

Elk Township Planning and Zoning Board Meeting

Regular Business Meeting

June 15, 2011

Minutes

Call to Order: The Board Vice Chairman called the meeting to order at 7:39 pm.

Open Public Meeting Act: read by the Board Secretary

Roll Call:

Present: Bill Carter, Frank Goss, David McCreery, Chuck Nicholson, Eugene Shoultz, Wayne Swanson, Jeanne White, Ed Pearson (arrived at 7:55pm)

Absent: Mayor Barbaro, Bob Clark, Nick Yovnello

Also present were the Board's professionals: Steven Bach, Bach Associates filling in for Leah Furey Bruder, Carl Gaskill, Board Engineer of Fralinger Engineering and William Ziegler, Esquire, filling in for Solicitor Joan Adams.

➤ **Announcements:**

- Notice to Public and Applicants: Board policy is no new business will commence after 10:30pm and all testimony will stop at 11:00 pm, except for individuals wishing to speak during the general public session.

➤ **Old Business:**

Harry & Serena Holmes, Minor subdivision with variances, block 56, lot 26.02, Aura Road. Applicant's attorney, David Thatcher, requested a postponement until the August 17, 2011.
Formal Public Notice is required.

➤ **New Business:**

Completeness Hearing for:

Lake Garrison HOA, minor site plan for pole barn and two pavilions, Buck Road, block 49, lot 2, block 45, lot 8

The applicant is represented by attorney John Alice, 28 Cooper Street, Woodbury, NJ 08096

The following individuals were sworn in:

William Gilmore, PE, 213 Cherry Tree Court, Franklinville, NJ

Dave Kleinschmidt, Lake Garrison Board President, 4 Clearview Avenue, Glassboro, NJ

Jim Sparks, Lake Garrison Board Member, 144 Unionville Road, Glassboro, NJ

Planner, Steve Bach reviewed the letter prepared by the Board's planner, Leah Bruder Date May 12, 2011
The applicant requests waivers from the following submission checklist items:

Item #8 - submit copies of all applications and certification of approvals from all outside agencies with jurisdiction.

Satisfied. No waiver required.

Item #11 - plan to include source & Date of current or recertified survey (within 1 yr).

Deferred to board engineer.

Item #13 – requires metes and bounds descriptions, dimensions for rights-of way and utility easements.

Deferred to board engineer

Item #29 – requires submission of an Environmental Impact Statement.

Mr. Bach asked if anything hazardous would be stored in the polebarn.

Mr. Gilmore responded, “no,” the items stored would be the same things you would find in a residential garage. Basically the items stored would be the equipment used to maintain the lake property, such as lawnmower along with oil and gasoline. No hazardous chemicals. The majority of the polebarn will be used to store paddle Boats (manually powered) which are currently stored in the wooden structured lean-to. (lean-tos will be demolished after polebarn is constructed).

Waiver recommended.

Item #41 – location of existing wells and septic systems and the distances between them.

Satisfied. No waiver required.

Item #42 – requires structures and wooded areas within 200 feet of the property line.

Waivers recommended due to the minor nature of the proposed improvements and they have shown all structures and trees within the vicinity of the proposed improvements.

Item #44 – requires a calculation of required number of parking spaces. And total number of parking spaces provided.

Waiver recommended as no new streets, vehicular access driveways or curb openings are proposed.

Item #45 – requires calculation of required number of parking spaces and total number of parking spaces provided.

Waiver recommended as there are no changes to the existing parking area adjacent to pole barn and there is no parking next to either pavilion.

Item #47 – submit a landscape plan and buffering plan that shows what vegetation will remain and what will be planted.

Planner recommends a planting of additional evergreens as a screen from Buck Road. Applicant agree and will work with planner.

Conditional waiver recommended.

Item #49 - location of all existing tree masses indicating general sizes and species. No construction is proposed at this time but the applicant indicates that the new dwelling and new septic disposal field will require the removal of trees. The applicant has provided a plan showing the proposed limits of disturbance

Waiver recommended.

Item #50 - Tree protection plan. No construction is proposed at this time.

Waiver is recommended.

Item #53 – requires that applicant to show any structures of historic significance on or within 200 feet of the tract.

Waiver is recommended.

Item # 55 – requires contours at 20 foot intervals for the entire tract and within 100 feet and conformance with the grading plan requirements.

Defer to Engineer.

Item #57 - grading plan showing the existing and proposed spot elevations. No construction is proposed at this time. A grading plan is required before the issuance of building permits.

Waiver is recommended.

Item #59 – requires the location of soil borings to determine soil suitability. New pole barn will use existing septic.

Conditional waiver, as they are subject to approval from Gloucester County Department of Health.

Item #60- requires location, size and direction of flow of all streams, brooks, ditches, lakes and ponds; and the boundaries of the floodplains be shown. Applicant requests a partial waiver and has shown the location of the lake and flood plain.

Waiver is recommended.

Item # 64 – requires drainage calculations and facilities.

Defer to Engineer.

Item #67 – requires that if on site sewerage disposal is required, the results and location of all percolation tests and test borings will be provided.

Conditional waiver, as they are subject to approval from Gloucester County Department of Health.

Item #68 – architectural elevations and floor plans.

Satisfied.

Item #71- requires the location, size and materials of containers and enclosures for solid waste and recycling, and a detail of same be provided.

Waiver is recommended as there are no changes to current trash management practices.

Item #73 – Letter of Interpretation from NJDEP freshwater wetlands location.

A copy of the May 16 application has been received, but they have not received the report yet.

Conditional waiver is recommended as they are subject to the NJDEP's findings.

Item #74 – stormwater management and control.

Defer to Engineer.

Item #75 - Utility plan. Not currently proposing any improvements at this time will reuse the existing utilities.

Waiver is recommended.

Item #81 – requires a traffic control and directional signage plan.

Waiver is recommended.

Item #83 – requires that existing and proposed curb openings be shown, with width at curb line and property line.

Waiver is recommended.

Mr. Bach added that in terms of planning, all the waivers have been addressed and defer item numbers 11, 13, 55,64 & 74 to the Board Engineer.

Board Engineer referred to his review letter of June 10, 2011.

Item #10 –Legend/title block requirements for NJ.

Applicant agrees to comply, revise and resubmit.

Item #11 - plan to include source & date of current or recertified survey (within 1 yr).

Don't have to provide a survey of the entire complex, but what are the exact dimensions from the county right of ways and also and the exact dimensions from property lines within 100 feet. With the information provided, the engineer is not able to advise the board if a setback variance is needed.

Mr. Alice added that because of the large tract, they are certain they can accommodate any setback requirements and not require any kind of variance. The survey cost for the entire area would be prohibitive

for his client. Mr. Gilmore explained they did engage the services of a licensed surveyor to perform the topography and the ROW boundary and he did follow the protocol for the county plans and the state plans establishing the ROW and therefore they are comfortable with the ROW if a total outbound survey were obtained.

item # 13 – metes and bounds descriptions. Not all were included and revisions are needed. Road easement on remainder lot 26.02 must be submitted. Also course #6 for lot 26.02 does not agree with the submitted plan and neither does the area calculation. Partial waiver is recommended.

Item #28 – Date reference meridian and graphic scale.
Will comply.

Item #36 – Provide copy of any protective covenants, easement and restrictions of record. Applicant's attorney will offer testimony that they know of no covenants, easement, restrictions or hazardous materials. The board may make it a condition of approval

Mr. Ziegler added, the applicant is basically saying if anything turns up in the future, it is on the applicant. There is no risk to the township.

Item #55 – Contours at 20 foot intervals for the entire tract and within 100 feet and conformance with the grading plan requirements prior to the issuance of any building permits.

Applicant agreed to revise plans to depict additional topography north of the 1000 sq ft pavilion.

Item # 57 – grading plan showing existing and proposed spot elevations, based upon the datum at all building corners, all floor levels, center lines of abutting roads, top and bottom curbs, property corners gutters and other pertinent locations sufficient to assure that the project will not have an adverse affect on the existing drainage pattern.

Applicant agreed to revise plans to depict additional topography north of the 1000 sq ft pavilion.

Item # 64 – requires drainage calculations and facilities.

Applicant agrees to revise plans to depict lot specific information to demonstrate that each lot involved in the project falls below the disturbance 1 acre threshold for stormwater control.

Item #73 – LOI (Letter of Interpretation)
The applicant indicates they have applied to the NJDEP but have not received a response yet.

Condition of approval, if granted

Item #74 – Stormwater and drainage – demonstrate consistency with Chapter 86 regarding stormwater management and control including plans and profiles. Location of all stormwater inlets within 100 feet of property boundaries.

Applicant agreed to provide as previously discussed.

Item #75 – Utilities plans and profiles. Applicant indicated the proposed pavilions will not require utilities and that the proposed Pole barn will connect to an existing septic system and well.

Engineer has no objection, County Dept of Health has jurisdiction.
Applicant agrees to comply and will forward any required outside agency approval.

Mrs. White confirmed the pavilion will not have any gas or water. Mr. Gilmore stated they may have electric. The pole barn will replace the existing office and will utilize the existing facilities (water and septic).

The board agreed to let Mr. Gaskill review supplemental documents and/or revised plans and to deem the application complete without coming back before the board. In addition revised plans would determine whether or not a variance would be required.

Mrs. White moved to deem the application "incomplete" subject to the applicant providing the additional topographic information, boundary line information (and title report if possible) and for Board Engineer to review and deem complete. Seconded by Mr. Nicholson.

Roll Call:

In favor: Carter, Goss, McCreery, Nicholson, Shoultz, Swanson, White

Against: None Abstain: None 7-0-0`

Mr. Ziegler announced the Lake Garrison minor site plan application would be continued to the July 20, 2011 meeting at 7:30 pm in the Elk Township Municipal Building and no further public notice will be given, certified mailing or newspaper.

- Approval of minutes:
 - May 18, 2011, Regular Business meeting

Mr. Shoultz moved to approve the minutes of May 18, 2011. Seconded by Mr. McCreery. With all members in favor the motion was carried.

➤ **Resolutions:**

2011-14: granting minor subdivision, lot line adjustment and variances for block 46, lots 5 and 6 commonly known as 620 and 624 Monroeville Road, to applicants Jeffery & Janine Rubincam.

Mr. Pearson moved to adopt resolution 2011-14, Seconded by Mrs. White.

Roll Call:

In favor: Goss, McCreery, Nicholson, Shoultz, Swanson, White, Pearson.

Against: None Abstain: None 7-0-0

➤ **General Public Portion**

Mr. McCreery moved to open to the public, Seconded by Pearson. With all members in favor, *the motion was carried.*

With no comment from the public, **Mr. Pearson moved to close to the public, seconded by Mr. Shoultz** With all members in favor, *the motion was carried.*

➤ **Correspondence:**

- Lake Gilman Owners, Inc. - correspondence from LGO President, David Diehl, The memo is for information purposes serving as an update referencing Lake Gilman Planning.
- Memo from Zoning Officer, David McCreery recommending some additions/changes to sign ordinance, and definition for "loft."

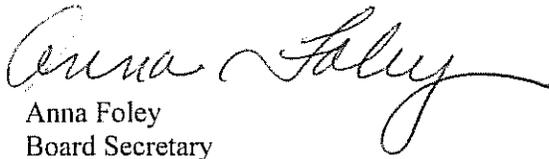
Mr. McCreery recommended, for enforcement purposes that under the sign ordinance, add the clause "signs may be confiscated." Discussion followed.

Mr. Pearson moved to recommend to committee that the Township Solicitor be permitted to make the change and definition addition. Seconded by Mr. Goss. With all members in favor, the motion was carried.

➤ **Adjournment:**

Mrs. White moved to adjourn, Seconded by Mr. Shoultz.
With all members in favor, *the motion was carried.*

Adjournment time: 8:50 pm



Anna Foley
Board Secretary