holidays.

Mr. Kosylo asks if Mr. Horne has any plans to change the structure of the building. Mr. Horne replies absolutely not. Any exterior changes and he replies no. Any interior changes and he replies no except for the color.

Mr. Kosylo asks what are the current parking facilities at this location. Mr. Horne states the property has a total of 20 parking spaces available, which includes three reserved handicap spaces. The staff will park in the spaces nearest to the front of the property, while the pick-ups and drop-offs will be done in the spaces nearest to the rear of the property. Pickups and drop-offs will also be staggered by designated time to decrease potential traffic congestion.

Mr. Kosylo asks if Mr. Horne anticipates any additional utilities to the property. Is the property currently being serviced by electric and gas. Mr. Horne replies that there will be no changes to the property whatsoever and it currently has gas and electric.

Mr. O'Brien asks the Board's planner and engineer if they have any questions for the applicant. Mr. Kernan responds he has nothing to add other than it seems like an appropriate use for the store. Mr. Dochney adds that he had not reviewed the application but it is a site plan waiver. If there are no changes being proposed to the site then Mr. Dochney has no objections to approve the site plan waiver.

#2. #WSP-07-23 Spektrum Behavioral Interventions, LLC (continued)

Mr. Marino asks if this is the only use for the building and Mr. Kosylo replies yes and subletting is not permitted in the lease. The Board asks how the children are transported to the facility. Mr. Kosylo replies they are dropped off by their parents, stay for their session and then picked up by the parent. Ms. Kennedy asks if the program is just for children's therapy. Mr. Horne responds yes.

Motion passed to close the hearing to the public.

Mr. Wolfe asks Mr. Horne if there are any behavioral issues and if this is a new company or an existing company. Mr. Horne explains he has been a behavioral analyst for 40 years. And in those years, he has never had any issues. Mr. Wolfe asks if there are any concerns with children leaving the facilities due to behavioral episodes where law enforcement would have to interfere. Mr. Horne responds no.

Ms. Kennedy asks if their services included behavioral health and Mr. Horne responds yes. She asks psychiatric and he responds no the program is not psychiatric.

Motion to approve by Mr. Marino and seconded by Mr. Helsel. Roll call vote: Mr. Marino, Mr. Helsel, Mr. Brown, Mr. Giacomucci, Ms. Kennedy, Mr. Laughlin, Mr. O'Brien, Mr. O'Reilly, Mr. Wolfe. All Ayes. Nays-Zero. Abstentions- Zero.

Reports:

Approval of Minutes:

1. November 9, 2023 regular meeting
2. November 16, 2023 regular meeting
3. December 4, 2023 regular meeting
4. December 14, 2023 regular meeting

Motion to Approve Minutes. Voice vote; All ayes, motion passed.

Adjournment: The meeting was adjourned at 7:18 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: Scottie Gabbianelli, Clerk Transcriber