



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

Planning Board Meeting Minutes  
November 4, 2019

Chairman Farrell called the Meeting to order at 7:00 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”

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ROLL CALL:

Present:

Absent:

Harry W. Elton Jr.  
Joe Martino  
Sean Flynn  
Bruce Farrell  
Mayor William Packer  
Lou Deeck  
Stephen Hart  
Victoria Holmstrom  
Councilman J. Pitzo  
Debbie Sesko  
Robbie Conley  
Scott Norcross  
Michael McCabe

Also in Attendance: B. Michael Borelli, Solicitor  
Tiffany Morrissey, Planner  
Mark Brunermer, Engineer

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SECRETARY’S REPORT: A motion was made by Mr. Elton and Seconded by Mr. Flynn to approve the minutes from September’s meeting. The minutes were approved, all in favor.

*Bruce Farrell, Chairman*

Due to lack of agenda, and construction at Municipal Building, December's meeting was cancelled with a motion from Mr. Elton, a second from Mayor Packer, and the following roll call:

Mr. Elton – YES  
 Mr. Martino- YES  
 Mr. Flynn- YES  
 Mr. Farrell- YES  
 Mayor Packer- YES  
 Mr. Deeck- YES  
 Mr. Hart- YES  
 Mrs. Holmstrom- YES  
 Councilman Pitzo- YES

RESOLUTIONS: None

APPLICATIONS:

19-0003-Brian & Diane Management, LLC: Waiver of Site Plan Review at 488 Glassboro Rd, Block 74 Lot 6 (Continued)

Mr. Borelli introduced Mr. Aimino, to present on behalf of the applicant. Mr. Jim Clancy, PE, PP, Certified Municipal Engineer, was reintroduced to the Board as an expert. Mr. Aimino reviewed the application as previously presented to the board members and professionals with the information they requested formerly, such as day to day operations of the business, floor plans indicating how space is used throughout the entire building. Mr. Clancy made the following revisions: design waiver for lighting, relocation of the front door, addition of a handicap ramp.

Mr. Brunermer reviewed his letter, and shared his comments with the board.

Mrs. Morrissey reviewed her letter and shared her comments with the board including a variance for parking. Mr. Aimino stated that he did provide notice for a variance, if necessary.

The Applicant gave testimony to the day to day operations of the business, as well as her years of experience owning such businesses. Explaining that every work station will not be occupied simultaneously.

Mr. Aimino declared there to be no negative impact associated with the application being presented.

The floor was opened to the board for questions.

Mr. Flynn inquired as to whether a separate employee is needed for the waxing station.

Mr. Elton expressed concern about the occupation of the second floor, and changes in tenants in regard to adequate parking, and the C.O. process.

Mrs. Holmstrom testified to her experience at businesses such as the one proposed, including businesses owned by the applicant.

***Bruce Farrell, Chairman***

The Application for waiver of site plan was approved with a motion from Mayor Packer, seconded by Mr. Deeck and the following roll call:

Mr. Elton – YES  
 Mr. Martino- YES  
 Mr. Flynn- YES  
 Mr. Farrell- YES  
 Mayor Packer- YES  
 Mr. Deeck- YES  
 Mr. Hart- YES  
 Mrs. Holmstrom- YES  
 Councilman Pitzo- YES

OTHER BUSINESS:

Master Plan Reexamination Report

Mrs. Morrissey reviewed the Master Plan Reexamination Report she composed. She discussed matters addressed in the 2008 report and the progress made towards the goals that were set, such as corner lots, the fence ordinance, impervious coverage, parking, signage. She also discussed new concerns to be included in the Master Plan such as, a minor site plan waiver and simplifying the application process for residential applicants. The board was encouraged to compile their own lists of concerns, to be addressed and send them to the Board Secretary.

Karolidis, Block 74 Lot 5

A request was received shortly before the meeting regarding the deadline to record the deeds, as a stipulation of board approval, previously obtained by the applicant. The applicant requested an extension of deadline to record the deeds until December 15<sup>th</sup>.

The extension was granted with a motion from Mr. Deeck, seconded by Mr. Martino.

SOLICITOR’S REPORT:

Land Use Liability Training

Mr. Borelli led a short presentation and distributed reading materials pertaining to the liability one takes on as a member of a Land Use Board, per the requirements set forth by the JIF.

OPEN TO THE PUBLIC: The Meeting was opened to the public with a motion from Mayor Packer, and seconded by Mr. Deeck.

*Bruce Farrell, Chairman*

With nothing from the public, the meeting was closed to the public with a motion from Mr. Elton and seconded by Mr. Hart.

The meeting was closed at 8:17 pm, all in favor, with a motion from Mayor Packer, seconded by Mr. Flynn.

Shannon Elton, *Secretary*

***Bruce Farrell, Chairman***