



Borough of Woodbury Heights Planning/Zoning Board  
500 Elm Avenue Woodbury Heights, New Jersey 08097

Planning Board Meeting Minutes  
February 5, 2018

Mr. Farrell called the Meeting to order at 7:05 pm.

Pledge of Allegiance

“THIS MEETING HAS BEEN DULY ADVERTISED AND HAS BEEN POSTED ON THE BULLETIN BOARD IN THE MUNICIPAL BUILDING AND CONFORMS TO THE DIRECTIVES OF THE ‘OPEN PUBLIC MEETINGS ACT’ OF THE STATE OF NEW JERSEY”

---

ROLL CALL:

Present:  
Joseph Martino  
Sean Flynn  
Harry Elton Jr.  
Bruce Farrell  
Mayor Conley  
Lou Deeck  
Stephen Hart  
Victoria Holmstrom  
Debbie Sesko  
Scott Norcross  
Mike McCabe

Absent:  
Erin Frombach  
Councilman Pye

---

SECRETARY’S REPORT: Mayor Conley made a motion to approve the minutes from December meeting. The motion was seconded by Mr. Elton. The minutes were approved by the following roll call: Mr. Martino, yes, Mr. Flynn, yes, Mr. Elton, yes, Mayor Conley, yes, Mr. Deeck, abstain, Mr. Hart, yes, Mrs. Sesko, yes, Mr. Norcross, yes, Mr. McCabe, yes, Chairman Farrell, yes.

PRESENTATION: Woodbury Heights Elementary School

Wendy Kunz, introduced herself as the architect appointed for the Woodbury Heights School District. She explained the construction of a secure lobby is a necessary project to accommodate recommendations from the State Department of Education and

*Bruce Farrell, Chairman*

Homeland Security. Ms. Kunz, described the proposed addition and alterations outlined in the handout she distributed to the board.

She explained that purpose of the presentation is to inform the board of the changes being made, and for approval from the Department of Education.

Mr. Farrell clarified to the board that the presentation is open to questions, but does not fall under the jurisdiction of the board. Mr. Borelli further explained that the board could make suggestions, but would have no authority.

The Board expressed concerns about water run-off, the possibility of receiving grant money, security bollards/access for the fire department, security at the library access.

Mayor Conley requested a site plan. Mr. Borelli explained the board can ask for a courtesy review of the site plan once complete. The Board agreed they would like to review the site plans, once completed, Ms. Kunz acknowledged the request.

Mayor Conley made a motion to open the portion to the public. Motion was seconded by Mr. Deeck.

*Bob Morrison, 133 Beech Ave:* Mr. Morrison asked if the public would be able to review other plan options, and what the process of getting approval would be. Ms. Kunz outlined the process. Mr. Morrison expressed concerns about funding the project. Mr. Borelli explained that such questions would be most appropriate for the Board of Education, as the Planning Board has no jurisdiction.

Mr. Martino made a motion to close the portion to the public. Motion was seconded by Mr. Elton.

Mayor Conley asked about inclusion of an elevator. Ms. Kunz, stated that there were no plans to include one.

Mr. Elton further stressed the possibility of funding and grants to finance the project and relieve the burden on the tax payers.

The Board requested the presentation be memorialized by the solicitor in the form of a letter, requesting further review of the site plan.

#### APPLICATIONS:

***#17-0010- Crossroads of Gloucester County Management Co., LLC: Block: 40 Lots: 4 & 11 "Site Plan Review Waiver" amended to "Site Plan Review" ctd.***

Mr. Nick Talvacchia stepped forward as he attorney in representation of the applicant. He reviewed what was previously provided to the Board at the December meeting, as well as the numerous review letters received between the applicant and the Board Professionals.

***Bruce Farrell, Chairman***

Mr. Talvacchia stated that the applicant agreed to come back to the board if the remaining unused space was to be rented or otherwise used.

Mr. Talvacchia discussed stripping, and lighting conditions, as well as the inclusion of some “green space”. He, also, stated that although not required, the applicant did notice the public.

Mr. Kester, Founder of Crossroads, (still under oath) approached the board to answer any remaining questions. He reviewed the business plan and everyday functionality of the Crossroads Treatment Centers. He reviewed patient flow, hours of operation, community outreach, and security measures. .

He explained that the building in question is a doctor’s office and will continue to be used for a medical use. He explained that the use has already been permitted by the Zoning office. He expressed his belief that the application does not require variances, and reviewed the demographics of the location.

Mr. Jason T. Sciullo, P.E., P. P. , (still under oath) formerly of Marathon Engineering addressed the Board. He presented a colored plan of the site. He reviewed the changes made to the plan, such as removing angled spaces to improve traffic flow and make the site compliant, and replacing with non-angled spaces. He also reviewed landscaping, handicap accessibility and compliance, signage (including “No Loitering” signs) and lighting.

The Board Professional’s review letters were addressed.

Mayor Conley, asked if removal of light pavement could be included in the plan for aesthetic and drainage purposes. The applicant agreed.

Mr. Sciullo, reviewed emergency access, and the turning radius for fire truck access, as well as delivery access.

David R. Shropshire, P. E., P.P. of Shropshire Associates was sworn in before the board. The Board acknowledged Mr. Shropshire as an expert in his field. Mr. Shropshire reviewed the improvements made by the site plan to the site’s circulation and traffic. He reviewed expected traffic flow patterns at the site during peak hours. He explained that there would be no issues due to the facilities hours of operation and the daily operation patterns. He attested to the adequacy of the 35 parking spots available.

Mr. Farrell asked about left hand turns into the site. Mr. Shropshire discussed the limited availability for a lefts hand lane. He also stated it would be unwarranted based on the amount of left hand turns during peak hours.

The presentation by the applicant was concluded.

Concerns about the trash enclosure were addressed by the Board and the professionals.

***Bruce Farrell, Chairman***

The revised plans satisfied the requests and concerns of the Professionals.

Mayor Conley made a motion to open to the public. Mr. Deeck seconded the motion. The meeting was opened to the public with “ayes”.

*Bob Morrison, 133 Beech Ave:* Mr. Morrison asked for details about staffing regarding concerns about lines outside of the building. Mr. Farrell pointed Mr. Morrison to the testimony that is on record.

Mr. Elton made a motion to open to the public. Mr. Deeck seconded the motion. The meeting was closed to the public with “ayes”.

Mr. Elton made a motion to approve the amended the application. Mr. Elton seconded the motion. The amended application was approved by the following roll call: Mr. Elton, yes, Mr. Flynn, yes, Mr. Martino, yes, Mayor Conley, yes, Mr. Deeck, yes, Mr. Hart, yes, Mrs. Sesko, yes, Mr. Norcross, yes, Chairman Farrell, yes.

#### PROFESSIONAL REPORTS:

No Solicitor’s report.

No Planner’s report.

Engineer’s Report: Mr. Brunermer expressed the need to define “Minor Site Plan” in the Borough Ordinance.

Mr. Farrell discussed the ambiguity of the Fence Committee. Mrs. Holmstrom expressed concern with sending fence committee matters to the professionals, and acquiring additional costs to the tax payer as a result. She suggested a fence application fee. Mr. Farrell agreed. Discussion ensued.

#### PUBLIC PORTION:

The meeting was opened with a motion to the public.

With nothing else from the public, the meeting was closed to the public.

The meeting was adjourned at 8:35pm with a motion from Mr. Deeck and seconded by Mr. Hart, with all in favor.

Shannon Elton, *Secretary*

***Bruce Farrell, Chairman***