

CHATHAM BOROUGH PLANNING BOARD
 August 6, 2014 7:30 p.m.

Chairman Susan Favate called this Regular Meeting of the Chatham Borough Planning Board of August 6, 2014 to order at 7:30 p.m. in the Council Chambers, Chatham Municipal Building. Mrs. Favate announced that all legal notices have been posted for this meeting.

Name	Present	Absent
Mayor Bruce Harris	X	
Council Member Fife	X	
Vincent DeNave	X – arrived at 7:40 p.m.	
Chrmn. Susan Favate	X	
Matthew Wagner	X	
H.H. Montague	X	
James Mitchell	X	
John Bitar	X	
Joseph Mikulewicz	X	
William Heap	X	
Donald Dinsmore	X	
Vincent K. Loughlin, Esq.	X	
Dr. Susan Blickstein	X	

Open to the Public

No one came forward.

Adoption of Minutes

The meeting minutes of June 18, 2014, second draft, were approved.

Resolutions

There were none.

Applications

There were none.

Pending Business

Review of M Districts – Dr. Susan Blickstein, Board Planner

Dr. Blickstein noted that at the last Board meeting, on June 18th, the Board had reviewed the draft ordinance for the M Districts. Board members should now have received the latest draft from Dr. Blickstein, taking into consideration the comments made at the June meeting.

Dr. Blickstein pointed out that currently there is no provision, in the M District Use Section in the Borough Code, that allows for accessory uses that are customary and incidental to a principally permitted use. Dr. Blickstein asked the Board if they wanted general language inserted for these accessory uses. She noted that with a combination of mixed permitted uses,

there may be examples of retail businesses and service businesses that customarily have other minor uses that would need floor area. Dr. Blickstein had suggested language that would acknowledge this situation broadly without specifically defining every type of combination of use that might prevail.

Mr. Bitar felt that Dr. Blickstein's suggested language makes sense and is consistent with what the Board is trying to accomplish.

Mr. Montague pointed out that there is no limit on the size of accessory structures. Dr. Blickstein agreed, however she pointed out that all accessory structures must be approved by the Planning or Zoning Boards. Currently these structures are limited by height and setbacks and buffer requirements. The Board also has to approve the proposed parking.

Mr. DeNave asked if, under this proposed amendment, contractors would be allowed to be in the M District. Dr. Blickstein answered that they would be office uses. The contractors would probably have other accessory components. Mr. DeNave reported that he has received a number of inquiries from contractors in the M District. He wanted to make sure these inquiries are handled correctly. Dr. Blickstein answered that if these M District contractors want to put in an office and other accessory uses connected with that office, that situation is envisioned in this proposed ordinance.

Mr. DeNave brought up the Gateway Overlay District Regulations. He noted that the retail component in the Gateway was limited to a maximum of 6500 sq. ft. Dr. Blickstein explained that limitation was for the design standard, not as a hard variance criteria. This situation is "per establishment".

Council Member Fife asked how the density would be addressed. Is that a bulk standard?

Dr. Blickstein answered that a density standard could be established. She explained, however, that in a mixed zone, a density standard would be very complicated. Mr. DeNave added that if an increase in density is proposed for a residential site, standards would have to be met for the parking. The variance required for parking would keep the density situation down.

Council Member Fife inquired about floodplains because of the Passaic River. Dr. Blickstein explained that flood boundaries vary. The Board and Dr. Blickstein discussed the floodplain situation in the Borough. Mr. DeNave pointed out that there is only one property in the Borough which would have development concerns because of the floodplain/ floodway issue.

Dr. Blickstein and Mayor Harris discussed the Shared Parking section of the ordinance draft, particularly the two year period for written contractual parking arrangements.

Summing up, Mrs. Favate asked what would be the next step for this draft ordinance. Mayor Harris and Council Member Fife noted that the proposed ordinance can be presented for a First Reading at the Borough Council Meeting on Tuesday, October 14th. It can return to the Planning Board for their October 15th meeting. Dr. Blickstein wasn't sure she would be available for the October 15th meeting.

Dr. Blickstein suggested that if the Board wanted to circulate the proposed ordinance to Council Members before the October 14th meeting, the Master Plan amendment and a cover memo should be attached.

The Board thanked Dr. Blickstein for her presentation.

New and Returned Applications

Application PB #14-03

Riccione

70 River Road

Waiver of Site Plan

This application has been withdrawn.

Application PB #14-02

Chambon

110 Summit Avenue

Site Plan

This application has been postponed.

Mayor Harris expressed his concern about tonight's agenda, which had been revised two or three times. He had talked with Dr. Blickstein about when an application is actually deemed complete and when an applicant can appear before the Board.

Dr. Blickstein clarified that she is the one who receives applications for Site Plans and Use Variances. She then generates a memo stating whether or not the application is deemed complete or not. If the application is not deemed complete, Dr. Blickstein will identify the issues that still need to be addressed by the applicant. The applicant will then have to re-submit a revised package for review. Once an application is deemed complete, a hearing date will be established. The applicant will then be instructed publish the legal notices. These procedures have not been followed by the administration.

Dr. Blickstein noted that unfortunately an applicant will first try and sign up for a specific hearing date without first posting the required notices. In tonight's case, the Chambon application needed to submit further documentation to the Borough.

Mr. DeNave informed Board members of a pending application for a proposed parking lot expansion at 338 Main Street. This application may be heard at one of the October Board meetings.

The Board decided to cancel the Planning Board meeting scheduled for August 20, 2014.

Mr. DeNave noted that the new Borough Clerk is becoming familiar with this application process. Ms. Kline hopes to eventually make this process more centralized.

On other matters, Mr. Montague reported on the applications heard at the June 25, 2014 and July 23, 2014 Zoning Board of Adjustment meetings.

The next Planning Board meeting will be held on Wednesday, September 3, 2014, 7:30 p.m., Council Chambers, Chatham Municipal Building.

Respectfully submitted:

Elizabeth Holler

Elizabeth Holler
Recording Secretary