

**REORG MINUTES
OF THE
CRANBURY TOWNSHIP
PLANNING BOARD
CRANBURY, NEW JERSEY
MIDDLESEX COUNTY
JANUARY 5, 2023**

TIME AND PLACE OF MEETING

The Reorganization Meeting of the Cranbury Township Planning Board was held on January 5, 2023 7:00 pm at Town Hall, 23A North Main Street, Meeting Room.

CALL TO ORDER

Robin Tillou, Administrative Officer, called the meeting to order at 7:00 pm. Once elected as Vice-Chairperson, Wayne Wittman presided over the meeting as Chairperson due to Mike Kaiser's absence.

STATEMENT OF ADEQUATE NOTICE

Under the Sunshine Law adequate notice in accordance with the open public meetings act was provided on December 24, 2022 of this meeting's date, time, place and the agenda was mailed to the Cranbury Press and Trenton Times, posted on the Township Bulletin Board, mailed to those requesting personal notice and filed with the municipal clerk.

MEMBERS IN ATTENDANCE

- ☒ El-Badawi, Eman
- ☒ Ferrante, Michael
- ☒ Gallagher, James
- ☒ Gittings, Bill
- ☒ Jones, Dominique
- ☐ Kaiser, Michael, Chairperson
- ☒ Spann, Evelyn
- ☒ Stewart, Jason
- ☒ Wittman, Wayne, Vice-Chairperson

PROFESSIONALS IN ATTENDANCE

- ☒ Andrew Feranda, Traffic Engineer
- ☒ David Hoder, Board Engineer
- ☒ Elizabeth Leheny, Township Planner
- ☒ Sharon Dragan, Esquire, Board Attorney
- ☒ Robin Tillou, Planning Board Administrative Officer

REORGANIZATION

Planning Board 2023 Mayoral/Township Committee Appointments

At the January 3, 2023 Township Committee Reorganization Meeting, the following PB appointment/reappointments were made by the Mayor/Township Committee:

- Mr. Michael Ferrante was appointed to Class I (Mayor) Planning Board Member (1/1/2023 – 2/1/2023).
- Ms. Eman El-Badawi was appointed to Class III (Township Committee Representative) Planning Board Member (1/1/2023 – 12/31/2023).
- Mr. William Gittings was reappointed to Class IV Planning Board Member (1/1/2023 – 12/31/2026).
- Ms. Evelyn Spann was appointed to Class IV Planning Board Member (1/1/2023 – 12/31/2026).
- Mr. Wayne Wittman was reappointed to Class IV Planning Board Member (1/1/2023 – 12/31/2026).

Nominations/Elections/Appointments & Appointment Resolutions

Upon a motion made and seconded the appointments were as follows:

Michael Kaiser as Chairperson.

MOTIONED TO APPROVE MIKE KAISER AS CHAIRPERSON: Mr. Wittman

SECONDED: Ms. Spann

ROLL CALL:

AYES: Ms. El-Badawi, Mr. Ferrante, Mr. Gallagher, Mr. Gittings, Ms. Jones, Ms. Spann, Mr. Stewart and Mr. Wittman

NAYS: None.

ABSTAIN: None.

MOTION PASSED

Wayne Wittman as Vice-Chairperson;

MOTIONED TO APPROVE WAYNE WITTMAN AS VICE-CHAIRPERSON: Mr. Ferrante

SECONDED: Mr. Stewart

ROLL CALL:

AYES: Ms. El-Badawi, Mr. Ferrante, Mr. Gallagher, Mr. Gittings, Ms. Jones, Ms. Spann, Mr. Stewart and Mr. Wittman

NAYS: None.

ABSTAIN: None.

Robin Tillou as Administrative Officer;

MOTIONED TO APPROVE ROBIN TILLOU AS ADMINISTRATIVE OFFICER: Mr. Wittman

SECONDED: Ms. Spann

ROLL CALL:

AYES: Ms. El-Badawi, Mr. Ferrante, Mr. Gallagher, Mr. Gittings, Ms. Jones, Ms. Spann, Mr. Stewart and Mr. Wittman

NAYS: None.

ABSTAIN: None.

Upon a motion made and seconded the following appointments were made for the 2023 Board's professionals:

Elizabeth Leheny, P.P., AICP, Phillips Preiss Grygiel, Inc, as the Board's Professional Planner

Sharon Dragan, Esq. of Mason, Griffin & Pierson, P.C., as the Board's Attorney

David J. Hoder, P.E. and Hoder Associates, as the Board's Engineer

Thomas Decker, P.E. and VanCleeef Engineering, as the Board's Conflict Engineer

Andrew Feranda and Shropshire Associates, as the Board's Traffic Consultant

David Horner and Horner Associates, as the Board's Conflict Traffic Engineer Consultant

MOTIONED TO APPROVE PROFESSIONALS AS LISTED: Mr. Stewart

SECONDED: Mr. Gallagher

ROLL CALL:

AYES: Ms. El-Badawi, Mr. Ferrante, Mr. Gallagher, Mr. Gittings, Ms. Jones, Ms. Spann, Mr. Stewart and Mr. Wittman

NAYS: None.

ABSTAIN: None.

Development Review Committee (DRC) Members:

Michael Kaiser (January 1, 2023 – December 31, 2023), DRC Chair

Eman El-Badawi (January 1, 2023 – December 31, 2023)

Evelyn Spann (January 1, 2023 – December 31, 2023)

Jim Gallagher, Alternate (January 1, 2023 – December 31, 2023)

2023 Calendar Meeting Dates

WHEREAS, the following meetings of the Cranbury Township Planning Board will be held during the 2023 calendar year: Regular Public Meetings, to be held on the First Thursday of every month at 7:00 p.m. in Town Hall, 23-A N. Main Street, Cranbury, New Jersey, in the meeting room on the following dates: **January 5, February 2, March 2, April 6, May 4, June 1, July 6, August 3, September 7, October 5, November 2, and December 7.**

Special Meetings - as called by the Chairperson or requested by a majority of the Board to be held at such time and place as shall be necessarily provided that the 48 hours' notice is given under the Open Public Meetings Act.

MOTIONED TO APPROVE: Mr. Wittman

SECONDED: Ms. Spann

ROLL CALL:

AYES: Ms. E1-Badawi, Mr. Ferrante, Mr. Gallagher, Mr. Gittings, Ms. Jones, Ms. Spann, Mr. Stewart and Mr. Wittman
NAYS: None.
ABSTAIN: None.

2023 Designation of an Official Newspaper

Upon a motion made and seconded the board with a unanimous vote designated the Trenton Times as the official Newspaper for the Year 2023 and the Planning Board has further designated Cranbury Press as the secondary publication to receive all meeting notices of the Township and any Land Use Development Application Notices which cannot reasonably be published in the Trenton Times.

MOTIONED TO APPROVE: Ms. Spann

SECONDED: Ms. Jones

ROLL CALL:

AYES: Ms. E1-Badawi, Mr. Ferrante, Mr. Gallagher, Mr. Gittings, Ms. Jones, Ms. Spann, Mr. Stewart and Mr. Wittman
NAYS: None.
ABSTAIN: None.

The discussion of a court reporter was tabled by Chair Wittman to the February 2, 2023 meeting.

MINUTES

December 1, 2022

Chairperson Wittman advised the minutes will be tabled to the February 2, 2023 meeting.

APPLICATION

**PB368-22 Home Depot, Inc. (HD Operation Holding Co.)
61 Station Road
Block 7, Lot 18 I-LI-S Zone
Minor Site Plan
Smoking Shelter**

REPRESENTATIVES: Walter Toto, Law Office of Walter Toto
Shrinath J. Kotdawala, P.E., Kashi Consulting Company,
Applicant's Engineer

EXHIBITS

A-1 – 1/5/2023 Minor Site Plan

A-2 – Rendering of Smoking Shelter

Ms. Dragan swore in Shrinath Kotdawala, applicant's engineer.

Mr. Kotdawala advised the Board he has been a professional engineer since 1999 in the state of New Jersey and has been in front of other Boards. He has been a registered professional engineer since 1998 and his license is in good standing in New Jersey.

Chairperson Wittman accepted Mr. Kotdawala's credentials.

Mr. Toto introduced the application by stating this application is a minor site plan and no notice is required. The applicant is proposing an outdoor smoking shelter that will be 314 sq. ft. for the Home Depot warehouse site. There is no soil disturbance or variances requested. The total property is just over 84 acres and the existing Home Depot warehouse is 770,000 sq. ft. This smoking shelter is the same structure as used in other Home Depot warehouses.

Mr. Kotdawala stated the property is going east on Station Road and Station Road is on the bottom of the site plan. The applicant will not be disturbing the land. The smoking shelter will be put into the parking lot and originally it was proposed to lose two (2) spaces, but now the site will lose three (3) spaces. The property will still comply with the parking space ordinance.

Mr. Toto stated the smoking shelter will be exclusively for the Home Depot employees.

Mr. Kotdawala stated it is for the employee breaks or for before they start work.

Mr. Toto stated striping will happen for ADA compliance and the depressed curb.

Mr. Kotdawala stated bollards will be installed and compliant to protect the shelter and will be glazed. Mr. Kotdawala explained the glazing will create a reflection and a glare protection. There will be no solar panels or utilities for the smoking shelter.

The Board suggested lighting for when it is dark.

Mr. Hoder suggested solar panels under the building to avoid the wiring for the lighting.

Mr. Toto stated the applicant is willing to comply with lighting recommendations from the Board.

Mr. Toto stated Mr. Feranda recommended in his review letter to potentially utilize a third space adjacent to the shelter.

Mr. Kotdawala stated the architectural rendering is accurate with sizing, the parking spaces are 9 x 18 and they are going to comply and use three (3) spaces.

Mr. Toto stated the applicant will comply with all comments in the professionals' review letter.

Mr. Feranda stated there is missing striping at the access for the driveway at the intersection of Station Road. The crosswalk and stop bar is missing and this could be a good time to do the striping throughout that and should be shown on the plans. There are remnants of the crosswalk and stop bar so it would have to be restriped. The striping must be MUTCD compliant.

Mr. Feranda went over the remaining of his review letter to the Board.

Ms. Dragan asked for clarification on the total number of parking spaces as the report states there are 231 parking spaces existing and the plan states 229.

Mr. Kotdawala stated the existing is 229 and it will be 226 after the removal of three (3) parking spaces. The requirement is 154, so they are still well over.

Mr. Feranda stated the parking space information (required, existing and proposed) should be on the plans.

Mr. Hoder stated the applicant addressed all the items in his review letter and there are no stormwater requirements. Only addition is to add an outdoor trash can to the shelter.

Mr. Toto agreed to add an outdoor trash can to the shelter.

Mr. Gallagher stated smoking is prohibited in buildings, is the smoking shelter not a building since it is completely enclosed?

Mr. Toto stated it is considered an accessory shelter. The door can be removed. The applicant can work with Ms. Dragan to confirm that information.

Mr. Gittings stated the shelter is lifted 8" from below for ventilation.

Mr. Stewart stated the landscape island closest to the bay is a car bay or two, was that done for a specific traffic related reason. That is an odd choice as there is just as much road before it.

Mr. Feranda stated the wider aisle near the proposed smoking shelter is typically provided for turning reasons to get around that last aisle. He does not feel it will be a significant issue.

Mr. Stewart asked if the current island has just grass or are there trees and bushes as well.

Mr. Kotdawala stated they have trees.

Mr. Hoder stated if the striped walkway ran straight across to the shelter, it would go to the third parking space then you can rotate the door to the north side as opposed to the east side and that may be safer.

Mr. Wittman stated the grading would have to work with that.

Mr. Toto stated if the grading works, they will comply with that request.

Mr. Spann asked about the snow and ice removal and if the bollards will prevent that removal.

Mr. Feranda stated in most cases for most crosswalks a snow blower or hand shovel is used.

Ms. Spann inquired for the space between the bollards and the shelter.

Mr. Toto believes it will be shoveled with a hand shovel.

Ms. Spann asked if there is a restroom area or smoke area for the drivers.

Mr. Toto stated no.

Ms. Spann stated that question is because of complaints from residents of drivers throwing trash etc.

Mr. Gittings asked how many maximum employees are at the facility at one time.

Mr. Kotdawala stated 130.

Mr. Gittings stated this lot is the most half full. There is already a crosswalk further up north, why not put the smoking shelter there where there is a safe walkway already there due to the proposed location not making sense for safety.

Mr. Feranda stated the middle of the parking lot has an existing crosswalk-where he is recommending the shelter be moved to. Three parking spaces would be lost at this location, similar to the location at the southwest corner.

Mr. Toto stated the applicant will comply with that.

Mr. Gittings stated the ventilation is geared toward the bottom of the shelter, but smoke rises. It is suggested to install open air gravity vents. If you do lights, motion sensor lights are recommended. And as a reminder, building permits need to be submitted for foundation, etc.

Mr. Feranda stated the existing crosswalk between the building and the proposed smoking shelter must be restriped and crosswalk details provided on the plans.

Chair Wittman opened the meeting to the public, with no public comment, Chair Wittman closed the public forum.

The conditions set forth are the restriping, trash in the smoking shelter, lighting and relocation of the shelter to the north adjacent to the existing crosswalk.

MOTIONED TO APPROVE WITH CONDITIONS: Ms. Spann

SECONDED: Mr. Feranda

ROLL CALL:

AYES: Ms. El-Badawi, Mr. Ferrante, Mr. Gallagher, Mr. Gittings, Ms. Jones,
Ms. Spann, Mr. Stewart, and Mr. Wittman

NAYS: None.

ABSTAIN: None.

MOTION PASSED

PUBLIC COMMENT

Chair Wittman opened the meeting to the public, with no public comment the public forum was closed.

ADJOURNMENT OF MEETING

There being no further business, Mr. Stewart made a motion to adjourn the meeting and Mr. Gallagher offered a second. By unanimous vote, the meeting was thereupon adjourned at 8:15 pm.

CERTIFICATE OF SECRETARY

I, the undersigned, do at this moment certify;

That I am duly elected and secretary of the Cranbury Township Planning Board and that the minutes of the Planning Board, held on January 5, 2023, consisting of nine (9) pages, constitute a true and correct copy of the minutes of the said meeting.

IN WITNESS of which, I have hereunto subscribed my name to said Planning Board this March 3, 2023.

Robin Tillou

Robin Tillou, Administrative Officer

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