

**BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY
BOARD OF ADJUSTMENT MINUTES
FEBRUARY 28, 2017**

Chairman Vitalos led the members of the Board in the flag salute and read the Open Public Meetings Act into the Record.

Roll Call: Aron, Turner, Eller, Vitalos – 4 Present
Absent: Post
Vacancy: 3 regular members, 1 alternate
Also Present: Steve Gruenberg, Board Attorney
Gene Weber, Board Engineer
Patricia Titus, Clerk

NOMINATIONS:

Attorney Gruenberg conducted the nominations for Board Chair.

Chair: Motion by Turner, seconded by Aron to nominate Chris Vitalos as Chair. Nominations closed. All in favor.

Vice-Chair: Motion by Aron, seconded by Turner to nominate Don Eller as Vice-chair. Nominations closed. All in favor.

Secretary: Motion by Eller, seconded by Aron to nominate Andrew Turner as Secretary. Nominations closed. All in favor.

Clerk: Motion to appoint Patricia Titus as Board Clerk. All in favor.

REORGANIZATION RESOLUTIONS:

Resolution 2017:1 – Appointment of Board Attorney Steve Gruenberg; Motion by Turner, seconded by Aron. All in favor.

Resolution 2017:2 – Appointment of Board Engineer Gene Weber; Motion by Turner, seconded by Aron. All in favor.

Resolution 2017:3 – Appointment of Board Planner Heyer, Gruel & Associates; Motion by Aron, seconded by Turner. All in favor.

Resolution 2017:4 – Open Public Meetings Act and 2017 meeting schedule – Motion by Turner, seconded by Eller. All in favor.

MINUTES:

Regular Meeting – November 22, 2016

Chairman Vitalos entertained additions or corrections to the minutes. No comments on the minutes. It was moved by Aron, seconded by Turner, that the minutes of the regular meeting held on November 22, 2016, be approved as presented.

Roll Call: Aron, Turner, Eller, Vitalos
Ayes: 4, Nays: 0, Abstained: 0
Motion carried

Board of Adjustment Minutes
February 28, 2017

RESOLUTIONS: None

APPLICATIONS: None

OLD BUSINESS:

Review of application forms and checklist –

Gene Weber created a checklist for the Board’s review. Discussion on checklist. Attorney Gruenberg reminded the Board that any new/revised checklist will have to be adopted by Ordinance. Mr. Weber will revise the layout as discussed (add a column for waiver and put code reference with text) and submit for final review.

Instructions to Applicant: Changes discussed. Page 3 #12- add “surveys” after maps; #19 – change 10:30 to 10:00 PM; #17 & #5 – additional information added regarding hearing process and waivers. Changes to be made for final review.

NEW BUSINESS: None

The Board thanks Frank Mangiacotti for his service to the Board.

REPORTS:

There were no reports at this meeting.

REMARKS:

Gene Weber stated that Redeemed Church is asking for the balance of their escrow. Gene will follow-up with Attorney Alan Lowcher.

Discussion on enforcement. An escrow report would help in keeping track of open projects. Gene suggested a meeting with the zoning office or construction official to discuss the process. Mr. Eller and Mr. Turner both stated that they are concerned with follow-through on applications to make sure the work is completed as approved by the Board. Motion by Aron, seconded by Turner to allow Mr. Weber to schedule a meeting as discussed.

Roll Call: Aron, Turner, Eller, Vitalos
Ayes: 4, Nays: 0, Abstained: 0
Motion carried

COMMUNICATIONS:

NJ Planner – no discussion

The Board asked the clerk to alert Council regarding the need of 3 new members.

ADJOURNMENT:

Hearing no further business to come before the Board, a motion was made and seconded that the meeting be adjourned at 8:50 pm. All in favor.

Ayes: 4, Nays: 0
Motion carried.

Respectfully submitted,
Patricia Titus, Clerk