

**Borough of Pitman
Combined Planning/Zoning Board Meeting
Council Chambers
Minutes of
January 17, 2023**

CALL TO ORDER:

The meeting was called to order by Mr. Aspras at 7:05 pm.

Mr. Aspras announced that this meeting has been advertised in accordance with the Open Meetings Act.

Mr. Aspras advised that the re-appointed Board members should be sworn in. Solicitor MacDonald swore in the re-appointed members in attendance: Mrs. Stech, Mr. Owen and Mr. Franchi. Mr. Scutt was absent.

ATTENDANCE:

Mr. Aspras, Mrs. Stech, Councilman Fitzpatrick, Mr. Ryder, Mrs. Kelley, Mr. Fijalkowski, Mr. Slenkamp, Mr. Owen, Mr. Romick, Mr. Franchi, Mr. Austin

Mayor Razze entered the meeting.

ABSENT MEMBERS:

Mr. Scutt

ADVISORS PRESENT:

Solicitor: Mr. MacDonald, Historic Commission: Mrs. Debra Higbee, Engineer Tim Kernan

Solicitor MacDonald accepted nominations from the Board for the position of Chairman for the year 2023.

Motion by Mr. Fitzpatrick, second by Mrs. Stech to nominate Nick Aspras as Chairman. There being no further nominations, Solicitor MacDonald closed the nominations. Solicitor MacDonald asked the Board to accept, by acclamation of the full Board, Nick Aspras as Chairman for the year 2023. Ayes all.

Solicitor MacDonald accepted nominations from the Board for the position of Vice Chairman for the year 2023.

Motion by Mrs. Kelley, second by Mr. Austin to nominate Barbara Stech as Vice Chairman. There being no further nominations, Solicitor MacDonald closed the nominations. Solicitor MacDonald asked the Board to accept, by acclamation of the full Board, Barbara Stech as Vice Chairman for the year 2023. Ayes all.

Solicitor MacDonald turned the meeting over to Chairman Aspras.

Chairman Aspras accepted nominations from the Board for the position of Secretary. Motion made by Chairman Aspras, second by Mrs. Stech to nominate Jack Franchi for the position of Secretary. There being no further nominations, Chairman Aspras closed the nominations. Chairman Aspras asked for a voice vote for Mr. Franchi as Secretary. Ayes all.

Chairman Aspras noted that the appointment of a Board Solicitor for the year 2023 will be done in February.

Chairman Aspras nominated J. Timothy Kernan of the firm Collier Consulting, PA as the Board Engineer and Planner for the year 2023.

Motion by Aspras, second by Owen to appoint J. Timothy Kernan as Engineer and Planner for the year 2023.

Roll call

Chairman Aspras: **YES**
Mayor Razze: **YES**
Mr. Ryder: **YES**
Mr. Fijalkowski: **YES**
Mr. Owen: **YES**

Mrs. Stech: **YES**
Councilman Fitzpatrick: **YES**
Mrs. Kelley: **YES**
Mr. Slenkamp: **YES**

Chairman Aspras nominated Maureen Abdill for the position of Recording Secretary, second by Mayor Razze.

Roll call

Chairman Aspras: **YES**
Mayor Razze: **YES**
Mr. Ryder: **YES**
Mr. Fijalkowski: **YES**
Mr. Owen: **YES**

Mrs. Stech: **YES**
Councilman Fitzpatrick: **YES**
Mrs. Kelley: **YES**
Mr. Slenkamp: **YES**

Motion by Mr. Ryder, second by Mrs. Kelley establishing the meeting dates for 2023.

Solicitor MacDonald noted that with the exception of the two Monday holidays in the year, all meetings will be held on the third Monday of the month. Mr. MacDonald read aloud the meeting dates.

Roll call

Chairman Aspras: **YES**
Mayor Razze: **YES**
Mr. Ryder: **YES**
Mr. Fijalkowski: **YES**
Mr. Owen: **YES**

Mrs. Stech: **YES**
Councilman Fitzpatrick: **YES**
Mrs. Kelley: **YES**
Mr. Slenkamp: **YES**

Discussion on the Juneteenth holiday. Mr. MacDonald advised that the State of New Jersey celebrates this holiday on the Friday before, so the Board meeting date will not have to be changed. Mayor Razze confirmed that the State recognized day is Friday.

Chairman Aspras motioned to use the South Jersey Times as the Official Newspaper for Board Publications. Solicitor MacDonald noted that two papers are needed for the advertisement of the Open Public Meetings Act, and the Board should use the second paper used by the Borough for advertising. Second by Mrs. Stech.

Roll call

Chairman Aspras: **YES**

Mrs. Stech: **YES**

Mayor Razze: **YES**

Councilman Fitzpatrick: **YES**

Mr. Ryder: **YES**

Mrs. Kelley: **YES**

Mr. Fijalkowski: **YES**

Mr. Slenkamp: **YES**

Mr. Owen: **YES**

APPROVAL OF DECEMBER 2022 MINUTES

Mrs. Stech advised that the minutes as presented require a correction. In the discussion on the Sub Division Report, the minutes should reflect that Mrs. Kelley requested the correction, not Mrs. Stech. Possible approval for 49 people, not 49 cars.

Mr. Slenkamp noted that Mr. Fijalkowski was in attendance and that is omitted from the minutes.

Mr. Ryder noted that the Board is a nine voting member Board, and the extra votes should be stricken from all voting matters.

Mr. Ryder motioned, second by Chairman Aspras to approve the December 2022 minutes with the corrections.

Roll call

Chairman Aspras: **YES**

Mrs. Stech: **YES**

Mayor Razze: **ABSTAIN**

Councilman Fitzpatrick: **YES**

Mr. Ryder: **YES**

Mrs. Kelley: **YES**

Mr. Fijalkowski: **YES**

Mr. Slenkamp: **YES**

Mr. Owen: **YES**

PUBLIC COMMENTS:

Joshua Hitchner, 143 6th Avenue, addressed the Board with regard to the proposed amendments to the accessory structure ordinance.

Mr. Hitchner noted that this amendment, which includes 5 foot setbacks and placement in the rear yard, could be problematic, particularly with regard to the Historic District. Mr. Hitchner advised that presently, between 1st and 12th Avenues, there are 52 sheds and only 4 comply with this now. When the property owner comes in to replace the shed, they could not comply. Chairman Aspras advised that a pre-existing shed would be grandfathered. Mr. Hitchner asked if that would apply if the shed is replaced. Chairman Aspras asked Solicitor MacDonald for clarification. Solicitor MacDonald advised that if the

shed is completely replaced, it would not be grandfathered, but if 3/4 or 2/3 of the shed was left, it would be grandfathered.

There being no further public comment, Chairman Aspras closed the public comment portion of the meeting.

HISTORIC PRESERVATION COMMISSION:

Mr. MacDonald swore in Debra J. Higbee, Vice Chair of the Borough of Pitman Historic Preservation Commission.

Mrs. Higbee presented the following applications for approval:

Application No. 2023-01 Benedetti Properties, LLC 113 West Jersey Ave Block 83/Lot 19	Roof
Application No. 2023-02 Pitman Garden Club 110 S. Broadway Block 82/Lot 1	Landscaping and fence
Application No. 2023-03 Carol Atmonavage 129 W Jersey Ave. Block 83/Lot 4	Handrail
Application No. 2023-04 57 S Broadway LLC 57 S Broadway Block 75/Lot 13	Awning
Application No. 2023-05 Martinis On Broadway 47 S Broadway Block 74/Lot 7	Trash enclosure (vinyl fencing)
Application No. 2023-06 Lana Pacitti 144 & 146 S Broadway Block 25/Lot 6	Updates to outside of building, including painting doors, new address signs, awning, signage and storm doors

Mrs. Higbee briefly reviewed each application. Mrs. Higbee noted that with application 2023-02, the Historic Preservation Commission approved only the fence, no landscaping. On Application 2023-03, the application was amended to specify that the spindles go between the top and bottom rails.

With regard to Application 2023-06, Chairman Aspras inquired on the material of the sign. Mrs. Higbee advised that the Historic Preservation Commission approves the design of the sign (font, etc.). Other details of the sign would be reviewed by the Zoning Officer and/or Construction Departments.

Mrs. Higbee advised that the Historic Preservation Commission approved Applications 2023-01 through 2023-06, with the noted changes.

Motion made by Mrs. Kelley, second by Mr. Fijalkowski to approve Historic Preservation Applications 2023-01 through 2023-06.

Roll call

Chairman Aspras: **YES**

Mrs. Stech: **YES**

Mayor Razze: **YES**

Councilman Fitzpatrick: **YES**

Mr. Ryder: **YES**
remainder

Mrs. Kelley: **Abstain on application 2023-02, rest to the**

Mr. Fijalkowski: **YES**

Mr. Slenkamp: **YES**

Mr. Owen: **Abstain on Application 2023-02, yes to the remainder**

Solicitor MacDonald reviewed the resolution memorializing the conditional approval of the Historic Application 2022-62, Applicant Pete Paradisis, 3 S Broadway. The stucco on the building is deteriorating, and the Historic Preservation Commission approved a temporary repair to the building using a PVC material. The condition of approval was to allow the applicant time to come to the Historic Preservation Commission meeting to make application for a permanent repair using appropriate materials and to come back to the Historic Preservation Commission after their February 1 meeting. Solicitor MacDonald reviewed the eligible voting members for this resolution.

Motion made by Romick, second by Aspras to approve the memorialization resolution on Historic Preservation Commission Application 2022-06.

Roll call

Chairman Aspras: **YES**

Mrs. Stech: **YES**

Councilman Fitzpatrick: **YES**

Mr. Ryder: **YES**

Mrs. Kelley: **YES**

Mr. Fijalkowski: **YES**

Mr. Slenkamp: **YES**

Mr. Romick: **YES**

Mr. Franchi: **YES**

ZONING OFFICER REPORT

Chairman Aspras noted that Zoning Officer Duffield is not in attendance.

ECONOMIC DEVELOPMENT COMMITTEE

Mr. Owen advised that the Economic Development Committee reorganization meeting is Thursday, January 19 at 7:00 pm.

SITE PLAN COMMITTEE

Mr. Fijalkowski advised that the Committee received an application for a waiver from Pitman Jewelry. The property owner is proposing to construct a deck for the second floor apartment. This is an unusual application, because construction is ongoing and the applicant did not provide renderings or drawings detailing the proposed deck. The Committee asked the applicant to hold off on the application until additional information could be provided to the Committee, particularly with regard to pedestrian traffic safety during construction.

Mrs. Kelley asked if the fact that this is a commercial building impact the approval process.

Solicitor MacDonald advised that that if this was strictly a residential building, a site plan waiver would not be required. Mr. MacDonald also noted that a site plan waiver is not for exterior factors, and other issues here are construction issues or structural engineering issues. The site plan waiver considers factors such as parking.

Mr. Owen asked if this deck is similar to other decks on apartments in the area. Mr. Fijalkowski noted that the location of the deck in the pictures provided by the applicant is incorrect. Mr. Fijalkowski clarified that the deck is not on the front of the building, it is over the alley on the side of the building. The pedestrian safety issue is during the construction process, there will not be pedestrian traffic under the final location of the deck.

The Applicant will resubmit the application with renderings and an engineering report.

There were no additional questions from the Board.

SUBDIVISION COMMITTEE

Mrs. Kelley advised there is no report.

MASTER PLAN COMMITTEE

Mr. Ryder advised there is no report, but would like to discuss the pending ordinance amending accessory structures, particularly with regard to the properties in the Grove. The Master Plan Committee discussed these amendments for a year, but there was no discussion regarding the scale issue in the Grove. Based on the information provided by the gentleman during public comment, perhaps this needs to be revisited.

Chairman Aspras advised that the ordinance is being reviewed by the Borough Solicitor, and will be presented for first reading soon.

Additional discussion on the current regulations, proposed regulations and options available to property owners for a shed.

COUNCIL REPORT

Council President Fitzpatrick

120 East Avenue was torn down by the property owner, saving the Borough the expense. The National Guard Armory is scheduled to appear at the next Borough Council work session to provide an update on the property.

A Zoom meeting was held with the owner and attorney for the Sony property to discuss the status of that parcel. Mr. Fitzpatrick knows of 4 parties interested in purchasing the property, and there is condemnation power in the redevelopment plan, if needed.

Today is Clerk/Administrator Judy O'Donnell's last day. New Clerk/Administrator Sandi McCafferty has started, and Borough Council will appoint the Planning Board Solicitor next month.

Mr. Owen inquired on the process for the appointment of the Board Solicitor.

Council President Fitzpatrick and Chairman Aspras have interviewed several candidates. Mayor Razze advised that the Borough solicited applications through an RFQ process, and 3 firms submitted. All 3 submissions appear to have met the necessary criteria. Chairman Aspras recommended that the next interviews should include Mrs. Stech and an additional member of the Board.

Solicitor MacDonald noted that the Board hires their attorney. Chairman Aspras advised that the appointment would be a 1 year appointment.

ENVIRONMENTAL COMMISSION

Mr. Slenkamp reported that the Environmental Commission completed an important project in 2022 and has several projects pending for 2023. In 2022, the Commission spearheaded a project at Alcyon Lake addressing erosion at the Lake and will be installing plantings to continue the work.

In 2023, Earth Day is scheduled for April 29, and the focus will be habitat restoration, with an emphasis on back yard habitat restoration.

On Monday, January 23, ANJEC is hosting a webinar on electric vehicles and the State policies with regard to those vehicles.

OTHER OLD OR NEW BUSINESS

Mayor Razze thanked Solicitor MacDonald for his many years of service to the Borough.

ADJOURNMENT

Mrs. Stech motioned, second by Chairman Aspras to adjourn at 7:55 pm.

All in favor.

Respectfully submitted,

Maureen Abdill
Recording Secretary