

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

Minutes of July 21, 2014

Call to Order:

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

Attendance:

Chairman Aspras, Mrs. Hausmann, Mayor Johnson, Councilwoman Kelley, Mr. Lowden, Mr. Slenkamp, Mrs. Stech, Mr. Shirley, Mr. Romick

Absent members: Mr. Fijalkowski, Mr. Ryder, Mr. Owen, Mr. Carter, 3rd

Advisors Present:

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

Public Comments:

None

Approval of the April Minutes:

A motion was made by Mrs. Hausmann, second by Mr. Lowden to approval the April minutes.
On voice vote: Chairman Aspras, Mrs. Hausmann, Councilwoman Kelley, Mr. Lowden, Mr. Slenkamp, Mr. Romick

Abstain: Mayor Johnson, Mrs. Stech, Mr. Shirley

Approval of the June Minutes:

A motion was made by Mrs. Hausmann, second by Mr. Lowden to approve the June minutes.
On voice vote: Chairman Aspras, Mrs. Hausmann, Councilwoman Kelley, Mr. Lowden, Mr. Slenkamp, Mrs. Stech

Abstain: Mayor Johnson, Mr. Shirley, Mr. Romick

Historic Preservation Commission:

Mr. MacDonald swore in Walt Madison.

2014-12: Larkspur Interiors, LLC 21 S. Broadway Block-73 Lot-4
Window decals

2014-13: Wayne Wilbur, 34 Fourth Ave. Block-6 Lot-9
Windows

2014-14: Patricia Forte, 8 S. Broadway B-1 L-2
Change previous application #2014-09, paint colors

2014-15: Borough of Pitman, 110 S. Broadway (Municipal Building)
Roofing, replacing cedar shakes with dimensional shingles

A motion was made by Mr. Slenkamp, second by Mrs. Stech to approve applications 2014-12, 13, 14 & 15. On voice vote:

Chairman Aspras (Yes to all applications), Mrs. Hausmann (Yes to all applications), Mayor Johnson (Yes to 2014-12, 13, &14: Abstain 2014-15) ,Councilwoman Kelley(Yes to 2014-12, 13, &14: Abstain 2014-15), Mr. Lowden (Yes to all applications), Mr. Slenkamp (Yes to all applications), Mrs. Stech(Yes to all applications), Mr. Shirley (Yes to all applications), Mr. Romick(Yes to all applications)

Resolution 2014-09: Thomas Grimm & Sharon Ferrucci, 521 Elm Avenue; Denied Bulk Variance:

A motion was made by Mrs. Stech, second by Mrs. Hausmann, to approve Resolution 2014-09. On voice vote: Chairman Aspras, Mrs. Hausmann, Mrs. Stech

Subdivision Application #14-533: Leslee Means-Hood, 22 Cyrus Avenue:

Mr. MacDonald swore in the applicants, Rodger Hood and Leslee Means-Hood, 22 Cyrus Avenue, Pitman, New Jersey. Chairman Aspras ask if the applicants can give the board the history of the property. Mr. Hood gave a brief history of who owned the property and when the house was built. Then he explained that in the future they are looking to downsize to a smaller property and wants to keep the subdivided lot for an investment for their family. Mr. Hood stated that there are no plans to anything to the newly created lot at this time. Chairman Aspras asked Mr. Kernan to go through his review letter dated July 17, 2014. Mr. Kernan stated to the board members that under the submission requirements, the location and size of existing water and sewer lines on the abutting streets can be waived. He also recommended under Design Standards, the sidewalks to be waived. Mrs. Hausmann stated the committee met and discussed the application. The committee also agreed with Mr. Kernan about waiving the sidewalks. Since the board members had no other questions for the applicant, Chairman Aspras opened to the public.

Open to the public.

None.

Closed to the public.

Councilwoman Kelley asked the applicants if the neighbors knew about the application since the 200 foot list did not have to be done. Mrs. Hood stated that they did speak with their neighbors about the subdivision. A motion was made by Mrs. Hausmann, second by Mr. Romick to approve the subdivision and waive as recommend by Mr. Kernan the sidewalks and the location of the water and sewer lines on the plans. On voice vote: Chairman Aspras, Mrs. Hausmann, Mayor Johnson, Councilwoman Kelley, Mr. Lowden, Mr. Slenkamp, Mr. Shirley, Mr. Romick

Abstain: Mrs. Stech

Presentation of Proposed Changes to Historic Commission Guidelines:

Mr. MacDonald swore in Councilwoman Debra Higbee and Michelle LaPlante of the Historic Commission.

Councilwoman Higbee read to the board the proposed changes to the Pitman Historic Preservation Commission Design Guidelines –July 2014.

- Throughout the document, the words acceptable and unacceptable were changed to appropriate and inappropriate.
- Throughout the document, Figure 1, Figure 2, Figure 3, etc. Have been added, referring to illustrations within the document. They do not introduce guideline changes except for Fig.12 and Fig. 13.
- Page 2
Partial sentence “each representing one of the twelve apostles” was removed from the first paragraph of the Origins of Pitman. This sentence made reference to the twelve avenues surrounding the auditorium. The Memorabilia Committee has in its possession the original minutes of the purchase, planning and implementation of the Pitman Camp Meeting and through reading those minutes we believe that this was not true.
- Page 5
The illustrations now carry the red X indicating inappropriate entry and massing examples. An explanation has been added as to why Figures 2 and 4 are inappropriate making the illustrations easier to understand.
- Page 6
Figure 2 was added to the guidelines. It contains two photographs of the same property, one close to the time the cottage was built and the second as it appears now.
- Page 9
Red X added to three-tab shingle illustration since they are inappropriate in the Historic District. The X makes the explanation clearer.
- Page 12
Illustrations from the previous guidelines are used on this page. A red X is used to make a clearer presentation of appropriate and inappropriate.
- Page 14
Figures 9 and 10 are the illustrations from the previous guidelines. The red X has been used to clearly define appropriate and inappropriate.
- Page 15

Figure 12 and the line “Where Zoning regulations allow, a solid fence with lattice top may be used along the driveways (Figure 12) at the suggestion of the Zoning Officer. Figure 13 was added since wrought-iron or powder-coated aluminum fence is appropriate and had not been included previously.

- Page 16
Sixth bullet under SHEDS
Originally written as: Shed shall be located toward the rear of the home with location subject to zoning regulations
New wording: Sheds shall be located at the rear of the property and are subject to zoning regulations governing setbacks.
The last bullet under GARAGES has been added since the construction of garages within the boundaries of the Twelve Avenues is prohibited.
- Pages 16 and 17
On the suggestion of the Zoning Officer bullets detailing the sign ordinance have been deleted. The Historic Commission is concerned with and can make decisions concerning design, color and placement. Number of signs, prohibited signs and prohibited locations are to be decided by the Zoning Officer.
- Page 21
The first sentence of the first paragraph on this page was changed to make the paragraph concise. Intent of the paragraph was not changed.

Chairman Aspras recommended that the board members to read through all the changes and write down any questions. He stated to Councilwoman Higbee that the board will vote on the changes at the August 18th meeting.

Report from Zoning Officer:

Mr. Pierpont gave the board his zoning report:

- 66 Zoning permits YTD.
- Working with Fazio & Sons to meet agreement deadlines.

New Use Waiver Committee:

Mrs. Hausmann gave the board a report.

- Meeting will be held July 22nd.
- Two new applications will be reviewed.

Economic Development Committee:

Mr. Owen gave the board a report.

- No July meeting held
- Signage should be installed by the fall.

Site Plan Committee:

None.

Subdivision Committee:

None.

Master Plan Committee:

Chairman Aspras announced next meeting will be the first Monday in August.

Environmental Commission:

None.

Council Report:

Councilwoman Kelley gave the board her report.

- Board's email is still an issue.
- Borough Council passed four new Ordinances.

Other Business:

Councilwoman Kelley asked the Master Plan Committee to look into Theater Avenue, since Borough Council will be voting on the project soon.

Adjournment:

A motion was made by Mrs. Stech, second by Mr. Lowden. On voice vote: Chairman Aspras, Mrs. Hausmann, Mayor Johnson, Councilwoman Kelley, Mr. Lowden, Mr. Slenkamp, Mrs. Stech, Mr. Shirley, Mr. Romick

Respectfully Submitted,

Jessica Vernacchio