

**WARREN TOWNSHIP PLANNING BOARD
MEETING MINUTES
7:30 P.M. – Susie B. Boyce Meeting Room – 44 Mountain Boulevard
September 22, 2014**

APPROVED

CALL TO ORDER Meeting was called to order at 7:32

FLAG SALUTE AND MOMENT OF SILENCE FOR OUR TROOPS

***Statement by Presiding Officer:** Adequate notice of this meeting was posted on January 14, 2014 on the Township bulletin board and sent to the Township Clerk, Echoes Sentinel and Courier News per the Open Public Meetings Act. All Board members are duly appointed volunteers working for the good and welfare of Warren Township. We plan to adjourn no later than 10:00 p.m.*

ROLL CALL

Mayor DiNardo

Committeeman Marion (arrived at 7:44)

Mr. Toth

Mr. Kaufmann

Mr. Lindner

Mr. Malanga

Mrs. Smith (excused)

Mr. DiBianca

Mr. Freijomil

Mr. Gallic (arrived at 7:35)

Mr. Villani

■ **Announcements:**

None

■ **APPROVAL OF MINUTES:**

August 11, 2014

Motion by Mr. DiBianca, seconded by Mayor DiNardo to approve the minutes.

Roll Call

For: Mayor DiNardo, Mr. Kaufmann, Mr. Lindner, Mr. DiBianca, Mr. Freijomil, and Mr. Villani.

Against: None.

■ **PROFESSIONAL STAFF REPORTS:**

None.

■ **CORRESPONDENCE**

None.

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- **Resolution PB 14-05** – Application was heard and considered at public hearing on July 28, 2014 at which time the board rendered its decision to approve with conditions, and this resolution is intended to memorialize the same in accordance with N.J.S.A. 40:55D-10(g) (2).

Motion made by Mr. DiBianca, seconded by Mr. Kaufmann to memorialize resolution

- **ROLL CALL**

For: Maor DiNardo, Mr. Kaufmann, Mr. Lindner, Mr. Malanga, Mr. Toth Mr. DiBianca, and Mr. Villani

Against: None.

- **CASE No. 1**

- **PB14-06 Block 75 Lot 3.02**

Applicant: Rootopedia, LLC

Phone 908-258-3123

Owner: Same

Type: pre and final site plan

Engineer: K. Page 732-805-3978

Attorney: Joe Murray 908-490-0444

Preliminary and Final Site Plan for office use.

The applicants and Township Professional witnesses were sworn in; Kevin Page, Ted Kuo, Mr. Chadwick and Mr. Kastrud. Mr. Murray introduced Mr. Kuo and Mr. Kuo discussed the work that his company does on the etymology of English words to scholars, businesses and others. They go back to the root of a word and its meaning; he gave some examples. Mr. Murray asked about the product that is created, it is primarily on the internet, and some printed version rights to publish are sold. The publisher will sell to the marketplace, it is not printed by Mr. Kuo's company. Mr. Kuo stated there will be research folders contained in the facility. Mr. Kuo stated there are no customers that come to the site, that most items are mailed or sent by computer.

Mr. Murray inquired as to the number of employees. Currently Mr. Kuo said there are five employees and some part time employees. No truck deliveries are expected other than the UPS or regular mail deliveries. The hours of operation will be 9 a.m. to 4:30 p.m. with no weekend hours. There will only be a microwave and a coffee station. There would be a minimal amount of trash with no cooking, mostly paper. Mr. Kuo testified that an outside trash enclosure is not needed. Mr. Kuo has purchased the building.

There will be interior renovations, including air conditioning, ceiling tiles, and some exterior cosmetic changes and Mr. Page will address those items. There was discussion about parking. There will only be Rootapedia at this location. The loading dock in the back is to be closed, as it is not needed for deliveries.

Mr. Chadwick stated that the loading dock is being closed in and there had been some police issues with it being so secluded and unoccupied. Closing the loading dock will make it more secure. The parking space number is by ordinance although the site is over parked for the proposed need, this will bring it into conformance. Mr. Gallic brought up that CB zone allows parking in the front.

Mr. Kevin Page was brought up and testified that the existing one-story building will be upgraded to current standards with interior and exterior renovations, including a new facade. Parking will be reconfigured, mostly in the rear where the current pavement and fencing extends approximately five feet over the lot line. The old curbing and fencing will be removed, loading dock enclosed and stairs constructed and eight parking spaces will be installed. There will be two additional spaces at the extreme northeast corner of the rear lot that will be banked. Mr. Kuo does not want employees parking in the back, and the number of employees may increase to nine. Eleven parking spaces are proposed in the front, for a total of 24 spaces (two of them banked), which is the number required by ordinance. Mr. Page went through the plans dated July 1, 2014 with latest revision of August 14, 2014 describing the surrounding lots. He discussed that the property was subdivided off and leased. They will remove a rear encroachment of parking lot. They are expanded the front lot and picking up four spaces, so 11 in back and 11 in front. There are two pre-existing variances, one for lot area and the front yard set back, required to be 75 and it is 73.45. The only new variance or design waiver is a 10 foot green strip between the next lot and parking, it is proposed to have 5 foot to allow for a two way aisle and parking. There is less than 1000 SF of new impervious. No new fence is proposed. There will be an entrance from the rear.

Mr. Page continued with the grading of the lot and that there is a current issue with water in the rear of the property. And the drainage was piped but the pipe was insufficient and collapsed the lot has a depression in the back. The proposal is to reroute all the drainage to the front. Roof leaders will go to the front instead of the back and will raise the back parking lot and routed to the front and will cross the road and into the Middlebrook.

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Mr. Page discussed new lighting and that it will conform with the Township standards. The plans were submitted to all required departments. The county asked to rebuild the entire driveway including curbing. It will be widened to 24 foot per Warren's code. The existing septic was abandoned 20 years ago or more ago. They had not backfilled it; the Board of Health ordered it to be filled and it is now done.

Mr. Page discussed the trees, really more scrub and there will be a new landscape plan and it was discussed.

There was some discussion on the architecture. And the drawings were submitted. Windows will be replaced, and windows added. The entrance is to the side. There will be one handicap parking spot which brings it up to code.

Mr. Page discussed lighting and security lights on the building. Mr. Murray asked about a small trash enclosure. Mr. Page stated it is not needed and will come off the plan. They will use 3 cans which will remain inside until the evening before collection.

In the future a change of use would trigger a minor site plan and any issue of trash enclosure for a future use would be addressed at that time.

Mr. Lindner was concerned about the lighting and timing with residential properties so close. Mr. Page suggested that the lights out by 8 p.m. except for the security lights in the front and back. It was suggested on at 6 a.m. and off at 8 pm. maximum.

The fire department memo was discussed and they asked for Knox Box, which the applicant agrees to install; it holds keys to the building for the Fire Department and Police Department to gain access in case of an emergency.

Mr. Villani directed the meeting to Mr. Chadwick and Mr. Kastrud's reports.

The Township Planner, Mr. Chadwick, discussed that the original report issues had been addressed. The parking with banking two spots is consistent with the township's zoning. The rear yard variance would not be an issue as the area is heavily wooded and backs to another commercial property.

Mr. Kastrud stated the items in his earlier report had been addressed but asked why the employees can't park in the rear, as it could reduce impervious area and leave more green in the front. Mr. Kuo stated it is secluded. It is a public safety issue. There will be shrubbery. Mr. Marion was worried about the parking on that street and parking could be used if needed in the back. Mr. Villani suggested a sign stating additional parking in the rear.

Mr. Villani asked if there were any further questions or issues for the professionals or witnesses by the board. Mr. Villani opened to the public for the record. No public was present.

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Mr. Siegel clarified that it is a Preliminary and Final Minor Site plan with one variance for the setback to the rear lot line with five feet instead of 10 feet. Two parking spaces will be banked.

Mr. Villani entertained a motion. There will be conditions, a sign with additional parking notice, lights will be on at 6 a.m. and off by 8 pm., except security lighting, banked parking, and compliance with item 4 of the Township Planner's memo of August 19, 2014.

Discussion concluded. A motion was made by Mr. Gallic, seconded by Mr. Kaufmann to approve the application with conditions.

ROLL CALL

For: Mayor DiNardo, Committeeman Marion, Mr. Kaufmann, Mr. Lindner, Mr. Malanga, Mr. toth, Mr. DiBianca, Mr. Freijomil, Mr. Gallic and Mr. Villani

Against: None

Mr. Chadwick discussed the Master Plan re-examination report and that it is to evaluate the previous master plan and its current relevance and if it achieved its goals. It also cites the significant planning issues that have arisen since the last master plan. There was real estate market decline and the recession. This does not state that we should change anything; it is addressing the requirement by statute to re-exam the previous master plan and how it met goals stated. Next steps are to evaluate what might change or if there are new goals.

Mr. Lindner asked about the Historic District and not being addressed. Mr. Chadwick discussed the Historic Element from 1990 and a minor update. It will have to be updated.

Mr. Gallic looked at the 2040 population and job growth and feels it is hard to believe. Mr. Chadwick feels there is some possibilities of reuse areas and changes in types of housing. Mr. Chadwick brought up that the employment numbers may take a while with many buildings slowly being occupied since they were vacated.

Mr. Chadwick and Mr. Gallic discussed the numbers and its effect on COAH. It is up in the air for COAH and where it will go forward. Mr. Chadwick also discussed a Mt. Bethel Corridor Study and timing lights and real time congestion.

■ **CITIZENS HEARING (Agenda Items)** No public present

■ **SCHEDULE OF NEXT MEETING:**

October 27, 2014

■ **ADJOURNMENT**

Motion by Mr. DiBianca, second by Mr. Gallic All for. Meeting adjourned at 8:35