

**Borough of Pitman
Combined Planning/Zoning Board Meeting
Council Chambers
Minutes of September 18, 2023**

CALL TO ORDER:

Chairman Aspras called the meeting to order at 7:00 pm.

ATTENDANCE:

Chairman Aspras, Mrs. Stech, Mayor Razze, Mr. Ryder, Mr. Owen, Mr. Franchi

ADVISORS PRESENT:

Solicitor: Mr. Clancy, Historic Commission: Walt Madison, Zoning Officer: Roy Duffield

ABSENT MEMBERS:

Council President Fitzpatrick, Mrs. Kelley, Mr. Fijalkowski, Mr. Slenkamp, Mr. Romick, Mr. Scutt, Mr. Austin

APPROVAL OF AUGUST, 2023 MINUTES

Mr. Ryder stated that he had some comments on the minutes. He was not at the August meeting, but did review the minutes particularly with regard to the vote on the fence variance. In Mr. Ryder's opinion, when the Board votes, the minutes should specifically state the reason for each vote on the record, and a tally of the votes.

Chairman Aspras advised he agrees to an extent, but the minutes would be lengthy if additional information is in the minutes. The tape recording of the meeting includes all Members definitive statements.

Mayor Razze noted that the minutes are not supposed to be a verbatim version of the meeting, but a statement of a vote passing (for example, 5 to 1) would be helpful.

Chairman Aspras noted that the reasons for Members votes should be stated: and the Solicitor did give the Board those instructions.

Mr. Owen motioned, second by Mr. Franchi to approve the August 2023 minutes.

Chairman Aspras: **YES**

Mrs. Stech: **ABSTAIN**

Mayor Razze: **YES**

Mr. Ryder: **ABSTAIN**

Mr. Owen: **YES**

Mr. Franchi: **YES**

PUBLIC COMMENTS:

None

HISTORIC PRESERVATION COMMISSION:

Mr. Clancy swore in Walt Madison, Chairman of the Borough of Pitman Historic Preservation Commission.

Mr. Madison advised that at the September 14 meeting, the Commission reviewed 4 applications. All the applications were approved, (some with conditions).

Mr. Madison presented the following Historic Preservation Commission applications for approval:

**Application No. 2023-32
Walker Roofing/Maria Szalma
131 7th Avenue
Block 19, Lot 23**

Roof

**Application No. 2023-33
Christy Almonte
202 West Avenue
Block 188, Lot 29**

Fence

**Application No. 2023-34
Daniel Arkin
44/46 South Broadway
Block 2, Lot 1**

**Siding to match #44
paint, replace awning**

**Application No. 2023-35
Grove 185 LLC
185 Northwest Avenue
Block 18, Lot 16**

**Replace rotted trim, paint
shingles, spindles, repair siding**

Mr. Madison advised that Application No. 2023-34 includes a logo on the awning. The Historic Preservation Commission guidelines specify that the logo must be on the skirting of the awning, it cannot be on the sloped area of the awning. The property owner has been notified of that regulation. Mr. Owen inquired on the reason for that guideline – Mr. Madison explained it facilitates easier replacement of just the skirting if the business changes hands. Mr. Owen advised that is a questionable reason, and asked Mr. Madison if he is aware of other businesses in the Borough that have a logo on the sloped area of the awning – Mr. Madison acknowledged that there probably are some like that.

Mr. Ryder stated that the repairs being completed at 185 Northwest Avenue are extensive, and asked if the property is occupied. Mr. Madison advised it is not, but will be by a family member of the present owner.

Motion made by Mrs. Stech, second by Mr. Ryder to approve Historic Preservation Commission Applications 2023-32, 2023-33, 2023-34 and 2023-35.

Roll call:

Chairman Aspras: **YES**

Mrs. Stech: **YES**

Mayor Razze: **YES**

Mr. Ryder: **YES**

Mr. Owen: **YES**

Mr. Franchi: **YES**

Solicitor Clancy reviewed the conditions of approval for a variance for a fence for Timothy and Elizabeth Campbell, 67 Arbutus Avenue, Block 113, Lot 1.

Motion made by Mr. Franchi, second by Mr. Owen to approve the memorialization resolution.

Roll call:

Mrs. Stech: **YES**

Mr. Owen: **YES**

Mr. Franch: **YES**

ZONING OFFICER REPORT

Mr. Duffield stated that everyone should have a copy of his report. Mr. Duffield advised he would entertain any questions at this time, and he is available to Board members at any time in addition to the meeting.

Chairman Aspras inquired on the number of applications for fences in Mr. Duffield's report. Mr. Duffield advised that the applications listed were either approved or denied. Chairman Aspras asked if some fences were installed with no permits. Mr. Duffield advised that two fences in the Grove are in various stages of enforcement – 1 is going to court and the other is waiting for correction which will be done in October. Chairman Aspras asked if the fences are being installed by the property owners or contractors. Mr. Duffield advised both, and also advised the Board that several months ago, he sent a letter to numerous fence contractors advising them of the permitting process. Some have complied, some have not.

Mr. Duffield asked the Board, if, in their opinion, lettering on the sloped area of an awning requires a sign permit. Mayor Razze advised that would require a legal opinion as to whether or not certain areas of the awning are exempt from requiring a sign permit. Solicitor Clancy advised he would have to review the sign ordinance to render an opinion.

Mr. Owen asked Mr. Duffield if there is a time limit to a temporary sign. The sign at 57 S Broadway has been up for a very long time. Mr. Duffield advised he will check on this sign.

Mayor Razze asked Mr. Duffield if a plan has been submitted to restore the buffer at 401 S Broadway.

Mr. Duffield advised not yet – he will follow up on the situation.

Mr. Ryder asked Mr. Duffield, based on the fence applications that are approved or denied, if he is comfortable with the Ordinance as written. Mr. Duffield advised he is, and advises property owners that they always have the option of coming to this Board for relief. Chairman Aspras noted that the fence

ordinance is 12 years old and this was only the second fence variance application to come before the Board.

SITE PLAN COMMITTEE

Mr. Fijalkowski is not in attendance, and the Chairman is not aware of any applications.

SUBDIVISION COMMITTEE

Mrs. Kelley is not in attendance, and the Chairman is not aware of any applications.

ENVIRONMENTAL COMMISSION

Mr. Slenkamp is not in attendance, and the Chairman provided his report.

The last 2023 Household Special Waste Collection Day is Oct. 14th @ the County Roads Department site in Clayton (Delsea Dr.). A Pitman Community Shred Day is Oct. 21st from 8 AM - 12 Noon at the Borough Public Works Garage on Elwood Avenue for unwanted paper products like old bank statements, tax returns, medical records, etc.

MASTER PLAN COMMITTEE

Mr. Ryder advised that he has no report.

ECONOMIC DEVELOPMENT COMMITTEE

Mr. Owen advised that the next EDC meeting is September 21. The EDC has invited Robert Palumbo, the Regional Director of the South Jersey Development Center, to be the key note speaker at the EDC October 19 meeting. The EDC would like to get the word out to business owners to attend the meeting to hear what Mr. Palumbo's agency can offer to businesses.

COUNCIL REPORT

Mayor Razze asked that everyone remember Council President Fitzpatrick's family in their thoughts on the passing of Mrs. Fitzpatrick's father.

Borough Council completed the second reading and public hearing on the Ordinance authorizing eminent domain proceedings on the Sony property. This enables the Borough to work in good faith with the property owner to find the best use for that property. The next steps are an appraisal and best use study. Chairman Aspras and Council President Fitzpatrick have been involved in this process.

OTHER OLD OR NEW BUSINESS

None.

ADJOURNMENT

Mrs. Stech motioned, second by Chairman Aspras to adjourn at 7:30 pm.

All in favor.

Respectfully submitted,

Maureen Abdill
Recording Secretary