

**CHATHAM BOROUGH PLANNING BOARD
ANNUAL REPORT
2011**

Organization and Administration

2011 Planning Board Membership:

Class I	Mayor V. Nelson Vaughan III
Class II	Municipal Administrative Official, Vincent J. DeNave
Class III	Governing Body Representative, Councilman, Bruce A. Harris
Class IV	Chairperson, Richard E. Crater, Jr. Vice Chairperson, John Bitar Environmental Commission Member, John Bitar Board of Adjustment Member, H.H. Montague Secretary, Donna Cali-Charles James Mitchell Susan W. Favate First Alternate, Joseph Mikulewicz Second Alternate, Matthew Wagner

Board Attorney, Anne Marie Rizzuto, Esq.
Recording Secretary, Elizabeth Holler
Administrative Secretary, Maria Maramonte

General Activities During 2011

MEETINGS:

The annual reorganization meeting was held on January 5,, 2011. All other meetings were held the first and third Wednesday of each month except for January 19, 2011, June 1, 2011, July 6, 2011, September 7, 2011, October 5, 2011 November 1, 2011, , and December 21, 2011.

APPROVED RESOLUTIONS:

- 2011-1 - Election of Officers
- 2011-2 - Meeting Schedule
- 2011-3 - Appointed Attorney - Anne Marie Rizzuto, Esq.
- 2011-4 - Newspaper Fees
- 2011-5 - Appointed Engineer, John Hansen, Ferriero Engineering
- 2011-6 - Adopting Amendment #1 of the Rules and Regulations for the operation of the Planning Board
- 2011-7 – Adopting Site Plan Waiver Procedures

- 2011-8 – Appointment of Sign Committee
- 2011-9 – Approving Second Extension of Time – Miriam Gunn, 74 N. Passaic Avenue
- 2011-10 - Approving Waiver of Site Plan in connection with Change of Permitted Use - Homemade Pizza Company, 258 Main Street, Block 63, Lot 4
- 2011-11 – Appointment of Board Planner – Susan Blickstein, PP, AICP, PhD.
- 2010-12 – Approving Waiver of Site Plan in connection with Change of Permitted Use - Lightbeam, LLC d/b/a The Schoolhouse, 588 Main Street, Block 30, Lot 2
- 2010-13 – Approving Minor Subdivision and Variances - Menza and Beissel Homes, Inc., 13 Lum Avenue, Block 91, Lot 13 (proposed Lot 13.01)
17 Lum Avenue, Block 91, Lot 12 (proposed Lot 12.01)

OTHER BUSINESS:

- During the year the Board reviewed Land Use Applications and Checklist. The Board Attorney did not submit final recommendations at year end.
- The Board approved an action to search for a new Planning Board Attorney and established a search committee.
- The Board approved the hiring of a Traffic Consultant for the Chatham Gateway, LLC application which was submitted in September and is incomplete and pending.
- The Board approved amendments to the Sign Ordinance.
- The Board approved amendments to the Land Use Ordinance regarding parking requirements for Child Care Centers.
- The Board approved amendments to the ordinance regarding Escrow Fees.
- The Board reviewed changes to the Land Use Ordinance regarding changes in definitions, Business Zone Districts and other aspects as recommended by the Planner. Final recommendations will be approved and forwarded to the Mayor and Council in January 2012.
- The Environmental Commission met with the Planning Board to discuss the submission of a grant application for a Complete Streets Plan.

LITIGATION:

Tricare Treatment Services, LLC
Cougar Field

Respectively submitted,

Richard E. Crater, Jr.
Planning Board, Chairman

REC:mm

