

## **BOROUGH OF FAIR HAVEN PLANNING BOARD**

### **Regular Meeting Minutes – March 15, 2022 - Virtual Meeting via Zoom Platform due to the COVID-19/Coronavirus Pandemic**

The meeting was called to order at 7:30 pm by the Chairman, Mr. Lehder, with a reading of the Open Public Meetings Act statement (see attached) and salute to the flag.

#### Roll Call

Present: Bordelon, Koch, Newell, Rolf, Nitka, Olson, Burkhardt, Lehder

Absent: Busch, Paolo, D'Angelo

Mr. Lehder reviewed the agenda and introduced the first agenda item:

RFP for Board Professionals – Planner Presentation, Clarke Caton Hintz (CCH)

Michael Sullivan, Principal with CCH, and Donna Miller, CCH, introduced themselves, provided background of their firm, and their individual qualifications and experiences. They mentioned CCH's work with the Fair Haven Master Plan re-evaluation in 2016. If appointed as Planner, Mr. Sullivan would be the principal in-charge and Ms. Miller would be the back-up to Mr. Sullivan.

The Board asked questions of CCH regarding travel and billing. Mr. Sullivan noted that he is amenable to negotiating a flat fee for services, and elimination of travel fees when appropriate, and a fixed fee for meeting attendance. Board members also asked about Fair Share Housing and CCH's ideas for unifying the downtown. Mr. Sullivan reviewed work he has completed in other towns and mentioned some strategies he has used. Board members additionally asked about Affordable Housing, and implementation of plans and obligations related to Affordable Housing.

Mr. Lehder introduced the next agenda item:

Discussion of March 7, 2022 Land Use Committee Memo

Mr. Lehder summarized the memo (attached), and asked Board members to contact him if interested in assisting with the issues outlined in the memo. A subcommittee is being formed that will include two Planning Board members and two Zoning Board members.

Mr. Rolff, Vice Chairman, introduced the administrative items on the agenda.

MOTION by Mr. Rolff and second by Mr. Bordelon to approve the minutes from February 22, 2022 meeting.

In favor: Bordelon, Koch, Rolff, Nitka, Olson, Burkhardt, Lehder

Opposed: none

MOTION by Mr. Rolff and second by Mr. Burkhardt to approve of the minutes from February 22, 2022 Executive Session.

In favor: Bordelon, Koch, Rolff, Nitka, Olson, Burkhardt, Lehder

Opposed: none

MOTION by Mr. Rolff and second by Mr. Lehder to approve the revised minutes from December 21, 2021 minutes for an error with attendance.

In Favor: Koch, Newell, Rolff, Burkhardt, Lehder

Opposed: none

MOTION by Mr. Rolff and second by Ms. Koch to approve the resolution for M&M Realty Partners at Fair Haven, LLC – Block 31 Lot 1, 626 River Road - Preliminary and Final Site Plan Approval.

In favor: Koch, Newell, Rolff, Nitka, Olson, Burkhardt, Lehder

Opposed: none

MOTION by Mr. Rolff and second by Mr. Newell to approve the resolution for Ilvento Builders, LLC – Block 38 Lot 2, 37 Third Street – modifications to approval for granting Preliminary and Final Minor Subdivision Approval.

In Favor: Bordelon, Koch, Newell, Rolff, Nitka, Burkhardt, Lehder

Opposed: none

There was a discussion regarding the Board Engineer. Mr. Lehder asked that the CME contract be sent to Mr. Kovats by the Board secretary to be used as a guide for preparing a contract for Mr. Gardella.

There was discussion regarding the resolution for the Board attorney.

The next agenda item was introduced by Mr. Lehder:

Stormwater Management Training for new and re-appointed Board members

Mr. Lehder reviewed that there was an email sent to all new and re-appointed Board members regarding Stormwater Management Training. This training must be completed within six months of appointment or re-appointment.

Mr. Lehder mentioned that the 2020 Zoning Board Annual Report had been sent to the Board members.

Mr. Lehder stated that the Board had requested email addresses from the Borough for each Board member. A discussion took place regarding the use of gmail addresses versus the cost of email addresses provided by the Borough.

The meeting was opened to the public. There were no comments from the public.

A motion was made to adjourn by Mr. Lehder that was carried by voice vote. The meeting was adjourned at 8:52 pm.

Respectfully submitted,  
Sandi Papa  
Board Secretary

#### **Public Announcement of Compliance**

**This is a regular meeting of the Fair Haven Planning Board. Adequate notice of this meeting has been given pursuant to the provisions of the Open Public Meetings Act. At the time of the Board reorganization in January of this year, the Board adopted its regular meeting schedule for the year. Notice of the schedule was sent to and published in the Asbury Park Press on February 2, 2022 and the Two River Times on February 3, 2022. That Notice was also posted on the bulletin board in Borough Hall, and has remained continuously posted there as required by the Statute. A copy of the Notice is and has been available to the public and is on file in the Office of the Borough Clerk. A copy of the Notice has also been sent to such members of the public as have requested such information in accordance with the statute. Adequate notice having been given, the Board Secretary is directed to include this statement in the minutes of this meeting.**