

**CLAYTON PLANNING BOARD
REORGANIZATION MEETING MINUTES
JANUARY 28, 2019**

Mayor Tom Bianco swore in new and reappointed members:

Joe Abate, Sue Miller, Darlene Vondran, Brian Bicking, and Christina Moorhouse

The reorganization meeting of the Clayton Planning Board was called to order at 7:30 PM. Invocation was given and we had a Salute to the Flag.

Absent Members: Melissa Fox and Joe Glennon

SUNSHINE LAW

The public notice of this meeting pursuant to the Open Public Meeting Act of 1975 has been properly given in the following manner:

- A. Posting written notice on the Official Bulletin Board in the Municipal Building.
- B. Mailing written notice to the South Jersey Times and the Franklinville Sentinel.
- C. Filing written notices with the Clerk of the Borough of Clayton.

ROLL CALL

Ayes: Abate, Bianco, Branco, Miller, Saban, Thomas, Vondran, Bicking, Moorhouse

Absent: Fox, Glennon

APPOINTMENT OF PLANNING BOARD SOLICITOR

M/Bianco, S/Abate motioned to appoint John Alice, Esquire as Planning Board Solicitor

Ayes: Abate, Bianco, Branco, Miller, Saban, Thomas, Vondran, Bicking, Moorhouse

ELECTION OF PLANNING BOARD CHAIRPERSON

M/ Bianco, S/Vondran motioned to appoint Joe Abate as Planning Board Chairperson.

Ayes: Abate, Bianco, Branco, Miller, Saban, Thomas, Vondran, Bicking, Moorhouse

APPOINTMENT OF PLANNING BOARD SECRETARY

M/ Bianco, S/ Miller motioned to appoint Debbie Schlosser as Planning Board Secretary

Ayes: Abate, Bianco, Branco, Miller, Saban, Thomas, Vondran, Bicking, Moorhouse

APPOINTMENT OF PLANNING BOARD ENGINEER

M/ Bianco, S/ Miller motioned to appoint Federici & Akin as Planning Board Engineer

Ayes: Abate, Bianco, Branco, Miller, Saban, Thomas, Vondran, Bicking, Moorhouse

APPOINTMENT OF PLANNING BOARD PLANNER

M/ Bianco, S/ Miller motioned to appoint Federici & Akin as Planning Board Planner

Ayes: Abate, Bianco, Branco, Miller, Saban, Thomas, Vondran, Bicking, Moorhouse

APPOINTMENT OF VICE CHAIRPERSON

M/ Bianco, S/ Miller motioned to appoint Barbara Saban as the Vice Chairperson

Ayes: Abate, Bianco, Branco, Miller, Saban, Thomas, Vondran, Bicking, Moorhouse

APPOINTMENT OF PLANNING BOARD NEWSPAPER

M/ Bianco, S/ Miller motioned to appoint South Jersey News, The Sentinel of Gloucester County

Ayes: Abate, Bianco, Branco, Miller, Saban, Thomas, Vondran, Bicking, Moorhouse

APPROVAL OF THE DESIGNATION OF THE 2019 PLANNING BOARD MEETING DATES AND TIMES

M/ Bianco, S/ Miller motioned to appoint the dates listed in the packets. Conflict dates are usually January and February meetings because of MLK and Presidents' Day Holidays.

Ayes: Abate, Bianco, Branco, Miller, Saban, Thomas, Vondran, Bicking, Moorhouse

APPROVAL OF MINUTES

M/Bianco, S/Miller - Approve the Minutes of the regular meeting of the Clayton Planning Board/Zoning Board held on August 20, 2018

Ayes: Abate, Miller, Thomas, Vondran

Abstain: Bicking, Moorhouse

M/ Bianco, S/Miller – Approve the Minutes of the regular meeting of the Clayton Planning Board/Zoning Board held on December 17, 2018.

Ayes: Abate, Branco, B. Saban, Vondran

Abstain: Bianco, Thomas, Moorhouse

OLD BUSINESS:

None.

NEW BUSINESS:

Candy Carousel/Greg Ruggiero – Block 1902, Lots 23 & 24- Minor Site Plan

Carly K. Ferro, Esquire of the Law Firm of Dennis Riley appeared on behalf of the applicant, Candy Carousel/Greg Ruggiero. Mr. Riley had an emergency and she is standing in on his behalf. Mr. Ruggiero is the sole owner of Candy Carousel. Alan Ippolitto, P.E. is also here on Mr. Ruggiero's behalf.

They are requesting a minor site plan on the property known as 952 N. Delsea Dr., Block 1902, Lots 23.01 & 24. They appeared before the board and were approved for a major site plan on January 25, 2016. The applicant has agreed to vacate that approval and just go forward with a minor site plan.

Solicitor John Alice swore in Alan Ippolito, P.E., Greg Ruggiero, Stan Bitgood, P.E., and Doug Akin, P.P.

Mr. Ippolitto advised the board that presently there are two Quonset huts on the property. The applicant is proposing to construct a structure similar to what was done on their previous approval. Once their structure is complete, they will begin to remove the two Quonset huts and minimize the operation of the other buildings. The new building will be a pole barn structure. Four photographs were distributed regarding the new building

and were marked as Drawing CC-1. John asked what they are doing about the prior approval. Mr. Ippolito said the prior approval is gone and due to expire in about another year. The reason is because there has not been any interest in any of the remaining development to be done. In the future, if anything comes up he will come back before the board for any approvals that he will need. Right now, he is trying to clean up the view scape along Delsea Drive and get rid of some unsightly buildings.

Joe Abate asked if the Fire Chief ever responded to the memo sent to them about the application. The secretary advised him no and Joe asked that a follow-up be sent. Joe indicated that Public Works responded and advised that since the proposed improvement is still in excess of 200 feet from a sewer main, connection is not required. The applicant's intent is to work with the Water/Sewer Department and do something similar to what they did before and have a small pump station. The current septic system will be closed.

The applicant is closing on the purchase of the existing residence. He is also looking to close down the septic on the house and do a small pump station and run water and sewer service to the house. That way there will be no well or septic.

Stan Bitgood, P.E. mentioned that the applicant has requested a number of waivers, landscape plan details, containers for solid waste. Mr. Bitgood asked Mr. Ippolitto if solid waste will be handled only inside the building and he replied yes. There will be no change in parking and how the site is currently used. There are no administrative offices. A survey will be provided as requested. No covenants that they are aware of. The only approval they need from the Borough is to connect to the sanitary force main in the back. If any improvements are needed within the State right-of-way, they will get any permits they need. The use of the site does not rise to the level of needing a DOT permit. He doesn't think they need the DEP approval for the sewer system as it will not exceed the 8,000 gallon a day threshold. Stan has no objection on waiving it till completeness.

Stan advised that the photos and sketch received tonight will satisfy the architectural. There are no other objections in considering it complete. Mr. Bitgood deferred to Mr. Akin.

Doug Akin, P.P. addressed his recent letter. This would be considered a minor site plan. Doug asked about some of the administrative items such as certified property owner list, escrow agreement. The secretary acknowledged that she had the items. He also mentioned about the waiver for site plan. Doug and the board do not have a problem with it. Doug deemed the application complete. Tom spoke briefly about the application.

Stan reviewed technical comments with the applicant. The applicant proposes to further decrease the available front yard from 79.3 to 75.63. They are willing to work with the Borough and the contractor to reduce the reduction and they agreed. They will eliminate entirely if they can. They would like to build the new building around the existing Quonset Huts to minimize any disruption to the other two buildings. They are asking to

extend the building another five feet and since they are so far off the road there will not be any encroachment. The benefit does outweigh the detriment as they are adding an improvement.

Stan referenced his letter dated January 17, 2019 indicating a correction on page 4 in paragraph 2. It states that the applicant plans to obtain adjacent lot 23 and to consolidate it with lot 23.01. The applicant is not planning on consolidating the lots. A number of items have already been addressed. The items underlined in his review letter were briefly discussed. An easement will be provided in regards to the driveway. The driveway also has deterioration that needs to be replaced. The applicant is going to fix it.

Stan asked that proposed surface shots be shown on the grading. Also, if roof drains are proposed they also need to be shown. The drainage patterns are not going to be changed. Additional brief discussion took place about the drainage in regards to the residential lot.

In regards to lighting, LED lights are proposed from dusk to dawn. The wall mounted light packet being proposed will throw the light down not out. Stan asked if they will be providing a loading dock. Mr. Ippolito advised that he has been working without a loading dock and they will not be proposing one now.

In regards to parking, the ordinance requires more parking than is currently shown on the plans. There are no offices or administrative personnel and there are few employees. Stan believes the parking plan can be waived. There will be one or two employees there during the day only if there are deliveries coming in or going out. This is the current operation and they will continue to operate this way.

In regards to the paving, Stan asked to change the language slightly which is provided in his review letter.

In regards to the sanitary sewer, approval will be needed from the Borough Public Works. The applicant will work with the Public Works Department.

Brief discussion took place about soil erosion.

There will be no storage of hazardous materials outside. Joe Abate asked about the storage by the landscaper of materials. If they are going to store hazardous materials, a containment system would be constructed inside so there is no spillage running outside of the building. This was part of the approval for the prior major site plan. They will maintain this.

Signs are not being proposed as the facility is not really open to the public. The people that use it know where it is.

There are no sidewalks proposed. The only sidewalk is on Rt. 47 and it goes nowhere. They don't believe it is a hazard. Joe Abate mentioned that it is very deteriorated. Tom added that he doesn't own that property yet. Joe said it would like nice if it is improved.

Joe asked if the property is going to be rented eventually and Mr. Ruggiero responded yes. Joe added he is looking at a repair and Stan agreed. Mr. Ruggiero added that he takes care of properties and he will be doing something to make it look better. Stan recommended that the sidewalk either be repaired and/or replaced. Tom added again that he does not own the property right now. Joe Abate asked the applicant if he can have it repaired within six months and the applicant responded he thinks they will be happy with the outcome. Stan added that nothing should be imposed on the residential lot as it is not part of this application.

Doug added about variances in regards to the buffer and landscape requirements. These are required buffers. They will not be providing anything as they are not applicable. Under the prior major site plan landscaping was proposed as they were looking to improve the entire lot. They feel they are improving the landscape by simply replacing the Quonset Huts with a nicer looking building. They do not feel that putting landscaping across the front is going to improve the property more. If anything comes up further down the road, these items will be addressed again.

Joe asked if there was going to be buffering between the existing property and the property he is going to purchase. There is a little bit of a buffering there now but doesn't feel it is necessary to add any more buffering.

Tom asked if he would be willing to tie into the police. Mr. Ruggiero didn't realize that could be done as he has never been asked. Mr. Ruggiero would be inclined in doing so if it is feasible. Tom indicated he will have the Chief give him a call.

Doug outlined his letter dated January 17, 2019. Doug isn't sure if the Board can grant this waiver but believes it is in the Board's best interest to comply with Affordable Housing as it was a court order. John Alice discussed this briefly and will put some language into the resolution.

Variances were previously discussed in addition to submission waivers, completeness, and design exceptions.

MOTION TO OPEN TO THE PUBLIC

M/ Bianco, S/ Thomas

Ayes: Unanimous

MOTION TO CLOSE TO THE PUBLIC

M/ Bianco, S/ Thomas

Ayes: Unanimous

MOTION TO APPROVE MINOR SITE PLAN

M/ Bianco, S/ Miller

Ayes: Abate, Bianco, Branco, Miller, Saban, Thomas, Vondran, Bicking, Moorhouse

CORRESPONDENCE:

None.

DISCUSSION:

Tom congratulated everyone on their appointments tonight. John also advised the board that Dale Taylor was seriously injured recently and is just returning to work. The board asked that a card be sent to him.

RESOLUTIONS:

#01-2019 – Res. Electing Officers (Chair, Vice Chair, and Secretary)

#02-2019 – Res. Appointing Professionals (Solicitor, Professional Planner & Engineer)

#03-2019 – Res. Appointing Official Newspapers

#04-2019 – Res. Setting Forth a Schedule of Public Meetings

#05-2019 – Michael Lawrence – Minor Site Plan Approval

M/ Vondran, S/ Bianco

Ayes: Abate, Bianco, Branco, Miller, Saban, Thomas, Vondran, Bicking, Moorhouse

ADJOURNMENT

M/ Vondran, S/ Miller

Ayes: Unanimous

Submitted by,



Debbie Schlosser

Planning Board Secretary