

**BOROUGH OF RIVERTON
PLANNING BOARD
REGULAR MEETING
TUESDAY, NOVEMBER 26, 2024 at 7 PM**

FLAG SALUTE: Chairman Threston called the meeting to order and led the flag salute. He then read the following 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:

- 1) Posting written notice on the official bulletin board and the door of the Borough Hall on January 30, 2024.
- 2) Having written notice published in the Burlington County Times on January 30, 2024.
- 3) Forwarding written notice for informational purposes only to the Courier Post on January 30, 2024.

ROLL CALL:

Present: Mr. Aird, Vice Chairman Brandt, Mr. Della Penna, Mr. Levins, Mr. Martin, Mr. Paszkiewicz, Mayor Quinn, Ms. Reis, Mr. Ruggiano, Chairman Threston, Councilman Wilburn

Absent: Mr. Flade

Board Professionals: Jeffrey Hanson, Engineer; Christopher Koutsouris, Solicitor

APPOINTMENT OF BOARD SECRETARY:

Motion by Mr. Ruggiano, seconded by Mr. Della Penna to appoint Katherine T. Martin as Planning Board Secretary

Those voting in favor: Mr. Aird, Mr. Della Penna, Mr. Levins, Mr. Martin, Mr. Paszkiewicz, Mayor Quinn, Ms. Reis, Mr. Ruggiano, Councilman Wilburn, Vice Chairman Brandt, Chairman Threston

Those voting against: None

Those recusing/abstaining: None

MINUTES:

Motion by Mr. Ruggiano, seconded by Mr. Della Penna to approve the September 24, 2024 regular meeting minutes

Those voting in favor: Mr. Aird, Mr. Della Penna, Mr. Levins, Mr. Martin, Ms. Reis, Mr. Ruggiano, Councilman Wilburn, Vice Chairman Brandt, Chairman Threston

Those voting against: None

Those recusing/abstaining: Mr. Paszkiewicz, Mayor Quinn

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OLD BUSINESS:

303 Bank Avenue

Minor Subdivision with Bulk Variances

This application had been continued from the September 24, 2024 regular Planning Board meeting. The applicant had not included all addresses, blocks and lots on their application for a Minor Subdivision with Bulk Variances and as a result did not obtain a proper list of property owners requiring notice. Chairman Threston reported that applicant is now also delinquent with tax and escrow payments. He stated that the Board cannot take action until the applicant takes care of those items. Solicitor Koutsouris agreed that the statute was clear with respect to escrow funds and stated that the Board could dismiss the application without prejudice until those items are taken care of. The applicant would have to re-apply to the Board and re-notice property owners. Solicitor Koutsouris advised that he had sent a letter to the applicant so they had been notified. The applicant did not respond to the letter and it was also noted that the applicant was not present at the meeting.

Motion by Vice Chairman Brandt, seconded by Mr. Ruggiano to dismiss the application without prejudice and to advise the applicant that they will need to fully reapply, re-notice and pay escrow and taxes in full

Those voting in favor: Mr. Della Penna, Mr. Martin, Mayor Quinn, Ms. Reis, Mr. Ruggiano, Councilman Wilburn, Vice Chairman Brandt, Chairman Threston

Those voting against: None

Those recusing/abstaining: Mr. Paszkiewicz,

Solicitor Koutsouris will send a letter to the applicant's attorney advising of the Board's decision.

COMMITTEE REPORTS:

Ordinance Review Committee

Chairman Threston asked Finance Chair to provide the new ordinance to Solicitor Koutsouris who thinks the fee schedule needs to be revised. Chairman Threston will send out email. Solicitor Koutsouris commented that he had surveyed some of the area boards and could provide their fee information and asked that he be included at the meeting. The meeting will be scheduled for the middle of next month.

**BOROUGH OF RIVERTON
PLANNING BOARD
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Annual Report

Chairman Threston stated he will have to work on the report with the Board secretary.

Parking Committee

Mayor Quinn stated there was an ad hoc parking round table created and recommendations were made. The committee was able to identify suggested changes based on the public comment and enforcement for the municipal lot will be suspended for now. The committee will be reconvened over the next few months in order to move forward.

Technical Review Committee and Future Hearings

Technical Review Committee and Future Hearings – distribute new applications

Council Liaison Report

Councilman Wilburn stated there was a good discussion about parking and noted that a few ordinances were passed. Mayor Quinn stated there were resolutions approving two professionals to assist with a State grant application for wastewater related projects and composting. Chairperson Threston thanked Councilman Corbi for his service as his term ends at the end of the year.

Environmental Commission Report

Councilman Wilburn reported that Riverton has combined with Palmyra's Green Team. He commented about a newsletter Palmyra had prepared that was funded by ads and said that Riverton had also previously had that type of newsletter. He stated that the Green Team would like to purchase a tablecloth with a logo that they would use for events. The logo will require Council approval. Composting was also discussed. Chairperson Threston stated he had seen the Palmyra newsletter and thought it would be a nice plus for Riverton if it could be done.

Historic Preservation Commission Report

Mr. Aird reported that three property owners had come in to discuss renovations and they seemed to take the Commission's suggestions. He also reported that the Commission is planning a walking assessment of the town in the historic district. They are also working on application procedures for appearance before the Commission so there is coordination between the Planning Board and Commission so property owners will get Commission approval before filing a

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PLANNING BOARD
REGULAR MEETING
TUESDAY, NOVEMBER 26, 2024 at 7 PM**

Planning Board application. The Commission is still looking for a secretary. Chairman Threston suggested having a process to monitor necessary approvals before applications are filed with the Planning Board, perhaps adding those approvals to the completeness checklist. Councilman Wilburn also reported on an award from Preservation New Jersey that had been awarded to Riverton for the establishment of the Historic Preservation Commission. He stated that Mr. Prichard and Mr. Laverty had gone to the awards ceremony and Mr. Prichard reported that they had made important contacts.

Minor Site Plans Report

Mr. Ruggiano stated there were two applications ready for distribution to the Board. He reported that the National Casing site has filed their application to go to before the Planning Board copies went to professionals. The application may be ready to be heard in January. He also commented about the owner of the old WSFS bank building and what he is trying to do with the property.

Correspondence:

Chairman Threston reported that a letter of resignation had been received from Alternate 2 Board member Meghan Cucie so there is now a vacant position to be filled.

Meeting Opened to the Public:

Chairman Threston opened the meeting to the public.

Roger Pritchard, 201 Fulton Street – Commented that Mr. Ruggiano has been getting rave reviews from Mr. Laverty for working with the Historic Preservation Commission. Mr. Prichard noted he agrees.

Joe Augustyn, 634 Elm Terrace – Commented he is happy to have an experienced Board secretary and said that was good news about composting and asked questions about the units. He will get the word out. Also thanked Mr. Ruggiano for bringing the new owner of National Casing in and commented about Mr. Hanson’s initial review letter and noted Solicitor Koutsouris had consolidated all of the information into a resolution. Mr. Augustyn noted operations are heavier at the site. Solicitor Koutsouris commented about administrative items that must be addressed before the application can be deemed complete and he and Mr. Hanson commented about compliance issues. They need to meet to figure out where things stand and the Chairperson asked

**BOROUGH OF RIVERTON
PLANNING BOARD
REGULAR MEETING
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that an email be circulated scheduling a meeting. There was discussion about escrow, that the application was not complete and about a notice to DEP regarding possible wetlands. Mr. Ruggiano was asked about the height of a gate fence and Mr. Ruggiano responded that he had investigated and it was in compliance.

Kim Piotrowski, 718 Cinnaminson St – Asked about the subdivision application for 713 Main Street. Chairman Threston reported that they had been before the Historic Preservation Commission and suggested she come to the Planning Board hearing.

Mike Kearney, 311 Bank Avenue – Asked about the escrow account for the 303 Bank Avenue application. Solicitor Koutsouris commented about escrows and the current fee ordinance. Mr. Ruggiano stated that at the start of the process the account was current. Mr. Kearney also asked about the National Casing gate and the fence Mr. Augustyn had referred to and Mr. Ruggiano responded to that question.

Councilman Bill Corbi, 313 Thomas Ave – Commented about another grant for roads that has been received by the Borough and also about a Scout who is building nesting boxes for his Eagle Scout project.

Meeting Closed to the Public:

There being no further comments or questions the meeting was closed to the public.

Motion to close the meeting was made by Mr. Ruggiano, Mr. Martin. The voice vote by the Board was unanimous in favor.

Adjournment:

A motion to adjourn the meeting was made by Mr. Ruggiano, seconded by Mr. Martin. The voice vote by the Board was unanimous in favor.

Respectfully submitted,

Katherine T. Martin, RMC
Planning Board Secretary
Approved: