

CHATHAM BOROUGH PLANNING BOARD

March 21, 2012

7:30 p.m.

Chairman Richard Crater called the Chatham Borough Planning Board meeting of March 21, 2012 to order at 7:30 p.m. in the Council Chambers, Chatham Municipal Building. Mr. Crater announced that all legal notices have been posted for this meeting.

Name	Present	Absent
Mayor Harris		x
Councilman Collander		x
Chairman Richard Crater	x	
Donna Cali-Charles	x	
Vincent DeNave	x	
Joseph Mikulewicz	x	
John Bitar	x	
Susan Favate	x	
H.H. Montague	x	
James Mitchell	x	
Matthew Wagner	x	
Vincent K. Loughlin, Esq.	x	
Dr. Susan Blickstein	x	

Mr. Crater announced that Application #12-04: Minor Site Plan, S/K Chatham Associates, LLC, 575 Main Street and 534 Main Street, Jefferson/Hamilton Apartments will not be heard tonight. The applicant has asked to be heard at the next Board meeting, Wednesday, April 4<sup>th</sup>.

Open to the Public

No one came forward.

Adoption of Minutes

The meeting minutes, second draft, of January 18, 2012 were approved. Chairman Crater and Mr. Bitar abstained from voting because they were absent that night.

Resolution

Bloomers Flower Shop – 221 Main Street

Mr. Mitchell made a motion to approve the resolution granting a Waiver of Site Plan Review/Change of Use to Bloomers Flower Shop, 221 Main Street (Application #12-01). Mr. Wagner seconded the motion. A roll call vote was taken:

Mrs. Cali-Charles - yes  
 Mr. DeNave - yes  
 Mrs. Favate - yes  
 Mr. Mikulewicz - yes  
 Mr. Montague - yes

Mr. Mitchell - yes  
Mr. Wagner - yes

Chairman Crater and Mr. Bitar abstained from voting. They were absent from the hearing held January 18, 2012.

Public Hearing and Discussion – Complete Streets Policy Plan: Final Report, An Amendment to the Circulation Element of the Borough of Chatham Master Plan

Cynthia Steffens, Chairman of the Borough’s Green Initiatives Committee, introduced herself. She stated she was also a member of the Complete Streets Team of Chatham Borough.

Mrs. Steffens gave a brief history of how the Complete Streets Policy Plan and Appendix came about. She pointed out that this Policy Plan is “a flexible, realistic document that reflects the historic and built-out context of Chatham Borough”. Its goal is to promote measures that will create, over time, a comprehensive network of streets and intersections providing connections for all users of all ages and abilities. Mrs. Steffens explained the checklist within the Appendix which was developed by Vincent DeNave, the Borough Engineer, and Dr. Susan Blickstein, the Board Planner.

Dr. Blickstein came forward. She explained that the Policy Plan was a guidance document that encourages ideas of accommodating all road-way users of all ages and all abilities when future projects come up. Dr. Blickstein stressed that these projects will be retro-fit in nature. No new streets will be constructed in the Borough. This Policy Plan is not a mandate or “magic formula” of some kind. She briefly guided Board members through the Policy Plan document. Dr. Blickstein discussed the funding for Complete Streets on both federal and state level.

Answering Mr. Montague’s question, Dr. Blickstein explained what a “sharrow” was in the document.

There were no questions or comments from the public.

Mr. Montague made a motion to approve the Complete Streets Policy Plan: Final Report and approving it as an Amendment to the Circulation Element of the Borough of Chatham Master Plan, and to forward it on to the Borough Council. Mr. Mikulewicz seconded the motion. A roll call vote was taken:

Mrs. Cali-Charles - yes  
Mr. DeNave - yes  
Mr. Bitar - yes  
Mrs. Favate - yes  
Mr. Mikulewicz - yes  
Mr. Montague - yes  
Mr. Mitchell - yes  
Mr. Wagner - yes  
Chairman Crater - yes

Application #12-03  
Waiver of Site Plan Review/Change of Use  
The Numan School House, LLC DBA: Little Angels Schoolhouse  
110 Main Street

The following were sworn in to testify:

John Boyle, landlord of 110 Main Street (Town Square)

Rima Numan, owner & operator of The Numan School House

Ms. Numan testified that she runs a home daycare at her current location at 55 Fairmount Avenue, Chatham Borough. She has been in Chatham for the past 12 years. Her daycare business has been maintaining a waiting list for the past six years. Her current daycare space is limited. She would like to expand. Mr. Boyle has a building available.

Ms. Numan testified that she is licensed by the State for family daycare. She expects to have up to 30 children, at any one time, in her new facility at 110 Main Street. Her hours of operation would be 7 a.m. to 7 p.m., Monday through Friday. The children's ages will range from 6 weeks to 5 years old.

Ms. Numan testified that her daycare business requires 10 parking spaces. There are 11 spaces available. There will be staggered pick-up and drop-off times for the children. The parents won't be arriving all at once. Mr. Boyle testified that he and Ms. Numan did not anticipate any alterations to the traffic configuration for that particular area (Main St. and Roosevelt Ave.) with Ms. Numan's daycare business.

Mrs. Cali-Charles asked about any kitchen facilities for the children's meals. Ms. Numan explained that the children bring their own meals. The daycare employees heat up the meals in a microwave. Answering Mr. Mitchell's question, Ms. Numan explained where the playground areas will be located.

Mr. Mitchell made a motion to approve the Waiver of Site Plan Review/Change of Use for The Numan School House, LLC to operate at 110 Main Street with the condition that Ms. Numan comply with any and all conditions of state licensure for daycare centers. Mr. Wagner seconded the motion. A voice vote was taken. All Board members voted to approve this application with the condition, except Mr. Mikulewicz who abstained from voting.

Mr. Crater noted that there is another application from Dr. Duetsch, a local dentist, to rent space at Town Square in Chatham Borough. The application is for a Waiver of Site Plan and it's an acceptable use for that zone.

John Boyle, of Town Square Partners, came forward. He remained under oath from the previous hearing.

Mr. Boyle testified that he had just signed a lease with Dr. Duetsch. The proposed space that Dr. Duetsch will be leasing is the first floor of 94 Main Street, former site of Chatham Jewelers. That space will be renovated subject to the Board's approval to become a single practitioner dental office.

Regarding the parking situation, Mr. DeNave stated that Dr. Duetsch's office is required to have 6 or 7 parking spaces. Dr. Duetsch has indicated that he will follow whatever the ordinance requires him to have for the number of parking spaces. The number of spaces will be included in the lease. The building is handicap accessible.

Mrs. Favate made a motion to approve the Waiver of Site Plan for Dr. Duetsch to operate his dental office at 94 Main Street. Mr. Bitar seconded the motion. A voice vote was taken. The motion was unanimously approved.

#### New Business

Mr. DeNave pointed out that the Borough Council podium has recently been renovated. He explained the new meeting table arrangement for Boards and Commission to now follow.

On other matters, Mr. DeNave reported that many of the apartment complexes on Main Street are now looking into additional parking. When these apartments were built in the late 1940s, early 50s, each tenant had one to 1 ½ parking space. Apartment garages that were to house the cars are now being used for storage.

Mr. DeNave noted that some items still have to be followed through for the Gateway application, 97 Main Street. New plans have just arrived. Hopefully Gateway will be heard by the Board in April or May.

#### Ordinance and Checklists for Application – Final

Mr. Loughlin reported that Dr. Blickstein, Mr. DeNave, and he have met several times on this project. Changes have been made. A simple residential application will be organized for decks, porches, and additions. The application should be user-friendly and easier for a homeowner to follow without a professional. The Board will have the revised document to review at their April 18<sup>th</sup> meeting.

There was no Closed Session.

At 8:40 p.m. the meeting adjourned.

Respectfully submitted:

*Elizabeth Holler*

Elizabeth Holler  
Recording Secretary