

The Joint Planning & Zoning Meeting of the Borough of Runnemede was held on the above date in the meeting room. The meeting was called to order at 7:00 PM.

STATEMENT: Ms. Klehamer read the notice of this meeting pursuant to the "Open Public Meetings Act."

The following members were present at roll call: Klehamer, Aupperle, Goushian, Buchheim, Venella, Laubenstein, Musilli. Absent: Farmer, Wozunk, Kappatos. Also present: Solicitor David N. Rowan and Engineer Steven M. Bach. Planning Board Secretary Joyce Pinto was absent. Beth Miller was her substitute.

APPROVAL OF MINUTES: A motion was made by Venella, seconded by Buchheim that the minutes of the 1/24/24 meeting be approved as submitted by the secretary. The motion carried and Chairwoman Klehamer declared the minutes approved.

**OLD BUSINESS:** Mr. Rowan gave a brief overview of Resolution 24-09, explaining requirements/ conditions.

**RESOLUTION #24-09:**

Resolution Approving Amended Preliminary and Final Site Plan Approval and Use Variance for 10 E Clements Bridge Road (Cottonmouth Dispensary)

**Whereas**, on January 24, 2024, the Applicant, 10 E. Clements Bridge Road, LLC, did appear before the Board, together with their attorney, Damien O. Del Duca, Esquire, regarding an Application for Amended Preliminary and Final Site Plan Approval and Use Variance to permit a pick-up window and drive-thru lane, which is not a permitted use at the site; and **Whereas**, the Applicant has previously obtained Conditional Use Variance approval in September, 2022 under Resolution #22-18 and Site Plan approval on October 26, 2022 under resolution #22-20, which granted permission to convert an existing 9,000 square foot building to a recreational retail cannabis dispensary; and

**Whereas**, the Applicant, in support of their Application, presented a Plan entitled "Use Variance & Amended Site Plan, 10-20 Clements Bridge Road, Block 112, Lots 12, 12.01, 12.01 & 12.04, Plate 7, Borough of Runnemede, Camden County, New Jersey", prepared by the Pettit Group, LLC.; and

**Whereas**, the Applicant presented the testimony of Brian W. Cleary, PE, of the Pettit Group, LLC, Terry Combs, P.P. of the Pettit Group, LLC. and Matthew Holcombe, a principal member of the Applicant, who gave testimony regarding the operation of the pick-up window, the plans submitted, and that the proposed variance would not have an impact on adjacent properties, and that similar facilities with drive-thru windows exist in the C-1 Commercial Zoning District and **Whereas**, the Applicant has agreed to amend the plans submitted to conform with the representations made by the Applicant at the hearing regarding the placement of added directional signage and bollards near the entrance of the building, and will further comply with the review comments set forth in that certain Review Letter dated January 23, 2024, prepared by Steven M. Bach, P.E. R.A. PP. CME, of Bach Associates, PC., Engineer for the Runnemede Planning/Zoning Board,

**Whereas**, the Board has considered a certain Review Letter dated January 23, 2024, prepared by Steven M. Bach, P.E. R.A. PP. CME, of Bach Associates, PC., Engineer for the Runnemede Planning/Zoning Board, which stated, among other things, that his office had no technical objections to the changes of the Plans formerly approved; and

**Whereas**, the meeting was opened to the public for comment and questions and one (1) resident did voice a concern regarding the possible back-up of traffic using the intended drive-thru window; and

**Whereas:** the Board having considered the testimony of the experts and interested parties presented on behalf of the Applicant, and having considered the Review Letter dated January 24, 2024, prepared by the Engineer for the Borough of Runnemede Planning/Zoning Board, and having heard the instructions of David N. Rowan, Esquire, the Board's attorney, the Board has determined that the Applicant has met and satisfied the criteria which would permit the granting of the use variance requested and amendment to the site plan; and

**Whereas**, the Board has determined that they have jurisdiction to hear the Application and proceed accordingly.

**NOW THEREFORE, BE IT RESOLVED**, by the Planning/Zoning Board of the Borough of Runnemede has determined that the Applicant has met and satisfied the conditions which would permit the granting of an Amended Preliminary and Final Site Plan approval, and the criteria which would permit the granting of a use variance to permit a pick-up window and drive-thru lane to be used in conjunction with the business located at the site.

1. The Applicant is granted Amended Preliminary and Final Site Plan approval in accordance with the Plan entitled "Use Variance & Amended Site Plan, 10-20 Clements Bridge Road, Block 112, Lots 12, 12.01, 12.01 & 12.04, Plate 7, Borough of Runnemede, Camden County, New Jersey", prepared by the Pettit Group, LLC. subject to the following conditions:
  - a. The Applicant shall amend the plans submitted to conform with the representations made at the hearing regarding the placement of added directional signage and bollards near the entrance of the building, and will further comply with the review comments set forth in that certain Review Letter dated January 23, 2024, prepared by Steven M. Bach, P.E. R.A. PP. CME, of Bach Associates, PC., Engineer for the Runnemede Planning/Zoning Board.
  - b. The Applicant shall install the propose striping within the public right of way of St. Clare Road, subject to the approval of the Governing Body. If permission is not obtained from the Governing Body, the Applicant shall remove such striping from the right-of-way.
  - c. In the event the Applicant cannot obtain the permission of the owners of adjacent Lots 17 and 17.01, the Applicant shall not install the proposed wooden fence as set forth on the plan submitted.

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2. The Applicant is granted a use variance, so that the proposed pick-up widow a drive-thru lane may be installed at the site, to be used solely in conjunction with the cannabis business formerly approved.
3. The approval herein granted is conditioned upon the Applicant obtaining any and all other approvals which may be required from all other State, County or Local governmental agencies.

BOROUGH OF RUNNEMEDE  
PLANNING and ZONING BOARD

A motion was made by Laubenstein, seconded by Venella to adopt resolution 24-09. The motion carried and Chairperson Klehamer requested a roll call vote with the following results: Ayes: Klehamer, Aupperle, Goushian, Buchheim, Venella, Musilli & Laubenstein. Nays: None; Abstentions: None; Absent: Farmer, Wozunk & Kappatos. Chairwoman Klehamer declared the resolution adopted.

**NEW BUSINESS:**

APPLICATION #24-02: Application for a Bulk Variance for a Pole Barn  
1025 N Read Avenue (Block 13, Lot 4)

Mr. Rowan swore in Mr. Walker and Mr. Bach.

Mr. Walker explained the need for a pole barn and intended usage (storage of car and outdoor equipment). He described the construction and electrical aspects. Ms. Klehamer asked if he planned to pave the area between driveway and pole barn. He said he would be connecting and is applying for 43% lot coverage based on the information he was given from Bach & Associates. Ms. Klehamer further questioned if there would be a grading plan. Mr. Walker said he was aware of what would be needed during construction and outlined his plan. Ms. Klehamer questioned what was going to happen to the portion of the fence line that is in disrepair. Mr. Walker said the fence would be repaired at a later date.

Mr. Rowan asked Mr. Bach if the application is being amended with regard to the lot coverage. Mr. Walker said that his application was for 43% coverage. Ms. Klehamer confirmed the application stated 43% coverage.

Mr. Rowan verified with Mr. Bach that there needed to be a grading plan. Mr. Bach confirmed that Mr. Walker and his engineer needed to demonstrate with new grading plan that the new driveway flow can be contained to his property and not have an adverse impact.

Ms. Klehamer questioned if the new pole barn would be in concert with his home. Mr. Walker stated that the colors would eventually match as they would be upgrading siding on the house.

Ms. Klehamer asked if there were any other questions from the board. Mr. Aupperle asked if Mr. Walker consider any other materials for the driveway connection. A discussion ensued about benefits of options.

Mr. Musilli asked if Mr. Walker considered moving the pole barn closer to the house. Mr. Walker explained that it wouldn't work with parking his car.

As no other board members had comments/questions, Chairwoman Klehamer opened the floor to the public for questions/ comments. Seeing no one wishing to speak a motion was made by Aupperle to close the public portion, seconded by Mr. Musilli. The motion carried and the public portion was closed.


Mr. Rowan summarized the application with conditions stated.

A motion was made by Aupperle, seconded by Buchheim to approve the application. The motion carried and Chairwoman Klehamer requested a roll call vote with the following results: Ayes: Klehamer, Aupperle, Goushian, Buchheim, Venella, Laubenstein & Musilli. Nays: None; Abstentions: None; Absent: Farmer, Wozunk & Kappatos. Chairwoman Klehamer declared the application approved.


**GOOD & WELFARE:** Ms. Klehamer opened the meeting to the public. Seeing no one wishing to speak a motion was made by Laubenstein, seconded by Venella to close the public portion. The motion carried and the public portion was closed.

There being no further business to come before the Board at this time a motion was made by Laubenstein, seconded by Venella to adjourn the meeting. The motion carried and Chairwoman Klehamer declared the meeting adjourned at 7:20 PM.

Approved by:

  
Kandy Klehamer, Chairwoman

Attested by:

  
Beth Miller, Secretary