

TOWNSHIP of WASHINGTON  
Burlington County NJ  
**PLANNING and ZONING BOARD**  
Chairman Tim Michel

REGULAR MEETINGS  
MONTHLY 1<sup>ST</sup> WEDNESDAY  
2436 RT. 563, GREEN BANK

Horace A. Somes, Jr., Secretary  
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Telephone/Fax (609) 965-2603

**RE-ORGANIZATION and REGULAR MEETING  
JANUARY 5, 2011**

The meeting was called to order by chairman Michel at 7:30 pm. In attendance were Committee representative Cavileer, member Conrad, Downs, mayor Lewis, Ridolfino, Schaefer, secretary Somes and solicitor Norman. Michel presented the open public meeting statement, and indicated that the meeting had been noticed in the *Atlantic City Press* and *Burlington County Times*, and also on the bulletin board at the municipal building. The secretary initiated the reorganization and appointment of the following Board officials:

Tim Michel nominated as chairman on motion of Ridolfino, second by Lewis

Ralph Ridolfino as vice-chairman on motion of Conrad, second by Downs

Horace Somes as secretary on motion of Conrad, second by Downs

On motion of Ridolfino, second by Downs and unanimous roll-call vote, it was resolved that the secretary cast the ballot.

The secretary noted that Municipal Clerk Hoffman had issued requests for proposals for the Board's professionals, and had provided a copy of the response from Kluk Consultant as engineer. Norman indicated that he had also responded as solicitor. Somes indicated that Hoffman had been requested to forward copies of the materials for the Board's documentation file.

Michel continued the reorganization as follows:

Norman nominated as solicitor on motion of Ridolfino, second by Conrad

Kluk Consultants as engineer on motion of Conrad, second by Downs

On motion of Ridolfino, second by Downs and unanimous roll-call vote, it was resolved that the secretary cast the ballot for the professional appointments.

The regular meeting schedule was continued as the first Wednesday of each month at 7:30 pm; and the official newspapers remained the *Atlantic City Press* and *Burlington County Times*; on motion of Ridolfino, second by Conrad and unanimous roll-call vote.

Somes provided copies of the reorganization agenda of the Township Committee to Michel and Norman; for possible consideration in the Board regarding procedures.

The minutes of the Dec 1, 2010 meeting were accepted as posted on motion of Schaefer, second by Ridolfino and unanimous roll-call vote.

The following **general correspondence and information** was presented:

Jan 3 distribution of Board agenda – Jan. reorganization

Board Contact List, updated Dec 30<sup>th</sup>

Lewis indicated that a new Deputy Clerk had been appointed.

Dec 5, List of forms, distribution

Dec 16 to RMC Hoffman/Michel re Fee schedule

Dec 16 to CFO Kilkenny/Michel re Board escrow form

Dec 13 Notice for publication – Reorganization meeting

Zoning Certificates – 2010, updated list

Noted that copies also were provided to the Construction and Enforcement Officials, and to the Tax Assessor

Dec 8 zoning certificate 2010-54 re Township public-works building

Dec 1, 2010 to Ward re Campground Zoning Certifications

Noted that recommendations had been developed with the Construction Official for coordinated record-keeping between the planning & zoning, enforcement inspection and construction permit officials.

Dec 8 re Wading Pines Campground correspondence references

Nov 28 Pinelands to VonRudenburg/Wading Pines re appl. 1982-3086.003

Dec 10 from Olivo re Wading Pines Camping Resort Inc.

Dec 16 to Olivo re Wading Pines/application materials

Dec 3 to VonRudenburg re Wading Pines Campground

Feb 1, 2007 to VonRudenburg re Application Package

May 3, 2002 to Rogers/Wading Pines Camping Resort re Campsite Accessory Development

Oct 1, 2010 to Laute/NJDCA/BLCE re Wading Pines

Oct 27 to Ward re campground records

Dec 23 to Michel/Norman re Olivo inquiry: Wading Pines; Groff Junkyard

Michel inquired if the Board might expect an application for Wading Pines Campground. Some indicated that there were two procedural routes, based upon the precedent set by the Township and Board for Belhaven. DCA Construction Code office currently is addressing the on-campsite developments at Wading Pines, and then will address Turtle Run.

Some indicated that zoning certifications could proceed for on-campsite development that is compatible with existing prototypes as recognized by the Township – providing that background information for existing conditions is filed by the campground (e.g., campsite layouts, sheds, decks, park models, septic systems). This route should not involve Board application or review for development that has been accepted by the Township and recognized by the Board.

The second procedure addresses campground infrastructure, such as structural facilities, use changes and campsite additions. This would involve application to the Board for waiver of formal site-plan review, providing that the existing conditions are documented.

Dec 15 re Groff Auto Salvage – background information/reference abstracts

Nov 24 chairman to Sciullo re Question for site in Wash. Twsp., Burl. Co.

Dec 13 secretary response to Dec 13 Sciullo inquiry

Dec 23 to Michel/Norman re Olivo inquiry: Wading Pines; Groff Junkyard

Dec 14 Pinelands to Groff re application

Michel indicated that the Board should not be expected to entertain multiple proposals from different parties or potential buyers. Groff or an applicant with legal standing should submit a single proposal to address the various issues of existing uses and proposed development; and be accompanied by legal counsel in any discussions before the Board. Pinelands filing certification also would be necessary. Junkyard licensing would have to be addressed separately with the Township Committee.

Nov 30 FEMA to Mayor Lewis: Flood Insurance Study/DFIRMS (preliminary)

Dec 17 Twsp. OEM to FEMA re Washington Twsp.: flood study/DFIRMS

Copies of the preliminary updated FIRM maps and study reports were displayed. Some noted that FEMA planned to request that the Committee conduct a public meeting regarding the flood study; prior to the adoption of revised maps – which would be applicable to the flood protection standards of the local Land Development Ordinance. The upgraded maps were based upon orthophotos which showed geographic features, streets and buildings. Township information regarding flood hazards and local street names had been forwarded to FEMA by local OEM.

Dec 16 response to Dec 8 M.J. Ward request for Land Use Application/Ordinance

Dec 24 to Kluk re Draft Boatworks Preplan

Noted that the municipal Emergency Operations Plan had been updated in 2010, and that Cavileer had arranged for engineer Kluk to update the emergency preplan for the boatworks properties. Copies of relevant information from the Board's subdivision/site plan records had been forwarded to Kluk.

Under old business, Norman indicated that memorializations had not been prepared for **Board resolutions # 2010-7 re stormwater plan and -8 re audiotape recordings**. Some indicated that Norman should refer to the minutes of the November meeting, which had been attended by acting-solicitor Lange – who had indicated that resolutions would be prepared for these Board actions. With regard to audio-tape archives, Some reported that tapes from 1978-80 and 1988-97 had been turned over to the Municipal Clerk for disposal. Hoffman also would be requested to determine if the Clerk's files included any additional Board tapes that are over 10 years old.

The secretary noted that the following **solicitor's billings** were needed for professional work in 2010: monthly work from July to December (including correction of duplicate billings for June), completion of professional work for Cavileer interpretation #2010-3 involving legal research and 2<sup>nd</sup> resolution, litigation work in November/December and initial review for Cavileer subdivision application. Ridolfino questioned the status of the escrow account for Theuet & Stahl # 2009-5. Some indicated that there had been no response to the March 2010 correspondence to Butensky; and that Norman had previously indicated that the matter would be resolved between the legal counsels involved in the litigation. The secretary was instructed to do a follow-up notice to Butensky regarding the escrow deficit.

Lewis indicated that work was not complete, but continuing on the **ordinance codification, tax-map updates and Township web site**. Some indicated that a Township form for **business registrations** had been located, and brought to the attention of the Clerk with regard to the current applicability of Ordinance 1998-6. Such a database would have applicability to Board actions; and Michel indicated that a nominal fee might be charged for administration.

Under new business, an application had been accepted as incomplete for the **Cavileer re-subdivision**; and the secretary reported the receipt of the Pinelands December 3, 2010 certificate of filing. Cavileer recused from the Board, was sworn-in to testify by the solicitor and presented the following correspondence to complete the application: August 14, 2009 from County Engineer to Clay, PLS re block 55.01, lots 118.07 & .08; and Jan 5, 2011 professional review from Kluk Consultants re minor subdivision. Michel read into the record the engineer's professional review, and indicated that the recommended waivers should be accepted by the Board. Cavileer indicated that the subdivision would be filed by deed and not by plat. The subdivision plan, which had been previously distributed, was reviewed with respect to the proposed lot-line relocation; and the existing and proposed lot sizes. On motion of Ridolfino, second by Conrad and unanimous roll-call vote – with Cavileer recused, the resubdivision was approved as **resolution # 2010-9**. Cavileer then reseated with the Board.

Discussion of **ordinance/zoning standards** regarding outdoor wood furnaces, wind turbines, solar arrays and County Farmland Preservation Program, was tabled for further consideration. The following related information had been received: June 3, 2009 NJDCA Division of Code & Standards to Construction Officials re outdoor wood furnaces; and Dec 20, 2010 *The Press of Atlantic City* re Homeowners find resistance to solar, wind energy plans. Some indicated that he had not located NFPA standards for outdoor wood furnaces.

The meeting was opened to public comment there being none.

The Board entered executive session for the discussion of executive-session minutes at 8:15 on motion of Ridolfino, second by Conrad and unanimous roll-call vote.

The Board returned to regular session 8:20 on motion of Ridolfino, second by Lewis and unanimous roll-call vote.

Michel and Cavileer recused from the Board and left the meeting.

The Board reentered executive session for the discussion of litigation at 8:21 on motion of Ridolfino, second by Lewis and unanimous roll-call vote – with Michel and Cavileer recused and absent.

The Board returned to regular session at 8:37 on motion of Conrad, second by Lewis and unanimous roll-call vote – with Michel and Cavileer absent.

There being no further business or public participation, the meeting was adjourned at 8:40 on motion of Downs and second by Lewis.

Respectfully submitted,  
Horace Somes, secretary

*MINUTES APPROVED February 2, 2011*

NEXT REGULAR MEETING – FEBURARY 2<sup>nd</sup> – Wednesday – 7:30 PM:

Tentative agenda:

Solicitor's 2010 billings (pending submittal)

Resolutions 2010-7, 8 and 9 (pending memorialization by solicitor)

Resolutions 2011-1, 2 and 3 (pending memorialization by solicitor)

Executive sessions (2) – Jan 5<sup>th</sup> minutes; litigation (acceptance in executive form)

Wading Pines Campground (pending submittal)

Groff junkyard/properties (pending submittal)