

**BOROUGH OF RIVERTON  
PLANNING BOARD  
REGULAR MEETING  
TUESDAY, DECEMBER 17, 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, Mr. Della Penna, Mr. Levins, Mr. Martin, Mayor Quinn, Ms. Reis, Mr. Ruggiano, Chairman Threston, Councilman Wilburn

**Absent:** Vice Chairman Brandt, Mr. Flade, Mr. Paszkiewicz

**Board Professionals:** Christopher Koutsouris, Solicitor

**MINUTES:**

Motion by Mayor Quinn, seconded by Mr. Ruggiano to approve the November 26, 2024 regular meeting minutes

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

**Those voting against:** None      **Those recusing/abstaining:** None

**OLD BUSINESS:**

**303 Bank Avenue**

**Minor Subdivision with Bulk Variances**

Solicitor Koutsouris summarized the situation with the 303 Bank Avenue application including the problem with notice, the lack of escrow funds and the lack of a response from the applicant. Several minor corrections were made to the resolution to be memorialized.



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**Resolution 2024-08**

**Dismissing the Application Filed by Applicant Benjamin Kurland Without Prejudice**

Motion by Mr. Ruggiano, seconded by Mayor Quinn to memorialize Resolution 2024-08

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

**Those voting against:** None

**Those recusing/abstaining:** None

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

**NEW BUSINESS:**

**713 Main Street Application**

Solicitor Koutsouris stated that the applicant had sent out a defective public notice because it referenced the Gloucester Township Planning Board. The applicant will need to re-notice the property owners who are within 200' of the property. Chairman Threston stated that the application will be scheduled for the January 28, 2025 meeting.

**14 Broad Street Application**

Solicitor Koutsouris stated that public notice had not been done so this application will be carried to the January 28, 2025 meeting.

**COMMITTEE REPORTS:**

**Ordinance Review Committee**

Chairman Threston reported that the Committee still needed to meet. A meeting time will be scheduled.

**Annual Report**

Chairman Threston stated he will work with the Vice Chair and the Solicitor so the report can be prepared and circulated for approval at the January meeting.

**Parking Committee**

Mayor Quinn stated that the report in the November minutes was still accurate and current. He noted that parking enforcement has been suspended indefinitely.



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**Technical Review Committee and Future Hearings**

Chairman Threston reminded everyone that the next Board meeting will be January 28 when both the reorganization and regular meetings will be held. He reported that RFPs should be available from the Borough and the only position with two RFP's is the solicitor position.

**Council Liaison Report**

Councilman Wilburn reported there were two conversations about parking which is an ongoing issue to be addressed in the New Year. He and Chairman Threston also provided information regarding a discussion about a pollinator garden on Thomas Avenue. Councilman Wilburn reported on the fee ordinance that was passed on first reading and stated that Planning Board fees still need to be addressed. Chairperson Threston commented about the need to review the ordinance. Solicitor Koutsouris stated he has information from other municipalities. Mayor Quinn suggested the Board and professionals come to a consensus and then changes be incorporated into the ordinance.

**Environmental Commission Report**

Councilman Wilburn reported the Commission will be meeting on Thursday so he had nothing new to report. There will be a discussion about the State statute regarding pollinator gardens.

**Historic Preservation Commission Report**

Mr. Aird reported there was continued discussion regarding a Commission secretary and also the HPC application. He stated that walking assessments in the historic district will be postponed until the spring. They will be discussing with Council how to go about notifying residents. Mr. Aird also provided details regarding a hearing on a set of plans for 400 Main Street.

**Minor Site Plans Report**

Mr. Ruggiano commented about the owner of 400 Main Street and his recommendation that they go to the Historic Preservation Commission prior to coming to the Planning Board. He reported that no new applications have been filed but commented about some inquiries. There was discussion about a property with a tree in the back yard. Solicitor Koutsouris stated that the Planning Board can require information regarding vegetation on a site plan. Mayor Quinn stated that the Board should distribute plans to other entities, such as the Shade Tree Board, for their review and comment.



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**Correspondence:**

None

**Meeting Opened to the Public:**

Chairman Threston opened the meeting to the public.

Bill Corbi, 313 Thomas Avenue – asked about pools being permitted in side yards and stated that there was a property in town that has a pool in a side yard. He also commented about the height of natural plantings in the public right of way and noted an area where the plantings were 5 feet tall which makes it difficult to open a car door.

Bob Hicks, 715 Cinnaminson Street – asked about enforcement of the property maintenance code. Solicitor Koutsouris and Mr. Ruggiano responded to the question and advised him who he should email with concerns.

**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, seconded by Mr. Della Valle. 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: