

**Borough of Roosevelt**  
33 North Rochdale Road  
Roosevelt, NJ 08555  
**Planning Board Meeting Minutes**  
September 4, 2018

Mr. McNally called the meeting to order at 7:09 PM.

**ROLL CALL**

Present (9): McNally, Malkin, Hartley, LeCompte, Ord, Petrilla, Taylor, Connors, Carpenter

Absent (3): Parker, Vroman, Masterson

In Attendance: Planning Board Attorney, Michele Donato, Esq.

The Secretary read the Adequate Notice.

**APPROVAL OF MINUTES**

A Motion was made by M/Malkin with a Second offered by Mr. LeCompte to approve the June 6, 2018, meeting minutes with one correction.

AYES (5): McNally, Malkin, LeCompte, Petrilla, Carpenter

NAYS (0)

ABSTAIN (4): Hartley, Ord, Taylor, Connors

**CORRESPONDENCE**

- The May/June 2018 edition of the New Jersey Planner was distributed for review.
- Letter of Resignation from Planning Board Secretary dated August 28, 2018.

**REPORT OF MAYOR AND COUNCIL REPRESENTATIVE**

M/Malkin provided a brief report on recent Borough Council activity including the status of NJ DOT grants, infrastructure repairs and explained that the Borough has hired a Zoning Officer, Jeremy Kuipers, who has office hours on Fridays from 10:30 AM to 12:30 PM.

**REPORT OF ENVIRONMENTAL COMMISSION REPRESENTATIVE** No report.

**SITE PLANS, SUBDIVISIONS, VARIANCES, INFORMAL REVIEWS, ETC:** None.

**NEW BUSINESS**

Land Use Liability Presentation: Board Attorney, Michele Donato, Esq., presented an in-depth and interactive Land Use Liability training session to provide a general understanding of the legal principles pertaining to governmental operations. Ms. Donato explained that the Municipal Excess Liability Joint Insurance Fund (MEL JIF) is encouraging Planning Board members to take the training and the MEL JIF will provide additional coverage, at no cost, to municipalities whose Planning Board members attend the training session.

**OLD BUSINESS**

Review Recommendations of the 2017 Master Plan Reexamination Report - Parking Ordinance:

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Ms. Ord explained that the Parking Committee met over the summer and provided an overview of the draft parking regulations. Ms. Ord discussed compliance issues with certain lots and reasons why certain lots are non-compliant. The Board entered into a lengthy discussion regarding the original Borough design, current parking conditions, dealing with preexisting, non-conforming lots and enforcement of parking ordinance regulations. Ms. Donato suggested that the Board weigh the benefits of a parking ordinance against any detriments that will be identified and noted that the Board can draft an ordinance and make a recommendation to the Borough Council but it is the Borough Council that has the authority to adopt the ordinance and a public hearing will be required prior to adoption. The consensus of the Board, due to time constraints, is to table the discussion and carry it to the next meeting.

**PUBLIC COMMENT**

Mr. McNally opened the meeting to public comment at 9:26 PM and with no public stepping forward, closed the meeting to public comment at 9:26 PM.

Having no further business to discuss, Mr. LeCompte made a Motion with a Second offered by Mr. Connors, and with all in favor, the meeting adjourned at 9:27 PM.

Respectfully Submitted,

Lori Maher  
Board Secretary

Approved: December 4, 2018