

MANCHESTER TOWNSHIP PLANNING BOARD REGULAR MEETING MINUTES
MONDAY, NOVEMBER 7, 2022
1 COLONIAL DRIVE, MANCHESTER, NEW JERSEY

The Regular Meeting of the Manchester Township Planning Board was called to order by Vice Chairperson Finn at 6:00 P.M. on MONDAY, NOVEMBER 7, 2022.

A Salute to the Flag and Pledge of Allegiance was repeated.
This meeting has been advertised as required by enactment of the Sunshine Law.

ROLL CALL:

William Barron	Chairperson	Present
Felicia Finn	Vice Chairperson	Present
Rory Wells	Mayor's Designee	Absent
Michele Zolezi	Councilwoman	Absent
Bill Foor	Member	Present
James Teague	Member	Present
Timothy Poss	Member	Absent
Frank Stavalo	1st, Alternate	Absent
Todd Luttmann	2nd, Alternate	Present
Gregory Hock	Board Attorney	Present
Robert Mullin	Board Engineer	Present

MEMORIALIZATIONS:

1. Minor Subdivision
Property Address: 1809 Eighth Ave
Block: 1.165 Lots: 39 & 15
Applicant: Sue Erikson
Engineer: Matthew Wilder, PE, PP
Attorney: Michael Paxton, Esq.
Case #PB-2022-08

Mr. Hock: This was an application for a Minor Subdivision with Bulk variances seeking to create two conforming lots by reconfiguring the lots lines. The existing non-conformities were proposed to remain. There was a new variance requested for the finished floor elevation due to the unique topography of the lot which would create a bowl shape, which is not conducive to proper construction. Four (4) ft. is permitted, where 6.55 ft. above grade was granted. Submission waivers for soil logs and permeability tests were granted and the applicant will submit individual plot plans at the time of submission for construction permits. A waiver for the requirement to install sidewalks was granted as well. The Applicant will also comply with all comments and requirements set forth in Mr. Mullins Engineer review letter,

There were no comments from Mr. Mullin.

Mr. Barron asked for a Motion to approve the application.
James Teague made that Motion and Felicia Finn seconded that Motion.

Roll Call Vote: Chairman Barron- Yes; Felicia Finn- Yes; Rory Wells-Absent; Michele Zolezi- Absent; William Foor- Abstain; James Teague-Yes; Timothy Poss-Absent; Frank Stavalo- Absent; Todd Luttmann-Yes.

2. Minor Site Plan Application
Property Address: 959 Buckingham Drive
Block: 38.102 Lot: 11.01
Applicant: Leisure Village West

Attorney: David Merritt, Esq.
Case #PB-2022-09

Mr. Hock: This was an application for Minor Site Plan for the installation of an LED identification sign on the center island of Buckingham drive near the community entrance on Rt. 70. The applicant was seeking variance relief for the distance to the nearest intersection and the size of the sign itself. The Ordinance prohibits animated and blinking signs and testimony was provided that the sign would not do either. It would be to provide static messages only. Each message would be displayed for no less than 30 seconds at a time. There will be absolutely no animation, no moving messages, no flashing and no blinking. The Community Association already approved the sign and the size of the sign does comply. The Board found no detriment and that it would be a benefit to the community. The applicant will comply with the tree ordinances and all other comments in Mr. Mullins and conditions agreed to by the Board.

Mr. Mullin had no comments.

Mr. Barron asked for a Motion to approve the application with the conditions listed by Mr. Hock. Felicia Finn made that Motion and Todd Luttmann seconded that Motion.

Roll Call Vote: Chairman Barron- Yes; Felicia Finn- Yes; Rory Wells-Absent; Michele Zolezi-Absent; William Foor- Abstain; James Teague-Yes; Timothy Poss-Absent; Frank Stavalo-Absent; Todd Luttmann-Yes.

3. Amended Resolution approving a Preliminary and Final Site Plan

Property Address: 1330 Hwy 70

Block: 113 Lot: 8

Applicant: Inspire-NJ, c/o Patricia Donaghue

Attorney: Michael York, Esq.

Engineer: Jessica Staszewski, PE, PP

Case #PB 2022-02

Mr. Hock: This application was memorialized some time ago, but the Applicant is having trouble with the Pinelands Commission and their questions about proposed seating. There was testimony provided by the Applicant when they came before the Board in June that there would be no outdoor seating, but the Pinelands wanted it made clearer in the Resolution of Approval. Item #14 was added to make this clearer. The Applicant's professionals feel this should satisfy the Pinelands Commission.

Mr. Mullin had no comments.

Mr. Barron asked for a Motion to approve the application with the conditions listed by Mr. Hock. Felicia Finn made that Motion and James Teague seconded that Motion.

Roll Call Vote: Chairman Barron- Yes; Felicia Finn- Yes; Rory Wells-Absent; Michele Zolezi-Absent; William Foor- Yes; James Teague-Yes; Timothy Poss-Absent; Frank Stavalo-Absent; Todd Luttmann-Yes.

APPLICATIONS:

1. Minor Subdivision

Property Address: Wellington Ave

Block: 1.309 Lots: 35 & 42

Applicant: Jeffrey Jerman

Engineer: William A Stevens, PE, PP

Case #PB-2022-12

Mr. Hock: Swore in William Stevens, PE, PP and Jeffery Jerman, the Applicant.

Mr. Jerman: This is an application for a minor subdivision with two conforming lots proposed. There is a pre-existing condition on the proposed lot with the existing house.

Site Plan was marked into evidence as Exhibit A-1.

Mr. Jerman: Asked Mr. Stevens if he prepared the Site Plan and Mr. Stevens confirmed that he did.

Mr. Stevens: Testified that this is an application to create a 100 x 100 ft. lot for a new dwelling and a 100 x 100 ft. lot for an existing house. The property is in the R-10 zone and the proposed application is fully conforming. The utilities would be municipal water and the existing septic system. There would be no changes to existing home. Basically, just a two conforming lot subdivision.

Mr. Mullin asked if there was a concrete slab and Mr. Stevens explained that there was just a slab where a shed was.

Mr. Mullin asked to confirm that a waiver was being requested for the curb and sidewalk requirements and Mr. Stevens confirmed because there are none existing in the area.

Mr. Mullin asked to confirm that the existing side and rear yard setback non-conformities will remain and Mr. Stevens confirmed.

Mr. Mullin asked if the subdivision would be filed by Map and Mr. Stevens confirmed that it would be.

Mr. Mullin asked if the Applicant would be submitting plans for the proposed new lots and Mr. Stevens confirmed that he would be and will comply with all other requirements and comments set forth in Mr. Mullin's review letter.

Mr. Barron asked for comments from the Board and there were none. He then asked for comments or questions from the public and there was none.

Mr. Barron asked for a Motion to approve the application.
Todd Luttmann made that Motion and Felicia Finn seconded that Motion.

Roll Call Vote: Chairman Barron- Yes; Felicia Finn- Yes; Rory Wells-Absent; Michele Zolezi-Absent; William Foor- Yes; James Teague-Yes; Timothy Poss-Absent; Frank Stavalo-Absent; Todd Luttmann-Yes.

2. Minor Site Plan

Property Address: 1180 Hwy 70

Block: 110 Lots: 3.04

Applicant: AmeriGas Propane, LLC

Attorney: Duncan M. Prime, Esq.

Engineer: Matthew J. Bersch, PE of Dynamic Engineering

Case #PB-2022-13

Carried to the December 5, 2022 Meeting, No Notice required

ADMINISTRATIVE SESSION:

Ms. Foor read the billing report:

We are in receipt of eleven invoices from Collier Engineering and Design for a total of 60.5 hours and an amount of \$7,876.01. We have seven invoices from Mr. Hock, ESQ for 28.15 hours and an amount of \$4,222.50. Total of the invoices is \$12,098.51. The services are in support of:

Project No.	Project
MCP001	General Planning Board Services
MCP0034	141 Office Park
MCP073	Paramount Commons at Whiting
MCP074	Preliminary/Final Site Plan – 2132 Rt 37

MCP076 Preliminary and Final Site Plan and Major Subdivision -2065 Highway
37 (two invoices)
MCP0087 Minor Subdivision – Inspire (three invoices)
MCP0091 Preliminary/Final Site Plan – 605 Toms River RD
MCP0094 Minor Subdivision – Sue Erikson
MCP0095 Minor Subdivision – Leisure Village West Association (two invoices)
MCP0096 Amended Final Site Plan – Manchester Apartments, LLC
MCM0097 Amended Preliminary/Final Site Plan – Self Storage Facility (Marble Arch
Homes, INC)
MCP0098 Minor Subdivision – Jeffrey Jerman
MCP0099 Amended Site Plan – AmeriGas Propane Kiosk (Wawa) (two invoices)

The services are in support Correspondence; Application Review; Resolution Compliance; Legal Review and Briefs; Preparation for and Attendance at Public; Project Management and Coordination; and Construction Administration and Site Visits.

I find the charges to be reasonable and appropriate and recommend approval.

Mr. Mullin clarified that MCC 034 should have been submitted to Council and not the Planning Board. It was removed from the billing report.

Mr. Barron asked for a Motion to pay the Bills.

Mr. Teague made the Motion

Mr. Luttman seconded that Motion.

Roll Call Vote: Chairman Barron- Yes; Felicia Finn- Yes; Rory Wells-Absent; Michele Zolezi-Absent; William Foor- Yes; James Teague-Yes; Timothy Poss-Absent; Frank Stavalo-Absent; Todd Luttman-Yes.

Mr. Barron asked for a Motion to approve the August 15, 2022 Meeting Minutes.

Mr. Teague made the Motion

Ms. Finn seconded that Motion.

Roll Call Vote: Chairman Barron- Yes; Felicia Finn- Yes; Rory Wells-Absent; Michele Zolezi-Absent; William Foor- Yes; James Teague-Yes; Timothy Poss-Absent; Frank Stavalo-Absent; Todd Luttman-Absain.

Mr. Barron asked for a Motion to approve the September 6, 2022 Meeting Minutes.

Mr. Teague made the Motion

Mr. Luttman seconded that Motion.

Roll Call Vote: Chairman Barron- Yes; Felicia Finn- Yes; Rory Wells-Absent; Michele Zolezi-Absent; William Foor- Abstain; James Teague-Yes; Timothy Poss-Absent; Frank Stavalo-Absent; Todd Luttman-Yes.

PROFESSIONAL REPORTS:

Mr. Mullin had no report.

Mr. Hock: Stated that he filed briefs in connection with the ongoing litigation. He asked that the Board Secretary please disseminate the brief to the Board members for their review and that there would be an Executive Session next month.

Mr. Mullin wished everyone a Happy Thanksgiving.

ITEMS FOR DISCUSSION:

None

OPEN PUBLIC PORTION:

None

MOTION TO ADJOURN: by James Teague, seconded by Felicia Finn.
ALL IN FAVOR
NONE OPPOSED

ADJOURNMENT: 6:23 P.M.

Respectfully submitted,



Amanda Kisty
Secretary to the Board