

**MINUTES OF THE
MENDHAM BOROUGH PLANNING BOARD
May 13, 2013
Garabrant Center, 4 Wilson Street, Mendham, NJ**

CALL TO ORDER

The regular meeting of the Mendham Borough Planning Board was called to order by Chair Kraft at 8:05 p.m. at the Garabrant Center, 4 Wilson Street, Mendham, NJ.

CHAIR'S OPENING STATEMENT

Notice of this meeting was published in the Observer Tribune and the Daily Record on January 17, 2013 and was posted on the bulletin board in the Phoenix House in accordance with the Open Public Meetings Act, and furnished to all those who have requested individual notice and have paid the required fee.

ATTENDANCE:

Mayor Henry – Present
Mr. Bradley – Absent
Mr. Cascais - Present
Mr. Gertler – Absent

Mr. Kraft - Present
Mrs. Kopcsik – Present
Mrs. Lichtenberger - Present
Ms. Sandman – Present
Councilman Sharkey - Absent

Alternates:

Mr. Cavanaugh, Alternate I – Absent
Ms. Isaccson, Alternate II - Absent

Also Present:

Mr. Henry, Attorney
Mr. Ferriero, Engineer
Ms. Callahan, Secretary

#####

MINUTES

On motion made by Mr. Cascais, seconded by Mrs. Kopcsik and carried, the minutes of the regular and meeting of February 11, 2013 were approved as written. Ms. Sandman abstained. The regular meetings of March 11 and April 8 had been cancelled.

#####

PUBLIC COMMENT

Chair opened the meeting to questions and comments on items not included in the agenda. There being none, the public comment session was closed.

#####

MASTER PLAN CONSISTENCY REVIEW

Ordinance #6-13: Ordinance of the Borough of Mendham, County of Morris, State of New Jersey Amending the Borough Code, Chapter 215 "Zoning", Article I "Terminology" Section 215-1 "Word Usage and Definitions," Subsection B "Definitions," Definition of "Front Yard

The Board did not have any questions or comments. Mayor Henry made a motion to authorize the Board Secretary to send communication to the Council that the ordinance change is consistent with the Master Plan. Mrs. Lichtenberger seconded.

ROLL CALL: The result of the roll call was 6 to 0 as follows:

In Favor: Henry, Cascais, Kopcsik, Lichtenberger, Sandman, Kraft
Opposed: None
Abstentions: None

The motion carried. The Board Secretary will forward a letter to the Council.

#####

OTHER BUSINESS

TRC Language Change: Mr. Henry, Esq. had provided the Board with the draft language change based on the discussion at the February 11 meeting. He explained that the change is based on actual items that the TRC had encountered. It includes (1) adding an additional sign which would constitute a change in the approved site plan, and (2) a change to the design, construction materials, and/or method of lighting with respect to an existing sign in an existing location. These two situations may or may not also have a change in occupancy.

Responding to Mrs. Lichtenberger on how a change of location of a sign would be approved, Mr. Ferriero stated that a change of location is a site plan issue and cannot be approved by the Zoning Officer. There could be an issue of sight obstruction. A face change on a sign can be approved by the Zoning Officer and Historic Preservation Commission as required.

Board had a short discussion on how effective the TRC has been in helping to move people through the process. It has been well received both internally and externally. The Planning Board showed their support as the TRC has experienced Board members that are using their judgment to determine when something which they would be permitted to decide needs to be sent to the full board.

Mr. Ferriero advised the Board that the Commons would like to change their street lighting. It was determined that given the scope of the site improvement, it would be necessary for a site plan change before the entire Board.

Board reviewed the process by which they would be notified of what is pending at the TRC. If there is a PB meeting a descriptive sentence will be included with the TRC items on the agenda. Should there not be a meeting, the Board Secretary will send out an email describing the pending item(s). In accordance with the policy, the Board can also request that a TRC application come to the full Board for review.

Mr. Henry, Esq. will revise the procedure document and present it to the Board for their vote at the next meeting.

TRC UPDATES

Mrs. Kopschik reviewed the approved and pending applications with the Board.

ADJOURNMENT

There being no additional business to come before the Board, on motion made, seconded and carried, Chair Kraft adjourned the meeting at 8:30 p.m. The next regularly scheduled meeting of the Planning Board will be held on **Monday, June 10, 2013 at 8:00 p.m.** at the Garabrant Center, 4 Wilson St., Mendham.

Respectfully submitted,

Diana Callahan
Recording Secretary

