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Elk Township Combined Planning and Zoning Board

Regular Business Meeting February 19, 2020

Minutes

Call to Order: meeting called to order at 7:04pm.

Roll Call:

Present: Matt Afflerbach, Jay Hughes, Ed McKeever, Richard Schmidt, Eugene Shoultz, Jeanne White, Al Richardson (alt. 1), Wayne Swanson (alt. 2)

Absent: Bob Clark, Donna Nicholson, Ed Poisker

Open Public Meeting Act: was read by the Board Secretary

Flag Salute: Chairperson led the flag salute.

Approval of Minutes: None

Resolution(s): None

➤ **Old Business:** None

➤ **New business:**

Robert & Elizabeth Contarino, Minor subdivision (1 lot), blk 31, lot 4, 801 Aura Rd

The following individuals were sworn in to provide testimony:

Robert Contarino Jr, applicant, 801 Aura Rd, Elk Twp.

Ryan Contarino, Sr. property owner, 801 Aura Rd.

Stephen Datz, 109 Woodland Avenue, Mullica Hill, Surveyor

Mr. Contarino explained he would like to subdivide one lot for his son, Ryan, to build a home on.

1) Completeness Hearing:

Board Planner, Candace Kanaplue of Bach Associates, referred to her review letter dated, November 26, 2019 regarding the following requested waivers:

Item # 8 requires copies of applications to and certifications from all outside agencies.

Waiver is recommended for completeness only, subject to proper documentation as a condition of approval.

Item #21 submit a list of waivers requested from the Submission checklist.

Waiver is recommended as Board Planner has outlined the waivers in her review letter.

Item #22 submit a list of waivers and variances

Waiver is recommended. Board Planner has provided the list in her review letter. The applicant must provide testimony as to the reasons for the requests.

Item #33 requires statement demonstrating compliance with affordable housing requirements.

Conditional waiver for completeness only. Applicant must comply at time of building permit.

Item #48 requires the distance along right-of-way lines of existing streets to the nearest intersection with other streets.

Waiver is recommended.

Item #49 required to provide the location of all existing tree masses, general sizes and species.

Waiver is recommended as no tree removal is proposed.

Item #50 tree protection plan

Waiver is recommended as no tree removal is proposed.

Item #53 requires the Applicant to indicate any historic structures located within 200 feet of the Subject Property. The Applicant has requested a waiver because there are no historic structures within 200 feet.

Waiver is recommended due to the nature of the application.

Item #55 requires contours at 20 foot intervals for the entire tract and within 100 feet of the Subject Property, and conformance with the grading plan requirements. The Applicant has requested a waiver, as no construction is planned at this time.

Waiver for completeness only, but subject to future compliance when building permits are applied for.

Item #57 submission of a grading plan to show existing and proposed spot elevations.

Waiver is recommended as no structure is proposed at this time.

Item #58 submit soil erosion and sediment control plan.

Waiver is recommended due to the nature of the application.

Item #66 letter from Elk MUA

Waiver is recommended due to the nature of the application.

Item #67 requires on-site sewage disposal, the results and locations of all percolation test and test borings to be provided.

Waiver for completeness only, but subject to compliance when a building permit is applied for.

Item #75 requires the Applicant to submit a utility plan

Waiver is recommended due to the nature of the application.

Board Engineer confirmed the applicant was not an LLC and that Gloucester County tax assessor's office approved the new lot number via an email of October 5, 2019. Mr. Bitgood had no other items for completeness from his letter dated October 24, 2019.

*Mr. Afflerbach moved to grant the waivers subject to conditions as discussed & outlined in the professional's review letters and deem the application complete.
Seconded by Mr. Hughes.*

Roll Call:

Voting in favor:

Afflerbach, Hughes, McKeever, Schmidt, Shoultz, White, Richardson (alt. 1), Swanson (alt. 2)

Against: *None*

Abstain: *None*

8-0-0

2) Public Hearing:

Robert & Elizabeth Contarino, Minor subdivision (1 lot), blk 31, lot 4, 801 Aura Rd

Ms. Kanaplue reviewed the balance of her letter referring to the bulk standards chart on pages 3 & 4. Revisions to the plan will be needed and the new lot must conform to the bulk regulations to avoid any variances. The applicant agreed to comply with the requirements otherwise they would need to return to the board for a variance(s).

Discussion followed regarding the required agricultural buffer. The applicant agreed to comply and revise the plan with the required buffers per ordinance sections 96-47.1 and 96-47.1.B.(2)(b). Applicant also agreed to revise the plan with the correct bulk standards table and to correct the side yards setback distances.

Board Engineer referred to his letter of October 24, 2019, page 3-Technical review:

Plat/plan requirements:

The applicant agreed to revise the plans as outlined in Mr. Bitgoods letter items #2A, B, C, D, E, F, & G.

Item #D, driveway location- applicant agreed to grant an easement for the driveway, driveway grading & a blanket drainage easement. Further a road widening easement to be dedicated to Gloucester County- provide a copy of the recorded easement to the township.

Other plan revisions are needed per the Engineer's letter and the applicant agreed to comply.

The subdivision, if approved, will be perfected by deed within 190 days. The legal descriptions for both lots shall include the road easement and drainage easements. Legal Descriptions will be reviewed the board engineer and form of deed by the board solicitor.

The applicant had a approved wetlands plan by DEP. Mr. Bitgood collected the plan, will make a copy for his record, and return the plan to the applicant. LOI letter and footprint of disturbance letter was collected for the file record.

Open to public:

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

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

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

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

Chairwoman White moved to grant minor subdivision approval condition upon the professionals review letters, testimony provided and further condition upon all required outside agency approvals. Seconded by Mr. Swanson.

Roll Call:

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

Against: Abstain: 8-0-0

➤ **General Public Portion**

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

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

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

➤ **Correspondence:**

No formal correspondence.

Board Attorney made the board aware of a future application regarding Valle del Sol. A homeowner will be submitting a request to be exempt from the requirement to have solar panels on his home.

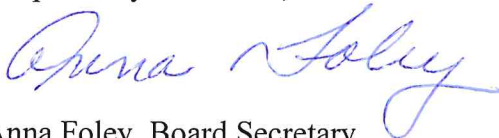
Board Engineer asked the Board to think about a plan for improving/extending pedestrian and bicycle access and trails to eventually connect to neighboring towns. Elk Township is applying for a grant to TCDI (Transportation & Community Development Initiative) to complete a study to help in our efforts to improve our transportation network. The study is needed to obtain data on current and desired uses, on existing infrastructure that could with improvements, support cycling, walking, jogging & running.

➤ **Adjournment:**

Mr. Afflerbach moved to adjourn, Seconded by Mr. Swanson. With all members in favor, the motion was carried.

Adjournment time: 8:10 pm

Respectfully submitted,



Anna Foley, Board Secretary