

# City of Northfield

## Planning & Zoning Board

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Minutes: January 3, 2008

The reorganization meeting of the Northfield Planning & Zoning Board, held on Thursday, January 3, 2008 in Council Chambers, City Hall, Northfield, was opened by Dr. Richard Levitt at 7:32 p.m.

The 2008 re-organization meeting began with the swearing of new members and the re-appointment of members whose terms have expired by Mayor Vincent Mazzeo. The Mayor read the Oath of Office to the new appointees. The following members were appointed:

Chief Robert James, Class II member-City Official-1 year term

James Shippen, Class IV member-filling unexpired term for Nick Droboniku (expires year end 2009)

John Clifford, Alternate #2-filling unexpired term for Guy Schlachter (expires year end 2008)

Clem Scharff, Class IV member-4 year term

Ronald Roegiers, Class IV member-4 year term

Henry Notaro, Alternate #1-2 year term

There was a reading of the Sunshine Law and a roll call. Notice of this meeting had been given in accordance with Chapter 231 Public Law 1975, otherwise known as the Open Public Meetings Act. Notice of this meeting has been posted on the bulletin board in City Hall, and filed with the City Clerk, stating the date, time and place of the meeting and the agenda to the extent known. The following Board members were present:

Mayor Vincent Mazzeo

Councilman Jason O'Grady

Chief Robert James

James Shippen

John Clifford

Clem Scharff

Ronald Roegiers

Henry Notaro

Pete DaPrato

Lou Milone

Dr. Richard Levitt

Robin Atlas was appointed Secretary (one year appointment) by unanimous voice vote with a motion from Mr. Scharff and seconded by Mr. Roegiers.

Clem Scharff was appointed Vice Chairman by unanimous voice vote with a motion from Mr. Milone and seconded by Mr. O'Grady.

Dr. Levitt was appointed Chairman by unanimous voice vote with a motion from Jason O'Grady and seconded by Mr. Scharff.

Dr. Levitt gave a presentation to Mr. Thomas Subranni who retired as Board Solicitor after 36 years at the end of 2007. He presented Mr. Subranni with a clock and plaque and thanked him for his dedication and service. Dr. Levitt then addressed the new members and spoke about the new course requirements and asked that all members call the secretary when they cannot make a meeting to avoid not having a quorum. He asked the members to review the Land Use Laws and all applications submitted and to possibly visit the sites to better understand what is on the plans. Mr. Subranni added that the members should always read the Engineer's reports and to recuse themselves if they have a conflict with an application. He reminded about pay-to-play laws and stressed that all members must fill out Financial Disclosure forms with the Clerk's Office in April. He noted that he will always be available for a phone call and commented that Northfield has an excellent Planning Board and that the City looks great. He is proud of the Board and wished all well and said he will be following the Board's progress. Dr. Levitt added that members should report violations about town when familiar with the Land Use Laws. Dr. Levitt then discussed the Master Plan as a blueprint for revising the Ordinance. This will be an important project in 2008.

At 7:50 p.m., the Board went into a closed executive session by Resolution. The minutes will be available when confidentiality is no longer necessary. Mr. O'Grady made the motion and Mr. Scharff seconded.

The meeting resumed at 8:27p.m. with a motion to go out of closed session by Mayor Mazzeo and seconded by Mr. Milone. Dr. Levitt announced that Matt Doran had been appointed as Board Engineer and Norman Zlotnick had been appointed as the new Solicitor to the Board. Both appointments are for one year terms.

Dr. Levitt asked that Mr. Doran furnish copies of the final draft of the Master Plan to all the members. Dr. Levitt and Mr. O'Grady discussed the affordable housing issue and Mr. O'Grady will bring the issue to Council.

Two resolutions were memorialized from the December 6, 2007 meeting by unanimous voice vote for Bada Bing! Pizza and Subs and Kensington Square, LLC. The following members abstained since they were not present at the 12/6/07 meeting: Mayor Mazzeo, Chief Robert James, James Shippen, John Clifford and Pete DaPrato. The 2008 meeting schedule resolution was also approved by unanimous voice vote by all present for publication in The Press and it was agreed to eliminate the July 3, 2008 meeting.

Dr. Levitt said that the Board will vote on the Master Plan at the next meeting and will then schedule a date for the public hearing.

The meeting was closed by at 8:43 p.m. with a motion by Mr. Roegiers and a second from Mr. Scharff.

Respectfully submitted,

Robin Atlas, Secretary to the Board

