

March 2012 - Minutes

Borough of Palmyra

Land Use Board

Regular Meeting Minutes

~ March 19, 2012 ~

I. Call to order

Chairwoman Locke called to order the Regular Meeting of the Borough of Palmyra Land Use Board at 7:30 PM on March 19, 2012 in Borough Hall. Chairwoman Locke read the open public meetings statement into record as follows:

Public Notice of this meeting pursuant to the Open Public Meetings Act has been given by the Board Secretary in the following manner:

- i. Posting written Notice on the Official Bulletin Board at the Palmyra Borough Hall on January 3, 2012.
- ii. Mailing written Notice to the Burlington County Times on December 27, 2011; for publication on January 6, 2012.
- iii. Notice to All Board Members.

II. Pledge of Allegiance

III. Roll call

Present: Chairwoman Locke, Vice Chairman Beck, Mr. Gural, Mr. Dreby, Mr. O'Kane, Mr. Stokes, Mr. Neely, Mrs. Elmes

Absent: Mayor Scheffler, Councilwoman Riener

IV. Swearing in of Professionals

V. Committee Reports

Ad-Hoc Committee Report

No Report

Borough Council Report

Chairwoman Riener asked Chairwoman Locke to report on her behalf. The Sign Ordinance was adopted by Council at the March 17th meeting. Mr. Gural reported on the Boroughs Budget. The 7.5 million dollar budget requires a 1.7% increase. Tax payers will have a \$28.05 increase in their tax bill. The budget is scheduled for final adoption on April 2nd.

VI. Old Business

Approval of the February 21, 2012 work and regular session meeting minutes. A motion was made by Mr. Dreby, seconded by Vice Chairman Beck to accept the minutes as read. At the call of the roll, the vote was:

Ayes: Chairwoman Locke, Vice Chairman Beck, Mr. O’Kane, Mr. Dreby, Mr. Gural, Mr. Neely, Mr. Stokes, Mrs. Elmes

Nays: None

Abstain: None

VII. Old Business

Rt. 73 Highway Commercial/Industrial Zone Sign Ordinance Committee. Chairwoman Locke reported the Committee did not meet during the month of February or March. The committee plans to have a meeting soon.

VIII. New Business

Keystone Automotive Industries, Inc.: Application 2012-01 Minor Site Plan; Block 137, Lot 10; 613 Madison Street

Mr. John Bava, Attorney for the applicant, Mr. Michael Grisko from Keystone Automotive and Mr. Patrick Ennis, P.E. from Lippincott-Jacobs, Engineer was sworn in by Mr. Brewer.

Chairwoman Locke confirmed with the Board Secretary that all jurisdictional requirements have been met. Chairwoman Locke asked the applicants Attorney to present their testimony. Mr. Bava began to enter the applicant's testimony into record. Mr. Bava stated the application is for Keystone Automotive. Their current location is 613 Madison Street. The applicant is seeking multi-use, land-use variance. The existing use of the premises is a warehouse, where parts are distributed and stocked. Their sales office is currently located in a rental space at 600 Jefferson Street. The applicant would like to move the sales office into the existing 613 Madison Street warehouse structure. The office space itself will be modular units. The 600 Jefferson Street location will then be closed. The staff will increase from two employees to a maximum of seven. Mr. Ennis entered his testimony. He presented the floor plan to the Board. The office will be located in the southern corner of the building, approximately 800 square feet of office space. Chairwoman Locke asked the applicant if they had more testimony at this time. The applicant did not. Chairwoman Locke asked Mr. Hirsh to address the Board with questions at this time. Mr. Hirsh stated that the comments are listed in his letter of March 6, 2012. The only site changes to be made are to add some handicap signs to the existing handicap parking spaces, stripping, and moving one parking spot to allow a clear path for an exit door on Madison Street. The sump pump station pit repair is subject to application approval as well as the exterior night time lighting.

Mrs. Kilmer asked for the gravel surface on Jefferson Street to be improved. She asked the applicant to secure the sump pump pit cover. She also asked for removal of the barb wire from the parking lot fence where the sliding gate is located. These requests were stated in her March 7, 2012 letter.

Mr. Brewer asked if the applicant will comply with Mr. Hirsh and Mrs. Kilmer's request letters. Mr. Ennis stated they will comply with the conditions for approval.

Mr. Brewer asked if the applicant had a time frame in which answers will be replied to the Engineers letter. Mr. Grisko stated that they are in the process of having a repair estimate completed by Municipal Maintenance. The electric company will be out this week to confirm the outdoor lighting is working. Mr. Grisko assured the Board that any and all work requested will be completed because they are not renewing their lease and need to move the sales office to the 613 Madison Street location.

Chairwoman Locke asked the Board if there were any questions. No questions were asked. Chairwoman Locke asked Mr. Hirsh if there is adequate parking with the increase in staff. Mr. Hirsh replied that there are eight parking spaces which meets requirement.

Chairwoman Locke entertained a motion to open the meeting to the public. Vice Chairman Beck moved the motion, seconded by Mr. O'Kane. The vote was unanimous and the motion

carried.

Hearing no questions from the public, Chairwoman Locke entertained a motion to close the meeting to the public. Vice Chairman Beck moved the motion, seconded by Mr. O’Kane. The vote was unanimous and the motion carried.

Mr. Brewer suggested a motion for the Boards consideration to grant the variance as requested by the applicant subject to the conditions in Mr. Hirsh’s March 6th and Mrs. Kilmer’s March 7th letters to the applicant. The memorialization will be voted on at the April 16th meeting as long as the conditions are met. Mr. Bava was in agreement with Mr. Brewer.

Chairwoman Locke entertained a motion to accept the variance application with all of the conditions met before the April meeting. Motion was moved by Mr. Dreby, seconded by Mr. Stokes. At the roll of the call, the vote was:

Ayes: Mr. Neely, Mr. O’Kane, Mr. Stokes, Mr. Dreby, Mr. Gural, Vice Chairman Beck, Chairwoman Locke, Mrs. Elmes

Nayes: None

Abstain: None

Chairwoman Locke entertained a motion to open the meeting to the public. Vice Chairman Beck moved the motion, seconded by Mr. O’Kane. The vote was unanimous and the motion carried.

Mr. Anthony Fratto, Palmyra Business Improvement District addressed the Board. He stated that a member of the BID will be attending all of the Land Use Board meetings. He was here this evening and himself or someone else will be at the next meeting. He reinforced the BID’s willingness to work with the Route 73 Sign Committee if that will be appropriate. Chairwoman Locke thanked Mr. Fratto for his support and volunteerism and she looks forward to working with the BID.

Chairwoman Locke entertained a motion to close the meeting to the public. Mr. Dreby moved the motion, seconded by Mr. Gural. The vote was unanimous and the motion carried. Chairwoman Locke entertained a motion to adjourn the meeting. Vice Chairman Beck moved the motion, seconded by Mr. O’Kane. The vote was unanimous and carried. Meeting adjourned at 7:50 PM.

Respectfully Submitted,

Bridget Elmes

Planning Board Secretary