

**Borough of Pitman Combined Planning/Zoning Board  
Pitman, New Jersey**

**Minutes of January 17, 2017**

**Call to Order:**

Mr. Aspras called the meeting to Order at 7:00pm.

**Oath of Office administered to new and returning Board Members:**

Mr. MacDonald swore the following returning board members: Mr. Romick and Mr. Ryder

**Attendance:**

Mr. Aspras, Councilman Austin, Mr. Fijalkowski, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mr. Romick, Mr. Franchi, Mr. Wilson

Absent members: Mrs. Kelley, Mrs. Stech, Mr. Owen

\*Mr. Owen came into the meeting after roll call. He will be able to vote.

**Re-organization: Election of Chairman:**

A motion was made by Mr. Ryder, second by Mr. Fijalkowski to reappoint Mr. Aspras as Chairman.

No other motion was made.

On voice vote: Councilman Austin, Mr. Fijalkowski, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mr. Owen, Mr. Franchi

Abstain: Chairman Aspras

**Re-organization: Election of Vice-Chairman:**

A motion was made by Mr. Ryder, second by Councilman Austin to reappoint Mrs. Stech as Vice-Chairwoman.

No other motion was made.

On voice vote: Chairman Aspras, Councilman Austin, Mr. Fijalkowski, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mr. Owen, Mr. Franchi

**Re-organization: Election of Secretary:**

A motion was made by Chairman Aspras, second by Councilman Austin to appoint Mr. Lowden as the board's secretary.

No other motion was made.

On voice vote: Chairman Aspras, Councilman Austin, Mr. Fijalkowski, Mr. Ryder, Mr. Slenkamp, Mr. Owen, Mr. Franchi

Abstain: Mr. Lowden

**Appointment of Solicitor:**

A motion was made by Mr. Owen, second by Mr. Lowden to appoint Arthur J. MacDonald as Solicitor and Warren H. Carr as the conflict Solicitor. On voice vote: On voice vote: Chairman Aspras, Councilman Austin, Mr. Fijalkowski, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mr. Owen, Mr. Franchi

**Appointment of Engineer:**

A motion was made by Mr. Lowden, second by Mr. Slenkamp to appoint J. Timothy Kernan, Maser, as Engineer. On voice vote: On voice vote: Chairman Aspras, Councilman Austin, Mr. Fijalkowski, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mr. Owen, Mr. Franchi

**Appointment of Planner:**

A motion was made by Councilman Austin, second by Mr. Lowden to appoint J. Timothy Kernan, Maser, as Planner. On voice vote: On voice vote: Chairman Aspras, Councilman Austin, Mr. Fijalkowski, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mr. Owen, Mr. Franchi

**Appointment of Recording Secretary:**

A motion was made by Mr. Ryder, second by Mr. Fijalkowski to appoint Jessica Mignogna as recording secretary. On voice vote: On voice vote: Chairman Aspras, Councilman Austin, Mr. Fijalkowski, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mr. Owen, Mr. Franchi

**Establishment of Meeting Dates:**

A motion was made by Councilman Austin, second by Mr. Lowden to keep the meeting dates on the third Mondays of each month starting at 7pm, except for the February meeting to be changed to the third Tuesday and add January 16, 2018 for Reorganization. On voice vote: On voice vote: Chairman Aspras, Councilman Austin, Mr. Fijalkowski, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mr. Owen, Mr. Franchi

**Establishment of Official Paper:**

A motion was made by Mr. Slenkamp, second by Mr. Fijalkowski to use South Jersey Times as the official paper and The Sentinel of Gloucester County as the secondary paper. On voice vote: On voice vote: Chairman Aspras, Councilman Austin, Mr. Fijalkowski, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mr. Owen, Mr. Franchi

**Advisors Present:**

Mr. MacDonald, Solicitor, Mr. Kernan, Planner & Engineer, Mr. Pierpont, Zoning Officer.

**Monroe Savings Bank (Pitman Hotel Site) - Request to Extend Time to File Deeds:**

**Acceptance of Borough Council's First Reading for Changes to the C-1 Historic Requirements:**

Richard Kaser, attorney, representing Monroe Savings Bank. Mr. Kaser came in front of this board back on November 21, 2016, granting an extension to file deeds with the County by the end of December 2016. The extension should have been plenty of time to file the deeds since

the County Planning Board meeting was hearing their application in November. The County Planning Board however rejected the plans shown to them that night. The plans were then corrected and sent back to the County Planning Board for approval. That meeting was held on January 5, 2017. The County Planning Board did not give full approval because of missing ADA handicap ramp. Mr. Kaser stated to the board that he is looking for an extension till the end of this month to file the deeds with the County. He mentioned to the board that the plans will not be updated to show the ADA handicap ramp, because Monroe Savings Bank is only subdividing the property and is not that actual builder. Mr. Kaser stated that he has spoken with Mr. MacDonald over the handicap ramp and in the end agreed to deposit an extra fifteen hundred dollars (\$1500.00) into their escrow to cover the future costs of inspection of the handicap ramp long after the bank sells the lots. Councilman Austin question Mr. Kaser if the extension till the end of January be enough time to file the deeds and why not just extend till the end of February. Mr. Kaser agreed to have the deeds extended till the end of February but believes the end of this month will be enough time to file the deeds.

Chairman Aspras opened to the public for discussion.

None.

Chairman Aspras closed to the public.

A motion was made by Councilman Austin, second by Mr. Lowden to grant the extension to file the deeds till February 28, 2017. On voice vote: Chairman Aspras, Councilman Austin, Mr. Fijalkowski, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mr. Owen, Mr. Franchi

Abstain: Mr. Romick

**Public Comments:**

None.

**Approval of December Minutes:**

A motion was made by Mr. Lowden, second by Councilman Austin to approve the December minutes. On voice vote: Chairman Aspras, Councilman Austin, Mr. Fijalkowski, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mr. Owen, Mr. Franchi

**Proclamation: Penny Hausmann:**

Mr. MacDonald read to the board members a Proclamation to Honor Penny Hausmann.

**Historic Preservation Commission:**

Mr. MacDonald swore in Michelle LaPlante.

2017-01: John Lickfeld, 115 Northeast Ave., Block-11, Lot-4  
Roofing-approved by Zoning Officer

2017-02: Jeff Cocchi, 127 7<sup>th</sup> Ave., Block-19, Lot-25  
Roofing – approved by Zoning Officer

2017-03: Harry McDowell, 62 South Broadway, Block-2 Lot-4  
Replace rotting beam, new railing, Cedar siding to remain

Ms. LaPlante stated to the board members that on application 2017-03, the Historic Commission requested as a condition that the applicant will have to install turn style spindles to the newly replace railing. Chairman Aspras questioned Ms. LaPlante if the turned spindles are on the plan that was submitted by the applicant. Ms. LaPlante said it is not on the plan, but Mr. McDowell agreed at the Historic meeting that he will have the spindles turn style. Councilman Austin has concerns about what applicants think they are getting approval on at the Historic meeting, because the finish project is built completely different. Any changes or discussions must be documented on their application so this board can finalize the approvals and the construction office can enforce the applicant if it is not built as approved. Mr. Lowden question Ms. LaPlante what the applicant put on their application about the spindles. Ms. LaPlante replied the applicant did not say anything about the spinals on their application; it was brought up by the Historic Commission members to add it to their application as a condition of approval. Councilman Austin asked the Zoning Officer, Mr. Pierpont, his input on how he can enforce these changes. Mr. Pierpont replied that this particular application, the applicant was present at the Historic Commission meeting and agreed on record to add the turned style spindles. He then stated that other applicants do not attend the meetings and are not present to agree on record on any suggestions the Historic Commission may add to their applications and that makes it harder for him to enforce the suggested comments. Mr. MacDonald looked at the application and agrees with Mr. Pierpont. The application reads reason/suggestions and that wording needs to be updated so the Zoning Officer can enforce. Mr. MacDonald suggested that on this application it should be updated to say “conditions” instead of reason/suggestions. Ms. LaPlante stated that the Historic application should be looked into getting updated this year.

A motion was made by Mr. Lowden, second by Councilman Austin to approve Historic applications 2017-01, 02 & 03. On voice vote: Chairman Aspras, Councilman Austin, Mr. Fijalkowski, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mr. Owen, Mr. Romick, Mr. Franchi

#### **Discussion of Downtown Being in Historic District:**

Chairman Aspras ask the board members their thoughts on the Downtown being in the Historic District.

- Councilman Austin- Would like to have the EDC and the Chamber give their input on how they would like to see the Downtown.
- Chairman Aspras- Is pro Historic District. The Borough already has the pavers in and the historic street lights.
- Mr. Owens- Has mix emotions about keeping the Downtown Historic or taking it out of the Historic District. He agrees with Councilman Austin that the board needs more input from the Pitman Chamber and EDC.
- Mr. Ryder- Does not recall when the Downtown became part of the Historic District. The Downtown is historic in a different way when compared to the Historic Grove. For an

example; if someone came in and purchase the Broadway Theater and that person says that there were no theaters in the late 1800's that look like this(Broadway Theater) and started to take down what is there, that is not what we would want them to do. Each building in the Downtown was built in different time periods. Maybe come up with a way to make the Downtown more attractive to draw more businesses into town.

- Councilman Austin-Agrees with Mr. Owen and Mr. Ryder about drawing business into town by making the Downtown more attractive. His biggest concerns are about adding strict regulations that may keep potential businesses coming into town.
- Mr. Lowden- Agrees to have the EDC and Chamber involved in a lengthy discussion.

Chairman Aspras agrees with all the comments and will reach out by email the EDC and Chamber to set up a meeting to discuss with them on their opinions. He then asks the newest members of the board their opinions of the Downtown.

- Mr. Franchi- Moved here back in '97 after searching all over South Jersey. The quaint downtown of hanging banners made their decision on choosing Pitman as their permit home. He agrees with Mr. Owen and Councilman Austin that EDC and Pitman Chamber need to be involved to come up with a happy medium.
- Mr. Wilson- He agrees with Mr. Franchi about Pitman being a quaint town. He does believe that coming up with a happy medium will be the best way to do it, but believes it will be tough to do.
- Mr. Pierpont- The controls have to be there to enforce, but each building should be looked at differently since they are all different.

#### **Report from Zoning Officer:**

Mr. Pierpont gave the board a Year End 2016 report:

- 36 Zoning Permits issued
- Issued 5 Charitable Clothing Collection Bin Permits.
- Issued 4 POD permit.
- Issued 5 Outdoor eating facility permits
- Investigated 49 Zoning complaints, issued 17 violation letters
- 212 persons visited the Zoning office during Wednesday evening hours (up from 168 in 2015) and 21 appointments and 39 site visits.
- Attended 9 Planning/Zoning Board Meetings and 5 Historic Preservation Commission Meetings.

#### **Economic Development Committee:**

Mr. Owen gave the board a report:

- First meeting will be this Thursday at 7pm.

#### **New Use Waiver Committee:**

None.

**Site Plan Committee:**

None.

**Subdivision Committee:**

None.

**Master Plan Committee:**

Mr. Ryder gave the board a report:

- Will have a report finished by the end of this year.
- Next meeting will be held on the 5<sup>th</sup> Monday of this month.

**Environmental Commission:**

Mr. Slenkamp gave the board a report:

- Late last month the Commission is saddened by the loss of Harry Walker.
  - Mr. Walker was a key member to the Commission.
    - He worked very hard yearly to get the Borough Grants.

**Council Report:**

Councilman Austin gave the board a report.

- Borough Council reorganization meeting took place January 8<sup>th</sup>.
- New Public Works Manager started the first week of January.
- Armory still has at least two (2) more years for cleanup.
- Borough Council is still trying to find a buyer for the Sony property.

**Other Business:**

Chairman Aspras questioned the board members if anyone wants to be added or changed on the committees for this year. He will get a list together for next month's meeting. He also brought up to the board members if there are any suggested activities that should be looked into for this year to email him.

Chairman Aspras mentioned to the two new board members that their new board email addresses is being worked on and that they will have to attend the planning board classes recommend by the State.

**Adjournment:**

A motion was made by Mr. Lowden, second by Councilman Austin. On voice vote: Chairman Aspras, Councilman Austin, Mr. Fijalkowski, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mr. Owen, Mr. Romick, Mr. Franchi, Mr. Wilson

Respectfully Submitted,

Jessica Mignogna