

TOWN OF DOVER PLANNING BOARD

- Rafael Rivera –Chairman
- Scott Miller – Vice Chairman
- William Isselin
- James Visioli
- Thomas Incera
- Osvaldo Orama
- John Londono
- James P. Dodd - Mayor

TOWN OF DOVER
Mailing Address
37 North Sussex Street
Dover, New Jersey 07801

Office Location
100 Princeton Avenue
Dover, NJ 07801
Telephone: 973-366-2200 (Ext. 2141)
Email: boardsecretary@dover.NJ.US

- Ruben Gilgorri - Mayor's Rep
- Arturo Santana - Council Member
- Reese Riley - Alternate I
- Vacant - Alternate II
- William J. Rush - Board Attorney
- Paula Mendelsohn – Board Secretary
- Stephen Hoyt PE– Board Engineer
- John McDonough – Board Planner

MINUTES June 19, 2025

CALL TO ORDER: Chairman Rivera called the meeting to order at 7:30pm

ROLL CALL:

PRESENT: Commissioners Riley, Isselin, Orama, Councilmember Santana, commissioner Visioli and, Chairman Rivera.

ABSENT: Commissioners Gilgorri, Incera, Londono, Mayor Dodd and Vice Chair Miller.

ALSO PRESENT: Paula Mendelsohn Board Secretary, William J. Rush, Board Attorney, Stephen Hoyt, Board Engineer and John McDonough, Board Planner

PLEDGE OF ALLEGIANCE was recited by all.

ADEQUATE NOTICE OF MEETING

MINUTES: Commissioner Isselin made a motion to approve the minutes of the April 17 meeting. The motion was made by Commissioner Isselin and seconded by Commissioner Orama and approved by a vote of 6–0. All members were in favor.

RESOLUTIONS –

P24-05: 19 Liberty Street LLC, Block 1104 Lot(s) 19 – located in the R-3 Double Family – 7,500 SF zone. Minor Subdivision/ Minor Site Plan for following project: to subdivide the lot and construct a new two-family home on the newly created Lot. A motion to approve resolution P24-05 was made by Commissioner Orama and seconded by Commissioner Isselin. All members present at the meeting were in favor. Motion APPROVED 5-0. One member was absent.

P25-02: 150 Princeton Ave. Block 317 Lot(s) 35, 36 & 37 – The subject property identified as Block 317 Lot (s) 35, 36, & 37 currently has one single-family residential dwelling (to remain) on-site. Applicant proposes to combine the three undersized lots, subdivide it and construct a new single-family dwelling on the new lot with associated garage and site improvements. The subject property lies within the R-2 Single Family - 5,000 SF district. A motion to approve resolution P24-05 was made by Commissioner Orama and seconded by Commissioner Isselin. All members present at the meeting were in favor. Motion APPROVED 5-0. One member was absent.

P25-03 126 E Dickerson - The subject property identified as Block 1901 Lot 2 currently has a 65,500 square foot warehouse building with approximately 7,000 sf of vacant space. The Applicant proposes to utilize this vacant space for a warehouse/manufacturing/distribution use in accordance with the requirements of the Town of Dover Planning Board Resolution memorialized on September 27, 2023 for a Minor Site Plan Approval. The Applicant proposes site improvements consisting of re-striping the existing parking area and loading zone, and the addition of signage to identify the Applicant's business. The subject property lies within the IND Industrial District. A motion to approve resolution P24-05 was made by Commissioner Orama and seconded by Commissioner Isselin. All members present at the meeting were in favor. Motion APPROVED 5-0. One member was absent.

CASES –

P25-04: 141 Lincoln Avenue/84 Guy Street, Block 2013 Lot(s) 5, 11 – Chairman Rivera announced that the applicant requested the application be carried to the August 21 meeting. There was no further discussion on the application.

P25-05: 100 Grace Street Block 1501 Lot(s) 1 – The Town of Dover Board of Education intends to install permanent classroom units at the subject property at Block 1501 Lot 1 to address overcrowding conditions and unhoused students in the School District. The proposed improvements includes the addition of a prefabricated modular classroom building with fourteen classrooms, a large group instruction area, and supporting rooms and utilities. The proposed annex will sit atop the existing asphalt tennis courts and bus parking lot. The subject property lies within the IND/OP Industrial/Office Park District.

The board attorney clarified that this is a Section 31 application, which means the Board does not have voting authority over the project. The application is presented to the Board as a courtesy because it involves expenditure of taxpayer funds.

Mr. John Crute, attorney for the Board of Education, expressed appreciation to the board. He clarified that while he is primarily a school board attorney (not a land use attorney). He summarized the purpose of the project:

- To relocate all sixth graders from existing elementary schools into a dedicated new space.
- This move will **free up classroom space** in other schools and serve as a **transition phase** for sixth graders before entering junior high or high school.

Mr. Campisano, the architect for the applicant, was sworn in and introduced himself as a representative from USA Architects.

- He requested the Board's permission for a junior architect, Mr. Mark Bolos, who is pursuing licensure, to present the project.
- The proposed annex aims to reduce overcrowding
- The annex will be a new, detached structure associated with the North Dover School.
- Display boards and renderings were brought to assist in the presentation.

Mr. Mark Bolos, designer architect, was sworn in and proceeded to present the architectural plans.

- The project site is located between North Dover Elementary School and Dover High School, on existing tennis courts and asphalt paving, minimizing additional impervious surfaces.
- The building will be raised approximately four feet above existing grade to mitigate flooding concerns, as the surrounding area is relatively flat and the annex floor will be higher than the existing schools.
- A new bus loop is proposed, allowing efficient circulation for up to 3-4 large buses, with entry and exit from Grace Street to reduce congestion.

- Staggered start and end times for the annex will minimize traffic conflicts with the other nearby schools.
- The annex layout includes approximately 14 classrooms, specialty rooms (including special education), a small administrative suite, and a multipurpose space for lunch, gym classes, and meetings.
- There will be no kitchen on-site; food will be delivered.
- Construction will use modular wood building methods for efficiency and speed; modules will be built off-site and assembled quickly on-site.

Board Member Comments and Questions:

- Concerns about bus parking potentially moving into residential neighborhoods (e.g., McFarland Street and Hamilton Field).
- Request to incorporate stormwater management solutions onsite to reduce runoff into public drainage systems, referencing recent local drainage improvements.
- Clarification on bus traffic flow and routing on-site to minimize congestion.
- Parking capacity and potential loss of existing parking discussed; district is seeking solutions to increase parking availability.
- Discussion on garbage collection area, still under design.
- Alternatives to the project, including using existing school properties or purchasing other sites, were considered but found not fiscally viable.
- The "unhoused students" metric explained as a state calculation for funding, not necessarily literal overcapacity.
- Residency enforcement efforts include private firm engagement and surveillance; process to disenrollment of non-resident students is complex and regulated.
- Funding sources detailed
- Multi-story building option reviewed but rejected due to higher costs and code requirements.

Recommendations and Next Steps:

- Board requests reconsideration of stormwater management for the site.
- Concerns about bus parking location to be communicated to the Board of Education.
- Parking demand solutions to be further explored.
- Encouragement for continued investigation of alternative sites or building designs for cost efficiency.
- Lighting and landscaping plans will be submitted with building permits; minimal landscaping proposed.
- Public comments invited; none were made.
- Board agreed to forward recommendations to the Board of Education.
- Public encouraged to attend school board meetings for ongoing input.

NEW BUSINESS –

Historic Preservation Ordinance Amendment

The Board reviewed proposed amendments to the Historic Preservation Commission ordinance aimed at meeting state requirements for grant eligibility. The changes do not expand the historic district but provide a framework to support future preservation efforts and funding.

A board member clarified the updates help the town seek grants and enforce appropriate restoration standards for designated properties.

Commissioner Isselin moved to pass the ordinance to the Mayor and Council; seconded by Councilmember Santana. **APPROVED 6-0.**

OLD BUSINESS -

PUBLIC DISCUSSION – None

Motion to adjourn was made by Commissioner Orama and seconded by Commissioner Isselin. All members were in favor 6-0

Meeting adjourned 8:48 PM

Respectfully Submitted,


Paula Mendelsohn, Board Secretary

Date approved 07/17/2025.