

**BOROUGH OF BERLIN
PLANNING BOARD MINUTES
January 16th, 2017**

REGULAR MEETING: 7:00PM

CALL TO ORDER:

FLAG SALUTE:

SUNSHINE STATEMENT: This meeting is being held in compliance with the “Open Public Meetings Act: and has been duly noticed and published by law.

SWEARING IN OF NEW AND RE-APPOINTED BOARD MEMBERS:

Mayor Jim Bilella	Class I	Present
Michael McGowan	Class II	Present
Councilman Dan MacDonnell	Class III	Present
Cynthia Jennings	Class IV	Present
Ron Sabatini	Class IV	Present
Nick Maccaroni	Class IV	Present
Andrew Simone	Class IV	Present
Dan Pomponio	Class IV	Present
Thomas Dulin	Class IV	Present
Jeannine Schumacher	Alternate # 1	Present
Patricia Cummings	Alternate # 2	Present

APPOINTMENT OF SOLICITOR:

A motion to appoint Stuart Platt Esq. from the office of Platt & Riso PC as Solicitor made by Mayor Bilella and seconded by Dan MacDonnell. On roll call vote:

Mayor Jim Bilella	Yes
Michael McGowan	Yes
Councilman Dan MacDonnell	Yes
Cynthia Jennings	Yes
Ron Sabatini	Yes
Nick Maccaroni	Yes
Andrew Simone	Yes
Dan Pomponio	Yes
Thomas Dulin	Yes

APPOINTMENT OF OFFICERS:

A motion to appoint Andrew Simone as Chairman was made by Councilman Dan MacDonnell and Seconded by Mayor Bilella. On roll call vote:

Mayor Bilella	Yes
Michael McGowan	Yes
Councilman MacDonnell	Yes
Cynthia Jennings	Yes
Ron Sabatini	Yes
Nick Maccaroni	Yes
Andrew Simone	Yes
Dan Pomponio	Yes
Tom Dulin	Yes

A motion to appoint Cynthia Jennings as Vice Chairman was made by Mayor Bilella, And seconded by Councilman MacDonnell, on roll call vote:

Mayor Bilella	Yes
Michael McGowan	Yes
Councilman MacDonnell	Yes
Cynthia Jennings	Yes
Ron Sabatini	Yes
Nick Maccaroni	Yes
Andrew Simone	Yes
Dan Pomponio	Yes
Tom Dulin	Yes

APPOINTMENT OF SECRETARY:

A motion to appoint Debbie Simone as Secretary was made by Dan MacDonnell, and seconded by Mayor Bilella. On roll call vote:

Mayor Bilella	Yes
Michael McGowan	Yes
Councilman MacDonnell	Yes
Cynthia Jennings	Yes
Ron Sabatini	Yes
Nick Maccaroni	Yes
Andrew Simone	Yes
Dan Pomponio	Yes
Tom Dulin	Yes

APPOINTMENT OF ENGINEER:

A motion to appoint Maser Consulting LLC, Jim Biegen as Planning Board Engineer was made by Mayor Bilella and seconded by Councilman MacDonnell. On roll call vote:

Mayor Bilella	Yes
Michael McGowan	Yes
Councilman MacDonnell	Yes
Cynthia Jennings	Yes
Ron Sabatini	Yes
Nick Maccaroni	Yes
Andrew Simone	Yes
Dan Pomponio	Yes
Tom Dulin	Yes

APPOINTMENT OF PLANNER:

A motion to appoint CME Associates, Jennifer Beahm as Planner was made by Mayor Bilella and seconded by Councilman MacDonnell. On roll call vote:

Mayor Bilella	Yes
Michael McGowan	Yes
Councilman MacDonnell	Yes
Cynthia Jennings	Yes
Ron Sabatini	Yes
Nick Maccaroni	Yes
Andrew Simone	Yes
Dan Pomponio	Yes
Tom Dulin	Yes

RE-ADOPTION OF RULES AND REGULATIONS:

A motion to re-adopt rules and regulations was made by Mayor Bilella and seconded by Councilman MacDonnell. On roll call vote:

Mayor Bilella	Yes
Michael McGowan	Yes
Councilman MacDonnell	Yes
Cynthia Jennings	Yes
Ron Sabatini	Yes
Nick Maccaroni	Yes
Andrew Simone	Yes
Dan Pomponio	Yes
Tom Dulin	Yes

FEE FOR NOTICE OF MEETING:

A motion to approve the fee of \$25.00 for notice of meetings was made by Mayor Bilella, and seconded by Councilman MacDonnell. On roll call vote:

Mayor Bilella	Yes
Michael McGowan	Yes
Councilman MacDonnell	Yes
Cynthia Jennings	Yes
Ron Sabatini	Yes
Nick Maccaroni	Yes
Andrew Simone	Yes
Dan Pomponio	Yes
Tom Dulin	Yes

MEETING DATES:

The Second Monday of every month is reserved for Planning Board Meetings, and the Fourth Monday of each month is reserved for Special Meetings should it be necessary due to large agendas, or special schedules as needed.

A motion to approve the meeting dates as provided was made by Mike McGowan and seconded by Mayor Bilella. On roll call vote:

Mayor Bilella	Yes
Michael McGowan	Yes
Councilman MacDonnell	Yes
Cynthia Jennings	Yes
Ron Sabatini	Yes
Nick Maccaroni	Yes
Andrew Simone	Yes
Dan Pomponio	Yes
Tom Dulin	Yes

At this time, the board professionals were sworn in and listed their credentials on the record.

PUBLIC PORTION:

ADJOURNMENT OF RE-ORGANIZATION:

A motion to adjourn re-organization was made by Councilman MacDonnell and seconded by Mayor Bilella. On roll call vote, all members voted aye.

REGULAR MEETING:

MINUTES:

A motion to approve the minutes from December 12th, 2016 was made by Dan Pomponio and seconded by Mayor Bilella. On roll call vote, those eligible:

Councilman MacDonnell	Yes
Cynthia Jennings	Yes
Ron Sabatini	Yes
Nick Maccaroni	Yes
Andrew Simone	Yes
Dan Pomponio	Yes

RESOLUTIONS:

Case # 16:11-1

Paul Maguire

Block: 1307 Lots 2 & 3

Minor Subdivision/ Lot line adjustment

A motion to approve the resolution for Paul Maguire was made by Councilman MacDonnell and seconded by Cynthia Jennings. On roll call vote all eligible members voted aye.

ZONING OFFICERS REPORT:

NONE

NEW BUSINESS:

Review Ordinance 2017-1

Board Solicitor Stuart Platt addressed the board, and gave the new board members some background on the introduction of a redevelopment plan. Mr. Platt asked the board secretary to distribute the Borough Master Plan to the Planning Board members.

Megan Stanley of CME addressed the board. The plan addresses compliance with the local redevelopment housing law. There are 2 lots to be developed, with a convenience store and gas. This is a model similar to a WaWa which is not defined in our ordinance. There will be no auto repair. The lot and building requirements, permitted uses is based on the C2 Zone, the bulk standards are tweaked slightly. Megan described the parking requirements, and design standards. All lighting will be bulked under subject to review

of the Planning Board due to the design of the canopies and security reasons. Mr. Platt explained that a site plan will be coming before the board.

Ms. Jennings asked about sidewalks. Megan stated yes, there will be sidewalks, and CME will do an element involving sidewalks to the Master Plan. There are other standards that will need to be complied with. Megan confirmed this is in compliance with the redevelopment laws and standards. Mr. Sabatini questioned the sidewalks and if they are required. Mayor Bilella commented we are trying to make Berlin a walkable community, and trying to establish sidewalks as much as possible for new development. Mr. Pomponio asked if the ordinance is drafted around the specific developer wanting to be in that specific location. What are the opportunities for something less commercial to go there and Mr. Platt stated that is a policy decision for the Governing Body, not the Planning Board. With nothing further, Mayor Bilella made a motion to recommend to Council to adopt the redevelopment plan, with overlay as presented, Cynthia Jennings seconded the motion. On roll call vote:

Mayor Bilella	Yes
Michael McGowan	Yes
Councilman MacDonnell	Yes
Cynthia Jennings	Yes
Ron Sabatini	Yes
Nick Maccaroni	No
Andrew Simone	Yes
Dan Pomponio	Yes
Tom Dulin	Yes

OLD BUSINESS:

None

CORRESPONDENCE:

None

PUBLIC PORTION:

None

GOOD OF THE ORDER:

Chairman Simone thanked the board for volunteering, and expect a new and exciting 2017. Mayor Bilella also thanked the board for their volunteering, and serving in this capacity for the Borough.

ADJOURNMENT OF REGULAR MEETING:

Mr. MacDonnell made a motion to adjourn the meeting, and Mayor Bilella seconded the motion, all in favor, meeting adjourned.

Cc: Bill Behnke, Fire Marshall, Fire Chief
Stacey DiVello, Escrow Financial Department
Michael DePalma, Construction Official
Terry Stagliano, Tax Assessor
Lou DeMarco, Captain, EMS