

**City of Northfield Planning Board**  
**1600 Shore Road**  
**Northfield, New Jersey 08225**  
**Telephone (609) 641-2832, ext. 127**  
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January 5, 2023

Notice of this meeting had been given in accordance with Chapter 231 Public Law 1975, otherwise known as the Open Public Meetings Act. Notice of this meeting had been given to The Press of Atlantic City on December 24, 2022 posted on the bulletin board in City Hall, filed with the City Clerk, and posted on the city website, stating the date, time and place of the meeting and the agenda to the extent known. Digital copies of the application documents, exhibits, and the Planning Board Engineer's report have been uploaded onto the city website as well if applicable.

**REORGANIZATION** meeting of the Northfield Planning Board was held on Thursday, January 5, 2023. ***In following with the decisions of Mayor Chau and City Council, the Planning Board will be eliminating the mandatory observation of Covid-19 related social distancing measures at their public meetings. In addition, the Planning Board will continue to air the regular meetings on Zoom video conferencing for convenience of those who do not wish to appear in public.***

Formal action may be taken at this meeting.

City of Northfield Planning Board is inviting you to a scheduled Zoom meeting.

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The meeting was opened by Chairman Richard Levitt at 7:00 p.m. with the reading of the Sunshine Law and the roll call. Those that were to be sworn in were not called. The following were present or absent as noted.

Peter Brophy  
Matthew Carney  
Mayor Erland Chau

Councilman Eric Leeds  
Dr. Richard Levitt  
Henry Notaro  
Dan Reardon-absent  
Ron Roegiers  
Derek Rowe  
Clem Scharff  
Jim Shippen  
Paul Utts  
Joel M. Fleishman, Esq.-Planning Board Solicitor  
Matthew Doran, PE, PP-Planning Board Engineer

The meeting began with the Pledge of Allegiance led by Mr. Brophy.

Mayor Chau read the Oath of Office and swore in the following members to the terms noted:

Councilman Eric Leeds-City Council Liaison-1 year term

Henry Notaro-Planning Board Member-4-year term-replacing Joseph Dooley who resigned and whose term expired at year end 2022

Paul Utts-Planning Board Alternate #1-1-year term-filling Henry Notaro's unexpired seat

To note-Daniel Reardon was absent at this meeting and will be sworn in at the February meeting.

Mayor Chau stated that Mr. Notaro has served over 20 years as an Alternate Planning Board member.

Dr. Levitt thanked him for his service and welcomed Councilman Leeds to the Board and also welcomed Mr. Utts who is rejoining the Board as an alternate.

Dr. Levitt asked the Board to approve the minutes from 12/1/2022 with a voice vote. All were in favor with none opposed.

The next order of reorganization business was to approve the 2023 Meeting Dates Resolution 01-2023 and the yearly appointments. Dr. Levitt asked for a voice vote and all were in favor with none opposed. The following appointments were nominated by motion and seconded and the voice votes were all in favor with no one opposed.

Chairman of the Board-Dr. Richard Levitt, motion-Jim Shippen, second-Clem Scharff

Vice Chairman of the Board-Clem Scharff, motion-Jim Shippen, second-Matthew Carney

Secretary to the Board-Robin Atlas, motion-Henry Notaro, second-Jim Shippen

Solicitor-Joel Fleishman, motion-Jim Shippen, second-Peter Brophy

Engineer-Matthew Doran, motion-Jim Shippen, second-Peter Brophy

Dr. Levitt asked Mr. Doran how long he has been the Engineer for the Board. He said it has been too long to recall but it has been since the 1980's. Dr. Levitt also thanked Mr. Scharff for all his technical help.

Dr. Levitt told the Board that funds have been allocated for the Master Plan work that will need to be done this year and he was able to get this accomplished.

Dr. Levitt continued with a discussion about generators and adding regulations to the Land Use Ordinance that had been discussed briefly at the last meeting. Dr. Levitt said the Board had discussed

location of the generators, hours for exercising the machinery, screening. Dr. Levitt questioned whether there would be an electrical inspection. Mr. Shippen said there would be and also a gas inspection. Dr. Levitt questioned who would enforce the screening. Matt Doran said the Zoning Department would handle that. Dr. Levitt said front yard screening with vegetation and Mr. Doran said solid fencing to the height of the generator was also considered. Mr. Brophy asked how tall they normally stand. Dr. Levitt said he lives near the bay and he was required to have his generator built on a platform. Mr. Brophy asked how tall the fence would have to be. Dr. Levitt said 7 to 8 feet. Mr. Brophy said his neighbors have theirs at 3 to 4 ft. Dr. Levitt said it depends on elevation above sea level. He had to have a surveyor mark the flood zone height. Mr. Shippen commented on that being a code requirement. Dr. Levitt said they all agreed that the setback from adjacent properties would be 10 ft. The discussion turned to days and time that the machine could be exercised.

Mr. Leeds said this discussion is not on the agenda for this evening. Mr. Brophy agreed and said the public would like to know about this discussion. Dr. Levitt said the board is discussing recommendations to make to City Council and is not setting any laws. He added that this is an informal discussion. Dr. Levitt asked if there were any other considerations concerning generators. Mr. Carney asked if the generators were in the front yard setback, would there be a maximum or minimum for the generator to be placed from the house. He said there would be a difference between residential and commercial generators. Dr. Levitt said commercial properties would be required to submit a site plan. Mr. Doran said they have to meeting the criteria of an accessory structure setback. They can't simply put the generator wherever they want. Mr. Shippen agreed and said they should have to show where they are going to place it. Dr. Levitt suggested that instead of a costly site plan application, perhaps they can be subject to the same screening as residential properties. Mr. Doran said commercial generators are going to be much larger generators that can be very expensive. Mr. Scharff added that they should follow residential maintenance days and times. Dr. Levitt asked if they Board will be writing a model Ordinance or sending the recommendation to Council. Mr. Doran said it would be best to forward recommendations. Mr. Notaro asked why front yards are being considered for residential generators. Mr. Shippen used his home as an example and said gas and electric lines come in at the front of his property and run to the front of the house. The shrubbery he has in the front yard makes it invisible.

Mayor Chau commented that he felt Mr. Leeds had a point and he doesn't want there to be a Sunshine issue. Mr. Fleishman commented that this is a Reorganization meeting and a work session should have been advertised. Dr. Levitt said we can call this an informal discussion. He added that this is a practical problem and said most of our meetings are full and we have few opportunities to discuss these matters. Mr. Brophy said there is no rule that says the Board can't meet more than once a month. Mr. Scharff said he considers this discussion old business. The Board continued discussing whether or not to continue. Mr. Fleishman commented that Mr. Doran will be undertaking the Master Plan review and there will be workshops that may or may not be advertised depending on how many Board members are present. Mr. Brophy suggested calling an extra meeting. He said if a member of a local media knew this, they would jump on it. Dr. Levitt said the Board has informal discussions at meetings when time is available and he felt time was being wasted this evening. He said the Board is considering recommendations to Council and will then vote on those recommendations, then the recommendations

will be forwarded to Council for consideration and adoption at public meetings and there is plenty of time for public input. Mayor Chau said there may be a Sunshine issue concerning public notification. The Board continued discussing the possibility of special meetings. Mr. Shippen suggested subcommittees that don't require public notice which is what has been done in the past. Dr. Levitt felt the subcommittees haven't worked out.

Dr. Levitt opened the public session as there was a member of the public in attendance. Ron Hutchison of 26 E. Oakcrest Avenue had questions about a Planning Board application he intends to submit and also about the process. Mr. Fleishman explained about the 200 ft. list, certified mailing, and the notice for the newspaper 10 days prior to his scheduled meeting. No application has been submitted to the Planning Board Secretary as of this meeting. There was no one else who wished to speak and Dr. Levitt closed the public session.

The possibility of a special meeting was discussed further, but no meeting was set. Dr. Levitt said EV Regulations have been set by the state and we need to conform to state regulations. Next year if there are any applications or business on the night of the Reorganization meeting, the Board may decide to begin the meeting at 6:30 p.m. for reorganize and then commence with other business.

Mr. Shippen made the motion to close the meeting and Mr. Brophy seconded. Dr. Levitt closed the meeting at 7:39 p.m. with a voice vote that was all in favor.

Respectfully submitted,

*Robin Atlas*

Robin Atlas, Secretary to the Board