

PLANNING BOARD MINUTES

October 14, 2025, 6:00 p.m.

October 14, 2025, a meeting of the Willingboro Planning Board was held at 1 Rev. Dr. Marting Luther King, Jr. Drive and via zoom in the Council Chambers. The meeting followed this agenda:

1. Call to Order

Chairwoman Davis called the meeting to order at 6:00 PM.

2. Flag Salute

Chairwoman Davis led those present in the Flag Salute.

3. Deputy Clerk, Nikisha Scott, read the following statement required by the Open Public

Meetings Act – Please be advised that this meeting is being conducted in accordance with the New Jersey Open Public Meetings Act and all other applicable laws of the State of New Jersey. Notice of the conduct of this meeting has been posted in the Willingboro Township Municipal Building and published in a newspaper of general circulation within the time required by law. All proceedings this evening will be in accordance with the Open Public Meetings Act, the Municipal Land Use Law, and any other applicable laws of the State of New Jersey.

4. Roll Call

Present were Marie Turner, Councilwoman Kaya McIntosh, Mayor Samantha Whitfield, Deputy Manager Gary Lawery III Vice-Chairman Martin Nock, and Chairwoman Kimbrali Davis.

Also present: Deputy Clerk Nikisha Scott, Planning Board Engineer Carl Turner, Planning Board Solicitor Richard F. DeLucry, Zoning Officer Telaiya Genwright, and Amma Avant.

Absent were, Darryl Curtis, and Board Secretary Donald St. Hilaire.

Deputy Clerk Samantha Savino acted as Board Secretary.

5. Approval of Minutes

Councilwoman McIntosh motioned, seconded by Mayor Whitfield that the September 8, 2025 minutes be approved as presented.

Roll Call:

| | |
|---------|----------------------------------------------|
| AYE | MCINTOSH, WHITFIELD, TURNER, NOCK, AND DAVIS |
| NAY | NONE |
| ABSTAIN | LAWERY |

The minutes were approved.

6. New Business

A. **BK Vesmin, LLC** (320 Beverly Rancocas Road, B 16, L8)

Informal Application for Minor Subdivision with “c” Variances and Waivers

Summary of Comments – Jay Minitzer, Attorney for BK Vesmin (Informal Review)

- The applicant is seeking a minor subdivision of a commercial condominium property.
- The Condominium Association previously acquired the former Burger King site after the business closed; it effectively became the fourth building within the existing condo association (originally three buildings plus this separate pad site).
- The Burger King parcel is a free-standing, separately deeded condominium unit within the overall association.
- Due to maintenance and management challenges, the association has agreed to sell this parcel.
- The applicant’s proposal seeks to separate the former Burger King lot from the existing condominium property.
- It was noted that a waiver may be required, as subdividing or separating a parcel already subject to prior variances may be considered improper or inconsistent with the original approvals.

Board Member Questions and Comments

- Clarification Requested: Board members sought clarification on how the condominium association is comprised, including its structure, governance, and membership.
- Formal Resolution: The Board requested that a formal, defined resolution be provided by the condominium association outlining its official position or approval.
- Precedent Concern: Members asked whether granting potential approval for this request would establish a precedent for similar actions or requests within the Township.

B. **Willingboro Board of Education** – Informal Application for Site Plan or Subdivision

WR James Elementary School (41 Pinetree Lane); Twin Hills Elementary School(110 Twin Hills Rd, B 1121, L34); Hawthorne Park Elementary School (84 Hampshire Lane, B 609, L 2.01)

Ron S., the district architect, appeared before the Board to present an informal application for Site Plan or Subdivision Review for proposed additions at three Willingboro Township elementary schools:

Summary of Comments – Ron Schwenke, Architect for Willingboro Board of Education (Informal Review)

- The proposed projects involve constructing dedicated gymnasium additions at each school. Currently, the schools utilize two classrooms as gym spaces, creating programmatic deficiencies. Each annex will include a half-size basketball court, office for the athletic director, storage area, and a single-use restroom.
- The additions will not increase student capacity; they are intended for use by existing students only. Each structure will be one story, approximately 4,000 square feet, and separated from the

existing school buildings by fire-rated walls with direct interior connections. The gym floors will feature synthetic padded sports flooring.

Stormwater management improvements will be incorporated as follows:

- W.R. James and Hawthorne Park schools will include underground stormwater retention basins, which are safer for students.
- Twin Hills Elementary will not require stormwater management improvements, as the project will reduce impervious coverage on site.

Board Member Questions and Comments

- Board members raised several questions and comments regarding the proposed projects:
- **Parking and Greenspace:** The Board inquired whether the additional greenscape at Twin Hills Elementary School would result in a reduction of parking spaces. The applicant advised that no parking would be eliminated as part of the project.
- **Neighborhood Communication:** The Board asked whether there had been any communication or outreach to neighboring property owners regarding the proposed additions. The applicant indicated that such communication could not be confirmed at this time.
- **Signage and Lighting:** A suggestion was made to consider relocating existing signage to improve wayfinding for potential after-hours visitors, as well as to enhance building lighting for safety and visibility.

All comments, concerns and suggestions from the Board will be included in the formal correspondence to be drafted by the Board Attorney, as required by the New Jersey Department of Education.

7. Public Comment – Agenda Items (2 Minutes Max)

None

8. Old Business

Board Members offered their condolences to the Board Secretary, Donald St. Hilaire.

Mayor Whitfield reminded the Board Secretary to please submit their comments regarding the Master Plan by the next meeting to allow the Board to review prior to submitting to Council.

9. Public Comment (2 Minutes Max)

Chairwoman Davis opened the meeting up for public comment.

Patricia Lindsay-Harvey (Medford Lane), Chair of the EcoVision Task Force, addressed the Board. She expressed concerns regarding the installation of new flooring materials in the proposed gymnasium additions. Ms. Lindsay-Harvey also raised questions about the green infrastructure and stormwater management components associated with the new gym facilities.

She thanked the Board for their thoughtful questions regarding developer involvement and commented that the Township is not simply accepting any developer proposals without careful consideration.

Chairwoman Davis closed public comment.

10. Board Comment

All Board members had a chance to speak.

11. Adjournment

Mr. Lawery motion to adjourn the meeting. Chairwoman Davis asked for a voice vote. Seeing no opposition, the meeting was closed at 7:07pm.

Respectfully Submitted,

Nikisha Scott

Deputy Clerk on behalf of Board Secretary