Borough of Pitman Combined Planning/Zoning Board Pitman, New Jersey

Minutes of January 16, 2018

Call to Order:

Chairman Aspras called the meeting to order at 7:00PM

Oath of Office:

Mr. MacDonald swore in Mrs. Kelley and Mr. Romick

Attendance:

Chairman Aspras, Councilman Weng, Mrs. Kelley, Mr. Lowden, Mr. Owen, Mr. Ryder,

Mr. Slenkamp, Mrs. Stech, Mr. Romick, Mr. Franchi, Mr. Scutt

Absent Members: Mr. Fijalkowski, Mr. Wilson

Advisors Present: Mr. MacDonald, Solicitor, Mr. Kernan, Engineer, Clark Pierpont, Zoning

Officer

Re-Organization-Elections:

Mr. Franchi nominated Mr. Aspras, second by Mr. Lowden, for Chairman. Mrs. Kelley nominated Mrs. Stech for Vice Chairman.

Mr. Ryder moved that Mr. Aspras be accepted by Acclamation as Chairman, and Mrs. Stech as Vice Chairman, second by Mr. Lowden. All in favor.

Mrs. Kelley nominated Mr. Lowden for Secretary second by Chairman Aspras. All in favor.

Mrs. Stech motioned to appoint Mr. MacDonald as Solicitor, second by Mrs. Kelley. All in favor.

Mrs. Kelley motioned to appoint Mr. Kernan as Planner and Engineer, second by Mr. Lowden. All in favor.

Mr. Ryder motioned to appoint Connie Anderson as Recording Secretary, second by Mrs. Stech. All in favor.

<u>Establishing Meeting Dates for 2018</u> – Third Monday of each month with exception of January and February, on the 3rd Tuesday of the month. Mrs. Stech motioned to approve the list of meeting dates for 2018, second by Mrs. Kelley. All in favor.

<u>Establishing Official Newspaper</u> – Chairman Aspras moved to accept the resolution to Establish the South Jersey Times as the Official Newspaper for the Planning and Zoning Board of the Borough of Pitman for the period of Jan 1, 2018 through December 31, 2018. All in favor.

Mr. MacDonald stated that he would like to thank the Board for the privilege of serving for another year and appreciated everyone's support.

Public Comments: None

Approval of Minutes: Mr. Lowden motioned to approve the minutes from the December 2017 meeting, second by Mr. Ryder. On voice vote: Chairman Aspras, Mrs. Kelley, Mr. Lowden, Mr. Owen, Mr. Ryder, Mr. Slenkamp, Mrs. Stech, Mr. Romick, Mr. Scutt.

Historic Preservation Commission:

Michelle LaPlante was sworn in by Mr. MacDonald.

Application Number 2018-1: Joshua Hitchner, 137 6th Ave. B-18 L-24

Install fence along rear of property

Application Number 2018-2: Joshua Hitchner, 143 6th Ave. B-18 L-23

Replace front exterior light fixtures

Application Number 2018-3: Kamal Johnson, 117 Second Ave. B-12 L-6

Replace glass and wood trim from fire damage

And added roof repairs if needed

A motion was made by Mr. Lowden to approve all 3 Applications, 2018-1, 2018-2, And 2018-3, and second by Mrs. Stech. On voice vote: Chairman Aspras, Councilman Weng, Mrs. Kelley, Mr. Lowden, Mr. Owen, Mr. Ryder, Mr. Slenkamp, Mrs. Stech, Mr. Romick, Mr. Franchi, Mr. Scutt

Resolution No. 2018-14 Resolution Approving Extension of filing of Deeds for minor subdivision approval to original Resolution No. 2016-09

Mrs. Kelley made a motion to approve Resolution No. 2018-14, Second by Mr. Lowden On voice vote: Chairman Aspras, Councilman Weng, Mrs. Kelley, Mr. Lowden, Mr. Owen, Mr. Ryder, Mr. Slenkamp, Mrs. Stech, Mr. Romick, Mr. Franchi, Mr. Scutt

Report from Zoning Officer

Mr. Pierpont reported the following: 2017 – 147 Applications submitted
135 Approved
12 Denied

27 Complaints were filed18 Letters issued2 Outstanding

158 Residents visited the office on Wed Evenings

31 Appts. outside of office hours

Applications submitted in 2017, in comparison to prior years: 2016 – 136

2015 - 132

2014 - 107

2013 - 137

Chairman Aspras asked Mr. Pierpont about the current parking situation in reference to college students and Pitman Borough properties. Mr. Pierpont reported that there is currently nothing in Land Use to regulate driveways or parking on private properties. He also suggested that in the near future the Board should look into putting into place a Zoning Ordinance for driveways in reference to size, location and construction material.

Discussion continued about the current parking situation in Pitman and how Glassboro currently deals with rentals and college student parking. Mr. Pierpont also reported that there has been much discussion at Pitman Borough Council meetings in reference to rescinding the current parking policy.

Economic Development Committee

Mr. Owen reported that the next meeting of the committee would be on Thurs Jan 18th. The new sign on Holly & Broadway would soon be installed and the Committee has also approved funds for lighting for the sign.

He also reported that the Committee feels that they have raised enough money to fund the Theater Avenue Project. He stated that he is not sure that the funds will cover the entire original plan approved by Council.

The question of having tables in front of the breweries was also discussed, and the current ordinance, in reference to open containers. Chairman Aspras noted that the brewery property begins at the store front and that the sidewalks would involve County Right of Way.

Mr. Owen then reported, that John Fitzpatrick, the current Chairman of the Economic Development Committee would be stepping down.

Chairman Aspras mentioned that the Historic District is working on new signs.

New Use Waiver Committee

Nothing new to report

Site Plan Committee

Nothing new to report

Subdivision Committee

Mrs. Kelley – Nothing to report

Master Plan Committee

Mr. Ryder – No report

Environmental Commission

Mr. Slenkamp reported that the Commission voted to have water quality sampling done this summer by a company called Solitude and that May 5th would be clean up day at Betty Park.

Council Report

Councilman Weng – No report due to no actual meeting.

Other Business

Chairman Aspras noted the following:

Committee Assignments for 2018 – Chairman Aspras asked if anyone was interested in changing Committees.

He also noted that there would be an additional Committee for Parking Suggested Activities for 2018 – Any suggestions Email Addresses if need to be updated

Planning Classes for New Members – Classes for Councilman Weng

Mrs. Stech made the motion to adjourn, second by Mrs. Kelley. All in favor.

Borough of Pitman Combined Planning/Zoning Board Pitman, New Jersey

Minutes of February 20,2018

Call to Order:

Chairman Aspras called the meeting to order at 7:00PM

Attendance:

Chairman Aspras, Councilman Weng, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mrs. Stech, Mr. Romick.

*Mr. Franchi and Mr. Owen arrived after approval of January minutes.

Absent Members: Mr. Fijalkowski, Mrs. Kelley, Mr. Wilson, Mr. Scutt

Advisors Present: Mr. Mac Donald, Solicitor, Clark Pierpont, Zoning Officer

Approval of January 2018 Minutes:

A motion was made by Mr. Romick and second by Mr. Ryder to approve the January 2018 minutes. On voice vote: Chairman Aspras, Councilman Weng, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mrs. Stech, Mr. Romick

Historic Preservation Commission:

Mr. MacDonald swore in Mr. Mattison

Application Number 2018-4: Bella Home Interiors, 35 S Broadway, B-74 L-1

Change Pain trim color on lower window to match

Window trim next door

Application Number 2018-5: Louis Lunetta, 166 East Ave, B-13 L-34

Replace shingle roof / Preapproved by Zoning Officer

Application Number 2018-6: DWR Enterprises, LLC 135 6th Ave, B-18 L-25

Roof & Gutter replacement / Preapproved by Zoning Officer

Application Number 2018-7: Shawn Lepley/Pete's Roofing, 106 7th Ave, B-20 L-14

Roof & Gutter replacement / Preapproved by Zoning Officer

Application Number 2018-8: Martin Altersitz, 186 West Ave, B-188 L-24

Door and Window replacement / Paint- Trim, Fascia and Soffit Replace- deck boards, additional joist support, handrails for

Downstairs front porch

A motion was made by Mr. Lowden to approve all 5 Applications, 2018-4 through 2018-8, and second by Mrs. Stech. On voice vote: Chairman Aspras, Councilman Weng, Mr. Lowden, Mr. Owen, Mr. Ryder, Mr. Slenkamp, Mrs. Stech, Mr. Romick

Report from Zoning Officer:

Mr. Pierpont reported that it was a slow month in the Zoning Office. He informed the board that a subdivision on Laurel Ave. could be expected in the near future with no variances. He also reported that there was a meeting with a Real Estate Agent in reference to two properties, Vanity Health Club and Bob's Hobbies.

New Use Waiver Committee:

Nothing new to report

Economic Development Committee:

Mr. Owen reported that the Committee met and there was a full house with much participation. The Theater Ave Pocket Park is currently the Committees main concern. The infrastructure is in disrepair, and the topic with Council is, where it will land in the budget. He also added that Fazzio is donating pavers to help with the expense of the project. Several other topics that the Committee is working on include, beer gardens and the presence of alcohol on the outside of buildings, bringing in planters and dressing up other areas with additional signage and updating the parking and street signs. He added, that the committee is an energized group and the public is invited to attend their meetings. Mr. Owen asked if there were any key points that may concern Planning and Zoning. Chairman Aspras mentioned both of the previously mentioned properties, Vanity Health Club and Bobs Hobbies. Mr. Owen stated that Bobs poses more of an issue and presents some hesitancy on the part of the developer. There was then discussion about the developer's intent for both properties including condominiums.

Site Plan Committee:

No new site plans

Subdivision Committee:

Chairman Aspras stated that there was a subdivision expected as reported by Mr. Pierpont

Master Plan committee:

Mr. Ryder reported that the Committee is currently dormant and taking the month off

Environmental Commission:

Mr. Slenkamp reported there was nothing new but the Committee is still looking at a tree ordinance

Council Report:

Councilman Weng stated that Ordinance 1-2018 was introduced by Councilman Austin at the Jan 22, 2018 Council meeting. This is the proposed amendments to section 35-11.3. The change is to allow the manufacture of alcoholic beverages in the Planned Industrial zone. The amendments passed the 1st reading at the Jan 22, 2018 meeting. At the 2nd reading on Feb 12, 2018 the amendments were passed with no public comments and passed into law.

He also reported:

- •At the Feb 12, 2018 council meeting, Resolution #36 was passed, retaining Tim Kernan as Borough Planner
- A meeting with the Zoning Officer, Council members, and an interested buyer for Vanity Health and Bob's Hobbies looked positive. He was excited but knows they both need work. There is willingness to invest funds to bring them up to code to make them attractive for buyers. The investor is also willing to make changes to acquire a restaurant for the location. Vanity is more appealing to him than Bob's as there is much more work to be done, involving more of an investment.

Old Business:

Chairman Aspras stated that as part of the reexamination of the Master Plan, it had been decided that the Sony property was to be put into a redevelopment zone. He then asked Mr. MacDonald what the next step would be to proceed with this change.

Mr. Macdonald stated that the process needs to start with Council requesting the board, to designate this area a redevelopment zone.

Chairman Aspras then asked, did the Planning / Zoning Board want Councilman Weng to approach the topic with Borough Council.

Mr. Owen then questioned if it is advantageous for the Borough to call it a redevelopment zone. Mr. Macdonald stated that the change would give us leverage as Eminent Domain, adding that how it works into the Boroughs plans in the future is unknown. Mr. Romick stated that changing the designation may move the current owner to do something with this valuable property. There was then discussion about the responsible party for the contamination and areas of wetlands.

Mr. Owen motioned to ask the Council to investigate the advantage of changing the Sony property into a redevelopment zone and was second by Mr. Romick. On voice vote: Chairman Aspras, Councilman Weng, Mr. Lowden, Mr. Owen, Mr. Ryder, Mr. Slenkamp, Mrs. Stech, Mr. Romick, Mr. Franchi

Zoning Ordinance Review

Chairman Aspras then confirmed that Mr. Romick, Mr. Owen, and Mr. Lowden would join him in serving on the Zoning Ordinance Review Committee.

Mr. Owen motioned to adjourn and was second by Mr. Lowden. All in favor.

Borough of Pitman Combined Planning/Zoning Board Pitman, New Jersey

Minutes of March 19,2018

Call to Order:

Chairman Aspras called the meeting to order at 7:00 PM

Attendance:

Chairman Aspras, Councilman Weng, Mr. Fijalkowski, Mrs. Kelley, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mrs. Stech, Mr. Romick, Mr. Franchi, Mr. Scutt. Mr. Owen arrived after the Historic Preservation Commission applications.

Absent Members: Mr. Wilson

Advisors Present: Mr. MacDonald, Solicitor, Tim Kernan, Engineer, Walt Madison, Historic Commission

Approval of February 2018 Minutes:

A motion was made by Mr. Lowden and second by Mrs. Stech to approve the February 2018 minutes. On voice vote: Chairman Aspras, Councilman Weng, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mrs. Stech,

Mr. Romick, Mr. Franchi

Abstain: Mr. Fijalkowski, Mrs. Kelley, Mr. Scutt

Historic Preservation Commission:

Mr. MacDonald swore in Mr. Madison

Application Number 2018-9: Jack Mesiano, 103 East Ave., B-1 L-16

Install new, white vinyl, privacy fence

at rear of property

Application Number 2018-10: Dominic Capanna, 216 Boulevard Ave., B-36 L-3

Install steel gray vinyl siding, gray architectural Shingles and replace front porch wood railings with

Vinyl railings

Application Number 2018-11: Withdrawn

Application Number 2018-12: Vanessa James, 91 Circle Ave., B-22 L-1

Roofing - Preapproved by Zoning Officer

Application Number 2018-13: Charles McFadden, 29 S Oak Ave., B-4 L-14

Painting – Body of house, trim and porch railing

Application Number 2018-14: Holly Zeits, 125 Fourth Ave., B-10 L-29

Painting – Fence, porch and railings

Install new storm door

A motion was made by Mrs. Kelley to approve all 5 Applications, 2018-9 & 10, and 2018-12 through 2018-14, and second by Mr. Lowden. On voice vote: Chairman Aspras, Councilman Weng, Mr.

Fijalkowski, Mrs. Kelley, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mrs. Stech, Mr. Romick, Mr. Franchi, Mr. Scutt

Report from Zoning Officer:

No report

• Chairman Aspras noted that Mrs. Stech is now the Planning / Zoning Board liaison to the Historic Commission.

Mrs. Stech reported that paint color guideline is presently of concern to the Historic Commission. She asked would it be possible to explore suggesting a pallet to homeowners. Mr. MacDonald noted that there would be nothing wrong with suggesting color, however enforcement is the question. He also noted that there were no new cases that he was aware.

There was then discussion about setting color guidelines, true colors and historically accurate Victorian colors. Chairman Aspras noted that the only enforcement that he was aware of was in the case of offset colors, or several houses in a row being painted the same color. He concluded that the board would have to look into the issue.

New Use Waiver Committee:

Mr. Fijalkowski reported that the Committee had met earlier in the day on the 19th. He stated that the Committee approved the waiver for the old hair salon on Woodbury-Glassboro Rd. to be used as a restaurant. The restaurant, currently located in the basement of Sheryl's Hair Salon, on Holly Ave., will be relocated to the Woodbury-Glassboro Rd. location.

There would be no changes to the exterior of the building, however there were some suggestions made by the committee. Parking needed to be designated bumper strips and painting, fix lighting in parking area, install handicap bathroom, repair front steps and replace existing sign with the same size signage. Also, because of location on Woodbury-Glassboro Rd, it was advised that they seek County approval for ingress and egress.

Mr. Fijalkowski also noted that it was made clear to the applicant that the Committee was only approving the New Use Waiver. All other requirements must be handled through the Building Inspector and Zoning Officer.

Economic Development Committee:

Mr. Owen reported that the committee has divided into 3 groups; Promotions, Economic Restructuring and Design. He also relayed the following:

- Planters should soon appear in the downtown area.
- Amy Rudley is looking into painting certain control and signal boxes. Other communities in the state have painted them with designs instead of the silver boxes.
- The Craft Beerfest will be occurring in August at the Sony property.
- •The second reading is coming up on the beer gardens in town and the designated spots would be Theater Ave., Sunset and Alcyon Park. These are the 3 current areas.
- It is possible that Newfield Bank is interested in the TD property on Woodbury Glassboro Rd.
- The Kelly Green lease is soon to expire and may be seeking another location.
- The Armory is also a topic as a new pollutant has been discovered at the site and it complicates the issues for the use of the property.

Site Plan Committee:

Mr. Fijalkowski reported that there was no activity.

Subdivision Committee:

Mrs. Kelley reported that nothing new has come to the Construction Office.

Master Plan Committee:

Mr. Ryder passed.

Environmental Commission:

Mr. Slenkamp reported:

- March is Tire Amnesty Month, and that old abandoned tires can be taken to the Harrison Township location.
- The Boroughs Tree City Application is ready.
- •There is increased erosion at Alcyon Lake occurring. The Commission is looking for options to stabilize the bank of the lake. Mr. Lowden asked if there was any progress with the leaking at Glen Lake. Mr. Slenkamp stated, not that he's aware of as the costs to stabilize the leak will run into the seven figures. He also stated that they plugged Glen Lake last year, and it did work for awhile, but has now begun to fail again.

Council Report:

- •Councilman Weng reported that at the February 26th meeting the Council discussed the possibility to establish Sony as a property in need of redevelopment. Council discussed the pluses and minuses and decided to ask the Mayor and Borough Solicitor to meet with the current owner and inform him that the Council is considering this option, to see if it would change his intentions regarding the property. Councilman Weng said he would update Planning and Zoning when this meeting occurs.
- •March 12th the 2nd reading of Ordinance #3 was passed, correcting deeds previously filed with the County regarding the subdivision of the bank building. The lot numbers were switched in error when originally filed and the Council had to pass a resolution in order to make the correction.
- •Also at the March 12th meeting, Councilman Austin presented the 2018 Borough Budget. The council is pleased to report that this budget does not increase Municipal taxes for the first time in several years.
- •Council introduced and passed on 1st reading an Ordinance to permit the sale of one alcoholic beverage license for the first time ever.
- •In addition the DEP notified the Borough that there was a hazardous substance discharge at the Armory of polychlorinated biphenyls (PCBS). This was noticed at a site inspection and clean up is progressing. This contamination is solid and is in the soil.

Old Business:

Mr. Owen asked Councilman Weng if the Borough had purchased the engineering study done by the potential buyer of the bank building. Councilman Weng reported that the Borough purchased the buyers engineering study to present to other potential buyers. Councilman Weng stated that he did not know the purchase price of the bank property. Mr. Owen reported that Economic Development would like to put the bank in the hands of a realtor that has a commercial background.

Mrs. Stech motioned to adjourn and was second by Mrs. Kelley. All in favor.

Respectfully Submitted Connie Anderson

Borough of Pitman Combined Planning/Zoning Board Pitman, New Jersey

Minutes of April 16, 2018

Call to Order:

Chairman Aspras called the meeting to order at 7:00 PM

Attendance:

Chairman Aspras, Councilman Weng, Mr. Fijalkowski, Mrs. Kelley, Mr. Lowden, Mr. Ryder, Mrs. Stech, Mr. Romick, Mr. Franchi

Absent Members: Mr. Owen, Mr. Slenkamp, Mr. Scutt

Advisors Present: Mr. MacDonald, Solicitor, Michelle LaPlant, Vice Chair, Historic Commission

Approval of March 2018 Minutes:

A motion was made by Mrs. Kelley and second by Mr. Ryder to approve the March 2018 minutes. On voice vote: Chairman Aspras, Councilman Weng, Mr. Fijalkowski, Mrs. Kelley, Mr. Lowden, Mr. Ryder, Mrs. Stech, Mr. Romick, Mr. Franchi

Historic Preservation Commission:

Mr. MacDonald swore in Ms. LaPlant

Application Number 2018-15: Lisa Gohr, 196 Southwest Ave, B-21 L-32

Removal of old porch roof/repair and installation

of new roof- Approved by Zoning Officer

Application Number 2018-16: Maryann Boyles, 162 East Ave, B-13 L-15

Replace 6 panel front door/install clear glass

Storm door

Application Number 2018-17: Vanessa James, 91 Circle Ave, B-22 L-1

Installation of drop box for Library Books

A motion was made by Mr. Lowden and second by Mr. Romick to approve all 3 Applications, 2018-15 through 2018-17, as long as 2018-17 does not conflict with Zoning, in reference to the property line, and second by Mr. Romick. On voice vote: Chairman Aspras, Councilman Weng, Mr. Fijalkowski, Mrs. Kelley, Mr. Lowden, Mr. Ryder, Mrs. Stech, Mr. Romick, Mr. Franchi

Report from Zoning Officer:

No report

New Use Waiver Committee:

Mr. Fijalkowski reported that there were no New Use Waiver applications, however, there has been some discussion following their last approval. The committee approved the new use of the hair salon on Woodbury Glassboro Rd, as a restaurant, but with some requirements needing to be met. These requirements, lighting and parking, would need to be based upon recommendations by an engineer. He

then reported that the Borough Construction Office, stated, that since there were no fees being collected from a site plan it would be difficult to implement.

Mr. MacDonald then said that he had been following the application and the discussion between the Construction Office and the committee, and that he felt that the Construction Office had a good point. The requirements recommended by an engineer would need escrows.

Discussion then followed about the definition, responsibilities and the differences of the New Use Waiver and the Site Plan Committee

Economic Development Committee:

No Report from Mr. Owen however Chairman Aspras reported that there is a continuation of current projects.

Site Plan Committee:

Covered

Subdivision Committee:

Mrs. Kelley reported that there is nothing new that has been brought to her attention.

Master Plan Committee:

Mr. Ryder reported that there is nothing to report.

Environmental Commission:

Mr. Slenkamp was not in attendance, however Chairman Aspras reported that the Commission is working on a letter to Borough Council, recommending the preservation of Alcyon Woods from development, through deed restriction, and by adding the woods to the Recreation and Open Space inventory.

Chairman Aspras asked Councilman Weng what his thoughts were on the topic. Councilman Weng stated that nothing had been brought before Council as of yet and that when that happens there will be a discussion among Council members.

Chairman Aspras also reported that Hazardous Waste Collection Day will be Saturday April 21st in South Harrison Township.

Council Report:

Councilman Weng reported that the two biggest issues recently tackled by Council, was the final approval of the ordinance to sell Pitman's first consumption liquor license, which passed both first and second readings; and at the most recent meeting, council passed a resolution directing the advertisement for bids for the sale of that license, with a minimum bid of \$550,000.00. He also reported that this seemed to be the going rate for initial minimum bids.

Also at the last council meeting, an amendment to a previous event ordinance that would allow non-profits the ability to have alcohol on public property during their events, was passed, this amendment passed on both 1st and 2nd readings.

Councilman Weng also reported that the house at 125 Tenth Ave, having mold issues, is scheduled to be demolished by W. Hargrove Construction in the very near future with a lien placed on the property for the demolition.

Mrs. Stech mentioned that there had been discussion in reference to the historic architecture, and if there was any chance of salvaging any of the buildings windows or woodwork. Councilman Weng relayed that the building was full of mold and rodents and that it wouldn't be safe to allow anyone to remove anything from the property.

Mrs. Kelley expressed concern about the neighbor's safety once the building was demolished, in reference to mold exposure and the rodents. Councilman Weng reported that the demolition company was aware of both of these issues concerning the property.

Michelle LaPlant, from the Historic Preservation Commission, then stated that she had someone that was interested in the windows and their historic value. She then asked would it be possible for volunteers to come in and remove the windows. Chairman Aspras stated that her question would best be presented to Borough Council. Ms. LaPlant then stated she would be bringing it to council.

New Business:

Parking Commission

Mr. Lowden reported that he and Mr. Romick had met in a preliminary meeting in reference to parking. Topics covered were, front lawn parking, on street and off street parking, and parking that blocks the sidewalks. The latter being an issue that is already an ordinance but lacks enforcement. Mr. Lowden suggested asking Council to look into having this ordinance enforced.

There was then discussion about banning and unbanning overnight parking. Councilman Weng stated that Councilwoman Rudley was forming a Parking Committee to make recommendations to council as to what they feel would be appropriate. Council plans on a public meeting for residents to come out and voice their opinions. He also stated that there is no easy solution and many different situations.

Mrs. Kelley motioned to adjourn and was second by Mr. Romick. All in favor.

Respectfully submitted, Connie Anderson