

**Borough of Florham Park  
Planning Board  
Work Session Meeting Minutes  
July 10, 2023**

The Work Session Meeting of the Borough of Florham Park Planning Board was called to order on Monday evening, July 10, 2023 at 6:30p.m. in the Municipal Building located at 111 Ridgedale Avenue, Florham Park, New Jersey.

**Members Present:**

Mr. Michael DeAngelis – Chairman  
Mr. Joseph Guerin – Vice Chairman  
Mayor Mark Taylor  
Ms. Kristen Santoro  
Mr. Jeffrey Noss  
Mr. Sid Dvorkin

**Members Absent:**

Mr. Gary Feith  
Mr. David Roberts  
Mr. Jeffrey Hegan

**Also Present:**

Mr. Michael Sgaramella, Board Engineer  
Ms. Katherine Sarmad, Board Planner  
Mr. John Miller, Esq. Board Attorney

**Statement of Adequate Notice:**

Mr. DeAngelis asked the Board Secretary if the statutory requirements of the Open Public Meetings Act were met. Board Secretary Marlene Rawson responded that we are in compliance with the requirements.

**Site Plan Waivers:**

The following site plan waivers were administratively approved by Mike Sgaramella:

- 23SPW-14 – Regional Women’s Healthcare Management - 25A Vreeland Road

This is a change in tenancy for a general office use on the first floor of the office building. It is located in the C-1 zone. There is more than adequate parking on the site. There are no changes in mechanical systems or signage proposed.

On a motion duly made and seconded the meeting was adjourned at 6:40pm.

Marlene Rawson  
Board Secretary

July 12, 2023

**Borough of Florham Park  
Planning Board  
Regular Meeting Minutes  
July 10, 2023**

A Regular Meeting of the Borough of Florham Park Planning Board was called to order on Monday evening, July 10, 2023 at 6:30.m. in the Municipal Building, located at 111 Ridgedale Avenue, Florham Park, New Jersey

1. Call to Order.
2. Adequate notice has been given in accordance with the Sunshine Law.
3. Announcement – There will be no new testimony after 9:30 p.m.

**Members Present:**

Mr. Michael DeAngelis – Chairman  
Mr. Joseph Guerin – Vice Chairman  
Mayor Mark Taylor  
Ms. Kristen Santoro  
Mr. Jeffrey Noss  
Mr. Sid Dvorkin

**Members Absent:**

Mr. Gary Feith  
Mr. David Roberts  
Mr. Jeffrey Hegan

**Also Present:**

Mr. Michael Sgaramella, Board Engineer  
Ms. Katherine Sarmad, Board Planner  
Mr. John Miller, Esq. Board Attorney

**Approval of Minutes:**

4. Approval of the minutes of the June 12, 2023 meeting.

Mr. Guerin made a motion to approve the minutes, second by Ms. Santoro

Roll: On a roll call vote all members present and eligible voted to approve the minutes.

**Resolution of Approval:**

5. **Application #23SPW-13**  
**Florham Park Golf, LLC**  
187 Columbia Turnpike  
Block 1901, Lot 2

Applicant is seeking approval for a commercial recreation use for golf lessons and simulated league play and related uses.

Mr. Guerin made a motion to approve the resolution, second by Ms. Santoro

Roll: On a roll call vote all members present and eligible voted to approve the resolution

## **Amended Site Plan:**

8. **Sisters of Charity of St. Elizabeth**  
Park Avenue and Convent Road  
Block 1301, Lot 2

**Application #23SP-2**

Applicant is seeking approval for an addition to an existing structure along with parking lot and driveway modifications.

Thomas Carroll, Esq. represented the Applicant. He confirmed with the Board Secretary that the application was duly noticed.

Mr. Carroll briefly summarized the request. He said that the addition is to create a meeting space to be used by the Sisters of Charity for their own purposes. They also are seeking approval to relocate an access driveway at a section of the campus off of Convent Road. The existing driveway lacks site distance where it is currently located.

There is one technical variance for parking space size associated with this application.

Richard (Rusty) Schommer, PP, PE was sworn in. He said that the site is a 150 acre complex that traverses the Florham Park and Morris Township municipal boundary lines. There are 100 acres in Florham Park, and 50 acres in Morris Township.

A-1: aerial exhibit of the site

The main access road through the campus is Convent Road. It is located at the intersection of Park Avenue and continues through the campus and exits near the train station in Convent Station. The Sisters of Charity campus has existed there for decades and includes their Academy of St. Elizabeth and the College of St. Elizabeth.

A-2: site plan rendering

Mr. Schommer described the Mother House and the location of the proposed addition which is at the rear of the building. This is an ancillary function to the primary use. There is also a porte cochere to be constructed over an existing patio. He stated that the Sisters currently have no meeting space to gather in. When they hold meetings, they must resort to renting space off-campus, which has become quite costly.

Although both the Academy of St. Elizabeth and the College of St. Elizabeth are part of the campus, this addition is for the exclusive use by the Sisters of Charity. No outside events or rentals will be held in this space.

There are currently 44 parking spaces in the site area. They will add 8 more spaces and ADA parking will be included. The total number of spaces in the back will be 52 parking spots. The front of the building has an additional 95 parking spaces. The parking is under-utilized as many of the attendees (Sisters) are living on-site.

The parking space requirement for an assembly use is 36 spaces. They are providing 52 spaces in the rear and 95 spaces in the front so they fully comply. They will provide for one "make-ready" EV parking space if the Board requires this. Mayor Taylor stated that the EV charger can be made private and off of the EV charging station locator apps so that there are no public users.

The storm water management from the increase in improved coverage will be managed by a drywell. This was reviewed by Mike Sgaramella and they will comply with all of his comments. All lighting will be kept so that the fixtures will remain the same, although some will be relocated as part of this project.

Tree removal – They will remove 17 trees. Eight trees will be replanted and more than 100 shrubs and grasses will be planted. They will construct a retaining wall and will comply with Mike Sgaramella's comments on that. All disturbance is deep within the site and there is no impact to any neighbors.

Mr. Schommer stated that the Fire Chief reviewed the plans and approved the plan. Mike Sgaramella commented that the delivery and trash area are compliant.

Mr. Schommer continued that the existing parking spaces are 9' x 18' and they would like to use that size for the additional parking that is being provided as part of this application. Although it is technically a variance since the ordinance uses the 10' x 20' size, the 9' x 18' size has become the industry standard.

Board Planner Katherine Sarmad asked about the recently created MF-5 zone involving a portion of this property. She asked if the approved subdivision of this property was perfected. It was stated that it has not yet been perfected.

In response to a capacity question from Sid Dvorkin, Mr. Schommer said the maximum capacity for the room is 144 seats. Mike Sgaramella asked if a ramp was needed to meet ADA standards. Mr. Schommer responded that there are no steps and no ramp is needed. The retaining wall is being constructed to create level ground.

Joe Guerin wanted confirmation of the size of the addition since there seemed to be different numbers in the reports. Mr. Schommer stated that the addition size is 5,170 square feet.

#### A-3: driveway relocation plan

Mr. Schommer stated that the driveway relocation project is located along Convent Road at the Seton Campus, near the O'Brien house. The current access driveway into the Seton Campus is unsafe and has limited site distance. They plan to move the driveway further up on Convent Road to improve site lines and visibility. They will add security to the driveway in the future. The plan involves removing five trees. They will replant with seven trees. There is no impact to anyone. They will comply with Mike Sgaramella's comment memo.

Mr. Schommer noted that the gate on Convent Road is now reopened.

There were no other questions for the Engineer.

Joseph Ciserano, Register Architect, was sworn in. He referred to sheet AD-100. The addition will be constructed over an existing patio, covering part of it. He explained that the addition will have an exterior door that leads out to the patio space. There is a basement underneath the existing patio that will not be expanded. The remaining portion of the addition will be built on a slab.

Produce deliveries will continue to be accepted at the basement, and an exterior door will be constructed that will provide access to the new space for this purpose. Mechanicals will also be in the basement.

There will be a covered entry that will be at grade. It will lead to an entry area that will have rest rooms and closet areas. The main meeting room will also feature an IT closet and a hospitality area for food service. There will not be a functional kitchen. Rather, it will be only for the service of prepared foods. There is also a small receiving area for deliveries.

#### A-4: Roof Plan

The HVAC equipment will be on the roof. It is a flat roof construction and will manage the collection of storm water.

Mr. Ciserano described A-200 of the plan set. This is a one-story addition. It is sided with brick with pre-cast stone accents. The porte cochere will also have stone accents and will closely match the Mother House. They will add an exit door on the east side.

Mechanical equipment will be on the roof and will not be visible. There is a parapet that will fully screen the equipment. It will be located further back on the roof.

Mr. Dvorkin asked if solar panel were considered. Mr. Ciserano said that there are none planned and no service upgrades are needed.

Mr. DeAngelis asked why the mechanicals are on the roof. Mr. Ciserano responded that the units function more efficiently when located on the roof. All openings to the space are there. This is the most economical way. There is already an emergency generator back up for the building.

The porte cochere will function as a pick up and drop off area, and also a covered way to enter the building.

A-5: drawing A-300

The drawing shows that a portion of the addition is over the existing basement. The remainder of the addition would be built on a slab.

The meeting was opened to the public. There were no questions or comments. The meeting was closed to the public.

Mr. Miller stated that a condition of approval would be that meeting room could not be rented for outside events. The use must be limited to the Sisters of Charity.

There were no other questions or comments. Mr. DeAngelis called for a motion.

Mr. Guerin made a motion to approve the application with the above condition, second by Mr. Dvorkin  
Roll: On a roll call vote all members present and eligible voted to approve the application.

On a motion duly made and seconded the meeting was adjourned at 8:30pm.

Marlene Rawson  
Board Secretary

July 10, 2023