

**City of Northfield Planning Board**  
**1600 Shore Road**  
**Northfield, New Jersey 08225**  
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**Minutes: August 1, 2019**

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 had been given to The Press, posted on the bulletin board in City Hall, filed with the City Clerk, and posted on the City website, stating the date, time and place of the meeting and the agenda to the extent known.

This REGULAR meeting of the Northfield Planning Board held on Thursday, August 1, 2019 in Council Chambers, City Hall, Northfield, was opened by Chairman Richard Levitt at 7:00 p.m. with the reading of the Sunshine Law and the following members present or absent as noted:

Mayor Erland Chau-absent  
Jim Leeds-absent  
Dr. Richard Levitt  
Joe Massari  
Chief Paul Newman-absent  
Henry Notaro-absent  
Councilman Frank Perri-absent  
Daniel Reardon  
Ron Roegiers  
Derek Rowe  
Clem Scharff-absent  
Jim Shippen-absent  
Steve Vain-absent

Matthew Doran, PE, PP-Planning Board Engineer-absent  
Mark H. Stein, Esq.-Planning Board Solicitor-absent

There were no applications on the agenda.

There was one resolution to memorialize for Career Opportunity Development, Inc.-CODI, Block 95, Lot 2, 1717 Zion Road, for a residential structure to be located in the O-PB zone. Codi was approved for a Use Variance at the July meeting. A quorum of Planning Board members was present and all were eligible to vote. The group home is to be a pre-fab three bedroom home. Mr. Roegiers made the motion and Mr. Reardon seconded. The roll call vote of the members present was all in favor.

Dr. Levitt mentioned that he believed the Planning Board to be one year in arrears for a Master Plan re-examination which must be completed every ten years. He said it puts the Ordinance in challenge and an objection of a permit or a denial could be taken to court if there is no Master Plan in place. Dr. Levitt said Mr. Doran will review the Uniform Residential Construction Code and make sure everything is up to date and consistent with state regulations. Dr. Levitt asked the Board to review discretionary uses in

different zones. The Board has to re-examine the Master Plan, but doesn't have to necessarily make a lot of changes. There may be some things that still need to be updated and the language may have to be expanded. Uses need to be descriptive. There are no longer SIC codes which were cumbersome and too many variances were necessary. He asked the Board for volunteers to form a committee. Mr. Roegiers and Mr. Rowe volunteered and Thursday evenings were agreed to be available by everyone. Dr. Levitt will be the third member of the committee and he said he would talk to Mr. Doran about the Planner responsibilities and if he would be interested in being the planner or one will need to be hired. The Board will need to ask Mrs. Canesi if a bid process is necessary. The last census report was from 2010. Assumptions will need to be updated and a review of the Master Plan will need to be done by a planner and we have to be sure that it would not be a conflict for the Planning Board Engineer to also be the Planner for the Master Plan Review. Mr. Stein will be asked to clarify this. The Affordable Housing Plan will have to be incorporated into the Master Plan and a budget will need to be allocated.

A discussion of the Gurwicz project relating to the road through the project and the walkway between the project and the shopping center ensued. Dr. Levitt said he would ask Mr. Doran about the status. Dr. Levitt said it is important from a planning standpoint that communities need to as walkable as possible.

There was no public in attendance.

Mr. Massari made the motion to close the meeting and Mr. Roegiers seconded the motion. Dr. Levitt closed the meeting at 7:16 p.m.

Respectfully submitted,

Robin Atlas, Secretary to the Board