

CHATHAM BOROUGH PLANNING BOARD
April 6, 2011 7:30 p.m.

Chairman Richard Crater called the Chatham Borough Planning Board meeting of April 6, 2011 to order at 7:32 p.m. in the Council Chambers, Chatham Municipal Building. Mr. Crater announced that all legal notices have been posted for this meeting.

Members Present:

Mayor V. Nelson Vaughan, Councilman Bruce Harris*, Chairman Richard Crater, Donna Cali-Charles, H.H. Montague, James Mitchell, Susan Favate, Matthew Wagner.
*arrived at 7:40 p.m.

Anne Marie Rizzuto, Esq., attorney for the Board, was present.

Members Absent:

Vincent DeNave, John Bitar, Joseph Mikulewicz

Please note: The sound system in the Council Chambers malfunctioned this night and could not be used. A small tape recorder was run at the podium.

Mr. Crater welcomed back Mr. Mitchell who has returned to the Board table after an illness.

Open to the Public

No one came forward.

Adoption of Minutes

The second draft of the meeting minutes of the Public Meeting of March 16, 2011 were approved as submitted.

The second draft of the Closed Session of March 16, 2011 was approved as submitted. Mr. Mitchell abstained from voting on both drafts because he was absent that night.

Resolutions

Mrs. Favate read aloud Resolution #2011-11 appointing Susan G. Blickstein as Planner for the Borough of Chatham Planning Board for the term starting April 15, 2011 through December 31, 2011 at rates set forth in a contract with the Board.

Mrs. Favate made a motion to approve Resolution #2011-11. Mrs. Cali-Charles seconded the motion. A roll call vote was taken:

Mayor Vaughan	-	yes
Mrs. Cali-Charles	-	yes
Mr. Montague	-	yes
Mrs. Favate	-	yes
Mr. Mitchell	-	yes
Mr. Wagner	-	yes

Chrmn. Crater - yes

Dr. Blickstein will be invited to the next Board meeting. The municipal material that she has requested is being submitted to her.

Applications

There were none tonight.

Pending Business

Definition of Small Retail and changes to prohibit walk-up or drive-through windows – Draft ordinance from Board Attorney and a request for approval by the Borough Council
Ms. Rizzuto noted that this definition will combine the elements of what the Board wants in the B-3 District. Under the B-3 General Business District section, is a list of permitted uses. Business Services, Retail Trade and/or Retail Services, provided that the aggregate total of such uses shall not exceed 2,500 square feet on a tax lot of less than 1.5 acres, and such uses shall only be located on the ground floor.

Mr. Montague discussed his concern about the term “ground floor”. He suggested a definition be formed for this term. Ms. Rizzuto pointed out that there are definitions for “basement” and “story”. Councilman Harris recommended that the planner handle this matter. Mr. Crater said this matter will be on the agenda for the next meeting.

Councilman Harris made a motion to approve the ordinance regarding retail and business services uses in the B-3 District and changes to prohibit walk-up or drive-through windows at restaurants and eating & drinking establishments in the B-3 District. The term “small” will be eliminated before “retail use”. Mrs. Favate seconded the motion. A roll call vote was taken:

Mayor Vaughan	-	yes
Councilman Harris	-	yes
Mrs. Cali-Charles	-	yes
Mr. Montague	-	yes
Mrs. Favate	-	yes
Mr. Mitchell	-	yes
Mr. Wagner	-	yes
Chairman Crater	-	yes

This ordinance will be forwarded to Mr. Falzarano, the Borough Administrator, to be included in the April 11, 2011 Council Agenda.

Escrow Ordinance – Draft ordinance from the Board Attorney and a request for approval by the Borough Council

Ms. Rizzuto reported on her review of escrow fees she had made with Mr. DeNave.

Mr. Montague made a motion to approve the ordinance amending escrow fees. Mr. Mitchell seconded the motion. A roll call vote was taken:

Mayor Vaughan	-	yes
Councilman Harris	-	yes
Mrs. Cali-Charles	-	yes
Mr. Montague	-	yes
Mrs. Favate	-	yes
Mr. Mitchell	-	yes
Mr. Wagner	-	yes
Chrmn. Crater	-	yes

Sign Ordinance – Draft #12 – last revisions, and a request for approval by the Borough Council

Ms. Rizzuto reviewed the most recent changes made to this ordinance at the last meeting.

Mr. Montague made a motion to approve the sign ordinance as submitted. Mrs. Favate seconded the motion. A roll call vote was taken:

Mayor Vaughan	-	yes
Councilman Harris	-	yes
Mrs. Cali-Charles	-	yes
Mr. Montague	-	yes
Mrs. Favate	-	yes
Mr. Mitchell	-	yes
Mr. Wagner	-	yes
Chrmn. Crater	-	yes

Checklists for Application – Draft ordinance changes for checklists and revised draft Checklists A, B, C, D, and E, from the Board Attorney and Mr. Montague

Ms. Rizzuto asked that this matter be placed on the Board’s April 20th agenda. Board members will receive the final draft ordinance and final checklists to review before the meeting. Representatives from the Board will attend the Borough Council when this ordinance will be considered.

At 8:10 the Planning Board went into Closed Session to discuss litigation named CNFPA versus Chatham BOE regarding Cougar Field.

At 9:35 p.m. the Board returned to Open Session and adjourned for the evening.

Respectfully submitted:

Elizabeth Holler
Recording Secretary