

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

Minutes of May 16, 2016

Call to Order:

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

Attendance:

Chairman Aspras, Councilman Austin, Mrs. Kelley, Mr. Lowden, Mr. Slenkamp, Mrs. Stech, Mr. Owen, Mr. Romick

Absent members: Mr. Fijalkowski, Mrs. Hausmann, Mr. Ryder

*Mr. Ryder came into the meeting after roll call; he will be able to vote.

Advisors Present:

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

Public Comments:

None.

Approval of April Minutes:

A motion was made by Mr. Lowden, second by Councilman Austin to approve the April Minutes with a minor correction under the Historic application. On voice vote: Chairman Aspras, Councilman Austin, Mrs. Kelley, Mr. Lowden, Mr. Ryder, Mrs. Stech, Mr. Owen, Mr. Romick

Abstain: Mr. Slenkamp

Historic Preservation Commission:

Mr. MacDonald swore in Walt Madison.

2016-15: James D. Cooper, 118 12th Ave. B-13 L-22
New construction

2016-16: Ivelisse Silva, 109 3rd Ave. B-11 L-26
Roofing

2016-17: The Wind Change, 66 S. Broadway B-2 L-5
Sign

2016-19: Vito Mannino, 170 S. Broadway B-25 L-11
Painting, windows, light fixtures, sign

A motion was made by Mr. Lowden, second by Councilman Austin to approve Historic applications 2016-15, 16, 17 & 19. On voice vote: Chairman Aspras, Councilman Austin, Mrs. Kelley, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mrs. Stech, Mr. Owen, Mr. Romick

Mr. Madison stated to the board that the application number 2016-18 the Commission was not clear on what Mr. Yioves was applying for, since the applicant did not go to the Historic meeting to explain what was being applied. Mr. Madison gave Mr. Yioves a phone call to confirm what he means on the application. Mr. Yioves stated over the phone that he would like to proceed with the siding only and withdraw on the balance of the application. Mr. Madison stated that he did speak with each of members of the Historic Commission by phone about his phone conversation with Mr. Yioves and each Commission member agreed to have the Planning Board approve the application for only the siding. Mr. MacDonald confirmed with the Board members that the applicant is only applying for siding on the north, the south and the rear of the building; the remaining balance items on the application will be withdrawn.

2016-18: Christos Yioves, 56-58 S Broadway B-2 L-3
Siding

A motion was made by Mr. Romick, second by Mrs. Stech to approve the Historic application 2016-18 for siding on the north, the south and the rear of the building only. On voice vote: Chairman Aspras, Councilman Austin, Mrs. Kelley, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mrs. Stech, Mr. Owen, Mr. Romick

**Preliminary & Final Site Plan Approval & Minor Subdivision Approval with Bulk Variances;
Borough of Pitman: Rear of Bank & Municipal Parking Lot, Block 11, Lots 1, 2, 4, 5 & 6:**

Mr. MacDonald swore in the applicants representing the Borough of Pitman, Paul Breier, P.E., Fralinger Engineer and Judy O'Donnell, Borough Clerk/Administrator. The board agrees that they recognized Mr. Breier as professional engineer.

Ms. O'Donnell gave the board the background of the application. She met with the small committee and with Mr. Kernan back on May 6th to review the information made by Mr. Kernan's email. The results of that meeting the Borough Engineer updated the plans shown before the board tonight. Mr. Breier stated to the board that he also took comments made by the Borough Council members and added them to the plans along with the committee comments. Chairman Aspras asked Mr. Breier to state to the board members what the actual proposal is for and the site plan. Mr. Breier stated the plan is to place parking lots behind the municipal building and the adjacent vacant bank building. The main goal was to place as many parking spaces as they can on the plan. Mr. Breier then described the site plan to the board members. Proposed parking lot C; located behind the police side of the municipal building, will be for the police vehicles and personal vehicles. Proposed parking lot B; municipal employees and for public whom have Borough business. Proposed parking lot A; can be used for municipal business and to public parking for visiting or shopping in the downtown Pitman area. The main reasoning for the Minor Subdivision is to place the vacant bank building on its own separate lot.

Chairman Aspras opened it up for the board members to ask Mr. Breier questions. Mr. Ryder questioned about the crosshatch markings on the plans behind the old bank building. Mr. Breier replied, that the crosshatching is a crosswalk for the public who are either parking in parking lot A or on the far left side of parking lot B to be able to cross parking A to get to First Avenue. Mr. Ryder also questioned about how far is the back edge of the bank building to the property line. Mr. Breier stated that the Borough Council wanted full control over the new parking lot so the lot line will two (2) feet from the bank building. The Borough is already asking for a variance for the bank building since it is non-conforming and that the two (2) feet will be enough incase in the future the new bank owner wanted to place a door in the rear. Mr. Ryder then questioned Mr. Breier, that if a door was placed in the rear of the bank, the two (2) feet will not be enough to place a sidewalk down. Mr. Breier replied not parallel to the parking lot. Mr. Ryder then asked, Mr. Kernan his opinion. Mr. Kernan stated that a sidewalk will not be able to fit within the two (2) foot setback and proposed that maybe the new parking lot can be two (2) feet from the proposed lot line instead of five (5) feet. Mr. Kernan then had a question for Mr. Breier about something that he did not place into his report; the question is about a twenty-four (24) inch riser that is located behind the vacant bank building. Mr. Breier replied that he is aware of the riser but does not know what it is or if it is connected to the vacant bank building. Ms. O'Donnell stated that our public works department did place a cap over it, because it was holding water at one time. Mr. Romick questioned the reasoning behind into making three (3) separate parking lots instead of consolidating into one (1) large parking lot. Ms. O' Donnell stated that Council wanted to make sure that the employee parking was in its own lot. Currently, the employee lot only has eleven (11) spots and during business hours when all the employees are in including police officers, there are not enough parking spots and that now has the employees forced to park on private property, which is behind this building. Mr. Romick then questioned, if there was any thought of planting trees on the site. Mr. Breier responded that on the site plan now it shows slow growing low shrubs and that it was discussed during the planning of the lots. The final agreement was that the trees would block the public's view of open spots off of East Avenue. Also, the buildings have a lot of overhanging wires that would require maintenance of the trees. Chairman Aspras would now like to open to the public.

Open to the public.

Patricia Alexander; she currently resides on First Avenue as a renter and has had parking problems since she moved there. When there are functions going on in town, people will block you in your spot and even block the driveways of the parking lots. Ms. Alexander wanted to know if the new lots are going to be for public parking, because the Grove lots are for the Grove residents. Ms. O'Donnell answered Ms. Alexander's question. The Grove parking lots are owned by the Borough and are open to the public. The Grove residents get a parking permit that will allow them to park in those lots for overnight parking only. Chairman Aspras then questioned about the new parking lots; if they would be daytime parking and/or permit issue parking for overnight. Ms. O'Donnell replied that would be up to Borough Council to make the final decisions.

Walt Madison then stood up and spoke to the board. He was on the board for discussion of when the Borough was looking at this location for the new Municipal building. He stated that the triangle park off of East Avenue was once thought of being paved for an overflow parking lot in the original plans.

Kerrey Leonard, 109 First Avenue, has a huge issue with the parking. The lot by First Avenue does say by permit only parking for the residents. Ms. Leonard suggested that the employee parking should be moved to the parking lot next to the library and to have the current employee parking lot open to the public. Ms. O'Donnell replied to the board that the Grove residents are not limited to parking in the lots close to their homes. The permit allows the residents of the Grove to park in any of the Grove parking lots. Chairman Aspras ask what the parking situation over by the bank is. Ms. O'Donnell replied that over by the bank it is timed parking and the section over by the tracks, the Borough leases through Conrail. There is a section towards the bus stop that is unlimited parking for the public.

Close to the public.

Mr. Kernan went through his review letter dated May 13, 2016 to the board. He recommends that the board waives the submission requirements to deem this application complete. Mr. Kernan then addressed the board the bulk requirements listed on his report under zoning requirements. These variances are pre-existing, non-conforming conditions that will remain unchanged. Mr. Kernan then asks the Borough Engineer, Mr. Breier, about the twenty-four (24') inch riser on the newly created parking lot. Mr. MacDonald stated that the Borough should investigate to make sure that it does not in any way connect to the old bank building. The following comments under general comments/recommendations Mr. Kernan will speak with the Borough Engineer Mr. Breier. Chairman Aspras asks the board members if there are any more questions. Mr. Lowden questioned if this application will have to go back to Borough Council for the minor changes. Mr. MacDonald said it does not because Borough Council is the applicant and Ms. O'Donnell is here on their behalf. Councilman Austin questioned about the trees the board wants to add to the site plan. The trees will require maintenance and yearly trimming which the Borough would have to pay for. Mr. Owen is not in favor on adding trees to the site plan. His concerns are the roots of the trees will break up the concrete areas and cause more maintenance on the Borough to repair. Councilman Austin agrees with Mr. Owen on the trees. Mrs. Kelley stated that since the parking lots cover a lot of blacktop on the ground that will cause not enough water to get into the root system if trees were planted. Mr. Breier stated to the board members that there are many different types of shrubs/bushes that are proposed to be placed.

A motion was made by Mr. Owen, second by Mr. Lowden to approve the Minor Site plan and Minor Subdivision approval with all variances requested and not to add any trees to the site plan. On voice vote:

Ayes: Chairman Aspras, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Mrs. Stech, Mr. Owen, Mr. Romick

Abstain: Councilman Austin, Mrs. Kelley

Special Projects Committee- Discussion on meeting with Heads of Chamber of Commerce and EDC regarding Downtown:

Chairman Aspras wanted to give the board members an update on what the new Special Projects Committee is discussing. The new Committee members are Chairman Aspras, Mrs. Kelley, Mr. Romick and Mrs. Hausmann. The Committee met twice so far and the first meeting was about the downtown area. The second meeting the committee met with the Chamber of Commerce to ask their thoughts on how to get current and new business to put out five hundred dollars (\$500.00) towards the outside façade. Some businesses just need a coat of paint or even an updated sign for the business. Chairman Aspras invited the President of the Chamber of Commerce, Lisa Morgey, to help answer any questions from the board members. The board members heard discussion over these key topics.

- The Chamber agrees to change the procedure to get the process moving.
- The Board already changed the downtown use change procedure.
 - New businesses go through the New Use Waiver Committee.
 - This committee saves businesses from having to go through the high cost of a full site plan.
 - Since money is being saved on this process, why not have businesses put the money saved into the façade of the buildings being rented?
- Discussion on asking the new business owners to do a new coat of paint and/or updating the businesses' signs.
- The money can be collected within the Historic application since the downtown is in the Historic area.
 - Another option is to have the New Use Waiver Committee application fee (\$200.00) be dropped and make it free so the money could be applied toward the façade and/or business' sign.
- The Chamber of Commerce offers grants for the businesses that joined the Chamber.
- Work with Historic Commission to tighten up the guideless for downtown.
 - Maybe put together a joint Committee of Historic and Board members to review business signs and façade.
- Need to find a way to get new business to contact the Chamber or the Economic Development.

Mr. Pierpont stated that when a new business comes to meet with him for a zoning application; he gives them the information to reach out to the Chamber of Commerce and to the Economic Development Committee. Chairman Aspras wanted to know from the board members if they would like to see this moved forward. The board members are in agreement with the way this is moving and would like to proceed. Mr. MacDonald stated to the Board members that the next step is to how they want their ideas be put into effect. Decide if these ideas should be placed in the Historic Guidelines or maybe change or add wording into the sign ordinance

before going to Borough Council. Chairman Aspras stated that maybe have a new committee formed with jointly historic members and board members to discuss how to move forward.

Affordable Housing Update:

Mr. Kernan gave the board an update on Affordable housing.

- Pitman chooses not to get involved in the involvement actions.
- Some municipalities the judges are getting ready for trial.
- Council (COAH) did not assign any numbers for obligation to any municipality.

Chairman Aspras questioned what Pitman’s next step for affordable housing. Mr. Kernan gave the board the back ground how the State moves forward with COAH, then it gets suspended through the court system. He asked if the Borough ever set up a trust fund for non-residential (businesses) so Pitman can decide how the money collected in there can be used for Affordable Housing. Mr. Pierpont stated to the board that the Borough does have a section on affordable housing with the fees to collect. Mr. Kernan recommended the Borough not to take any action since COAH is still going through the court system.

Report from Zoning Officer:

Mr. Pierpont gave the board his monthly report.

- 41 Zoning Permits issued year to date

Since Last Meeting

- 1 POD Permit issued
- 1 Outdoor Seating Permit issued
- 1 Court Summons
- 5 complaint investigations
- 15 Temp Signs removed

Mr. Lowden questioned, Mr. Pierpont if there are any updates on the status of the garage on S. Broadway. Mr. Pierpont stated that the last he heard from the owner is that he is still waiting for the weather to break. Mr. Lowden asked if there is a time limit set on to correct the garage. Mr. Pierpont said he has spoken to the applicant on many occasions and can set a time limit the next time he speaks with him. The applicant has not done any other work to the garage since he came in front of the board for the variance.

New Use Waiver Committee:

Chairman Aspras gave the board Mr. Fijalkowski’s report.

Committee approved two new applications.

- TexMex Restaurant – 32 S. Broadway
- Attilio’s extension- small business

Economic Development Committee:

Mr. Owen gave the board his report.

- Next meeting, will be held this Thursday at 7 pm.
- \$30,000 away from getting the Pocket Park.
- EDC and Chamber had an open house on May 7th
 - Brought in some realtors and buyers
- Will be looking into the abandoned properties act

Site Plan Committee:

None.

Subdivision Committee:

None.

Master Plan Committee:

Mr. Ryder gave the board his report.

- Working progress; draft not ready yet to come in front of the board.

Environmental Commission:

Mr. Slenkamp gave the board his report.

- May 21st is the Special House Waste in Clayton from 8am to 2pm.
- May 28th will start the second phase of planting along Alcyon Lake & Betty Park

Council Report:

Councilman Austin gave the board his report.

- First reading of the Municipal Budget was read and passed.
- Second reading of the Municipal Budget will be heard on May 23rd.
- School board presented their budget; about a six (6) cent increase.

Other Business:

Chairman Aspras stated to the board that the zoning for C-1 changes will be going to Borough Council. A question came up from the zoning officer under section A about apartment with combination of business use. Does the board want to make the change where businesses are on the bottom and apartments will be above? Mr. Lowden stated that the landlords can shrink the space for retail to create more space for residential and eventually push businesses out of town. Chairman Aspras asked if the board was in agreement with not having apartments located on the first floor in the C-1 district. The board agreed and Chairman Aspras gave the changes to Councilman Austin to give to Borough Council.

Adjournment:

A motion was made by Mr. Romick, second by Mrs. Kelley. On voice vote: Councilman Austin, Mrs. Hausmann, Mrs. Kelley, Mr. Lowden, Mr. Ryder, Mr. Slenkamp, Chairwoman Stech, Mr. Romick

Respectfully Submitted,

Jessica Vernacchio