

CHATHAM BOROUGH PLANNING BOARD
August 1, 2018 7:30 p.m.

Chrmn. Susan Favate called this Regular Meeting of August 1, 2018 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 Peter Hoffman	X	
Steve Williams	X	
Chrmn. Susan Favate	X	
H.H. Montague		X
William Heap	X	
Vice Chrmn. Matthew Wagner		X
Torri Van Wie	X	
Matthew Engel	X	
Kyle Muir	X	
Curt Dawson		X
Vincent Loughlin, Esq.	X	

Also present:

Kendra Lelie, PP, AICP, ASLA, Planner for the Planning Board
Vincent DeNave, Borough Zoning Officer and Borough Engineer

Public Comment

There was none.

Resolution #PB 2018-21

The meeting minutes of the July 19, 2018 Planning Board meeting were approved as amended.

Resolutions for Applications

Application PB #17-18

Stanley Congregational Church

94 Fairmount Avenue

Minor Subdivision

Block 93, Lot 13

Mr. Williams made a motion to approve the resolution memorializing the Planning Board's approval of Application PB #17-18: Stanley Congregational Church – 94 Fairmount Avenue for a Minor Subdivision. Mayor Harris seconded the motion. A roll call vote was taken:

Mayor Harris	-	yes
Council Member Hoffman	-	yes
Mr. Williams	-	yes

Mr. Heap	-	yes
Mr. Engel	-	yes

Discussion Items

Discussion of Checklists

Chrmn. Favate noted that the Board had discussed adding some new items to their Checklist for applicants, particularly for subdivisions. One of the items that applicants could be requested to submit is a streetscape of the immediate area of the subject property. She pointed out that landscaping plans are also helpful to the Board, especially when the Board members consider minor subdivisions.

Chrmn. Favate stated that the Board has recently dealt with minor subdivision applications seeking variances on lot area and width. Often the Board wants to see how the proposed new lots would compare with neighboring lots. This aspect could also be included in the check-list.

Mr. DeNave pointed out that the applicant could ask for a waiver for a checklist item if it's not applicable to his application. As for streetscapes, Mr. DeNave recommended that the Board should be specific what type of streetscape that they want to see. He suggested a good example of a streetscape could be included with the checklist. Mr. DeNave also recommended an analysis be recommended, with regard to lot widths or side yard setbacks of the properties within a 500 feet radius the subject property.

Mr. DeNave brought up that the Borough has recently changed their definition of a front yard setback. An applicant now must have his front yard setback conform with his neighborhood. Applicants are required to submit all the neighboring setbacks. Mr. Engel had concerns about the large expenses that applicants would have to deal with, in obtaining all this data.

Mr. DeNave pointed out that for a homeowner, going before the Zoning Board, can put together his or her own photos of the neighboring homes or create a photo-page. However, a developer seeking a site plan or subdivision, should be required to submit a more detailed analysis.

Mr. DeNave suggested an applicant could bring a laptop computer to his hearing to show a Google Earth View of their property and the neighboring properties.

Mr. DeNave discussed the Design Standards for Site Plans that is currently in place.

Mrs. Van Wie asked if applicants are prevented from appearing before a Board if they didn't fulfill everything listed in the Design Standards.

Mr. DeNave answered yes. An application has to be deemed complete.

Mr. DeNave discussed the requirements of the Borough's new tree ordinance that should be reflected in the checklist, especially for proposed subdivisions.

On another matter, Mr. DeNave brought up an observation made by Mrs. Baldwin in the Zoning Office. Mrs. Baldwin had noted that professional costs arising from review of subdivisions and site plan applications are exceeding the amounts in the escrow funds established pursuant to ordinance. Mr. DeNave suggested that the Borough increase its escrow fees. It would be easier for the Borough to refund an overpayment, then to request more money from an applicant. Mr. DeNave offered to get some sample escrow bills for Board members to look at.

Chrmn. Favata asked Mr. DeNave and Ms. Lelie if they could work on some language to include these suggested revisions to the checklist. The revised checklist can then be sent to the Borough Council for their consideration.

Mr. DeNave and Board members discussed a good streetscape to use as an example for applicants.

Mr. Williams asked if the application fees were appropriate.

Mr. DeNave answered that application fees should cover the Borough's administrative costs. He will review this matter with Mrs. Baldwin, who works with the Zoning and Planning applications that are submitted.

Mrs. Van Wie asked if there was a way to request in advance that applicants use environmental appliances, such as LED lighting, in their plans. Mrs. Van Wie serves as the Planning Board's Liaison to the Environmental Commission, and this possibility had been discussed by the Commission.

Ms. Lelie suggested that if an application was approved by the Planning Board, as a condition of approval, the Environmental Commission could give a written report recommending environmentally-friendly measures the applicant could follow.

Mrs. Van Wie noted that the Environmental Commission currently is not kept in the loop with applications.

Mr. DeNave said an extra copy of plans could be obtained for the Environmental Commission, however would the Commission have the time to review the plans?

Mrs. Van Wie agreed with this time factor situation.

Council Member Hoffman asked what factors the Environmental Commission would be looking for regarding applications.

Mrs. Van Wie answered that so far, one of the Environmental Commission's requests, is that all proposed lighting be LED. Also, the Commission would like to see all the appliances energy-starred certified. In the future, wiring for an electric car could be included in the recommendations.

Council Member Hoffman felt that these environmental-friendly products will become more readily available and affordable for homeowners and developers. He felt builders will be gravitating towards these items. He asked if these items should be a required checklist item.

Mrs. Van Wie suggested that these environmental-friendly items could be regarded as recommendations.

Mr. DeNave brought up that these items could be incentives for builders and homeowners. He wasn't sure how that could be accomplished.

After further discussion, Mr. DeNave asked Mrs. Van Wie to send him a list of these pro-environmental items. Mr. DeNave thought a list of pro-environmental recommendations could be given to the builders and homeowners. He will discuss this idea with the Madison Construction Office.

Mr. Engel and the Board discussed solar paneling in town. Mr. Engel felt that there are times when solar installations do not blend well with the rest of the community.

On other matters, Chrmn. Favate noted that the August 15, 2018 Planning Board meeting is cancelled. She announced that Application PB #18-01: Main Street Development Group, LLC – 20 Coleman Ave. East will be heard at the Planning Board meeting of September 5, 2018.

Mr. Williams reminded Board members of the Land Use Training session that will be held on October 1st. A presentation will be given here in the Council Chambers on the JIF Land Use Liability policies.

Council Member Hoffman gave an update on the Post Office Redevelopment Plan. Interviews were held with interested developers. So far, the Redevelopment Committee has reduced the list to three developers. Mr. Williams reported that all three of these developers have significant development and re-development experience. Mr. DeNave added that some of the architects interested in the Post Office Redevelopment Plan have given a great deal of thought to the Borough's downtown. He noted that these professionals, through modern technology, can show everything on a street, using a 3-D model method.

Council Member Hoffman stated that the public will be kept up to date on the progress being made on this redevelopment plan.

At 8:20 p.m. the meeting adjourned.

The next Planning Board meeting will be held on Wednesday, September 5, 2018, 7:30 p.m. in the Council Chambers, Chatham Borough Hall.

Respectfully submitted:

Elizabeth Holler, Recording Secretary

