



*You couldn't pick a better place.*

**PLANNING BOARD**  
**Monday, December 4, 2017**  
**APPROVED MINUTES**

**OPENING:** The meeting was called to order by Chairman John Osorio at 7:30 PM.

**PLEDGE OF ALLEGIANCE:** Led by John Osorio.

**OPMA STATEMENT:** Read by John Osorio in compliance with the Sunshine Law.

**ROLL CALL**

- **Members in attendance:** Betty Adler; John Osorio; Moly Hung; Sam Kates; William Carter; Marlyn Kalitan; Alise Panitch; and Sheila Griffith.
- **Professionals in attendance:** Lorissa Luciani, PP, AICP, Director of Planning; James Burns, Esq., Solicitor; Jacob Richman, PP, AICP, Planner; and Jeremy Noll, PE, Planning Board Engineer.

**ADMINISTRATIVE ITEMS**

*Adoption Meeting Minutes from November 20 2017.* William Carter made a motion, which was seconded by Marlyn Kalitan, to adopt the Meeting Minutes from November 20, 2017. Affirmative votes by Adler, Hung, Osorio, Carter, Kates, Kalitan, and Panitch. Minutes are approved.

**Agenda Item 1:**

**17-P-0018**

Block(s) 500.01 Lot(s) 12

Zone: Highway Business (B2) Zone

*Relief Requested: A preliminary and final major site plan with bulk (C) variances to construct a 4,103 SF addition to the existing building (currently 17,020 SF) along with various site improvements.*

**PSC Custom, LP (Polar Service Centers)**

1003 Astoria Boulevard

Cherry Hill, NJ

**Applicant's Representatives:** Rhonda Feld, Esq. – Applicant's Attorney; Robert Stout, PE, PLS – Applicant's Engineer; James Miller, PP, AICP – Applicant's Planner; and Steve Catling – Service Manager for Polar Service Centers.

**Exhibits Submitted:** A-1: Aerial Photograph; A-2: Site Plan Rendering; A-3: Street View with Sign Location Plan; and A-4: 3D Rendering of the Proposing Building Elevation.

Ms. Feld introduced the application for the proposed 4,103 SF service bay addition to the existing building occupied by Polar Service Centers. Ms. Feld gave an overview of the site and surrounding area and noted that Polar Service Centers does repair and service of large trucks. Ms. Feld noted that most of the variance requests are related to preexisting nonconformities that are not affected by the application. Ms. Feld stated that there are two (2) new variance requests associated with parking which involves the request to permit 34 parking spaces where only 31 parking spaces are permitted; however, this is a reduction from the existing 36 parking spaces. The other variance is to permit the existing freestanding monument sign to remain in its current location as it requires a variance for being installed too close to the front property line. The applicant stated that they would like to keep the sign in its current location.

Mr. Catling gave an overview of the business and operations conducted by Polar Service Centers which includes repair and service of large trucks, parts sales, and the lease of new and used commercial trucks. Mr. Catling stated that the proposal is for a 2-bay addition to the existing building in order to accommodate their needs as a growing business. Their hours of operation are Monday through Friday from 7am to 3:30pm (while warehouse parts employees stay until 5pm) and that no change in hours of operations is anticipated. Mr. Catling reiterated that the proposal calls for the elimination of two (2) parking spaces which will result in a total of 34 parking spaces. Mr. Catling stated that there are currently nineteen (19) employees and they hope to hire 3 to 5 more employees. Mr. Catling discussed the procedures for dealing with potential leaking liquids from vehicles and stated that oil is picked up by a special company on an as needed basis. Mr. Catling affirmed that the HVAC equipment on the roof will be screened accordingly. Mr. Catling detailed the trash, recycling, and scrap metal pick-up operations. Mr. Catling affirmed that the parking spaces on the site are for employees as they do not get any other users.

Mr. Stout gave an overview of the site area and noted that the addition will be located on the side of the existing building adjacent to a vacant wooded lot. Mr. Stout provided an overview of the development of the site and noted the proposed improvements. Mr. Stout stated that the plan calls for a 2-bay addition with bay doors at the front and rear of the building. The front parking area will also be repaved. New pole and building mounted lights will also be added as well as new street trees and bushes along the front property line. Mr. Stout submitted Exhibits A-1 through A-3 to highlight key features of the site and then went through the requested variances. Mr. Stout noted that the existing sign was installed in 2013; however, while it was installed in an improper location, the sign is not within a sight triangle. Therefore, the application is requesting to keep the sign where it is. Mr. Stout added that there have been no incidences involving the sign since it was installed. Mr. Stout submitted Exhibit A-4 to show how the addition will match the existing building.

Mr. Miller went through the positive and negative criteria for the requested variances (both preexisting and proposed variances). Mr. Miller stated that it would be an undue hardship to ask the applicant to rip out additional parking spaces to conform to the Zoning Ordinance. With regard to the requested sign location variance, the benefits outweigh the detriments in that the sign is not in a sight triangle and it helps more clearly identify the site. Moving the sign back would make it less visible due to the landscaping row along the front property line.

Ms. Luciani went through the Department of Community Development review letter and found the applicant's testimony and justification for all requests to be sufficient. Ms. Feld stated that the applicant will comply with all comments in the review letter including agreeing to work with Community Development on finalizing the landscaping and lighting details. Mr. Noll went through ERI's review letter and stated that the applicant has adequately addressed their comments.

**Public Discussion:** None.

**Motion:** Following the reiteration of the conditions by Solicitor Burns, William Carter made a motion, which was seconded by Sam Kates, to approve the application. Affirmative votes by Adler, Hung, Osorio, Carter, Kates, Kalitan, Panitch, and Griffith. The application is approved.

**Resolution:**

**17-A-0034**

Block(s) 150.01 Lot(s) 1

Zone: Institutional (IN) Zone

**Cherry Hill Township Police Department**

820 Mercer Street

Cherry Hill, NJ

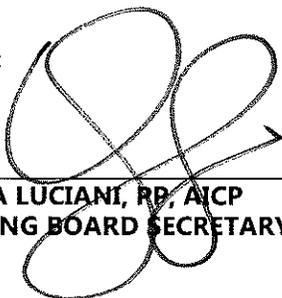
*Relief Requested: An administrative (Planning Board Courtesy Review) application to increase the height of the existing radio communications tower by 20' (from 160' to 180'), install new antennas (seven (7) radio antennas and two (2) dish antennas), install a 40 kW generator, and construct a 12' x 20' utility/equipment shed.*

**Motion to Ratify:** Following the review of the resolution, Betty Adler made a motion which was seconded by John Osorio, to memorialize the resolution for the Cherry Hill Township Police Department. Affirmative votes by Adler, Hung, Osorio, Carter, Kates, Kalitan, and Panitch. The resolution is memorialized.

**Meeting Adjourned:** at 8:12 PM.

**ADOPTED:** 12/18/17

**ATTEST:**



**LORISSA LUCIANI, RP, AICP  
PLANNING BOARD SECRETARY**



**JOHN OSORIO, CHAIRMAN**