

A Reorganization meeting of the Township of Hamilton Zoning Board of Adjustment was held on the above date with Amanda Zimmerman presiding until a new Chairman was elected. Members present were Michael Angelo, Wayne Cain, Wayne Choyce, William Christman, Bruce Strigh & Elaine Valentino. Alternate members, Carl Pitale & Joseph Leyenaar, were also present.

The Statement of Compliance was read.

Announcements: There were none.

Oath of Service – Ms. Zimmerman administered the Oath of Service to the following: Wayne Cain, Wayne Choyce & Elaine Valentino as Regular Zoning Board Members and Joseph Leyenaar as Alternate #2.

Election of Chairperson for 2016– Mr. Strigh moved, seconded by Mr. Christman to elect Elaine Valentino for the position of Chairperson of the Township of Hamilton Zoning Board of Adjustment for the year 2016, until the Board reorganizes in 2017. No other names were presented.

ROLL CALL ON THE ABOVE MOTION:

MR. ANGELO-AYE	MR. CAIN-AYE	MR. CHOYCE-AYE
MR. CHRISTMAN-AYE	MR. STRIGH-AYE	MS. ZIMMERMAN-AYE
MS. VALENTINO-ABSTAIN		

SAID MOTION CARRIED.

Election of Vice-Chairperson for 2016– Mr. Choyce moved, seconded by Mr. Christman to elect Bruce Strigh for the position of Vice-Chairperson of the Township of Hamilton Zoning Board of Adjustment for the year 2016, until the Board reorganizes in 2017. No other names were presented.

ROLL CALL ON THE ABOVE MOTION:

MR. ANGELO-AYE	MR. CAIN-AYE	MR. CHOYCE-AYE
MR. CHRISTMAN-AYE	MR. STRIGH-AYE	MS. ZIMMERMAN-AYE
MS. VALENTINO-AYE		

SAID MOTION CARRIED.

Appointment of Secretary for 2016 – Mr. Strigh moved, seconded by Ms. Zimmerman to appoint Deborah Ohnemuller to the position of Secretary to the Township of Hamilton Zoning Board of Adjustment for the year 2016, until the Board reorganizes in 2017. No other names were presented.

ROLL CALL ON THE ABOVE MOTION:

MR. ANGELO-AYE	MR. CAIN-AYE	MR. CHOYCE-AYE
MR. CHRISTMAN-AYE	MR. STRIGH-AYE	MS. ZIMMERMAN-AYE
MS. VALENTINO-AYE		

SAID MOTION CARRIED.

Ms. Valentino stated that Board members were provided with the information that was the consideration of the sub-committee that met regarding the RFPs that were returned to the municipality. It has been the practice of the Board, over the past several years, to review the applications for consideration of the positions; the locations of the offices; the hourly rate & primarily the experience of the professionals who are applying for these positions.

She stated when they 1st started doing this it was based on representation & resume. Now that they have been doing this for a while, another important element added is performance. They will move forward with the recommendations of the subcommittee as presented in its entirety for the following positions.

Appointment of Solicitor for 2016– Mr. Strigh moved, seconded by Mr. Choyce to appoint Rebecca Lafferty, Esq. to the position of Solicitor to the Township of Hamilton Zoning Board of Adjustment for the year 2016, until the Board reorganizes in 2017. No other names were presented.

ROLL CALL ON THE ABOVE MOTION:

MR. ANGELO-AYE	MR. CAIN-AYE	MR. CHOYCE-AYE
MR. CHRISTMAN-AYE	MR. STRIGH-AYE	MS. ZIMMERMAN-AYE
MS. VALENTINO-AYE		

SAID MOTION CARRIED.

Appointment of Alternate Solicitor for 2016– The Board decided to table this position until a later date. Mr. Choyce explained the field of those bidding for this position was small & weak compared to previous years. Looking at the experience & location of the firms bidding for this position it was observed that the 1st one had experience in the northern ocean county area & didn't have the experience they felt was needed for this township. The 2nd firm dealt with smaller municipalities than this one. These were the reasons we felt it was tabled. Cooper Levenson is a large firm & if the primary can't hear an application, there will be someone that can act as alternate. If that was still a conflict then the township solicitor or planning board solicitor could be requested to hear an application.

Appointment of Planner for 2016 – Mr. Strigh moved, seconded by Ms. Zimmerman to appoint Robert Watkins of Mott Associates, LLC to the position of Planner to the Township of Hamilton Zoning Board of Adjustment for the year 2016, until the Board reorganizes in 2017. No other names were presented.

ROLL CALL ON THE ABOVE MOTION:

MR. ANGELO-AYE	MR. CAIN-AYE	MR. CHOYCE-AYE
MR. CHRISTMAN-AYE	MR. STRIGH-AYE	MS. ZIMMERMAN-AYE
MS. VALENTINO-AYE		

SAID MOTION CARRIED.

Mr. Watkins thanked the Board for his appointment for this year.

Appointment for Alternate Planner for 2016– Mr. Choyce moved, seconded by Mr. Strigh to appoint Vincent Polistina of Polistina Associates, LLC to the position of Alternate Planner to the Township of Hamilton Zoning Board of Adjustment for the year 2016, until the Board reorganizes in 2017. No other names were presented.

ROLL CALL ON THE ABOVE MOTION:

MR. ANGELO-AYE	MR. CAIN-AYE	MR. CHOYCE-AYE
MR. CHRISTMAN-AYE	MR. STRIGH-AYE	MS. ZIMMERMAN-AYE
MS. VALENTINO-AYE		

SAID MOTION CARRIED.

Appointment of Engineer, Lighting Consultant, and Traffic Engineer for 2016 – Mr. Strigh moved, seconded by Mr. Cain to appoint Kevin Dixon of Dixon Associates Engineering, LLC to the positions of Engineer, Lighting Consultant, and Traffic Engineer to the Township of Hamilton Zoning Board of Adjustment for the year 2016, until the Board reorganizes in 2017. No other names were presented.

ROLL CALL ON THE ABOVE MOTION:

MR. ANGELO-AYE	MR. CAIN-AYE	MR. CHOYCE-AYE
MR. CHRISTMAN-AYE	MR. STRIGH-AYE	MS. ZIMMERMAN-AYE
MS. VALENTINO-AYE		

SAID MOTION CARRIED.

Mr. Dixon thanked the board for his appointment for the upcoming year & is looking forward to working with the board.

Appointment of Alternate Traffic Engineer for 2016– Mr. Choyce moved, seconded by Mr. Strigh to appoint Alexander Litwornia of Litwornia Associates to the position of Alternate Traffic Engineer to the Township of Hamilton Zoning Board of Adjustment for the year 2016, until the Board reorganizes in 2017. No other names were presented.

ROLL CALL ON THE ABOVE MOTION:

MR. ANGELO-AYE	MR. CAIN-AYE	MR. CHOYCE-AYE
MR. CHRISTMAN-AYE	MR. STRIGH-AYE	MS. ZIMMERMAN-AYE
MS. VALENTINO-AYE		

SAID MOTION CARRIED.

Appointment of Landscape Architect Consultant, Alternate Engineer & Alternate Lighting Consultant for 2016– Mr. Choyce moved, seconded by Mr. Strigh to appoint Engineering Design Associates to the position of Landscape Architect Consultant, Alternate Engineer & Alternate Lighting Consultant to the Township of Hamilton Zoning Board of Adjustment for the year 2016, until the Board reorganizes in 2017. No other names were presented.

ROLL CALL ON THE ABOVE MOTION:

MR. ANGELO-AYE	MR. CAIN-AYE	MR. CHOYCE-AYE
MR. CHRISTMAN-AYE	MR. STRIGH-AYE	MS. ZIMMERMAN-AYE
MS. VALENTINO-AYE		

SAID MOTION CARRIED.

Mr. Carey thanked the Board for the appointment & is looking forward to the upcoming year.

Chairperson's Appointments to Sub Committees – Ms. Valentino noted the Board will be holding a training session for members & these appointments will be deferred until the February meeting.

Meeting Times & Dates- Mr. Strigh moved, seconded by Mr. Choyce to establish the fourth Monday of every month, with the exception of December, as the day on which the Zoning Board of Adjustment meetings for 2016 will be conducted, and to establish the time of 7:00 P.M. The Board will meet December 13, 2016 due to Christmas Eve. The Board also adopted January 10, 2017 as the Reorganization meeting and January 24, 2017 as the first regular meeting for 2017.

ROLL CALL ON THE ABOVE MOTION:

MR. ANGELO-AYE	MR. CAIN-AYE	MR. CHOYCE-AYE
MR. CHRISTMAN-AYE	MR. STRIGH-AYE	MS. ZIMMERMAN-AYE
MS. VALENTINO-AYE		

SAID MOTION CARRIED.

Designation of Official Newspapers – Ms. Valentino noted to designate the Press of Atlantic City; Atlantic County Record/Record Journal and The Current as official newspapers for the Zoning Board Publications.

Adoption of Rules of Procedure –Mr. Strigh moved, seconded by Mr. Christman, to adopt the Rules of Procedure, as written, for the Township of Hamilton Zoning Board of Adjustment for the year 2016.

ROLL CALL ON THE ABOVE MOTION:

MR. ANGELO-AYE	MR. CAIN-AYE	MR. CHOYCE-AYE
MR. CHRISTMAN-AYE	MR. STRIGH-AYE	MS. ZIMMERMAN-AYE
MS. VALENTINO-AYE		

SAID MOTION CARRIED.

Approval of Minutes – Mr. Christman moved, seconded by Mr. Zimmerman to approve the minutes from the December 14, 2015 meeting as amended. SAID MOTION CARRIED WITH FIVE (5) MEMBERS VOTING “AYE,” NO “NAY,” and NO “ABSTAIN.”

ROLL CALL ON THE ABOVE MOTION

MR. CHOYCE-AYE
MS. ZIMMERMAN-AYE

MR. CHRISTMAN-AYE
MS. VALENTINO-AYE

MR. STRIGH-AYE

SAID MOTION CARRIED.

Memorialization of Resolution – Mr. Christman moved, seconded by Mr. Choyce to adopt the resolution for Michael Zyndorf-App. #17-2015; Block 668 Lot 4. SAID MOTION CARRIED WITH SEVEN (7) MEMBERS VOTING “AYE,” NO “NAY,” and NO “ABSTAIN.”

ROLL CALL ON THE ABOVE MOTION:

MR. ANGELO-AYE
MR. STRIGH-AYE
MS. VALENTINO-AYE

MR. CHOYCE-AYE
MS. ZIMMERMAN-AYE

MR. CHRISTMAN-AYE
MR. PITALE-AYE

SAID MOTION CARRIED.

Public Comment – Ms. Valentino opened this portion of the meeting for public comment and Mayor Silva congratulated the members on their appointment for this upcoming year. He feels Zoning & Planning are the 2 most important Boards in the Township. He also complimented them for their selection of Board Professionals and thanked the Secretary for the great job she does. Mayor Silva noted that the applicants who come before the Board present a challenge to decision making abilities. He congratulated the Chairperson, Vice Chairperson new & reappointed members of the Board & wished for a prosperous year. He also stated Committee will be reviewing the budget & hopefully add a new member for handling zoning issues.

Fred Akers, Administrator of the Great Egg Harbor River Council, stated he will be attending more Zoning Board meetings & complimented the storm water basins surrounding the Hamilton Mall & how they are working correctly now. He asked if there was a law which prevents the Zoning Board in commenting on detriments of development in the flood hazard areas. Ms. Lafferty stated it would be case specific.

Ms. Valentino asked if anyone else would like to speak for public portion. Mr. Christman moved, seconded by Mr. Cain to close the public portion of the hearing. SAID MOTION CARRIED WITH ALL MEMBERS VOTING “AYE,” NO “NAY,” NO “ABSTAIN.”

Executive Session- There were no items to discuss.

Ms. Valentino made comment that the Board hosted an orientation & refresher course last year which was presented by Ms. Lafferty. Since there are no new cases on the agenda for the next meeting which is scheduled for January 25th she would like to have a refresher course that evening along with comments regarding the Zoning Application revisions which could be made. Another idea was to make a flow chart which shows all steps from start to finish of the process once an application comes to the office. Including: establishing jurisdiction (planning or zoning); submitting applications for professional review; following the submission checklist; procedures followed post Zoning Board decision; information forwarded to construction office; permit process ensuring the Boards conditions & CO's.

All members should review the draft prior to the January 25th meeting.

Mr. Strigh stated how beneficial this course was last year to all members, old & new.

Mr. Choyce expressed that the flow chart would be helpful in asking questions to the applicant & professionals.

Mr. Leyenaar commented that he is looking forward to attending this course & learning more about the process.

Mr. Cain stated his appreciation in being back on the board.

Adjournment – Mr. Choyce moved, seconded by Mr. Strigh to adjourn the Zoning Board of Adjustment meeting at 7:31 p.m. SAID MOTION CARRIED WITH ALL MEMBERS VOTING “AYE,” NO “NAY,” NO “ABSTAIN.”

Respectfully submitted,

Deborah Ohnemuller, Secretary
Zoning Board of Adjustment