

BOROUGH OF RIVERTON PLANNING BOARD
AGENDA
January 18, 2011

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open public meetings notice act and roll call
4. Annual reorganization – Swear in new/reappointed members, announce mayoral appointments, and elect positions/appointments
5. Adopt minutes of the December 21, 2010 regular meeting
6. Review correspondence and announcements
7. Old Business:
 - Council matters of importance to board, appointments, 2011 budget – Councilwoman Wells and Mayor
 - COAH Related Updates – Tom Coleman, Cheryl Progin
 - Zoning Code Changes – Suzanne Wells
 - Environmental Commission report – Joe Threston
 - Minor Site Plans report – Mary Lodato
 - Education Update – 2011 NJPO Winter-Spring Session Schedule released – Ken Palmer
 - Other old business
8. New Business:
 - New vouchers/invoices – secretary
 - 2011 Goals and Objectives
 - Resolutions for 2011 meeting calendar and appointment of professionals
 - Other New Business
9. Public comment on general Planning Board matters
10. Adjourn

BOROUGH OF RIVERTON PLANNING BOARD
AGENDA
February 15, 2011

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open public meetings notice act and roll call
4. Adopt minutes of the January 18, 2011 regular meeting
5. Review correspondence and announcements
6. Old Business:
 - Appoint Engineer for 2011 – chair and secretary
 - Council matters of importance to board and 2011 budget – Councilwoman Wells and Mayor
 - COAH Update – Tom Coleman, Cheryl Progin
 - 2011 Goals and Objectives
 - Zoning Code Changes – Suzanne Wells
 - Environmental Commission report – Joe Threston
 - Minor Site Plans report – Mary Lodato
 - Other old business
7. New Business:
 - New vouchers/invoices – secretary
 - Other New Business
8. Public comment on general Planning Board matters
9. Adjourn

BOROUGH OF RIVERTON PLANNING BOARD
AGENDA
March 15, 2011

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open public meetings notice act and roll call
4. Adopt minutes of the February 15, 2011 regular meeting
5. Review correspondence and announcements
6. Old Business:
 - Council matters of importance to board and 2011 budget – Councilwoman Wells and Mayor
 - COAH Update – Tom Coleman, Cheryl Progin
 - Zoning Code Changes – Suzanne Wells
 - Environmental Commission report – Joe Threston
 - Minor Site Plans report – Mary Lodato
 - Other old business
7. New Business:
 - New vouchers/invoices – secretary
 - Other New Business
8. Public comment on general Planning Board matters
9. Adjourn

BOROUGH OF RIVERTON PLANNING BOARD
AGENDA
April 19, 2011

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open public meetings notice act and roll call
4. Adopt minutes of the March 15, 2011 regular meeting
5. Review correspondence and announcements
6. Old Business:
 - Council matters of importance to board and 2011 budget – Councilwoman Wells and Mayor
 - COAH Update – Tom Coleman, Cheryl Progin
 - Zoning Code Changes – Suzanne Wells
 - Environmental Commission report – Joe Threston
 - Minor Site Plans report – Mary Lodato
 - Other old business
7. New Business:
 - New vouchers/invoices – secretary
 - Other New Business
8. Public comment on general Planning Board matters
9. Adjourn

BOROUGH OF RIVERTON PLANNING BOARD
AGENDA
May 17, 2011

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open public meetings notice act and roll call
4. Adopt minutes of the April 19, 2011 regular meeting
5. Review correspondence and announcements
6. Old Business:
 - Council matters of importance to board and 2011 budget – Councilwoman Wells and Mayor
 - COAH Update – Tom Coleman, Cheryl Progin
 - Zoning Code Changes – Suzanne Wells
 - Environmental Commission report – Joe Threston
 - Minor Site Plans report – Mary Lodato
 - Old Escrow Issues – Ken Palmer
 - Other old business
7. New Business:
 - New vouchers/invoices – secretary
 - Other New Business
8. Public comment on general Planning Board matters
9. Adjourn

BOROUGH OF RIVERTON PLANNING BOARD
AGENDA
June 21, 2011

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Swear in new second alternate, Tracy Foedisch
4. Open public meetings notice act and roll call
5. Adopt minutes of the May 17, 2011 regular meeting
6. Review correspondence and announcements
7. Old Business:
 - Council matters of importance to board – Councilwoman Wells and Mayor
 - COAH Update – Tom Coleman, Cheryl Progin
 - Zoning Code Changes – Suzanne Wells
 - Environmental Commission report – Joe Threston
 - Minor Site Plans report – Mary Lodato
 - Other old business
8. New Business:
 - New vouchers/invoices – secretary
 - Other New Business
9. Public comment on general Planning Board matters
10. Adjourn

BOROUGH OF RIVERTON PLANNING BOARD
AGENDA
July 19, 2011

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open public meetings notice act and roll call
4. Adopt minutes of the June 21, 2011 regular meeting
5. Review correspondence and announcements
6. Old Business:
 - Council matters of importance to board – Councilwoman Wells and Mayor
 - COAH Update – Tom Coleman, Cheryl Progin
 - Zoning Code Changes – Suzanne Wells
 - Environmental Commission report – Joe Threston
 - Minor Site Plans report – Mary Lodato
 - Other old business
7. New Business:
 - New vouchers/invoices – secretary
 - Other New Business
8. Public comment on general Planning Board matters
9. Adjourn

BOROUGH OF RIVERTON PLANNING BOARD
AGENDA
August 16, 2011

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open public meetings notice act and roll call
4. Adopt minutes of the July 19, 2011 regular meeting
5. Review correspondence and announcements
6. Old Business:
 - Council matters of importance to board – Councilwoman Wells and Mayor
 - COAH Update – Tom Coleman, Cheryl Progin
 - Zoning Code Changes – Suzanne Wells
 - Environmental Commission report – Joe Threston
 - Minor Site Plans report – Mary Lodato
 - Other old business
7. New Business:
 - New vouchers/invoices – secretary
 - Other New Business
8. Public comment on general Planning Board matters
9. Adjourn

BOROUGH OF RIVERTON PLANNING BOARD
AGENDA
September 20, 2011

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open public meetings notice act and roll call
4. Adopt minutes of the August 16, 2011 regular meeting
5. Review correspondence and announcements
6. Old Business:
 - Council matters of importance to board – Councilwoman Wells and Mayor
 - COAH Update – Tom Coleman, Cheryl Progin
 - Zoning Code Changes – Suzanne Wells
 - Environmental Commission report – Joe Threston
 - Minor Site Plans report – Mary Lodato
 - Other old business
7. New Business:
 - New vouchers/invoices – secretary
 - Other New Business
8. Public comment on general Planning Board matters
9. Adjourn

BOROUGH OF RIVERTON PLANNING BOARD
AGENDA
October 18, 2011

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open public meetings notice act and roll call
4. Adopt minutes of the September 20, 2011 regular meeting
5. Review correspondence and announcements
6. Old Business:
 - Council matters of importance to board – Councilwoman Wells and Mayor
 - COAH Update – Tom Coleman
 - Environmental Commission report – Joe Threston
 - Minor Site Plans report – Mary Lodato
 - Other old business
7. New Business:
 - New vouchers/invoices – secretary
 - Resolution #P2011-06 – to establish guidelines for planning board members in the use of electronic communications in compliance with the open public meetings act
 - Other New Business
8. Public comment on general Planning Board matters
9. Adjourn

BOROUGH OF RIVERTON PLANNING BOARD
AGENDA
November 15, 2011

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open public meetings notice act and roll call
4. Adopt minutes of the October 18, 2011 regular meeting
5. Review correspondence and announcements
6. Old Business:
 - Council matters of importance to board – Councilwoman Wells and Mayor
 - COAH Update – Tom Coleman
 - Environmental Commission report – Joe Threston
 - Minor Site Plans report – Mary Lodato
 - Other old business
7. New Business:
 - New vouchers/invoices – secretary
 - Other New Business
8. Public comment on general Planning Board matters
9. Adjourn

**RIVERTON BOROUGH PLANNING BOARD
MINUTES
January 18, 2011**

The Public Session of the Planning Board was called to order at 7:00 PM by Secretary Ken Palmer. 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 25, 2010.
2. Required Service of notice and publication in the Burlington County Times on January 24, 2010.

PRESENT: Joseph Creighton, Armand Bianchini, Joseph Threston, Cheryl Progin, Mayor Robert Martin, Councilwoman Suzanne Wells, and Mary Lodato.

Also Present: Solicitor Tom Coleman and secretary Ken Palmer.

ABSENT: Robert Bednarek.

REORGANIZATION - 2011

Solicitor Tom Coleman swore in Class II Member Mary Lodato, Class III Member Councilwoman Suzanne Wells, and Regular Member Joe Creighton. Secretary Palmer announced that he continues as an employee of the Borough as the secretary of the planning and zoning boards. Ken stated that of course this was at the pleasure of the board. The mayor announced that a new second alternate member had not yet been appointed. Joe Threston continues as the board member of the Environmental Commission and Cheryl Progin is the Borough's Municipal Housing Liaison.

Chairman: Joseph Creighton was nominated by the Joe Threston and seconded by Mayor Martin to serve as chairman for 2011. The nominations were closed and Joe was affirmed by a unanimous voice vote.

Vice Chairman: Armand Bianchini was nominated by the Councilwoman Wells and seconded by Joe Creighton to serve as vice chairman for 2011. The nominations were closed and Armand was affirmed by a unanimous voice vote.

Solicitor: Thomas Coleman, Esq. was nominated by Councilwoman Wells and seconded by Armand Bianchini to serve as the Planning Board Solicitor for 2011. The nominations were closed. A voice vote was taken and the vote was unanimous.

Planner: Tamara Lee, of Tamara Lee Consulting LLC was nominated by Councilwoman Wells and seconded by Mayor Martin to serve as the board's Planner for 2011. The nominations were closed. A voice vote was taken and the vote was unanimous.

Engineer: The secretary reported that he had received an e-mail from Stout & Caldwell that they would not be submitting for the board engineer. Councilwoman Wells stated she had received a proposal from Alaimo Associates and had requested a proposal from Land Engineering and Surveying. Following discussion among the board, the appointment of an engineer for 2011 was tabled until the next meeting.

Administrative Officer: The secretary reviewed that the position dovetails with Mary Longbottom's position as Borough Clerk, is normally considered part of her duties, is required by the Municipal Land Use Law, and that Mary is the only qualified person in the Borough. Mary Longbottom was nominated by Councilwoman Wells and seconded by Cheryl Progin to serve as the Administrative Officer pursuant to N.J.S.A. 40:55D-3 for the Planning Board for 2011. The nominations were closed. A voice vote was taken and the vote was unanimous.

2011 Calendar of Meetings and Professional Appointment Resolutions – The secretary presented the following resolutions for board approval:

- **Board Meetings for 2011** – Resolution P2011-01, the calendar of meetings for February 2011 through January 2012 was reviewed. A motion was made by Joe Threston and seconded by Councilwoman Wells to adopt the resolution that meetings will be held on the third Tuesday of the month at 7:00 PM. The board unanimously approved that the resolution: be adopted, published in the Burlington County Times and posted in the Borough Hall.
- **Appointment of Solicitor, Planner, and Engineer** – Resolution P2011-02 announcing the appointment of board professionals for the period February 2011 through January 2012 was reviewed. A motion was made by Joe Threston and seconded by Councilwoman Wells to adopt the resolution. The board unanimously approved that the resolution: be adopted, published in the Burlington County Times and the appointed parties formally notified and requested to submit contracts.

MINUTES: A motion was made by Mayor Martin and seconded by Councilwoman Wells to adopt the minutes of the December 21, 2010 regular meeting as distributed. The voice vote was unanimous.

CORRESPONDENCE/ANNOUNCEMENTS

1. **12/28/10, copy of letter from PSE&G regarding notification of General Permit Application for repair, replacement & maintenance of natural gas distribution mains in public rights-of-way.**
2. **1/11/11, copy NJLM Mayor's Fax Advisory regarding COAH Reform Bill (S-1) going to governor for signature and league's concern it cannot support the bill as adopted.**
3. **3 vouchers/invoices as presented under New Business.**

OLD BUSINESS

Council Matters of Importance to the Board and 2011 Budget – The mayor discussed that the consensus of Council was to keep the ARC in force as an advisory committee since it feels it does have value and a positive impact on the community. The mayor will talk to Hank and Elmer and perhaps seek to replace some members as warranted. The board discussed the decision, was in favor of the committee being retained, and suggested changing the meeting requirements to an on call basis. Suzanne Wells stated that there were no new developments concerning the 2011 preliminary board budget. The mayor was excused from the meeting.

COAH – Tom Coleman reported that there was nothing additional to report other than related by the secretary in his review of correspondence. He stated that he would provide Cheryl Progin a planner's concise summary of S-1 so she can become familiar with the bill.

Zoning and Related Land Use Code changes – Suzanne reported that Bruce had forwarded to her the proposed ordinance for revising the zoning map and she would have it for the next meeting. There had been no further development on the other proposed changes. The secretary stated that the annual report from the Zoning Board will be available following the board's February meeting or when they next meet.

Environmental Commission – Joe Threston reported that the commission has not met since his report last month and will meet on the 20th.

Minor Site Plan Applications – Mary Lodato reported that none had been submitted since the last board meeting.

Mandatory Education – The secretary reviewed that all members except Bob Bednarek were certified and that he had forwarded details of NJPO's Winter/Spring schedule to Bob. Cheryl asked if there were courses for the Municipal Housing Liaison. Ken Palmer stated he was not aware of them through NJPO and suggested Cheryl contact Mary Longbottom.

NEW BUSINESS

Invoices and vouchers:

1. 12/22/10, Stout & Caldwell Engineers, LLC, \$106.25, "REVISED#2" Antonucci Site Plan Application Review work through 8/31/10. PAY FROM ESCROW (Includes credit on first invoice.)
2. 1/12/11, Stout & Caldwell Engineers, LLC, \$535.00, "REVISED#2" Antonucci Site Plan Application Review work through 9/30/10. PAY FROM ESCROW (Includes "Alaimo services.")
3. 12/22/10, Stout & Caldwell Engineers, LLC, \$50.00, "REVISED" Antonucci Site Plan Application Review work through 10/31/10. PAY FROM ESCROW

The secretary discussed that he had also received another invoice but there was no voucher. A motion was made by Joseph Threston, seconded by Suzanne Wells, and unanimously approved to pay the submitted vouchers and invoices as presented. The secretary will have them signed and submitted for payment.

2011 Goals and Objectives – Suzanne Wells asked if everyone had a copy of last year's goals and objectives. It was reviewed that most of the goals had been met and that the board was fulfilling its ongoing objectives. It was suggested and agreed the members would review the goals and objectives and suggest any changes to Suzanne. Suzanne stated she would release a draft of the 2011 goals and objectives for review and comment at the next meeting.

PUBLIC COMMENT – The chair noted for the record that there were no members of the public present.

Meeting adjourned at 7:50 PM. (motion by Wells, second by Progin)

Next meeting is on 2/15/2011 at 7:00 pm in the Borough Hall.

Tape is on file.

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

**RIVERTON BOROUGH PLANNING BOARD
MINUTES
February 15, 2011**

The Public Session of the Planning Board was called to order at 7:00 PM by Chairman Joseph Creighton. 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 26, 2010.
2. Required Service of notice and publication in the Burlington County Times on January 31, 2010.

PRESENT: Joseph Creighton, Joseph Threston, Cheryl Progin, Mayor Robert Martin, and Councilwoman Suzanne Wells.

Also Present: Solicitor Tom Coleman and secretary Ken Palmer.

ABSENT: Armand Bianchini, Mary Lodato, and Robert Bednarek.

MINUTES: A motion was made by Councilwoman Wells and seconded by Joseph Threston to adopt the minutes of the January 18, 2011 regular meeting as distributed. The voice vote was unanimous.

CORRESPONDENCE/ANNOUNCEMENTS

1. **01/2011, Announcement with application form from ANJEC regarding 2011 Matching Grants for Sustainable Land Use Planning.**
2. **1/24/11, copy NJLM Mayor's Fax Advisory regarding Governor's Conditional veto of COAH Bill S-1 and State Supreme Court granting COAH a stay of the March 8 deadline to develop new rules.**
3. **4 vouchers/invoices as presented under New Business.**

OLD BUSINESS

Appoint Engineer for 2011 – The board discussed the summary comparison chart prepared by Suzanne Wells. It appears that Land Engineering & Surveying Co. Inc. proposed the lowest rates. The mayor stated that he had received a very favorable report on Land Engineering from the Palmyra Land Use Board who has used them as their engineer. Following additional discussion, a motion was made by Cheryl Progin, seconded by Joseph Threston, and approved by unanimous voice vote to appoint David V. Denton (secretary note: incorrect name of Harry Fox in the motion corrected to reflect proposal and communication with Land Engineering), of Land Engineering & Surveying Co., Inc., 100 Wave Rd., Mt. Laurel, NJ 08054, for engineering services during 2011. Following the appointment, the secretary reviewed Resolution P2011-03 to be published announcing the appointment. There was no discussion and a motion was made by Suzanne Wells, seconded by Joseph Creighton, and approved by unanimous voice vote to adopt the resolution and to have it published.

Council Matters of Importance to the Board and 2011 Budget – The mayor reported that Suzanne Wells was appointed Council President in January. The mayor invited all to attend the post variety show party at his home following the Riverton School Variety Show on March 5th. Suzanne reported that the bids for the Park Improvement Grant are scheduled to be opened on March 3, and hopefully the contract will be awarded at the March 9 Council meeting. The grant was for \$250,000.00 from the County Board of Freeholders. Suzanne stated that there was nothing new on the budget since the Borough is still waiting to hear on any state funding.

COAH – Tom Coleman reported that there was nothing new to report other than things in Trenton continue to be a real mess. With other pending lawsuit(s) everything is almost at a standstill. Cheryl reported that she had signed up for a training course for Municipal Housing Liaisons.

2011 Goals and Objectives – Suzanne Wells asked if everyone had read the proposed goals and objectives that had been distributed. Following minor discussion and revisions, the board concurred that they were satisfactory

and that the secretary could remove the item from the agenda. Suzanne stated she would distribute a copy of the final version to the members.

Zoning and Related Land Use Code changes – Suzanne distributed copies of the proposed ordinance to correct the zoning map which currently split zones Block 305, Lot 1. If the board approves of the proposed ordinance, it needs to approve a motion to endorse the proposed ordinance so Council can introduce it. There was no discussion and a motion was made by Joseph Threston, seconded by the mayor, and approved by a unanimous voice vote to endorse the proposed ordinance referenced by title and notify Council of the endorsement. Drafts of revised ordinances concerning noise and pools is going to be sent to Bruce. A revision to clarify the building height ordinance is being developed and Suzanne stated she wanted to work with Hank Croft on the proposed changes. The ordinances related to the ARC are being reviewed to revise to agree with the revised scope and duties of the ARC.

Environmental Commission – Joe Threston reported that the commission had met on 1/20. The commission is continuing to work with the school on landscaping around the school. The next meeting is on 2/17.

Minor Site Plan Applications – Mary Lodato submitted a note that none had been submitted since the last board meeting.

NEW BUSINESS

Invoices and vouchers:

1. 1/5/11, Raymond, Coleman & Heinold, LLP, \$250.00, prepare and attend December meeting and general business advice. PAY FROM GENERAL BUDGET
2. 2/2/11, Raymond, Coleman & Heinold, LLP, \$250.00, prepare and attend January meeting and general business advice. PAY FROM GENERAL BUDGET
3. 12/20/10, Stout & Caldwell Engineers, LLC, \$25.00, Antonucci Site Plan Application Review work through 11/30/10. PAY FROM ESCROW
4. 2/14/11, Stout & Caldwell Engineers, LLC, \$350.00, Antonucci Site Plan Application Review work through 1/31/11. PAY FROM ESCROW

A motion was made by Joseph Threston, seconded by Cheryl Progin, and unanimously approved to pay the submitted vouchers and invoices as presented. The secretary will have them signed and submitted for payment.

Records Retention – Suzanne Wells reported that Council had decided that unless specifically needed or required otherwise, it would follow a one year retention of meeting tapes before destroying them. The board concurred that was a reasonable period and authorized the secretary to follow that guideline. Tom Coleman stated that the secretary of each board was supplied a copy of the specific state requirements for the board and had been instructed to follow them. Secretary Ken Palmer thanked the board for the decision and stated that unless required otherwise he would follow the one year retention schedule. Until now and since 2003 he had been instructed by the board to permanently retain all tapes. He will work with Mary Longbottom to dispose of any tapes that are no longer needed.

PUBLIC COMMENT – The chair noted for the record that there were no members of the public present.

Meeting adjourned at 7:35 PM. (motion by Wells, second by Threston)

Next meeting is on 3/15/2011 at 7:00 pm in the Borough Hall.

Tape is on file.

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

**RIVERTON BOROUGH PLANNING BOARD
MINUTES
March 15, 2011**

The Public Session of the Planning Board was called to order at 7:00 PM by Chairman Joseph Creighton. 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 26, 2010.
2. Required Service of notice and publication in the Burlington County Times on January 31, 2010.

PRESENT: Joseph Creighton, Armand Bianchini, Joseph Threston, Cheryl Progin, Mayor Robert Martin, Councilwoman Suzanne Wells (arrived during discussion on Homewood Drive), Mary Lodato, and Robert Bednarek.

Also Present: Solicitor Tom Coleman and secretary Ken Palmer.

ABSENT: None.

MINUTES: A motion was made by Joseph Threston and seconded by Armand Bianchini to adopt the minutes of the February 15, 2011 regular meeting as distributed. The voice vote was unanimous.

CORRESPONDENCE/ANNOUNCEMENTS

1. 2 vouchers/invoices as presented under New Business.

OLD BUSINESS

COAH – Cheryl Progin reported that she attended a training program for accessing the reporting program on line. The annual report appears in order and Cheryl needs to check with Betty Boyle to make sure the financial report coincides with the Borough records. There is nothing new regarding COAH rules.

Environmental Commission – Joe Threston reported that the commission continues to work with the school landscaping project which is scheduled to for completion around Easter. The commission meeting is on the 3/17 and a Burlington County College student will speak on a GPS study and how to use it.

Minor Site Plan Applications – Mary Lodato noted that none had been submitted since the last board meeting.

Current and Future Site Plan Developments – The secretary updated the board on progress of the Antonucci plans for the former bank building and the pending submission of the conditional use application for a day care center at 600 Main. The latter also requires a use variance so it will be heard by the zoning board.

NEW BUSINESS

Invoices and vouchers:

1. 3/2/11, Raymond, Coleman & Heinold, LLP, \$270.00, prepare and attend February meeting and general business advice. PAY FROM GENERAL BUDGET
2. 3/2/11, Raymond, Coleman & Heinold, LLP, \$252.00, review work through 2/28/11 for the Antonucci Site Plan Application Restrictive Covenant for the parking lot. PAY FROM ESCROW

Ken Palmer reported that the Antonucci escrow account is short and he had notified the applicant of this. A motion was made by Joseph Threston, seconded by Armand Bianchini, and unanimously approved to pay the submitted vouchers and invoices as presented. The secretary will have them signed and submitted for payment.

Group Home on Homewood Drive Issues – Armand Bianchini reported he had received complaints regarding a large pipe in the ground in the front of the group home property on Homewood Drive. It was discussed that

the group home was an approved use and technically not a planning board issue. Mary Lodato stated that she has looked into any reported issues and there were no violations. Mary Lodato and Suzanne Wells both explained that the concrete pad and pipe was for a fire department connection to the home's sprinkler system and that the location in the front yard was at the fire department's request so they could easily access it if needed. It was reported that the fire department has no objections to grading around the pad and placing some kind of landscaping near the connection. The mayor suggested that the neighbors come to the next Council meeting and address their concerns. They could also discuss their concerns with the management of the property.

OLD BUSINESS

Council Matters of Importance to the Board and 2011 Budget – The mayor reported that a grant application was being submitted to the county for phase two of improvements to the park. The Borough budget is still at approximately 3% over last year. The school budget calls for around a 2% increase.

Zoning and Related Land Use Code changes – The ordinance to correct the zoning map has been introduced and will have a public hearing in April. The secretary reported that the board resolution of its endorsement of the zoning map change has been given to Mary Longbottom. Suzanne briefed the board on the ordinance to revise/restrict parking along Howard Street between the intersection with Main Street and 5th Street. Suzanne has forwarded to Bruce Gunn the board's recommendations for revisions to the ordinances concerning building height, noise, and swimming pools.

PUBLIC COMMENT – The chair noted for the record that there were no members of the public present.

Meeting adjourned at 7:30 PM. (motion by Threston, second by Martin)

**Next meeting is on 4/19/2011 at 7:00 pm in the Borough Hall.
Tape is on file.**

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

RIVERTON BOROUGH PLANNING BOARD
MINUTES
April 19, 2011

The Public Session of the Planning Board was called to order at 7:00 PM by Chairman Joseph Creighton. 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 26, 2011.
2. Required Service of notice and publication in the Burlington County Times on January 31, 2011.

PRESENT: Joseph Creighton, Armand Bianchini, Joseph Threston, Cheryl Progin, Mayor Robert Martin, Councilwoman Suzanne Wells (arrived at 7:15 during discussion on Homewood Drive), Mary Lodato, and Robert Bednarek.
Also Present: Solicitor Berge Tumaian for Tom Coleman and secretary Ken Palmer.

ABSENT: None.

MINUTES: A motion was made by Mayor Martin and seconded by Joseph Threston to adopt the minutes of the March 15, 2011 regular meeting as distributed. The voice vote was unanimous.

CORRESPONDENCE/ANNOUNCEMENTS

1. **1 voucher/invoice as presented under New Business.**

OLD BUSINESS

COAH – Cheryl Progin reported that the project and service list have been filed. Cheryl is working with Betty Boyle to make sure the financial report coincides with the Borough records. Berge Tumaian reviewed that Governor Christie had scrapped a proposed revision to the COAH rules.

Environmental Commission – Joe Threston reported that the commission had met with a Burlington County College student who presented a program on using the GIS program to identify areas along the Pompeston Creek. The commission continues work on the Riverton School's rain garden project with plantings scheduled to begin Friday. The Borough has planted many new trees.

Minor Site Plan Applications – Mary Lodato reviewed that she and the chair had reviewed and approved an application for Performance Studio at 515 Main Street. The business will offer dance and acting lessons.

Current and Future Site Plan Developments – The secretary updated the board that the county had finally approved the Antonucci plan; and, pending receipt of a copy of the deed restriction and additional escrow deposit, the plans can be signed by the chair and secretary.

NEW BUSINESS

Invoices and vouchers:

1. 4/4/11, Raymond, Coleman & Heinold, LLP, \$242.00, prepare and attend March meeting and general business advice. PAY FROM GENERAL BUDGET

A motion was made by Joseph Threston, seconded by Armand Bianchini, and unanimously approved to pay the submitted vouchers and invoices as presented. The secretary will have them signed and submitted for payment.

OLD BUSINESS

Group Home on Homewood Drive Issues – Armand Bianchini and Suzanne Wells updated the board on resolving issues at the property. The location of the fire department connection may have to remain at its current location because of fire regulations. It was again stressed that the state has ruled that a group home must be treated as a single family residence and unless there are variances involved, the planning and zoning boards are not involved in an official capacity. Mary Lodato stated she continues to monitor issues and concerns as they arise.

Council Matters of Importance to the Board and 2011 Budget –The municipal portion of the Borough budget has been revisited and after further work is now flat for this year. The school budget still calls for around a 2% increase and is being voted on tonight at the school board election. John Shaw was appointed and sworn in as the Borough's new Chief of Police.

Zoning and Related Land Use Code changes – The ordinance to correct the zoning map was adopted on second reading at the April meeting. The board reviewed the proposed revision to the Height of Building definition which was introduced at the April meeting. A motion was made by Joseph Threston and seconded by the mayor that the board endorses the proposed revision and recommends Council adopt it. The secretary will prepare and forward the required resolution to Council for its May meeting. The ordinance to correct the swimming pool code to agree with the construction code has been introduced. Work on the noise ordinance has been tabled until additional issues are researched. The board discussed possible suggestions for the noise ordinance.

PUBLIC COMMENT – The chair noted for the record that there were no members of the public present.

Meeting adjourned at 7:35 PM. (motion by Threston, second by Martin)

**Next meeting is on 5/17/2011 at 7:00 pm in the Borough Hall.
Tape is on file.**

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

**RIVERTON BOROUGH PLANNING BOARD
MINUTES
May 17, 2011**

The Public Session of the Planning Board was called to order at 7:00 PM by Vice Chairman Armand Bianchini. 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 26, 2011.
2. Required Service of notice and publication in the Burlington County Times on January 31, 2011.

PRESENT: Armand Bianchini, Joseph Threston, Cheryl Progin, Mayor Robert Martin, Councilwoman Suzanne Wells, and Mary Lodato.

Also Present: Solicitor Tom Coleman and secretary Ken Palmer.

ABSENT: Joseph Creighton and Robert Bednarek.

MINUTES: A motion was made by Joseph Threston and seconded by Cheryl Progin to adopt the minutes of the April 19, 2011 regular meeting as distributed. The voice vote was unanimous.

CORRESPONDENCE/ANNOUNCEMENTS

1. 2 vouchers/invoices as presented under New Business.

OLD BUSINESS

Council Matters of Importance to the Board and 2011 Budget – Councilwoman Wells reported that Chief Shaw and three Beneficial Bank tellers will be honored by the county on 5/19 for their efforts in the apprehension of the bank robbers who had twice robbed the Riverton branch. Suzanne reported that the municipal budget had been adopted and the board's budget had been trimmed by about \$1,500.00. Mayor Martin reported that town historian Betty Hahle had passed away and he read the Council and Borough proclamation honoring Mrs. Hahle's service and contributions to the Borough. The mayor updated the board on the upcoming walk to support breast cancer research and sanctioned bike race events in the Borough. Suzanne Wells and Armand Bianchini updated the board on resolving issues at the group home at 815 Homewood Drive and plans for a meeting of the neighbors with the Borough and the owner/management of the home.

COAH – Cheryl Progin reported that the Borough is fully compliant in its reporting requirements. The trust portion of the reporting was completed and the annual reports filed. Cheryl and Tom Coleman reported that there is no new news on COAH and the courts at the state level.

Zoning and Related Land Use Code changes – Suzanne reported that following second reading the revision to the zoning map and changes to the building height and swimming pool setback ordinances had been adopted by Council. The noise ordinance discussion is still tabled. Because enforcement of a noise ordinance spelling out specific noise levels would require the purchase of measuring devices and employing a professional trained "Noise Officer," in the use of the equipment, Council is favoring an ordinance based on usage and time rather than noise levels.

Environmental Commission – Joe Threston reported that planting work at the Riverton School's rain garden project commenced following the Easter holiday. The commission is still considering the GIS program. The next meeting of the commission is on Thursday the 16th.

Minor Site Plan Applications – Mary Lodato reported that none had been filed this month.

Old Escrow Issues – The secretary reported that 101 Lippincott had apparently sold and that unless advised otherwise he would send no further notices to the former owner regarding the unpaid escrow. The consensus of the board was to put the matter to rest. There are no other escrow issues to report.

NEW BUSINESS

Invoices and vouchers:

1. 3/18/11, Stout & Caldwell Engineers, LLC, \$250.00, Final Antonucci Site Plan Application completeness review work and signoff through 3/6/11. PAY FROM ESCROW
2. 5/3/11, Raymond, Coleman & Heinold, LLP, \$200.00, prepare and attend April meeting and general business advice. PAY FROM GENERAL BUDGET

A motion was made by Joseph Threston, seconded by Suzanne Wells, and unanimously approved to pay the submitted vouchers and invoices as presented. The secretary will have them signed and submitted for payment.

PUBLIC COMMENT – The chair noted for the record that there were no members of the public present.

Meeting adjourned at 7:22 PM. (motion by Threston, second by Wells)

**Next meeting is on 6/21/2011 at 7:00 pm in the Borough Hall.
Tape is on file.**

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

**RIVERTON BOROUGH PLANNING BOARD
MINUTES
June 21, 2011**

The Public Session of the Planning Board was called to order at 7:02 PM by Chairman Joseph Creighton. 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 26, 2011.
2. Required Service of notice and publication in the Burlington County Times on January 31, 2011.

REORGANIZATION: Tracy H. Foedisch was sworn in as second alternate.

PRESENT: Joseph Creighton, Joseph Threston, Cheryl Progin, Councilwoman Suzanne Wells, Mary Lodato, Robert Bednarek, and Tracy Foedisch.
Also Present: Solicitor Tom Coleman and secretary Ken Palmer.

ABSENT: Armand Bianchini and Mayor Robert Martin.

MINUTES: A motion was made by Suzanne Wells and seconded by Cheryl Progin to adopt the minutes of the May 17, 2011 regular meeting as distributed. The voice vote was unanimous.

CORRESPONDENCE/ANNOUNCEMENTS

1. 5/9/11, copy of Mayors Advisory from NJLM regarding changes to master plan reexamination from every six years to every ten years.
2. 5/26/11, copy of Advisory from NJLM updating the latest on COAH 3rd round developments.
3. 1 vouchers/invoices as presented under New Business.

OLD BUSINESS

Council Matters of Importance to the Board – Councilwoman Wells reported on Borough and Council related developments. The bike race and porch club cancer walk. Suzanne reviewed the upcoming Fourth of July events. Due to delays at the state level, mailing of the tax bills will be delayed; but, the payment period will not be affected and revised as needed. The Borough received an additional \$250,000.00 grant from the County Freeholders for a second round of park improvements. The funds will go mainly to repairs to the grandstand.

COAH – Tom Coleman reported that as the announcement from NJLM had stated there is no new proposed legislation. Tom also reported that there was no news on if or when the arbitration hearing will occur.

Zoning and Related Land Use Code changes – Suzanne Wells reported that no new action had occurred the past month.

Environmental Commission – Joe Threston reported that planting work was completed at the Riverton School's rain garden project. There was nothing else to report from the last two commission meetings.

Minor Site Plan Applications – Mary Lodato reported that none had been filed this month.

NEW BUSINESS

Invoices and vouchers:

1. 6/3/11, Raymond, Coleman & Heinold, LLP, \$144.00, prepare and attend May meeting and general business advice. PAY FROM GENERAL BUDGET

A motion was made by Joseph Threston, seconded by Suzanne Wells, and unanimously approved to pay the submitted voucher and invoice as presented. The secretary will have it signed and submitted for payment.

PUBLIC COMMENT – The chair noted for the record that there were no members of the public present.

Meeting adjourned at 7:14 PM. (motion by Threston, second by Wells)

**Next meeting is on 7/19/2011 at 7:00 pm in the Borough Hall.
Tape is on file.**

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

RIVERTON BOROUGH PLANNING BOARD
MINUTES
July 19, 2011

The Public Session of the Planning Board was called to order at 7:02 PM by Chairman Joseph Creighton. 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 26, 2011.
2. Required Service of notice and publication in the Burlington County Times on January 31, 2011.

PRESENT: Joseph Creighton, Joseph Threston, Mayor Robert Martin, Councilwoman Suzanne Wells, Mary Lodato, Robert Bednarek, and Tracy Foedisch.

Also Present: Solicitor Berge Tumaian for Tom Coleman and secretary Ken Palmer.

ABSENT: Armand Bianchini and Cheryl Progin.

MINUTES: Joe Threston requested two minor changes to the minutes. There being no further additions or corrections, a motion was made by Suzanne Wells and seconded by Joseph Threston to adopt the minutes of the June 21, 2011 regular meeting as amended. The voice vote was unanimous.

CORRESPONDENCE/ANNOUNCEMENTS

1. 2 vouchers/invoices as presented under New Business.

NEW BUSINESS

Invoices and vouchers:

1. 6/19/11, Land Engineering & Surveying, \$322.50, for inspection work performed as part of the Antonucci site plan. PAY FROM ANTONUCCI INSPECTION ESCROW
2. 7/5/11, Raymond, Coleman & Heinold, LLP, \$100.00, prepare and attend June meeting and general business advice. PAY FROM GENERAL BUDGET

A motion was made by Joseph Threston, seconded by Suzanne Wells, and unanimously approved to pay the submitted items as presented. The secretary will have them signed and submitted for payment.

OLD BUSINESS

Council Matters of Importance to the Board – The mayor and Councilwoman Wells reported on Borough and Council related developments. The mayor thanked Tracy Froedisch for her efforts as head of the Fourth of July Committee for yet another successful celebration. Suzanne reported all is well on the budget front following the mid-year review. Suzanne reported that since the governor has announced his intent to abolish the State Council On Affordable Housing, she expects there will be little or no activity on COAH matters for the rest of the year. The mayor announced that he had recently received the resignation of Butch Bianchini from the board. He thanked Armand for his service.

Zoning and Related Land Use Code changes – Suzanne Wells reported that no new action had occurred the past month and things would most likely resume in the Fall.

COAH – Berge Tumaian reported that indeed as reported the governor on June 29, announced his intent to abolish COAH as part of a five step plan to streamline government activity. The legislature has 60 days to act and if no changes are received the plan(s) go into effect. If abolished, COAH activities would be absorbed by the Department of Community Affairs. At this point in time it appears there will be no further activity on the arbitration hearing concerning the filed objection to the Borough's 3rd round submission.

Environmental Commission – Joe Threston reported that he had nothing new to report since the next meeting will not occur until later in the week.

Minor Site Plan Applications – Mary Lodato reported that she and the chair had approved an application from Outlaw Training and Fitness to open a personal training and fitness business in the Shops of Riverton.

PUBLIC COMMENT – The chair noted for the record that there were no members of the public present.

Meeting adjourned at 7:12 PM. (motion by Threston, second by Wells)

**Next meeting is on 8/16/2011 at 7:00 pm in the Borough Hall.
Tape is on file.**

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

RIVERTON BOROUGH PLANNING BOARD
MINUTES
August 16, 2011

The Public Session of the Planning Board was called to order at 7:00 PM by Chairman Joseph Creighton. 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 26, 2011.
2. Required Service of notice and publication in the Burlington County Times on January 31, 2011.

PRESENT: Joseph Creighton, Joseph Threston, Cheryl Progin, Mayor Robert Martin, Mary Lodato, Robert Bednarek, and Tracy Foedisch.

Also Present: Solicitor Tom Coleman and secretary Ken Palmer.

ABSENT: Councilwoman Suzanne Wells.

MINUTES: Tracy Foedisch, Mary Lodato, and Cheryl Progin requested minor corrections to the minutes. There being no further additions or corrections, a motion was made by Joseph Threston and seconded by Cheryl Progin to adopt the minutes of the July 19, 2011 regular meeting as amended. The voice vote was unanimous.

CORRESPONDENCE/ANNOUNCEMENTS

1. 8/1/11, copy of NJLM "Membership Advisory" advising the League's opposition to bills S-2950/A-4128 which allows modifications to land use approvals because of changed economics.
2. 1 voucher/invoice as presented under New Business.

Impact of S-2950/A-4128 – Tom Coleman reviewed the possible impact of the bills as to how they would, because of changed economics, allow wholesale modifications to previous land use approvals without the normal review of development applications. He supports the opposition since it appears the proposed legislation would permit modifications to previous land use approvals without the changes having to meet the same rigorous review and approval criteria that were applied to the original approval.

OLD BUSINESS

Council Matters of Importance to the Board – The mayor and reported that Council is prepared to consider possibly combining the current Planning Board and Zoning Board of Adjustment as a Joint Land Use Board and is seeking input and endorsement from the planning board. The mayor asked Tom Coleman to review the process, requirements, and impacts related to such a change. Tom reviewed the provisions under the Municipal Land Use Law allowing municipalities to choose the structure of the planning and zoning board functions, his professional opinions on the merits of each choice, as wells as his personal experiences. The requirements and duties of a joint board were discussed including which members could here certain matters specifically use variances. Members questioned Tom as well as provided their own personal opinions/experiences with both types of boards. The recommended time table for taking action was discussed. The mayor asked if Tom might make himself available to address Council on the subject at their September meeting and Tom agreed. Tom informed the board that to proceed further, Council needed an endorsement and/or direction from the board to proceed in the form of a motion and approval from the board. A motion was made by the mayor, seconded by Joseph Threston, and passed by unanimous voice vote that the board endorses Council to proceed in the matter of possibly changing the code to provide for a Joint Land Use Board instead of the current separate Planning Board and Zoning Board of Adjustment. If adopted, such action should hopefully occur as close as possible to the start of a calendar year when both boards normally conduct their reorganizations. Following this topic, Tracy Foedisch was excused from the meeting.

COAH – Cheryl Progin reported that the state had requested additional information on the Borough's trust account submissions. Cheryl also reported that there is an organization of affordable housing professionals in the state that she feels would be worthwhile belonging to. Membership costs \$85.00 a year. It was discussed that this is properly a Borough Council issue and should be discussed with them in her position as the Borough's Affordable Housing Official. The mayor suggested that since the budget year is already approaching its last quarter and the Borough is attempting to remain within budget for the year, as well as the current lack of any definitive activity at the state level; that Cheryl hold off further discussion with Council until after the first of the year.

Zoning and Related Land Use Code changes – The mayor reported that Suzanne Wells had advised him that there is no new activity to discuss.

Environmental Commission – Joe Threston reported that as of the last meeting the commission is doing some additional fundraising activity hoping to provide for some additional plantings at the school's project. The additional planting would occur during the Fall. The commission will probably discuss the new state regulations on fertilizers at its next meeting.

Minor Site Plan Applications – Mary Lodato reported that she and the chair had approved an application from the owners of 415 Thomas Ave. to operate a home occupation business to provide professional planning, zoning and landscape architecture services. Mary stated that the proposed use met the requirements of the code.

Vice Chair Position – It was discussed that with Armand's resignation, the vice chair position is currently unfilled. The mayor asked if there was no objection that he moved to nominate Joe Threston as the new vice chair. Mary Lodato seconded the motion, there was no discussion, and the motion was approved by a unanimous voice vote.

NEW BUSINESS

Invoices and vouchers:

1. 8/3/11, Raymond, Coleman & Heinold, LLP, \$150.00, prepare and attend July meeting. PAY FROM GENERAL BUDGET

Following a brief discussion that due to the calendar schedule of board and Council meetings there is often a previously approved unpaid balance when the new invoice is submitted, a motion was made by Joseph Threston, seconded by Cheryl Progin, and unanimously approved to pay the submitted item as presented. The secretary will have it signed and submitted for payment.

PUBLIC COMMENT – The chair noted for the record that there were no members of the public present.

Meeting adjourned at 7:35 PM. (motion by Threston, second by Lodato)

**Next meeting is on 9/20/2011 at 7:00 pm in the Borough Hall.
Tape is on file.**

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

**RIVERTON BOROUGH PLANNING BOARD
MINUTES
September 20, 2011**

The Public Session of the Planning Board was called to order at 7:00 PM by Chairman Joseph Creighton. 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 26, 2011.
2. Required Service of notice and publication in the Burlington County Times on January 31, 2011.

PRESENT: Joseph Creighton, Joseph Threston, Cheryl Progin, Mayor Robert Martin, Councilwoman Suzanne Wells, and Robert Bednarek (7:10PM).

Also Present: Solicitor Tom Coleman and secretary Ken Palmer.

ABSENT: Mary Lodato and Tracy Foedisch.

MINUTES: A motion was made by the Robert Martin and seconded by Cheryl Progin to adopt the minutes of the August 16, 2011 regular meeting as distributed. The voice vote was unanimous.

CORRESPONDENCE/ANNOUNCEMENTS

1. 9/11, Announcement and registration for ANJEC's 38th Annual Environmental Congress, Saturday, 10/15/11, Brookdale Community College, Lincroft, NJ.
2. 1 voucher/invoice as presented under New Business.

OLD BUSINESS

Council Matters of Importance to the Board – The mayor and Suzanne reported on Council's decision to proceed on dissolving the zoning board and combining the functions under the planning board. The decision was made following endorsement by both boards and a presentation by Tom Coleman. The mayor stated that it is hoped that members from both boards will continue to want to serve on the reconstituted board. The reorganized board will initially consist of nine full members and four alternates; and, it is planned to fill existing vacancies and new positions from the zoning board's members. Council plans to have the first reading in October and conduct the hearing in November with the plan to have the reorganization effective January 1, 2011. Tom Coleman reviewed details of the changes with the board.

COAH – Tom reported that since there was no activity during the comment/objection period, the governor's previously announced executive order regarding affordable housing reconfiguration would be implemented. Cheryl Progin had a personal announcement regarding her position that is reported under new business.

Zoning and Related Land Use Code changes – Suzanne Wells reported that there had been no additional activity and the committee did not plan to meet for the rest of the year.

Environmental Commission – Joe Threston reported that the school's rain garden is doing well. The commission is looking into providing information about the new laws regarding fertilizers to residents. Joe also wanted to remind folks that the Riverton Library is organizing the Christmas House Tour for 2011 and looking for volunteers to open their homes for the tour.

Minor Site Plan Applications – Mary Lodato reported via e-mail that there were no new applications.

NEW BUSINESS

Invoices and vouchers:

1. 9/2/11, Raymond, Coleman & Heinold, LLP, \$140.00, prepare and attend August meeting. PAY FROM GENERAL BUDGET

There was no discussion and a motion was made by Joseph Threston, seconded by Suzanne Wells, and unanimously approved to pay the submitted item as presented. The secretary will have it signed and submitted for payment.

Resignation of Cheryl Progin – At the conclusion of the meeting, Cheryl Progin announced that for personal and family reasons that she was relocating from Riverton and she needed to submit her resignation. Cheryl expressed her appreciation and enjoyment being a board member and serving the Borough. The chair, mayor and board members thanked Cheryl for her service and expressed personal comments that she would be missed.

PUBLIC COMMENT – The chair noted for the record that there were no members of the public present.

Meeting adjourned at 7:20 PM. (motion by Progin, second by Wells)

**Next meeting is on 10/18/2011 at 7:00 pm in the Borough Hall.
Tape is on file.**

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

**RIVERTON BOROUGH PLANNING BOARD
MINUTES
October 18, 2011**

The Public Session of the Planning Board was called to order at 7:00 PM by Chairman Joseph Creighton. 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 26, 2011.
2. Required Service of notice and publication in the Burlington County Times on January 31, 2011.

PRESENT: Joseph Creighton, Joseph Threston, Mayor Robert Martin, Councilwoman Suzanne Wells, Mary Lodato, Robert Bednarek, and Tracy Foedisch.

Also Present: Solicitor Tom Coleman and secretary Ken Palmer.

ABSENT: None.

MINUTES: A motion was made by the Suzanne Wells and seconded by Robert Martin to adopt the minutes of the September 20, 2011 regular meeting as distributed. The voice vote was unanimous.

CORRESPONDENCE/ANNOUNCEMENTS

1. None

OLD BUSINESS

Council Matters of Importance to the Board – Suzanne reported on progress of the ordinance to dissolve the zoning board and combine the functions under the planning board. The ordinance was introduced at first reading at this month's Council meeting. The second reading and public hearing will occur in November. Council has passed a resolution regarding electronic communication and has requested that both boards review and adopt a similar resolution. The mayor reported on the passing of Dave Styer. Plans for the annual tree lighting and this year's house tour to benefit the library were discussed.

COAH – Tom reported that there was no activity in the last month.

Environmental Commission – Joe Threston reported that he had nothing new to report and that the next meeting will be on 10/20.

Minor Site Plan Applications – Mary Lodato reported that there were no new applications.

Progress Report on Placing Board Files in Borough Hall – The secretary updated the board on progress to date.

Delivery Truck Issues at Millanese Pizza – The secretary updated the board on ongoing issues regarding the timing of deliveries to the shop. Following a review of the issues and comments by Tom Coleman, it was agreed it was not a board issue and was being properly handled by the code enforcement officer and the police department.

NEW BUSINESS

Resolution To Establish Guidelines For Planning Board Members In The Use Of Electronic Communications In Compliance With The Open Public Meetings Act – Councilwoman Wells reviewed the background of the issue for the board and Council's actions. Joe Threston and Tom Coleman provided additional information. The secretary discussed the draft resolution that he had prepared based on the resolution adopted by Council. Tom Coleman stated he had reviewed the draft and thought it was

satisfactory. The board discussed the draft and recommended some minor changes to make it sustainable in light of the possible reorganization of the board. There was no further discussion and Suzanne Wells motioned that the board adopt by title Resolution #P2011-06 – Resolution To Establish Guidelines For Planning Board Members In The Use Of Electronic Communications as amended. Tracy Foedisch seconded the motion and the resolution was adopted by unanimous voice vote.

PUBLIC COMMENT – The chair noted for the record that there were no members of the public present.

Meeting adjourned at 7:26 PM. (motion by Threston, second by Wells)

**Next meeting is on 11/15/2011 at 7:00 pm in the Borough Hall.
Tape is on file for one year.**

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

**RIVERTON BOROUGH PLANNING BOARD
MINUTES
November 15, 2011**

The Public Session of the Planning Board was called to order at 7:04 PM by Chairman Joseph Creighton. 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 26, 2011.
2. Required Service of notice and publication in the Burlington County Times on January 31, 2011.

PRESENT: Joseph Creighton, Joseph Threston, Mayor Robert Martin, and Mary Lodato.
Also Present: Solicitor Tom Coleman and secretary Ken Palmer.

ABSENT: Councilwoman Suzanne Wells, Robert Bednarek, and Tracy Foedisch.

MINUTES: A motion was made by the Joseph Threston and seconded by Robert Martin to adopt the minutes of the October 18, 2011 regular meeting as distributed. The voice vote was unanimous.

CORRESPONDENCE/ANNOUNCEMENTS

1. **2012 Budget Request from Mary Longbottom**
2. **One voucher and invoice to be presented under new business.**

OLD BUSINESS

Council Matters of Importance to the Board – The mayor reported that Council had adopted the ordinance to dissolve the zoning board and reconstitute an expanded planning board combing the functions of both boards. The ordinance is effective January 1, 2012. The Borough is participating in a DCA feasibility study on possibly merging the police departments of Riverton and Palmyra and that the Borough has also reached out to possibly including Cinnaminson in the study. The mayor congratulated mayor elect Bill Brown; and councilmen elect Joe Creighton, Mike Kinzler, and Bill Corbi. The mayor reminded the board that the annual tree lighting ceremony will take place on Friday, December 2 and, the biennial library house tour will be held on December 3.

COAH – Tom Coleman reported that the supreme court had not yet set a date to consider the numerous suits filed at the appellate court level. Fair Share Housing has also filed appeals at the appellate level challenging the governor's decision to abolish COAH and the rules DCA has put in place. Tom stated that people at the state level feel it could be a year at the earliest before matters are resolved. Tom also discussed the e-mail correspondence (that has also been forwarded to the board) from Tamara concerning reports that the Local Planning Services Division within DCA is in the process of drafting rules and regulations as to how uncommitted local unit housing trust fund monies will escheat to the State of New Jersey at a specific time point in the future. Tom reviewed his thoughts on the matter and feels that the board should make it a topic of future meetings so the subject is not forgotten. It was recommended that the secretary re-forward the e-mail to the new board's members after the first of the year so they are reminded of the topic. Tom also asked if a new Municipal Housing Liaison is going to be appointed. The mayor responded that it will be left to the new mayor and Council to handle. It was discussed that the planning board should play an active role in advising the mayor as well as helping encourage a suitable volunteer for the post.

Environmental Commission – Joe Threston reported that he had not a lot to report. Fund raising continues for the school project; however any new planting probably will not occur until Spring. The next meeting will be on 11/17.

Minor Site Plan Applications – Mary Lodato reported that there were no new applications.

NEW BUSINESS

Invoices and vouchers:

1. 11/3/11, Raymond, Coleman & Heinold, LLP, \$470.00, review, legal research, and draft revisions to ordinance to combine boards; and prepare and attend October meeting.

There was discussion on which board should pay the ordinance related work and it was decided since the zoning board is going to be dissolved, and the planning board has the funds in its budget; to put it through as a planning board expense unless Council's budget folks decide differently. A motion was made by Joseph Threston, seconded by Mary Lodato, and unanimously approved to pay the submitted item as presented. The secretary will have it signed and submitted for payment.

Cancel December Meeting – The board discussed cancelling the December meeting since it was several days before Christmas and there was no pressing business before the board. Tom Coleman stated that was permissible as long as it was properly noticed and that it provided that the decision is rescinded if any business is brought to the board in the interim. Joe Threston motioned, Mary Lodato seconded, and the board unanimously approved that the December 20, 2011 board meeting be cancelled unless business is brought before the board and that the secretary notice the matter as required.

Miscellaneous – The mayor thanked the board members, secretary, and Tom for their efforts this year and during his tenure as mayor; especially the board's efforts to make the board an organization that achieves results while respecting the opinions of the Borough's citizens. Joe Threston and other board members thanked the mayor for his eight years of service as mayor and hoped he would continue his interest in the board.

PUBLIC COMMENT – The chair noted for the record that there were no members of the public present.

Meeting adjourned at 7:30 PM. (motion by Threston, second by Martin)

Next meeting is on 1/17/2012 at 7:00 pm in the Borough Hall.

Tape is on file for one year.

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