

BOROUGH OF CAPE MAY POINT

Planning Board

Meeting Minutes

Wednesday, April 20, 2022, at 7:00 pm

ZOOM

Pledge of Allegiance

Opening

In compliance with the Open Public Meetings Act, adequate notice of this session has been provided by publication in the Cape May Star and Wave Newspaper and continuous posting of the scheduled meeting dates on the official Municipal Bulletin Board at 215 Lighthouse Avenue, Borough of Cape May Point, New Jersey.

Roll Call

Present: Ms. Kelly, Mayor Moffatt, Comm. vanHeeswyk, Mr. Remy, Mr. Murphy, Mr. Sowers, Ms. Bassett
Absent: Dr. Pfendner, Mr. Hood, Mrs. Leming, Mr. Wallace
Also Present: Rhiannon Worthington, Secretary; Mr. Nathan Van Embden, Esq., Attorney

Minutes

The minutes from the February 17, 2022, meeting were approved as corrected on a motion by Comm. vanHeeswyk and second by Mr. Sowers. All present voted aye except for Ms. Bassett and Ms. Kelly who abstained.

Business

1. Oath of Office was verbally administered to all present. Mrs. Worthington was witness.
2. Special Resolution SR PB2022-01: Appointment of Chairperson and Vice Chairperson
 - a. Chairperson
 - i. Mr. Sowers nominated Ms. Kelly for Chairperson; Mayor Moffatt second. Nominations were closed on a motion by Mr. Murphy.
 - b. Vice Chairperson
 - i. Ms. Bassett nominated Dr. Pfendner for Vice Chairperson; Ms. Kelly second. Nominations were closed on a motion by Mr. Murphy.
 - ii. All present voted aye.
3. Special Resolution SR PB2022-02: Schedule of Planning Board Meetings 2022-2023 and Designation of Official Newspaper
 - a. Motion was made by Mr. Sowers and Mayor Moffatt second. All present voted aye.
4. Special Resolution SR PB2022-03: Appointment of Board Professionals
 - a. The Board Engineer appointment was up for review. A subcommittee was appointed to review the resumes of the candidates; the resumes were also provided to all Board members for reference.
 - i. On behalf of the subcommittee, Mr. Sowers reported recommendation of Mr. Dale Foster as the Board Engineer. Comments were made by Comm. vanHeeswyk and Ms. Bassett in support of the recommendation.
 - ii. The subcommittee recommendation was accepted on a motion by Ms. Kelly and Mr. Murphy second. All present voted aye.
 - b. Motion was made to nominate Board Professionals as written, with the addition of Mr. Dale Foster as the Board Engineer, by Comm. vanHeeswyk and Mayor Moffatt second.

5. Special Resolution SR PB2022-04: Adoption of Annual Report
 - a. Ms. Kelly indicated that she did not receive copy of the annual report for review; other Board members agreed. Ms. Worthington reviewed distribution email and confirmed the report was not attached.
 - b. All Board members agreed to defer memorialization of this resolution to the next scheduled meeting, at which time they will have received and reviewed the annual report.
6. Resolution PB2021-03: 315 Cape Avenue, Block 13 Lot 1.02 & 21.02
 - a. Mrs. Worthington noted correction received by Mr. Sowers on page 2, item 7, fourth line where the structure to be demolished was indicated as the house and should have been the garage.
 - b. Motion to adopt the resolution as corrected was made by Mayor Moffatt and Ms. Kelly second. Ms. Kelly, Mr. Murphy and Mr. Remy voted aye.
7. Resolution PB2021-04: 309/311 Central Avenue, Block 12 Lot 18.01 & 18.02
 - a. Motion was made by Mayor Moffatt and Mr. Sowers second. Ms. Kelly, Mr. Murphy and Mr. Remy voted aye.
8. Resolution PB 2022-01: 303 Brainard/517 Pearl Avenue, Block 11 Lot 1 & 2
 - a. Motion was made by Mayor Moffatt and Mr. Sowers second. Ms. Kelly, Mr. Murphy, Mr. Sowers and Mr. Remy voted aye.
9. Subcommittee Updates
 - a. Thanked Mr. Sowers and Mr. Murphy for time to review engineer candidates and providing recommendation.
 - b. Mrs. Worthington confirmed there were no applications pending for the Completeness Review subcommittee at this time.
 - c. Ms. Kelly indicated she would be reaching out to Mr. Remy and Mrs. Leming regarding progress of the Ordinance Review subcommittee.
10. Mr. Sowers stated that he was still working with Mr. McGraw regarding lot coverage clarifications and simplification chart.

Board Information

1. Mrs. Worthington reminded Board members that Financial Disclosure Statements (FDS) were due to be filed by April 30, 2022. She stated notice had been sent out by Mrs. Wallace and if a Board member is a first-time user, pin numbers can be obtained from Mrs. Wallace.
 - a. Comm. vanHeeswyk advised the Board members that after the first year, the information auto populates in the online form.
 - b. Mr. Van Embden also added the pin number is only required for the first year when the account is initially set up.
 - c. Ms. Kelly requested Mrs. Worthington send out another notice to remind Board members to complete the form.
2. Mayor Moffatt and Ms. Kelly commented with their support of Mrs. Worthington.

Public Comment

1. Public comment was opened at 7:28 pm on a motion by Mayor Moffatt and Mr. Remy second.
2. None.
3. Public comment was closed at 7:29 pm on a motion by Mayor Moffatt and Mr. Sowers second.

Adjournment

The meeting adjourned at 7:30 pm on the motion by Mayor Moffatt and Mr. Remy second. All present voted aye.

Respectfully Submitted by:

Rhiannon Worthington

Board Secretary

Approved by Board 7/20/2022