

ROCKY HILL PLANNING BOARD
Minutes of the January 11, 2005 Meeting

Present: Avery, Cann, Harris, Hasser, Nolan, Oakley, Pihokken, Roshetar, Whitlock, Youtz, Yuchmow

Absent: None

Also present: K. Philip

Statement Of Adequate Notice

Pursuant to the Sunshine Law, a notice of this meeting's date, time, place and agenda was mailed to the news media, posted on the Municipal bulletin board and filed with the Municipal Clerk. The meeting was called to order at 7:30 p.m.

Swearing in 2005 Planning Board Appointments:

R. Whitlock swore in the following members: Robert Avery, Glenn Oakley, Charles Pihokken, Andrew Youtz.

J. Hasser and G. Oakley stepped down from the following discussion:

REORGANIZATION

Nomination and Election of Chair:

Motion was made and seconded to nominate Charles Pihokken as Chair. The vote was 9-0 in favor. Motion carried.

Nomination and Election of ViceChair:

Motion was made and seconded to nominate John Yuchmow as Vice Chair. The vote was 9-0 in favor. Motion carried.

2005 Historic Subcommittee Members

C. Pihokken advised that the following board members have been appointed to the Historic Subcommittee: Cann, Pihokken, Yuchmow. Motion was made by B. Nolan and R. Whitlock seconded the motion to approve their appointment.

Planning Board Secretary

Motion was made by R. Whitlock and B. Nolan seconded the motion to appoint Cathy Cann as Planning Board Secretary for 2005. The vote was 9-0 in favor. Motion carried.

Recording Secretary

Motion was made by C. Cann and R. Whitlock seconded the motion to appoint Kerry Philip as Recording Secretary for 2005.

Chairperson's Comments:

Discussion of 2005 Planning Board Goals and Initiatives: C. Pihokken stated that the process envisioned begins with an overall framework of the goals and objectives. One major area to be addressed involves the appointment of four new board members, it is important to know the role and function of the Planning Board so one goal will be to make sure our responsibilities are

understood. C. Pihokken also stated that documentation on the Planning Board process and historic ordinance should be compiled. The process needs to be provided to all applicants and an outline will be forwarded via e-mail to all board members for their review and comment. B. Nolan thanked the returning board members and welcomed the new board members and noted that our new Chairperson has been on Borough Council for 10 years and has served as council liaison to the Planning Board.

Motion was made by R. Whitlock and J. Yuchmow seconded the motion to go into executive session. The vote was 9-0 in favor. Motion carried.

Motion was made by R. Whitlock and P. Harris seconded the motion to close the executive session. The vote was 9-0 in favor. Motion carried.

Motion was made by R. Whitlock and P. Harris seconded the motion to open the meeting to the public. The following members were in attendance: Avery, Cann, Harris, Hasser, Nolan, Oakley, Pihokken, Roshetar, Whitlock, Youtz, Yuchmow.

Appointment of Planning Board Attorney:

Motion was made by J. Yuchmow and P. Harris to appoint Valerie Bollheimer as legal counsel to the Planning Board for 2005. The vote was 9-0 in favor. Motion carried.

Appointment of Planner:

Motion was made by J. Yuchnow and P. Harris seconded the motion to appoint Susan Kimball, Kimball and Kimball as the planning consultant to the Planning Board for 2005. The vote was 9-0 in favor. Motion carried.

RESOLUTIONS

2005 legal services: Valerie Bollheimer: Motion was made by R. Whitlock and T. Roshetar seconded the motion to approve the resolution approving the appointment of Valerie Bollheimer as legal counsel for 2005. The vote was 9-0 in favor. Motion carried.

2005 Planning Consultant Services – Kimball and Kimball: Motion was made by R. Whitlock and P. Harris seconded the motion to approve the resolution appointment Susan Kimball, Kimball and Kimball, as the 2005 planning consultant. The vote was 9-0 in favor. Motion carried.

Approval of Minutes:

November 9, 2004 (closed session) - postponed
November 12, 2004 (closed session) – postponed
December 14, 2004 – postponed

New Business

C. Pihokken stated that the Planning Board has been asked to make a nomination for the Good Neighbor Award to an organization that has improved the business climate through building or renovation. The nomination is due on February 7th. S. Bristol, as Chairman in 2004, nominated Outerbridge Morgan Associates, the architects of the Lyric Hall. Motion was made by R. Whitlock and B. Nolan seconded the motion endorsing the nomination of Outerbridge Morgan for the Lyric Hall project. The vote was 9-0 in favor. Motion carried.

V. Bollheimer, Esq., thanked the board members for her appointment as counsel for 2005. She stated that one major area of interest expressed in recent meetings is to have documentation about the Planning Board application process. She presented a draft document which was prepared for another municipality so editing is needed. She also stated that 3 hour planning sessions are available through the NJPO (New Jersey Planning Officials) for planning board and zoning board members. These sessions are a good way to get a mix of thoughts on the development review process. B. Nolan stated that it is Council policy to pick up the expense for these classes, board members were asked to contact R. Whitlock if they are interested in attending a seminar.

Open Public Comment Period: The meeting was opened to the public. Being that there were no comments, a motion was made and seconded to close the public comment period. The vote was 9-0 in favor. Motion carried.

Motion was made by R. Whitlock and B. Nolan seconded to adjourn the meeting at 8:10 p.m. All members present were in favor. Motion carried.

The next meeting is scheduled for Tuesday, February 8, 2005.

Respectfully submitted,

Kerry A. Philip
Recording Secretary