

## Minutes

### Woodbury City Combined Planning/Zoning Board

February 20, 2013

The following are the minutes of the Woodbury Combined Planning and Zoning Board as held on Wednesday, February 20, 2013 in the Woodbury City Hall Council Chambers. The proceedings of the meeting are recorded and available for public inspection at the Office of the Administrative Officer. Copies of resolutions of approval or denial are on file with the Administrative Officer.

Chairman Sam Ferraino started the meeting at 7:00 PM.

Chairman Sam Ferraino announced it was a regularly scheduled meeting of the Woodbury Combined Planning/Zoning Board and was duly noticed as required by The Open Public Meetings Act.

Pledge of allegiance

Roll Call made by Mr. Bosworth.

Present: Mayor William Volk  
Councilman David Trovato  
Chairman Sam Ferraino  
Vice-Chairman Mark Seigel  
Mr. John Belko  
Mr. Mark Meagher  
Mr. David White  
Mr. Mark Seigel  
Mr. Brian Bosworth  
Mr. Thomas Haase  
Mr. Chuck Rose  
Mr. Ryan Lange

Absent: Mr. Robert Langi  
Mr. Charles Mattern

Staff: Mr. Charles Fiore-Board Solicitor  
Mr. Robert Melvin-Board Planner  
Mr. Paul Breier-Board Engineer

Mr. John Leech-Board Secretary

### Minutes

A motion to approve the minutes for the meeting held on January 16, 2013 was made by Mr. Meagher and passed unanimously.

**Certificate of Appropriateness:** Mr. Haase gave a review of the Woodbury Historic Preservation Committees actions on the following applications.

22 South broad Street: Applicant-Joe Gregoria (Sign)

A motion to approve the HPC application for 22 South Broad Street was made by Mr. Bosworth, seconded by Mr. White. Mr. Haase abstained from voting. The motion passed unanimously.

10 South Bayard Avenue: Applicant-Natalie Mele (Roof) No application required.

A motion to approve the roof for 10 South Bayard Avenue was made by Vice-Chairman Seigel and seconded by Mr. Meagher. Mr. Haase abstained from voting. The motion passed unanimously.

**New Business:** Discussion/Review of Historic Preservation Commission letter.

Ms. Rosemary Lukens gave the Board a review of a proposed letter that will be sent to the property owners in the Historic District. The Board and Ms. Lukens discussed the proposed letter.

A motion to approve the form letter submitted by the Historic Preservation Commission and authorize the Commission to send the letter to all of the home owners in the Historic District was made by Mr. Belko and seconded by Mr. White. Mr. Haase abstained from voting. The motion passed unanimously.

### **Resolutions:**

Chairman Ferraino asked the Board to vote on resolutions **PB-1-2013** to **PB-12-2013** as a block vote.

Mr. Fiore explained the amendment made to the starting time of the meetings

- A. **PB-1-2013**—Appointing a Chairperson of the Board
- PB-2-2013**—Appointing a Vice Chairperson of the Board
- PB-3-2013**—Appointing a Secretary of the Board
- PB-4-2013**—Appointing an Alternate Secretary of the Board
- PB-5-2013**—Appointing a Solicitor and Authorizing Agreement for Legal Services

**PB-6-2013**—Appointing an Engineer and Authorizing Agreement for Engineering Services

**PB-7-2013**—Appointing a Planner and Authorizing Agreement for said Planning Services

**PB-8-2013**—Setting Meeting Dates for 2013

**PB-9-2013**—Designating Official Newspapers

**PB-10-201**—Setting Fees

**PB-11-2013**—Amending Rules and Regulations

**PB-12-2013**—Setting Rules for 2013

A motion to approve resolutions **PB-1-2013 to PB-12-2013** was made by Vice-Chairman Seigel, seconded by Mr. Rose and passed unanimously.

B. **PB-13-2013**-Denying Zoning Verification/Use Variance—PB Woodbury CC LLC  
Application #**P/Z-13-12**

A motion to approve resolutions **PB-13-2013** was made by Mr. Belko, seconded by Mr. Meagher and a roll call vote taken:

Mr. Belko-Yes	Mr. White-Yes	Mr. Lange-Yes
Mr. Meagher-Yes	Mr. Haase-Yes	

The motion was approved 5-0

C. **PB-14-2013**-Denying Minor Subdivision—PB Woodbury CC LLC  
Application #**P/Z-13-12**

A motion to approve resolutions **PB-14-2013** was made by Mr. Meagher, seconded by Mr. Belko and a roll call vote taken:

Mr. Belko-Yes	Mr. White-Yes	Mr. Lange-Yes
Mr. Meagher-Yes	Mr. Haase-Yes	

The motion was approved 5-0

D. **HPC-1-2013**—11 High Street

A motion to approve resolution **HPC-1-2013** was made by Mr. Bosworth and seconded by Vice-Chairman Seigel. Mr. Haase abstained from voting. The motion passed unanimously.

E. **HPC-2-2013**—67 Cooper Street

A motion to approve resolution **HPC-2-2013** was made by Mr. Bosworth and seconded by Vice-Chairman Seigel. Mr. Haase abstained from voting. The motion passed unanimously.

F. **HPC-3-2013**—22 South Broad Street

A motion to approve resolution **HPC-3-2013** was made by Mr. Bosworth and seconded by Mr. White. Mr. Haase abstained from voting. The motion passed unanimously.

G. **HPC-4-2013**—10 South Bayard Avenue

A motion to approve resolution **HPC-4-2013** was made by Mr. Meagher and seconded by Mr. Bosworth. Mr. Haase abstained from voting. The motion passed unanimously.

Mr. Fiore addressed the Board with regards to the appointments of alternate members made to the Combined Planning/Zoning Board in the past and the corrections that had to be made.

A motion to open the meeting to the public was made by Mr. Meagher, seconded by Mr. Belko and passed unanimously.

The following people addressed the Board:

Mr. George Gallenthin-26 South Bayard Avenue.

A motion to close the meeting to the public was made by Mr. Meagher, seconded by Vice-Chairman Seigel and passed unanimously.

Mr. Bosworth thanked Mr. Fiore and his staff for their help getting the resolutions in order.

A motion to adjourn the meeting was made by Mr. White, seconded by Vice-Chairman Seigel and passed unanimously.

The meeting ended at 7:36 pm.

Respectfully submitted

John Leech