

**RIVERTON BOROUGH PLANNING BOARD
MINUTES
February 19, 2008**

The Public Session of the Planning Board was called to order at 7:00 PM by Chairman Joseph Katella. Public Notice of this meeting pursuant to the Open Public Meetings Act has been given in the following manner:

1. Posting notice on the official bulletin board in the Borough Office on January 18, 2008.
2. Required Service of notice and publication in the Burlington County Times on January 25, 2008.

PRESENT: Joseph Katella, Keith Wenig, Joseph Creighton (departed 8:30 PM), Mayor Robert Martin, Councilwoman Suzanne Wells, Mary Lodato, Jeff Myers, and Don Tretola (departed 7:30 PM).
Also Present: Solicitor Chuck Petrone, Planner Tamara Lee, and Secretary Ken Palmer.

ABSENT: Muriel Alls-Moffat.

REORGANIZATION

Solicitor Petrone had sworn in Class III member Councilwoman Suzanne Wells immediately prior to calling the meeting to order.

Engineer: Mark Malinowski of Stout and Caldwell Engineers was nominated by Joe Katella and seconded by the mayor to serve as the board's engineer for 2008. There were no further nominations and the nominations were closed. A voice vote was taken and the vote was unanimous. The secretary stated he would have the requisite resolution published and he would notify Mark and request submission of a contract.

MINUTES: A motion was made by Councilman Wells seconded by the mayor to adopt the minutes of the January 15, 2008 regular meeting as distributed. The voice vote was unanimous.

CORRESPONDENCE/ANNOUNCEMENTS

1. 02/2008, brochure from ANJEC for 2008 Smart Growth Planning Grants for Municipalities.
2. 2 vouchers/invoices as presented under New Business.

SMART FUTURE GRANT/ENVIRONMENTAL RESOURCE INVENTORY STUDY – Review of proposed Open Space and Recreation Element to the Master Plan

Tamara Lee brought the board up to date on the project. She stated that the primary task tonight was to hopefully complete the review of the draft Open Space and Recreation Element for the Master Plan. If a consensus can be reached this evening, Tamara hopes the board can agree that a public hearing can be conducted next month and the requisite motion to that effect can be passed. Tamara referred to the draft of the element that had been previously distributed to the members. This new element will amend the Master Plan and replace the existing Recreation Element. The new element was written in the same style as the existing elements and Tamara presented a high level review of the sections of the element. The most important section of the element is the Planning Recommendations section. This section of the element defines the guidelines for the supporting ordinance(s) and quantifies the research and public outreach meetings. The recommendations are grouped under five topics: Memorial Park, the Pompeston Creek, the Delaware River (and Bank Avenue), Tree Lined Streets, and Downtown Shopping and Dining. Tamara stated she wanted to review this section point by point. Each of the recommendations was reviewed in detail including how the recommendations dovetailed with current and planned efforts by the Borough. The review resulted in numerous revisions, some deletions, and several additions. A break was taken during the review to conduct the business related to the minor subdivision application and minor site plan application. Following the conclusion of the review, Tamara asked if once she revised the document if the board might be prepared to hold the public hearing at the March meeting. When asked by the chair, Mr. Petrone stated that as long as the board was comfortable with the document as revised, he saw no reason the hearing should not be scheduled. The board agreed that the element as revised at this meeting was ready for a public hearing. A motion was made by the mayor, seconded by Councilwoman Wells, and unanimously approved that the amended element be presented for a public hearing at the board's next meeting on

March 18, 2008, and that the hearing be properly noticed as required by the MLUL. Tamara will make the changes discussed tonight and distribute a revised draft for public and board review no later than March 7. The secretary will take care of the noticing requirements. Regarding related activity, Tamara hopes to have a draft of the Stream Corridor Protection Ordinance completed and distributed to the board prior to next month's meeting.

MINOR SUBDIVISION APPLICATION

Robert Recchiuti, 101 Lippincott Ave., Block 305, Lot 1 – The secretary briefed the board that he had received a request that the matter be continued since the applicant had not been able to secure the revised plans. It was discussed that since the board had not taken jurisdiction nor deemed the matter complete and not started to hear the matter it should not or could not be continued. The mayor asked if the board can require that the applicant republish and re-notice. Chuck Petrone stated the board can require the applicant to republish and re-notice. Suzanne Wells motioned that the applicant must re-notice the property owners and republish in the paper. The mayor seconded and the board unanimously approved the motion. The secretary stated he would notify the applicant's attorney.

MINOR SITE PLAN REVIEW

Timothy P. Thomas, 615 Elm Terrace – The chair reviewed that a minor site plan application had been submitted to operate a home based business in the home at that address. Joe asked the applicant to review his plans. He plans to utilize an existing office area in the home to operate a business with his sister which arranges for seniors to help seniors in securing and utilizing living assistance to continue to live in their homes. The majority of the business will be conducted at the client's homes. He will rent the space from his sister who owns the home. The requirements for this form of conditional use were reviewed and the applicant testified that all conditions would be complied with and no variances were being requested. There is no signage requested/planned at this time. The chair asked Mr. Petrone if he felt the proposal met all the requirements of a minor site plan application and the conditions for this type of conditional use. Chuck stated he felt everything was in order. Mary Lodato stated she had no concerns. The chair stated he did not have any concerns and he asked if any of the board members had any questions, concerns or comments. There were none. The chair stated that since there were no concerns raised, he and Mary would approve the application. It was explained to the applicant that the application was approved and a signed copy would be available tomorrow at Borough Hall.

OLD BUSINESS

Council Matters of Importance to the Board – Councilwoman Wells now heads the zoning ordinance task force. Suzanne reported on the task force meeting held January 29 and that the task force is continuing its review. Tamara attended the first meeting and Suzanne thanked her for her input and guidance. Suzanne reiterated that the task force is a short term task to: examine the current code, look at variances being granted, evaluate subdivisions, look at historic preservation issues, and how to encourage/facilitate maintenance of properties. The next meeting is planned for February 27. Suzanne Wells wanted to clarify that Frank Ciocci, who at last month's meeting had volunteered to be on the task force, was on the task force as an additional volunteer. The mayor stated that was the way he understood it.

2008 Goals and Objectives – The chair reviewed the 2008 Goals and Objectives that he had put together. The board briefly discussed them and agreed to accept them as a working guideline.

Revision to Sign Ordinance to Allow Sidewalk Signs – Mary Lodato reported on activity of the subcommittee. Mary has contacted Gary Ford and has reviewed sign ordinances of neighboring towns. She commented that they are all different. She reported that sidewalk or portable signs are not permitted in many towns and are in others such as Collingswood. The Collingswood ordinance is fairly detailed on what is permitted and the controls for sidewalk signs. Mary feels if they are to be allowed, there need to be restrictions and controls similar to what she saw in the Collingswood ordinance. She wants to make revisions and work with others before submitting material to the entire board. Mary has also been reviewing the guidelines from the MLUL that the chair had provided. They are quite helpful. Mary stated that the issue of awnings and other items are also being considered.

2008 Budget – The chair stated that he had submitted the proposed budget and had talked with Councilwoman Wells and Councilman Kinzler. Suzanne confirmed that the matter is now in Council’s and its budget committee’s hands.

Environmental Commission – The chair reported that Don Tretola had supplied him with an update report. The commission has reviewed and prepared a preliminary overview of the impact to the Borough of the Pompeston Creek Regional Stormwater Plan.

COAH Activity – Report tabled.

Mandatory Education Update – The secretary reviewed that there has been no new additions to the schedule. Some members are interested in the 3/29 Burlington Township session. Ken will follow up with the members that need to attend a class. Ken reported that the state is far behind on providing the certificates for members who have attended and passed the course. Future member lists for the board will include the status of the course attendance. Currently, only two members of the board still need to attend a session. This item will be removed from the ongoing agenda.

NEW BUSINESS

Vouchers and Invoices:

1. 1/21/08, Stout and Caldwell, \$637.50, Shoppes of Riverton/Brandenburger minor subdivision related work during November/December 2007. (PAY FROM ESCROW)
2. 2/1/08, Tamara Lee, \$495.00, for work on the 101 Lippincott minor subdivision during January. (PAY FROM ESCROW)

There was no discussion on the invoices and Councilwoman Wells motioned, the mayor seconded, and it was passed unanimously to pay all the items as presented. The board secretary will have them signed and submitted for payment.

Riverton School Variety Show – The mayor announced that all members and their guest were invited to an open house at his home following the show on Saturday March 1.

PUBLIC COMMENT – Councilwoman Wells motioned and the mayor seconded to open the meeting to public comment. There was none and Councilwoman Wells motioned and the mayor seconded to close the meeting to public comment.

Meeting adjourned at 10:15 PM.

Next meeting is on 3/18/2008 at 7:00 pm in the Borough Hall.

Tape is on file.

**Kenny C. Palmer, Jr., Secretary
RIVERTON PLANNING BOARD**