

**MINUTES
PLANNING BOARD
TOWNSHIP OF CHATHAM
JANUARY 27, 2025**

The Reorganization Meeting of the Planning Board was called to order by the Township Clerk at 7:31 P.M.

Adequate notice of the meetings of the Planning Board of the Township of Chatham was given as required by the Open Public Meetings Act as follows: Notice in the form of a Resolution setting forth the schedule of meetings for the year 2024, and January, 2025 was published in the *Chatham Courier* and the *Morris County Daily Record*, a copy was filed with the Municipal Clerk and a copy was placed on the bulletin board in the main hallway of the Municipal Building.

Oaths of Office

Mr. Choi, Mr. Shehady, Mrs. Ewald, Mrs. Foran, Mr. Neibert, Mrs. Stillinger and Mr. Miller were sworn in as members of the Planning Board collectively. The oaths were administered by Mr. LaConte.

Roll Call

Answering present to the roll call were Mr. Choi, Mr. Shehady, Mrs. Ewald, Mrs. Foran, Mr. Neibert, Mrs. Stillinger, Mr. Sullivan, and Mr. Miller.

Mr. Kahn arrived late. Mr. Nikolopoulos and Mrs. Chang were absent.

Also present were, Board Engineer John Ruschke, Board Planner Frank Banisch, and Attorney Chris Sobieski in place of Board Attorney Steve Warner.

Selection of Chairperson

Mr. LaConte opened the floor for nominations for Chairperson for 2025.

Mr. Sullivan nominated Michael Neiber to serve as Chairperson for 2025. Mrs. Ewald seconded the nomination.

Mr. Sullivan highlighted Mr. Neibert's qualifications to serve as Chairman.

Roll Call: Mr. Choi, Aye; Mr. Shehady, Aye; Mrs. Ewald, Aye; Mrs. Foran, Aye; Mr. Kahn, Absent; Mr. Neibert, Aye; Mr. Nikolopoulos, Absent; Mrs. Stillinger, Aye; Mr. Sullivan, Aye; Mrs. Chang, Absent; Mr. Miller, Aye.

Selection of Vice-Chairperson

Mr. Neibert nominated Kevin Sullivan for Vice-Chairperson for 2025. Mrs. Ewald seconded the motion.

Roll Call: Mr. Choi, Aye; Mr. Shehady, Aye; Mrs. Ewald, Aye; Mrs. Foran, Aye; Mr. Kahn, Absent; Mr. Neibert, Aye; Mr. Nikolopoulos, Absent; Mrs. Stillinger, Aye; Mr. Sullivan, Aye; Mrs. Chang, Absent; Mr. Miller, Aye.

Selection of Secretary

Mr. Sullivan nominated Matt Kahn to serve as Secretary for 2024. Mr. Miller seconded the nomination.

Roll Call: Mr. Choi, Aye; Mr. Shehady, Aye; Mrs. Ewald, Aye; Mrs. Foran, Aye; Mr. Kahn, Absent; Mr. Neibert, Aye; Mr. Nikolopoulos, Absent; Mrs. Stillinger, Aye; Mr. Sullivan, Aye; Mrs. Chang, Absent; Mr. Miller, Aye.

Reorganization Resolutions

RESOLUTION PB-25-001

RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR PLANNING BOARD LEGAL SERVICES WITH STEVEN K. WARNER, ESQ., OF SAVO, SCHALK, WARNER, GILLESPIE, O’GRODNICK & FISHER P.A. FOR THE YEAR 2025

WHEREAS an RFQ for Municipal Legal Services was issued on October 31, 2024; and
WHEREAS, the Planning Board of the Township of Chatham has a need to acquire the legal services for the Chatham Township Planning Board as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 3, 2024, at 12:00 PM, prevailing time; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the budget for year 2025; and

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham hereby Appoints Steven Warner of SAVO, SCHALK, WARNER, GILLESPIE, O’GRODNICK & FISHER P.A. as the Planning Board Attorney and authorizes the Mayor and Clerk to enter into a contract with SAVO, SCHALK, WARNER, GILLESPIE, O’GRODNICK & FISHER P.A. as described herein; and,

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham.

RESOLUTION PB-25-002

RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR PLANNING BOARD ENGINEERING SERVICES WITH JOHN K. RUSCHKE, P.E. OF MOTT MAC DONALD FOR THE YEAR 2025

WHEREAS an RFQ for Municipal Legal Services was issued on October 31 2024; and

WHEREAS, the Planning Board of the Township of Chatham has a need to acquire the engineering services for the Chatham Township Planning Board as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, proposals were received and publicly opened on Tuesday, December 3, 2024 at 12:00 PM, prevailing time; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year, and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the budget for year 2025; and

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham hereby appoints John K. Ruschke, of Mott MacDonald as the Planning Board Engineer and authorizes the Mayor and Clerk to enter into a contract with Mott MacDonald; as described herein; and,

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham.

RESOLUTION PB-25-003
RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR PLANNING BOARD PLANNING SERVICES WITH FRANK BANISCH OF BANISCH ASSOCIATES, INC. FOR THE YEAR 2025

WHEREAS an RFQ for Municipal Legal Services was issued on October 31, 2024; and
WHEREAS, the Planning Board of the Township of Chatham has a need to acquire the planning services for the Chatham Township Planning Board as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 3, 2024, at 12:00 PM, prevailing time; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year, and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the budget for year 2025; and

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham hereby appoints, Frank Banisch, P.P. of Banisch Associates, Inc; as the Planning Board Planner and authorizes the Mayor and Clerk to enter into a contract with the Banisch Associates, Inc., as described herein; and

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham.

RESOLUTION PB-25-004
RESOLUTION OF THE PLANNING BOARD OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, APPOINTING KALI P. TSIMBOUKIS AS MANAGER FOR THE PLANNING BOARD FOR THE YEAR 2025

WHEREAS, the Planning Board of the Township of Chatham, County of Morris, State of New Jersey, desires to appoint Kali P. Tsimboukis as Manager for 2025.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Board of the Township of Chatham, County of Morris, State of New Jersey, as follows:

1. Kali P. Tsimboukis is hereby appointed as Manager for the Planning Board of the Township of Chatham, County of Morris, State of New Jersey, for the term commencing one year.
2. The compensation to be paid to Kali P. Tsimboukis for services rendered to the Board shall be in accordance with the Salary Ordinance of the Township of Chatham.
3. This Resolution shall take effect upon adoption.
4. A certified copy of the Resolution shall be forwarded by the Secretary of the Board to the Township Committee.

RESOLUTION PB-25-005
RESOLUTION OF THE PLANNING BOARD OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, APPOINTING GREGORY J. LACONTE AS TRANSCRIBING SECRETARY FOR THE PLANNING BOARD

WHEREAS, the Planning Board of the Township of Chatham, County of Morris, State of New Jersey, desires to appoint Gregory J. LaConte as transcribing for 2025.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Board of the Township of Chatham, County of Morris, State of New Jersey, as follows:

1. Gregory J. LaConte is hereby appointed as Transcribing Secretary for the Planning Board of the Township of Chatham, County of Morris, State of New Jersey, for a term commencing one year.
2. The compensation to be paid to Gregory J. LaConte for services rendered to the Board shall be in accordance with the Salary Ordinance of the Township of Chatham.
3. This Resolution shall take effect upon adoption.
4. A certified copy of the Resolution shall be forwarded by the Secretary of the Board to the Township Committee.

RESOLUTION PB 25-006

**RESOLUTION OF THE PLANNING BOARD OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY, DESIGNATING NEWSPAPERS AND
FIXING CHARGES FOR NOTICES OF PUBLIC MEETINGS FOR THE YEAR 2025**

WHEREAS, the "Open Public Meetings Act," N.J.S.A. 10:4-6, and following, requires that notification be given of meetings of public bodies as therein defined and in the manner therein set forth; and

NOW, THEREFORE, BE IT RESOLVED, by the Planning Board of the Township of Chatham, County of Morris, State of New Jersey, as follows:

1. The Chatham Courier and the Morris County Daily Record are hereby designated for the calendar year 2025 as the two newspapers to receive notice of meetings of the Planning Board as required by any and all sections of the Open Public Meetings Act, it is appearing that these newspapers are most likely to inform the local public of such meetings.
2. The Chatham Courier and the Morris County Daily Record are hereby designated as the official newspapers of the Township in which to publish legal notices regarding matters and applications before the Planning Board; the Township Committee having previously designated the Chatham Courier and the Morris County Daily Record as the Official Newspapers of the Township.
3. The public place for the posting of notices of meetings of the Planning Board for the calendar year 2025, and revisions thereof, shall be the bulletin board in the main hallway of the Municipal Building, 58 Meyersville Road, Chatham, New Jersey.
4. The sum of \$35.00 is hereby affixed as the fee to be paid by any person requesting that copies of any regular meeting schedule of the Planning Board for the calendar year 2025, and revisions thereof, and notices of Planning Board meetings during the calendar year 2025 not included in such schedule, or revisions thereof, be mailed to such persons as specified in N.J.S.A. 10:4-19, provided, however, that no charge shall be made to any news media requesting the mailing of notices to its business office.
5. This Resolution shall take effect upon adoption.
6. A certified copy of the Resolution shall be mailed by the Secretary of the Board to the Chatham Courier and the Morris County Daily Record, and a certified copy shall be filed with the Clerk of the Township of Chatham and the Secretary of the Planning Board.

RESOLUTION PB-25-007

**RESOLUTION OF THE PLANNING BOARD OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY, ESTABLISHING A REGULAR MEETING
SCHEDULE FOR THE PLANNING BOARD DURING 2025 AND JANUARY 2026**

WHEREAS, The "Open Public Meeting Act," N.J.S.A. 10:4-6 and following requires that public bodies provide adequate notice of meetings.

NOW THEREFORE, BE IT RESOLVED, by the Planning Board of the Township of Chatham, County of Morris, State of New Jersey, as follows:

During the calendar year 2025, and January 2026 public meetings (work meetings, regular meetings, and technical Coordinating Committee (TCC) meetings), will be held by the Planning Board

at the Municipal Building, 58 Meyersville Road, Chatham Township, on the following dates and at the following times:

MEETING DATES 2025-2026

	Meeting (1st Monday 7:30 pm)	Regular Meeting (3rd Monday 7:30pm)	TCC Meeting (2nd Thursday 9:00am)
2025	February 3 March 3 April 7 May 5 June 2 July 7 August 4 September 8 October 6 November 3 December 1	February 24 March 17 April 21 May 19 June 16 July 21 August 18 September 22 October 20 November 17 December 15	February 13 March 13 April 10 May 8 June 12 July 10 August 14 September 11 October 9 November 13 December 11
2026	January 12	January 26	January 8

Formal action may be taken at either of the Monday meetings listed above. During the calendar year 2025 and January 2026, additional public meetings will be held by the Planning Board for purposes of site inspections at 9:00 am prevailing time, starting at the Municipal Building, 58 Meyersville Road, Chatham, or such other locations as announced by the Board, on the following dates:

	Site Visits (1st Saturday 9:00 am)
2025	February 1 March 1 April 5 May 3 June 7 July 5 August 2 September 6 October 4 November 1 December 6
2026	January 3

The Secretary of the Planning Board shall cause the Resolution to be published in both the Chatham Courier and the Morris County Daily Record, posted on the bulletin board in the main hallway of the Municipal Building 58 Meyersville Road, Chatham Township, New Jersey, and a copy filed with the Township Clerk.

RESOLUTION 2025-008

RESOLUTION OF THE PLANNING BOARD OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, DESIGNATING THE TOWNSHIP WEBSITE AS THE OFFICIAL ELECTRONIC MEDIUM FOR THE POSTING OF NOTICES OF THE TOWNSHIP

BE IT RESOLVED by the Planning Board of the Township of Chatham in the County of Morris, New Jersey, that the Township website, <https://chathamtownship-nj.gov/> is hereby designated as the official electronic medium for public notices and other official documents.

Mr. LaConte indicated that the resolutions can be voted upon collectively.

Mr. Neibert reviewed the purposes of each resolution.

Mr. Sullivan asked about official postings on the Township Website rather than in newspapers. Mr. Shehady said that the law still requires certain notices to be published in newspapers. Mr. LaConte noted that the Township is proactively posting notices online to increase transparency. Mr. Miller asked about online news sources. Mr. LaConte said that notices are sent to TAP as well.

Mr. Sullivan moved to adopt the resolutions. Mr. Miller seconded the motion.

Roll Call: Mr. Choi, Aye; Mr. Shehady, Aye; Mrs. Ewald, Aye; Mrs. Foran, Aye; Mr. Kahn, Aye; Mr. Neibert, Aye; Mr. Nikolopoulos, Absent; Mrs. Stillinger, Aye; Mr. Sullivan, Aye; Mrs. Chang, Absent; Mr. Miller, Aye.

Minutes

Mr. Sullivan moved to approve the minutes of the December 12, 2024 meeting. Mr. Choi seconded the motion which carried unanimously with an abstention by Mr. Miller.

Resolutions

Resolution PB-25-010 - PBA-22-007 – Nouvelle Housing Solutions, INC., 482-490 River Road, Block:62 Lots: 70 & 71.

Mr. Sobieski provided an overview of the request for a one year extension to file the subdivision. He said that it is a fairly standard request, and the delay is due to outside agency approvals.

Mr. Sullivan moved to adopt Resolution PB-25-010. Mrs. Ewald seconded the motion.

Roll Call: Mr. Choi, Aye; Mr. Shehady, Abstain; Mrs. Ewald, Aye; Mrs. Foran, Abstain; Mr. Kahn, Aye; Mr. Neibert, Aye; Mr. Nikolopoulos, Absent; Mrs. Stillinger, Aye; Mr. Sullivan, Aye; Mrs. Chang, Absent; Mr. Miller, Aye.

Hearings

PBA-24-006 Fairmount Country Club, 400 Southern Blvd. Block: 128 Lot: 10.01

Mr. Kahn recused himself from this hearing.

Mr. Steve Tombalakian, an attorney representing the applicant, provided an overview of the application for improvements to the parking lot. The witnesses and the Board professionals were sworn in to give testimony.

Mr. Ward, the applicant's engineer, presented the plans for the parking improvements. He also provided his qualifications and was accepted as an expert.

Mr. Ward discussed the proposed circulation and the bag drop off area.

Mrs. Foran asked about the proposed landscaping. Mr. Ward said that there are proposed shrubs to serve as screening.

Mr. Miller asked how much closer the parking spaces will be to Southern Boulevard. Mr. Ward said they will be 24.5 feet from the County right-of-way. Mr. Miller asked about stabilization of the bank. Mr. Ward said described the berm that will be used to protect the slope. Mr. Miller asked about the width of the circle and asked if it would be sufficient for emergency vehicles. Mr. Ward said that the travel lanes are 24 feet.

Mr. Shehady asked about ADA parking spaces. Mr. Ward identified the location of those parking spots. Mr. Shehady expressed concern about people backing out of parking spaces near the traffic circle.

Brady Schuck, a member of Fairmount Country Club's building planning board, was sworn in to give testimony. He described the anticipated traffic flow and addressed Mr. Shehady's concerns. Mr. Schuck said that he does not anticipate a high volume of traffic. Mr. Shehady asked about scenarios when traffic would flow in two directions, and suggested that one-way markings be installed as appropriate.

Mr. Shehady suggested that there be lighting for the pedestrian crossing.

Mrs. Ewald asked about a retaining wall in the hill. Mr. Ward said there will be a berm so that the hill will not be impacted. He noted that the shrubs will be relocated, and there will not be a need for a wall.

Mr. Choi asked about the typical traffic volume. Mr. McDonald said that tee times are staggered, and he does not anticipate there being many scenarios where there is a backup of cars. Mr. Choi asked about the number of ADA parking spots. Mr. Ward said that there are a total of 6 ADA parking spots, with four by the clubhouse and two by the pool house, which is compliant with pertinent requirements. Mr. Ruschke addressed the codes that dictate the number of required ADA parking spots. The applicant stipulated by code that they would add more ADA spots if necessary.

Mrs. Ewald asked if a particular area was for golf carts. Mr. McDonald said that area was not being modified. Mr. Miller asked if that area is being delineated. Mr. Ward said there will be Belgian block.

Mrs. Stillinger asked what kind of trees are being planted.

Mr. Banisch addressed the width of the traffic lanes. He also suggested Do Not Enter signs as appropriate. The traffic flow was further discussed, and consideration was given to whether or not striping should be required.

Mr. Shehady asked if different concepts were reviewed, and if the proposed plan is the best option.

Mr. Sullivan noted that the Fairmount Country Club parking lot is not a high traffic area.

Mr. McDonald noted that if the application is approved, there is a desire to start the construction process as soon as possible, possibly before the memorialization resolution is adopted. The timing of the construction was discussed. Mr. Choi asked how traffic will be handled while the work is being done. Mr. Ward said that the work would be staged, and he described proposed phasing.

Mr. Sullivan said that if there is a need for more handicapped parking spaces, that should be decided by the Board.

Use of valet parking for large events was discussed.

Mr. Kahn asked about the goal of striping. Mr. McDonald said that it would give guidance to drivers to keep to the right.

The floor was opened to the public to ask questions.
Seeing no comments or questions from the public, the floor was closed.

Mr. Sobieski asked if the application was seeking minor or major site plan approval. Mr. Tombalakian said that major site plan approval is sought.

Mr. Sobieski reviewed the stipulated conditions.

Mr. Choi moved to approve the application subject to the stipulated conditions. Mr. Sullivan seconded the motion.

Roll Call: Mr. Choi, Aye; Mr. Shehady, Aye; Mrs. Ewald, Aye; Mrs. Foran, Aye; Mr. Kahn, Recused; Mr. Neibert, Aye; Mr. Nikolopoulos, Absent; Mrs. Stillinger, Aye; Mr. Sullivan, Aye; Mrs. Chang, Absent; Mr. Miller, Aye.

Resolutions

Resolution PB-25-009 - PBA-24-004 – Fairmount Country Club, 400 Southern Blvd., Block: 128 Lot: 10.01.

Mrs. Stillinger asked if the bird management practices will be submitted before the construction begins. Mr. Sobieski said that his client cannot get final approval until the bird management plan is submitted. It was noted that the plan will be a publicly available document.

Mr. Miller moved to adopt Resolution PB-25-009. Mrs. Ewald seconded the motion.

Roll Call: Mr. Choi, Aye; Mr. Shehady, Aye; Mrs. Ewald, Aye; Mr. Neibert, Aye; Mr. Kahn, Recused; Mr. Nikolopoulos, Absent; Mrs. Stillinger, Aye; Mr. Sullivan, Aye; Mrs. Chang, Absent; Mr. Miller, Aye.

It was announced that the February 3, 2025 meeting will be cancelled, and the next meeting will be on February 24, 2025.

Mr. Miller moved to adjourn at 8:52 PM. Mr. Shehady seconded the motion, which carried unanimously.

Gregory J. LaConte
Planning Board Recording Secretary