

MINUTES

City of Salem Planning Board

Date | time MAY 23, 2024 at 6:32pm | *Meeting called to order by* Virginia Jared

In Attendance

Members:

William Corbin, Virginia Jared, Jason Mortiz, Jennifer Jones, Charles Bailey, Earl Gage arrived at 6:37, and Ben Ford arrived at 6:51.

Staff:

Adam Telsey, Aileen Westcott, Steven Bach

Approval of Minutes

The minutes from the January meeting were approved.

Old Business

No old business to discuss.

New Business

Block 114 Lot 7 Subdivision Application #2024-02

Adam asked City Lawyer Nicholas Ranieri to approach.

Nick introduced himself to the Planning Board.

Adam sworn in Steven Bach from Bach Associates for completeness of application. Steve reviewed letter of completeness from May 21, 2024. Deemed that application be deemed complete with waivers for items 3, 7, 13, 27, 29,30, 33, 38 and 55. Adam reiterated all the waived criteria and Steve confirmed.

Jennifer questioned if this was the block and lot by the pool.

Adam mentioned that we have three separate applications for subdivision and each will be handled separately.

Virginia asked for a motion to deem the application complete.

Jennifer first, Bill second, approved by all.

Nick goes through the application and explains the subdivisions for the sale of the water/ sewer plant to New Jersey American Water.

Nick presented Ted Wilkinson from Bryson and Yates, the city engineers, to give testimony on the subdivision plans.

Adam swears in Ted Wilkinson. Nick gives background on Bryson and Yates firm and Mr. Wilkinson. Mr. Wilkinson gave his background in education at Drexel University and his experience as a Civil Engineer working with different Cities/ Municipalities.

Adam qualifies Mr. Wilkinson as a professional engineer with no objections from the board.

Mr. Wilkinson thanks the board for deeming the application complete. Agrees with Steve Bach's comments on the application/ plan.

Mr. Wilkinson displays enlarged images of the site plan and shows board members and people in the audience the area that is being discussed. Explains that the piece that is being divided will be a landlock parcel, meaning it will have no direct access to the road and requires an easement through City property. A C-1 variance is needed for the lot size and easement of the new lot. For this variance to be approved, the positives have to outweigh the negatives of the new lot. With this being a utility and need of the citizens of Salem, this new lot is necessary and does not cause a detriment in any way. No residents will be impacted in any negative way by this being done.

Adam address the public and informs them that they may walk around and look at anything on display for their own knowledge.

Mr. Wilkinson continues with his presentation about next steps with the application and filing with the County after everything has been approved.

Virginia asks Steve Bach if he has any comments.

Bach reiterates that the lot has minimal lot frontage and is landlocked. Refers back to technical comments from the previously mentioned letter.

Virginia opens to the public for comments.

Ken Miller – represents Robotime from neighboring properties. Not opposing and just looking for clarification on what is exactly being done. Questions the lot being “created”. Wilkinson responds that a 7,000 square foot rectangle that incorporate the land inside fencing that was established years ago when the well was dug including electric and pump house. Once the new lot is created, NJAW will be given access to drive there and operate the pump and maintain property. Miller – remainder of the property stays? Wilkinson – correct, remainder stays City owned. Miller thanks everyone.

Bach – clarifies that no site improvements are being proposed, this is just a subdivision to split off a piece of property and transfer the property to NJAW.

Adam mentions that even though a site plan waiver was applied for, it's not really necessary.

Adam ask for any other public questions

Lisa Powell – Grace Powell est 194 Crossland Ave, sworn in by Adam

Questions the usage of pool driveway to Walnut Street and no new roads are being created by any of these applications.

Adam explains that nothing is being changed and nothing new is being created at this time. This is basically a paperwork exercise to divide the land and break off pieces for sale. Jennifer acknowledges Lisa's concerns. Lisa also mentions that other neighbors in the area had no knowledge this was happening and did not receive a letter.

Adam explains the 200ft list and that anyone with that range should be notified about these changes being made. Adam mentions that he has reviewed the 200ft list and the mailings that were sent out.

Virginia closes the public portion for this application. Asks board members for questions or comments.

Adam states that a motion is needed to approve application and variance for lot frontage, including comments made by Bach that Bryson and Yates have agreed to.

Bill makes motion, seconded by Jennifer, approved by all with roll call

Resolution has also been made available tonight for this application and needs to be approved.

Motion needed to approve Resolution 2024-11

Bill makes motion to approve, seconded by Charles, approved by all with roll call

Block 106 Lot 1 – Application 2024-03

Adam stated that Nick Ranieri is still representing the City for this application and we will be going through the application for completeness first.

Bach is given the floor for completeness. He reviews the letter dated May 21, 2024 and lists the waivers included in the document. Application is deemed complete with waivers

Virginia asks for a motion to deem application complete with waivers.

Jennifer makes a motion, seconded by Bill, approved by all.

Nick Ranieri explain the application 2024-03 for the property where the public works yard and street department facility are located with the same general scenario as before. Creating two parcels and seeking variance relief for frontage and lot area for proposed lot 1.01, and variance relief for lot frontage for lot 1.02. Again, property is being subdivided for sale to NJAW and for City to maintain ownership of remaining property.

Wilkinson displays enlarged images of the site plan for block 106 lot 1. Explains the gray shading are easements to give access through the existing property to the wells from the road once the subdivision is complete. Lot will be another postage stamp size, only 4800 square feet. Requested variance for lot size and frontage again. Variance is the best interest of the City and residents to maintain ownership of the larger lot for public works and allow the variance with easement for access and supply line. Lot 1.02 is on a different side, pointed out on the image, it is an odd shape that is just designed to give all rights, ownership and maintenance of lagoon to waste water facility to be able to operate fully for the residents of Salem. Reinforced that NJAW only wants to take the land it needs to currently and efficiently operate the Water and Sewer plants. NJAW does not want more road frontage, they are fine using the easements provided in the subdivision. Asking for approval of variances that goes along with subdividing new these lots. They also agree to address issues brought up by Bach.

Adam asked if there are any negatives to this subdivision. Wilkinson noted that there will be no negatives visible to the road or people passing by.

Virginia asks Bach for his recommendations.

Bach refers to his letter from May 21st. Explains the three news lots and what will be on them, explains the difference in the property zoning from an R-1 (residential) to a C-2 (commercial). Discusses the variances required for lot frontage and size along with technical comments contained in the review. Suggests that material be revised and resubmitted.

Virginia open and closes meeting to the public when no one asks any questions. Also asks if any board members have any questions or comments.

Nothing from the Board.

Adam explains that we need a motion to approve the variances for lot size and frontage for both new lots in the subdivision.

Jennifer makes the motion, seconded by Bill. Approved by all with roll call.

Adam – now we need a motion to approve Resolution #2024 – 12

Bill makes motion to approve resolution, seconded by Charles, approved by all.

Block 46 Lots 1,3,5 & 11.01 Application 2024-04

Adam reminds every that both Wilkinson and Ranieri and both there representing the applicant and have both been sworn in.

Floor given to Steve Bach for review of the completeness of the application. Bach again refers to the letter dated May 21, 2024 for completeness. Recommends waivers for items 3, 7, 13, 27, 29, 30, 33, 38 and 35.

Agreement that application is deemed complete with waivers that were requested.

Virginia asks for a motion for completeness with submission waivers

Bill makes a motion, seconded by Charles, approved by all

Nick Ranieri goes over the application again. Explains it will be the Waste Water Treatment Plant that will be going from the current six lots to four total lots including the portion of Muddigger's Ditch. Same as the previous two applications, all being done for the sale to NJAW.

Floor is given to Wilkinson, again has enlarged images of the proposed block and lots on display for discussion. This is easier with no division of properties, more a lot line consolidation. When everything is done there will only be 3 lots. After approval, conversations have to be had with the tax accessor for the combining of the lots and assigning of lot numbers. Other than that nothing is changing, no improvements being done. Just combining and simplifying for NJAW. Bach questioned the total number of new lots, 3 or 4? Bach and Wilkinson have a conversation about the image being shown and the documents that were previously given to him and the Planning Board. The site plans were different, specifically lot 11.01 as a remainder lot.

Clarification is given that lots 1 and 11.01 will be combined in the final plan. Bach has no objection, but does not difference from original documents. Adams questions if change will result in the need for variances, it doe not. Bach confirms. Because it is a minor subdivision with variances, it is not open to the public.

Open to the Board for discussion and questions.

Bach reiterates for clarification that lots 1 and 11.01 will be a single lot, also there were several technical items listed in May 21st letter that Wilkinson has agreed to uphold. Wilkinson agrees to make the revisions. Nothing more from Bach unless any Board members have questions.

Adam – motion needed to approve amended application, and applicants has agreed to all of Bach's review items.

Jason asks for lot clarification and how they will change.

Bach defers to Wilkinson for explanations.

Wilkinson again explains the lots on the enlarged image and breaks down each new lot and size for consolidation.

No further questions.

Virginia asks for a motion.

Bill makes a motion to approve with amended items, seconded by Charles, approved by all with a roll call.

Virginia asks for a motion to approve Resolution 2024-13

Bill makes a motion, seconded by Charles, approved by all.

Earl joins the meeting at 7:09pm.

Application 2024-01 Broadway Mini Mart

Site plan waiver application, completeness needs to be handled first and then go from there.

Virginia gives the floor to Bach.

Bach refers to the letter dated May 21, 2024 for completeness of the application. Recommending and no objections to waivers 1,8,9, 10, 11, 12, 14, 15, 16, 17, 19, 20, 21, 26, 27, 32, 34, 35, 36, and 37. #4, lease agreement, is a checklist item that Telsey can waive. Also a certificate is needed from the tax collector.

Adam explains to the applicants what is needed.

Adam swears in Singh Mandeep

Adam lists what is needed to deem application complete: sign pictures and approval from HPC and signed certificate from the tax collector.

Application is deemed incomplete as of 5/23/24.

Adam explains everything and Bach agrees with incompleteness.

Bach suggest that the landlord gives the business a survey of the property.

Submit documentation saying sign location and dimension are the sign, just resurfacing it.

Charles questions why signage needs approval from both Planning and HP Boards.

Historic is for color and aesthetics to make it historic looking.

Planning is for land use and location on property for stability.

Earl also answers that HPC is supposed to supply the Planning Board with a letter of approval.

Earl makes a motion to deem the application incomplete, seconded by Bill. Approved by all.

Discussion

Virginia opened the floor for topics.

- Earl mentions that Gary is moving in June. Ginny will move to Chairperson.

Next Meeting

TBD

Motion to adjourn was made at 7:26pm and passed unanimously.

