

**CITY OF BEVERLY  
JOINT LAND USE BOARD MEETING  
April 16, 2014 ~ 7:00PM**

**MINUTES**

Chairman Iaia called the Meeting to Order at 7:07pm.

**FLAG SALUTE**

Chairman Iaia led those present in the Flag Salute

**OPEN PUBLIC MEETINGS ACT STATEMENT**

Chairman Iaia read the following statement into the minutes: *In compliance with the Open Public Meetings Act, NJSA 10:4-6, this is to announce that Adequate Notice of this meeting was provided in the following manner: On January 23, 2014 advance written notice of this meeting was posted on the Official Bulletin Board in the City Hall, was emailed to THE BURLINGTON COUNTY TIMES for publication and emailed to the CAMDEN COURIER POST for advise, was filed with the Municipal Clerk, and was mailed to all persons who requested and paid for such notice. The proceedings of all meetings are electronically and manually recorded, and the Minutes will be on file in the Office of the Secretary of the Joint Land Use Board.*

**ROLL CALL**

**Present:**

Hal Robertson  
Loretta Kimber  
Jeffrey Iaia  
Jacquelyn Bryan  
Mayor Randy Miller  
Maureen Cronin  
Pamela Hall  
Alternate 1 - John Haaf – arrived late

Attorney - Chuck Petrone of Raymond|Coleman|Heinold|Norman attorneys at law  
Secretary – Leigh-Ann Esaia

**Absent:**

Lawrence Carlbom  
Daniel G. Schoen, Sr.  
Alternate 2 – Scott Bills  
Engineer – William Kirchner – Attendance not required

**SWEARING IN OF MEMBERS**

Attorney Chuck Petrone swore in Maureen Cronin as a Class IV member and Alternate member 1, John Haaf.

## **APPROVAL OF MINUTES**

Minutes of the March 19, 2014 meeting were reviewed. A motion was made by Mr. Robertson and seconded by Ms. Hall to approve the minutes of the March 19, 2014 meeting. - Roll call vote – all in favor – Motion carried.

Minutes of the October 16, 2013 meeting were reviewed. The minutes were found to be missing pertinent information. It was recommended that this be tabled until corrections are made.

Minutes of the August 21, 2013 meeting were reviewed. A motion was made by Mr. Robertson and seconded by Ms. Cronin to approve the minutes of the August 21, 2013 meeting. – Roll call vote – all in favor – Motion carried.

## **RESOLUTIONS**

### **Resolution 2013-6**

A Resolution memorializing the action of the Beverly City Planning Board of Adjustment taken on October 16, 2013 at 7pm in the City of Beverly, for David Boudwin for Certificate of Non-Conforming Use at Block No. 68/Lot 3. Discussion followed among the Board members regarding the conditions that were to be part of the original resolution application. Board members discussed the previous concerns that were raised in October in regards to parking, windows, and the re-installation of a bathroom. The Resolution as written did not include the stipulation that Mr. Boudwin replace the first floor bathroom, therefore it was recommended that this condition be added as was determined at the October 16, 2013 meeting.

A motion was made by Mr. Robertson and seconded by Ms. Kimber to memorialize Resolution 2013-6 with amendments as stated. A roll call vote was taken with the members that were present and voted on the Resolution at the October 16, 2013 meeting. Mr. Robertson, Mr. Iaia, Ms. Bryan, and Ms. Kimber were in favor – Motion carried.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

Ms. Cronin questioned if Mr. Siciliano had been paid for his services and stated that she was unhappy with the quality of the minutes that were provided.

Ms. Cronin provided the Board with articles related to Mt. Holly and Burlington City. Mt. Holly has designated a portion of the downtown in need of redevelopment and has not ruled out using eminent domain to make alterations. Burlington City has designated an arts and cultural district to encourage are related businesses to occupy first floor spaces artists to acquire the buildings.

Discussion followed regarding the checklist for completeness to be used when applications are submitted to the Board and also having the current engineer become responsible for the initial application review to determine if it is complete. The application, therefore, would not be presented to the Board until it is deemed complete by the engineer.

Ms. Cronin stated that she would look into the neighboring towns' fee schedules to discuss with the Board. Discussion followed regarding which towns would be most beneficial to review.

Discussion followed regarding the checklist for completeness to be used when applications are submitted to the Board. It was suggested that the engineer should review the application for completeness before it is brought before the Board. A motion was made by Ms. Cronin and seconded by Mr. Robertson to allow the engineer to review the applications for completeness. Roll call vote – all in favor – Motion carried.

Discussion followed regarding review of the rates and fees and that the current checklist for completeness be reconsidered since it is currently in a draft form.

The Board scheduled a special meeting for April 29, 2014 at 7pm to discuss the fee schedule and completeness review process.

### **COMMUNICATIONS**

Mr. Wolbert summarized the multiple communications that occurred between the former Board Attorney, Sal Siciliano and the City. As a result, the City received the minutes from the two previous meeting and Resolution 2013-6.

Mr. Wolbert informed the Board that Mr. Siciliano sent a copy of his bills to the clients. Mr. Wolbert informed Mr. Siciliano that was not the proper protocol because the City is responsible for paying his bills. The Board recommended that the City send a letter to each client informing them to disregard the invoice sent by Mr. Siciliano.

### **BOARD/PROFESSIONAL COMMENTS**

None

### **PUBLIC COMMENT**

Mr. Wolbert, City Administrator, discussed the future developers that have shown interest in redeveloping Beverly. In addition, he commented that the Master Plan Committee continues to meet and the new master plan will have many changes.

### **EXECUTIVE SESSION**

No request for executive session

### **ADJOURNMENT**

There being no further business, a motion to adjourn the meeting was made at 8:26 pm by Mr. Robertson and was seconded by Ms. Cronin. All members were in favor – Motion carried.

Respectfully submitted,

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Leigh-Ann Esaia  
Joint Land Use Board Secretary

\_\_\_\_\_  
Date

APPROVED:

\_\_\_\_\_  
Jeffrey L. Iaia  
Chairperson

\_\_\_\_\_  
Date

ATTORNEY APPROVAL FOR RELEASE:

\_\_\_\_\_  
Thomas J. Coleman III

\_\_\_\_\_  
Date