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Elk Township Combined Planning and Zoning Board

Regular Business Meeting September 18, 2019

Minutes

Call to Order: meeting called to order at 7:03pm.

Roll Call:

Present: Matt Afflerbach, Bob Clark, Jay Hughes, Ed McKeever, Donna Nicholson, Richard Schmidt, Eugene Shoultz, Jeanne White, Wayne Swanson

Absent: Ed Poisker, Al Richardson

Open Public Meeting Act: was read by the Board Secretary

Flag Salute: Chairperson led the flag salute.

Swear in Professionals

➤ **General Business:**

Approval of Minutes: August 21, 2019

Mr. Afflerbach moved to approve the minutes of August 21, 2019, Seconded by Mr. Schmidt.
With all other members in favor, *the motion was carried.*

Resolution(s):

2019-16- granting approval of a minor subdivision to Greentech Builders, LLC regarding property located at Railroad Avenue, block 35, lot 4, Application #SD-19-05

Mr. Afflerbach moved to adopt resolution 2019-16. Seconded by Mr. Hughes.

Roll Call:

Voting in favor: Afflerbach, Clark, Hughes, McKeever, Nicholson, Schmidt, Shoultz, White

Against: None Abstain: None 8-0-0

2019-17- granting an extension of time in which to perfect a previously granted preliminary major subdivision approval, regarding property located at Buck Road, Clayton-Aura Road and Fairview Road, and being further shown as block 65, lots 4.02 & 5, block 170, lots 14 & 18, and block 171. Lot 9, Application #: SD-16-02(ex)

Mr. Afflerbach moved to adopt resolution 2019-17. Seconded by Mr. Hughes.

Roll Call:

Voting in favor: Afflerbach, Clark, Hughes, McKeever, Nicholson, Schmidt, Shoultz, White

Against: None Abstain: None 8-0-0

➤ **Old Business:** None

➤ **New Business:**

Dennis Brown, Minor subdivision (2 new lots), block 108, lot 1, Buck Road, Application #SD-19-16
Completeness Hearing followed by Public hearing.

a) Completeness Hearing:

The applicant testified that he proposes a subdivision creating two new lots in the MD (Moderate Density) Zoning district. No variances are required.

Board planner reviewed her letter of August 13, 2019 and the Board Engineer referred to his letter of July 22, 2019. The following waivers were recommended/requested from the submission checklist:

Item 8, copies of applications to and certification of approvals from all required outside agencies.
A conditional waiver is recommended for completeness.

Item 19, Confirmation that the tax assessor has approved the lot numbers.
A conditional waiver is recommended for completeness.

Item 49, Tree locations and sizes.
A waiver is recommended.

Item 50, Tree clearing and protection plan.
A waiver is recommended.

Item 55, Contours at 20 foot intervals.
A conditional waiver is recommended for completeness, as full grading plans are required prior to the issuance of building permits.
The Applicant agreed to comply.

Item 57, Topographic information within and adjacent to the tract.
A conditional waiver is recommended for completeness, as full grading plans are required prior to the issuance of building permits.
The Applicant agreed to comply.

Item 58. A soil erosion and sediment control plan should be submitted.
A waiver is recommended.

Item 59, Soil Borings and a statement of intended importation and disposition of soils.
A waiver is recommended

Item 66, Statement from the MUA
A waiver is recommended.

Item 67, Soil boring and percolation data for on-site sewerage disposal.
A waiver is recommended.

Item 75, Utilities Plans.

A conditional waiver is recommended for completeness.

Item 83, requires existing and proposed curb openings.

A waiver is recommended.

Board's Planner and Engineer had no other comments for "completeness."

***Mr. Afflerbach moved to grant the waivers requested and to deem the application "Complete."
Seconded by Mr. Clark.***

Roll Call:

***Voting in favor: Afflerbach, Clark, Hughes, McKeever, Nicholson, Schmidt, Shoultz, White,
Richardson***

Against: None Abstain: None 9-0-0

Public Hearing:

Dennis Brown, Minor subdivision (2 new lots), block 108, lot 1, Buck Road, Application #SD-19-16

Board Planner had no other comments.

Board Engineer recommended the following as part of his technical review, if approved:

- 1) A drainage easement, 20' wide on the proposed lot line between lots 1 and 1.01 should be provided to the Township. In addition, a blanket drainage easement shall be provided from lot 1.02 to the Township. Individual lot grading plans are required prior to receiving residential construction permits.
The applicant agreed to comply.
- 2) Each lot shall retain all runoff from the NJDEP 25 year, 24 hour storm event on site with no discharge to adjacent properties and Arch Street. The grading on each lot shall be designed so that runoff from larger storms, up to the 100 year, 24 hour storm is directed to the county storm system or is retained and recharged on the lot.
The Applicant agreed to comply.
- 3) Revised legal descriptions shall be provided to the board's engineer for approval. Deeds with legal descriptions shall be provide to the board's Solicitor for approval and must be perfected and recorded at the Gloucester county clerk's office within 190 day of approval.
The Applicant agreed to comply.
- 4) The listed existing side yard on the plan is 81.74 ft. However, the existing side yard in the zoning requirements is listed at 89.45 ft. The plan should be revised to show the correct value in the plan and on the table.
The Applicant agreed to comply.

Public Portion on this application

Mr. Shoultz moved to open to the public, seconded by Mr. Hughes.

With no comment from the public, ***Mr. Shoultz moved to close to the public, seconded by Mr. Hughes.***

Mr. Afflerbach moved to grant the minor subdivision, subject to the conditions of approval as discussed and further condition upon items outlined in the Board's professionals' review letters, Seconded by Mr. Schmidt

Voting in favor: Afflerbach, Clark, Hughes, McKeever, Nicholson, Schmidt, Shoultz, White, Richardson

Against: None Abstain: None 9-0-0

➤ **General Public Portion**

Mrs. Nicholson moved to open the general public portion, seconded by Mr. Hughes. With all members in favor, the motion was carried.

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

➤ **Correspondence:** None

Mr. Bitgood will provide a Stormwater management training session to the Board Members at 6:30pm prior to the board's October 16, 2019 meeting.

➤ **Adjournment:**

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

Adjournment time: 7:41 pm

Respectfully submitted,



Anna Foley, Board Secretary