

MINUTES - PLANNING BOARD REORGANIZATION

January 15, 2020

WORKSHOP PORTION

Ms. Murray, (2019) Chair called the meeting to order at 7:34 p.m. in Room 108 of the Municipal Building, 8 Springfield Avenue, Cranford, New Jersey.

ROLL CALL:

Members Present:

Ms. Murray
Ms. Pedde
Dr. Chapman
Mr. Cossa
Ms. Didzbalis
Ms. Feder
Mayor Giblin
Deputy Mayor Prunty
Mr. Taylor

Members Absent:

None

Alternates Present:

Ms. Kellett
Mr. Walton

Alternates Absent:

None

Also present:

Jonathan Drill, Esquire, (2019 Legal Counsel), Kathy Lenahan, Board Administrator

1. SWEARING IN OF NEW MEMBERS

Patrick Giblin, Mayor/Class I member for a one-year term ending December 31, 2020 was sworn in by Jonathan Drill, Esquire.

Kathleen Miller Prunty, Deputy Mayor/Class III member for a one-year term ending December 31, 2020 was sworn in by Jonathan Drill, Esquire.

Dr. Christopher Chapman, Class II member for a one-year term ending December 31, 2020 was sworn in by Jonathan Drill, Esquire.

Peter Taylor, Class IV member for a four-year term ending December 31, 2023 was sworn in by Jonathan Drill, Esquire.

Molly Hurley Kellett, Alternate No. 1 member filling an unexpired term ending December 31, 2020 was sworn in by Jonathan Drill Esquire.

Roy Walton, Alternate No. 2 member filling a two-year term ending December 31, 2021 was sworn in by Jonathan Drill Esquire.

2. ELECTION OF OFFICERS

Kathleen Murray was nominated as Chair by Mayor Giblin, seconded by Ms. Feder and passed on unanimous voice vote.

Donna Pedde was nominated as Vice-Chair by Ms. Didzbalis, seconded by Dr. Chapman and passed on unanimous voice vote.

Motion to go into closed session was made by Ms. Pedde, seconded by Ms. Didzbalis and passed on unanimous voice vote.

Motion to return to open session was made by Deputy Mayor Prunty, seconded by Mr. Cossa and passed on unanimous voice vote.

3. APPOINTMENT OF BOARD ATTORNEY

Jonathan Drill, Esq. was nominated as Planning Board Attorney by Mayor Giblin, seconded by Mr. Taylor and passed on unanimous voice vote.

4. APPOINTMENT OF ADMINISTRATOR

Kathy Lenahan were nominated as Board Administrator by Ms. Feder, seconded by Ms. Pedde, and passed on unanimous voice vote.

5. APPOINTMENT OF BOARD ENGINEER

Motion to appoint Maser Consulting for a three-month period and to go out for an RFP for Board Engineer was made by Mayor Giblin, seconded by Ms. Feder and passed on unanimous voice vote.

6. APPOINTMENT OF PLANNING CONSULTANT

Motion was made by Ms. Pedde, seconded by Deputy Mayor Prunty to designate Maser Consulting as primary outside planner and Topology as secondary planner as needed on applications as commensurate with their area of expertise and passed on unanimous voice vote.

7. ADOPTION OF THE ANNUAL BOARD SCHEDULE

Motion to adopt as amended, the annual board schedule was made by Ms. Didzbalis, seconded by Ms. Pedde and passed by unanimous voice vote.

8. DESIGNATION OF OFFICIAL NEWSPAPER

A motion to designate The Westfield Leader and/or The Star Ledger as the Board's official newspapers was made by Deputy Mayor Prunty, seconded by Dr. Chapman and passed by unanimous voice vote.

9. ADOPTION OF RULES AND REGULATIONS

A motion to adopt the Planning Board Rules and Regulations, as amended, was made by Mr. Cossa, seconded by Mr. Taylor and passed by unanimous voice vote.

10. APPOINTMENT OF CHAIR PRO TEMP

A motion to appoint Julie Didzbalis as Chair Pro Temp, was made by Ms. Pedde, seconded by Dr. Chapman and passed by unanimous voice vote.

11. COMMUNICATIONS

None

12. RESOLUTIONS OF MEMORIALIZATION

**Application # PB-19-004
Food Truck Inc.
40-42 Jackson Drive
Block: 640 Lot: 6.01 Zone: C-1
677-679 Raritan Road
Block: 640 Lots: 2 & 3 Zone: NC**

The applicant in this matter is seeking preliminary and final site plan approval, and multiple “c” variances and design waivers in order to construct an addition to an existing warehouse and operate a new technology/food delivery service from this location.

Motion to approve the resolution was made by Ms. Didzbalis, seconded by Dr. Chapman and passed by roll call vote:

Affirmative: Ms. Pedde, Ms. Didzbalis, Dr. Chapman, Mr. Taylor and Mr. Walton

13. MINUTES

None

14. OLD/NEW BUSINESS:

Ms. Lenahan handed out information to new members for mandatory training and storm water management.

15. PUBLIC PORTION

Ms. Maureen Strazdon from the Historic Preservation Advisory Board (HPAB) was in attendance.

Ms. Murray stated that she has forwarded the revised HPAB Element to the Zoning Officer and the DMC for their comments.

Mr. Drill reviewed the process for the HPAB Element to be included in the Master Plan, which would include holding a public hearing on the Element.

There being no further business, a motion to adjourn the meeting was regularly made, seconded and passed. The meeting concluded at 10:03 p.m.

Kathleen Murray, Chair