

# Township of Manalapan

## Department of Planning & Zoning

120 Route 522 & Taylors Mills Road

Manalapan, NJ 07726

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## Planning Board Minutes

### March 14, 2019

The meeting was called to order with the reading of the Open Public Meetings Act by Chairwoman Kathryn Kwaak at 7:30 p.m. followed by the salute to the flag.

**Roll Call:** Secretary, Daria D'Agostino

In attendance at the meeting: Todd Brown, Alan Ginsberg, Daria D'Agostino, Kathryn Kwaak, Jack McNaboe, Barry Jacobson, Barry Fisher

Absent from the meeting: John Castronovo, David Kane, Steven Kastell

Also present: Ron Cucchiaro, Board Attorney  
Brian Boccanfuso, Board Engineer  
Jennifer Beahm, Board Planner  
Lisa Nosseir, Recording Secretary

Mr. Cucchiaro swore in Jennifer Beahm, Professional Planner and Brian Boccanfuso, Professional Engineer.

### **Resolutions:**

**PMS1801: Milford Estates, LLC**  
**196 Taylors Mills Road ~ Block 10 / Lots 47 & 48**  
**Final Major Subdivision**

A Motion was made by Mr. Fisher, Seconded by Mr. Jacobson to approve the Resolution for Planning Board Application PMS1801 as written.

Yes: Brown, D'Agostino, Ginsberg, Jacobson, Kwaak, McNaboe, Fisher

No: None

Absent: Castronovo, Kane

Abstain: None

Not Eligible: Hogan, Kastell

**PFS1507: Himalayan Salt Cave Spa & Float, LLC  
330 HWY 9 ~ Block 8 / Lot 3.01  
Amended Minor Site Plan**

A Motion was made by Ms. D'Agostino, Seconded by Mr. Ginsberg to approve the Resolution for Planning Board Application PFS1507 as written.

Yes: Brown, D'Agostino, Ginsberg, Jacobson, Kwaak, McNaboe  
No: None  
Absent: Castronovo, Kane  
Abstain: None  
Not Eligible: Hogan, Fisher, Kastell

**PMS1745: Skeba Tract Warehouse Development  
Route 33, Block 74 / Lot 23.02  
Preliminary Major Site Plan**

A Motion was made by Mr. McNaboe, Seconded by Ms. D'Agostino to approve the Resolution for Planning Board Application PMS1745 as written.

Yes: Brown, D'Agostino, Jacobson, Kwaak, McNaboe  
No: None  
Absent: Castronovo, Kane  
Abstain: None  
Not Eligible: Ginsberg, Hogan, Fisher, Kastell

**Applications: PAS1824  
KR Holdings LLC  
500 Craig Road ~ Block 2503 / Lot 26.01  
Amended Preliminary & Final Minor Site Plan**

Salvatore Alfieri, Esq. of Cleary, Giacobbe, Alfieri, Jacobs, LLC represented the applicant, KR Holdings LLC, this evening. This application is for the existing office building at 500 Craig Road. The current owner has owned the building for 20+ years. There is a vacant section in the basement that he would like to have variance approval to rent approximately 8,000 sq ft.

Mr. Cucchiaro swore in Kikis Kyriacou, owner of the property for 23 years. The adjacent property, 300 Craig Road, shares parking with 500 Craig Road. He was the owner of 300 Craig Road for about seven years, but that was over 15 years ago. Mr. Alfieri stated there is a shared parking agreement that is in place and filed with the Monmouth County Clerk's Office that governs the parking of the two buildings. Mr. Alfieri asked if 500 Craig Road was fully occupied and Mr. Kyriacou said yes it is. Mr. Alfieri asked the size of 300 Craig Road

and Mr. Kyriacou said it is approximately 12,800 sq ft and is also fully rented. Mr. Alfieri asked Mr. Kyriacou to describe the basement that he would like to make available for rent. Mr. Kyriacou said there is some storage space and there is one tenant who rents about 1,500 sq ft. The space that they intend to have approved for office space is just over 8,000 sq ft. The hours of operation of the building are 7:30 am and they automatically lock around 6:00 pm, Monday through Friday and closed on Saturday and Sunday.

Mr. Alfieri spoke about the parking count that Mr. Kyriacou conducted with his staff over the past week or so to verify the accuracy of Mr. DiFolco's Traffic Report from May 2018. Mr. Alfieri distributed Exhibit A-1, a summary of the parking space vacancy report. For the past week, Mr. Kyriacou went out to the parking lot twice a day to count the vacant parking spaces. He went out in the morning and afternoon and came up with anywhere from 77 to 81 vacant spaces. Mr. Kyriacou said we have been occupied 100% for several years and we have demand for additional office space from the outside as well as current tenants.

Mr. Cucchiaro swore in Richard DiFolco, Professional Engineer since 1977 and current owner of JKR Engineering. Mr. DiFolco prepared the report entitled Parking Study and Inventory dated May 2018. Mr. DiFolco introduced Exhibit A-2, an enlarged view of the site taken from google earth sometime in 2018 and it represents the site as it exists today and the neighborhood surrounding it. The second exhibit is the plan that was submitted to the Board, which is the site plan that shows the parking layout. Mr. Alfieri asked Mr. DiFolco to go over his parking study. Mr. DiFolco said in late 2017, we counted twice a day for 11 straight days, Monday through Friday at 10:00 am and 2:00 pm. The building to the south owns the parking lot designated as parking lot number 3 in his report. He was able to determine that there was excess parking to justify the additional rental office space. The total lot contains 198 available parking spaces. During the study, it was determined that 86 spaces are available on a daily basis. That is a utilization rate of 56 ½%. Mr. Alfieri said there would need to be 32 spaces to accommodate the additional 8,000 sq ft of office space.

Mr. DiFolco continued and said he treated this as an office park. He considered both buildings which have a shared parking arrangement totaling more than 50,000 sq ft. Mr. Alfieri asked Mr. DiFolco to amend his report to reflect the ratio count as if it were less than 50,000 sq ft as suggested by the Board's professionals? Mr. DiFolco said that would not be a problem and it would not change his testimony as to the more than adequate parking availability. Mr. Alfieri said there is reference to an insufficient number of handicap parking spaces. Would the applicant agree to re-stripe and adjust the parking to provide the correct number of handicap spaces? Mr. DiFolco said on the south side of 500 Craig Road in parking lot number two, there are handicap spaces and we will re-stripe and provide three new handicap spaces, which would eliminate two on-site spaces. That would bring the total up to five handicap spaces.

Mr. Boccanfuso stated that Mr. DiFolco's analysis of the site shows that they are only using 56% of the spaces. He stated that the counts that Mr. Kyriacou did are generally consistent with Mr. DiFolco's report. Mr. Boccanfuso deferred to Mr. Cucchiaro as to whether any additional testimony on the nature of the access agreement that is between the two properties. Mr. Cucchiaro stated that is really a private matter between the two property

owners as a representation that it exists and that they have a right to use it. Mr. Alfieri that just for the record, he did notify that property owner of the hearing this evening.

Mr. Boccanfuso stated he spoke with the zoning officer who stated there are some storage PODS on the adjacent lot, which is lot 26.06. Because of the shared parking arrangement easement, that this lot is a part of this application. The zoning officer wants these PODS removed. She has sent letters regarding this matter. Mr. Boccanfuso stated that in addition to not permitted, they are also taking up parking spaces. Mr. Alfieri said just for the record, those PODS are not the applicants property and they do not have control over them.

Ms. Beahm wanted to confirm with Mr. DiFolco the actual total sq ft of the building. Ms. Beahm came up with 47,374 sq ft. Mr. DiFolco was in agreement with Ms. Beahm's calculation of 47,374 sq ft. The Township requires parking spaces to be 10 x 20, but your spaces are 9 x 19, she would like the waiver on the record. Mr. Alfieri said it is an existing condition and they would be requesting the waiver.

Chief Hogan asked about the emergency access lane on the north side of the building between Craig Road and the building itself. He believes it is a paver block or stone bed with grass on top of it. Can you please verify that the access lane is still in service? Mr. Kyriacou said they are definitely still maintain the fire lane and the markers and bollards as well.

Chairwoman Kwaak asked about on the tenants, Dental Learning, LLC and if that is a school or training facility? Mr. Kyriacou said one tenant creates websites for dentists, and the other is a publishing company for dentists. She noted that certain spots are designated for certain businesses. Are these spots included in the 143 spots? Mr. Kyriacou said it they are.

Chairwoman Kwaak opened the floor to the public.

Mr. Cucchiaro swore in Jeffrey Helfer, President of the HOA of Renaissance Manalapan, an age restricted community that backs up on the corporate centers described this evening. We also share the entrance way and the exit way into the corporate center. He noted a couple of incidents over the years regarding car accidents due to the exiting of people coming from the corporate center. There is no signage to restrict their movement out into the exit way and they are concerned. He said there is no indication as to how many new tenants will be coming in. Mr. Alfieri said the applicant would be happy to work with the Township professionals to supplement or add signage if they feel it is necessary. The basement space would be one or two tenants at maximum, there will be no more than two new tenants. There is a landscape island on the access road that has trees that have grown high and do impact visibility. Mr. Kyriacou said he did not plant that landscaping, nor does it belong to us. Mr. Helfer said they maintain the landscaping as well as the inbound and outbound route leading out of their development and the corporate center. They plow and de-ice the roadways, trim the landscaping and they have put up their own signage in the center island to be careful turning in or watching people coming out. Mr. Boccanfuso said he would look at this area to determine where a sign would be best.

In summary, the applicant requires a variance for the parking and a design waiver for the dimensions of the existing parking stalls, subject to all the conditions that have been placed on the record, including the signage.

A Motion was made for application PAS1824 by Mr. Fisher, subject to all of the conditions placed upon the record, and Seconded by Mr. Brown.

Yes: Brown, D'Agostino, Ginsberg, Jacobson, Kwaak, McNaboe, Hogan, Fisher  
No: None  
Absent: Castronovo, Kane, Kastell  
Abstain: None  
Not Eligible: None

**Application: PFM0209EX ~ Chester DiLorenzo/Sweetman's Lane, LLC  
153 Sweetman's Lane ~ Block 8306 / Lot 2  
Extension of Time for Preliminary and Final Major Subdivision**

Andrew Newman, Esq. represented the applicant, Sweetman's Lane, LLC and the managing member of the LLC, Chester DiLorenzo, is present this evening. Mr. Cucchiaro stated that Mr. DiLorenzo has appeared before the Board regarding this project and there is a previous extension of time that was granted. Mr. DiLorenzo said the last time he appeared, he submitted a new application. Mr. DiLorenzo has gone to the County and Freehold Soil Conservation District for approval. We took soil samples and have them analyzed because the site was farmed in the 1930's. Mr. Cucchiaro confirmed that the zoning on the property has not changed. Mr. Cucchiaro stated that basically for an extension of time, we are looking to see that the applicant has made a good faith effort to comply with the conditions of approval and obtain all outside agency approvals. An extension protects the vested rights in the zone. The project can still move forward. The applicant has placed on the record the efforts that have been undertaken. These are the types of actions that we are looking for in order to grant an extension of time. The applicant is seeking a one year extension and is hoping to file a map in April.

A Motion for an Extension of Time through November 10, 2019 was made for application PFM0209EX by Mr. McNaboe and Seconded by Mr. Jacobson.

Yes: Brown, Ginsberg, D'Agostino, Kwaak, McNaboe, Jacobson, Fisher  
No: None  
Absent: Castronovo, Kane, Kastell  
Abstain: None  
Not Eligible: Hogan

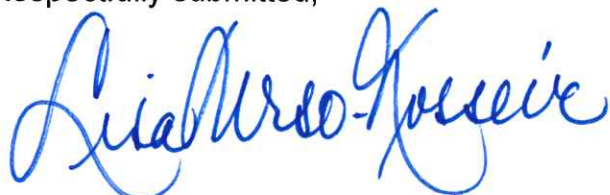
Chairwoman Kwaak opened the floor to any non-agenda items; seeing none, it was closed.

Chairwoman Kwaak stated that the next meeting will be March 28, 2019 and there are a number of pending applications at this time.

**Adjournment**

A Motion to adjourn the meeting was made by Mr. Jacobson and agreed to by all.

Respectfully submitted,



Lisa Urso-Nosseir  
Recording Secretary

A recorded CD or DVD of the meeting is available for purchase by contacting the Planning Board Office.