

October 24, 2023  
**Regular Meeting**  
7:00p.m.

**STATEMENT:**

**PUBLIC NOTICE** of this meeting pursuant to the Open Public Meetings Act has been given by the Riverton Borough Planning Board in the following manner:

Public Notice of this meeting has been given in the following manner:

- 1) Posting written notice on the official bulletin board and the door of the Borough Hall on January 30, 2023.
- 2) Having written notice published in the Burlington County Times on February 2, 2023.
- 3) Forwarding written notice for informational purposes only to the Courier Post on January 30, 2023.

This Regular Meeting of the Riverton Borough Planning Board was held on the above date at 505A Howard Street.

**Roll Call:** Mayor Cairns Wells, Ms. Hack, Councilman Wilburn, Mr. Della Penna, Ms. Reis, Mr. Martin, Mr. Paszkiewicz, Mr. Aird, Mr. Brandt, Chairman Threston. Mr. Flade was absent. Solicitor Koutsouris and Engineer Hanson were in attendance.

**MINUTES:**

**Motion made by Mr. Martin and seconded by Mayor Cairns Wells to approve the meeting minutes of the September 26, 2023 Regular Meeting with the changes noted by Mr. Brandt and Mayor Cairns Wells.**

**Ayes – All members present.**

**Nays - None.**

**Abstentions – None.**

**NEW BUSINESS:**

Mr. Brandt recused himself from the meeting.

Jeff and Darlene Myers  
619 Elm Terrace  
Block 1001, Lot 22  
Bulk Variance

---

Chairman Threston asked if there was jurisdiction to proceed with the hearing. Attorney advised that the certified mailings do not contain the names and addresses, so there is no ability to determine whether or not the Applicant has sent the required mailings to each of the individuals on the 200-foot list. Attorney further advised that the Board may take testimony or may require the Applicant to come back before the Board at the next meeting. It was determined that the application should be carried to the next meeting and that the Applicant would coordinate with Secretary Jack for proof that the mailings were done correctly. If for any reason the Applicant has not satisfied the requirements, the Applicant will have to provide additional notification for the November meeting.

**Motion made by Mayor Cairns Wells and seconded by Mr. Martin to carry the application of 619 Elm Terrace to the meeting of November 28, 2023.**

**Ayes – All members present.**

**Nays - None.**

**Abstentions – None.**

Mr. Brandt returned to the meeting.

**COMMITTEE REPORTS:**

Historic Preservation Update – Chairman Threston reported that the working group has completed work on the HPC. The second reading of Ordinance 2023-5 was heard on October 11, 2023, and subsequently passed by Borough Council. Chairman Threston questioned as to where we are in terms of Master Plan update, to which Secretary Jack advised that Planner Taylor would attend the November meeting.

Ordinance Review Committee Update – Chairman Threston advised that the next order of business is the year-end report, at which time the working group would advise as to suggested changes to Borough Ordinances.

Council Liaison Report – Mayor Cairns Wells advised that in 2021 and 2022, the Borough went through State Plan Endorsement process, which led to certification in June of 2022. One of the things that came out of that is Riverton is one of eleven (11) towns along the River Line that will be part of Climate Resiliency Study, funded by DEP. The Mayor participated in a tour of a few towns with members of DEP. Although Riverton does not have flooding issues like some of the other towns, Riverton is able to benefit from this consortium. Mr. Brandt asked if it would cover stormwater, to which the Mayor advised yes. Mr. Martin asked about the Creek area, to which the Mayor responded yes. Mayor Cairns Wells advised that, at minimum, the study would be covered by DEP, but there is no guarantee there would be project funding, but the fact that the Borough participated in State Plan Endorsement has provided this opportunity.

Mayor Cairns Wells advised that the Christmas Tree Lighting will be held on December 1, 2023. Councilman Wilburn advised that the Borough Council authorized the first reading of and

---

---

Ordinance regarding tree removal. Attorney advised that it is a big issue in County and State, as it has been mandated by DEP. Mr. Martin asked as to who has jurisdiction. Mayor advised that it will be the State jurisdiction. Attorney advised that it began in Pinelands and Highlands. Mayor discussed the process for tree removal. Councilman Wilburn advised that the Borough Council also authorized the first reading for private salt storage, as required by DEP as well.

Environmental Commission Report – No report, as no meeting was held.

Minor Site Plans Report – 301 South Broad is still non-complaint at present with no pending application. Attorney asked if Code Enforcement Officer is enforcing zoning. Ms. Hack advised, yes.

### **CORRESPONDENCE:**

Secretary Jack explained the correspondence regarding 403 Elm Avenue and the need for an extension of time, as requested by Attorney Wells. Attorney suggested limiting the extension to ninety (90) days at this time.

**Motion made by Mr. Martin and seconded by Mayor Cairns Wells to approve Resolution 2023-10 granting a 90-day extension of time for filing the deed of subdivision for 403 Elm Avenue.**

**Ayes – All members present.**

**Nays - None.**

**Abstentions – None.**

### **RESOLUTIONS:**

Attorney provided an overview of the Resolution for 402 Midway Avenue.

**Motion made by Mayor Cairns Wells and seconded by Mr. Della Penna to approve Resolution 2023-11 granting minor subdivision approval to JRB Properties for 402 Midway Avenue.**

**Ayes – All members present.**

**Nays - None.**

**Abstentions – Chairman Threston, Mr. Brandt and Ms. Reis were not permitted to vote since they did not take part in the Hearing.**

---

**PUBLIC PORTION:**

**Motion made by Mayor Cairns Wells and seconded by Mr. Della Penna to open the public portion.**

**Ayes – All members present.**

**Nays - None.**

**Abstentions – None.**

**No public comment.**

**Motion made by Mayor Cairns Wells and seconded by Mr. Brandt to close the public portion.**

**Ayes – All members present.**

**Nays - None.**

**Abstentions – None.**

**There being no further business to attend to, motion made by Mr. Della Penna and Mayor Cairns Wells that the meeting be adjourned, and so declared by Chairman Threston.**

  
Meghan Jack  
Secretary