

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

Chairman Richard Crater called the Chatham Borough Planning Board meeting of December 7, 2011 to order at 7:37 p.m. in the Council Chambers, Chatham Municipal Building. Mr. Crater announced that all legal notices have been posted for this meeting.

Members Present:

Councilman Bruce Harris, Chairman Richard Crater, Donna Cali-Charles, Vincent DeNave, Susan Favate, James Mikulewicz, James Mitchell.

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

Dr. Susan Blickstein, professional planner for the Board, was present.

Members Absent:

John Bitar, H.H. Montague, Matthew Wagner

Adoption of Minutes

The November 15, 2011 meeting minutes, second draft, were approved. The Closed Session minutes of November 15, 2011 were approved. Mrs. Cali-Charles abstained from voting on these minutes because she was absent that night.

Applications

Application of Chatham Gateway, L.L.C. for approval of a child care center to be located at the property known as the Parrot Mill Inn, 47 Main Street.

Ms. Rizzuto announced that the Chatham Gateway application will be carried to the January 18, 2012 Planning Board meeting, 7:30 p.m., in the Council Chambers, Chatham Municipal Building.

Ms. Rizzuto noted that Board members have a copy of her letter to the applicant, dated Dec. 1, 2011. Ms. Rizzuto also has drafted a proposed resolution for a traffic consultant to be hired by the Planning Board for this particular application.

Mr. DeNave reported on the interviews that he and Chairman Crater held for two interested traffic engineers. Both traffic engineers had good presentations; however, Mr. DeNave felt that Harold Maltz of Hamal Associates was the best qualified. Mr. Maltz is experienced with child care facility work and their traffic counts and circulation patterns.

Mr. Mitchell made a motion that the Planning Board hire Harold Maltz of Hamal Associates to serve as their traffic expert for the Chatham Gateway application. Councilman Harris seconded the motion. A voice vote was taken. All Board members voted yes.

Ms. Rizzuto will make revisions to her resolution to reflect the hiring of Mr. Maltz.

Ms. Rizzuto discussed the need for additional escrow with this application coming up in the near future. She felt an additional \$10,000 would be a good amount for the Borough. Ms. Rizzuto will be in contact with Mr. DeNave regarding the escrow situation.

Pending Business

Planner – Susan Blickstein – Draft Ordinance changes for definitions and B Zone Districts, and other aspects

Dr. Blickstein noted the latest draft ordinance before the Board tonight. She discussed a change she had made to the section on minimum off-street parking requirements. Also, the Parking Management Plan has to be prepared by a qualified professional.

Mr. DeNave asked if a final revision needed to be done before this draft ordinance was forwarded to the Borough Council. Councilman Harris pointed out that a notice of the proposed zoning change still has to be made. After that, the ordinance will probably be presented to the Borough Council in February.

Ms. Rizzuto asked Dr. Blickstein to send her a clean final version. Ms. Rizzuto will then compose a short memo to the Borough Council from the Planning Board, recommending this ordinance. Councilman Harris suggested a Planning Board member be present at the Council meeting when this ordinance is under discussion.

Mr. Mikulewicz made a motion to approve this draft ordinance with the agreed upon changes made to the definitions and the B Zone districts. Mr. Mitchell seconded the motion. A roll call vote was taken:

Councilman Harris	-	yes
Mrs. Cali-Charles	-	yes
Mr. DeNave	-	yes
Mrs. Favate	-	yes
Mr. Mikulewicz	-	yes
Mr. Mitchell	-	yes
Chrmn. Crater	-	yes

Prospective applications

Mr. DeNave reported that two potential applications have recently come before him. The Hamilton/Jackson apartment complexes both want to expand their parking lots. Currently these two complexes have a serious over-flow of parking. Mr. DeNave believed that these apartment complexes should appear before the Planning Board for an amended site application. The Board has to consider how the impact of this parking expansion. The proposed parking will be put at the rear of the apartment houses. The tree buffer will remain.

Ms. Rizzuto explained why the site plan may not be an amended one. Dr. Blickstein felt that the applicant may request some waivers. A full circulation plan may be done and hopefully a zoning compliance analysis. Dr. Blickstein pointed out that if these

apartment houses had no prior approvals, a site plan with variances may be needed. Mr. DeNave said he will further research Borough files to see if the original approvals were available. Dr. Blickstein pointed out that the lighting situation should also be considered when additional parking is being proposed.

Mr. DeNave asked if there was interest in having the owner come before the Board for a mini-presentation. Ms. Rizzuto said she would first like to review any prior approvals for these apartment houses. Dr. Blickstein felt that if the owner had an existing conditions plan and a concept sheet, a mini-presentation to the Board could be productive. Mr. DeNave noted that the owner has already submitted a great deal of information. Mr. Crater told Mr. DeNave to invite the owner to the January 4th Planning Board meeting.

On another matter, Mr. DeNave reported that the European Market at 247 Main Street has new owners. The new owners want to operate a similar establishment, specializing more in Italian food. Unlike what was permitted in the original approval for the European Market, light cooking is being proposed on site. Stoves are needed. Customer seating will not be available. Mr. DeNave brought up the question of whether the new owners will have to appear before the Board with an attorney for this new arrangement. After some discussion, the Board felt there was no need for the new owners to come before the Board.

Mr. Crater reported that Homemade Pizza at 258 Main Street has ceased construction. They will not continue with the application that the Planning Board had approved. If someone comes in proposing the same change of permitted use for this site, they will not have to appear before the Board.

Checklists for Application and ordinance Changes – Draft ordinance

Ms. Rizzuto reported that she and Mr. Montague had met. The draft before the Board tonight is virtually complete. Ms. Rizzuto noted that she has inserted a parking management plan. Ms. Rizzuto and Mr. Montague will still work on needed comparisons on the checklists; however, they will no longer meet together.

Ms. Rizzuto will send the final checklist and final ordinance to Board members before December 25th. Mr. Crater said these items will be reviewed at the January 4, 2012 Board meeting.

At 8:35 p.m. the Board went into Closed Session to review responses to the advertisement for Board Attorney candidates.

At 9:00 p.m. the Board returned to Open Session and immediately adjourned for the night.

Respectfully submitted:

Elizabeth Holler

Elizabeth Holler
Recording Secretary