

# QUINTON TOWNSHIP PLANNING BOARD

OCTOBER 12TH, 2010

## MINUTES

The regular meeting of the Planning Board was called to order at 7:00 p.m. at the Quinton Township Municipal Building by the Chairwoman: Margaret Maxwell-Mood.

Flag salute was held and it was determined that the meeting was posted in a public place and advertised in the two official newspapers.

**OPEN PUBLIC MEETING STATEMENT** was read by Chairwoman Margaret Maxwell-Mood.

Swearing in of new member Robin Harmon will be performed at the November 9th, 2010 meeting as Ms. Harmon was not able to attend this October 12th, 2010 meeting.

**ROLL CALL:** Amy Bradway, Christopher Donelson, James Kates, Margaret Maxwell-Mood, Joanne Nacucchio, Zach Patterson, Carl Schrier, and Marjorie Sperry.

Also in attendance: Adam I. Telsey, Solicitor and Bonita Bell, Secretary

**ABSENT:** Donna Bradway (on 6 months leave of absence), Doug Tzaden

**APPROVAL OF SEPTEMBER 14TH, 2010 MINUTES** – Amy Bradway made a motion to accept the September 14th, 2010 minutes. Zach Patterson seconded the motion. All in favor. Motions so carried, minutes are approved.

### **RESOLUTION 10-14 – A RESOLUTION RECOMMENDING CHANGES TO CHAPTER 85, “COMMUNICATIONS FACILITIES, WIRELESS” OF THE CODE OF THE TOWNSHIP OF QUINTON**

Amy Bradway made a motion to approve Resolution 10-14. Zach Patterson seconded the motion. All in favor. Motion so carried, Resolution approved.

**OLD BUSINESS:**

**Update on New Office** - an update was given on the status of the new office by Chairwoman Maxwell-Mood and Mayor Kates. Credit goes to Gary Bell and Bonnie Bell for the great job in organizing, cleaning, painting, waxing floors and taking initiative to accomplishing the task. The newly waxed floor is being credited to Bonnie Bell's cousin, Jr. Johnson who took his personal time to bring the floors from dismal filth to an amazing clean shine. Gary Bell and Mayor Kates have lined up the Correctional Facility Inmates to perform the roof work at a reduced rate for the Township thereby keeping the costs down.

**Chapter 85 Revisions** – Solicitor Telsey gave an explanation of the changes he researched and has indicated in the proposed Resolution. These changes will not impact fees that are already being charged by the Township. Resolution was approved and will be submitted to the Township for consideration.

Mayor Kates advised the Board that the new recording system for meetings should be available for use by December 1st, 2010.

**OPRA** - OPRA Guidelines are applicable to the Planning Board. Solicitor Telsey has researched the matter and has also spoken to the former Solicitor, Ross Levitsky, and has confirmed OPRA Guidelines do apply to the Planning Board. OPRA forms will be posted on the website making the form available for the public to print, fill out and deliver to the Township Clerk for processing. There is a need for a Records Custodian. Nomination was made for Bonita Bell to be the Records Custodian. A motion was made by Amy Bradway and 2nd by Joanne Nacucchio to appoint Bonita Bell. All were in favor. Motion carried.

**NEW BUSINESS –**

**Previous Applicants:** Discussion was held regarding the Application forms. The whole Application is given out when a new Applicant desires to file with the Planning Board. There is a section on fees advising that the Applicants are also responsible for the fees of the Planning Board Solicitor, Engineer and Planner. This information is spelled out in the section entitled "**Fees**" under **(3) "Funds shall be applied to professional costs charged to the township by professional consultants (planner, engineer, attorney and any other consultant retained by the Board) for review of the development application."** The Applicants may not be reading the whole Application. Chairwoman Maxwell-Mood has suggested that a standout page be put on the front of the Application package so that this information is not overlooked by any Applicants. Solicitor Telsey stated that the escrow fees may not fully cover the professional fees and may need to be

increased. Zach Patterson inquired if the escrow deposits generate interest. Solicitor Telsey responded that they do not. \$5,000.00 deposits should be deposited in an interest bearing account. Any interest under \$100.00 does not have to be returned.

**BILLING PROCEDURES** – Mayor Kates will investigate the procedure for billing and advise. A couple of Applicants have complained that the bills came months after the Application was completed when they assumed they were all done.

**APPLICATION ESCROW FEES** – will need to review and determine if fees need to be increased.

**State Agriculture Development Committee Letter regarding Block 3, Lots 10, 13, 36 and 37 owned by Josephine E. Bonaccorso** – this letter was submitted to Land Dimension for clarification. Solicitor Telsey indicated that the owner wanted to use a road as an access and it has been determined that an opinion cannot be given without an Application. The Engineer's letter was emailed to John Denlinger of the State Agriculture Department. Mr. Denlinger acknowledged receipt of the letter on October 6th, 2010 at 12:18 p.m.

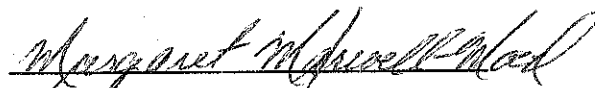
**PUBLIC SECTION:**

Opened to the public for any questions – There were no questions from the public

Public section of the meeting was closed.

A motion was made to adjourn by Amy Bradway and seconded by James Kates. All were in favor and the meeting was concluded at 7:30 p.m.

Submitted by: Bonita Bell and  
Margaret Maxwell-Mood, Chairwoman

  
Margaret Maxwell-Mood, Chairwoman

Approved: November 9th, 2010

  
Bonita K. Bell, Secretary

