

**MINUTES OF THE REGULAR MEETING OF  
THE DOWNE TOWNSHIP COMBINED PLANNING BOARD  
April 14, 2015**

The April meeting of the Downe Township Combined Planning Board was called to order at 7:00pm by Solicitor Edward Duffy and he read the Open Public Meeting Notice.

**OPEN PUBLIC MEETING NOTICE:** "Pursuant to the Open Public Meetings Act adequate notice of this meeting has been sent to the official newspaper and was posted on the Township Bulletin Board."

**FLAG SALUTE:**

**ROLL CALL:**

Members in attendance: Mayor Robert Campbell, Harry Levenknight, Doug Cook, Brent Daly, Nancy Hartem, and Walter Kieba

**APPROVAL OF MINUTES: January 15, 2015**

Brent Daly made a motion to approve the January 15, 2015 minutes. Nancy Hartem seconded the motion. A roll call vote was called and the motion passed unanimously.

**PRESENTATION OF BILLS FOR PAYMENT:**

SOLICITOR: Edward Duffy-March 2015 Invoice:	Solicitorship 2015:	\$200.00
	Johnson Litigation:	\$ 10.00

**APPROVAL OF BILLS:**

Mayor Robert Campbell made a motion to approve the legal fees as described in the invoices and vouchers submitted. Brent Daly seconded the motion. A roll call vote was called and the motion passed unanimously. The bills were approved for payment.

**BOARD BUSINESS:**

Ordinance for Planning Board Review and Recommendation 2015-3 (An ordinance for Dune Preservation). Mayor Robert Campbell explained that the township has had its first reading of the proposed ordinance. Campbell also explained the issues that the township is having with our dunes that is an enforcement issue. The public hearing is next month at the township committee meeting. The planning board was asked for review and recommendation. Mr. Duffy explained the ordinance needed to be consistent with the master plan. More explanation and conversation from Mayor Robert Campbell and Mr. Duffy continue to the board. The township committee needs a letter from the board stating they have reviewed the ordinance and confirmed that it is consistent with the master plan. Chairman Doug Cook asked when the board members would need to respond. Mayor Campbell asks the board if they have any questions or concerns. More

explanation of the ordinance takes place. Mr. Duffy suggested to open the meeting to the public for comments before the board makes a motion on the ordinance. Conversation and explanation took place among members. Brent Daly stated that he thought this ordinance is long overdue. He explained that other beach communities he has been too personally, also has this ordinance and enforcement on the dune issue. He expressed concern that there is nothing in the ordinance about signage. Mr. Duffy explained that once the ordinance is passed that the township can put signage up with the ordinance. Enforcement and maintenance was discussed.

#### **OPEN MEETING TO PUBLIC:**

Mayor Robert Campbell made a motion to open the meeting for Public Comment. The motion was seconded by Brent Daly. A voice vote was called and the motion passed unanimously

There was no public comment on the Ordinance No. 2015-3

#### **CLOSE MEETING TO PUBLIC:**

Mayor Robert Campbell made a motion to close the meeting for Public Comment. The motion was seconded by Doug Cook. A voice vote was called and the motion passed unanimously.

Mr. Duffy explained the motion to the board members. The members would make this motion if they feel it is consistent with the master plan and the possibility of a recommendation as well.

**Motion to review Ordinance 2015-3 to be consistent with the Master Plan and a board recommendation.** Nancy Hartem made a motion to review Ordinance 2015-3 to be consistent with the Master plan and a board recommendation. The motion was seconded by Walter Kieba. A voice vote was called and the motion passes unanimously. Mayor Robert Campbell abstained.

Chairman Doug Cook and Nancy Hartem wanted to know why the complaints received by the housing/zoning officer were not on the monthly reports. They were under the impression that all complaints were to be on the monthly reports. Mayor Campbell explained that it is just a fiscal report. There was discussion about the reports that can be submitted to the township from the housing/zoning officer.

#### **NEW BUSINESS:**

#### **OLD BUSINESS:**

No update on Johnson Litigation. Discussion went on about timelines.

Chairman Cook asked about the Freshwater Wetlands Application that has recently been on the agendas. Chairman Cook wanted to know if they were new. Mayor Campbell explained that this started six months ago from the health department. More discussion went on about the Freshwater wetlands application and how it affects the homeowners. The discussion then turned to the possibility of a future sewer and water system for the township. This would eliminate the

particular application the board was discussing. The timeline for the new system was discussed among the board. There were no further comments on any correspondence. Brent Daly asked what was going on with the Master Plan. Mayor Campbell expressed that Bob Brewer from the county helped us the last time and we could contact him again for this year. Discussion about the permit extension act went on among the members. Daly believed that the extension for the township is up this year. Mr. Duffy gave an explanation on the permit extension act. Mayor Campbell expressed he would contact Bob Brewer to possibly attend the next meeting to give the board a pitch for the Master Plan. Mr. Duffy explained he is going to do some research for the Master Plan period and permit extension act.

**OPEN MEETING TO PUBLIC:**

Brent Daly made a motion to open the meeting for Public Comment. The motion was seconded by Walter Kieba. A voice vote was called and the motion passed unanimously.

Mr. Sheldon Pepper asked about the review of the Master Plan and Mr. Brewer. Mayor Campbell stated what the board just discussed about inviting Mr. Brewer to the next meeting. Mr. Pepper asked if there was a draft. Mayor Campbell said no.

**CLOSE MEETING TO PUBLIC:**

Nancy Hartem made a motion to close the meeting for Public Comment. The motion was seconded by Walter Kieba. A voice vote was called and the motion passed unanimously.

**NEXT SCHEDULED MEETING:**

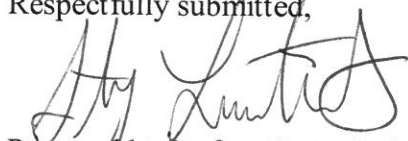
Doug Cook informed the members the next meeting will be on Tuesday, May 12, 2015.

**ADJOURNMENT OF MEETING:**

Mayor Robert Campbell made a motion to adjourn the meeting. The motion was seconded by Walter Kieba. A voice vote was called and the motion passed unanimously.

Meeting adjourned,

Respectfully submitted,



Prepared by Stefany Levenknight  
Planning Board Secretary