

**BOROUGH OF SPOTSWOOD**  
**77 Summerhill Road**  
**Spotswood, New Jersey**

**Planning Board**  
**March 21, 2017**  
**7:30 PM**

The regular meeting of the Planning Board of the Borough of Spotswood was called to order by Charles McCook at the Spotswood Municipal Building, 77 Summerhill Road, Spotswood, NJ.

The notice requirements provided for in the "Open Public Meetings Act" have been satisfied. Notice of this meeting was properly given in the new schedule of meetings of the Spotswood Planning Board on December 30, 2016. The new schedule was transmitted to The Home News Tribune and the East Brunswick Sentinel; it was filed with the Clerk of the Borough of Spotswood and posted in the Spotswood Municipal Building, 77 Summerhill Road, Spotswood, NJ.

**The following Planning Board Members and Professionals were present at the meeting:**

Mayor Edward Seely, Business Administrator Dawn McDonald, Councilman Curtis Stollen, Charles McCook, Larry Kraemer, James Farley, Vincent Davis, Bruce M. Koch, P.P., P.E, C.M.E. and James Kinneally, Esq.

**The following Planning Board Members and Professionals were absent from the meeting:**

Mark Koppel, Richard Williamson, Daniel Auciello, and Andrew Mashanski, Zoning Officer

**Note:** There is currently one member seat vacant, (unexpired term, 12/31/2018), and two vacant alternate positions (#3 & #4) on the Board roster.

**APPLICATIONS**

**Ziegler, Lisa & James**  
**25 Samantha Way**  
**Block 36.01, Lot 11**

**Bulk variance; Pool setback variance**

Lisa Ziegler and James (Jim) Ziegler were sworn in by Attorney Kinneally and gave testimony. Mr. & Mrs. Ziegler filed an application for a variance to permit installation of an in-ground pool that would encroach into the rear yard setback; applicants propose to locate the pool six feet (6') from the rear property line; where ten feet (10') is required.

Mr. Ziegler states they are requesting to move the pool closer to the rear property line to create more usability in the front of the pool and closer to the house, instead of behind the pool by the property line. Mr. Kinneally explains to the Board that Spotswood's ordinances require a ten foot (10') setback from the rear property line to the pool, and the applicants are proposing six feet (6'), so this would require a four foot (4') variance. Mr. McCook asks Mr. & Mrs. Ziegler about the property behind/beyond the pool. Mr. & Mrs. Ziegler advise that there are woods and the parking lot for Woodmere Senior Housing. Mr. Farley asks Mr. & Mrs. Ziegler if there is a fence. The Ziegler's acknowledge a fence; six feet (6') PVC vinyl, code to regulation. Mr. Kinneally asks if it is already in place. Mrs. Ziegler responds that the fence is already in place, with out swinging, self-closing gates.

There was no public comment.

A motion to approve the application for a pool within the rear yard setback was made by Mr. Kraemer and seconded by Mr. Stollen. A roll call vote was taken, and all members present agreed

Mr. Kinneally advised Mr. and Mrs. Ziegler that the matter will be memorialized at the next Planning Board Meeting, and a copy of the Resolution will be mailed to them.

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. McCook			X			
Mr. Kraemer	X		X			
Mayor Seely			X			
Ms. McDonald			X			
Mr. Stollen		X	X			
Mr. Davis			X			
Mr. Farley			X			
Mr. Koppel						X
Mr. Williamson						X
Mr. Auciello						X

**East End Park  
Victoria Avenue & Marks Avenue  
Block 94, Lot 12**

**Minor Subdivision; Property donated to Borough by Schweitzer-Mauduit International, Inc. (SWM)**

Engineer Koch is appearing on behalf of the Borough, and introduces the matter; referring to a subdivision map marked as A-1.

Engineer Koch gives a description of the property; it is an acre of land at the east end of the Borough, off of Victoria Avenue, which has been used as a park for some time. The park is owned by SWM, who is donating the property to the Borough, with the understanding that the Borough will take care of the subdivision and other expenses. Engineer Koch explains that the Borough has applied for a minor subdivision to formalize the ownership of the property. If approval is granted, the Borough will finalize the subdivision by deed, the property will transfer, and the Borough will own the land.

Engineer Koch refers to A-1, and points out different areas on the subdivision map; the railroad tracks, where Main Street splits, Victoria Avenue, a paper street, and the dashed line showing the area where the park improvements are. The East End Park is a one acre parcel of land, measuring two hundred and twenty feet (220') wide by one hundred and ninety-eight feet (198') deep.

Engineer Koch asks the Board for a Minor Subdivision on behalf of the Borough; they are asking that many of the Minor Subdivision requirements, such as details surrounding the property be waived as it is a Borough matter. Nothing new is being created; just carving out a piece of land from all of the improvements already there. Mr. Stollen and Engineer Koch advise the Board about the Phase 1 Environmental Review that was done on property. Mr. McCook questions how long the park has been there. Engineer Koch states that he has known of it for over thirty (30) years; he is sure it has been there longer.

There was no public comment.

Mr. Kinneally requests that when the vote is taken Mayor Seely, Business Administrator McDonald and Councilman Stollen abstain from the vote to avoid any conflict.

A motion to approve the application for a minor subdivision and to formalize the ownership of the East End Park Property was made by Mr. Kraemer and seconded by Mr. Davis. A roll call vote was taken, and all members able to vote agreed.

Mr. Kinneally advises that the matter will be memorialized at the next Planning Board Meeting.

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. McCook			X			
Mr. Kraemer	X		X			
Mayor Seely					X	
Ms. McDonald					X	
Mr. Stollen					X	
Mr. Davis		X	X			
Mr. Farley			X			
Mr. Koppel						X
Mr. Williamson						X
Mr. Auciello						X

**Proposed '7-11'**  
**340 Main Street**  
**Block 89, Lot 3**

**Site Plan; concept for building**

Engineer Koch advised that he spoke with Attorney Kinneally, and with the Borough Administrator upon receiving this. Escrow was posted with the Borough, and Engineer Koch met with the proposed applicant at the County.

Engineer Koch requests the Board's permission to distribute concept drawings for a proposed '7-11'. Mr. McCook approves. Engineer Koch explains that the top drawing is in accordance with the zone requirements, but the back of the building would be at the corner of Summerhill Road and Main Street; the back wall of the building would be up against the sidewalk. From a traffic safety perspective, it might not be in the best interest of motorists; and aesthetically it might not be in the best interest of the Borough to have a twelve foot or so wall around that corner. Engineer Koch petitioned the owners to come up with another plan; the second sheet. The drawing in the second sheet will require more variances.

Engineer Koch offered to bring this before the Board, and advise them accordingly.

Mr. McCook inquires where the property is located. Engineer Koch and Ms. McDonald explain. Discussion ensues regarding the different scenarios; and the number of parking spaces in each proposal. The Board thanked Engineer Koch for bringing this matter to them, and for interceding on their behalf. Board consensus is for drawing number 2.

**MINUTES – February 7, 2017**

The draft minutes of February 7, 2017 were reviewed by the Board. A motion to adopt was made by Mr. McCook, and seconded by Ms. McDonald. All present voted in favor, and the above minutes from February 7, 2017 were approved without amendment.

**MINUTES – February 21, 2017**

The Planning Board Meeting that had been scheduled for February 21, 2017 was cancelled due to lack of agenda items; therefore, no minutes of the meeting will be prepared.

**MINUTES – March 7, 2017**

The Planning Board Meeting that had been scheduled for March 7, 2017 was cancelled due to lack of agenda items; therefore, no minutes of the meeting will be prepared.

**PAYMENT OF VOUCHERS**

Vouchers were circulated to the Board. Mr. Stollen moved that the vouchers be approved for payment. Mr. Kraemer seconded the motion. All present were in favor, and the vouchers were approved for payment.

**MEMORIALIZATION**

**Professional Services Resolution – Board Attorney**

The above resolution was circulated and a motion to approve was made by Mr. Stollen, which was seconded by Mr. Kraemer. A roll call vote was taken; all eligible members were in agreement.

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. McCook			X			
Mr. Kraemer		X	X			
Mayor Seely			X			
Ms. McDonald			X			
Mr. Stollen	X		X			
Mr. Davis			X			
Mr. Farley			X			
Mr. Koppel						X
Mr. Williamson						X
Mr. Auciello						X

**Professional Services Resolution – Board Engineer**

The above resolution was circulated and a motion to approve was made by Mr. McCook, which was seconded by Ms. McDonald. A roll call vote was taken; all eligible members were in agreement.

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. McCook	X		X			
Mr. Kraemer			X			
Mayor Seely			X			
Ms. McDonald		X	X			
Mr. Stollen			X			
Mr. Davis			X			
Mr. Farley			X			
Mr. Koppel						X
Mr. Williamson						X
Mr. Auciello						X

**Professional Services Resolution – Board Planner**

The above resolution was circulated and a motion to approve was made by Mr. Kraemer, which was seconded by Mr. Stollen. A roll call vote was taken; all eligible members were in agreement.

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. McCook			X			
Mr. Kraemer	X		X			
Mayor Seely			X			
Ms. McDonald			X			
Mr. Stollen		X	X			
Mr. Davis			X			
Mr. Farley			X			
Mr. Koppel						X
Mr. Williamson						X
Mr. Auciello						X

**Resolution – Board Positions**

The above resolution was circulated and a motion to approve was made by Ms. McDonald, which was seconded by Mr. Seely. A roll call vote was taken; all eligible members were in agreement.

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. McCook			X			
Mr. Kraemer			X			
Mayor Seely		X	X			
Ms. McDonald	X		X			
Mr. Stollen			X			
Mr. Davis			X			
Mr. Farley			X			
Mr. Koppel						X
Mr. Williamson						X
Mr. Auciello						X

**CORRESPONDENCE**

Prior to the meeting, members received copies of correspondence for their review and comment. Correspondence did not need acted on and was for informational purposes only.

**BOARD COMMENTS**

Board discusses vacant positions on the Board.

**PUBLIC COMMENT**

There were no public comments

**ADJOURNMENT**

As there was no other business before the Board, Mr. McCook moved that this meeting be adjourned. Mr. Stollen seconded the motion. All present were in favor, and the meeting was adjourned at 8:30 PM.

**NEXT SCHEDULED MEETING**

Tuesday, April 4, 2017 at 7:30 P.M.  
Location: Court Room, 77 Summerhill Road, Spotswood, NJ

Respectfully submitted,

*Kimm Zielinski*

Kimm Zielinski  
Board Secretary

Approved at meeting held on:  
April 4, 2017