

CHESTERFIELD TOWNSHIP PLANNING BOARD

September 27, 2022

The Special meeting of the Chesterfield Township Planning Board was called to order by Madam Chair Shah at 7:00PM. The Open Public Meetings Act statement and Sunshine Statement was read and compliance noted

Roll call was taken showing present: Aparna Shah; Gary Pollack; Gerard Hlubik; Michael Nei; Glenn McMahon; Belinda Blazic; Lido Panfili; Raymond Lumio; Jamie Hart. Absent: F. Gerry Spence; Peter Brittain. Professional staff present: Doug Heinold, Solicitor

PUBLIC HEARING

Historic Preservation Commission Design Guidelines Presentation

Margaret Hickey of Connolly & Hickey Historical Architects gave a power point presentation on her Design Guidelines for the Township of Chesterfield to the board. She stated that the standards apply to new construction. Mr. Panfili suggested rules need to be set when changing something on a home such as having a list of standards so that the homeowner would not go through the HPC but only have to get the Zoning Officer approval. There was a short discussion regarding fencing, it was suggested to add aluminum to the list of materials that are able to be used.

Mr. Heinold suggested having a procedure that when the applicant is not in agreement with the HPC's recommendations that they in writing notify the Planning Board and the HPC before coming to the Planning Board meeting.

INVITATION FOR PUBLIC TO SPEAK

A motion was made by Mr. Pollack second by Mr. McMahon to open for public comment. All in favor, motion carried.

Debbie Kelly – She stated that the HPC only recommends to the Planning Board and that the Planning Board has the final decision. She agrees that a member from the HPC should be at the Planning Board meeting. It's was frustrating for the HPC members to not have legal representation regarding the MLUL when an applicant appealed the decision. The board stated that in a disagreement the applicant would write what they are contesting to the Township Solicitor, the Planning Board Secretary and the HPC Secretary. Mr. Panfili would like to talk about this at the Township Committee level to include the Township Solicitor

Karl Braun, Present Chair of the HPC stated that he encourages all applicants to attend the board meetings. The roll of the Zoning Officer is important because he is the initiator on how the applicants know to come before the HPC. Mr. Panfili suggested that an HPC member present the recommendations to the Planning Board. He would like to see not only guidelines but also a procedural process be set.

The board talked about a few ways to inform the HPC district residents about the guidelines. One suggestions was to have a seminar and another was to send out a certified letter. Mr. Panfili will reach out to the SEWA group to see if they would want to deliver a copy to each homeowner in the HPC overlay or a flyer could be put in the post office.

Tina – stated that part of the roll of the realtor is to leave the guidelines to the new buyer to make them aware. Mr. Panfili stated that there is no way to tract that the new homeowner received that. She said that the guidelines could be kept with the house like a manual so that the new owners are aware.

Lorraine Panfili suggested sending a letter out with the tax bill

Hearing no further comment a motion was made by Mr. Panfili second by Mr. Pollack to close public comment. All in favor, motion carried.

The board suggested the HPC members create a check list and procedures. Mr. Braun agreed to put together a draft procedure

Mr. Panfili suggested the board review the guidelines and put together some comments and incorporate the HPC procedures. At the next Planning Board meeting complete the process to be able to recommend to the Township Committee the acceptance of the guidelines. Mr. Braun and the board agreed.

ADJOURNMENT

A motion was made by Mr. Panfili seconded by Mr. Pollack to adjourn. All were in favor, meeting adjourned at 8:51PM.

Respectfully submitted,
Aggie Napoleon, Secretary