

**PENNINGTON BOROUGH  
JOINT PLANNING & ZONING BOARD MINUTES  
REGULAR MEETING  
October 11, 2023**

Mr. Reilly, Board Chair, called the meeting to order at 7:30 p.m. and announced compliance with the provisions of the Open Public Meetings Act. He stated that the meeting was being held via a Zoom webinar and that access to the meeting had been noticed.

**BOARD MEMBERS PRESENT:** Mark Blackwell, Deborah Gnatt, Andrew Jackson, Amy Kassler-Taub, Cara Laitusis, Katherine O’Neill, James Reilly, Nazli Rex, Jen Tracy

**BOARD PROFESSIONALS PRESENT:** Jim Kyle, Planner, KMA Associates, Sharon Graegan, Acting Attorney, Mason, Griffin & Pierson, Brian Perry, Engineer, Andrew Fosina, Fire Official

**MASTER PLAN VOLUNTEERS PRESENT:** None

**ROLL CALL:**

Blackwell- Yes	Burke- Absent	Gnatt-Yes
Jackson- Yes	Laitusis-Yes	O’Neill- Yes
Reilly- Yes	Alt. #1 Kassler Taub- Yes	Alt. #2 Tracy- Yes
Alt. #3 Rex- Absent		

**OPEN TIME FOR PUBLIC ADDRESS**

Mr. Reilly asked if there was any member of the public who had joined the meeting and had comments on items not on the agenda. There being no member of the public wanting to comment, the open period for public comment was closed.

**NEW BUSINESS**

**Citizens Advisory Committee to the Planning Board**

Mr. Jackson announced that fifteen people volunteered to help with the Master Plan for 2025. He found out that the Mayor can appoint people to the Citizens Advisory Committee to help the Planning Board with anything they needed. He reported that the Council approved to appoint all fifteen volunteers to the Citizens Advisory Committee. Mr. Jackson questioned how many volunteer applications Betty has received. Ms. Sterling stated that she has only received about five applications. Mr. Jackson explained how he assigned the volunteers to various aspects of the Master Plan. Mr. Jackson confirmed that the Mayor can appoint new volunteers as they come in and that this Committee can be a flexible, growing body as we move forward in the Master Plan.

**OLD BUSINESS**

None

44 **RESOLUTIONS OF MEMORIALIZATION**

45 ○ **P22-003- Pennington School**

46  
47 Ms. O’Neill, Mr. Blackwell, Ms. Gnatt and Mr. Jackson reported that they did not receive the  
48 resolution. Ms. Sterling confirmed that it was attached to the email with the link for the meeting  
49 sent out on Friday. Mr. Schmierer stated that if there are enough Board members that presumably  
50 reviewed the Resolution and feel comfortable enough to vote, then we can move forward with  
51 the motion. Mr. Blackwell stated that he cannot vote on this resolution because he is too close to  
52 the property. Ms. Laitusis pointed out that she was absent for the last meeting when the Board  
53 voted on it, so she is going to have to abstain. Mr. Schmierer announced that the resolution can  
54 be adopted by the vote of one member who voted for the approval. Mr. Jackson made a motion  
55 to adopt the resolution and was seconded by Ms. Tracy. Mr. Jackson asked if this resolution has  
56 been sent to Pennington School. Mr. Schmierer circulated the draft resolution to the School’s  
57 attorney, Jim Kyle, Andrew Fosina and Brian Perry.

58  
59 **ROLL CALL:**

Blackwell- Abstain	Burke- Absent	Gnatt- Abstain
Jackson- Yes	Laitusis- Abstain	O’Neill- Yes
Reilly- Yes	Kassler-Taub- Yes	Alt #1 Tracy- Yes
Alt. #2 Rex- Yes		

60 With 6 in favor, the motion passed.

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62 **ZONING OFFICER REPORT**

63 No report tonight.

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65 **DISCUSSION**

66 Mr. Reilly stated that the preliminary investigation report was undertaken in response to a  
67 referral from Borough Council requesting that the Planning Board review the criteria for  
68 designation of the closed Borough landfill as in need of rehabilitation.

69  
70 Mr. Reilly announced that Ms. Ronollo has left the Borough as the land use secretary. In the  
71 interim, the appropriate notices were not sent out to the affected parties, so the Board is unable to  
72 have this discussion because a public hearing is required. He stated that they haven’t received  
73 any new applications.

74  
75 **MASTER PLAN UPDATE**

76 Mr. Jackson suggested that the Borough website should accommodate any updates for the Master  
77 Plan. He thanked Ms. Sterling for adding the 2023 reexamination report on the website. Mr.  
78 Jackson suggested we put the signed report on the website since just the draft version is there  
79 now. Ms. Sterling announced that there is an update to the software and it will give more  
80 flexibility to the website. Mr. Jackson stated that the Master Plan Committee met last week and  
81 they went through the process of how they are going to move forward. He explained how many  
82 of the elements are being taken care of by Committees and Commissions except for utilities,  
83 circulation and community facilities. A spreadsheet was sent to the Master Plan Committee that  
84 lays out the names of the elements and the responsibilities. He announced that all the  
85 Committees and Boards seem to be making some progress and everything should fall into place  
86 next year. The goal is to make the meetings and the discussions with the Master Plan Committee  
87 public. Mr. Jackson emphasized that he intends to keep Council in the loop with everything that

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88 is happening with the Plan. He said that he plans to get help from Mr. Kyle for the first part of  
89 the plan, the strategic overview. Mr. Kyle has suggested that the Board should create the overall  
90 vision for the Town before the elements. Ms. Laitusis announced that she will be leaving the  
91 Planning Board in December, so there will be a spot open if there are any new people that are  
92 interested.

93

94 **CORRESPONDENCE:**

95 Mr. Reilly reported that there is a request for rezoning and it will be discussed in the meeting in  
96 November.

97

98 **MINUTES**

99 No minutes to be approved tonight.

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101 Ms. O’Neill made a motion, seconded by Mr. Blackwell to adjourn the meeting. All voted in  
102 favor to adjourn via voice vote at 8:03 PM.

103

104 Respectfully submitted,

105 *Kaitlyn Macellaro*

106 Board Secretary