

**BOROUGH OF WEST CAPE MAY
PLANNING-ZONING BOARD
WORKSHOP MEETING – January 27, 2015**

The Regular Meeting of the Borough of West Cape May Planning-Zoning Board, held at the Municipal Building, 732 Broadway, was called to order by Chairman Mulligan at 7:04 PM. After reading the Open Public Meetings Act of 1975 he led all present in the flag salute.

ROLL CALL:

Members:

Doris Jacobsen	present	Kevin O’Neill	present
Art Joblin	absent	Diane Rea	absent
Pam Kaithern	present	Carole Sabo	present
Mark Kulkowitz	present	Alternates:	
Barbara Lamb	present	TJ Belasco	present
Paul Mulligan	present	Lisa Roselli	present

Also Present: Brock Russell, Esq., Board Solicitor
Ray Roberts, Board Engineer
Elaine Wallace, Recording Secretary

NEW BUSINESS:

Oaths of Office: Doris Jacobsen and Mark Kulkowitz were sworn in by Solicitor Brock Russell.

Zoning Changes: Zoning Officer Norman Roach joined the board to discuss his concerns and recommendations. Mr. Roach was asking for clarification on several items.

Trellises and Arbors: First, he was looking for guidance on trellises and arbors. Usually these items are in the rear or side yard as decorative or garden accents and are not an issue. However, there are some occasions where a property owner wishes to put one in the front of the property, as a sort of entryway to their property or front door, sometimes as an opening in a fence. There is no mention of these in the ordinance so Mr. Roach was unsure whether to treat them as fences. However, fences are limited to 4’ in height in the front and side yards. There is also an issue of site triangles when they are near a driveway or corner of a lot, but the site triangle regulations are clear. Engineer Roberts suggested that if they are not part of a fence and are being used to decorate or accent an entryway, then maybe it should be defined and regulated for that purpose and keep it separate from fences. They are also different from gazebos and pergolas because those are larger and treated as accessory buildings with separate regulations including height and lot coverage. Solicitor Russell suggested Ray Roberts could draft some language for the board to look at for the next meeting. Pam Kaithern asked if perhaps the board could get guidance on the matter when the board gets guidance on the master plan.

Porches and Decks: Mr. Roach was looking for guidance on the steps, rather than the actual deck or porch. At this time, the Borough does not allow anything in the setback and the code only addresses decks and porches, not the steps. Some towns permit either a percentage of steps

in the setback or allow them to a certain point, such as 4' into the setback. Mr. Roach was wondering if the Board would consider allowing steps in the front setback. This is something that is asked often, but Mr. Roach does not permit it. He expects more requests now that people are being required to elevate their homes in the flood areas. He sees this more as an issue for new construction since he thinks if an existing house has to be lifted four or five feet you'll have to allow them to add more steps to keep their entryway the same. Engineer Roberts suggested keeping the regulations as they are and requiring people to come for a variance if they want to encroach into the setback. That way, the Borough is not loosening the requirements and can make a judgment on a case by case basis.

Sheds: The Historic Preservation Commission determined a certificate of appropriateness should not be necessary for sheds that are smaller than 1200 square feet, which is the size that triggers the need for a building permit. The governing body will introduce an ordinance and submit it to this Board for review for compliance with the master plan.

Review of Master Plan: The Board discussed their options for doing their 10 year master plan review. Hiring a professional consultant and the process to select one was discussed. The board decided the first step was to review the current master plan and determine what areas may need updating and how much will be necessary to be in compliance with the law. The board secretary will provide copies of a sample re-examination from another town and will order a reference book from NJ Planning Officials to give guidance. Paul Mulligan thought the master plan should be compared to the ordinances adopted to make sure they are consistent. Carol Sabo was concerned with making sure small and local businesses are encouraged in the Master Plan. The current Master Plan has all the required sections and some of the supplemental sections that are permitted.

PRIVILEGE OF THE FLOOR: No comments

On motion of Mark Kulkowitz, seconded by TJ Belasco, and carried by unanimous voice vote, the meeting adjourned at 8:39 PM.

Respectfully submitted,

Elaine L. Wallace
Recording Secretary