

# Elmer Borough Land Use Board

## Minutes of Board Meeting

Thursday, March 1<sup>st</sup>, 2018

The regular meeting of the Elmer Borough Land Use Board was held on Thursday, March 1<sup>st</sup>, 2018, at 6:30 p.m. in the Elmer Borough Hall.

Secretary Dawn Williams read the Open Public Meetings Act Statement.

Present at the meeting were Vice-chairman Jay DuBois, Linda Herrmann, Robert McWilliams, David Newkirk, Chairman Lewis Reed, Heather Runyon, Mayor Joseph Stemberger, and Secretary Dawn Williams. John Dailyda, Fred Davis, and Councilwoman Lynda Davis were absent. Board Attorney Katie Coleman and Board Engineer Corey Gaskill were also present.

Secretary Dawn Williams and Heather Runyon announced a conflict of interest regarding the application filed by Dr. Adjari and Dr. Monter, as both Board members are current patients at the Foot Care Center. Secretary Dawn Williams and Heather Runyon will abstain from voting on the application.

Vice-chairman Jay DuBois motioned and Linda Herrmann seconded to approve the Board Minutes from February 1<sup>st</sup>, 2018 as presented. The motion was unanimously carried.

Site Plan|Variance Application #18-1 (Foot Care Centers) was addressed. Secretary Dawn Williams and Heather Runyon abstained from commenting during the discussion. Attorney Katie Coleman swore in Dr. Adjari and Dr. Monter, owners of Foot Care Centers. Dr. Adjari and Dr. Monter presented the application and offered testimony on the proposed plan. The doctors are not proposing any interior construction, only cosmetic changes. They anticipate opening on May 1<sup>st</sup>, 2018. Their office hours will be from 8:00 a.m. through 5:00 p.m., Monday through Friday, with an additional one or two Saturdays per month. At any given time, there would be three employees and one doctor in the office. A neighbor (Dolores Scheeler at 500 State Street) asked about street parking on State Street and any proposed entrances onto State Street. There are no plans for either. The doctors continued to offer testimony. The proposed project includes 3-4 exam rooms. The doctors treat 4-5 patients per hour, which will account for 4-5 cars in the parking lot at any given time. The proposed plan shows leaving the existing stone driveway in the rear of the home for the doctors' use only.

Land Use Board Engineer Corey Gaskill presented his Review Letter dated 2/20/18. Regarding Item #2, Dr. Monter agreed to sign the completed Application Cover Sheet along with Dr. Adjari. Regarding Item #4, Secretary Dawn Williams confirmed that property taxes and water payments on the property are current. Regarding Item #5, the tax map sheet block and lot numbers are on the plans. Regarding Item #8, the plan will be revised to show the location, design, and dimensions of each existing and proposed use and structure. Regarding Item #11, the applicant's engineer will set the front corners, and the point of beginning will be shown on the plans. Regarding Item #12, the plan will be revised to show the location of all existing trees having a five (5) inch or greater diameter, and all tree masses, indicating general sizes and species of trees. Regarding Item #21, the Salem County Health Department will determine if the on-site sewage disposal is satisfactory. Regarding Item #27, approval by the Salem County Soil Conservation District is required.

Vice Chairman Jay DuBois motioned and Robert McWilliams seconded to deem Application #18-1 complete as presented. Secretary Dawn Williams and Heather Runyon abstained. The motioned carried with no objection.

Land Use Board Engineer Corey Gaskill presented the "C" Bulk Variances included in the plan. The applicants are requesting the following "C" Bulk Variances:

- Variance required for pre-existing front yard setback of 11.2 feet where 35 feet is required.

- Variance requested for proposed sign size of 32 square feet (each side) where 24 square feet is allowed. The sign will be angled so that only one side is visible to each travel lane of the roadway.
- Variance requested for proposed sign setback of 5 feet, where 10 feet is allowed.

Vice-chairman Jay DuBois motioned and Robert McWilliams seconded to grant all variances as presented. Secretary Dawn Williams and Heather Runyon abstained. The motion carried with no objection.

Land Use Board Engineer Corey Gaskill presented the Waivers included in the plan. The applicants are requesting the following waivers:

- Waiver requested from curbing the proposed parking lot.
- Waiver requested from the minimum 100 feet separation between driveways, 90 feet is proposed.

Vice-chairman Jay DuBois motioned and Robert McWilliams seconded to grant all waivers as presented. Secretary Dawn Williams and Heather Runyon abstained. The motion carried with no objection.

Mayor Joseph Stemberger asked the applicant about the existing septic system. The existing septic should be adequate, based on the square footage of the building.

Land Use Board Engineer Corey Gaskill has no objections to the revisions that have already been submitted to him by the applicant.

Vice-chairman motioned and Robert McWilliams seconded to grant Preliminary Approval conditioned upon the Engineer's Review Letter dated 2/20/18. Secretary Dawn Williams and Heather Runyon abstained. The motion carried with no objection.

Final Review of the application will be scheduled for Thursday, April 5<sup>th</sup>, 2018, after revised plans are submitted and approved, approvals by the Salem County Health Department and the Salem County Soil Conservation District, and any and all other agencies having jurisdiction are submitted.

Resident Dolores Scheeler questioned Mayor Joseph Stemberger on the process of filing a complaint regarding lots of cars in a neighbor's yard (620 State Street) and a "junky" yard (306 State Street). Mayor Joseph Stemberger took note of the addresses and will forward her concerns to the Elmer Borough Housing/Zoning Officer. No action was taken.

Land Use Board Attorney Katie Coleman explained that the possible subdivision of Edgar Hathaway will "take care of itself" through the state. No Land Use Board approval will be required. No action was taken.

The Land Use Board discussed revising the existing application packet to make the requirements more current. Land Use Board Engineer Corey Gaskill and Attorney Katie Coleman will provide samples at the next meeting. No action was taken.

Secretary Dawn Williams shared that Fred Harz & Son is considering setting up a hot dog cart for its customers, employees, and possible travelers. The Borough does not have any regulations regarding hot dog vending carts. Secretary Dawn Williams will advise Mr. Harz to contact the Salem County Health Department for further assistance. No action was taken.

The next Land Use Board meeting is scheduled for Thursday, April 5<sup>th</sup>, 2018, at 6:30 p.m. in the Elmer Borough Hall.

At 7:45 p.m. Vice-chairman Jay DuBois motioned and Robert McWilliams seconded to adjourn the meeting. The motion was unanimously carried.

Respectfully submitted,  
Dawn M. Williams  
Land Use Board Secretary