



BASS RIVER TOWNSHIP
BURLINGTON COUNTY – NEW JERSEY

North Maple Avenue - Post Office Box 307 - New Gretna, New Jersey 08224
 (609) 296-3337 / www.bassriver-nj.org

WILLIAM “RICK” ADAMS
MAYOR

LOUIS BOURGUIGNON
DEPUTY MAYOR

JANE ALLEN
COMMISSIONER

JENNY GLEGHORN
TOWNSHIP CLERK

(Subject to change under N.J.S.A. 10:4-8(d) – this agenda is tentative to the extent known at time of posting)

AGENDA FOR PLANNING / ZONING BOARD MEETING
AUGUST 20, 2025 – 7:00 P.M.

CALL TO ORDER / FLAG SALUTE

OPEN PUBLIC MEETING ACT - “SUNSHINE LAW”

- This meeting of the Bass River Township Planning Board is being held in conformance with the Open Public Meetings Act (“OPMA”), N.J.S.A. 10:4:4-6.
- The notice was published in the Atlantic City Press Newspaper and The Beacon Newspaper on January 9, 2025.
- This Notice was given to the Municipal Clerk and posted on the bulletin board in the Municipal Building and on the Township website.

PROFESSIONALS

Planning Board Attorney

Christopher J. Norman, Esq. - The Platt Law Group

Planning Board Engineer

Frank Little, P.E. - Owen, Little & Associates, Inc.

Planning Board Admin/Secretary

Natalie Lewis

RECORD OF ATTENDANCE / ROLL CALL

| BOARD MEMBERS | CLASS | TERM EXPIRES | PRESENT | ABSENT |
|-------------------------|------------------------|--------------|---------|--------|
| 1. William “Rick” Adams | Class 1 - Mayor | 12/31/2025 | | |
| 2. Jane Allen | Class 3 - Commissioner | 12/31/2025 | | |
| 3. Cindy Ann Ruffo | Class 4 - Resident | 12/31/2025 | | |
| 4. Robert Neuweiler | Class 4 - Resident | 12/31/2025 | | |
| 5. Richard Steele | Class 4 - Resident | 12/31/2025 | | |
| 6. Stacy D. Turlish | Class 4- Resident | 12/31/2026 | | |
| 7. James McGettigan | Class 4- Resident | 12/31/2026 | | |
| 8. Barbara Dillion | Class 4- Resident | 12/31/2027 | | |
| 9. Malinda Fritz | Class 4- Resident | 12/31/2027 | | |
| 10. John Ewert | Alt 1 - Resident | 12/31/2025 | | |
| 11. Carrie Crowley | Alt 2 - Resident | 12/31/2026 | | |

RESOLUTIONS FOR MEMORIALIZATION – None

MINUTES SUBMITTED FOR APPROVAL

Minutes for the meeting of July 16, 2025.

CORRESPONDENCE: **None**

BUSINESS/APPLICATIONS:

- Nicklow - 5669 Route 9 – Land Use Application – Minor Site Plan

PUBLIC COMMENT

- **Reminder:** Kindly stand up and speak with a strong, clear voice.
- **Reminder:** Planning Board meetings are regarding Municipal Land Use matters only.
 - Public Comment - open.
 - Public Comment - close.

DISCUSSION: Cannabis Regulatory

ADJOURNMENT Time: _____ p.m.

PUBLIC NOTICE

The next meeting is scheduled for September 17, 2025, at 7:00 p.m.

**TOWNSHIP OF BASS RIVER
BURLINGTON COUNTY, NJ**

**P.O. BOX 307
3 North Maple Avenue
New Gretna, New Jersey 08224**

LAND USE APPLICATION FORM

5 copies of the application, with supporting documentation, must be filed with the Township and must be delivered to the professionals by the applicant for review at least fifteen (15) business days prior to the meeting at which the application is to be considered.

TO BE COMPLETED BY TOWNSHIP STAFF ONLY

Date Filed: _____ Application Number: Nicklow

Application Fees: 300.00

Escrow Deposit: 1500.00

Scheduled for: Review for Completeness _____ Hearing 8/20/2025

1. SUBJECT PROPERTY

LOCATION: 5669 RT.9

TAX MAP: Page 8B Block 54 Lot(s) 1

Page _____ Block _____ Lot(s) _____

DIMENSIONS: Frontage 128'/123' Depth 150'/152' Total Area 0.51 AC.

ZONING DISTRICT: VC VILLAGE COMMERCIAL

2. APPLICANT

NAME: BRETT NICKLOW

ADDRESS: P.O. Box 394

NEW GRETN, NJ 08224 TELEPHONE

NUMBER: _____ E-MAIL: greatbayoyster@gmail.com

Applicant is a: Corporation Partnership LLC Individual

3. DISCLOSURE STATEMENT

N.J.S.A. 40:55D-48.1 requires that the names and addresses of all persons owning 10% of the stock in a corporate applicant or 10% interest in any partnership applicant be disclosed. The disclosure requirement applies to any corporation, Limited Liability Company or partnership, which owns more than 10% interest in the applicant, followed up the chain of ownership until the names and addresses of the non-corporate stockholders and partners exceeding the 10% ownership criterion have disclosed. [Attach pages as necessary to fully comply.]

| | | |
|------------|---------------|----------------|
| NAME _____ | ADDRESS _____ | INTEREST _____ |
| NAME _____ | ADDRESS _____ | INTEREST _____ |
| NAME _____ | ADDRESS _____ | INTEREST _____ |
| NAME _____ | ADDRESS _____ | INTEREST _____ |
| NAME _____ | ADDRESS _____ | INTEREST _____ |
| NAME _____ | ADDRESS _____ | INTEREST _____ |

4. If owners is other than the applicant, provide the following information on the owner(s):

Owners Name: _____

Address: _____

Telephone Number _____ Fax Number _____

5. PROPERTY INFORMATION

Restrictions, covenants, easements, association by-laws, existing or proposed on the property:

Yes [Attach Copies] No Proposed

Note: All deed restrictions, covenants, easements, association by-laws, existing and proposed must be submitted for review and must be written in easily understandable English.

Present use of the premises: RETAIL SALES

a. Applicant's Attorney _____

Address _____

Telephone No. _____ Email _____

Fax Number _____

b. Applicant's Engineer _____

Address _____

Telephone No. _____ Email _____

Fax Number _____

c. Applicant's Planning Consultant William P. McManus PLS, PP

Address 634 Lost Pine Way
Galloway N.J. 08205

Telephone No. 609-652-0105 Email wpm-ddm@comcast.net

Fax Number _____

d. Applicant's Traffic Engineer _____

Address _____

Telephone No. _____ Email _____

Fax Number _____

e. List any other expert(s) who will submit a report or who will testify for the applicant:
[Attach additional sheets as may be necessary]

Name _____

Field of Expertise _____

Address _____

Telephone No. _____ Email _____

Fax Number _____

6. APPLICATION REPRESENTS A REQUEST FOR THE FOLLOWING:

SUBDIVISION:

- Minor Subdivision Approval
- Major Subdivision Approval (Preliminary)
- Major Subdivision Approval (Final)

Number of lots to be created _____
(Including remainder lot)

Number of proposed dwelling units _____
(If applicable)

SITE PLAN:

- Minor Site Plan Approval
- Major Preliminary Site Plan Approval [Phases (if applicable) _____]
- Major Final Site Plan Approval [Phases (if applicable) _____]
- Amendment or Revision to an Approved Site Plan

Area to be disturbed (square feet or acreage) _____

Number of proposed dwelling units (if applicable) _____

- Request for Waiver from Site Plan Review Approval

Reason for request: _____

- Informal Review
- Request for Rezoning and/or Amendment to Master Plan
- Appeal Decision of an Administrative Officer [N.J.S.A. 40:55D-70a]
- Map or Ordinance Interpretation or Special Question [N.J.S.A. 40:55d-70b]
- Variance Relief (hardship) [N.J.S.A. 40:55D-70c(1)]
- Variance Relief (substantial benefit) [N.J.S.A. 40:55D-70c(2)]
- Variance Relief (use) [N.J.S.A. 40:55d-70d]
- Conditional Use Approval [N.J.S.A. 40:55D-67]
- Direct Issuance of a Permit for a Structure in Bed of a Mapped Street, Public drainage way, or Flood Control Basin [N.J.S.A. 40:55D-34]
- Direct Issuance of a Permit for a Lot Lacking Street Frontage [N.J.S.A. 40:55D-35]

7. Section(s) of Ordinance from which a variance is requested:

NONE ANTICIPATED

8. Waivers Requested of Development Standards and/or Submission Requirements: [Attach Additional Pages as Needed]

9. Attach a copy of the Notice to appear in the official newspaper of the municipality and to be mailed to the owners of all real property, as shown on the current tax duplicate, located within the State and within 200 feet in all directions of the property which is the subject of this application. The Notice must specify the sections of the Ordinance from which relief is sought, if applicable. The publication and the service on the affected owners must be accomplished at least 10 days prior to the date of scheduled by the Administrative Officer for the hearing. An Affidavit of service on all property owners and a proof of publication must be filed before the application will be complete and the hearing can proceed.

10. Explain in detail the exact nature of the application and the changes to be made at the premises, including the proposed use of the premises: [attach pages as needed]

RETAIL SALES

- 11. Is a public water line available? NO
- 12. Is public sanitary sewer available? NO
- 13. Does the application propose a well and septic system? NO/NO Both Existing
- 14. Have any proposed new lots been reviewed with the Tax Assessor to determine appropriate lot & block numbers? N/A
- 15. Are any off-tract improvements required or proposed? NO
- 16. Is the subdivision to be filed by Deed or Plat? N/A
- 17. What form of security does the applicant propose to Provide as performance and maintenance guarantees? CASH/BOND

18. Other approvals, which may be required and date plans submitted:

| | Yes | No | Date Plans Submitted |
|--|-------------------------------------|-------------------------------------|---------------------------------|
| Plat (Soil Borings—witness by Twp. Engineer) | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Sealed Survey | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>With Application</u> |
| Drainage Calculations | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Environmental Impact Report | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Protective Covenants, Deed Restrictions or Easements | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Burlington County Site Plan Application, If development If on a County Road | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <u>No Improvements Proposed</u> |
| Burlington County Health Department | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Burlington County Planning Board | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Burlington County Soil Conservation District If more than 5,000 sq. feet of soil is disturbed | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| NJ Dept. of Environment Protection Sewer Extension Permit | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Sanitary Sewer Connection Permit | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Stream Encroachment Permit | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Waterfront Development Permit | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Wetlands Permit | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Tidal Wetlands Permit | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Potable Water Construction Permit | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |

| | Yes | No | Date Plans Submitted |
|--|-------------------------------------|-------------------------------------|-------------------------|
| Other _____ | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| Certificate of Filing of Pinelands Application | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>With Application</u> |
| NJ Dept. of Transportation | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Utilities and other Approval Needed: | | | |
| _____ | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| _____ | <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| _____ | <input type="checkbox"/> | <input type="checkbox"/> | _____ |

19. Certification from the Tax Collector that all taxes due on the subject property have been paid.
20. List of Maps, Reports and other materials accompanying the application (attach additional pages as required for complete listing).
21. It is the responsibility of the applicant to mail or deliver copies of the application form and all supporting documents to the members of the professional staff [Engineer, Planning Consultant, Attorney for the Board] for their review. The documentation must be received by the professional staff at least fifteen [15], but not more than twenty [20] business days prior to the meeting at which time the application is to be considered, otherwise the application will be deemed incomplete. A list of the professional staff is attached to the application form.

| Quantity | Description of Item |
|----------|--|
| <u>5</u> | <u>SURVEY / MINOR SITE PLAN</u> |
| <u>5</u> | <u>PINELANDS CERTIFICATE OF FILING</u> |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

22. The Applicant hereby request that copies of the reports of the professional staff reviewing the application be provided to the following of the applicants professionals:

23. Specify which reports are requested for each of the applicant's professionals or whether all reports should be submitted to the professional listed.

| Applicants Professional(s) | Report Requested |
|----------------------------|------------------|
| William P. McManus PLS, PP | All Reports |
| | |
| | |
| | |

CERTIFICATIONS

24. I certify that the foregoing statements and the materials submitted are true. I further certify that I am the individual applicant or that I am an Officer of the Corporate Applicant and that I am authorized to sign the application for the Corporation or that I am a general partner of the partnership applicant. [If the applicant is a corporation or a Limited Liability Company this must be signed by an authorized officer. If the applicant is a partnership, this must be signed by a general partner.]

Sworn to and subscribed before me this

WILLIAM P MCMANUS
NOTARY PUBLIC
State of New Jersey
ID # 2388146
My Commission Expires 8/6/2029
10 Day of June, 20 25.

NOTARY PUBLIC


SIGNATURE OF APPLICANT

25. I certify that I am the Owner of the property which is the subject of this application, that I have authorized the applicant to make this application and that I agree to be bound by the application, the representations made and the decision in the same manner as if I were the applicant. [If the applicant is a corporation or a Limited Liability Company, this must be signed by an authorized officer. If the applicant is a partnership, this must be signed by a general partner.]

Sworn to and subscribed before me this

WILLIAM P MCMANUS
NOTARY PUBLIC
State of New Jersey
ID # 2388146
My Commission Expires 8/6/2029
10 Day of June, 20 25.

NOTARY PUBLIC


SIGNATURE OF OWNER

26. I understand that the sum of \$ 1500.00 has been deposited in an escrow account. In accordance with the Ordinances of the Township of Bass River, I further understand that the escrow account is established to cover the cost of professional services including engineering, planning, legal and other expenses associated with the review of submitted materials and the publication of the decision by the Board. Sums not utilized in the review process shall be returned. If additional sums are deemed necessary, I understand that I will be notified of the required additional amount and shall add that sum to the escrow account with fifteen (15) days.

6-10-25
DATE


SIGNATURE OF OWNER



**OWEN,
LITTLE
& ASSOCIATES
INC.**

Engineers
Planners
Surveyors
GIS Specialists

Frank J. Little, Jr., P.E., P.P., C.M.E.
Douglas F. Klee, P.E., P.P., C.M.E.
William J. Berg, P.L.S.

July 28, 2025

Bass River Township Planning Board

P.O. Box 307
3 North Maple Avenue
New Gretna, NJ 08224

Re: Site Plan Approval
Applicant: Brett Nicklow
Block: 54
Lots: 1
Location: 5669 Rt. 9
Zone: VC (Village Commercial)
OLA File No: BRPB-25-NICK

Dear Chairman and Board Members:

We have received and reviewed the following material submitted in conjunction with the referenced application:

1. Survey/Minor Site Plan, Block 54, Lot 1, Bass River Township, Burlington County, New Jersey. The survey, consisting of One (1) Sheet, has been prepared by Duffy, Dolcy, Magnus & Roesch, and is signed by William P. McManus, NJPLS #31660. The survey is dated 04/24/2024, with a latest revision date of 06/05/2025.

The applicant seeks site plan approval so as to establish a retail sales use on the subject property. Site improvements are limited to:

- 160 SF metal retail sales building
- 64 SF storage shed
- 20 SF cooler box

No additional site improvements are proposed.

The .51± vacant acre parcel is located at the intersection of Maple Avenue and NJSH 9 (New York Road) within the Village VC Zoning District.

Based on our review of the submitted material we offer the following for the Board's consideration:

443 Atlantic City Blvd.
Beachwood, NJ 08722
732-244-1090
Fax 732-341-3412
www.owenlittle.com
info@owenlittle.com

A. Zoning – VC (Village Commercial)

| | Required/Allowed | Existing/Proposed |
|--|------------------|-------------------|
| Minimum Lot Area | 1.0 AC. | *0.51 AC. |
| Minimum Front Setback | 40 FT | 41.2 FT |
| Minimum Side Setback | 20 FT | 73.4 FT |
| Minimum Rear Setback | 30 FT | >30 FT |
| Minimum Accessory Side Setback (<100 SF) | 10 FT | > 10 FT |
| Minimum Accessory Rear Setback (<100 SF) | 10 FT | > 10 FT |
| Maximum Building Height | 35 FT | 9 FT |
| Maximum Building Coverage | 20% | 1.1% |
| Maximum Lot Coverage | 40% | 16.5% |

* Variance required

Minimum Lot Area: (17.08.090D)1.00 Ac Required; .5 Ac Proposed

B. General Comments: The applicant has also requested a waiver for further site plan review. However, a variety of engineering, technical and operational issues must be addressed. Specifically:

- o Utilities- Are existing onsite systems adequate to service the new retail use proposed?
- o Specifics of “Retail Sales”
- o Days and Hours of Operations as well as seasonal hours
- o Staffing
- o Security
- o Environmental Concerns
- o Solid Waste Storage and Handling
- o Site access and Circulation
- o Grading and Drainage
- o Off-Street Parking
- o Lighting and Landscaping Proposals
- o Site Signage

The Board should be comfortable with any site plan waiver which may be granted. At a minimum we would suggest any approval which the Board may grant should be conditioned upon the applicant submitting a formal Description of Operations providing for all applicable operation disclosures as well as any specific restrictions and/or limitations which the Board may impose.

C. Outside Agencies- The applicant should be prepared to discuss the current status of the following outside agency permits/approvals which will be required in conjunction with any approval the Board may grant.

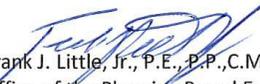
1. Burlington County Planning Board
2. Burlington County Soil Conservation District
3. Burlington County Health Department (Septic & Well)
4. Pinelands Commission (No Call Up Letter)
5. NJDOT

- D. **Technical Revisions and/or Corrections** – As may be required by the Board.
- E. **Recommendations** – Any approval which the Bass River Township Planning Board may grant should be conditioned upon the following items being addressed prior to signing the map:
1. Compliance with all technical revisions previously indicated.
 2. Plan revisions required by the denial of any requested variances and/or design waivers.
 3. Receipt of approvals and compliance with all permit conditions and any Federal, State, County and local regulatory agencies having jurisdiction over this application.
 4. Submission of a formal Description of Operations detailing and outlining the approved use as well as any Board imposed limitations and/or restrictions.

Please be advised that the comments detailed above are based on our initial review of the application. Additional comments and/or plan revisions may be forthcoming subsequent to formal presentation by the applicant and any public comment which is received.

Should you have any questions or require any additional information, please do not hesitate to call.

Very truly yours,


Frank J. Little, Jr., P.E., P.P., C.M.E.
Office of the Planning Board Engineer

FJL:DFK:kmd

Cc: Laura Moyer, Planning Board Secretary (lmoyer@bassriver-nj.org)
Chris Norman, Esq., Land Use Board Attorney (cnorman@theplattlawgroup.com)
Brett Nicklow, Applicant (greatbayoyster@gmail.com)
William P. McManus, PLS, PP (wpm-ddm@comcast.net)

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