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**Downe Township Combined Planning Board**  
**Reorganization Meeting Agenda**  
**January 14, 2025**  
**At 7:00 p.m.**

**Call to order by Doug Cook at 7pm.**

**Open Public Meeting Notice:**

Pursuant to the Open Public Meeting Act adequate notice of this meeting has been sent to the Official Newspaper and was posted on the Township Bulletin Board and website.

[www.downtownnj.org](http://www.downtownnj.org)

**Flag Salute:**

**Oaths of Office:** *Dakota Kruger, Jeff Sanza, & Kevin Nocon*

**Roll Call:**

Mayor Mike Rothman \_\_, Robert Campbell \_\_, Dakota Kruger \_\_, Doug Cook \_\_, Brent Daly \_\_, John Gilligan \_\_, Jeff Sanza \_\_, Kevin Nocon \_\_, Christopher Weir \_\_

**Board Business:**

**Resolutions:**

**Resolution No. 2025-01 Appointment of Board Chairman, \_\_\_\_\_ & Board Vice Chair \_\_\_\_\_.**

Motion to adopt: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: Rothman \_\_, Campbell \_\_, Kruger \_\_, Cook \_\_, Daly \_\_, Gilligan \_\_, Sanza \_\_, Nocon \_\_, Weir \_\_

**Resolution No. 2025-02 Appointment of Board Secretary, Nicole Marlette.**

Motion to adopt: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: Rothman \_\_, Campbell \_\_, Kruger \_\_, Cook \_\_, Daly \_\_, Gilligan \_\_, Sanza \_\_, Nocon \_\_, Weir \_\_

**Resolution No. 2025-03 Appointment of Board Engineer, Joseph Maffei.**

Motion to adopt: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: Rothman \_\_, Campbell \_\_, Kruger \_\_, Cook \_\_, Daly \_\_, Gilligan \_\_, Sanza \_\_, Nocon \_\_, Weir \_\_

**Resolution No. 2025-04 Appointment of Board Solicitor, Jeffrey E. Snow, Esq.**

Motion to adopt: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: Rothman \_\_, Campbell \_\_, Kruger \_\_, Cook \_\_, Daly \_\_, Gilligan \_\_, Sanza \_\_, Nocon \_\_, Weir \_\_

**Resolution No. 2025-05 Middlesex Water Company Resolution**

Motion to adopt: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: Rothman \_\_,  
Campbell \_\_, Kruger \_\_, Cook \_\_, Daly \_\_, Gilligan \_\_, Sanza \_\_, Nocon \_\_, Weir \_\_

**Resolution No. 2025-06 Establishing Board 2025 Regular Meeting Dates and 2026 Reorganization Meeting Date**

Motion to adopt: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: Rothman \_\_,  
Campbell \_\_, Kruger \_\_, Cook \_\_, Daly \_\_, Gilligan \_\_, Sanza \_\_, Nocon \_\_, Weir \_\_

**Resolution No. 2025-07 Designating The Daily Journal as the Official Board Newspaper**

Motion to adopt: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: Rothman \_\_,  
Campbell \_\_, Kruger \_\_, Cook \_\_, Daly \_\_, Gilligan \_\_, Sanza \_\_, Nocon \_\_, Weir \_\_

**Presentation of Bills for Payment:**

Solicitor: Jeffrey E. Snow	– Oct.-Dec. Invoice: Solicitorship 2024:	\$ 600.00
	– Final Invoice: Chaplin App:	\$ 154.00
Engineer: Engineering Design Associates (Joseph Maffei)		
– Invoice #40969:	Middlesex Water Co. – Nov. 2024 Services:	\$ 621.00
NJ Planning Officials		
– Invoice #082026051:	2025 Duel Board Membership:	\$ 370.00

- Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: Rothman \_\_,  
Campbell \_\_, Kruger \_\_, Cook \_\_, Daly \_\_, Gilligan \_\_, Sanza \_\_, Nocon \_\_, Weir \_\_

**New Business:**

**Downe Township Ordinance 2025-01 Review & Discussion, & Recommendations  
*RE Authorizing and Encouraging Electric Vehicle Supply/Service Equipment (EVSE) & Make-Ready Parking Spaces***

- The Downe Twp Committee is asking the P/Z Board to review, discuss, and provide their recommendations to Board Secretary by Feb. 1, 2025, to be compiled and submitted to the Township Clerk for the Township Committee Meeting on Feb. 10, 2025.

**Old Business:**

**Downe Township Cannabis Ordinance Review & Discussion, & Recommendations  
(Continued)**

The Downe Twp Committee is asking the P/Z Board to review, discuss, and provide their recommendations on how to improve Downe’s Cannabis Ordinance (Ord. # 2021-4).

- Subcommittee: Nothing to report at this time.

**Correspondence:**

- 12/20/24: Email RE Notification of Approved Preliminary State Development & Redevelopment Plan
  - *Donna Rendeiro, State Planning Commission Executive Director*
- 1/13/25: Email RE Draft State Plan – January Update  
(Attached: Summary of Draft State Development and Redevelopment Plan)
  - *Elena Gable, Cumberland County Assistant Planning Director*
- 1/2/25: NJDEP Flood Hazard Verification & Wetlands Letter of Interpretation
  - *Fralinger Engineering: McLaughlin (Block 49, Lots 14)*
- The NJ Planner- November/December 2024

**ACCEPT & FILE – All Correspondence OR None OR Specific Ones (                    )**  
Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Voice Vote: \_\_\_\_\_

**Open Meeting to Public:** Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Voice Vote: \_\_\_\_\_

**Closed Meeting to Public:** Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Voice Vote: \_\_\_\_\_

**Next Meeting: Tuesday, February 11, 2025 at 7pm**

**Adjournment of Meeting:** Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Voice Vote: \_\_\_\_\_