

**MINUTES
OF THE
CRANBURY TOWNSHIP
ZONING BOARD OF ADJUSTMENT
CRANBURY, NEW JERSEY
MIDDLESEX COUNTY**

**REORG MINUTES FEBRUARY 2, 2022
APPROVED**

TIME AND PLACE OF MEETING

The regular meeting of the Cranbury Township Zoning Board of Adjustment was held via Zoom <https://us06web.zoom.us/j/89352721724> Webinar ID: 893 5272 1724 on February 2, 2022, at 7:00 p.m.

CALL TO ORDER

Ms. Tillou called the meeting to order and presided over the meeting until Ms. Meacock was appointed to Chairperson.

STATEMENT OF ADEQUATE NOTICE

Adequate notice as well as electronic notice of this meeting was provided in accordance with the requirements of the Open Public Meetings Act and the regulations governing remote public meetings. The notice included the time, date and location of the meeting and clear and concise instructions for accessing the meeting. A copy of the agenda for this meeting was made available to the public for download on the Township's website, and all documents and other materials pertaining to any applications listed on the agenda were posted electronically and made available for download at least forty-eight hours prior to the meeting.

All participants in this meeting are required to keep their microphones muted until recognized or directed otherwise. The Board will engage the Zoom "mute" function until the time for public comment is reached.

Members of the public who wish to make a comment are required to use the "Raise Hand" feature in Zoom, or, if participating by telephone, by pressing *9. Once recognized by the chair, the participant will be able to unmute his or her microphone and offer a comment. Interested parties wishing to ask a question or make a comment during a public hearing on an application will be sworn in and asked to provide their name and address before proceeding. The Board Chair or his designee will manage the order of the comments.

MEMBERS IN ATTENDANCE

- ☒ Joseph Buonavolonta
- ☐ Sean Deverin

- ☒ Robert Diamond
- ☒ John Hoffman
- ☒ David Nissen
- ☐ Neal Wagman
- ☐ Frank McGovern (Alternate #1)
- ☒ Richard Kallan (Alternate #2)
- ☒ Merilee Meacock

PROFESSIONALS IN ATTENDANCE

- ☒ Robert Davidow, Zoning Board of Adjustment Attorney
- ☒ Robin Tillou, Secretary
- ☐ David Hoder, Engineer
- ☐ Elizabeth Leheny, Planner

NOMINATIONS AND ELECTIONS/APPOINTMENTS

Richard Kallan was reelected by the Township Committee to the Zoning Board of Adjustment. Term expiring 12/31/2023 as 2nd Alternate.

CHAIRPERSON –

Motion made by Mr. Kallan to nominate Ms. Meacock

Seconded by: Mr. Buonavolonta

Upon a motion made, seconded and unanimous vote, Ms. Meacock was elected as 2022 Chairperson and presided over the meeting.

VICE CHAIRPERSON –

Motion made by Mr. Buonavolonta to nominate Mr. Nissen

Seconded by: Mr. Diamond

Upon a motion made, seconded and unanimous vote, Mr. Nissen was elected as 2022 Vice Chairperson.

BOARD PROFESSIONALS AND STAFF

Robin Tillou, as Board Secretary
 Robert Davidow, Esquire as Board Attorney
 Elizabeth Leheny, Board Planner
 David Hoder, P.E. as Board Engineer
 Andrew Feranda as Traffic Consultant
 Glenn Gerken, P.E., Conflict Engineer and
 David Horner, Conflict Traffic Consultant

Upon a motion made, seconded and unanimous vote, the above said board professionals and staff were appointed.

CALENDAR MEETING DATES
CRANBURY TOWNSHIP
ZONING BOARD OF ADJUSTMENT
MIDDLESEX COUNTY, NEW JERSEY
2022 CALENDAR YEAR

WHEREAS, the following meeting of the Cranbury Township ZONING BOARD OF ADJUSTMENT will be held during the 2022 calendar year:

Regular Public Meetings - to be held on the First Wednesday of every month at 7:00 p.m. – will be held either as virtual meetings at 7:00 pm if conditions are warranted, or as in-person meetings at Town Hall beginning at 7:00 pm.

Via the Zoom platform via the following link <https://us06web.zoom.us/j/89352721724> or Telephone: US: +1 (929) 205-6099 or +1 (301) 715-8592 or +1 (312) 626-6799 or +1 (669) 900-6833 or +1 (253) 215-8782 or +1 (346) 248-7799 Webinar ID: 923 7265 2478 on the following dates:

January	5
February	2
March	2
April	6
May	4
June	1
July	6
August	3
September	7
October	12**
November	2
December	7
January 2023	4

**Date Changed due to Holiday

1. Special Meetings - as called by the Chairperson or requested by a majority of the Board to be held at such time and place as shall be necessarily provided that the 48 hours' notice is given under the Open Public Meetings Act.

BE IT FURTHER RESOLVED that copies of this resolution shall be filed with the Municipal Clerk and transmitted to the Cranbury Press and Trenton Times newspaper and shall be mailed to any person requesting the same who has paid the established fee for this resolution and for notice of these meetings.

This resolution of memorialization adopted by the Cranbury Township ZONING BOARD OF ADJUSTMENT at its regular meeting held on February 2, 2022 memorializing the action of the ZONING BOARD OF ADJUSTMENT held on February 2, 2022.

DESIGNATION OF DRC REPRESENTATIVES

Merilee Meacock and Richard Kallan were appointed as the DRC representatives for the ZBA.

Joe Buonavolonta was appointed the Alternate to represent the ZBA on the DRC.

DESIGNATION OF AN OFFICIAL NEWSPAPER

CRANBURY TOWNSHIP ZONING BOARD OF ADJUSTMENT MIDDLESEX COUNTY, NEW JERSEY 2022 NEWSPAPERS

WHEREAS, the Township Committee has designated the Trenton Times as the official Newspaper for the Year 2022 and the Zoning Board of Adjustment has further designated Cranbury Press as the secondary publication to receive all meeting notices of the Township and any Land Use Development Application Notices which cannot reasonably be published in the Trenton Times; and

WHEREAS, the Trenton Times is designated to receive all Board Sunshine Law notices for the calendar year 2022; and

WHEREAS, the bulletin board in the Township Municipal Building at 23-A North Main Street, Cranbury, New Jersey has been designated as the place where all official notices will be posted.

NOW, THEREFORE, BE IT RESOLVED that the Zoning Board of Adjustment designates the Cranbury Press and Trenton Times as the newspapers, which are to receive all notices of meetings required by the Open Public Meetings Act.

BE IT FURTHER RESOLVED that any person or person requesting individual notices of meetings or minutes under the Open Public Meetings Act, may do so at no cost through the Township's official website at www.cranburytownship.org.

This resolution of memorialization adopted by the Cranbury Township Zoning Board of Adjustment at its regular meeting held on February 2, 2022, memorializing the action of the Zoning Board of Adjustment held on February 2, 2022.

2021 Annual Report

MOTION: Mr. Buonavolonta

SECOND: Mr. Kallan

ROLL CALL: Mr. Buonavolonta, Mr. Diamond, Mr. Hoffman, Mr. Nissen, Mr. Kallan and Ms. Meacock

2021 Annual Report motion passed.

MINUTES

Upon a motion made and seconded the minutes for January 6, 2021, April 14, 2021, May 5, 2021, July 7, 2021 and August 4, 2021 were unanimously approved by those members eligible to vote on said dates.

DISCUSSION ITEMS

Mr. Kallan discussed the Zoning Committee duties and the members of the Zoning Committee. Richard Kallan has been appointed by the Township Committee to the Zoning Committee, term expiring 12/31/22.

Ms. Evelyn Spann, Township Committee Member and Zoning Committee Chair, was present at the meeting and gave her take on the duties of the Zoning Committee.

Ms. Meacock elected Mr. Nissen to take part in the RFP subcommittee for the Board Professionals if it is needed.

ADJOURNMENT OF MEETING

There being no further business, on motion duly made, seconded, and carried, the meeting was thereupon adjourned.

CERTIFICATE OF SECRETARY

I, the undersigned, do at this moment certify;

That I am duly elected and acting secretary of the Cranbury Township Zoning Board of Adjustment and, that the preceding minutes of the Zoning Board of Adjustment, held on February 2, 2022, consisting of 5 pages, constitute a true and correct copy of the minutes of the said meeting.

IN WITNESS of which, I have hereunto subscribed my name of said Zoning Board of Adjustment this March 3, 2022.

Robin Tillou, Secretary