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Downe Township Combined Planning Board
Regular Meeting Agenda

June 10, 2025

At 7:00 p.m.

Call to order by Chairman, 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.downtwpnj.org

Flag Salute:

Roll Call:

Mayor Mike Rothman __, Robert Campbell __, Dakota Kruger __, Chairman Doug Cook __,
Vice Chair Brent Daly __, John Gilligan __, Jeff Sanza __, Kevin Nocon __, Christopher Weir __

Board Business:

Resolution No. 2025-08 Couch Resolution ***Note: This resolution is on the agenda again from last month's meeting because we couldn't make quorum for that particular item.*

Motion: _____ Seconded: _____ Roll Call Vote: Rothman __, Kruger __,
Campbell __, Cook __, Daly __, Gilligan __, Sanza __, Nocon __, Weir __

Presentation of Bills for Payment:

Solicitor: Jeffrey E. Snow – Jan.-May Invoice: Solicitorship 2025: \$ 1,000.00

Engineer: Engineering Design Associates (Joseph Maffei)

– Invoice #42093: Middlesex Water Co. – Apr. 2025 Services: \$ 145.00

– Invoice #42095: Sean Couch – Apr. 2025 Services: \$ 417.00

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

New Business: None at this time.

Old Business:

FINAL Draft Cross Acceptance Response Template (CART) for State Plan

- Based on the discussion between Matt Pisarski, Elena Gable, and the Downe Twp Planning Board on May 13, 2025, the County Dept of Planning made changes to the draft CART and created this final draft to be submitted to the state.
 - Do any Board members have any question, concerns, or corrections to submit to the County Dept of Planning?

Downe Township Ordinance 2025-XX - *RE Regulating Residential Landscaping and/or Fencing Installation, and Maintenance Located Within Downe*: Review/Discuss/Recommend

- The Downe Twp Committee is asking the P/Z Board to review, discuss, and provide their recommendations to the Township Committee.

**Downe Township Ordinances RE Campgrounds vs. Trailer Parks:
Review/Discuss/Recommend**

- The Downe Twp Committee is asking the P/Z Board to review, discuss, and provide their recommendations to the Township Committee.
- 1/14/25 – Letter to Clerk from Downe’s Code Enforcement Officer, Tony Loteck
 - Ordinances referenced in Mr. Loteck’s letter:
 - Downe Twp Ordinance # 96-4
 - Downe Twp Ordinance # 96-5
 - Downe Twp Zoning Ordinance, Section 1010 “Campgrounds”
 - Downe Twp Ordinance # 3.01
 - NJDCA Administrative Code Title 5, Chapter 10A Proprietary Campground Facility Health & Safety

Correspondence:

- The NJ Planner- March/April 2025

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, July 8, 2025 at 7pm

Adjournment of Meeting: Motion: _____ Seconded: _____ Voice Vote: _____