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Elk Township Combined Planning and Zoning Board

Regular Business Meeting

June 20, 2018

Minutes

Call to Order: meeting called to order at 7:30pm.

Roll Call:

Present: Bob Clark, Jay Hughes, Ed Poisker, Richard Schmidt, Eugene Shoultz Jeanne White, Frank Goss (alt 1)

Absent: Matt Afflerbach, Ed McKeever, Donna Nicholson, Wayne Swanson (alt. 2)

Open Public Meeting Act: was read by the Board Secretary

Flag Salute: Chairperson led the flag salute.

Swear in Board Professionals by Solicitor.

Approval of Minutes:

- May 16, 2018

Mr. Shoultz moved to approve the minutes of May 16, 2018, Seconded by Mr. Goss.

With all other members in favor, *the motion was carried.*

Abstain: Mayor Poisker

Resolution(s): None

➤ Old Business: None

➤ New Business:

Completeness Hearing:

McCracken, Robert & Sandra, Minor Subdivision with variances, block 43, lot 11,

Application #SD-18-06

Block 43, lot 11 is located within the RE (Rural Environmental) Zoning District which permits agricultural uses, single-family dwellings, public parks and playgrounds, and accessory uses that are customarily incidental and subordinate to the primary use on site. The existing agricultural and residential uses on the site are permitted.

Currently the parcel consists of 1.52 acres with an existing greenhouse in disrepair, trailer, and is otherwise undeveloped. The Subject Property is landlocked, is triangular in shape, and exists along the border with Upper Pittsgrove Township, Salem County. The parcel is part of an estate that is being divided between two siblings and their properties, each containing their dwellings. The requested subdivision will result in two small lots that will include the dwellings in the Upper Pittsgrove Township portion. The Applicant proposes to divide the two properties so that they can be put into joint ownership with an adjoining property in Upper Pittsgrove Township. Proposed Lot 11 will be 48,349 sf (1.1 acres) and proposed Lot 11.01 will be approximately 17,501 sf (.402 acres).

Submission waivers were requested for the following items:

Item #8 - requires copies of applications to and certification of approvals from outside agencies. The Applicant should submit copies of applications/approvals to/from Upper Pittsgrove Township, Salem County and any other required applications/approvals must be submitted to the Township.
Waiver is recommended for completeness only. & Applicant agreed to comply.

Item #11 - requires source and date of current or recertified property survey prepared and sealed by NJ Land Surveyor within the last 1 year.
Waiver is recommended for completeness only & Applicant agreed to comply.

Item #13 - The Applicant should submit legal descriptions of existing and proposed properties.
Received & Applicant agreed to comply as a condition of approval.

Item #21 The Applicant is required to submit a list of waivers requested.
Waiver is recommended, as the Board's Planner has provided a list.

Item #22 - Applicant is required to submit a list of waivers and variances from the Elk Township Unified Development Ordinance.
A waiver is recommended as the Board's Planner has provided a list.

Item #33 - requires a statement demonstrating compliance with affordable housing requirements as applicable including section 70-4.
Waiver is recommended as the Applicant does not propose any new dwellings.

Item #35 – Zoning District requirements.
Complies, revised plans received.

Item #38 - requires that the Applicant provide photographs of the site.
Complies. Photos were submitted at hearing.

Item #41 - requires the Applicant to locate existing wells and septic systems and the distances between them and on adjacent properties where required by the Board.
Complies, revised plans received.

Item #48 - requires the distance along right-of-way lines of existing streets to the nearest intersection with other streets. This has not been provided.
A waiver is recommended.

Item #49 - requires the location of all existing tree masses, indicating general sizes and species.
A waiver is recommended, as no tree removal is proposed.

Item #50 - requires the Applicant to provide a tree protection plan.
A waiver is recommended.

Item #53 - requires the Applicant to provide information on any structure of historic significance on or within two hundred feet of the tract.
A waiver is recommended.

Item #57 - requires the Applicant to submit a grading plan.
A waiver is recommended, as no structures are proposed.

Item #58 - requires submission of a soil erosion and sediment control plan.
A waiver is recommended, due to the nature of the application.

Item #59 - requires soil borings.

A waiver is recommended, due to the nature of the application.

Item #66 - requires a letter of sufficient capacity from the MUA.
A waiver is recommended, due to the nature of the application.

Item #67 - requires Soil boring and percolation data for on-site sewerage disposal.
A waiver is recommended, due to the nature of the application.

Item #73 requires the Applicant to submit a LOI or PE certification of no wetlands.
Complies. Received Wetlands Presence/Absence evaluation from Site Civil Engineering dated June 158, 2018.

Item #75 - requires the Applicant to submit a Utility plan.
A waiver is recommended, due to the nature of the application.

Item #83 - requires the locations of existing and proposed curb openings.
A waiver is recommended, due to the nature of the application.

Motion to Deem Complete

Mr. Hughes moved to grant the waivers and deem the application “complete.” Seconded by Mr. Clark.

Roll Call:

Voting in favor: Clark, Hughes, Poisker, Schmidt, Shoultz, White, Goss

Against: None Abstain: None 7-0-0

Public Hearing:

McCracken, Robert & Sandra, Minor Subdivision with variances, block 43, lot 11,
Application #SD-18-06

The application was deemed complete and the board had jurisdiction to proceed with the public hearing portion.

Robert and Sandra McCracken of 522 Monroeville Road were sworn in.

The property is landlocked, is triangular in shape, and exists along the border with Upper Pittsgrove Township, Salem County. The parcel is part of an estate that is being divided between two siblings and their properties, each containing their dwellings. The requested subdivision will result in two small lots that will include the dwellings in the Upper Pittsgrove Township portion. The Applicant proposes to divide the two properties so that they can be put into joint ownership with an adjoining property in Upper Pittsgrove Township.

The following variances are requested:

1) Minimum Lot Size [96-71D(2)]
80,000 sf is required Lot 11 proposes: 48,349 sq ft lot 11.01 proposes: 17,501 sq ft

2) Minimum Width at Building line [96-71D.(6)(a)]
150 feet is required Lot 11 proposes: 201.55 feet lot 11.01 proposes: 61.47 feet

3) Minimum Lot depth [96-71D(7)]
200 feet is required Lot 11 proposes: 132.71 feet lot 11.01 proposes 132.71 feet

The applicant provided testimony that the uses on the properties would remain as it exists. The values for lot width at the building line are incorrect and the applicant agreed to correct the plan and provide an AutoCAD file to the Board Engineer.

The application will not change the existing address for Block 43, Lot 11, and if approved, the Applicant agrees to obtain new lot number for the proposed lot (referred to as lot 11.01 on the plans submitted) from the tax assessor and to provide a copy to the Board Secretary and engineer and further agrees to amend the plan of subdivision consistent with the Board Professional's Review Letters. Additionally, the Applicant agrees to file the subdivision through deeds and will submit copies of the deeds to the Board's Planner and Engineer for their approval, prior to recording the deeds.

The Board's professionals had no other comments.

Mr. Hughes moved to Open to the Public, seconded by Mr. Shoultz. With all members in favor, ***the motion was carried.***

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

Mrs. White moved to grant the minor subdivision with variances, seconded by Mr. Clark.

Roll Call:

Voting in favor: Clark, Hughes, Poisker, Schmidt, Shoultz, White, Goss

Against: None Abstain: None 7-0-0

➤ **General Public Portion**

Mr. Shoultz moved to open the general public portion, seconded by Mr. Schmidt.

With all members in favor, ***the motion was carried.***

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

➤ **Correspondence:** None

➤ **Adjournment:**

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

Adjournment time: 8:00 pm

Respectfully submitted,



Anna Foley, Board Secretary