

CHATHAM BOROUGH PLANNING BOARD
August 3, 2011 7:30 p.m.

Chairman Richard Crater called the Chatham Borough Planning Board meeting of August 3, 2011 to order at 7:33 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, Vincent DeNave, John Bitar*, Donna Cali-Charles, Susan Favate, Joseph Mikulewicz, H.H. Montague.

*arrived 7:45 p.m.

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

Members Absent: James Mitchell, Matthew Wagner

Open to the Public

No one came forward.

Adoption of Minutes

The meeting minutes of July 20, 2011, second draft, were approved. Mrs. Favate and Chairman Crater abstained from voting on these minutes because they were absent the night of July 20th.

Resolutions – Memorializing Resolution of Approval for Application #11-03 for Waiver of Site Plan in connection with Change of Permitted Use filed by applicant Melissa Corey (Lightbeam, LLC), business operator and proposed tenant for The Schoolhouse, for property located at 588 Main Street, Block 30, Lot 2

Ms. Rizzuto stated that the resolution before the Board tonight should contain the conditions recommended by the Board at their last meeting.

Mr. Montague suggested an amendment requiring the applicant to give parents written instructions on the correct pick-up and drop-off procedures and times. Drop-off and pick-up will take place at the rear of the building. Councilman Harris made two amendments.

Mr. DeNave made a motion to approve this memorializing resolution of Approval for Application #11-03 as amended. Mr. Montague seconded the motion. A roll call vote was taken:

Mayor Vaughan	-	yes
Councilman Harris	-	yes
Mrs. Cali-Charles	-	yes
Mr. DeNave	-	yes
Mr. Bitar	-	absent at the time of voting
Mrs. Favate	-	abstained

Mr. Mikulewicz - yes
Mr. Montague - yes
Chrmn. Crater - abstained

Applications

There were none.

Mr. Crater asked Board members to review the material they have received on a future application, #11-04 submitted by Menza & Beissel Homes.

Pending Business

Planner Susan Blickstein – Draft Ordinance changes for definition and B Zone Districts, and other aspects. Update to be discussed at September meeting.

Mr. Crater announced that this matter will be discussed at the Board’s September 7th meeting.

Sign Ordinance – Draft #14 – Comments from the Board have been incorporated from the 7/20/2011 meeting

Ms. Rizzuto and the Board discussed the matter of houses of worship not being allowed to have prohibited signs. Ms. Rizzuto will make a change to the introductory sentence of paragraph 165-98 regarding prohibited signs.

Regarding political signs, Ms. Rizzuto inserted language specifying that a political sign can measure 4 sq. ft., may be displayed for a maximum of 30 days before the subject election and must be removed five (5) days after the subject election. Councilman Harris noted that Borough Attorney felt this particular prohibition may be unconstitutional. Ms. Rizzuto then added language that the Borough Council could make the final decision on this matter. Ms. Rizzuto made further corrections as suggested by Board members.

The Board discussed what should be the percentage of signage that would be allowed to cover the façade of a store front. Mr. DeNave explained how, he felt the intent was, that no more than 10% of signage should cover the façade of the first floor of a store. After further discussion, Councilman Harris and Ms. Rizzuto suggested the following language: the total area of all signs on a façade of a building shall not exceed 10% of the square footage of the ground floor portion of the façade. The Board accepted this language.

The Board recommended that the word “maximum” be inserted with regard to the number of freestanding signs allowed for an individual principal building on a lot. The maximum number of two signs will be allowed regardless of the number frontages a business may have. On other matters, the Board discussed whether to have a definition for “ground floor” for this ordinance.

Ms. Rizzuto said she will incorporate tonight’s amendments and circulate the next draft to Board members. Ms. Rizzuto will forward Draft #15 of the Sign Ordinance to the Borough Council. She will also inform the Borough Council that the Planning Board

acknowledges Dr. Blickstein's statement that the Sign Ordinance is consistent with the Master Plan. Hopefully the First Reading of the Sign Ordinance will be held at a Council meeting in September.

Checklists for Application and ordinance changes – draft presented.

Ms. Rizzuto reported that minor changes have been made to the checklists themselves. She noted that a definition was still needed from Dr. Blickstein for a "completed application". Mr. Montague had written a definition for "substantially complete".

Ms. Rizzuto discussed what would constitute a traffic study and when it should be required. Ms. Rizzuto had inserted language stating minimally what the Board would expect from a traffic study. Levels of service and the impact of the proposed development should be required. A true professional traffic engineer will know what time of year a traffic study should be taken (not summer months). Mr. DeNave noted that a traffic study will be required on a case-by-case basis.

Around 9:05 p.m. the recording device malfunctioned and no longer could record the meeting.

New Business

Discussion of parking requirements for day care centers

Mr. DeNave noted that currently there are no parking guidelines in the ordinance for child care centers in the Borough. He recommended one parking space per teacher/staff member. Also, there should be one space for every 10 or 15 students.

Board members decided to create an ordinance for this situation. Mr. Crater pointed out that most parents want to park and escort their child into the child care facility.

Mr. DeNave felt a definition should be made for child care centers. He has submitted some suggested definitions to Ms. Rizzuto.

Councilman Harris recommended one parking space per staff member and one space per 10 children.

Mr. DeNave and Ms. Rizzuto will work on this matter. At their August 17th meeting, the Board will review a possible ordinance.

At 9:25 p.m. the Board went into Closed Session for Board Attorney Review.

At 10:00 p.m. the Board returned to Open Session.

Mr. Montague reported on the latest Zoning Board of Adjustment activities.

At 10:02 the meeting adjourned.

Respectfully submitted:

Elizabeth Holler

Elizabeth Holler
Recording Secretary