

**MINUTES OF A REGULAR MEETING OF THE PLANNING BOARD  
OF THE BOROUGH OF MOUNTAIN LAKES**

January 25, 2018

Chair Martin Kane read the Open Public Meeting Advertisement Notice adopted at the annual meeting on January 12, 2017: Adequate notice of this meeting was given to the Citizen and the Daily Record, posted with the Borough Clerk and on the Bulletin Board and made available to all those requesting individual notice and paying the required fee.

Start: 7:36PM

**ROLL CALL:**

Members Present: Kane, Russo, DuTertre, Dagger, Nachshen, Stern, Barnett, Shepherd, DeVenezia and Horan

Members Absent: Mirsky

Also Present: Attorney, Peter Henry

Also Absent: Engineer, Bill Ryden

**REORGANIZATION:**

*Election of Chair* – Corey Nachshen nominated Martin Kane Chair of the Planning Board; David Shepherd provided the second. Martin Kane was elected by voice vote of all eligible voters.

*Election of Vice Chair* – Bethany Russo nominated Corey Nachshen vice Chair of the Planning Board; Martin Kane provided the second. Corey Nachshen was elected by voice vote of all eligible voters.

*Appointment of the Attorney* – Corey Nachshen made a motion to appoint Peter Henry of McElroy, Deutsch, Mulvaney and Carpenter the Planning Board Attorney; Nancy DuTertre provided the second. The motion was approved by a 10 to 0 roll call vote.

*Appointment of the Planner* – Mr. Stern explained the Council had placed the appointment of Mr. Phillips on hold to review his contract. Based on the Council's decision the Board decided to do the same and will wait until next month to appoint Paul Phillips the Planning Board Planner.

*Appointment of Board Engineer* – Corey Nachshen made a motion to appoint Bill Ryden of Anderson and Denzler Assoc., Inc. the Planning Board Engineer and John Horan provided the second. The motion was approved by a 10 to 0 roll call vote.

*Appointment of Secretary* – Bethany Russo made a motion to appoint Cynthia Shaw the Planning Board Secretary and Corey Nachshen provided the second. The motion was approved by a 10 to 0 roll call vote.

*Designation of Official Newspapers* – Nancy DuTertre made a motion to designate The Citizen and The Daily Record the official newspapers for the Board, Bethany Russo provided the second. The motion was approved by a 10 to 0 roll call vote.

*Determination of Meeting Dates* – Mitchell Stern made a motion to accept the proposed meeting dates for the Planning Board, Nancy DuTertre provided the second. A voice vote of all eligible members approved the following dates.

*February 22, 2018*

*August 23, 2018*

*March 22, 2018*

*September 27, 2018*

*April 26, 2018*  
*May 24, 2018*  
*June 28, 2018*  
*July 26, 2018*

*October 25, 2018*  
*November 15, 2018*  
*December 20, 2018*  
*January 24, 2019*

*Re-adoption of By-Laws* – Nancy DuTertre made a motion to adopt the By-Laws of the Planning Board and Mitchell Stern provided the second. A voice vote approved the adoption of the by-laws. All members have signed their oaths and swore an oath to the Board.

**REVIEW OF MINUTES:** Tom Dagger made a motion to adopt the minutes of the September 14<sup>th</sup> meeting. Bethany Russo provided the second; the minutes were approved by voice vote of all eligible voters.

**RESOLUTIONS:** none

**PUBLIC HEARING:** none

**COMMITTEE REPORTS:**

Sign Ordinance – Martin Kane updated the Board on the status of the Sign Ordinance. In October he went to a Council meeting to present the draft Ordinance created by the Planning Board sign subcommittee. The Council listened to the presentation and determined the need for more public input prior to introducing the Ordinance. Mr. Kane and the Board Administrator put together two public opportunities for discussion. The sessions were open to the public and attended by 21 persons representing different organizations and professions in the community. A memo on the results of the public discussions were presented to the Council in November. Nancy DuTertre asked what suggestions was made by the public and Council. Mr. Kane explained the discussions focused on the location of signs in the right of way, the number of signs allowed on a property, sports flags and the size of a permitted sign. An event sign must come down 7 days after it's over. The area of the window that can be covered on a commercial property was limited to 10%. The Council will introduce the Ordinance at their February 12<sup>th</sup> meeting.

Plan Review Committee: Corey Nachshen pointed out Nick DeVenezia, no longer a member of the Planning Board, was on the Plan Review Committee and needed to be replaced. John Horan will be his replacement.

**Other Matters**

No one from the public was present.

Martin Kane adjourned the meeting at 8:07 PM.

Respectfully submitted,

Cynthia Shaw, Secretary