



Borough of Woodbury Heights Planning/Zoning Board  
500 Elm Avenue Woodbury Heights, New Jersey 08097

## December Meeting Minutes

December 4, 2017

Mr. Farrell called the Meeting to order at 7:00 pm.

Pledge of Allegiance

“THIS MEETING HAS BEEN DULY ADVERTISED AND HAS BEEN POSTED ON THE BULLETIN BOARD IN THE MUNICIPAL BUILDING AND CONFORMS TO THE DIRECTIVES OF THE ‘OPEN PUBLIC MEETINGS ACT’ OF THE STATE OF NEW JERSEY”

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ROLL CALL:

Present:  
Joseph Martino  
Sean Flynn  
Harry Elton Jr.  
Bruce Farrell  
Mayor Conley  
Councilman Pye  
Lou Deeck  
Stephen Hart  
Debbie Sesko  
Scott Norcross  
Mike McCabe

Absent:  
Erin Frombach  
Victoria Holmstrom

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SECRETARY’S REPORT: Mayor Conley made a motion to approve the minutes from November meeting. The motion was seconded by Mr. Elton. The minutes were approved by the following roll call:

RESOLUTIONS: NONE

APPLICATIONS:

***#17-0010- Crossroads of Gloucester County Management Co., LLC: Block: 40 Lots: 4 & 11 “Site Plan Review Waiver”***

Mr. Borelli introduced the application made by Crossroads of Gloucester County Management Co. for a Site Plan waiver.

***Bruce Farrell, Chairman***

Mr. Nick Talvacchia stepped forward as he attorney in representation of the applicant. He explained that the building in question is a doctor's office and will continue to be used for a medical use. He explained that the use has already been permitted by the Zoning office. He expressed his belief that the application does not require variances, and reviewed the demographics of the location.

Mr. Jason T. Sciuillo, P.E., P. P. and Mr. Steve Kester, Founder of Crossroads, were introduced and sworn in as witnesses. Chairman Farrell confirmed Mr. Sciuillo as an expert.

Mr. Sciuillo began his testimony.

Exhibit A1 was submitted, an aerial photo of the property, from the State with the site highlighted in yellow.

Exhibit A2 was submitted, a closer version of the aerial photo with more color intended to include improvements that were suggested by the Board's professionals' in their letters.

Mr. Sciuillo stated that the building occupies 7,000 sq. ft., 5,000 to be occupied with the remaining 2,000 sq. ft. to be vacant. He reviewed the office functions, with hours from 5:00am to 1:00pm. He clarified that the office will be used to treat opioid addiction. There will be 5 employees to start with up to 12 in the future, including nurses, doctors, counselors & administrators. They expect 10 patients at any given time, with up to 100 patients per day.

Mr. Sciuillo reviewed the minor site improvements they would be implementing as per the suggestions of the Board's Professionals.

Questions arose about the use of the property. Mr. Hart asked about the medication that would be dispersed. Mr. Kester detailed the treatment. Mayor Conley asked if there would be group counseling. Mr. Kester confirmed they would have group sessions ranging from 5-10 people.

Mr. Sciuillo continued to outline the improvements being proposed. He discussed the proposed parking and lighting improvements. No landscaping or signage improvements were proposed.

Mr. Martino asked how many days per week the facility would be open. Mr. Kester answered, 6 days a week with typical Saturday hours from 6am-8am. Mr. Kester stated that 95% of the patients would drive to the facility. The hours of operation dynamics of the facility during those hours were discussed in detail, including counseling services and drug administration.

***Bruce Farrell, Chairman***

Mr. Kester answered questions about the treatment. He described the qualifications of the employees and their job descriptions. He clarified that patients are discharged if found to be out of line. Security would be provided if a need was found.

Mr. Elton questioned if patients were given appointments. Mr. Kester stated that appointments would be assigned before a problem of overflow arose. Mr. Elton asked Mr. Borelli if security could be required. He responded it could be addressed as a site plan review. Mr. Kester reviewed the demographic research performed to determine why this location is ideal.

Mr. Borelli asked if a physician would be on site at all times. Mr. Kester clarified that there is always a physician on call, and involved in every medical decision.

Mr. Kester addressed patient transportation.

Mr. Talvacchia stressed that the use has already been allowed.

The Professional Reports were presented and discussed in detail. Ms. CuvIELLO stressed that the ordinance states that a change of occupancy must not be allowed without site plan approval. She stated that parking and landscaping etc. would be addressed. She suggested a site plan be submitted, and the Borough ordinances be considered. She asked the applicant provide general information about signage. She asked that lighting in the rear parking be addressed, as well as what will be done with the additional vacant space.

Mr. Farrell did ask what is planned for the empty space. Mr. Kester stated there are no plans to use the space. He would have no issue with coming before the board if that changed.

Mr. Brunermer presented his report. He expressed his concerns with possible expansion and potential parking accommodations.

Ms. CuvIELLO asked for an analysis of patient traffic and distribution.

Mr. Brunermer asked about waste disposal and the trash enclosure.

Mr. Kester gave testimony as to the need for his facilities and the success of his other facilities. He described the trends in patient treatment.

Mr. Brunermer and Mr. Borelli requested a minor site plan be submitted. Ms. CuvIELLO suggested rather than resubmitting an application, to amend the application and come back. Mr. Borelli stated that notice would not need to be given if there are no variances.

The meeting was opened to the public.

*Mr. William Braaksma of 620 Chestnut:* Mr. Braaksma asked if there are other treatment centers in town. Mr. Talvacchia responded that there are no other licensed facilities in Gloucester County. He also asked how the need for a facility is determined. Mr. Kester reviewed the data he uses. Mr. Farrell clarified that the use is permitted, and the safety of

***Bruce Farrell, Chairman***

the site is the concern of the board. Mr. Braaksma asked what would happen if a patient had an emergency. Mr. Kester clarified that they would be sent to a hospital.

The meeting was closed to the public.

The next meeting date was set for January 8<sup>th</sup>, 2018.

Mr. Elton expressed concern about the parking, traffic flow and lighting at the site.

Mr. Farrell agreed with Mr. Elton's concern, and stressed the importance of establishing permanent record with a formal application.

Mr. Conley requested a floor plan be made available.

The board discussed the consolidation of both lots in question.

The applicant agreed to come back before the board, if the additional space at the location was to be rented or otherwise put to use.

Mayor Conley made a motion to postpone the approval and amend the application, to be continued at the next meeting on January 8<sup>th</sup>, 2018. Mr. Elton seconded the motion. The postponement and amended application was approved by the following roll call: Mr. Martino, yes, Mr. Flynn, yes, Mr. Elton, yes, Mayor Conley, yes, Councilman Pye, yes, Mr. Hart, yes, Mr. McCabe, yes, Mr. Norcross, yes, Mr. Farrell, yes.

#### FENCE COMMITTEE DISCUSSION

It was discussed among the board, whether Mr. Lodato and his Ice Cream Parlor at 534 Elm Ave would be permitted to come before the fence committee, to extend a fence between their property and the adjacent property to prevent foot traffic. Mr. Borelli clarified that the fence committee is only intended for residential properties and it would not be appropriate without a site plan amendment or variances. Chairman Farrell spoke on behalf of the fence committee, and agreed with Mr. Borelli. Discussion ensued.

Mr. Farrell clarified that the fence would require a variance, and would have to come before the board as an amendment to the site plan. The public must be given an opportunity to hear the matter.

Mr. Lodato explained his reasoning for his request.

The board informed Mr. Lodato that a bulk variance and official application would be required.

The fence committee reported on the request they reviewed at 600 Chestnut. They reported that a fence would be permitted on one of their lots, and the conclusion and request are on file.

***Bruce Farrell, Chairman***

**PROFESSIONAL REPORTS:**

No Engineer's report.

No Planner's report.

**PUBLIC PORTION:**

The meeting was opened with a motion to the public.

*Mr. Gregory Haines & Mr. Dennis McShane on behalf of the St. Margaret's Board of Education:* Mr. Haines expressed interest in moving forward with a minor site plan regarding modular classrooms which, Mr. Haines claimed was brought before the board in 2014. Mr. McShane clarified that a proposal was brought before the board in 2014. Mr. Brunermer suggested an extension of approval. It was recommended by the Board, that Mr. Haines request to review the file of what was presented to the Board.

With nothing else from the public, the meeting was closed to the public.

Solicitor's report: Mr. Borelli requested a closed session to review litigation.

The Board entered into a closed session with unanimous ayes.

The meeting adjourned at 9:24pm, with a motion from Mr. Martino, seconded by Mr. Deeck.

Shannon Elton, Secretary

*Bruce Farrell, Chairman*