Organization and Administration

2019 Planning Board Membership:

Class I     Mayor Bruce A. Harris
Class II    Municipal Official/Secretary, Stephen Williams
Class III   Governing Body Representative, Councilman Thaddeus Kobylarz
Class IV    Chairperson, Susan Favate
            Vice Chairperson, Matthew Wagner
            Environmental Commission Member, Torri Van Wie
            Board of Adjustment Member, H.H. Montague
            Regular Member, Curt Dawson
            Regular Member, William Heap
            First Alternate, Matthew Engle/Vacant
            Second Alternate, Kyle Muir/Vacant

Board Attorney, Vincent J. Loughlin, Esq.

Recording Secretary, Elizabeth Holler

Administrative Secretary, Cathy Baldwin/ Frances Boardman

Professional Planner, Kendra Lelie, PP

Consulting Board Engineer, Robert Brightly, PE, Ferriero Engineering

Board Engineer, Vincent DeNave, PE, Chatham Borough Zoning Official

General Activities During 2019

MEETINGS:

The annual reorganization meeting was held on January 2, 2019. All other meetings were held as regularly scheduled on the first and third Wednesday of each month, except for January 16, June 5, June 19, September 18, and October 2, which were canceled due to lack of business.

REORGANIZATION MEETING RESOLUTIONS:

- 2019-2 - Vote and Election of Planning Board Officers
- 2019-3 - Planning Board Meeting Schedule
2019-4 - Official Newspapers
2019-6 - Appointment of Board Planner – Kendra Lelie of Clarke Caton Hintz
2019-7 - Appointment of Consulting Board Engineer – Robert Brightly, Ferriero Engineering
2019-8 – Appointment of Consulting Board Engineer - Vincent DeNave, Borough Zoning Official
2019-9 – Re-Adopting Rules and Regulations
2019-10 – Appointment of Sign Committee

APPROVED DEVELOPMENT APPLICATIONS

2019 saw less overall activity at the Planning Board compared with the previous years. As with prior years, the Board’s applications were typically either changes of use in the downtown or minor (two-lot) subdivisions involving the construction of 1-2 new homes. In each change of use application, a food-related use was proposed to replace a retail or personal service use.

The following development applications were heard and approved in 2019:

- 2017-018 - Extension of Time for Filing of Minor Subdivision Deed: 100 Fairmount Avenue (Stanley Congregational Church)
- 2018-12 - Minor Subdivision with Variances: 18 Garden Avenue (Estate of Herbert J. Gannon)
- 2019-01 – Change of Permitted Use/Waiver of Site Plan: 265 Main Street (Fleur de Sel, LLC, cafe replacing former dressmaker shop)
- 2019-02 – Change of Permitted Use/Waiver of Site Plan: 228 Main Street (Terrance McCabe, ice cream shop replacing former salon)
- 2019-04 – Change of Permitted Use/Waiver of Site Plan: 11 South Passaic Avenue (Luis Da Silva, Jr., restaurant replacing former upholstery store)
- 2019-05 – Minor Subdivision with Variances: 125 North Passiac Avenue (Aaron H. Kwon)
- 2019-07 – Minor Subdivision: 14 Clark Street (TJR Holdings, LLC)

One application for a change of permitted use/waiver of site plan was heard in 2019 but withdrawn by the applicant. In addition, an application to expand the parking lot for a garden apartment complex was determined to be under the jurisdiction of the Board of Adjustment.
ADDITIONAL BUSINESS:

- In addition to the above, the Planning Board discussed the potential to streamline the process for changes of permitted use and tighten up checklist requirements. No action was taken and no recommendations were made to the Borough Council. The Board will likely revisit these issues in 2020.

- The Planning Board continued work on the redevelopment process for the Post Office Plaza and River Road areas. Redevelopment Plans were approved for both areas, and the Board held joint meetings with the Borough Council on March 20 and November 14 (for Post Office Plaza) and May 1 and September 26 (for River Road). The Borough Council has designated developers for both redevelopment areas. These processes are anticipated to continue in 2020.

- The scale of home additions and new homes is an issue of concern for the Planning Board. The floor area ratio (FAR) changes that were enacted by the Borough several years ago were the result of study by a subcommittee of the Planning Board, which worked with the Board planner to calibrate the FAR regulations with other bulk provisions and strike a balance between facilitating modern development with maintaining Chatham’s character. In the ensuing years, variances have been granted from the amended FAR regulations, which has resulted in additions and new construction that is not consistent with the intent of the regulatory changes. The Planning Board will review this issue in 2020 and may make recommendations to the Borough Council for zoning changes.

Respectfully submitted
Susan Favate
Planning Board, Chair

REC:fb