SOUTH ORANGE VILLAGE
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PLANNING BOARD REGULAR MEETING MINUTES

Thursday, July 11, 2024 - 7:00 PM
Virtual Webex Meeting
To access information on how to use WebEx to join the meeting, please click on the following link: https://www.southorange.org/800/WebEx-FAQs

ORDER OF BUSINESS

1. **Call Meeting to Order**
   Chair Colton-Max called the meeting to order at approximately 7pm:

2. **Roll Call**
   Jon Busch-Vogel - Absent
   Lillian Harris
   Cecil House
   David Kraiker - Absent
   Carolyn Morin
   Richard Spears, Alternate - Absent
   Hannah Zollman, Alternate
   Harold Colton-Max, Chair
   Michael Miller, Vice Chair
   Bill Haskins, Village Council Member
   Julie Doran, Village Administrator
   Sheena Collum, Village President

   William Sullivan, Board Attorney
   Greer Patras, Board Planner/Zoning Officer
   Eric Keller, Board Engineer
   Ojetti Davis, Board Secretary

3. **Meeting Notice Statement**
   Chair Colton-Max read the following Statement:
   Pursuant to Section 5, Chapter 231, P.L. 1975, this is to state for the record that adequate notice of this meeting has been provided to the public by posting and maintaining the annual notice of regular meetings on the bulletin board in the Village's municipal offices located at 76 South Orange Avenue, by mailing the annual notice of regular meetings for 2024 to the South Orange-Maplewood News Record and the Star Ledger in November 2023 and by filing said notice in the Office of the Village Clerk.

4. **Approval of Minutes**

A. Regular meeting held on June 3, 2024:
Mr. Miller moved to approve the minutes of the June 3rd meeting, seconded by Ms. Morin. All members were in favor and none opposed.

5. **Discussion**

A. Report from the Board of Trustee Member regarding the Planning & Economic Development Committee:
Councilmember Haskins mentioned at the last Planning & Economic Development Committee meeting they discussed cost and inspections for CCOs, updates on town events from South Orange Downtown and the new digital kiosk located near Starbucks. Ms. Doran discussed an amended Historic Preservation Ordinance will be introduced at the July 22nd Village Council meeting and if approved at that meeting, it will be referred to this board for Master Plan Consistency review. All development projects are moving along, the construction for Able Baker has begun and permits for Playa Bowls has been issued.

Ms. Patras discussed the deadlines for the Affordable Housing. She has been meeting with the Affordable Housing Council and this will be on a future Planning Board agenda for approval. Chair Colton-Max requested this be a standing discussion item.

B. Planning Board Procedures:
Mr. Sullivan mentioned the committee did not meet but are currently working on the bylaws and plan to have a draft by the next meeting.

6. **Application(s) to be Heard**

A. **Case #302 - Seton Hall University**
Block 901 Lot 3
400 South Orange Avenue
Minor Site Plan w/C-Variance Relief - The applicant is proposing the installation of a 3.6 ft high by 39.6 ft wide digital display board and a 26.5 ft high by 288.5 ft wide Seton Hall University graphic on the existing parking structure façade:

Keith Loughlin attorney of the firm Inglesino & Taylor on behalf of the applicant briefly described the proposed application and introduced one witness. John DiGiacinto of the firm Langan

Engineering was sworn and recognized by the board as an expert in civil engineering. Mr. DiGiacinto described the plans as submitted for the digital display board and discussed the proposed site improvements. The same products used for the scoreboard will be used for the display board. He explained the display board is only made to display images. Also, discussed the lighting plan providing information on the foot candles levels and color temperature and mentioned his client will comply with the ordinance for hours of operation.

In response the board questions, Mr. DiGiacinto discussed the intended use of the display board, installation method and maintenance. Also, described the neighbors view, the purpose for the graphics and proposing to be used mostly for sporting events.

There were no questions or comments from members of the public.

Board Discussion:
The board members were in favor of the application. Mr. Miller moved to approve the application subject to the comments made, seconded by Mr. House.

Roll Call Vote:

Harris	Yes
House	Yes
Morin	Yes
Doran	Yes
Haskins	Yes
Miller	Yes
Colton-Max	Yes

Motion carried.

B. **Case #300 - JESPY House, Inc. (Continuation from May 6th)**
Block 2017 Lot 16, 17, 18 and 19
102-110 Prospect Street
Preliminary & Final Site Plan with C-Variance Relief - The applicant is proposing the construction of a 4-story building with JESPY administrative offices, client services and 31 residential units:

Mr. Sullivan advised the board on the amended application for the acquired parcel. He discussed some case law and made some recommendations on the notices which the applicant has done and recommended the applicant can proceed without starting over. The board members discussed whether or not the applicant could proceed without starting over or if a new application should be submitted. Some members were concerned that the board professional did not have enough time to review the resubmission.

Chair Colton-Max made a motion to allow the applicant to proceed and not be required to submit a new application, seconded by Mr. Miller.

Roll Call Vote:

Harris	Yes
House	Yes
Morin	Yes
Doran	Yes
Haskins	No
Miller	Yes
Colton-Max	Yes

Motion carried.

Chair Colton-Max asked the board professional if they had enough information to proceed with the recent information provided. Mr. Keller stated from an engineering perspective they have enough information to proceed; the one item is pertaining to the parking variance. Ms. Patras mentioned there are still items from her original report that needs to be addressed and there are some things with the new addition lot 19 that need to be addressed as well. She suggested to go through her report dated July 11th and then the board make a motion on whether or not they feel the information on the addition for lot 19 is complete. Mr. Sullivan and Chair Colton-Max agreed with Ms. Patras suggestion.

Ms. Patras discussed the following outstanding items:

- Building height calculation
- The parking variance information is incorrect on the revised application and plans
- Item A.10: Ownership Disclosure
- Item A.16: Property/Boundary Survey
- Item A.18: Historic Preservation Commission Review
- Item A.23: Zoning compliance table
- Items for Major Site Plan 3: Traffic and Parking Study and MSP8: Circulation Plan
- Item MSP.9: parking Calculation
- Item MSP.11: Landscape Plan

- Item MSP.12: Signage Plan
- Item MSP.13: Architectural Plans
- Discussion on whether the completeness submission waivers previously granted are impacted by the amended application and inclusion of Lot 19

The board agreed to proceed and if there were any questions during the testimony the applicant would need to return with the requested information.

Derek Orth attorney on behalf of the applicant introduced Michael Lanzafama of the firm Casey & Keller. Mr. Lanzafama was sworn and recognized by the board as an expert in civil engineering. He entered and described the following exhibits:

- A14 – Complete revised set dated 6/14/24
- A15 – Parking Plan Lower Level
- A16 – Floor Plan of First Floor
- A17 – Truck turning template for garbage truck and delivery vans
- A18 – TT2 – Truck Turning Plan for transport van and passenger vehicles

In response to board questions, Mr. Lanzafama discussed trash pickup details, sewer and water demand, trees on the southwest, bike rack location, labeling the EV Parking Spaces, location for utility poles and overhead wiring, number of spaces in the garage, garage access control, handicap spaces in garage, lighting plan, existing covered entrance way, clearance size for garage trucks, permeable pavement for parking spots and soil disturbance permit details.

In response to public questions, Mr. Lanzafama discussed the consideration for modifying the parking design, permeable coverage, water run-off and maintenance plan.

At this time, Chair Colton-Max adjourned the hearing to the next meeting with no further notice required.

7. Next Regular Meeting Date

A. Monday, August 5, 2024 at 7:30 pm

8. Adjournment

There being no further discussion, Chair Colton-Max moved to adjourn the meeting, seconded by Ms. Zollman. All members were in favor and none opposed. Chair Colton-Max adjourned the meeting at approximately 10:40 pm.

Submitted by
Ojetti Davis, Secretary
Planning Board

*These minutes are a summary and the actual statements can be found on the video located on the Village's website at the following link: https://southorangetwpnj.portal.civicclerk.com/event/2872/media