

**DELANCO TOWNSHIP PLANNING BOARD  
REGULAR MEETING  
NOVEMBER 12, 2008**

Ms. vanGenderen called the meeting to order and led the flag salute.

**Sunshine Statement**

Please be advised that proper notice of this meeting has been given in compliance with the Sunshine Law in the following manner. Written notice has been mailed to the Burlington County Times and Courier-Post newspapers and published in the January 7, 2008 editions. Written notice has been posted on the official bulletin board of the Township of Delanco at least 48 hours prior to the meeting.

**Present:** Mr. Ouellette, Mr. Templeton, Mr. Lord, Ms. Mader, Mr. Martin, Mr. Matulewicz,  
Ms. Moore, Ms. vanGenderen, Ms. Jass, Mr. Taraschi  
**Absent:** Mr. Denlinger

**Board Professionals:** Denis Germano, Esq., Board Attorney; Hugh Dougherty, Board Engineer; Scott Taylor, Board Planner

**Resolutions:**

**Resolution 2008-20  
Schmitz, Geraldine  
Block 1004 Lot 6  
812 Burlington Avenue  
R-4 Single Family Residential Zone  
Completeness & Bulk Variance  
Granting side yard setback variance to permit construction of a family room**

Motion by Ms. Jass, seconded by Ms. Moore to approve resolution 2008-19  
Those voting in favor: Mr. Ouellette, Mr. Templeton, Mr. Lord, Ms. Mader, Mr. Matulewicz, Ms. Moore, Ms. vanGenderen, Ms. Jass, Mr. Taraschi

**Approval of Minutes**

The following minutes were approved by the Board members eligible to approve them:

March 4, 2008 Work Session & Regular Session Minutes  
May 6, 2008 Work Session & Regular Session Minutes  
June 11, 2008 Work Session & Regular Session Minutes  
October 7, 2008 Work Session & Regular Session Minutes

**Annual Report of Variances**

Mr. Germano explained that the Land Use law requires Zoning Boards to do an annual report for the Governing Body summarizing what has been done each year. The report would provide information such as a list of applications, the actions taken by the Board, and then recommendations for changes in the zoning ordinances, if any. Mr. Germano explained that because the Delanco Township Planning

Board had taken on the powers of the Zoning Board, the Planning Board should take on the responsibilities too. Therefore the report needs to be done on an annual basis. Mr. Germano recommended to the Planning Board that he prepare the first report so that the Planning Board Secretary would then have a format to follow. The report would be presented to the Board in January or February. There was further discussion regarding why it was necessary to prepare the report. After the discussion Mr. Germano was authorized by the Planning Board to prepare the initial Annual Report of Variances.

### **Hovnanian/Crossings at Delanco correspondence**

Mr. Germano reported that someone at Hovnanian had noticed that Resolution 2008-13 referred to the landscape buffer between Shipps Way and the single family homes that are to be constructed as part of the Crossings as a berm. Hovnanian's position is that there is not a berm planned but instead just a landscape buffer. Mr. McAndrew sent Mr. Germano a letter which pointed out the discrepancy and stated that he wanted it noted for the record to avoid any problems in the future. Mr. Germano stated that he had confirmed with both Mr. Taylor and Mr. Dougherty that Mr. McAndrew's basic premise is right and that there never was a berm planned. Both Mr. Taylor and Mr. Dougherty agreed that no berm was planned. Mr. Germano thought it would be easiest just to recognize that he wrote the wrong word in the resolution and that it wasn't a berm it was a landscape buffer. Mr. Germano wanted to confirm with the Board that the members were fine with leaving the resolution as is. There were no objections from the Board.

### **Meeting Opened to the Public**

Ms. vanGenderen opened the meeting to the public and since there were no public comments the meeting was closed to the public.

### **Correspondence**

The secretary advised the Board that there was no additional correspondence.

### **Comments from the Board**

Mr. Martin reported that he had attended the September Emergency Management meeting and briefly described what had been discussed.

Ms. Jass reported that the Historic Preservation Board was changing their exhibit and the Board has two exhibits at the library. Ms. Jass also reported as the liaison to the River Route that the River Route had received an award from PlanSmart.

Mr. Ouellette stated that it has been recommended that the Planning Board review invoices possibly once a month to keep payments current, especially payments from escrow accounts, so that the Township doesn't find itself in the position of having to cover the costs. Ms. vanGenderen replied that she had addressed this topic with both the past Planning Board Secretary and the current Planning Board Secretary. Ms. vanGenderen would like to see a spreadsheet developed that could be reviewed and approved at Board meetings. The Planning Board Secretary will work on that project. Mr. Taylor stated that Michelle Taylor would be willing to help out with the project as well.

### **Master Plan Update**

Mr. Taylor reported that the Master Plan is almost complete with the exception of the few remaining vacant/affordable housing sites. The Master Plan has to be done by February 1, 2009 and submitted to

DCA. The hearing on the adoption of the Master Plan can be held at either the December or the January Planning Board meeting. There was discussion regarding what still needed to be done and when the hearing should take place. Following the discussion Mr. Germano stated that there needed to be a motion to hold a public hearing on the Master Plan at the January meeting.

Motion made by Ms. Moore that the hearing on the Master Plan be held at the January meeting. Mr. Lord seconded the motion. The voice vote by the Board was unanimous in favor.

**Adjournment**

Motion to adjourn the meeting made Mr. Matulewicz and seconded by Mr. Lord. The voice vote by the Board was unanimous in favor.

Katherine Martin  
Board Secretary

Approved: December 2, 2008