

**BOROUGH OF RIVERTON PLANNING BOARD**

**A G E N D A**

**January 22, 2019**

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open Public Meetings Notice- Public Notice of this meeting, pursuant to the Open Public Meetings Act has been given in the following manner:
  - a. Posting written notice on the official bulletin board in the Borough Hall on February 2, 2018.
  - b. Having written notice published in the Burlington County Times on February 6, 2018.
  - c. Forwarding written notice for informational purposes only to the Courier Post on February 2, 2018.
4. Roll Call
5. Reorganization
  - Administer Oath of Office
    - Suzanne Cairns Wells, Mayor (Class I)
    - Mary Lodato (Class II)
    - Ken Mills (Class III)
    - Joe Della Penna (Class IV)
    - Craig Greenwood (Class IV)
    - Robert Kennedy (Class IV)
    - Ray Paszkiewicz (Alt. 1)
    - Rebecca Reis (Alt. 2)
    - Adam Flade (Alt. 3)
    - Michelle Hack, Secretary
  - Reorganization
    - PB-2019-01 Appointment of Board Professionals
    - PB-2019-02 Meeting Dates and Times
    - PB-2019-03 Official Newspaper
  - Board Nominations
    - Chairman
    - Vice Chairman
6. Adopt November regular meeting Minutes
7. Correspondence and Announcements
8. Committee Reports:
  - A. Council Liaison Report (Mayor Cairns Wells or Councilman Mills)
  - B. Environmental Commission Report (Mr. Threston)
  - C. Minor Site Plans Report (Ms. Lodato)
9. New Business
  - A. PB-2019-04 Report on Zoning Variances
10. Public Comment
11. Adjourn

**BOROUGH OF RIVERTON**  
**PLANNING BOARD**  
**RESOLUTION # P2019-02**

**BE IT RESOLVED** by the Planning Board of the Borough of Riverton, County of Burlington, State of New Jersey, that the following regular meetings of the Planning Board are hereby scheduled for the fourth Tuesday of each month commencing February 2019 through January 2020 as listed below. All meetings are held in the Borough Hall, 505A Howard St. at 7:00 PM., prevailing time.

Tuesday, January 22, 2019  
Tuesday, February 26, 2019  
Tuesday, March 26, 2019  
Tuesday, April 23, 2019  
Tuesday, May 28, 2019  
Tuesday, June 25, 2019  
Tuesday, July 23, 2019  
Tuesday, August 27, 2019  
Tuesday, September 24, 2019  
Tuesday, October 22, 2019  
Tuesday, November 26, 2019  
Wednesday, December 18, 2019  
Tuesday, January 28, 2020

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded in accordance with the Open Public Meeting Act to the Burlington County Times. Formal action may or may not be taken.

**DATED:** January 22, 2019

BOROUGH OF RIVERTON PLANNING BOARD

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Michelle Hack, Secretary

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Kerry Brandt, Chairman

**BOROUGH OF RIVERTON  
PLANNING BOARD  
RESOLUTION PB-2019-03**

**A RESOLUTION APPOINTING AN OFFICIAL NEWSPAPER  
AND A SECONDARY NEWSPAPER OF THE  
BOROUGH OF RIVERTON PLANNING BOARD**

**WHEREAS**, the Borough Planning Board of the Borough of Riverton; County of Burlington and State of New Jersey, appointing the Burlington County Times, Route 130; Willingboro, New Jersey, as the official newspaper for the Borough of Riverton for the year 2019.

**WHEREAS** the Borough Planning Board of the Borough of Riverton; County of Burlington and State of New Jersey, appointing the Courier-Post, P.O. Box 5300, Cherry Hill, NJ, 08034. as the secondary newspaper for the Borough of Riverton for the year 2019.

**NOW, BE IT RESOLVED** this resolution is approved by the Planning Board of the Borough of Riverton, County of Burlington, State of New Jersey on **January 22, 2019**.

**ATTEST:**

**SIGNED:**

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Michelle Hack, Board Secretary

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Kerry Brandt, Chairman

**RESOLUTION# PB-2019-04**

**BOROUGH OF RIVERTON PLANNING BOARD  
ANNUAL REPORT OF VARIANCE APPLICATIONS AND FORMAL RECOMMENDATIONS TO BOROUGH COUNCIL  
FOR CONSIDERATION OF CHANGES TO ZONING CODE**

**WHEREAS**, N.J.S.A. 40:55D-70.1 requires the board of adjustment at least once a year, to review its decisions on applications and appeals for variances and prepare and adopt by resolution a report on its findings on zoning ordinance provisions which were the subject of variance requests and its recommendations for zoning ordinance amendment or revision, if any and to provide the report and resolution to the governing body and the planning board; and

**WHEREAS**, Effective January 1, 2012, as permitted under N.J.S.A. 40:55D-25(c)(1) the Borough of Riverton dissolved the Borough of Riverton Zoning Board of adjustment and increased the membership of the borough planning board to permit it to exercise all land use powers as permitted by the municipal land use law (N.J.S.A. 40:55d-1 *et. seq.*), including those previously exercised by the zoning board of adjustment.

**NOW, THEREFORE, BE IT RESOLVED** by the Planning Board of the Borough of Riverton, County of Burlington and State of New Jersey that in its capacity as a zoning board of adjustment heard the following variance applications during 2018 and that the memorializing resolutions are, if applicable, on file in the Borough Hall:

Application	Property	Hearing Date	Description
Bollers, Annette & Robert	604 Broad Street 902/15	7/17/2018 Approved Res# 11-2018	Preliminary and Final Site Plan Approval with Conditional Use for new structure to consist of upper level apartment with floor salon and living space on the first floor requiring a D1 use variance
Nicholas Speers	218 Fulton 402/7	3/27/2018 Approved Res#05-2018	Relief from Code at 128-19 and 128-20 for permission to construct a garage and game room to be used for recreational purposes requiring lot coverage relief and exceed square footage of garage
Morse, Heather and Brian	601 Elm Terrace 1001/14	6/26/2018 Approved Res#08-2018	Relief from Chapter 128-58D and 128-20B to erect a new fence in a side yard of a corner property beyond the side building line of the main structure
Halt, C & Lengyal D	400 Linden Ave 701/1	10/23/2018 Approved Res#17-2018	Seeking relief from Borough Code at Chapter 128-20 at Section G, an impervious coverage variance, Section D-1 a rear yard variance, and Section C-1 side-yard setback variance, and any and all variances necessary for the purpose of constructing a deck of approximately 906 square feet on a corner lot
Dwight & Jacqueline Gibson	611 Main Street 906/3	9/25/2018 Approved Res#14-2018	Seeking relief from Chapter 129-31-33 requiring two D-1 use variances, for use of the property to be used completely residential with home occupation use, and for home occupation variance, which is not permitted in the NB zone, in addition to any and all variances deemed necessary.
Flade, Adam & Katrina	202 Midway 1200/6	9/25/2018 Approved Res#13-2018	Seeking variance relief from §Chapter 128-20 consisting of front yard setback, side yard setback, lot coverage relief, and any and all variances necessary to construct a 790 sq. ft. first floor bedroom suite to a single family in an R8 zone.
Hauger, Steven	611 Thomas 1101/15	10/23/2018 Approved Res#16-2018	Relief from Chapter 128-58D for permission to erect a fence at the front yard setback of a corner property.

**AND BE IT FURTHER RESOLVED** that the Planning Board of the Borough of Riverton, County of Burlington and State of New Jersey recommends that the following amendments or revisions to the Borough Codes be considered:

1. Capital Review of a Dog park at Riverton Memorial Park.
2. Master Plan Review and Acceptance
3. Made formal recommendation to Council to amend code defining front yard setbacks

**DATED:** January 22, 2019

**BOROUGH OF RIVERTON PLANNING BOARD**

Michelle Hack, Secretary

Kerry Brandt, Chairman

**BOROUGH OF RIVERTON  
PLANNING BOARD  
RESOLUTION # PB-2019-01**

**WHEREAS**, There exists a need for an Attorney, a Professional Planner, and a Consulting Engineer to advise the Planning Board of the Borough of Riverton during the year 2019; and

**WHEREAS**, funds are available in the 2019 Temporary Municipal Budget and will be made available in the 2019 budget for the Borough of Riverton expenses as approved by Borough Council Resolution #1-2019; and

**WHEREAS**, these are awarded by the Borough of Riverton Planning Board at their reorganization meeting held January 17, 2019 in compliance with New Jersey's Pay to Play Statute; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq. requires the Resolution authorizing the award of contracts for "Professional Services" without competitive bidding and the contracts themselves must be available for public inspection and provide a Public Notice of the awards.

**NOW, THEREFORE, BE IT RESOLVED** by the Planning Board of the Borough of Riverton, County of Burlington and State of New Jersey as follows:

1. That the Chairman and Secretary of the Planning Board are hereby authorized and directed to execute a contract with **Charles D. Petrone, Esquire of Moorestown, NJ** for legal services during 2019.
2. That the Chairman and Secretary of the Planning Board are hereby authorized and directed to execute a contract with **Tamara Lee, PP, AICP of Hopewell Township, NJ** for professional services during 2019 regarding municipal planning.
3. That the Chairman and Secretary of the Planning Board are hereby authorized and directed to execute a contract with **G. Jeffrey Hanson, of Environmental Resolutions Incorporated, of Mount Laurel, NJ** for Planning Board Engineering Services during 2019.
4. That these contracts are awarded without competitive bidding as "Professional Services" under the provisions of the Local Public Contract Law because there are recognized professions which are licensed and regulated by the State of New Jersey and it is not possible to obtain competitive bids.
5. That Public Notice of this action be published in the paper of general circulation within ten (10) days as required by law.

DATED: January 22, 2019

BOROUGH OF RIVERTON PLANNING BOARD

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Michelle Hack, Secretary

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Kerry Brandt, Chairman

**RIVERTON BOROUGH PLANNING BOARD  
M I N U T E S  
NOVEMBER 27, 2018 at 7 o'clock p.m.**

The October 23, 2018 meeting of the Riverton Planning Board was called to order at 7:00 PM by Vice Chairman, Mr. Joe Threston. The Planning Board conducted the Flag Salute and the Secretary stated that Public Notice of this meeting pursuant to the Open Public Meetings Act has been given in the following manner:

1. Posting written notice on the official bulletin board in the Borough Hall on February 2, 2018.
2. Having written notice published in the Burlington County Times on February 6, 2018.
3. Forwarding written notice for informational purposes only to the Courier Post on February 2, 2018.

**ROLL CALL:**

Mayor Suzanne Cairns Wells, absent	Kerry Brandt, absent	Joe Della Penna, present
Craig Greenwood, present	Robert Kennedy, absent	Mary Lodato, present
Robert Martin, present	Councilman Ken Mills, present	Joseph Threston, present
Richard Gaughan Alt. 1, absent	Ray Paszkiewicz, Alt. 2, present	Rebecca Reis, Alt 3, present

Board Professionals present include Solicitor Chuck Petrone and Secretary Michelle Hack.

**MINUTES:** Minutes from October 23, 2018 were approved by Mr. Martin and seconded by Mr. Mills. All unanimously approved in the affirmative.

**CORRESPONDENCE/ANNOUNCEMENTS** NONE

**OLD BUSINESS:**

- A. Memorialize PB-2018-16, Steven Hauger 611 Thomas  
Motion to approve by Mr. Mills, and seconded by Mr. Martin. 8 yes, 0 no, 0 abstain
- B. Memorialize PB-2018-17, Chris Halt & Deb Lengyel 400 Linden  
Motion to approve made by Mr. Martin and seconded by Mr. Paszkiewicz. 8 yes, 0 no, 1 abstain (Mr. Della Penna)
- C. Master Plan Review and Approval of Resolution PB-2018-15  
Mr. Gerkens could not be present to conduct the Public Hearing and review of the Reexamination of the Master Plan dated November 27, 2018 prepared by CGP&H. Ms. Michelle Lamar, Esquire of the same firm was present to provide the presentation of the report. Ms. Hack confirmed all publication requirements had been met. Ms. Lamar provided an overview from the 1997 Master Plan goals, which are still relevant at this date. She reviewed the entire outline of the reexamination, and the population and demographics of the Borough as they fall in line with the county and the State. She indicated there was changed to include the revised FEMA ordinance in 2017 that reflect flood plains, the

inclusion of language that provide for the decriminalization of marijuana and the Housing element which will need to be reviewed and updated when the Affordable Housing agreement is finalized. Vice Chairman Threston opened the floor for Public Hearing to which no one came forth therefore he closed the public portion. Motion to accept the Master Plan Re examination report Dated November 27, 2018 prepared by CGP&H made by Mr. Mills and seconded by Greenwood. Roll Call vote 8 yes, 0 no, 0 abstain.

#### **NEW BUSINESS:**

##### **A. PB-2018-18 Capital Project Review of the Riverton Dog Park**

The Board has been tasked with reviewing the proposed dog park that the governing body has already approved, to confirm that the dog park is compliant with the Master Plan. The Board referred to the letter to the Planning Board dated October 25, 2018 where Ms. Lee refers to the dog park as a “family-oriented activity in a family-oriented town”. Members of the Board voiced concerns with the October 8, 2018 report by Ms. Lee which was also provided as an addendum to the October 25, 2018 report. The October 8 report states reservations concerning the proposed dog park, particularly size and environmental. Mr. Mills informed the Board these issues have been hashed out at the Mayor and Council level and this Board needs to focus on Master Plan consistency only. He also reiterated that Ms. Lee’s report states the benefits outweigh the detriments. The Vice Chairman opened the floor for Public Comment pertaining to this portion of the agenda only.

- Mr. Quinn of Elm Terrace stated that he voted in favor of this project as a Councilman because he believes that many of Ms. Lee’s points are arguable and opinion only.
- Mr. Carlos Rogers of Fifth Street talked about the concept of a dog park is for the dogs, but more important for the residents to bond and spend time together. He is a loyal volunteer to this project and prepared to see it through. He voiced his displeasure in the length of the process of getting this project approved.
- Mr. Ray Reis of Eighth Street stated that a dog park is not a new concept and other towns deal have dealt with these same issues; Riverton should also be able to easily approve this.

No one else came forward to speak therefore closing the public portion. After further discussing Board concerns Mr. Petrone advised the Board that cost, environmental and size of the park is not up for review and already approved by the Governing Body. Consensus of the Board was that while they agree the dog park is consistent with the Master Plan, there are reservations given Ms. Lee’s reports followed up with no comments from Mr. Fox. Mr. Threston called for a motion to approve with the recommendation that Mr. Fox and Ms. Lee to coordinate as Mr. Fox revises the plans. Mr. Greenwood made the motion which was seconded by Mr. Della Penna. Roll call vote was 8 yes, 0 no, 0 abstain. Ms. Hack is directed to forward the resolution with recommendations to the Mayor and Council.

#### **COMMITTEE REPORTS:**

- ##### **A. Council Matters/Affordable Housing Update** – No update as the November Council meeting has not yet been held.
- ##### **B. Environmental Commission** - Last meeting was held cancelled due to snow.

C. Minor Site Plan - none

**PUBLIC COMMENT**

Mr. Quinn of Elm Avenue stated that he attended the New Jersey League of Municipalities convention in Atlantic City earlier in the month and learned a lot how the Borough can move forward with Sustainable Jersey.

**ADJOURNMENT:** Motion to adjourn by Mr. Della Penna and seconded by Mr. Martin.

Respectfully submitted:

Michelle Hack Secretary  
RIVERTON PLANNING BOARD

Adopted on: December 19, 2018



**BOROUGH OF RIVERTON**

**2019 PLANNING BOARD MEETING DATES**

**Submission of the application on or by the deadline date does NOT guarantee that meeting date**

<b>DEADLINE FOR APPLICATION SUBMISSION</b>	<b>DEADLINE FOR PUBLIC NOTICE TO BE MADE</b>	<b>DATE OF PLANNING BOARD PUBLIC HEARING</b>
Tuesday, December 26, 2018	Friday, January 11, 2019	Tuesday, January 22, 2019
Friday February 1, 2019	Friday, February 15, 2019	Tuesday, February 26, 2019
Friday March 1, 2019	Friday, March 15, 2019	Tuesday, March 26, 2019
Monday, April 1, 2019	Friday, April 12, 2019	Tuesday, April 23, 2019
Friday, May 3, 2019	Friday, May 17, 2019	Tuesday, May 28, 2019
Monday, June 3, 2019	Friday, June 14, 2019	Tuesday, June 25, 2019
Monday July 1, 2019	Friday, July 12, 2019	Tuesday, July 23, 2019
Friday, August 2, 2019	Friday, August 16, 2019	Tuesday, August 27, 2019
Tuesday, September 3, 2019	Friday, September 13, 2019	Tuesday, September 24, 2019
Tuesday, October 1, 2019	Friday, October 11, 2019	Tuesday, October 22, 2019
Friday, November 1, 2019	Friday, November 15, 2019	Tuesday, November 26, 2019
Monday, November 25, 2019	Friday, December 6, 2019	Wednesday, December 18, 2019
Friday, January 3, 2020	Friday, January 10, 2020	Tuesday, January 28, 2020

**All applications and copies must be received by or on the submission dates.  
Applications must be deemed complete before they will be placed on an agenda.  
DO NOT make Public Notice until the Board Secretary verifies your hearing date.**

**NO EXCEPTIONS!**

- Required Public Notice in Burlington County Times must be done 10 days prior to meeting date in accordance with the chart above.
- The Borough bears no responsibility for accommodation of newspaper publishing deadlines. You must provide ample time between contacting newspaper and actual publication date. BCT Deadlines are the responsibility of the applicant.
- Jurisdictional items are required to be submitted to the Board Secretary no later than 4 PM on the Monday prior to the meeting/public hearing date.
- All Borough Holidays have been taken into consideration

**NO NEW APPLICATION WILL BE HEARD AFTER 10:00 P.M.**

**BOROUGH OF RIVERTON PLANNING BOARD**

**A G E N D A**

**February 26, 2019**

**\*\*NO NEW APPLICATIONS WILL BE HEARD AFTER 10:00 PM\*\***

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open Public Meetings Notice- Public Notice of this meeting, pursuant to the Open Public Meetings Act has been given in the following manner:
  - a. Posting written notice on the official bulletin board in the Borough Hall on January 24, 2019.
  - b. Having written notice published in the Burlington County Times on January 29, 2019
  - c. Forwarding written notice for informational purposes only to the Courier Post on January 24, 2019.
4. Roll Call
5. Old Business
  - Administer Oath of Office
    - Suzanne Cairns Wells, Mayor (Class I)
    - Robert Kennedy (Class IV)
    - Ray Paszkiewicz (Alt. 1)
6. Adopt January 2019 reorganization meeting Minutes
7. Correspondence and Announcements
8. Bills for review paid in January 2019

	<u>C. PETRONE</u>	<u>ERI</u>	<u>T. LEE</u>
Flade	\$274	\$312.50	
Halt		\$312.50	
Hauger			Balance paid \$161
General	\$300		
9. Committee Reports:
  - A. Council Liaison Report (Mayor Cairns Wells or Councilman Mills)
  - B. Environmental Commission Report (Mr. Threston)
  - C. Minor Site Plans Report (Ms. Lodato)
10. New Business
  - A. PB-2019-05 Closed Session (Affordable Housing)
11. Public Comment
12. Adjourn

**RIVERTON BOROUGH PLANNING BOARD**  
**MINUTES**  
**January 22, 2019 at 7 o'clock p.m.**

The January 22, 2019 reorganization meeting of the Riverton Planning Board was called to order at 7:00 PM by Board Secretary Michelle Hack, who stated that Public Notice of this meeting pursuant to the Open Public Meetings Act has been given in the following manner:

1. Posting written notice on the official bulletin board in the Borough Hall on February 2, 2019.
2. Having written notice published in the Burlington County Times on February 6, 2019.
3. Forwarding written notice for informational purposes only to the Courier Post on February 2, 2019.

**ROLL CALL:**

Mayor Suzanne Cairns Wells, absent	Kerry Brandt, absent	Joe Della Penna, present
Craig Greenwood, present	Robert Kennedy, absent	Mary Lodato, present
Robert Martin, present	Councilman Ken Mills, present	Joseph Threston, present
Ray Paskiewicz, Alt. 1, absent	Rebecca Reis, Alt. 2, present	Adam Flade, Alt 3, present

Ms. Hack asked for a nomination for Chairman of the Board. Mr. Threston nominated Mr. Brandt which seconded by Mr. Martin. All votes in the affirmative.

Mr. Greenwood nominated Mr. Threston to serve as the Vice Chairman to which Mr. Mills the second. All votes in the affirmative.

Under Resolution PB-2019-01, Mr. Mills moved to appoint Charles D. Petrone as the Board Solicitor for 2019, Tamara Lee as the Board Planner for 2019 and Mr. Jeff Hanson with Environmental Resolutions Inc., as Board Engineer for 2019. Mr. Martin provided the second. All votes in the affirmative.

Mr. Greenwood motioned to approve Resolution PB 2019-02, which sets the dates and times of the Planning Board meetings for 2017. Mr. Della Penna provided the second. All votes in the affirmative.

Motion to approve Resolution PB-2019-03 which designates the Burlington County Times as the Official Newspaper of the Riverton Borough Planning Board made by Mr. Greenwood and seconded by Mr. Della Penna. All votes in the affirmative.

Resolutions PB-2019-04 was a listing of all variances granted by the 2019 Planning Board and will be forwarded to Council for advice. Motion was made by Mr. Greenwood and seconded by Mr. Martin. All votes in the affirmative

Ms. Hack, Board Secretary who also serves the Borough in the capacity of Municipal Clerk is designated as the Planning Board's Administrative Officer under N.J.S.A. 40:55D-3 for the year 2019, was sworn in by Solicitor Charles Petrone.

Solicitor Charles Petrone conducting the swearing in of Councilman Mills, Mary Lodato, Joe Della Penna and Craig Greenwood, each for a full term; he also swore in Rebecca Reis and Adam Flade for the unexpired terms for Alternates 2 and 3, respectively; and swore in Michelle Hack as Board Secretary and Administrative Officer.

Mr. Jeff Hanson, was present and thanked the Board for reappointment. He provided an update to the Site Plan application for the Bollers property on Broad Street. He stated that they are not required to install an infiltration basin, just a detention basin, which was approved by the County. Normally this is handled on an administrative level, however wanted to discuss it with the Board since there were residents present for the public hearing. The Board thanked him for the update and agreed she should proceed as normal.

**MINUTES:** November 27, 2019 were submitted for approval. Mr. Mart approved the minutes and Mr. Flade seconded the motion.

#### **CORRESPONDENCE/ANNOUNCEMENTS**

- Required training session for new Board members will be held on February 23, 2019 at Deerwood Country Club.
- Copy of letter from Dante Guzzi, Engineer for the application for seawall repair at 2017. Full application on file for your review
- Provided a list of 2019 dates

**REVIEW/CONSIDER INVOICES & VOUCHERS:** None

**OLD BUSINESS** NONE

#### **COMMITTEE REPORTS**

- **Council Matters of Importance to the Board** – Councilman Mills thanked all returning and new Planning Board members for the dedication, especially acknowledging Mr. Gaughan for his many years on the Planning Board as he chose to step down for 2019. He provided these updates to the Board:
  - Council introduced an ordinance to increase sewer rates. (\$50 per year) The Borough is making a huge effort to get the word out. Notices are provided throughout town. Goes into effect April 1 bill.
  - Council passed a resolution waiving dog and cat registration late fee for the year 2019 in an effort to encourage residents to register their animals.
  - Council passed a resolution to support “Pathway to Progress” bill sponsored by Steve Sweeney (D) the Mayor has been keeping up to date with this plan.
- **Master Plan** – Ms. Hack is in receipt of 10 signed seal original copies. Will be posted to the website.

- **Minor Site Plan-** Ms. Lodato reported there were no applications
- **Environmental Commission-** Mr. Threston announced they held their first meeting and new Council Liaison is Mr. DeGeorge.

**PUBLIC COMMENT** – No one from the public came forth to speak therefore closing the public portion.

**ADJOURNMENT:** Motion to adjourn by Mr. Mills and seconded by Mr. Martin.

Respectfully submitted:

Michelle Hack Secretary  
RIVERTON PLANNING BOARD

Adopted on: February 26, 2019

**BOROUGH OF RIVERTON  
RESOLUTION # PB-2019-05**

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**A RESOLUTION PERMITTING THE EXCLUSION OF  
THE PUBLIC FROM A MEETING IN  
CERTAIN CIRCUMSTANCES PER SECTION 8 OF THE  
OPEN PUBLIC MEETINGS ACT C.231 P.L. 1975**

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**WHEREAS**, Section 8 of the Open Public Meetings Act, C231, P.L.1975, permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, the Riverton Planning Board is of the opinion that such circumstances presently exist.

**NOW, THEREFORE BE IT RESOLVED, BY** the Planning Board of the Borough of Riverton, Burlington County, New Jersey as follows:

1. The public shall be excluded from discussion of an action upon the hereinafter-specified subject matter.
2. The general nature of the subject matters to be discussed is as follows:
  - a. Affordable Housing Update
3. It is anticipated at this time that the above stated subject matter will be made public as soon as possible.
4. This Resolution shall take effect immediately upon passage on **February 26, 2019**.

**ATTEST:**

**SIGNED:**

\_\_\_\_\_  
**Michelle Hack, Secretary**

\_\_\_\_\_  
**Kerry Brandt, Chairman**

**BOROUGH OF RIVERTON PLANNING BOARD**

**A G E N D A**

**February 26, 2019**

**\*\*NO NEW APPLICATIONS WILL BE HEARD AFTER 10:00 PM\*\***

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open Public Meetings Act. Public Notice of this meeting has been provided in the following manners:
  - a) Posting written notice on the official bulletin board in the Borough Hall on February 2, 2019.
  - b) Having written notice published in the Burlington County Times on February 6, 2019.
  - c) Forwarding written notice for informational purposes only to the Courier Post on February 2, 2019.
4. Roll Call
5. Old Business
  - Administer Oath of Office  
Suzanne Cairns Wells, Mayor (Class I)  
Robert Kennedy (Class IV)  
Ray Paszkiewicz (Alt. 1)
6. Adopt January 2019 reorganization meeting Minutes
7. Correspondence and Announcements
8. Bills for review paid in January 2019

	<u>C. PETRONE</u>	<u>ERI</u>	<u>T. LEE</u>
Flade	\$274	\$312.50	
Halt		\$312.50	
Hauger			Balance paid \$161
General	\$300		

9. Committee Reports:
  - A. Council Liaison Report (Mayor Cairns Wells or Councilman Mills)
  - B. Environmental Commission Report (Mr. Threston)
  - C. Minor Site Plans Report (Ms. Lodato)
10. New Business
  - A. PB-2019-05 Closed Session (Affordable Housing)
11. Public Comment
12. Adjourn

BOROUGH OF RIVERTON PLANNING BOARD

A G E N D A

March 26, 2019

**\*\*NO NEW APPLICATIONS WILL BE HEARD AFTER 10:00 PM\*\***

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open Public Meetings Act Public Notice of this meeting has been provided in the following manners:
  - a) Posting written notice on the official bulletin board in the Borough Hall on February 2, 2019.
  - b) Having written notice published in the Burlington County Times on February 6, 2019.
  - c) Forwarding written notice for informational purposes only to the Courier Post on February 2, 2019.

4. Roll Call

5. Old Business

- Administer Oath of Office  
Robert Kennedy (Class IV)

6. Adopt February 26,2019 open and executive session meeting Minutes

7. Correspondence and Announcements

8. Bills for review paid in March 19, 2019 by Borough Council

	<u>C. PETRONE</u>	<u>ERI</u>	<u>T. LEE</u>
PHK/The Learning Experience	287.00	558.45	431.25

9. Committee Reports:

- A. Council Liaison Report (Mayor Cairns Wells or Councilman Mills)
- B. Environmental Commission Report (Mr. Threston)
- C. Minor Site Plans Report (Ms. Lodato)

10. New Business

- A Name: The Learning Experience  
Owners: PHK Realty  
Property: 706 Broad Street Block: 1501 Lot: 22  
Action Desired: Seeking an amendment to the final site amendment to final site plan for new improvements and modifications to an existing building site which may include Bulk variances and waivers. A waiver is requested from the necessity for a traffic study and environmental impact statement. The proposed improvements include adding landscaping and placement of the monument sign.

11. Public Comment

12. Adjourn



BOROUGH OF RIVERTON PLANNING BOARD

A G E N D A

April 23, 2019

**\*\*NO NEW APPLICATIONS WILL BE HEARD AFTER 10:00 PM\*\***

**THE APRIL 23, 2019 MEETING  
OF THE RIVERTON PLANNING BOARD  
IS CANCELLED.**

BOROUGH OF RIVERTON PLANNING BOARD

A G E N D A

May 28, 2019

**\*\*NO NEW APPLICATIONS WILL BE HEARD AFTER 10:00 PM\*\***

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open Public Meetings Act Public Notice of this meeting has been provided in the following manners:
  - a) Posting written notice on the official bulletin board in the Borough Hall on February 2, 2019.
  - b) Having written notice published in the Burlington County Times on February 6, 2019.
  - c) Forwarding written notice for informational purposes only to the Courier Post on February 2, 2019.

4. Roll Call
5. Adopt March 26, 2019 meeting Minutes
6. Correspondence and Announcements
  - A. Resignation of Robert Kennedy
7. Bills review paid in April by Borough Council

	<u>C. PETRONE</u>	<u>ERI</u>	<u>T. LEE</u>
PHK/The Learning Experience	1085.00	573.73	
General Planning Board	698.00		
611 Main Street	759.00		1035.00

Bill review paid in May by Borough Council

	<u>C. PETRONE</u>	<u>ERI</u>	<u>T. LEE</u>
PHK/The Learning Experience		911.25	1121.25

8. Committee Reports:
  - A. Council Liaison Report (Mayor Cairns Wells or Councilman Mills)
    - i. Affordable Housing Plan
    - ii. County Highway Master Plan completed- on file see Michelle for review
  - B. Environmental Commission Report (Mr. Threston)
  - C. Minor Site Plans Report (Ms. Lodato)

9. New Business
10. Old Business
11. Public Comment
12. Adjourn

BOROUGH OF RIVERTON PLANNING BOARD

A G E N D A

June 25, 2019

**\*\*NO NEW APPLICATIONS WILL BE HEARD AFTER 10:00 PM\*\***

**THE June 25, 2019 MEETING  
OF THE RIVERTON PLANNING BOARD  
IS CANCELLED.**

BOROUGH OF RIVERTON PLANNING BOARD

A G E N D A

July 23, 2019

**\*\*NO NEW APPLICATIONS WILL BE HEARD AFTER 10:00 PM\*\***

**THE JULY 23, 2019 MEETING  
OF THE RIVERTON PLANNING BOARD  
IS CANCELLED.**

BOROUGH OF RIVERTON PLANNING BOARD

A G E N D A

October 22, 2019

**\*\*NO NEW APPLICATIONS WILL BE HEARD AFTER 10:00 PM\*\***

1. Meeting called to order at 7:00 PM
  2. Salute to the Flag
  3. Open Public Meetings Act Public Notice of this meeting has been provided in the following manners:
    - A. Posting written notice on the official bulletin board in the Borough Hall on February 2, 2019.
    - B. Having written notice published in the Burlington County Times on February 6, 2019.
    - C. Forwarding written notice for informational purposes only to the Courier Post on February 2, 2019.
  4. Roll Call
  5. Adopt Minutes
    - A. May 28, 2019 Regular Meeting
    - B. August 27, 2019 Special Meeting
    - C. September 24, 2019 Special Meeting
  6. Correspondence and Announcements
  - 7.
  8. New Business:
    - A. Name: Nick Speers  
Owners: same  
Property: 218 Fulton Street Block: 402 Lot: 7  
Action Seeking permission for an amended approval from Resolution PB-2018-05 which provided relief from Chapter §128-19A to amend the pool house structure from 607 sq. feet to 657 sq. feet wherein 500 sq. feet is permissible by Borough Code. Chapter §128-20G to allow for lot coverage of 40.22% instead of the previously granted 39.99% wherein the Borough Code permits 35%.  
Desired:
- Mr. Speers was sworn in to provide testimony for this application. Ms. Hack confirmed that all jurisdiction items are in order and filed for this application.
9. Old Business
    - A. Bollers Site Plan at 604 Broad (update)
  10. Committee Reports:
    - A. Council Liaison Report (Mayor Cairns Wells or Councilman Mills)
    - B. Environmental Commission Report (Mr. Threston)
    - C. Minor Site Plans Report (Ms. Lodato)
  11. Public Comment
  12. Adjourn

BOROUGH OF RIVERTON PLANNING BOARD

A G E N D A

November 26, 2019

**\*\*NO NEW APPLICATIONS WILL BE HEARD AFTER 10:00 PM\*\***

**THE NOVEMBER 26, 2019 MEETING  
OF THE RIVERTON PLANNING BOARD  
IS CANCELLED.**

BOROUGH OF RIVERTON PLANNING BOARD

A G E N D A

December 18, 2019

**\*\*NO NEW APPLICATIONS WILL BE HEARD AFTER 10:00 PM\*\***

1. Meeting called to order at 7:00 PM
2. Salute to the Flag
3. Open Public Meetings Act Public Notice of this meeting has been provided in the following manners:
  - A. Posting written notice on the official bulletin board in the Borough Hall on February 2, 2019.
  - B. Having written notice published in the Burlington County Times on February 6, 2019.
  - C. Forwarding written notice for informational purposes only to the Courier Post on February 2, 2019.
4. Roll Call
5. Adopt Minutes of October 22, 2019
6. Correspondence and Announcements
7. New Business: NONE
8. Old Business NONE
9. Committee Reports:
  - A. Council Liaison Report (Mayor Cairns Wells or Councilman Mills)
  - B. Environmental Commission Report (Mr. Threston)
  - C. Minor Site Plans Report (Ms. Lodato)
10. Public Comment
11. Adjourn

**RIVERTON BOROUGH PLANNING BOARD  
MINUTES  
January 22, 2019 at 7 o'clock p.m.**

The January 22, 2019 reorganization meeting of the Riverton Planning Board was called to order at 7:00 PM by Board Secretary Michelle Hack, who announced that Public Notice of this meeting pursuant to the Open Public Meetings Act has been given in the following manner:

1. Posting written notice on the official bulletin board in the Borough Hall on February 2, 2018.
2. Having written notice published in the Burlington County Times on February 6, 2018.
3. Forwarding written notice for informational purposes only to the Courier Post on February 2, 2018.

**ROLL CALL:**

Mayor Suzanne Cairns Wells, absent	Kerry Brandt, absent	Joe Della Penna, present
Craig Greenwood, present	Robert Kennedy, absent	Mary Lodato, present
Robert Martin, present	Councilman Ken Mills, present	Joseph Threston, present
Ray Paskiewicz, Alt. 1, absent	Rebecca Reis, Alt. 2, present	Adam Flade, Alt 3, present

Also present was Secretary Michelle Hack, Solicitor Charles Petrone, Engineer Jeff Hanson and Planner Tamara Lee.

Ms. Hack asked for a nomination for Chairman of the Board. Mr. Threston nominated Mr. Brandt which seconded by Mr. Martin. All votes in the affirmative.

Mr. Greenwood nominated Mr. Threston to serve as the Vice Chairman to which Mr. Mills the second. All votes in the affirmative.

Under Resolution PB-2019-01, Mr. Mills moved to appoint Charles D. Petrone as the Board Solicitor for 2019, Tamara Lee as the Board Planner for 2019 and Mr. Jeff Hanson with Environmental Resolutions Inc., as Board Engineer for 2019. Mr. Martin provided the second. All votes in the affirmative.

Mr. Greenwood motioned to approve Resolution PB 2019-02, which sets the dates and times of the Planning Board meetings for 2017. Mr. Della Penna provided the second. All votes in the affirmative.

Motion to approve Resolution PB-2019-03 which designates the Burlington County Times as the Official Newspaper of the Riverton Borough Planning Board made by Mr. Greenwood and seconded by Mr. Della Penna. All votes in the affirmative.

Resolutions PB-2019-04 was a listing of all variances granted by the 2019 Planning Board and will be forwarded to Council for advice. Motion was made by Mr. Greenwood and seconded by Mr. Martin. All votes in the affirmative



Ms. Hack, Board Secretary who also serves the Borough in the capacity of Municipal Clerk is designated as the Planning Board's Administrative Officer under N.J.S.A. 40:55D-3 for the year 2019, was sworn in by Solicitor Charles Petrone.

Solicitor Charles Petrone conducting the swearing in of Councilman Mills, Mary Lodato, Joe Della Penna and Craig Greenwood, each for a full term; he also swore in Rebecca Reis and Adam Flade for the unexpired terms for Alternates 2 and 3, respectively; and swore in Michelle Hack as Board Secretary and Administrative Officer.

Mr. Jeff Hanson, was present and thanked the Board for reappointment. He provided an update to the Site Plan application for the Bollers property on Broad Street. He stated that they are not required to install an infiltration basin, just a detention basin, which was approved by the County. Normally this is handled on an administrative level, however wanted to discuss it with the Board since there were residents present for the public hearing. The Board thanked him for the update and agreed she should proceed as normal.

**MINUTES:** November 27, 2018 were submitted for approval. Mr. Martin approved the minutes and Mr. Flade seconded the motion.

#### **CORRESPONDENCE/ANNOUNCEMENTS**

- Required training session for new Board members will be held on February 23, 2019 at Deerwood Country Club.
- Copy of letter from Dante Guzzi, Engineer for the application for seawall repair at 2017. Full application on file for your review
- Provided a list of 2019 dates

**REVIEW/CONSIDER INVOICES & VOUCHERS:** None

**OLD BUSINESS** NONE

#### **COMMITTEE REPORTS**

- **Council Matters of Importance to the Board** – Councilman Mills thanked all returning and new Planning Board members for the dedication, especially acknowledging Mr. Gaughan for his many years on the Planning Board as he chose to step down for 2019. He provided these updates to the Board:
  - Council introduced an ordinance to increase sewer rates. (\$50 per year) The Borough is making a huge effort to get the word out. Notices are provided throughout town. Goes into effect April 1 bill.
  - Council passed a resolution waiving dog and cat registration late fee for the year 2019 in an effort to encourage residents to register their animals.
  - Council passed a resolution to support “Pathway to Progress” bill sponsored by Steve Sweeney (D) the Mayor has been keeping up to date with this plan.
- **Master Plan** – Ms. Hack is in receipt of 10 signed seal original copies. Will be posted to the website.

- **Minor Site Plan-** Ms. Lodato reported there were no applications
- **Environmental Commission-** Mr. Threston announced they held their first meeting and new Council Liaison is Mr. DeGeorge.

**PUBLIC COMMENT** – No one from the public came forth to speak therefore closing the public portion.

**ADJOURNMENT:** Motion to adjourn by Mr. Mills and seconded by Mr. Martin.

Respectfully submitted:

Michelle Hack Secretary  
RIVERTON PLANNING BOARD

Adopted on: February 26, 2019

**RIVERTON BOROUGH PLANNING BOARD**  
**MINUTES**  
**February 26, 2019 at 7 o'clock p.m.**

The February 26, 2019 meeting of the Riverton Planning Board was called to order at 7:00 PM by Vice Chairman Mr. Threston. He led the flag salute and announced that Public Notice of this meeting pursuant to the Open Public Meetings Act has been given in the following manner:

1. Posting written notice on the official bulletin board in the Borough Hall on February 2, 2019.
2. Having written notice published in the Burlington County Times on February 6, 2019.
3. Forwarding written notice for informational purposes only to the Courier Post on February 2, 2019.

**ROLL CALL:**

Mayor Suzanne Cairns Wells, present	Kerry Brandt, absent	Joe Della Penna, present
Craig Greenwood, absent	Robert Kennedy, absent	Mary Lodato, present
Robert Martin, present	Councilman Ken Mills, present	Joseph Threston, present
Ray Paskiewicz, Alt. 1, present	Rebecca Reis, Alt. 2, present	Adam Flade, Alt 3, present

Also present was Secretary Michelle Hack, Solicitor Charles Petrone and Planner Tamara Lee.

**MINUTES:** January 22, 2019 minutes were submitted for approval. Mr. Della Penna moved to approve the minutes and Mr. Martin seconded the motion. All votes in the affirmative.

**CORRESPONDENCE/ANNOUNCEMENTS:** Review of bills paid February 19, 2019 by Council.

**OLD BUSINESS** Solicitor Petrone conducted the Oath of Office for the 1-year term of Mayor Cairns Wells as a Class 1 member and Alternate 1 unexpired term for Mr. Paskiewicz.

**COMMITTEE REPORTS**

- **Council Matters of Importance to the Board** – reserved report for closed session.
- **Minor Site Plan-** Ms. Lodato reported there were no applications put forth.
- **Environmental Commission-** Mr. Threston announced the Commission met on Thursday 2/21 and the agree they are almost prepared to apply for Bronze status, Mr. Threston will be working with the Borough Clerk to review resolutions that may already have been passed for the submittal process, and/or move to approve resolutions from Bronze criteria.

**PUBLIC COMMENT** – No one from the public came forth to speak therefore closing the public portion.

**NEW BUSINESS:** Resolution PB-0219-05 Vice Chairman Mr. Threston read the resolution by title only and asked for a motion to enter a closed session to discuss the current litigation of Affordable

Housing. Councilman Mills motioned to approve and Mr. Della Penna seconded the motion. All votes in the affirmative.

At 7:25 p.m. Mayor Cairns Wells moved to exit the closed session and Councilman Mills seconded her motion. All votes in the affirmative. No formal action occurred as result of this closed session. The minutes for this closed session will be kept in the closed minute book

**ADJOURNMENT:** Motion to adjourn by Mr. Martin and seconded by Mr. Della Penna. All votes in the affirmative.

Respectfully submitted:

Michelle Hack Secretary  
RIVERTON PLANNING BOARD

Adopted on: March 26, 2019

**RIVERTON BOROUGH PLANNING BOARD**  
**MINUTES**  
**March 26, 2019 at 7 o'clock p.m.**

The March 26, 2019 meeting of the Riverton Planning Board was called to order at 7:00 PM by Chairman Kerry Brandt. He led the flag salute and announced that Public Notice of this meeting pursuant to the Open Public Meetings Act has been given in the following manner:

1. Posting written notice on the official bulletin board in the Borough Hall on February 2, 2019.
2. Having written notice published in the Burlington County Times on February 6, 2019.
3. Forwarding written notice for informational purposes only to the Courier Post on February 2, 2019.

**ROLL CALL:**

Mayor Suzanne Cairns Wells, absent	Kerry Brandt, present	Joe Della Penna, present
Craig Greenwood, present	Robert Kennedy, absent	Mary Lodato, present
Robert Martin, present	Councilman Ken Mills, absent	Joseph Threston, present
Ray Paskiewicz, Alt. 1, present	Rebecca Reis, Alt. 2, present	Adam Flade, Alt 3, present

Also present was Secretary Michelle Hack, Solicitor Charles Petrone, Engineer Jeff Hanson and Planner Tamara Lee.

**MINUTES:** February 26, 2019 minutes, both public meeting and closed were submitted for approval. Mr. Threston moved to approve the minutes and Mr. Martin seconded the motion. All votes in the affirmative. Closed session minutes are stored in the closed session minute book stored in the Clerk's Office.

**CORRESPONDENCE/ANNOUNCEMENTS:** Review of bills paid March 26, 2019 by Council. Ms. Hack alerted that she will be sending Financial Disclosure Forms out in the very near future.

**OLD BUSINESS** None

**NEW BUSINESS:**

- A. Name: The Learning Experience  
Owners: PHK Realty  
Property: 706 Broad Street Block: 1501 Lot: 22  
Action Desired: Seeking an amendment to the final site amendment to final site plan for new improvements and modifications to an existing building site which may include Bulk variances and waivers. A waiver is requested from the necessity for a traffic study and environmental impact statement. The proposed improvements include adding landscaping and placement of the monument sign.

Mr. Ted Costa, attorney for the applicant introduced the applicant and property owner, Manny Patel, and Gerard Gesario, Engineer for the application. Mr. Petrone swore them in

to provide testimony to the application and the Board accepted Mr. Gesario as an expert witness. Ms. Hack confirmed all jurisdictional items were in order. Mr. Costa gave an update as to why the applicant is back for an amendment to the final site plan. At the November 21, 2017 meeting of the Planning Board, who approved the Site Plan with the condition the applicant place the monument sign closer to Martha's Lane with the intention of promoting the use of Martha's Lane as an entry point for day care center drop off and pick-up traffic, to prevent a bad traffic pattern at the strip mall's entrance into the parking lot. The applicant complied with this, however the County denied this part of their application to the County Planning Board due to the placement being located within the County's easement. Therefore, the revised plan to the Borough's Planning Board (Exhibit A1 a colored rendered site plan) was submitted into evidence showing the newly proposed locations of the monument sign, which is 25 feet east of Beneficial's sign. Item A-2 was also submitted into evidence showing the proposed location in relation to CVS sign an entrance. The sign itself complies with ordinance for size and not internally lit. Ms. Lee asked that the final version of the Site Plan include the plans to ensure the signs are in compliance with the code be shown on the plan itself. The placement of the sign violates Borough Code at Chapter 128-53, placement of a sign within 100 feet of a driveway. Due to the wording of the public notice, Mr. Petrone confirmed to issue that variance at this meeting is within the Board's jurisdiction. Mr. Patel confirmed that parents will be instructed to use Martha's Lane as the primary entrance for the school. Mr. Petrone discussed the responsibility of the covenant agreement which designates each property owner a percentage of maintenance to the property and basin. Other details to be included on the Final Site Plan lighting plan details and playground canopies.

Mr. Brandt opened the floor for public hearing pertaining to this application. Mr. Jeff Mack of Manor Court asked what could be done about the lighting in the back of the building; Mr. Petrone stated this could be a condition of the Temporary CO and Mr. Patel agreed to conduct a night light test. No one else came forward to speak on the application, therefore closing the public portion.

Mr. Threston moved to approved the amended site with a variance to permit a sign to be placed within 100 feet of Martha's Lane requiring relief from Section 128-53; other conditions of approval include but not limited to: light test and correction at the rear of the building conducted by the Borough's Engineer; relief from PB-2018-11; Escrow account/s mujst be current; submission of revised Site Plans with all Borough Professional's recommendations and all outside agency requirements and approvals, including Resolution PB-2019-11. Mr. Della Penna seconded his motion. Roll Call vote 9 aye, 0 nay 0 abstain.

- B. Memorialize Resolution PB-2019-06** which is the Resolution for PHK to amend the Site Plan for the Learning Center made by Mr. Greenwood and seconded by Mr. Threston.  
Roll Call vote 9 ayes, 0 nay 0 abstain.

## COMMITTEE REPORTS

- **Council Matters of Importance to the Board** – Affordable Housing Hearing Date April 22, 2019 held in Mt. Holly Honorable Judge Ronald E. Bookbinder.

- **Minor Site Plan-** Ms. Lodato reported there were no applications put forth.
- **Environmental Commission-** Mr. Threston stated the group is working hard toward Bronze Status.

**PUBLIC COMMENT** – No one from the public came forth to speak therefore closing the public portion.

**ADJOURNMENT:** Motion to adjourn by Mr. Threston and seconded by Mr. Greenwood. All votes in the affirmative.

Respectfully submitted:

Michelle Hack Secretary  
RIVERTON PLANNING BOARD

Adopted on: May 28, 2019

**RIVERTON BOROUGH PLANNING BOARD  
MINUTES  
May 28, 2019 at 7 o'clock p.m.**

The May 28, 2019 meeting of the Riverton Planning Board was called to order at 7:00 PM by Chairman Kerry Brandt. He led the flag salute and announced that Public Notice of this meeting pursuant to the Open Public Meetings Act has been given in the following manner:

1. Posting written notice on the official bulletin board in the Borough Hall on February 2, 2019.
2. Having written notice published in the Burlington County Times on February 6, 2019.
3. Forwarding written notice for informational purposes only to the Courier Post on February 2, 2019.

**ROLL CALL:**

Mayor Suzanne Cairns Wells, (late)	Kerry Brandt, present	Joe Della Penna, absent
Craig Greenwood, present	Robert Kennedy, absent	Mary Lodato, present
Robert Martin, present	Councilman Ken Mills, present	Joseph Threston, present
Ray Paskiewicz, Alt. 1, absent	Rebecca Reis, Alt. 2, absent	Adam Flade, Alt 3, absent

Also present was Secretary Michelle Hack and Solicitor Charles Petrone.

**MINUTES:** March 26, 2019 minutes, were submitted for approval. Mr. Greenwood moved to approve the minutes and Mr. Threston seconded the motion. All votes in the affirmative.

**CORRESPONDENCE/ANNOUNCEMENTS:** Chairman Brandt read a letter of resignation into the minutes from long time member Mr. Robert Kennedy. The Board regretfully accepts his resignation. The Board reviewed Purchase Orders from April and May of paid bills related to Planning Board.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**COMMITTEE REPORTS**

- **Council Matters of Importance to the Board** – Affordable Housing Hearing Date April 22, 2019 held in Mt. Holly by the Honorable Judge Ronald E. Bookbinder.
- **Minor Site Plan-** Ms. Lodato reported there were no applications put forth.
- **Environmental Commission-** Mr. Threston stated the group is working hard toward Bronze Status and will be passing resolutions and reaching out to the Clerk for further information.

**PUBLIC COMMENT** – No one from the public came forth to speak therefore closing the public portion.



**ADJOURNMENT:** Motion to adjourn by Mr. Threston and seconded by Mr. Greenwood. All votes in the affirmative.

Respectfully submitted:

Michelle Hack Secretary  
RIVERTON PLANNING BOARD

Adopted on: October 24, 2019

**RIVERTON BOROUGH PLANNING BOARD  
SPECIAL MEETING MINUTES  
August 27, 2019 at 7 o'clock p.m.  
RIVERTON SCHOOL**

The August 27, 2019 a special meeting of the Riverton Planning Board was called to order at 7:00 PM by Ms. Hack, who led the flag salute and announced that Public Notice of this meeting pursuant to the Open Public Meetings Act has been given in the following manner:

1. Posting written notice on the official bulletin board in the Borough Hall and the official Borough website on August 13, 2019.
2. Having written notice published in the Burlington County Times on August 16, 2019.
3. Forwarding written notice for informational purposes only to the Courier Post on August 13, 2019.

**ROLL CALL:**

Mayor Suzanne Cairns Wells, present	Kerry Brandt, present	Joe Della Penna, present
Craig Greenwood, present	Mary Lodato, present	Robert Martin, present
Councilman Ken Mills, present	Ray Paskiewicz, present	Joseph Threston, present
Rebecca Reis, Alt. 1, present	Adam Flade Alt. 2, present	Doug Aird, Alt 3, present

Also present was Secretary Michelle Hack, Planner Tamara Lee and Solicitor Charles Petrone.

Mr. Petrone conducted a swearing in of Ray Paszkiewicz as a full member and Douglas Aird as Alternate #3 prior to the start of the meeting.

Mr. Brandt asked Mr. Petrone to if all jurisdictional items were in order, to which Mr. Petrone confirmed in the affirmative.

Ms. Lee gave an overview of how this Affordable Housing Plan came to be clearly stating that there are no plans to develop anything in the Borough. The plan must satisfy the Borough's obligation to provide affordable housing opportunities which are documented in the Borough Code and the Housing Element of the Master Plan. She explained the implications of builder's remedy if an agreement is not met, and provided the history of Mt. Laurel decisions and of COAH which ceased to exist as of 2015 when it was deemed to be placed in the Court as a legal matter. Since that time, the Borough has been working to come to an agreement with Fair Share Housing and the Courts in a confidential manner, as lawsuits must be treated. On April 24, 2019 Fair Share and the Borough reached a settlement agreement and this meeting is the first of a series to implement changes to the Master Plan Housing Element and Borough Code.

Mayor Cairns Wells showed a map of the overlay zones (5) and the inclusionary zones (2), reviewed the criteria for affordable housing credits, income limitations and the prescribed formula for units per overlay zone. In addition, the Borough must have a 20% set-aside for all new construction.

**PUBLIC COMMENT –**

Mr. Joe Augustyn came forth to congratulate the Board, Council and Ms. Lee for all their work. He stated he as read the plan and believes it is a good plan for the Borough. He raised a point of interest of the Baptist Home being recognized as an Assisted Living or a Nursing Home being a factor in the Borough receiving credits for Medicaid patients.

Mr. Dave Kerr asked if a future Mayor and Council can nullify this plan in its current state. He was advised that this agreement is a binding legal document and to stray from it, without permission would be a violation of the court order. He also asked about how the homes for low income qualified residents are assessed and monitored for maintenance and upkeep. The homes will not be visibly different than any of the other units in that zone and will be assessed and held to the exact standard as any other home. He discussed preventive measures for property flipping

Mr. Keith Fencil asked if this plan would be up for consideration by the School Board and if there is an impact on the school, if the affected properties have been noticed and asked for clarifications as to how the property taxes for very low income families would be assessed.

Ms. Muriel Alls Moffett stated that she was part of the original group when COAH became part of the job for Planning Board. She questioned if the properties near overlay zones at National Casein and the former lumberyard site at 600 Lippincott / Harrison are Brownfield Listings, Mayor Cairns Wells stated that there were not Brownfield Listings.

No one else from the public came forth to speak, therefore closing the public portion.

Ms. Lee pointed out 2 minor typographical errors in the plan which will be immediately corrected in the Housing Element and Fair Share Plan. on Page 27, should be changed the 'total number of units' for the Golf Course Overlay from 68 to 65. On the same page, in the same chart, the total number of units from 134 to 133. These errors are typographical in nature only and were presented correctly to the public.

**Resolution PB-2019-07**

**A RESOLUTION OF THE PLANNING BOARD OF THE BOROUGH OF RIVERTON, COUNTY OF BURLINGTON ADOPTING THE HOUSING ELEMENT AND FAIR SHARE PLAN**

Mr. Threston motioned to approve the resolution. Mr. Della Penna seconded his motion. Roll call vote 9 aye, 0 nay and 0 abstain.

**ADJOURNMENT:** Motion to adjourn by Mr. Threston and seconded by Mr. Mills. All votes in the affirmative.

Respectfully submitted:

Michelle Hack Secretary  
RIVERTON PLANNING BOARD

Adopted on: \_\_\_\_\_

**RIVERTON BOROUGH PLANNING BOARD  
SPECIAL MEETING MINUTES  
September 24, 2019 at 7 o'clock p.m.  
RIVERTON SCHOOL**

On August 27, 2019 a special meeting of the Riverton Planning Board was called to order at 7:00 PM by Ms. Hack, who led the flag salute and announced that Public Notice of this meeting pursuant to the Open Public Meetings Act has been given in the following manner:

1. Having written notice published in the Burlington County Times on September 11, 2019.
2. Forwarding written notice for informational purposes only to the Courier Post on September 9, 2019.
3. Posting written notice on the official bulletin board in the Borough Hall and the official Borough website on September 9, 2019.

**ROLL CALL:**

Mayor Suzanne Cairns Wells, present	Kerry Brandt, present	Joe Della Penna, present
Craig Greenwood, present	Mary Lodato, present	Robert Martin, present
Councilman Ken Mills, present	Ray Paskiewicz, absent	Joseph Threston, present
Rebecca Reis, Alt. 1, present	Adam Flade Alt. 2, present	Doug Aird, Alt 3, present

Also present was Secretary Michelle Hack, Planner Tamara Lee and Solicitor Charles Petrone.

Ms. Hack and Mr. Petrone confirmed that all jurisdictional items were in order.

Ms. Lee provided the overview of how the Borough came to this point, and talked about the compliance items the Borough has undertaken to get us to this final stretch of the plan. Mayor Cairns Wells showed a map of the overlay zones (5) and the inclusionary zones (2), reviewed the criteria for affordable housing credits, income limitations and the prescribed formula for units per overlay zone. In addition, the Borough must have a 20% set-aside for all new construction.

**PUBLIC COMMENT –**

Mr. Larry Antonucci requested for the exact definition of Affordable Housing and how it related to “parks” in the Borough Code. He asked for clarification the pocket park on Bank and Howard is not included in the overlay plan.

Mr. Gary Lillie asked if the overlay zones will be forced to sell off their so the affordable housing can exist. Mayor Cairns Wells assured Mr. Lilly that no one is being forced into anything. This is simply a plan so that it could work out for a developer.

Mr. Michael Kearney asked why the Sacred Heart parking lot is not an overlay zone, to which Mr. Coleman stated the Courts weren’t interested in that parcel.

No one else from the public came forth to speak, therefore closing the public portion.

Mr. Threston and Mr. Brandt both commented they agree the Plan is in the best interest of the Borough and gives the Borough control of the situation; the ordinance that were introduced by Council at the September 5 meeting are exceptionally well written and are consistent with the Master Plan.

**Resolution PB-2019-08**

A RESOLUTION OF THE PLANNING BOARD OF THE BOROUGH OF RIVERTON, COUNTY OF BURLINGTON FINDING BOROUGH ORDINANCE NO. O-2019-06, THE INCLUSIONARY ORDINANCE, AND BOROUGH ORDINANCE O-2019-07, THE FAIR SHARE ORDINANCE, AMENDING CHAPTER 128 OF THE RIVERTON BOROUGH CODE ENTITLED "ZONING," CONSISTENT WITH THE MASTER PLAN OF THE BOROUGH OF RIVERTON

Mr. Threston motioned to approve the resolution. Mr. Martin seconded his motion. Roll call vote 9 aye, 0 nay and 0 abstain.

**ADJOURNMENT:** Motion to adjourn by Mr. Mills and seconded by Mr. Greenwood. All votes in the affirmative.

Respectfully submitted:

Michelle Hack Secretary  
RIVERTON PLANNING BOARD

Adopted on: October 24, 2019

**RIVERTON BOROUGH PLANNING BOARD  
REGULAR MEETING MINUTES  
October 22, 2019 at 7 o'clock p.m.**

On October 22, 2019 a meeting of the Riverton Planning Board was called to order at 7:00 PM by Mr. Threston, who led the flag salute. Ms. Hack called roll call and announced that Public Notice of this meeting pursuant to the Open Public Meetings Act has been given in the following manner:

1. Having written notice published in the Burlington County Times on September 11, 2019.
2. Forwarding written notice for informational purposes only to the Courier Post on September 9, 2019.
3. Posting written notice on the official bulletin board in the Borough Hall and the official Borough website on September 9, 2019.

**ROLL CALL:**

Mayor Suzanne Cairns Wells, present	Kerry Brandt, absent	Joe Della Penna, present
Craig Greenwood, present	Mary Lodato, present	Robert Martin, present
Councilman Ken Mills, present	Ray Paskiewicz, absent	Joseph Threston, present
Rebecca Reis, Alt. 1, present	Adam Flade Alt. 2, present	Doug Aird, Alt 3, absent

Also present was Secretary Michelle Hack, Engineer Bill Kirchner, and Solicitor Charles Petrone.

**MINUTES:** May 28, 2019 regular meeting minutes, were submitted for approval. Mr. Greenwood moved to approve the minutes and Ms. Lodato seconded the motion. All votes in the affirmative.

Minutes from the Special Meetings for Affordable Housing on August 27, 2019 and September 24, 2019 were submitted for approval. Mayor Cairns Wells motioned to approve both sets of minutes, Mr. Martin seconded her motion. All votes in the affirmative.

**NEW BUSINESS:**

- A. Name: Nick Speers  
Owners: same  
Property: 218 Fulton Street Block: 402 Lot: 7  
Action Seeking permission for an amended approval from Resolution PB-2018-05  
Desired: which provided relief from Chapter §128-19A to amend the pool house structure from 607 sq. feet to 657 sq. feet wherein 500 sq. feet is permissible by Borough Code. Chapter §128-20G to allow for lot coverage of 40.22% instead of the previously granted 39.99% wherein the Borough Code permits 35%.

Ms. Hack confirmed all jurisdictional items were compliant for this public hearing. Mr. Speers was sworn in to provide testimony to his application. He stated this application was approved in 2018 however he never applied for building permits and when he did he learned the variance had expired. Additionally, the submission of the construction application revealed a mistake in

the calculations of the actual variance needed. On the 2018 submission, as the applicant Mr. Speers only accounted for the inside measurements, not outside which increases the total square footage to 657 from the 607 sq. ft. approved, however only 500 sq. ft. is permitted under Code 128-19A. Therefore, increasing the impervious coverage to 40.22%. Borough Professionals reviewed the review letter from Mr. Hansen dated October 16, 2019, and from that the following testimony was provided: Mr. Speers testified the height of the structure is 23 feet and the proposed structure is only meant to serves as an enhancement their outdoor pool space as and a game room with a bathroom, (water, sewer, electric hook ups) but no kitchen area. Mr. Speers further testified that he agreed to place dry well/s as needed for Stormwater management control, the driveway will consist of pavers with an epoxy covering and a gravel base; although cost factors could mean a variation the materials. Property lighting will be of a residential fashion, not commercial and the existing sheds have been removed. The positive criteria portion of the application will lend for off-street parking on the new developed driveway. The negative criteria are the non-conforming lot shape. There was a further suggestion to boost the impervious coverage allowed at 41% to allow for overages in the construction of the driveway.

Mr. Threston opened the floor for Public Comment pertaining to this application only. No one came forth to comment therefore closing the public portion. It was further determined that this application is subject to ARC review and approval. Mayor Cairns Wells motioned to approve this variance under Resolution PB-2019-09. Mr. Greenwood seconded the motion. Roll call vote 9 aye, 0 nay and 0 abstain.

**OLD BUSINESS:** Mr. Petrone updated that all of the outstanding items of the 604 Broad Street Bollers Site Plan. The County required changes to the Stormwater Management design which was approved by Mr. Hansen and all moving forward.

#### **COMMITTEE REPORTS**

- **Council Matters of Importance to the Board** – The Borough is awaiting a court date to have all Affordable Housing documents and plan for final approval. Council passed a resolution to support the independence of Riverton School and clarify the Borough’s position on the Pathway to Progress to exclude the merging of schools. Mayor Cairns Wells updated on current park projects and that the Borough applied for a 2019 Park Grant.
- **Minor Site Plan**-none
- **Environmental Commission**- Mr. Threston continues to submit resolutions to Sustainable Jersey progress.

#### **PUBLIC COMMENT**

Mr. Joe Rainer asked why the garages at 500 Howard are zoned residential and asked for the Board to change it to commercial. This will be discussed with the Planner and reviewed as a first step. No one else from the public came forth to speak, therefore closing the public portion.

**ADJOURNMENT:** Motion to adjourn by Mr. Mills and seconded by Mr. Greenwood. All votes in the affirmative.

Respectfully submitted:

Michelle Hack Secretary  
RIVERTON PLANNING BOARD

Adopted on: December 18, 2019



**RIVERTON BOROUGH PLANNING BOARD  
REGULAR MEETING MINUTES  
December 18, 2019 at 7 o'clock p.m.**

On December 18, 2019 a meeting of the Riverton Planning Board was called to order at 7:00 PM by Mr. Brandt, who led the flag salute and announced that Public Notice of this meeting pursuant to the Open Public Meetings Act has been given in the following manner:

1. Having written notice published in the Burlington County Times on September 11, 2019.
2. Forwarding written notice for informational purposes only to the Courier Post on September 9, 2019.
3. Posting written notice on the official bulletin board in the Borough Hall and the official Borough website on September 9, 2019.

**ROLL CALL:**

Suzanne Cairns Wells, present	Kerry Brandt, present	Joe Della Penna, present
Craig Greenwood, absent	Mary Lodato, present	Robert Martin, present
Councilman Ken Mills, absent	Ray Paskiewicz, present	Joseph Threston, present
Rebecca Reis, Alt. 1, present	Adam Flade Alt. 2, absent	Doug Aird, Alt 3, present

**MINUTES:** October 22, 2019 regular meeting minutes, were submitted for approval. Mr. Threston moved to approve the minutes and Mr. Martin seconded the motion. All votes in the affirmative.

**OLD BUSINESS:** Chairman Brandt reported that he had communicated with the Board Planner concerning the zoning designation of 500 Howard, as it was questioned at the last meeting. The reason for the designation of Residential is due the property being surrounded on three sides by residential. Any other designation would not make sense.

**COMMITTEE REPORTS**

- **Council Matters of Importance to the Board** – The Borough Solicitor received an update that the Courts are preparing for the Affordable Housing final approval in March. January 2 is the Reorg in Riverton School and the swearing in of Councilman Kirk Fullerton, Councilwoman-elect Laura Major and Mayor Cairns Wells. 300 Main Street sold and looks to be improved upon, and Orange Blossom is expecting to be under contract in the near future.
- **Minor Site Plan-SG23** 600 Main Suite 3 for an Interior Design studio was approved.
- **Environmental Commission-** Mr. Threston said they will meet next on December 20, however he learned the EC was notified that they weren't successful in obtaining Bronze Status for 2019; but they will try again in May 2020.

**PUBLIC COMMENT** no one came forth to speak.

**ADJOURNMENT:** Motion to adjourn by Mr. Mills and seconded by Mr. Greenwood. All votes in the affirmative.

Respectfully submitted:

Michelle Hack Secretary  
RIVERTON PLANNING BOARD

Adopted on: December 18, 2019