Cinnaminson Township Planning Board
Regular Meeting Minutes

Tuesday, August 11, 2026 – 6:30 P.M.
Cinnaminson Municipal Building, 1621 Riverton Road, Cinnaminson, NJ

Ms. Lauro called the meeting to order and led the flag salute. She read the Sunshine and Public Statements.

Sunshine Statement: In accordance with Section V of the Open Public Meetings Act, Chapter 231, Public Law 1975, notice of this meeting was posted on the Township Website and by advertising the Regular Meeting in the Burlington County Times and Courier Post newspapers on January 25, 2026. In addition, notice was filed with the Municipal Clerk.

This meeting is a quasi-judicial proceeding. Any questions or comments should be limited to issues that are relevant to what the Board may legally consider in reaching a decision, and decorum appropriate to such a proceeding must be maintained at all times. Please refer to the Rules Governing Public Comment Periods attached to this agenda.

Roll Call:

Present: Class I: Mr. Horner; Class II: Mr. Minton; Class IV: Mr. Gallagher, Ms. Lauro, Mr. Maradonna, Mr. McGill, Mr. Snyder, Ms. Woodington.

Absent: Class I Designee: Mr. Roadside, Class III: Mr. Segrest; Alternate: Ms. Stewart.

Also Present: Mr. Heinold, Board Solicitor; Mr. Barbadoro, Board Engineer; Mr. Taylor, Board Planner; Mrs. Russell, Board Secretary

Ms. Lauro read the Board's policy: It is the policy of the Board that no application will be opened after 10:00P.M. It is the policy of the Board that no new testimony will be taken after 10:30P.M.

Applications
Case #2603 Top Line Investments LLC – BD Zone
Block 1304, Lot 23 – 803 US Route 130 – Minor Site Plan Approval

Kevin Diduch, Esq, Attorney for the Applicant, introduced the application for Top Line Investments, LLC d/b/a Top Line Roofing and the site's location in the township. He explained this is more a change of use and site plan maintenance application with the Applicant wishing to ensure the Board and residents are comfortable with the proposed use of roofing contractor office. Mr. Diduch introduced Samuel Agresta, the Applicant's Engineer, and Nicholas Kuzowsky, the Applicant's Architect, as well as Christian Lalvay, representing the Applicant. The witnesses were sworn by Mr. Heinold.

Hearing

Mr. Agresta reviewed his credentials as a licensed professional engineer and planner in good standing in the State of New Jersey, his educational background, and his acceptance as an expert witness before various boards including the Cinnaminson Zoning Board of Adjustment. Ms. Lauro admitted Mr. Agresta as an expert witness.

Mr. Kuzowsky described his credentials as a licensed architect in good standing with the State of New Jersey, his educational background and professional experience. He was admitted as expert in architectural design.

Mr. Diduch introduced the following exhibits:
A-1 – aerial of existing site conditions

A-2 – change of use plan rendering – colorized for clarity

Mr. Agresta referred to A-1 in describing the location of the site at 803 Rt 130, also known as block 1304, and lot 23. The site is 1.4 acres and the building is just under 3,100 sq ft, and formerly operated as a liquor store and check cashing business, and various other retail types. The building, located in the Business District (BD), has been vacant for 12 years and the proposed use is an approved use, operating as an office and sales location for Top Line Roofing.

Mr. Agresta described the preexisting, non-conforming conditions, including lot width of 107' where 200' is required; front yard setback of 24.56' where 50' is required; side yard setback of 30.3' where 35' is required; parking stall size of 9'x18' where 10'x20' are required. He explained the Applicant asks for a variance to retain the parking stall size as the parking requirement for this use is not that of a retail shopping area and will be sufficient to the business. In addition, the Applicant asks for a waiver from the required loading/unloading area as there will not be delivery of any sort of materials to this office location.

Mr. Agresta referred to A-2 to show the existing site conditions. He noted there are similar businesses to the proposed use up and down the Route 130 corridor and a residential area adjacent to the rear of this lot. The building sits far back from the residential are with good separation and the Applicant does not plan to change that distance. He explained that A-2 is a maintenance plan and described the proposed improvements to include bringing existing ADA parking into conformance with current regulations and proposes addition of a concrete ramp along the side to provide ADA compliant access to the building. The plan proposes one (1) tree and three (3) shrubs to be removed, and the Applicant agrees to work with the Board's professionals to accommodate requirements of additional plantings throughout the site. Additionally, the current parking area which is cracked and *"alligatoring"* will be milled and overlayed, restriped to 9'x18' parking spaces with curb stops. He noted the site needs attention to bring it up to date.

Mr. Agresta described the area of rip rap and large stones used to collect stormwater runoff from parking area. The existing stones will be reset and cleaned, and weeds and leaves will be removed. He has observed some minor ponding during rain and believes cleaning the area will alleviate that issue. The grading plan will pitch toward the back to ensure proper runoff, and the existing lawn is sufficient for maintaining stormwater onsite.

He reported the existing lighting will be upgraded with new wall packs on the façade. He announced that Mr. Kuzowsky will speak about the lighting plan and that a lighting analysis plan will be submitted to ensure adequate site lighting meets the ordinance requirements. There is currently no lighting to the back of the site where one (1) or two (2) small poles are proposed.

Mr. Agresta explained the request for an additional variance for front yard setbacks to allow for a new small front overhang which will reduce the existing 24.56' setback to 19.35'. This is purely architectural and will not expand the building footprint. Mr. Agresta reported there is no detriment or negative impact on this additional variance as it will be in front of the building and will not intrude in the traffic way and pose no public harm by reducing the setback. To the contrary it will enhance the building's appearance.

Mr. Diduch referenced the chain link fenced area to the back of the site which is not used for anything at this point and may have been storage in the past. It is shown on the plans as remaining but could be removed as it serves no purpose. He added the two (2) enormous evergreens on either side of the area will be maintained and cared for. Mr. Diduch confirmed the Applicant confirmed the fence will be removed.

Mr. Diduch introduced the following additional exhibits:
A-3 – existing architectural plan
A-4 – existing elevation
A-5 – proposed architectural plans
A-6 – proposed architectural elevations

Mr. Kuzowsky referenced A-3, existing architectural plan, showing the existing floor plan. He explained the inside walls will be hollowed out, and exterior walls of building will remain. He explained the building was built in stages with numerous add-ons. Improvements to the interior will change the building drastically. Referencing A-4, existing elevation, showed the front elevation and rear left and right side, which he described as very generic, concrete block with brick in front and not architecturally pleasing. The proposed changes to the facade will improve the look.

Mr. Kuzowsky referenced A-5, explaining the new floor plan for the main floor, canopy at the front with new windows and double doors leading to the sales area where products and samples will be showcased, two (2) bathrooms, conference room, break room and office.

Referencing A-6, proposed architectural elevation, Mr. Kuzowsky explained the existing flat roof, with different additions of differing heights, will be replaced with a contiguous pitched roof. The Applicant will use fiber cement materials which are the business' specialty. This will serve as an example of the roofing, materials, exterior windows and doors that the business provides. Mr. Kuzowsky explained the new canopy will have a metal roof attached to the building with brackets and will not touch the ground. The handicapped accessible ramp on the side of the building will have a tent roof and provide for a nice side entrance. Mr. Diduch asked if there was a retail component to the business and Mr. Kuzowsky confirmed this is not like a traditional showroom as clients will visit by appointment to see samples of products.

• Mr. Minton asked for testimony to be provided regarding the basement space. Mr. Kuzowsky explained the basement will house utilities, HVAC, electrical box, hot water heater, etc. The Applicant will provide testimony as to the use and it not being habitable space. Mr. Minton asked if the proposed improvements to the building will meet the required finishes in the code. Mr. Kuzowsky testified all requirements will be met including the fiber cement materials and glass.

Mr. Diduch introduced the Applicant, Mr. Lalvay. Mr. Lalvay described the roofing company that he has owned for 10 plus years. He testified there are eight (8) employees, and the building will be used for sales staff and provide an area where employees will work on estimates. He added that most of time, employees are not on premises. He testified as to the hours of operation being Monday to Friday from 8:00 A.M. to 5:00 P.M. and Saturday from 8:00 A.M. to 1:00 P.M.

Mr. Lalvay provided testimony as to the onsite operations which will not include any manufacturing, fabrication or assembly. He added that no tools will be stored on site. There will be four (4) to six (6) trucks parked, including his own and those of his sales representatives. The trucks are used for visiting sites for estimation and sales and are typical pickup trucks and will be parked onsite overnight. Mr. Lalvay testified that there will not be any hazardous materials on site. Security will be in the form of camera and alarm systems. There will not be any storage outdoors. Mr. Lalvay stated that trash and recycling will be collected by truck once a week and agreed to a condition of approval that collection be limited to between 7:00 A.M. and 7:00 P.M. He testified that no job materials will be disposed of at the site.

Mr. Diduch asked Mr. Lalvay to speak to the use of the basement. Mr. Lalvay testified that it is for utilities only and will be cleaned and painted. It will not be used as living quarters.

• Mr. Minton reported visiting the site to meet with the Applicant. He explained that Mr. Lalvay became aware that the building, unoccupied for a number of years, had been cited by the Fire Marshal as unsafe upon his purchase of it, thus prompting him to come before the Board to address all concerns and bring it up to code. Mr. Minton thanked Mr. Lalvay for his efforts and actions to address the issues.

Mr. Barbadoro reviewed his letter dated August 4, 2026, noting landscaping requirements, percentage of landscape required in the parking lot, stating the Applicant has agreed to comply with the three Landscaping requirements detailed in Section F. of his letter.

Mr. Taylor reported discussion with the Applicant's professionals regarding the trash enclosure area not shown on the plan, but the intension is to provide a 10' x 20' trash enclosure as recommended in the rear of site. He explained it is oversized to accommodate a dumpster and potential storage of pallets. The size will allow trash trucks safe and adequate access, and it will be screened and secured with self-closing gates. Mr. Heinold suggested, as a condition of approval, the final design, location and plantings be resolved with the Board's professionals. The Applicant was in agreement.

Mr. Barbadoro asked if any mechanical equipment would be installed on the roof. Mr. Agresta confirmed there would not be mechanical equipment on the roof as the roof is pitched. Mechanical equipment will be in the attic space so it will not be visible, and a compressor will be at the back of the building. Mr. Barbadoro asked that the location of the equipment be shown on the plans. The Applicant agreed to comply with the request.

Mr. Taylor reviewed his letter dated August 6, 2026, addressing the requirement for sidewalks. He recommended that the two (2) oversized driveway curb cuts, which create an awkward site circulation, be reduced to one (1) or narrowed to be more pedestrian friendly with more predictable circulation. Mr. Taylor reported speaking with the Applicant's professionals who agreed. Mr. Diduch confirmed that the Applicant will comply with recommendation which will be simultaneous with operation on site and will be guided by the Board's professionals. Mr. Heinold asked if there were concerns with the timeframe to receive DOT approval. Mr. Taylor stated it could take nine (9) to twelve (12) months to get approval. As it could potentially take eighteen (18) months for sidewalk and driveway configuration, the Applicant requests he be allowed to make other improvements to the building and site and begin operation. The Applicant confirmed agreement with this as a condition of approval.

Mr. Taylor reported the Applicant has addressed the majority of the other comments in his report. There are minor light and landscape issues that Mr. Agresto has agreed to work with the Baord's professionals to comply. Mr. Taylor shared that he believes this will be great for the Route 130 corridor, to clean up the site frontage and make it more pedestrian friendly, and to bring the site back to productive use.

• Mr. Minton asked if in regard to signage, is the Applicant requesting approval of a monument sign. Mr. Diduch explained the intent for now is to reuse existing signage while working through potential sign designs. The Applicant is aware that if the final design does not comply, he will have to come back before the Board. Mr. Minton explained that even if sign does conform with ordinance, it would need to be reviewed and approved by the Planning Board. He suggested, as a condition of approval, the approximate location be shown on the plans. In that way, if the sign complies with the ordinance, there would not be a need to reappear. Mr. Taylor added that the design be subject to approval of the Board's professionals.

Mr. Heinold explained that the existing site conditions and proposed improvements with no new impervious cover, do not trigger stormwater. As it had not been discussed, he stated the absence of discussion does not mean it is being ignored, simply that it is in compliance.

Hearing Open to the Public
Ms. Lauro opened the hearing to the public and since there were no comments or questions, closed the hearing to the public.

Comments of the Board
• There was discussion about whether a Phase 1 Environmental had been done or transferred with the purchase. Mr. Diduch could not confirm if one had been done or exists but agreed to provide documentation. He added that he does not recollect any additional testing being done during the purchase process. Mr. Minton stated it was not an industrial site, but rather an office and liquor store in the past.

Mr. Taylor reported that Mr. Agresto agreed that any trucks parked onsite overnight would be parked in the rear rather than along the highway in order to avoid a line of commercial signage out front. The Applicant agreed.

• Ms. Lauro asked if the lighting in the rear would be motion detector or on a timer. Mr. Diduch confirmed lighting would be during set hours.

• Mr. Minton stated this is an underutilized building, in disrepair and in need of an upgrade. When a building is redone, it cannot be what it was, and this architectural approach will be a benefit for the community. He again thanked and welcomed the new Cinnaminson business owner.

Determination
Mr. Heinold summarized the approvals sought: Minor Site Plan Approval with variance relief for front yard setback due to installation of overhang; all others are preexisting, non-conforming conditions; relief for parking stalls size; waiver for loading/unloading space; conditions of approval include updating ADA parking spaces, including a comprehensive plan for plantings to be resolved with the Board's professionals, installation of curb stops, milled and paved overlay of parking area, spot grading shown on plans to confirm proper drainage and waterflow, professional lighting analysis to be submitted and resolved with the Board's professionals, removal of chain link fence area as noted in discussion, the Applicant is bound by all representations made including relative to no hazardous materials onsite and general operational items, landscape supplement in regards to waivers requested, increased size trash enclosure and location with design and plantings to be resolved with the Board's professionals, no mechanical equipment on the roof, condenser to be on the final plan and screening will be resolved with the Board's engineer and located at back of building, Applicant will comply with Mr. Taylor's landscape comments, signage to be noted on plans and as long as compliant considered approved, environmental representations, lighting hours and parking of trucks in rear as recommended by Mr. Taylor.

Motion by Mr. Snyder, seconded by Mr. Minton, to approve the application for Minor Site Plan Approval with variances, waivers and conditions of approval as outlined by Mr. Heinold.

Roll Call:

Those voting in favor:	Mr. Gallagher, Mr. Horner, Mr. Maradonna, Mr. McGill, Mr. Minton, Mr. Snyder, Ms. Woodington, Ms. Lauro.
Those voting against:	None
Those abstaining:	None Those recusing: None
Those absent:	Mr. Roadside, Mr. Segrest; Alternate: Ms. Stewart.
Those not voting:	None

Resolutions

There were no resolutions to consider.

Approval of Minutes

Approval of June 23, 2026 Regular Meeting Minutes

Motion by Mr. McGill, seconded by Ms. Woodington, to approve the minutes of the June 23, 2026 Regular Meeting. The minutes were approved by those members eligible to vote.

Meeting Opened to the Public

Ms. Lauro opened the meeting to the public and since there were no questions or comments, closed the meeting to the public.

Correspondence

Mrs. Russell advised there was no correspondence to report.

Discussion Items

There were no items for the Board to discuss.

Comments of the Board

- Mr. Minton reported that the Climate Change-Related Hazard Vulnerability Assessment, presented by Tom Stanuikynas at the June 9th meeting, will be discussed at the next meeting, and Mr. Heinold will prepare a resolution for the Board to consider.
- Mr. Minton briefed the Board on the status of pending applications.

Adjournment

Motion by Mr. McGill, seconded by Mr. Snyder, to adjourn the meeting at 7:23 P.M. The voice vote by the Board was unanimous in favor of adjournment.

Prepared by:

Beverly G Russell

Beverly G. Russell, RMC
Board Secretary
Approved: September 8, 2026