

**CHATHAM BOROUGH PLANNING BOARD
ANNUAL REPORT
2013**

Organization and Administration

2013 Planning Board Membership:

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

Board Attorney, Vincent J. Loughlin, Esq.

Recording Secretary, Elizabeth Holler

Administrative Secretary, Maria Maramonte

Professional Planner, Susan Blickstein, PP

Board Engineer, Robert Brightly, PE, Ferriero Engineering

General Activities During 2013

MEETINGS:

The annual reorganization meeting was held on January 16, 2013. All other meetings were held as regularly scheduled on the first and third Wednesday of each month, except for February 6, March 6, April 3, May 5, June 5, July 3, September 4, and December 11, 2013, which were cancelled. In addition, a special open house meeting related to the Master Plan Amendment was held on July 17, 2013.

REORGANIZATION MEETING RESOLUTIONS:

- 2013-1 - Election of Officers
- 2013-2 - Meeting Schedule
- 2013-3 - Appointed Attorney – Vincent J. Loughlin, Esq.

- 2013-4 - Appointment of Board Planner – Dr. Susan Blickstein
- 2013-5 - Appointment of Board Engineer – Robert Brightly, Ferriero Engineering
- 2013-6 – Official Newspapers
- 2013-7 – Re-Adopting Rules and Regulations of the Planning Board
- 2013-8 – Re-Adopting Site Plan Waiver Procedures
- 2013-9 – Appointment of the Borough Sign Committee

APPROVED DEVELOPMENT APPLICATIONS

- 2013-01 – Waiver of Site Plan/Change of Use: 170 Main Street (Inner Grace Dance Studio)
- 2013-02 – Waiver of Site Plan/Change of Use: 186 Main Street (East West Math educational services)
- 2013-03 – Minor Subdivision: 51 Summit Avenue (two lot subdivision to develop two two-family homes).
- 2013-04 – Waiver of Site Plan/Change of Use: 474 Main Street/CVS Plaza (C2 Educational Systems educational services).
- 2013-06 – Minor Site Plan Review: 338 Main Street (physical therapy/law office).

ADDITIONAL BUSINESS:

- Referred the Amended Lighting Ordinance to the Borough Council for approval. The Amended Ordinance was adopted by the Borough Council on March 11, 2013.
- Amended the Master Plan to incorporate new policies and recommendations for the M Districts, based on a study completed by Ms. Blickstein under the direction of a subcommittee of the Planning Board. This process also included a public open house meeting on July 17, 2013, and discussion at subsequent meetings which were also open to the public. The Master Plan Amendment was adopted by the Planning Board on November 13, 2013.
- Referred the Amended Land Development Ordinance pertaining to porticoes to the Borough Council for approval. The Amended Ordinance was adopted by the Borough Council on November 25, 2013.

Respectfully submitted
Susan Favate
Planning Board, Chair

REC:cb