

**City of Northfield Planning Board**  
**1600 Shore Road**  
**Northfield, New Jersey 08225**  
**Telephone (609) 641-2832, ext. 127**  
**Fax (609) 646-7175**

April 2, 2026

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 posted on the bulletin board in City Hall and posted on the city website, stating the date, time and place of the meeting and the agenda to the extent known. Digital copies of the application documents, exhibits, and the Planning Board Engineer's report have been uploaded onto the city website as well if applicable.

The **REGULAR** meeting of the Northfield Planning Board was held on Thursday, April 2, 2026. ***In following with the decisions of Mayor Chau and City Council, the Planning Board will be eliminating the mandatory observation of Covid-19 related social distancing measures at their public meetings. In addition, the Planning Board will continue to air the regular meetings on Zoom video conferencing for convenience of those who do not wish to appear in public.***

City of Northfield Planning Board is inviting you to a scheduled Zoom meeting.

Topic: City of Northfield Planning Board Meeting

Time: Apr 2, 2026 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83805204531?pwd=C50cZuoi59mPNHocgvbgxCtWj9ql.1>

Meeting ID: 838 0520 4531

Passcode: 560467

One tap mobile

+13126266799,,83805204531# US (Chicago)

+16465588656,,83805204531# US (New York)

Join instructions

<https://us02web.zoom.us/join/83805204531/invitations?signature=-CKogIMZXHuxm--fdrgpLnblGpwbbbTeSgXTge2pdiE>

The meeting was opened by Vice Chairman Clem Scharff at 6:59 p.m. Mayor Chau read the Oath of Office to Mr. Frank Pomponi who was appointed as Planning Board Alternate #4 and resumes the position previously held by Mr. Daniel Reardon. Mr. Pomponi will serve the unexpired term which expires December 31, 2026. Mayor Chau read the Oath of Office to Mr. Reardon who will serve as Planning Board Alternate #3 for the unexpired term of Ronald Roegiers who moved out of state. The term will expire at the close of 2027.

Mr. Brophy led the flag salute. The roll call was taken and the Sunshine Law was read. The following members were present or absent as noted:

Peter Brophy  
Matthew Carney-absent  
Mayor Erland Chau  
Councilwoman Carolyn Bucci  
Henry Notaro  
Frank Pomponi  
Dan Reardon  
Derek Rowe  
Clem Scharff  
Jim Shippen  
Paul Utts  
Chairman Levitt-absent  
Joel M. Fleishman, Esq.-Planning Board Solicitor  
Matthew Doran, PE, PP-Planning Board Engineer

Mr. Shippen made the motion to approve the minutes from March 5, 2026. Mayor Chau seconded the motion. The voice vote was all in favor.

There were six resolutions to memorialize.

1. Redevelopment Plan for Wabash Avenue  
Block 92 Lots 25,28,29,31,33 & 34  
Report, Findings and Positive Review and Recommendations to the Governing Body  
Mr. Shippen motion, Mr. Brophy second, voice vote all in favor
  
2. Redevelopment Plan for Dolphin Avenue  
Block 66 Lot 11 and Block 69 Lot 1.02  
Report, Findings and Positive Review and Recommendations to the Governing Body  
Mr. Shippen motion, Mr. Brophy second, voice vote all in favor
  
3. County of Atlantic  
Installation of Solar Photovoltaic System Arrays and Associated Improvements  
Block 151 Lot 1  
201 S. Shore Road  
Review and Recommendations  
Mr. Shippen motion, Mr. Brophy second, voice vote all in favor
  
4. 301 Shore Road  
Block 149 Lot 10  
301 Shore Road  
Application for “c” variance relief  
Mr. Shippen motion, Mr. Brophy second, voice vote all in favor

5. Paul Vogel and Terry Vogel  
Block 122 Lot 2  
109 Northfield Avenue  
“c” variance relief  
Mr. Shippen motion, Mr. Brophy second, voice vote all in favor

Abstentions for the above five resolutions were Councilwoman Bucci, Mr. Carney, Mr. Reardon, Mr. Roegiers.

6. James P. Maga  
Block 27 Lot 36  
2513 Herbert Drive  
“c” variances and conditions  
Mr. Shippen motion, Mr. Brophy second, voice vote all in favor.

Abstentions for the above resolution were Chairman Levitt, Mr. Boyd, Mr. Roegiers, Mr. Notaro, Mr. Utts, Mr. Rowe.

Mayor Chau questioned who would be doing the inspections. Mr. Doran said the Zoning Officer will do the inspections. Mayor Chau said it is important to know the time lines and time frames for the Maga situation. Mr. Fleishman noted that he has added to all the resolutions from here going forward that an “As Built” may be requested of the applicant.

The first application was from Andrew Noecker, Block 30 Lot 12.02, 2430 Shepherd Circle West, in the R-1 Zone, for “c” variance relief for a front yard setback to construct a covered porch. Mr. Brophy recused himself and Mr. Fleishman swore in Mr. Noecker.

Mr. Noecker said he has a single slab measuring 7 ft. x 11 ft. and he wants to construct a covered front porch with a size of 7 ft x 32 ft. The setback is 21.6 ft. and the requirement is 25 ft. He needs a variance for 3.6 ft. Mr. Scharff said he has reviewed the plans and agrees that a front yard setback is necessary. Mr. Shippen said based on the drawings, the proposed porch looks attractive. Mr. Doran reviewed his report. The proposed porch is 224 sf. The plan shows curbing but no sidewalks. A design waiver would be necessary. There are large trees and ornamental trees in the front yard and the plan shows two onsite parking spaces as required. Mr. Noecker will need a building permit to complete the project. Mr. Noecker commented that he has a Maple tree and a Crepe Myrtle and he will need to remove some of the bushes for the porch. Mr. Noecker said there are no sidewalks on his side of the street and Mr. Scharff said he will need a waiver. Mayor Chau asked how many houses had no sidewalks and Mr. Noecker said there are four houses.

Mr. Scharff opened the public session and seeing no one who wished to speak, he closed the public session.

Mayor Chau made the motion for “c” variance relief for a front yard setback, and a design waiver for street trees and sidewalks. Mr. Shippen seconded the motion.

The roll call vote was as follows:

Mr. Boyd-yes

Councilwoman Bucci-yes

Mayor Chau-yes

Mr. Notaro-yes

Mr. Reardon-yes

Mr. Rowe-yes

Mr. Scharff-yes

Mr. Shippen-yes

Mr. Utts-yes

The motion carries.

The second application was from Sean McDaniels who was represented by Elias T. Manos, Esq. The address is 407 Maple Avenue and Maple Avenue, Block 55, Lots 2 & 3, for a Minor Subdivision with variances in the R-1 Zone.

Mr. Manos addressed the Board with an overview of the plan. The house and additional lot comprise a corner lot. The required width is 100 ft. with 10,000 sf of area. The existing house sits on 6,600 sf on lot 2 and is 60 ft. x 110 ft. Lot 3 is vacant with 7,150 sf at 65 ft. x 110 ft. The two lots exist separately and they are proposing the same two separate lots. Mr. McDaniels wants approval to put a modest home on the corner with a filed minor subdivision and will require “c” variances for Lot width and Lot area. The existing home is non-conforming. There is a provision in the Ordinance. Mr. Manos referred to 215-18-A(4) which states that a lot of record under one ownership, where the owner owns no adjoining land, may be used as a lot for purposes permitted in the residential zone, provided that the minimum area for such a lot is 5,000 sf and has a fifty-foot width. The lots are now under common ownership. Mr. McDaniels had considered putting one of the lots under an LLC or to sell the lot outright to a new owner. It was decided that the best scenario would be to come before the Board for approval of a legal minor subdivision. Mr. Manos stated that Athur Chew, a license expert engineer and planner and Mr. McDaniels are present for testimony. The lots are taxed separately as two lots. If the lots were across the street in the R-3 Zone they would not need Board approval. Mr. McDaniels acquired the property a year ago. He has done a lot of improvements to the existing house. The vacant lot is overgrown and he wants to improve it and make it nicer and it would conform in all ways. Mr. McDaniels lives in town with his family and he is a contractor that does good work.

Mr. Chew and Mr. McDaniels were sworn in and the Board accepted Mr. Chew’s credentials as an expert witness. Mr. Chew said Paul Koelling completed the subdivision plan. Mr. Chew showed aerial views for the existing and proposed subdivision plan. This showed the dividing line between the R-1 and R-3 Zones. He noted that there are three properties that are in Mr. McDaniel’s position. This is in character with the neighborhood. There are no proposed changes to the lot lines. They simply want to formalize the two lots.

Mr. Chew and Mr. Manos discussed the variances and minor subdivision.

Lot 2 requires the following "c" variances:

Lot area-10,000 sf is required, 6,600 sf is proposed.

Lot width-100 ft. is required, 60 ft. is proposed.

Front yard setback to the existing single-family dwelling of 10.5 ft. along Maple Avenue where 25 ft. is required. This is an existing non-conforming condition that will remain the same.

Side yard setback to existing single-family dwelling on the left side of 9.7 ft. where 10 ft. is required. This is an existing non-conforming condition that will remain the same.

Rear-yard setback to the existing accessory shed of 8 ft. where 10 ft. is required. This is an existing non-conforming condition that will remain the same.

Lot 3 requires the following "c" variances:

Lot area-10,000 sf is required and 7,150 sf is proposed.

Lot width-100 ft. is required and 65 ft. is proposed.

The Minor Subdivision approval will formally establish the existence of Lot 2 and Lot 3 as separate lots.

Mr. Chew noted that the new home on Lot 3 would meet all setbacks or they would need to come back before the Board. He noted that a nice sized house will fit on the vacant lot. Mr. Chew said the project will promote positive purposes of Zoning including General welfare, consistency with the neighborhood, this will be an increased ratable base for Northfield, it is a good use of vacant land, and the house will be fully conforming. Other positives include light, air and open space will be maintained, it will be aesthetically pleasing, there will be a house on the corner rather than a vacant lot, and it will increase values within the neighborhood. There are no negative aspects associated with this project.

Mr. Doran reviewed his report. Mr. Doran noted that the Ordinance requires shade trees 30 ft. on centers along the entire road frontage. He advised to keep the trees out of sight triangles. There needs to be two parking stalls on the new lot. They will need to install curbs and sidewalks by Ordinance. There are none existing now and they would need a waiver. A letter from the Fire Department will be needed as none was submitted with the application. Sewer and Utilities will need approvals and permits. A sewer connection will be necessary for Lot 3 and the electrical service will need to be addressed. The service will need relocating or an easement provided. The plan needs revision to show a sight triangle at the intersection of Maple and Walnut Avenues.

Mayor Chau asked if there were any curbing and sidewalks further up the roads. It was determined that some areas have it while others do not. Mr. Manos said the applicant is asking for a waiver at this time. He wouldn't want to install curbs and sidewalks until after the new house is constructed. Mayor Chau asked about drainage. Mr. Doran said they will have to show the grades for drainage. Mr. Boyd said he doesn't see a runoff issue because of the current drainage in that area.

Mr. Scharff opened the public session and seeing that no one wished to speak, he closed the public session.

Mayor Chau made the motion to approve the “c” variances for Lot 2 and Lot 3, to grant a waiver for curbs and sidewalks until the driveway has been completed, and for the minor subdivision. Mr. Doran noted that if the shed is under 144 sf, it is fine and complies at 8 ft. from the edge.

Mr. Shippen seconded the motion.

Mr. Fleishman noted the aerial photograph display will be labeled Exhibit A-1.

The roll call vote was as follows:

Mr. Boyd-yes

Mr. Brophy-yes

Councilwoman Bucci-yes

Mayor Chau-yes

Mr. Notary-yes

Mr. Rowe-yes

Mr. Scharff-yes

Mr. Shippen-yes

Mr. Utts-yes

The motion carries.

The final order of business was to address the Planning Board Fees and escrow increases. Mr. Carney, who researched current fees in other cities, was unable to attend the meeting tonight. Councilwoman Bucci said City Council is waiting to act on Consult Fee Ordinance 215-17-Planning Board application fees and recommendations to City Council to increase fees and/or escrow. The Board discussed and decided to leave the fees as they are for now and to double the escrow fees since there is never enough in escrow to pay the professional fees.

Mr. Rowe made the motion to recommend to City Council to double the escrow amounts.

Mr. Shippen seconded the motion.

The voice vote was all in favor.

Mayor Chau asked the Board members to direct anything concerning the City Clerk’s Office to Shannon Campbell, Deputy Clerk.

Mr. Scharff reminded the Board members to complete their Financial Disclosure Forms by the end of April to avoid a fine.

Mr. Shippen made the motion to close the meeting and Mayor Chau seconded the motion. Vice Chairman Scharff closed the meeting at 7:48 p.m.

Respectfully submitted,

***Robin Atlas***

Robin Atlas, Secretary to the Board