

**PENNINGTON BOROUGH  
PLANNING BOARD MINUTES  
REGULAR MEETING  
APRIL 13, 2022**

Mr. Reilly, Board Chair, called the meeting to order at 7:30 p.m. and announced compliance with the provisions of the Open Public Meetings Act. He stated that the meeting was being held via a Zoom webinar and access to the meeting had been noticed.

**BOARD MEMBERS PRESENT:** Mark Blackwell, Andrew Jackson, Jeanne Van Orman, Cara Laitusis, Katherine O'Neill, James Reilly, Hilary Burke, and Douglas Schotland

**BOARD PROFESSIONALS PRESENT:** John Flemming, Zoning Officer, Beth McManus, Planner, KMA Associates

**REGULAR MEETING**

**OPEN TIME FOR PUBLIC ADDRESS** – Mr. Reilly asked if there was any member of the public who had joined the meeting and had comments. Michael Brieher, Charles Rotundo and "Resident" have joined the meeting.

Charles Rotundo-1 Maple Lane Pennington, NJ spoke about his proposal to improve the safety of the ingress and egress to the basement of his home. He is requesting that there be a vote on this topic at this meeting. Mr. Reilly noted that the Board attorney has indicated to Mr. Rotundo that a new variance application is necessary and there is no possibility of a vote due to the Board attorney not being present and there not being notice to neighbors, etc. Mr. Rotundo asked if he could use the past escrow and application fees. Ms. Ronollo advised that application or escrow fees are used to pay for the professional reviews of the plans and the site. The fees associated with a prior application have already been spent on reviewing that specific application, therefore new fees would be necessary to review a new application.

Michael Brieher-6 Weidel Drive Pennington, NJ spoke concerning 1 N. Main Street. Mr. Brieher has an interested buyer who would like to use the site as a dentist office without making any exterior changes to the building. Professional offices are not a permitted use in the Town Center Zone. Mr. Flemming spoke in support of having a tenant rather than having an empty building. He also indicated that the intent of the town center is to bring people to the shops, etc. and a dentist office would match the intent of the TC area. The Board recommended that Mr. Brieher apply for a use variance. Since the deadline for the May meeting has passed, the earliest the variance could be considered is the June 8 meeting.

**ZONING OFFICER REPORT**

John Flemming Reports that there is no Zoning report this evening.

### **RESOLUTION OF MEMORIALIZATION**

1. Resolution to accept the side yard bulk variance for application 22-001, Zambrano, Block 706, Lot 13 314 Sked Street

Mr. Reilly asked for a motion to approve the resolution as written. The motion was made by Mr. Blackwell and seconded by Ms. Laitusis.

Roll Call:

Blackwell-Yes

Burke-Yes

Jackson-Yes

Laitusis-Yes

O'Neill-Yes

Reilly-Yes

Schotland-Abstain

Van Orman-Abstain

Motion to approve the resolution for application PB 22-001 passed with 2 abstentions.

2. Resolution to appoint Katie Ronollo as Planning Board Secretary

Mr. Reilly asked for a motion to approve the resolution as written. The motion was made by Mr. Blackwell and seconded by Mr. Jackson.

Roll Call

Blackwell-Yes

Burke-Yes

Jackson-Yes

Laitusis-Yes

O'Neill-Yes

Reilly-Yes

Schotland-Yes

Van Orman-Yes

Motion was unanimously approved.

### **OLD BUSINESS**

No Old Business at this time.

### **NEW BUSINESS**

There are no applications this month

Mr. Reilly has asked for volunteers to join the Application Review Committee. The sole purpose of the committee is to review applications for completeness. Please let Mr. Reilly know if you are interested.

### **MASTER PLAN COMMITTEE UPDATE**

There have been 2 meetings thus far with the next meeting scheduled for April 28. Please see the report prepared by Mr. Jackson for a detailed update.

Beth McManus, Planner, discussed key aspects of the Master Plan process. Ms. McManus noted that the Master Plan serves as the policy foundation and provides recommendations regarding Zoning and Land Use. Most towns do re-examination reports as required and may look at re-doing specific sections as the need arises or the budget allows. There are 2 ways to “need” a new Master Plan. One happens when a town needs a re-exam from a policy perspective and the other need occurs when changes to the plan are necessary to address changes that have occurred in the town which may not be tied to the age of the document. One task that is included in KMA’s assistance with the Master Plan is the redrawing of the Zoning. Map. If there are changes on the Zoning map such as new boundaries, districts, etc., it will go through the council for approval and be adopted by the governing body after public comment. It is required that the Master Plan Committee solicit input from the the public throughout the process. Solicitation of public input can take many forms including a paper survey, online survey, in-person surveys at an event such as Pennington Day, or other methods. Outreach will be determined by which style the MPC identifies as the most effective for residents of Pennington.

Ms. McManus noted that the first step is to look at issues identified in the 2013 Master Plan. The document will note progress on the issues identified in 2013 and will examine what influences are affecting the Master Plan. Influences includes things like new development, the pandemic, economic changes, etc.. The Master Plan will suggest recommendations about what changes need to take place in the future. A new component is the need to address public electric vehicle infrastructure. The plan should note what zoning changes would be needed to add EV chargers and how the town could accomplish this task. Ms. McManus noted that the Pennington MPC is well-ahead of most of the towns she has worked with. KMA will take input from the MPC and the public and will incorporate all of this with other planning recommendations. KMA will develop a draft of the Master Plan report for the MPC for review and comment. After this review, any changes or suggestions will be incorporated, there will be a public comment period and Council review. Ms. McManus mentioned that reviewing the Planning Board annual reports is helpful. Ms. Van Orman asked about the possibility of incorporating zoning changes for areas that may be in need of protection. Ms. McManus stressed that the MP is a great place to incorporate language in the MP that addresses the need for zoning changes and the MP can be used as the legal and philosophical foundation for the necessity of the changes. The Master Plan can include a section regarding climate change mitigation. The Land Use Element and Goals and Objectives are required to be updated every 10 years.

**MINUTES** – The January 12, 2022 minutes were approved with Mr. Blackwell making the motion that was seconded by Ms. Laitusis. All were in favor via voice vote. Per discussion, although it did not take place during the January meeting, with the Board’s concurrence, Andrew Jackson will be the Chair of the Master Plan Committee.

The February 9, 2022 minutes have been approved with Mr. Blackwell making the motion and Ms. O’Neill with seconding. All were in favor via voice vote.

Pennington Borough Planning Board Minutes – April 13, 2022  
Regular Meeting-Approved

There is an application for May so there will be a meeting.

Ms. O'Neill made a motion, seconded by Mr. Jackson to adjourn the meeting. All voted in favor to adjourn via voice vote.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Katie Ronollo", is written over a horizontal line.

Katie Ronollo, Board Secretary