



PLANNING BOARD REGULAR MEETING MINUTES

Monday, November 4, 2024 - 7:30 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 7:30pm:

2. Roll Call

Jon Busch-Vogel
Lillian Harris
Cecil House
David Kraiker
Carolyn Morin
Richard Spears, Alternate - Absent
Hannah Zollman, Alternate - Absent
Harold Colton-Max, Chair
Michael Miller, Vice Chair
Bill Haskins, Village Council Member - Absent
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 October 10, 2024:
Chair Colton-Max moved to approve the minutes of the October 10th meeting, seconded by Mr. Miller. All members were in favor and none opposed.

5. Approval of Resolution

- A. Resolution Establishing the Annual Meeting Dates for the Year 2025:
Chair Colton-Max moved to approve the Resolution establishing the 2025 Meeting Dates, seconded by Ms. Harris. All members were in favor and none opposed.

6. Discussion

- A. Master Plan Consistency Review of Ordinance #2024-20: An Ordinance of South Orange Village Amending and Restating Village Code Chapter 334 - Trees and Shrubbery in its entirety and Amending Village Code Chapter 185 - Land Development, Article XVI - Improvements and Design Standard, Section 185-100 - Shade Trees, landscaping and Planting Strips:

Ms. Patras presented an overview of the proposed Tree Ordinance that was introduced by the South Orange Village Council on October 28th. She discussed the following:

- Intent of the Ordinance
- Ordinance Overview: Goals, Objectives, Replacement, Fees, Process, Site Plan & Zoning, Staffing and Administration, Master Plan Consistency Objectives and Timeline & Next Steps

Mr. Keller stated it is good that the board will now have a road map as it relates to this matter. Mr. Miller expressed concern regarding the public not being informed of this ordinance.

Chair Colton-Max moved to deem Ordinance #2024-20, consistent with the Master Plan, seconded by Ms. Harris.

Roll Call Vote:

Busch-Vogel	Yes
Harris	Yes
House	Yes
Kraiker	Yes
Miller	No
Morin	Yes
Doran	Yes



Colton-Max Yes
Motion carried.

- B. Report from the Village Council Member regarding the Planning & Economic Development Committee:
There was no report.
- C. Planning Board Procedures:
Tabled to the December 2nd meeting.
- D. Affordable Housing Update:
Ms. Patras gave a brief update on the Affordable Housing 4th round requirements. The DCA numbers were significantly higher than anticipated for South Orange. She explained the Village will be seeking professional assistance to conduct a vacant land analysis and hope to have an update on this at the next meeting. She expects to meet the January deadline which requires a report on all the constructed units to be entered into a new database. Ms. Patras will continue to keep the board updated on the process.

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

- A. **Case #300 - JESPY House, Inc. (Continuation from October 10th)**
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.

Derek Orth attorney on behalf of the applicant discussed his response letter dated October 28th. The letter was in response to a list of items and questions that included level of staffing and overall use of the building.

The board and professionals discussed the different components of the project and their concerns with items such as parking, shuttle van, circulation issues, maximum capacity, planting trees, staffing requirements, pedestrian safety plan and the number of proposed staff members and offices.

After some discussion, Chair Colton-Max moved to approve the application with the variances requested and the conditions listed and discussed, seconded by Mr. Busch-Vogel.

Roll Call Vote:



Busch-Vogel Yes
Harris Yes
House Yes
Kraiker Yes
Miller Yes
Morin Yes
Doran No
Colton-Max Yes
Motion carried.

B. Case #304 - The Top Condominium Association

Block 2605 Lot 1

616 West South Orange Avenue

Minor Site Plan - Proposed Use: no change in principal use; accessory use; off-street and driveway. No new dwelling units. Improvements provided: six (6) off-street parking stalls, striping, lighting and stormwater management improvements.

Kenneth Sauter attorney of the firm Hill Wallack LLP on behalf of the applicant briefly described the application and introduced one witness. Nancy Wang of the firm O&S Associates was sworn and recognized by the board as an expert in engineering. Ms. Wang described the project to construct 6 off street parking spaces, street lighting, trees and a rain garden. They are only requesting a design waiver but no variances. There will be no EV charging station and no change to emergency access. Also, Ms. Wang discussed stormwater management and went through Mr. Keller's memo dated October 31st. She entered and explained the following exhibits: A1 – Aerial photo of the site and A2 – Aerial photo with landscaping and signage.

In response to board questions, Ms. Wang clarified the width of the drive aisles and discussed loading changes, snow removal, waste removal, landscaping, proposed lighting in the parking area and the certifications of paid taxes.

There were no questions or comments from the public.

Mr. Sullivan explained the only relief required for this site plan application is for a waiver and the applicant will have to comply with the conditions of the professional reports. Mr. Miller move to approve the application subject to the conditions discussed, seconded by Mr.



House.

Roll Call Vote:

Busch-Vogel	Yes
Harris	Yes
House	Yes
Kraiker	Yes
Miller	Yes
Morin	Yes
Doran	Yes
Colton-Max	Yes

Motion carried.

8. Next Regular Meeting Date

A. Monday, December 2, 2024 at 7:30 PM

9. Adjournment

There being no further discussion, Mr. Miller moved to adjourn the meeting, seconded by Mr. House. 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://southorangerwpnj.portal.civicclerk.com/event/2619/media>