

Maple Shade Township
Planning Board Minutes
June 25th, 2025
200 Stiles Avenue (Municipal Building)
Maple Shade, New Jersey 08052

AGENDA

I. Meeting called to order.

II. Pledge of Allegiance.

III. Open Public Meeting Act: Public notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Township Council in the following manner:

1. Notifying the Township Clerk December 27th, 2024.
2. Mailing Notice to the Courier Post, The Central Record & Burlington County Times on December 27th, 2024.
3. Posting Notice on the Official Municipal Bulletin Board on December 27th, 2024.
4. Board Agendas; Meeting Minutes; Planning and Zoning Information and Application Forms can be downloaded from the Township website: <https://mapleshade.com/> under the Planning & Zoning page <https://mapleshade.com/planning-zoning/>

Note: Anyone from the public wishing to speak will be permitted during public participation portions. Those wishing to speak should step up to the microphone, state their name and their address prior to making any comment. The agenda has been posted on the Township webpage and bulletin board in the Municipal Building. Please place all phones on mute to alleviate disruption of the meeting.

IV. Roll Call

- | | |
|-----------------------------------|------------------------------|
| 1. Heather Talarico, Mayor | 6. Gina Capate |
| 2. John Zahradnick, Deputy Mayor | 7. Barbara Rathgeb |
| 3. Susan Danson, Township Manager | 8. Matthew Reeves |
| 4. James Fletcher, Chairman | 9. Emily Wallace |
| 5. Louis Manchello, Vice Chairman | 10. Renee Bruce, Alt. #1 |
| | 11. Francis Bertele, Alt. #2 |

Mayor Talarico	X	Gina Capate	X
Deputy Mayor John Zahradnick	X	Barbara Rathgeb	X
		Matthew Reeves	X
James Fletcher, Chairman	X	Emily Wallace	X
Louis Manchello, Vice Chairman	X	Renee Bruce, Alt. #1	
		Francis Bertele, Alt. #2	X

Also Present:

- Interim Board Secretary: Susan Danson (stepped down from voting position to record minutes)
- Board Solicitor: Mr. Sullivan
- Board Engineer: Fred Turek

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V. New Business:

1. **108-112 East Main Street** – Block 91, Lot 3.01: The Dog House: Application No PB-25-05
Zone: Downtown Business (DB)
Existing use: Vacant Retail
Proposed Use: Walk-Up (Take-Out Only) Hot Dog Shop
Application: Site Plan Waiver and Change of Use Approval

Ms. Bilsana Kolenovic, owner and applicant, was sworn in and testified on behalf of The Dog House, a proposed walk-up hot dog service adjacent to Dr. Brewlitt's Brewery. The applicant detailed the proposed business as a take-out only operation with no indoor seating. Hours of operation are proposed as 11:00 AM to 11:00 PM daily (11:00 AM to 9:00 PM on Sundays), with flexibility based on business demand.

The applicant described creative marketing strategies, including a custom hot dog statue, social media promotions, and branded props for public engagement. Plans also include minimal signage, subject to review and approval by the Zoning Officer, and the use of a shared dumpster with Dr. Brewlitt's for waste and recycling (conditional on permission remaining in place). Any loss of access to shared waste areas will require the applicant to return to the Board with an alternative plan.

Lighting improvements in the alley were discussed, and the applicant agreed to coordinate final fixture selection with the Board Engineer and Zoning Officer. A small counter is proposed beneath the new sliding service window, limited to approximately six inches in depth to allow for pedestrian passage.

The applicant requested the possibility of adding a few small tables and chairs in front of the yoga studio, contingent on written landlord permission and site plan compliance.

Engineer Review:

Board Engineer Fred Turek reviewed the key items in his memo, including lighting concerns, employee parking suggestions, waste disposal, and signage. He noted the need for improved alleyway lighting and recommended down-lighting fixtures.

Board Discussion:

The Board was generally supportive and agreed that signage and unique elements (e.g., the hot dog statue) would need Zoning Officer review and may require future variance requests if they do not conform to ordinance standards.

Public Comment:

No members of the public came forward to speak.

Motion to Close Public Comment:

Motion: John Zahradnick

Second: Louis Manchello

All in Favor: Unanimous

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Motion to Approve Application #PB-25-05 (Site Plan Waiver and Change of Use Approval):

Motion: John Zahradnick

Second: Gina Capate

All in Favor: Unanimous

Mayor Talarico	X	Gina Capate	X
Deputy Mayor John Zahradnick	X	Barbara Rathgeb	X
		Matthew Reeves	X
James Fletcher, Chairman	X	Emily Wallace	X
Louis Manchello, Vice Chairman	X	Renee Bruce, Alt. #1	
		Francis Bertele, Alt. #2	X

Application Approved – subject to conditions including:

- Review and approval of final lighting fixtures by Engineer/Zoning Officer
- Continued access to shared waste/recycling area, or return to Board if revoked
- Compliance with all zoning regulations for signage and potential site furniture

2. **2 West Main Street** – Block 126.01, Lot 3; Magenta Agency, LLC; Application No. PB-25-07

Zone: Downtown Business (DB)

Existing Use: Vacant Retail

Proposed Use: Photography Printing

Application: Site Plan Waiver and Change of Use Approval

The applicant was sworn in and provided testimony regarding the proposed use of the existing vacant retail space as a small photography and printing studio. The services to be offered include menu printing, photo design, and logo creation. Equipment to be used on-site includes a computer and one large-format printer. There will be one employee operating the business.

Access to the building is only available through the Main Street entrance. The applicant stated that there are no proposed changes to the building façade.

Typical days of operation will be Monday through Friday, with occasional weekend hours as needed depending on workload. Hours of operation will generally be from 9:00 AM to 6:00 PM.

The applicant noted that paper waste and trash generated from the business is minimal and will be taken off-site by the applicant for disposal. Signage will consist of simple decals applied to the window, which will be reviewed for compliance with Township zoning requirements.

Engineer Review:

Board Engineer Fred Turek had no objections and noted that the application was straightforward with minimal impact on the site or adjacent properties.

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Board Discussion:

The Board found the proposed use consistent with the Downtown Business zoning and compatible with surrounding uses. No concerns were raised regarding parking or traffic impacts.

Public Comment:

No members of the public came forward to speak.

Motion to Close Public Comment:

Motion: Louis Manchello

Second: John Zahradnick

All in Favor: Unanimous

Motion to Approve Application #PB-25-07 (Site Plan Waiver and Change of Use Approval):

Motion: Louis Manchello

Second: Heather Talarico

All in Favor: Unanimous

Application Approved – subject to:

- Compliance with Township signage regulations (window decals)
- No façade changes permitted under this approval
- Any increase in trash generation or operational changes to be coordinated with Zoning

Mayor Talarico	X	Gina Capate	X
Deputy Mayor John Zahradnick	X	Barbara Rathgeb	X
		Matthew Reeves	X
James Fletcher, Chairman	X	Emily Wallace	X
Louis Manchello, Vice Chairman	X	Renee Bruce, Alt. #1	
		Francis Bertele, Alt. #2	X

VI. Old Business:

VII. Resolutions:

Resolution 2025-PB-01: MAPLE SHADE TOWNSHIP PLANNING BOARD
2025 REORGANIZATION

Resolution 2025-PB-02: MAPLE SHADE TOWNSHIP PLANNING BOARD
APPOINTING SOLICITOR

Resolution 2025-PB-03: MAPLE SHADE TOWNSHIP PLANNING BOARD
APPOINTING ENGINEER

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Motion to Approve Resolution 2025-PB-01 to 2025-PB-03

Motion: Barbara Rathgeb

Second: Heather Talarico

All in Favor: Unanimous

Resolution 2025-PB-01

Mayor Talarico	X	Gina Capate	X
Deputy Mayor John Zahradnick	X	Barbara Rathgeb	X
		Matthew Reeves	X
James Fletcher, Chairman	X	Emily Wallace	X
Louis Manchello, Vice Chairman	X	Renee Bruce, Alt. #1	
		Francis Bertele, Alt. #2	X

Resolution 2025-PB-02

Mayor Talarico	X	Gina Capate	X
Deputy Mayor John Zahradnick	X	Barbara Rathgeb	X
		Matthew Reeves	X
James Fletcher, Chairman	X	Emily Wallace	X
Louis Manchello, Vice Chairman	ABSTAIN	Renee Bruce, Alt. #1	
		Francis Bertele, Alt. #2	X

Resolution 2025-PB-03

Mayor Talarico	X	Gina Capate	X
Deputy Mayor John Zahradnick	X	Barbara Rathgeb	X
		Matthew Reeves	X
James Fletcher, Chairman	X	Emily Wallace	X
Louis Manchello, Vice Chairman	X	Renee Bruce, Alt. #1	
		Francis Bertele, Alt. #2	X

Resolution 2025-PB-04: RESOLUTION OF THE PLANNING BOARD OF THE TOWNSHIP OF MAPLE SHADE ADOPTING A FOURTH ROUND HOUSING ELEMENT AND FAIR SHARE PLAN

AFFORDABLE HOUSING PLAN – PRESENTATION AND RESOLUTION ADOPTION

Michael Davis of Heyer, Gruel & Associates the Township's planning consultant, provided a detailed overview of Maple Shade's updated Affordable Housing Plan and the associated resolution for adoption. His presentation included the following key points:

- The plan includes several key projects to satisfy the Township's affordable housing obligation, including:
 - *The Arbors*
 - *The Maple Shade Mews*
 - *The RPM Project*

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- Mr. Davis discussed planned inclusionary rezoning along Route 73, which would allow for mixed-use redevelopment incorporating affordable housing units. He emphasized the strategic potential for revitalization in this corridor through thoughtful zoning changes.
- He noted that adoption of the plan by June 30 was necessary to ensure that Maple Shade maintains immunity from builders remedy lawsuits under its court-approved affordable housing settlement.
- Mr. Davis explained the process for finalizing and filing the resolution and reiterated the importance of compliance with both the Municipal Land Use Law (MLUL) and the anticipated Fourth Round regulations under the Fair Housing Act.

Motion to Approve Resolution 2025-PB-04

Motion: Emily Wallace

Second: Gina Capate

Roll Call:

Resolution 2025-PB-04

Mayor Talarico	X	Gina Capate	X
Deputy Mayor John Zahradnick	X	Barbara Rathgeb	X
		Matthew Reeves	X
James Fletcher, Chairman	X	Emily Wallace	X
Louis Manchello, Vice Chairman	X	Renee Bruce, Alt. #1	
		Francis Bertele, Alt. #2	X

VIII. Minutes: May 28th, 2025

Motion to Approve Minutes from May 28th, 2025 Planning Board Meeting

Motion: John Zahradnick

Second: Matthew Reeves

All in Favor: Unanimous

IX. Adjourn: Next Meeting – July 23rd, 2025