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Florence, New Jersey 08518-2323  
January 13, 2020

The Reorganization meeting of the Florence Township Board of Adjustment was held on the above date at the Municipal Complex, 711 Broad Street, Florence, NJ. Solicitor David Frank called the meeting to order at 7:30 p.m. followed by a salute to the flag.

Solicitor Frank then read the following statement: "I would like to announce that this meeting is being held in accordance with the provisions of the Open Public Meetings Act. Adequate notice has been provided to the official newspapers and posted in the main hall of the Municipal Complex."

Solicitor Frank asked for a moment of silence in memory of Board member Anthony Drangula who recently passed away.

Upon roll call the following members were found to be present:

Brett Buddenbaum	Joseph Cartier
Larry Lutz	Margo Mattis
Anant Patel	Lou Sovak
B. Michael Zekas	Dennis Puccio

Absent: Shawn Mount

Also Present: Solicitor David Frank  
Engineer Hugh Dougherty  
Planner Barbara Fegley

#### SWEARING IN OF NEW MEMBERS

Solicitor Frank administered the Oath of Office to Joseph Cartier for a 4-year term expiring December 31, 2023; Larry Lutz for a 4-year term expiring December 31, 2023; Margo Mattis for a 1 year unexpired term expiring December 31, 2020; and Dennis Puccio as Alt. #1 for a 2-year term expiring December 31, 2021.

#### ELECTION OF OFFICERS FOR 2020

Solicitor Frank called for nominations for Chairman of the Board for the year of 2020.

It was the Motion of Mr. Lutz, seconded by Mr. Cartier to nominate B. Michael Zekas as Chairman. Hearing no further nominations for Chairman, it was the Motion of Mr. Lutz, seconded by Mr. Buddenbaum to close the nominations. Motion unanimously approved by all members present. Mr. Zekas accepted the nomination, thanked the Board and was seated as Chairman.

Chairman Zekas called for nominations for Vice Chairman of the Board. It was the Motion of Mr. Lutz, seconded by Mr. Cartier to nominate Anant Patel. Hearing no further nominations for Vice Chairman, it was the Motion of Mr. Lutz, seconded by Mr. Cartier to close nominations for Vice Chairman. Motion unanimously approved by all members present. Mr. Patel accepted the nomination and thanked the Board.

Chairman Zekas called for nominations for Board Secretary. It was the Motion of Mr. Buddenbaum, seconded by Mr. Cartier to nominate Larry Lutz. Hearing no further nominations, it was the Motion of Mr. Cartier, seconded by Mr. Sovak to close nominations for

2.

Board Secretary. Motion unanimously approved by all members present. Mr. Lutz accepted the nomination and thanked the Board.

Chairman Zekas called for nominations for Board Clerk. It was the Motion of Mr. Lutz, seconded by Ms. Mattis to nominate Karen Federico as Board Clerk. Hearing no further nominations, it was the Motion of Mr. Cartier, seconded by Mr. Lutz to close the nominations for Board Clerk. Motion unanimously approved by all members present. Clerk Federico thanked the Board.

#### APPOINTMENT OF PROFESSIONAL STAFF

It was the Motion of Mr. Cartier, seconded by Mr. Lutz to reappoint David Frank as Board Solicitor, Hugh Dougherty as Board Engineer and Barbara Fegley as Board Planner. Motion unanimously approved by all those present.

#### RESOLUTIONS

- A. Resolution ZB-2020-01 - Authorizing the appointment of Zoning Board of Adjustment Solicitor, Engineer and Planner
- B. Resolution ZB-2020-02 – Establishing the Annual Schedule of regular meetings and other policies relating to the New Jersey Open Public Meetings Act
- C. Resolution ZB-2020-03 – Adopting rules and regulations for submission and review of applications before the Florence Township Zoning Board of Adjustment

It was agreed upon to vote on all 3 resolutions at one time. It was the Motion of Mr. Lutz, seconded by Mr. Buddenbaum to approve Resolution ZB-2020-01, Resolution ZB-2020-02 and Resolution ZB-2020-03.

Upon roll call, the Board voted as follows:

YEAS: Lutz, Buddenbaum, Cartier, Mattis, Patel, Sovak, Zekas

NOES: None

ABSENT: None

#### APPLICATIONS

- A. Application ZB#2019-11: Application submitted by Village Holdings, LLC for Use variance application to convert current 3 residential units and 1 commercial unit to 4 residential units on property located at 214-216 Broad Street, Florence, NJ 08518. *Application received 11/26/19.*

Solicitor Frank stated the applicant's attorney has requested an adjournment of this application to the 2/3/2020 meeting due to the fact that their planner has a conflict. They have also requested that no further notice is required and have consented to the extension of time in the hearing of their application. He stated the Board can take jurisdiction of this application and act on their request.

It was the Motion of Mr. Lutz, seconded by Mr. Cartier to grant the adjournment of Application ZB#2019-11 to the 2/3/2020 meeting with no further notice required. Motion unanimously approved by all members present.

3.

- B. Application ZB#2019-12: Application submitted by Steve Kowalczyk for Use Variance to convert former commercial residential use to 4 residential units on property located at 202 Foundry Street, Florence, NJ 08518, Block 14, Lot 1. *Application received 12/16/19.*

Solicitor Frank stated this application was not properly noticed and therefore the Board does not need to take jurisdiction of this application. No action is required. The applicant will notice for the 2/3/2020 meeting.

#### MINUTES

It was the Motion of Mr. Lutz, seconded by Mr. Cartier to approve the minutes from the Regular Meeting and Closed Session of December 2, 2019. Motion unanimously approved by all members present.

#### CORRESPONDENCE

- A. 12/26/19 – Donation to American Legion Post 39 in memory of Anthony Drangula, Jr.  
B. 12/30/19 – Conformance Review Letter #1 from Planner Fegley regarding Foxdale Properties

Planner Fegley commented on Item B and stated the only deficiency that remains for Foxdale Properties is landscaping and they will be working with her office on that issue. She commented that they do not seem in a hurry to start their project. Solicitor Frank stated that he believes Foxdale is working with the governing body regarding 5<sup>th</sup> Street and the configuration of traffic improvements at certain intersections. He stated these are items that need to be worked out before the start of the project.

It was the Motion of Mr. Cartier, seconded by Mr. Lutz to receive and file correspondence A & B. Motions unanimously approved by all members present.

#### OTHER BUSINESS

Chairman Zekas mentioned that at the Township Council Reorganization meeting, the Mayor had provided information on current warehouses, PILOTS, revenues, etc. and he will be having a power point presentation on PILOTS at the 1/15/2020 Council Meeting. He stated he planned to attend that meeting to get more information on PILOTS. Clerk Federico stated she will provide a copy of the power point PILOT presentation to the Board is their next packet.

Solicitor Frank, Planner Fegley and Engineer Dougherty thanked the Board for appointing them for another year.

Solicitor Frank stated that the Board will have another application at next month's meeting similar to the 2 the Board had last year, where the accessory use was so large compared to the principle structure. The applications come in as a Use Variance; however, in the course of the hearing it is determined if it is a Use or a Bulk Variance. He reminded the Board that every application stands on its own and the determination of Use or Bulk will be done at the public hearing.

The End-of-the-Year Report was discussed. It will be completed for 2019 for approval at the next meeting.

#### PUBLIC COMMENT

There was no public present.

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ADJOURNMENT

It was the Motion of Mr. Patel, seconded by Mr. Buddenbaum to adjourn the meeting at 7:57 p.m. Motion unanimously approved by all members present.

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Larry Lutz, Secretary

/kf