

**BOROUGH OF GIBBSBORO
PLANNING BOARD MINUTES**

April 24, 2024

7:00 P.M.

Meeting called to order at 7:03 p.m.

Secretary Troxel read the Opening Statement: “All the notice requirements of the Open Public Meeting Act have been complied with in full.”

ROLL CALL

Present:

Chairwoman LuAnn Watson
Mayor Edward G. Campbell
Councilman Michael MacFerren
Mr. John Ritz
Mr. Barry Rothberg
Mr. Dennis Deichert
Ms. Barbara Gellura

Absent:

Vice Chairman Michael Kelly
Mrs. Susan Croll

Professionals:

Solicitor, Kathleen McGill Gaskill
Planner, Brian Slauch
Shawn Seroka, Key Engineers

Engineer, Gregory Fusco

RESOLUTIONS

PB2024-4-13

RESOLUTION GRANTING A USE VARIANCE TO THE VOORHEES TOWNSHIP BOARD OF EDUCATION TO OPERATE A PRE-KINDERGARTEN EDUCATION CENTER AT 250 HADDONFIELD-BERLIN ROAD, GIBBSBORO, NEW JERSEY ALSO KNOWN AS BLOCK 42, LOT 12.04 ON THE OFFICIAL TAX MAP OF THE BOROUGH OF GIBBSBORO

Motion to approve resolution with stipulation to add language requiring a 20-minute difference in start and dismissal times for Gibbsboro and Voorhees students in order to better manage traffic congestion at the site: Mr. Rothberg, second Mr. Ritz

Poll: Ayes – Rothberg, Ritz, Deichert, Gellura, Watson

PB2024-4-14

RESOLUTION GRANTING FINAL MAJOR SITE PLAN APPROVAL TO JANE’S JOINT BOUTIQUE DISPENSARY, LLC FOR A LICENSED RETAIL CANNABIS DISPENSARY TO BE OPERATED AT THE PREMISES KNOWN AS 142 SOUTH LAKEVIEW DRIVE, ALSO KNOWN AS BLOCK 18.02, LOT 2.03 ON THE OFFICIAL TAX MAP OF THE BOROUGH OF GIBBSBORO ALONG WITH DESIGN WAIVERS

Motion to approve resolution: Mayor Campbell, second Mr. Deichert

Poll: Ayes – Campbell, MacFerren, Rothberg, Ritz, Watson

MINUTES

Motion to dispense reading and approve the minutes of 3/27/24: Ms. Gellura, second Mayor Campbell

Vote: Ayes unanimous

CORRESPONDENCE

To: Council & Planning Board Members, dated 4/2/24
From: Brian Slaugh, Borough Planner
Re: New Affordable Housing Legislation
Action: Housing Plan to be adopted at the May Planning Board meeting

Mr. Slaugh noted that a plan must be in place before the fourth round of affordable housing begins. New housing obligations will be calculated and must be accepted by the municipality by January 2025. Not accepting the obligation presents the risk of a Builders Remedy lawsuit being filed.

To: Shirin Ahamed, dated 4/3/24
From: Secretary Troxel
Re: Variances & Violations at 2 North Tanglewood Drive
Action: Informational

COMPLETENESS

1. CONDITIONAL USE VARIANCE & MINOR SITE PLAN (Docket #23-03)

Applicant: Boutique Gardens LLC
Project: Cannabis Manufacturing
Address: 10 Democrat Way
Block 59.03, Lot 3

Mayor Campbell and Councilman MacFerren recused themselves from participating in this application.

Kirk Pavoni, Esquire, appeared on behalf of this application along with the applicant, Anthony Passanante, and Gregory Simons, engineer.

The applicant requested several design waivers. Mr Slaugh recommended the application be deemed complete with the requested waivers.

Motion to deem the application complete with the requested waivers: Mr. Rothberg, second Mr. Deichert

Poll: Ayes – Ritz, Rothberg, Deichert, Gellura, Watson

OLD BUSINESS

NEW BUSINESS

1. **CONDITIONAL USE VARIANCE & MINOR SITE PLAN (Docket #23-03)**

Applicant: Boutique Gardens LLC
Project: Cannabis Manufacturing
Address: 10 Democrat Way
Block 59.03, Lot 3

Planner's review letter, dated 4/17/24
Engineer's review letter, dated 4/22/24
Applicant response letters, dated 4/23/24

Mr. Passanante and Mr. Simons were sworn in by Ms. Gaskill.

Mr. Passanante, managing member of Boutique Gardens LLC, testified that he intended to operate a cannabis manufacturing business where he would produce loose cannabis, concentrated rosin for vaping devices, and edibles. Product delivery is anticipated to be limited to once per month, and will be carried out by mini sprinter vans. Carbon filters will be used to eliminate odor, and soundproofing will be installed to address noise from fans.

The unit is one of four in a multi-tenant building. A cannabis manufacturing business has already received a conditional use variance and minor site plan approval to operate in the same building at 16 Democrat Way. The unit at 10 Democrat Way will be fit out to have a packaging area, a kitchen, a washing area, a cartridge-filling area, and an office area at the entrance. Upon opening, it is anticipated there will be four employees with the intention of growing up to ten. Hours of operation are expected to be 10:00 a.m. – 8:00 p.m.

The property will be equipped with security cameras, motion sensors, and key cards on all exterior and interior doors. Camera footage access will be provided to the Gibbsboro Police Department. All product will be stored in secure locations within the unit, and nothing will be left in work areas after hours. All deliveries will take place at the rear loading area. The applicant agreed to install a roll-down or bars to the front window and a Knox Box.

The applicant proposes to use stone rather than asphalt in the rear load area in order to be consistent with the rest of the site. The applicant also agreed to install a generator pad with a screen enclosure, which is to be located in the rear. They will provide a lighting plan to be reviewed and approved by the engineer. The applicant has no plans to add landscaping or signage to the site.

The applicant testified that no trash enclosure is required. They will dispose of all cannabis waste according to the CRC guidelines, and all non-cannabis waste will be taken off the premises for disposal.

There are five parking spaces allocated to this unit. The applicant will restripe the front parking. Only one ADA parking space is required for the entire building, and the tenant at 16 Democrat Way has already agreed to install this space. The applicant agreed that if, for any reason, the tenant at 16 Democrat Way did not fulfill this condition of their approval, an ADA parking space will be installed by the applicant.

The applicant testified that 2-3 ovens will be required for producing edibles. The ovens are required to vent the exhaust outside and therefore must have in-line filters for the odor. The applicant is required to provide a detailed kitchen plan and specifications for equipment to the Fire Official for

approval.

Cannabis manufacturing is a conditionally permitted use in the M-1 zone, and the applicant meets all but two of the conditions: that they be a single-tenant occupancy of the building and fencing be installed around the perimeter of the property.

Public Comment: None

Motion to grant a conditional use variance and minor site plan approval and design waivers with conditions: Mr. Deichert, second Mr. Ritz

Poll: Ayes – Ritz, Rothberg, Deichert, Gellura, Watson

PENDING BUSINESS

1. BULK VARIANCE & CERTIFICATE OF APPROPRIATENESS (Docket #24-02)

Applicant: Shirin & Mohammed Ahamed
Project: Bulk Variance & Certificate of Appropriateness to construct a pavilion
Address: 2 North Tanglewood
Block 18.04, Lot 1

INFORMATIONAL

1. The Planning Board meeting is scheduled for Wednesday, May 22, 2024 at 7:00 p.m. at the Gibbsboro Borough Hall at 49 Kirkwood Road.

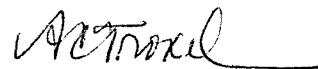
PUBLIC COMMENTS

None

ADJOURNMENT

Motion to adjourn the meeting at 9:26 p.m.: Chairwoman Watson, second Mr. Deichert

Vote: Ayes unanimous



AMY C. TROXEL, Secretary

**RESOLUTION OF THE BOROUGH OF GIBBSBORO PLANNING BOARD
ACTING AS THE ZONING BOARD OF ADJUSTMENT
GRANTING A USE VARIANCE TO THE VOORHEES TOWNSHIP BOARD OF
EDUCATION TO OPERATE A PRE-KINDERGARTEN EDUCATION CENTER AT 250
HADDONFIELD-BERLIN ROAD, GIBBSBORO, NEW JERSEY ALSO KNOWN AS
BLOCK 42, LOT 12.04 ON THE OFFICIAL TAX MAP OF THE BOROUGH OF
GIBBSBORO**

On March 27, 2024, the Borough of Gibbsboro Planning Board (hereinafter the “Board”) held a public hearing at which time the following members were present:

LuAnn Watson, Chairperson
Michael Kelly, Vice-Chairperson
Edward Campbell, Mayor
Michael MacFerren, Councilman
Susan Croll
Dennis Deichert
Barbara Gellura
Barry Rothberg
John Ritz

The following members recused themselves from hearing this application:

Edward Campbell, Mayor
Councilman Michael MacFerren

The following were also present at the meeting:

Kathleen McGill Gaskill Esquire, Solicitor
Amy C. Troxel, Planning Board Secretary
Brian Slaugh, Planning Board Planner
Shawn Seroka, appearing on behalf of Gregory Fusco, Planning Board Engineer

SUBJECT

Whereas the Board acting in its capacity as the Zoning Board of Adjustment considered the application of the Voorhees Township Board of Education, having an office at 329 Route 73, Voorhees, New Jersey 08043 (hereinafter referred to as “the Applicant”), for a use variance to operate an early childhood (pre-kindergarten) education center at 250 Haddonfield-Berlin Road, Gibbsboro, NJ, also known as Block 42, Lot 12.04 on the Official Tax Map of the Borough of Gibbsboro (hereinafter referred to as the “Subject Property) which tract of lands is situated in the Shopping Center Office (SCO) District, where such use is not a permitted use authorized by Borough Code §400-20B with the Applicant also seeking the waiver of several submission requirements;

Whereas the application was reviewed by the Board’s planner, Brian M. Slaugh, PP, AICP, of Clarke Caton Hintz PC, by letter dated 03/20/2024; and

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Whereas the Board considered the following documents submitted by the Applicant:

- (1) Cover letters prepared by Alexis C. Smith, Esquire, of Parker McCay P.A. counsel for the Applicant, dated 02/26/2024 and 02/28/2024;
- (2) Gibbsboro Land Use Application signed by the Applicant's counsel, Alexis C. Smith, Esq., dated 02/26/2024 and docketed as #2024-01;
- (3) Historic Preservation Application undated;
- (4) Borough of Gibbsboro Submission Checklist;
- (5) Plans entitled "Renovation To New Pre-K Building" jointly prepared by Fraytak Veisz Hopkins Duthie PC, dated 01/15/2024 and signed by George R. Duthie, Jr., AIA, PP and by Van Cleef Engineering Associates, LLC, dated 02/26/2024, and signed by Daniel F. Fryer, PE, PP, and consisting of the following:
 - (a) Existing Conditions & Demolition Plan, Drawing No. C100;
 - (b) Site Plan, Drawing No. C101;
 - (c) Grading, Drainage & Utility Plan, Drawing No. C102;
 - (d) Soil Erosion, Sediment Control & Soil Management Plan, Drawing No. C103;
 - (e) Construction Details, Drawing Nos. C105 through C109; and
- (6) Morning Circulation Plan, Proposed Plan and Afternoon Circulation Plan, Proposed Plan, undated and unsigned;
- (7) Traffic Impact Study, prepared by Dynamic Traffic LLC, dated 02/01/2024 and signed by Patrick Downey, PE, PTOE, and John McCormack, PE, PTOE; and
- (8) Schedule entitled "Voorhees Board of Education Pre-Kindergarten School Operations; and

Whereas a completeness hearing on this application was conducted on March 27, 2024 with the Applicant being represented by Alexis C. Smith, Esquire of Parker McCay P.A. with notice of this hearing having been given in accordance with New Jersey statutes, the Open Public Meetings Act and the Municipal Land Use Law, with a quorum being present, and upon the recommendation of the Board's planner, Brian M. Slaugh, PP, AICP, the application was deemed to be complete for hearing purposes;

Whereas a hearing on this application followed with the Applicant again being represented by Alexis C. Smith, Esquire;

Whereas the Board heard the testimony of the Applicant's Superintendent, Dr. Neely Hackett, the Applicant's Business Administrator, Helen Haley, CPA, and accepted and heard the expert testimony of the Applicant's engineer, Daniel Fryer, PE, of Van Cleef Engineering Associates, LLC, the Applicant's architect, George Duthie, Jr, AIA, PP, of Fraytak Veisz Hopkins Duthie PC, the Applicant traffic engineer, Patrick Downey, PE, PTOE, of Dynamic Traffic, LLC, and the Applicant's planner, James Kyle, PP of Kyle & McManus Associates, and the testimony of the Board's planner, Brian Slaugh, PP, AICP, and having open the hearing to the public, and having heard the arguments of the Applicant's counsel, Alexis C. Smith, Esquire, and having considered the application and exhibits submitted in connection herewith.

RESOLUTION GRANTING A USE VARIANCE TO THE VOORHEES TOWNSHIP BOARD OF EDUCATION TO OPERATE A PRE-KINDERGARTEN EDUCATION CENTER AT 250 HADDONFIELD-BERLIN ROAD, GIBBSBORO, NEW JERSEY ALSO KNOWN AS BLOCK 42, LOT 12.04 ON THE OFFICIAL TAX MAP OF THE BOROUGH OF GIBBSBORO

NOW THEREFORE BE IT RESOLVED that the Board makes the following findings of facts:

FINDINGS OF FACT

1. The Applicant is the contract purchaser of the Subject Property, which is a 2.835-acre site located at 250 Haddonfield-Berlin Road (County Route 561), Gibbsboro, NJ and which is designated on the Official Tax Map of the Borough of Gibbsboro as Lot 12.04, Block 42. The Subject Property is improved with an unoccupied 123,488 square foot two-story masonry building which was previously developed and used as an office building along with associated site improvements to include a parking area having approximately 116 parking spaces. Access to this site is through a full movement drive along Haddonfield-Berlin Road, a four-lane highway, located on the south easterly end of the Subject Property and also through a cross-easement through interconnected parking lots with the adjacent High Ridge Commons Office Complex, which has a traffic signal-controlled access to Haddonfield-Berlin Road. To the south of the Subject Property is a driveway into Pole Hill Park, which is Borough owned property, and is situated behind the Subject Property and on which is situated its senior center and a community garden. Further south on Haddonfield-Berlin Road are several commercial establishments, McGrann Insulation, Delcrest Signs and Atco Automation. To the north, along Haddonfield-Berlin Road is the High Ridge Commons Office Complex. Across the street from the Subject Property is Voorhees Township where a Goddard School, a childcare center, and Nicoletto Chiropractic are located.

2. It is the Applicant's intention to renovate the existing office building for use as a pre-kindergarten, early childhood education center, for use by the children of Voorhees and Gibbsboro municipalities. This project received approval from the NJ Department of Education (NJDOE) on February 6, 2024. The Subject Property is located in the Shopping Center Office (SCO) District in which schools are not specially permitted under Borough Code §400-20B requiring the Applicant to seek a use variance.

3. In support of this application, the Applicant presented the testimony of the superintendent of the Voorhees Township School District, Dr. Neely Hackett, and its business administrator, Helen Haley, CPA. The proposed early childhood educational center will accommodate 360 students of which 285 students will be from Voorhees and 75 students will be from Gibbsboro with the future goal to accommodate 500 students overall in several locations within 5 years. The existing building will be renovated to provide for 24 classrooms, with 19 classrooms to be dedicated to Voorhees students and 5 classrooms to be dedicated to Gibbsboro students. The center will have a staff of 61 with 24 teachers, 24 associates, along with a principal, secretaries, nurse, social worker, custodians and security personnel. Before and after school programs will be available for the students and it is anticipated that 20% of the students may use the after-school program at the site. A shared service agreement with Gibbsboro will be implemented for the staffing of this educational facility. The project requires the installation of a playground which will be installed on Borough owned property and the municipalities will enter into a memorandum of understanding for the rental of this area from the Borough for a 10-year term.

4. The site plan of the project has undergone several modifications to address concerns raised about the site. It is noted that the conceptual plan for this early childhood educational center

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was presented to the Board on July 26, 2023 for its review and recommendations as required for municipal capital projects by N.J.S.A. 40:55D-31, and the Board declined to recommend same as there were concerns about the on-site circulation plan for this project, its traffic impact and access by emergency vehicles. Business Administrator Haley testified that the project had recently been awarded a pre-school facilities expansion grant from NJDOE in the amount of \$6.0 million.

5. The Applicant presented the qualified expert testimony of Daniel Fryer, P.E., who designed the site plan. He presented as Exhibits A-1 and A-2, an aerial of the site and a rendering of the site plan. He testified that the site will not require any stormwater management measures as the project will not create more than $\frac{1}{4}$ acre of new impervious surface nor will the project disturb more than one acre of land. The parking area has been modified to accommodate the turn radius for school buses and emergency vehicles and the parking spaces have been reduced from 116 spaces to 81 spaces including four (4) ADA parking spaces. There will be ADA upgrades to the site and upgrades to the water and sanitary sewer service lines. The site will be improved with a pathway into the Borough owned property where a playground for the educational center will be installed over a rubberized surface and enclosed with a four-foot fence and gate with security cameras. This playground will be for the exclusive use of the center's children but will then be opened to the public when the center is not in session. Concerns were raised by the Board that the playground is in close proximity to the Borough's senior center, which is planned for expansion, which may pose noise concerns for the senior center and the expansion of this senior center may raise some grading issues for the playground. The Applicant's engineer testified that the Applicant's design team will work with the Borough on the location of the playground to address those concerns. Concerns were also raised as to adequacy of the parking space for school events. Dr. Hackett indicated that attendance at open house events will be divide into three (3) separate group events so there will be no parking problems, and she agreed to notify the Borough of events at the educational center for parents in the evenings where parking may become an issue.

6. In support of its application, the Applicant presented the qualified and expert testimony from its traffic engineer, Patrick Downey, PE, PTOE, of Dynamic Traffic, LLC who testified on the traffic impact of this project as well as the site access and on-site circulation design. As for the traffic impact, the Applicant's traffic engineer testified that as a result of its data analysis they concluded that the adjacent street system will not experience any significant degradation in operating conditions with the conversion of the existing office building to a pre-kindergarten school. He also concluded that the parking area is sufficient to accommodate the anticipated demand as there will be 60 staff and faculty members with 81 available parking spaces.

7. The Applicant's traffic engineer further testified that the Subject Property has three (3) ingress and egress points to Haddonfield-Berlin Road: a full movement drive on the site, a full movement drive on Pole Hill Park Drive to the site, and a full movement signalized access on the cross easement with the adjacent office complex. Upon full occupancy, the pre-kindergarten school is anticipated to accommodate 360 total students and 60 staff members with school hours running from 9:00 am through 3:00 pm for Gibbsboro students and from 9:00 am through 3:45 pm for Voorhees students. The morning arrival time and afternoon dismissal time of the students will be staggered with the Gibbsboro students scheduled arrival time at 8:45 am and the Voorhees

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student scheduled arrival at 9:00 am. The afternoon scheduled dismissal time will occur at 3:00 pm for Gibbsboro students and 3:25 pm for Voorhees students. Staff arrival and departure time will be 8:00 am and 3:30 pm for staff servicing the Gibbsboro students and 8:25 am and 3:45 pm for staff servicing the Voorhees students. Staff members will be present to facilitate the drop-off and pick-up process for these young children. Busing will be provided Voorhees students with eight (8) buses contemplated for that task, and it is anticipated that Gibbsboro students will be driven by parents/guardians. The parent and bus routes will be separated. The bus traffic will enter the site via Pole Hill Drive with the bus traffic following a clockwise circulation pattern along the rear of the school building to the curbside drop-off and pick up area. The buses will then follow in a clockwise direction along the outside perimeter of the school parking lot and exit the property with a right turn only exit onto Haddonfield Berlin Road from the existing site driveway. There will be a school resource officer stationed at the intersection of Haddonfield-Berlin Road to allow school buses to exit safely.

8. During the drop-off and pick-up times, parents will be directed to use Pole Hill Park Drive, which will allow for temporary one-way movement during the drop-off and pick-up times for school. This temporary one-way traffic direction will be accomplished by signage which will be removed once the drop-off and pick-up process has been completed. There will be a staff member directing parents/guardians to continue along this drive, which will loop along the rear of the senior center and enter the parking lot and continue to the drop-off location along the curbline of the school. As illustrated in the morning and afternoon circulation plans submitted as part of the application, the circulation route will allow 46 vehicles to be queued for drop-off or pick-up to avoid any vehicle overflow into Haddonfield-Berlin Road. The curbline drop-off/pick-up area will accommodate 8 vehicles at a time. Following student drop off/pick-up, the parents wishing to turn right onto Haddonfield-Berlin Road, will proceed around the school parking lot to the existing on-site driveway which will have right hand turn only signage onto Haddonfield-Berlin Road. Parents wishing to turn left onto Haddonfield-Berlin Road following drop-off/pick-up will turn left on the parking lot towards the full movement traffic signalized driveway at the adjacent office complex which can be controlled by the school resource officer from the Voorhees Police Department to facilitate efficient exits from the Subject Property.

9. The Applicant then presented the qualified expert testimony of its planner, James Kyle, PP, to address the use variance requested for the pre-kindergarten educational facility. The planner opined that both the positive and negative criteria needed to grant this relief have been satisfied with this application. The planner testified that schools are determined by the Municipal Land Use Law, at N.J.S.A. 40:55D-4, to be inherently beneficial, which satisfies the positive criteria needed to be met for a use variance. He noted that there is a public interest in pre-kindergarten education as it provides broader educational opportunities and benefits for children and needed socialization, particularly for parents who cannot afford pre-kindergarten day care. In presenting the Applicant's case as it relates to the negative criteria, the planner make reference to the New Jersey Supreme Court decision in Sica v Board of Adjustment of Township of Wall, 127 N.J. 152 (1992) which articulated a four part process for land use boards to utilize in considering variances for inherently beneficial uses such as public schools. That the pre-kindergarten educational facility has been deemed by statute to be an inherently beneficial satisfies the first part

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of that analysis. In addressing the negative impact on the adjacent properties, the planner noted that the adjacent area is utilized for non-residential uses such as office and retail with a day care facility located across the Haddonfield-Berlin Road from the Subject Property and while schools are not specifically permitted in the SCO District, they are not incompatible with the permitted uses and the actual uses in the surrounding area. He further testified that the potential traffic impact was determined by the Traffic Impact Study performed by Dynamic Traffic not to have a substantial impact on the surrounding areas. The next step in this analysis is to consider any reasonable conditions that may be imposed to reduce any detrimental effect of the use of this site as a school. The planner maintained that this process had already occurred with the Applicant's engagement with the Borough in addressing its traffic and circulation concern with modifications to the concept plan which resulted in the final site plan submitted by the Applicant which plan modifications served to minimize any traffic and circulation concerns by a staggered arrival and departure times for students and staff, segregated bus and parent drive lanes, and an extensive on-site queue for drop-offs and pick-ups preventing any overflow of traffic off-site. The planner concluded that weighing the positive and negative criteria, the grant of a use variance would not on balance cause a substantial detriment to the public good or a substantial impediment to the zoning plan and ordinance.

CONCLUSIONS OF LAW

1. Whereas the Board has jurisdiction over this application for use variance relief pursuant to authority granted by the Municipal Land Use Law, N.J.S.A. 40:55D-70 (d)(1), which grants the Board the power to grant a variance to allow for an unpermitted use.

2. Whereas the Board finds that a pre-kindergarten educational center is an inherently beneficial use as set forth in the N.J.S.A. 40:55D-4 of the Municipal Land Use Law and the Board's review is limited to its determination as to whether the negative criteria for a use variance has been satisfied. The Applicant has demonstrated by the preponderance of the evidence that there will be no substantial detriment to the surrounding area and no substantial impediment to the zone plan, and any adverse impact that the proposed school may have on the surrounding area has been minimized in the design of the site plan. The Applicant's traffic impact study found that the adjacent street system will not experience any significant degradation in operating conditions with the conversion of the existing office building to a pre-kindergarten school and that there is more than sufficient parking on site to accommodate the parking demands of the school. The on-site circulation concerns has been addressed by staggered pick-up and drop-off times at the school, segregated travel lanes for buses and parental vehicles, lengthy queue lanes for drop-off and pickup to prevent any overflow into the adjacent roadway, and the use of the three access points to the site, which taken together provide for an efficient circulation plan on the site. The proposed use will have no substantial impact on the zoning ordinance and while the school is not a listed permitted use, it is not incompatible with the permitted uses and the uses of the surrounding area. On balance, the proposed use will not cause a substantial detriment to the public good nor will it substantially impair the intent and purposes of the zoning plan. Accordingly, it is within the Board sound discretion to grant the proposed use variance.

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NOW THEREFORE, BE IT RESOLVED, that the motion duly made by Susan Croll and duly seconded by Michael Kelly on March 27, 2024 that the within application for a use variance from the provisions of §400-20B of the Borough Code to permit the use of the Subject Property as a pre-kindergarten educational facility be and is hereby GRANTED subject to the following terms and conditions.

1. That the application, all exhibits, testimony, maps and other documents submitted, and all representations made, and all testimony given before the Board at its meeting of March 26, 2024 are true and accurate of the facts relating to the Applicants' request for relief. In the event that it appears to the Board, on reasonable grounds, that the application, exhibits, testimony, maps and other documents submitted are not accurate, are materially misleading, or are the result of mistake, and the same have been relied upon by the Board as they bear on facts which were essential in the granting of the relief sought, the Board may rescind its approval and rehear the application, or any part of said application, either upon the application of an interested party or on its own motion, when unusual circumstances so require, where a rehearing is necessary and appropriate in the interest of justice;

2. That the Applicant's engineer shall meet with the Borough engineer to resolve issues with the planned expansion of the senior center with the proposed location of the playground to minimize noise and any drainage concerns to the satisfaction of the Borough's engineer.

3. That the Applicant's design team shall meet with the Board's planner to address any additions/upgrades to the directional signage on the circulation plan and plantings around the proposed heated enclosure for the water backflow preventer.

4. That the Applicant shall provide temporary traffic alert signage to alert motorists to new traffic patterns with the site.

5. That the Applicant will meet with Borough Officials if and/or when the Borough has concerns regarding the school operations at the site. The applicant will meet with the Borough Officials after the first week of operations to discuss operational concerns.

6. The drop-off and pick-up times for students shall be staggered by a 20 minute span, but the actual times for student drop-off and pick-up may be subject to change.

7. The applicant will notify Borough Officials, particularly the Borough Police Department, of any evening events for parents to discuss parking and circulation concerns.

8. The Applicant is responsible for obtaining all other approvals or permits from other governmental agencies as may be required by law, and the Applicant shall comply with any requirements or conditions of such approvals or permits which are necessary in order to finalize and/or implement the relief being granted herein, as well as any construction that may be a part of said relief. The Applicant is solely responsible for determining which governmental and/or public agencies permits and/or approvals, if any, are required. The Applicant is further required to submit

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a copy to the Board’s Secretary of all approvals and/or denials received from any such outside agencies, with a copy thereof to the Board’s solicitor, engineer and planner.

8. The Applicant must maintain an escrow account with the Borough of Gibbsboro and pay the costs of all professional review and other fees required to act on the application, pursuant to the applicable provisions of the Borough’s land development ordinances, zoning code and any other applicable municipal codes, and the New Jersey Municipal Land Use Law. The Applicant’s escrow account must be current prior to any permit being issued, or construction or other activity commencing on the approved application.

9. At any time after adoption of this Resolution should a party of interest appeal to the Board for an order vacating or modifying any term or condition set forth herein, upon a proper showing of materially misleading submission, material misstatement, materially inaccurate information or a material mistake made by the Applicants, the Board reserves the right to conduct a hearing with the Applicants present, for the purpose of fact-finding regarding the same. Should the facts at said hearing confirm that there had been a material fault or deficiency in the application, the Board shall take whatever action it deems appropriate at that time, including but not limited to a rescission of its prior approval, a rehearing, a modification of its prior approval or such other action as appropriate.

10. The Applicant s shall indemnify and hold the Borough of Gibbsboro harmless from any claims whatsoever which may be made as a result of any deficiency in the application, or as to any representation made by the Applicants, including but not limited to proper service and notice upon interested parties made in reliance on certified list of property owners and other parties entitled to notice, said list having been provided to the Applicants by the Borough pursuant to N.J.S.A. 340:55D-12.C, and publication of the notice of public hearing in this matter in accordance with the law.

11. Publication in one of the Borough’s official designated newspapers at the cost of the Applicant.

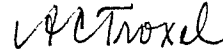
ROLL CALL VOTE

LuAnn Watson	Yes
Michael Kelly	Yes
Susan Croll	Yes
Barry Rothberg	Yes
John Ritz	Yes
Dennis Deichert	Yes
Barbara Gellura	Yes

BE IT FURTHER RESOLVED that a certified copy of this Resolution of Memorialization be sent via regular mail to Borough Council within ten (10) days of the date of

RESOLUTION GRANTING A USE VARIANCE TO THE VOORHEES TOWNSHIP BOARD OF EDUCATION
TO OPERATE A PRE-KINDERGARTEN EDUCATION CENTER AT 250 HADDONFIELD-BERLIN ROAD,
GIBBSBORO, NEW JERSEY ALSO KNOWN AS BLOCK 42, LOT 12.04 ON THE OFFICIAL TAX MAP OF
THE BOROUGH OF GIBBSBORO

adoption, and a copy of this Resolution shall be filed with the Administrative Officer or Clerk of the Borough, Borough Construction Official, Borough Zoning Officer and make available to all other interested parties.



AMY C. TROXEL, Secretary
Planning Board
Borough of Gibbsboro

The foregoing Resolution is a true copy of the Resolution adopted by the Planning Board of the Borough of Gibbsboro at a duly noticed meeting on April 24, 2024, memorializing the action of the Board taken on March 27, 2024.



AMY C. TROXEL, Secretary

**RESOLUTION OF THE GIBBSBORO PLANNING BOARD
GRANTING FINAL MAJOR SITE PLAN APPROVAL TO JANE’S JOINT BOUTIQUE
DISPENSARY, LLC FOR A LICENSED RETAIL CANNABIS DISPENSARY TO BE
OPERATED AT THE PREMISES KNOWN AS 142 SOUTH LAKEVIEW DRIVE, ALSO
KNOWN AS BLOCK 18.02, LOT 2.03 ON THE OFFICIAL TAX MAP OF THE
BOROUGH OF GIBBSBORO ALONG WITH DESIGN WAIVERS**

On March 27, 2024, the Borough of Gibbsboro Planning Board (hereinafter the “Board”) held a public hearing at which time the following members were present:

LuAnn Watson, Chairperson
Michael Kelly, Vice-Chairperson
Edward Campbell, Mayor
Councilman Michael MacFerren
Susan Croll
Barbara Gellura
Dennis Deichert
Barry Rothberg
John Ritz

The following were also present at the meeting:

Kathleen McGill Gaskill Esquire, Solicitor
Amy C. Troxel, Planning Board Secretary
Representative from Key Engineers Inc., appearing on behalf of Gregory Fusco,
Planning Board Engineer
Brian Slaugh, Planning Board Planner

SUBJECT

Whereas the Board considered the Application of Jane’s Joint, LLC, having an address of P.O. Box 180, Voorhees, New Jersey (hereinafter referred to as the “Applicant”), for final major site plan approval for the operation of a licensed retail cannabis dispensary at the premises known as 142 South Lakeview Drive, also known as Block 18.02, Lot 2.03 on the Official Tax Map of the Borough of Gibbsboro (hereinafter referred to as the “Subject Property”);

Whereas the Applicant received a conditional use variance from the Board to operate a licensed Class 5 retail cannabis dispensary at the Subject Property on 06/28/2023, which approval was memorialized in the Board’s Resolution dated 07/28/2023;

Whereas the Applicant subsequently received Preliminary Major Site Plan Approval for said retail cannabis dispensary at the Subject Property on 01/24/2024, along with variances, design and submission waivers and a Certificate of Appropriateness, which approvals were memorialized in the Board’s Resolution dated 02/28/2024;

Whereas the Board considered the following documents submitted by the Applicant in connection with this application for final major site plan approval:

RESOLUTION GRANTING FINAL MAJOR SITE PLAN APPROVAL TO JANE'S JOINT BOUTIQUE DISPENSARY, LLC FOR A LICENSED RETAIL CANNABIS DISPENSARY TO BE OPERATED AT THE PREMISES KNOWN AS 142 SOUTH LAKEVIEW DRIVE, ALSO KNOWN AS BLOCK 18.02, LOT 2.03 ON THE OFFICIAL TAX MAP OF THE BOROUGH OF GIBBSBORO ALONG WITH DESIGN WAIVERS

- (1) Submission cover letter prepared by the Applicant's counsel, Richard T. Wells, Esquire of Archer & Greiner, PC, on behalf of the Applicant dated 03/12/2024;
- (2) Borough of Gibbsboro Planning Board Application signed by the Applicant's counsel, Richard T. Wells, Esquire dated 03/12/2024;
- (3) Borough of Gibbsboro Site Plan Checklist;
- (4) Submission Waiver Justification;
- (5) Preliminary and Final Site Plans, prepared and signed by Anthony F. DiRosa, PE, PLS, of TriState Engineering and Surveying, P.C., dated 11/14/2023 bearing a revision date of 03/11/2024 consisting of the following:
 - (a) Title Sheet, Sheet 1 of 9;
 - (b) Demolition Plan, Sheet 2 of 9;
 - (c) Overall Site Plan, Sheet 3 of 9;
 - (d) Grading Plan, Sheet 4 of 9;
 - (e) Lighting & Landscaping Plan, Sheet 5 of 9;
 - (f) Soil Erosion and Sediment Control Plan, Sheet 6 of 9;
 - (g) Soil Erosion and Sediment Control Details, Sheet 7 of 9;
 - (h) Construction Details, Sheet 8 of 9;
 - (i) Construction Details, Sheet 9 of 9;
- (6) Stormwater Management Narrative signed by Anthony F. DiRosa, PE, PLS, CME of Tri-State Engineering and Surveying, P.C., dated March 2024;
- (7) Borough of Gibbsboro Planning Board Resolution PB2024-2-10 granting preliminary major site plan approval dated 02/28/2024;

Whereas the application was reviewed by the Board's engineer Gregory B. Fusco, PE, PP, CPWM of Key Engineers, Inc., by letter dated 03/25/2024, and by the Board's planner, Brian M. Slauch, PP, AICP of Clarke Caton Hintz by letter dated 03/21/2024;

Whereas a completeness hearing on this application was conducted on 03/27/2024 with the Applicant being represented by Richard T. Wells, Esquire of Archer & Greiner, PC and having considered the Applicant's Submission Waiver Justification submittal and upon motion duly made and seconded the application was found to be complete for hearing purposes;

Whereas a hearing on this application followed with a quorum being present, and with the Applicant's counsel presenting into evidence Exhibits A-1 through A-4 consisting respectively of the Witness & Exhibit List, a colorized Site Plan Rendering of the original site plan design, a colorized Site Plan rendering of the revised design, and a colorized 3D Architectural Rendering of front façade & monument sign;

Whereas the Board heard and considered the testimony of Trina Ragsdale, the owner and founder of the Applicant, Tom Giovanucci, the general manager of the Applicant; and accepted and heard the expert testimony of the site engineer, Anthony DiRosa, PE, PP, CME of Tri-State Engineering & Surveying, and the testimony of the representative from the Board's engineer, Sean Key Engineers, Inc. and the Board's planner, Brian M. Slauch, PP, AICP, and having opened the hearing to the public, and no member of the public wishing to comment, having heard the

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arguments of the Applicant's counsel, Richard T. Wells, Esquire, and having considered the application, testimony and exhibits submitted in connection herewith;

NOW THEREFORE BE IT RESOLVED that the Board makes the following findings of facts:

FINDINGS OF FACT

1. The Applicant is the contract purchaser of the Subject Property, which is a 20,265 SF parcel located at 142 South Lakeview Drive (County Route 561), Gibbsboro, New Jersey on which is situated a vacant 1&1/2 story frame building (a former split-level residence) approximately 2,000 +/- SF in size. It is the Applicant's intention to convert this building into a retail cannabis dispensary with the building and site to be renovated for the proposed use. The Subject Property is located in the C-2 Highway Commercial District where the use as a retail cannabis dispensary is permitted as a conditional use. On June 28, 2023, the Applicant received a d(3) variance from the conditional use standard set forth in Borough Code §400-71E to allow for a deviation from the 1,000-foot proximity buffer from Generation Memorial Park, which is one of the sites listed in the ordinance where this proximity buffer was required for any cannabis retailer. The variance granted the Applicant allowed for a proximity buffer of +/-840 feet for the Subject Property. The Applicant received preliminary site plan approval for the cannabis dispensary at the Subject Property on January 24, 2024, which approval required modification to several area of the original site plan, most notably the reconfiguration of the parking area.

2. The Applicant presented the testimony of its owner and founder, Trina Ragsdale, and the Applicant's general manager, Tom Giovanucci, on the general operations as planned for this establishment. As noted by the Applicant's counsel, the operation of this licensed retail cannabis dispensary has not changed from the operational testimony provided by these witnesses at the hearing on the preliminary approval, which was summarized in the Narrative Statement of Operations submitted as part of that application, nor have the floor plans of the proposed interior building alterations been changes from the drawings prepared by DJ Architecture LLC. It is noted that the business name of this dispensary has been changed from Jane's Joint LLC to Jane's Joint Boutique Dispensary LLC as required by the Cannabis Regulatory Commission.

3. The Applicant presented the qualified expert testimony of its engineer, Anthony DiRosa, PE, PLS of TriState Engineering and Surveying, P.C., who testified to the revisions made to the original site plan for purposes of final approval. The parking lot on the site has been reconfigured to locate the parking lot behind the existing building with the orientation of the parking aisle running parallel to Route 561 as opposed to the prior perpendicular orientation of the parking lot drive aisle and the location of the parking lot along the westernly side of the Subject Property. The parking spaces have been reduced in size from the required 10 feet by 20 feet size to a 9 feet by 18 feet space with the drive aisle servicing the parking lot remaining at 25 feet as opposed to the recommended 24 feet proposed by the Board's engineer and with the number of parking spaces remaining at 18 spaces inclusive of one (1) ADA space, which complies with the parking requirements for the proposed use. The proposed 36-foot-wide

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driveway entrance to the site, which contained three (3) lanes, one (1) lane for ingress to the site and two (2) lanes for egress from the site, one for right hand turn egress and one lane for left hand turn egress, has been revised. The revised site entrance has been reduced to a full movement 25-foot-wide entrance with one (1) lane for ingress and one (1) lane for egress with the lot drive aisle remaining at a wide of 25 feet as opposed to the recommended 24-foot-wide aisle. These modifications to the proposed site plan will require a design waiver for the reduced size of the parking spaces. A design waiver will be required for the driveway entrance as it is situated less than 10 feet from the side property line as required in Borough Code § 324-33D(6).

4. The engineer testified that the required loading area situated behind the building has been reduced from its original size to a 10 foot by 18-foot loading zone as the larger loading area is not necessary given the size of the typical sprinter type vans making deliveries to the site. A design waiver is required from the loading area requirements. The walkway from the loading area to the receiving area situated on the building's lower level has been enlarged to 8 ft. and the rear walkway abutting the parking lot has been increased to 6 feet. The Applicant has agreed to install bollards adjacent to the parking stalls which are adjacent to the rear steps to the building. Other site plan changes entail revisions to the site pedestrian circulation route to provide a continuous route of travel connecting the public pedestrian sidewalk along Lakeview Drive to the rear of the building with a 4-foot-wide sidewalk. Curbing has been added to both sides of the entrance and drive aisles. A trash enclosure with three sides being of block construction and the front side being a fence will remain at the rear of the parking lot and the Applicant has agreed to provide landscaping to buffer the view of the trash enclosure. Due to the relocation of the parking lot, the encroachment into the required 25-foot buffer for the residences abutting the rear property line has been eliminated. The landscaping along the easterly and westerly property lines and in this rear landscaped buffer has been enhanced and the Applicant has agreed to enhance the landscaping further with additional evergreen shrubs to provide a solid visual buffer all year long. The impervious coverage has increased slightly with the revisions, but the engineer testified that it is still under the area and coverage requirements to trigger the installation of stormwater management measures.

5. The Applicant has agreed to comply with the review letters and recommendations of the Board's engineer and planner as set forth in their respective letters dated 01/21/2024 and 03/21/2024. The lighting plan has been revised with additional lighting in the parking lot, along South Lakeview Drive and about the building entrance. The Applicant has agreed to install additional goose neck lighting along the building's front façade. The revised lighting plan was found by the Board's planner to show a slight deviation from the maximum/minimum illumination requires and a design waiver may be needed. The Applicant has agreed to work with the planner on the site lighting and illumination level and as recommended by the Board's planner with any adjustments to the proposed lighting to await the completion of the site improvements so they will have the benefit of actual field conditions. The Applicant also proposes a new monument sign as depicted on the site plan rendering, which will be outside the sight triangle and the pedestrian path. The Applicant is to revise the site plan to show details on the sign and its illumination, and if not compliant with the signage

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requirements to seek a variance. Lastly, the Applicant has agreed to grant a streetscape easement along South Lakeview Drive to the Borough.

CONCLUSIONS OF LAW

1. Whereas the Applicant has demonstrated by the preponderance of the credible evidence that the submission and design waivers requested herein are reasonable, have been recommended by the Board's professionals and are within the purposes and intent of the provisions for site plan review ordinance and that the literal enforcement of said provisions would be impracticable or exact an undue hardship.

2. Whereas the Board has jurisdiction over this application for final major site approval under authority of N.J.S.A. 40:55D-25 and pursuant to the provisions for site plan review as set forth in Chapter 324 of the Borough of Gibbsboro Code.

3. Whereas the Applicant has demonstrated that its plans for final major site plan approval meets the requirements of the zoning and the site plan review ordinances for final approval subject to the revisions required by the Board and with the exception of the design waivers granted herein, and the variance and design waivers granted in the preliminary approval, that the site plan is consistent with proper planning, and is entitled to the granting of final major site plan approval.

NOW THEREFORE, BE IT RESOLVED, by the motion duly made by Councilman MacFerren and seconded by Barry Rothberg on March 27, 2024 that the Applicant's request for final major site plan approval, along with the variance and design waivers as hereinabove set forth, be and are hereby GRANTED, subject to the following terms and conditions hereinafter:

1. That the application, all exhibits, testimony, maps and other documents submitted, and all representations made, and all testimony given before the Board at its meeting of March 27, 2024 are true and accurate of the facts relating to the Applicant's request for relief. In the event that it appears to the Board, on reasonable grounds, that the application, exhibits, testimony, maps and other documents submitted are not accurate, are materially misleading, or are the result of mistake, and the same have been relied upon by the Board as they bear on facts which were essential in the granting of the relief sought, the Board may rescind its approval and rehear the application, or any part of said application, either upon the application of an interested party or on its own motion, when unusual circumstances so require, where a rehearing is necessary and appropriate in the interest of justice.

2. This approval is conditioned on compliance with the terms and conditions set forth in the Applicant's conditional use variance as set forth in the Board's Resolution PB2023-7-21, memorialized on 07/28/2023 and the preliminary major site plan approval and other relief granted in the Board Resolution PB 2023-2-10, except as modified by this application for final major site plan approval.

RESOLUTION GRANTING FINAL MAJOR SITE PLAN APPROVAL TO JANE'S JOINT BOUTIQUE DISPENSARY, LLC FOR A LICENSED RETAIL CANNABIS DISPENSARY TO BE OPERATED AT THE PREMISES KNOWN AS 142 SOUTH LAKEVIEW DRIVE, ALSO KNOWN AS BLOCK 18.02, LOT 2.03 ON THE OFFICIAL TAX MAP OF THE BOROUGH OF GIBBSBORO ALONG WITH DESIGN WAIVERS

3. The Applicant shall comply with the recommendations and comments set forth in the review letter of Gregory B. Fusco, PE, PP, CPWM of Key Engineers Inc. dated 03/25/2024 and the review letter of Brian M. Slaugh, PP, AICP, dated 03/21/2024 unless said recommendations and comments are expressly revised, modified, excepted or waived by the provisions herein. The Applicant shall revise its site plan, reflect the date of reach revision and submit the revised site plans to the Board's engineer and planner, along with a letter detailing the changes made therein. A copy of the above-referenced review letters are attached hereto as exhibits to this Resolution.

4. The Applicant shall revise its plan to provide details on the monument sign its and illumination for the review and approval of the Board's engineer and planner.

5. The Applicant shall enhance the landscaping buffer along the rear property line and along the easterly and westernly property lines by the installation of evergreen shrubs to provide a solid visual buffer all year round, will also provide landscaping around the trash enclosure, all of which shall meet with the approval of the Board's planner.

6. The Applicant shall work with and to the satisfaction of the Board's planner to address any deficiencies in the illumination of the site and any additional lighting that may be require.

7. The Applicant shall grant a 9-foot-wide streetscape/bikeway easement to the Borough along the area depicted in the Applicant's revised plan which easement shall be in accordance with the standards set forth in Borough's streetscape design standards and shall accommodate additional area for maintenance.

8. The Applicant is to receive approval from the Camden County Planning Board and the Camden County Soil Conservation District for the within application or a waiver or letter of no interest and provide the board's secretary with proof that said condition has been satisfied.

9. The Applicant is responsible for obtaining all other approvals or permits from other governmental agencies as may be required by law, and the Applicant shall comply with any requirements or conditions of such approvals or permits which are necessary in order to finalize and/or implement the relief being granted herein, as well as any construction that may be a part of said relief. The Applicant is solely responsible for determining which governmental and/or public agencies permits and/or approvals, if any, are required. The Applicant is further required to submit a copy to the Board's Secretary of all approvals and/or denials received from any such outside agencies, with a copy thereof to the Board's professional.

10. The Applicant must maintain an escrow account with the Borough of Gibbsboro and pay the costs of all professional review and other fees required to act on the application, pursuant to the applicable provisions of the Borough's land development ordinances, zoning code and any other applicable municipal codes, and the New Jersey Municipal Land Use Law. The

RESOLUTION GRANTING FINAL MAJOR SITE PLAN APPROVAL TO JANE'S JOINT BOUTIQUE DISPENSARY, LLC FOR A LICENSED RETAIL CANNABIS DISPENSARY TO BE OPERATED AT THE PREMISES KNOWN AS 142 SOUTH LAKEVIEW DRIVE, ALSO KNOWN AS BLOCK 18.02, LOT 2.03 ON THE OFFICIAL TAX MAP OF THE BOROUGH OF GIBBSBORO ALONG WITH DESIGN WAIVERS

Applicant's escrow account must be current prior to any permit being issued, or construction or other activity commencing on the approved application.

11. An engineer's estimate of site improvements must be submitted for determining inspection escrow deposit amounts. No site work is to commence until such inspection escrow have been posted with the Borough of Gibbsboro.

12. Once the revised final site plans are approved, a cost estimate for site improvements will be prepared and the Applicant must post the necessary performance and maintenance sureties.

13. At any time after adoption of this Resolution should a party of interest appeal to the Board for an order vacating or modifying any term or condition set forth herein, upon a proper showing of materially misleading submission, material misstatement, materially inaccurate information or a material mistake made by the Applicants, the Board reserves the right to conduct a hearing with the Applicants present, for the purpose of fact-finding regarding the same. Should the facts at said hearing confirm that there had been a material fault or deficiency in the application, the Board shall take whatever action it deems appropriate at that time, including but not limited to a rescission of its prior approval, a rehearing, a modification of its prior approval or such other action as appropriate.

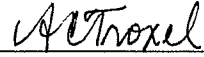
14. The Applicant s shall indemnify and hold the Borough of Gibbsboro harmless from any claims whatsoever which may be made as a result of any deficiency in the application, or as to any representation made by the Applicants, including but not limited to proper service and notice upon interested parties made in reliance on certified list of property owners and other parties entitled to notice, said list having been provided to the Applicants by the Borough pursuant to N.J.S.A. 340:55D-12.C, and publication of the notice of public hearing in this matter in accordance with the law.

ROLL CALL VOTE

LuAnn Watson, Chairperson	YES
Michael Kelly, Vice-Chairperson	YES
Edward Campbell, Mayor	YES
Councilman Michael MacFerren	YES
Susan Croll	YES
Barry Rothberg	YES
John Ritz	YES

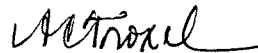
BE IT FURTHER RESOLVED that a certified copy of this Resolution of Memorialization be sent via regular mail to Borough Council within ten (10) days of the date of adoption, and a copy of this Resolution shall be filed with the Administrative Officer or Clerk of the Borough, Borough Construction Official, Borough Zoning Officer and make available to all other interested parties.

RESOLUTION GRANTING FINAL MAJOR SITE PLAN APPROVAL TO JANE'S JOINT BOUTIQUE DISPENSARY, LLC FOR A LICENSED RETAIL CANNABIS DISPENSARY TO BE OPERATED AT THE PREMISES KNOWN AS 142 SOUTH LAKEVIEW DRIVE, ALSO KNOWN AS BLOCK 18.02, LOT 2.03 ON THE OFFICIAL TAX MAP OF THE BOROUGH OF GIBBSBORO ALONG WITH DESIGN WAIVERS



Amy C. Troxel, Secretary
Planning Board
Borough of Gibbsboro

The foregoing Resolution is a true copy of the Resolution adopted by the Planning Board of the Borough of Gibbsboro at a duly noticed meeting on April 24, 2024, memorializing the action of the Board taken on March 27, 2024.



Amy C. Troxel, Secretary