

Chairman DiSalvo called the regular meeting of January 14, 2008 of the Washington Township Planning Board to order at 7:42 p.m.

MEMBERS PRESENT

- CLASS IV: Mark Bauerlein, Charles DiSalvo, William Leavens, Kathleen McGroarty
- ALTERNATES: Lou Mont
- CLASS I: Tracy Tobin
- CLASS II: Patrick Monahan
- CLASS III: Howard Popper
- OTHERS ABSENT: Sam Akin
- STAFF PRESENT: Clerk Kesper, Engineer Hall, Attorney Buzak, Planner Banisch

Adequate notice of this meeting was sent to the Observer-Tribune and the Morristown Daily Record on January 12, 2007 and posted on the Bulletin Board on the same date. Seven notices were mailed, as there were five requests.

**\*\*NO NEW CASES OR WITNESSES SHALL BE HEARD SUBSEQUENT TO 10:30 PM\*\***

Pledge of Allegiance

**MINUTES**

1. Minutes from the December 10, 2007 Regular Meeting

Mr. Bauerlein made a motion to approve the minutes, seconded by Mr. Popper. A voice vote was taken; all were in favor and the motion carried. Minor changes were made. A voice vote was taken on the amended minutes; Mr. Tobin and Mr. Leavens abstained, all others were in favor and the motion carried.

***The meeting was opened to the public for items not on the agenda. There were no questions or comments from the public and the meeting was closed to the public.***

**RESOLUTIONS**

NONE

**DECISIONS ON COMPLETENESS**

None

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**PUBLIC HEARING/APPLICATIONS -**

None

**DISCUSSION /  
CORRESPONDENCE**

1. Planning Board Activity Report

The Activity Report was reviewed and noted for the record.

Mr. Tobin answered Mr. Leavens that the Township is investigating a combined board in 2009.

2. Board of Adjustment Annual Report

The report was reviewed the report.

Mr. Banisch reviewed the report and the question regarding whether the definition of a garage applied to accessory structures only. He stated that when the board reviewed this back in 2001 his report suggesting the revised definition of a garage was for accessory garages as the board did not want to see accessory garage buildings with more than three bays.

The board reviewed the report and concluded that they did not have an opinion at this time and that it was a question for the Township Committee.

3. Jefferson Township Committee Meeting with Highlands Council –  
January 23, 2007

The board discussed going to this meeting and canceling their board meeting scheduled for that night.

Mr. DiSalvo made a motion to cancel the regularly scheduled meeting in so that board members could attend the Jefferson Township meeting. Seconded by Mr. Bauerlein. A voice vote was taken; all were in favor and the motion carried.

4. Highlands Regional Master Plan

Mr. Banisch distributed copies of highlands maps to the board and reviewed his memo of January 11, 2007. He reviewed the designations proposed by the Highlands Master Plan in the Planning Area of the Township. He stated that the meeting in Jefferson may answer some questions regarding density. He briefly explained the adjustments policy, which only a municipality can apply for and apply at any time, not just during the conformance phase. He suggested that the US Homes property would be an area that the classification should be changed to accommodate Township zoning needs.

He answered the Board that a benefit of conforming with the Highlands Regional Master Plan for the planning area of the Township would be legal protection.

Mr. Banisch stated that the Highlands Council procedure for adopting the plan is to receive comments receive, digest the comments and possibly make some changes and then adopt the plan, which he thought would be by June. After the Regional Master Plan is adopted by the Highlands Council the conformance process with the impacted townships would begin.

Mr. DiSalvo asked Mr. Banisch to identify areas of adjustment, whether the Township opts in to the plan or not.

Mr. Banisch addressed COAH and the highlands and the changes in the COAH regulations. He stated that Washington Township's Housing Plan was certified by the State prior to the courts overturning the requirements and therefore the Township has COAH certification through 2014.

5. Proposed Amendment to Sign Ordinance

Mr. Banisch reviewed his memo of January 11<sup>th</sup> and the comparison of the proposed township committee ordinance compared to the existing. He stated that the major change to enforcement was that the majority of the ordinance was changed from site plan to zoning, which would now require a variance vs. a simple design waiver. The remainder of the changes dealt mainly with realtor and temporary signs.

Mr. Banisch reviewed his memo of January 14<sup>th</sup>, which explained what was not included in the proposed Township Committee ordinance. There is in the proposed amendment a section to allow the removal of signs.

Mr. Popper stated that the ordinance should include recovery of attorney fees.

Mr. DiSalvo stated that it was his opinion that the Board wanted to tighten up the ordinance governing commercial signs.

The board reviewed the items from their 2006 amendment that they believed was most important to be incorporated into the Township Committee proposal.

The board concluded that sign permits with change of use should be implemented; and that any change to the sign area of an existing sign should be reviewed by the Planning Board or Zoning Board.

Mr. DiSalvo directed Ms. Kesper and Mr. Banisch to draft a letter of recommended changes.

#### 6. Vouchers

Mr. Leavens made a motion to approve the vouchers reviewed by the Chairman found in order and send same on for payment. Seconded by Mr. Bauerlein. A voice vote was taken; all were in favor and the motion carried.

#### 7. Mandatory Education

Ms. Kesper stated that the law has been in effect for 18 months and that everyone who has not taken the course must do so now. The law requires that the Township Committee remove anyone from the board that has not taken the course.

#### 8. Board Vacancies

Ms. Kesper stated that the board has two Class IV vacancies with Mr. Popper becoming a Class III and Mr. Price's resignation.

The board recommended that the Township Committee appoint Mr. Trevena as a Class IV member and move up one of the alternate members.

#### 9. Zoning Officer

Ms. Kesper informed the Board that Fred Jordan, Zoning Officer was retiring and that his last day in the office was January 18<sup>th</sup> and that she was being appointed acting zoning officer until April 1<sup>st</sup> and then Zoning Officer, in addition to her Planning Board and Zoning Board responsibilities.

Mr. Leavens made a motion to adjourn, seconded by Mr. Mont. A voice vote was taken; all were in favor and the meeting was adjourned at 9:15 p.m.

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Virginia R. Kesper, Clerk