

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

Minutes of March 20, 2017

Call to Order:

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

Attendance:

Chairman Aspras, Councilman Austin, Mrs. Kelley, Mr. Owen, Mr. Ryder, Mr. Franchi, Mr. Wilson, Mr. Scutt

Absent members: Mr. Fijalkowski, Mr. Lowden, Mr. Slenkamp, Mrs. Stech, Mr. Romick

Advisors Present:

Mr. MacDonald, Solicitor, Mr. Pierpont, Zoning Officer.

Public Comments:

None.

Approval of February Minutes:

A motion was made by Mrs. Kelley, second by Mr. Owen to approve the February minutes. On voice vote: Chairman Aspras, Councilman Austin, Mrs. Kelley, Mr. Owen, Mr. Ryder, Mr. Franchi, Mr. Wilson, Mr. Scutt

Historic Preservation Commission:

Mr. MacDonald swore in Michelle LaPlante.

2017-07: John Bell; Bell Brothers LLC.: 17 S Broadway B-73 L-3
Awning, window signs

Ms. LaPlante gave the board a report on what was discussed at the meeting.

- Historic strongly recommended to the applicant to remove wood above windows.
 - Believes under wood is transom windows.
 - Historic would like to see windows restored.

Chairman Aspras questioned that the applicant is not showing the sign (hanging metal sign off the façade) on the application. The applicant will have to apply for it and come back. Ms. LaPlante stated that the sign is the owner of the building's sign. The sign will be half the applicant's sign and the other half can be Star Nails signage. The Commission would like to see that sign stay and recommended to have the sign fixed since it looks like it is unsafe. Ms. Kelley stated that last month when at the New Use Committee for the Board and Brush application, the landlord agreed to remove the metal sign because it is unsafe and hanging. Ms. LaPlante

stated that the Historic Commission discussed it with the applicant at the meeting that they would like the sign stay and fix it so it is safe.

Mr. Owen question Ms. LaPlante, if the applicant removes the wood and does discover that there is transom windows and the windows are in disappear will the Historic push the applicant to keep it there. His concern is that the glass is very expensive and a burden on the tenant. Ms. LaPlante said the Commission only recommended it and it is not a condition.

Mrs. Kelley concern is about the metal sign that is hanging. The sign itself has nothing historic about it. Ms. LaPlante said the sign is not part of the application, but it was discussed and the Commission feels that it is historic. The tenant from Press-10 is going to be contacting the landlord to discuss on how the sign can be restored. Chairman Aspras believes the sign should be part of the application since it is part of the façade of the building. Ms. LaPlante stated that the Historic Commission discussed the sign and strongly would like the sign to stay even though it was not voted on. Mr. MacDonald replied to Ms. LaPlante; Historic Commission makes recommendations to this board, but this board (Planning Board) makes the final decision. Mr. Pierpont would like the board not to motion to have this metal sign a condition of approval, because it will hold up the tenant from putting up their awing and signage while waiting for the landlord to decide if she would like to restore it. He recommended having Councilman Austin reach out to the construction office and have the building inspector take a look at it and report it so the new use committee will have his option at their meeting on Thursday night.

A motion was made by Mrs. Kelley, second by Mr. Owen to approve Historic applications 2017-07 with a condition of the respect of the hanging metal sign on the façade being reviewed by the new use committee. On voice vote: Chairman Aspras, Councilman Austin, Mrs. Kelley, Mr. Owen, Mr. Ryder, Mr. Franchi, Mr. Wilson, Mr. Scutt

Discussion on Historic Preservation Application:

Vice-Chairwoman Michelle LaPlante wanted to go over the changes on the Historic application for a certificate of appropriateness.

On the application sheet.

- Adding a line to have a signature for the Owner of the property and a signature for the tenant of the property.
 - Mr. MacDonald recommended that the signature line be added above the signature line of the Historic Chairman.
 - The new signature line will only be signed if the owner and/or tenant agree with the requirements and/or recommendations of the Historic Commission.
 - It was recommended that some form of verbiage should be written so that the person understands why they are signing the added signature line.
 - If the applicant does not go to the Historic meeting and sign off on any requirements and/or recommendations, then that application cannot come in front of the Planning board for the final approval of the certificate of appropriateness.
 - It will be denied without prejudice.

- Added a line for requirements.
- Added a line for recommendations.
- Changed the word Brief to Provide all.
 - Removed the words are required at the end of the sentence.

On the instruction sheet

- Add lines to make it a checklist in front of included materials.
- Fifth paragraph down, bold the last line.
 - Incomplete information may delay approval of the application.
- Recommended to remove the members contact phone numbers.
 - Have only the Chairman's number listed.

The board would like to send their comments back to Historic and review all the updated changes next month.

Report from Zoning Officer:

Mr. Pierpont gave the board a report:

- 29 zoning applications to date

New Use Waiver Committee:

Mrs. Kelley gave the board a report:

- Meeting this Thursday about Historic Application 2017-07.
 - Will discuss with the applicant and Landlord about the hanging metal sign.

Economic Development Committee:

Mr. Owen gave the board a report:

- Funds were encumbered for the new sign on Holly Avenue and Broadway.
 - Out for bid.
 - Need three bids.
- Broadway Theater will be celebrating their 90th year. (Details on Facebook.com) on April 9th.
- Local bead store will be closing to the public.
 - Want to keep the store only to store their products.
 - Selling their products online.
 - Mr. Fitzpatrick will be looking into this to make sure not every business will follow by selling online.
- Committee is still looking into the State's abandon properties act.
 - Looking into maybe contacting the other towns or the county to join in together to help with the burden on cost.

Site Plan Committee:

None.

Subdivision Committee:

None.

Master Plan Committee:

Mr. Ryder gave the board a report:

- Members were sent a draft of the Master Plan.
 - The draft is not the Master Plan; it's an amendment to the Master Plan.
- Four sections to the draft.
 - What were the problems from the last update 2007?
 - How were the problems addressed?
 - What changes accrued since then?
 - What are the recommendations to the future?
- Everyone review the Draft to discuss at next month's meeting.
 - If no major issues are discuss, May meeting will be the first public meeting.

Environmental Commission:

None.

Council Report:

Councilman Austin gave the board a report.

- First reading on the Municipal Budget was held last week.
 - Municipal tax will go up 1.8 cents.
- June 13th will be Community Day
- Received a request on the development of the old bank.
 - Going to give a proposal on what they plan to do with it.
 - How much they want to purchase it for?
- A memorial service is set for Penny Hausmann on June 3rd
 - Grove Auditorium.

Other Business:

Mr. Owens questioned about the absentee landlord for the Old Bob's Hobbies; how long does the Borough have to wait till the front window gets repaired? Councilman Austin replied that they are working on that right now.

Mr. Owens expressed his option on how the company CTX* is doing a very poor job on letting the residents here know when streets are being closed or even giving any of the residents' notices. Councilman Austin replied that our police department and public works department are aware of it and that they held few construction meetings to discuss it. They did close streets down without even letting the police or public works department know about them.

*CTX is the subcontractor to the South Jersey Gas project.

Mr. MacDonald wanted to mention a few things for the new members of the board.

- Important issues that may come up in the future on applications.
- What do you do if there is a conflict of interest?
 - Feel you are involved in some way with the applicant.
 - Neighbors
 - Belonging to the same church
 - Co-worker/employee
- The three (3) areas that discuss a major conflict.
 - Municipal Land Use Law.
 - Local government ethics law.
 - Pitman Ordinance.
- If any board member feels that they indirectly or directly involved with the applicant is to remove themselves off the board for that application.
 - Do not get involved with any discussions.
 - You may have a neighbor or someone else ask questions on your behalf.
- If anyone on the board is unsure, you may ask before the meeting starts if you are able to stay or step down.
 - You do not have to disclose what the conflict maybe.

Adjournment:

A motion was made by Mrs. Kelley, second by Mr. Ryder. On voice vote: Chairman Aspras, Councilman Austin, Mrs. Kelley, Mr. Owen, Mr. Ryder, Mr. Franchi, Mr. Wilson, Mr. Scutt

Respectfully Submitted,

Jessica Mignogna