

Planning Board

Updated January 30, 2012

Membership Composition

- There are 9 full members and 2 alternates
 - 1 member from Category 1 – Mayor or the Mayor's designee in the absence of the Mayor
 - 1 member from Category 2 – Official of the municipality other than a member of the governing body
 - 1 member from Category 3 – Member of the governing body
 - 6 members from Category 4 – Citizens of the municipality
 - 2 members from Category 4 Alternate - Citizens of the municipality

Current Membership

Member	Term (Years)	Term Expires	Class	Selected and Appointed By	Comments
1 Edward Forte	4	12/31/2015	1	Mayor	
2 Richard Kinkler	1	12/31/2012	2	Mayor	
3 Rose Fitzgerald	1	12/31/2012	3	Governing Body	
4 Tom Ferrese	4	12/31/2013	4	Mayor	Chairman
5 Greg McAdams	4	12/31/2012	4	Mayor	
6 Jaclyn Parisi	4	12/31/2012	4	Mayor	
7 Dean Dukakis	4	12/31/2013	4	Mayor	Vice Chairman
8 Dave Cox	4	12/31/2012	4	Mayor	
9 Jack Merryfield	4	12/31/2014	4	Mayor	
10 Chris Soriano	2	12/31/2013	4 Alternate	Mayor	
11 Tere Boccuzzi	2	12/31/2012	4 Alternate	Mayor	
Bach Associates		12/31/2012	Zoning Engineer	Planning Board	
Bach Associates		12/31/2012	Planning Engineer	Planning Board	
Donald Ryan		12/31/2012	Attorney	Planning Board	
Bach Associates		12/31/2012	Planner	Planning Board	
Mike Mueller		12/13/2012	Special Planner	Planning Board	
Michelle Farreri		12/31/2012	Secretary	Planning Board	

Meeting Schedule

- Monthly on the 3rd Thursday

Appointing Authority

- Class 1, 2, 4, and 4 Alternate: **Appointed by Mayor**
- Class 3: **Selected and appointed by the Governing Body**
- Chairman & Vice Chairman: **Selected and appointed by the Planning Board members**
- Planning Engineer, Zoning Engineer, Planner, and Secretary: **Selected and appointed by the Planning Board members**

Enabling Borough Ordinance: 450-107

- A. A Planning Board is hereby established pursuant to N.J.S.A. 40:55D-23 in Haddon Heights Borough consisting of nine members and two alternate members of the following four classes; all members of the Planning Board, except for the Class II members set forth below, shall be municipal residents:
 - (1) Class I: the Mayor or the Mayor's designee in the absence of the Mayor.
 - (2) Class II: one of the officials of the municipality, other than a member of the governing body, to be appointed by the Mayor, provided that, if there is an Environmental Commission, the member of the Environmental Commission who is also a member of the Planning Board, as required by Section 1 of P.L. 1968, c. 245 (N.J.S.A. 40:56A-1), shall be deemed to be the Class II Planning Board member for the purposes of this chapter in the event that there are among the Class IV or alternate members of the Planning Board both a member of the Zoning Board of Adjustment and a member of the Board of Education.
 - (3) Class III: a member of the governing body to be appointed by it.
 - (4) Class IV.
 - (a) Class IV regular members: six other citizens of the municipality to be appointed by the Mayor. The members of Class IV shall hold no other municipal office, position or employment, except that one member may be a member of the Board of Adjustment or Historic Preservation Review Commission and one may be a member of the Board of Education. If there is a Municipal Environmental Commission, the member of the Environmental Commission who is also a member of the Planning Board, as required by Section 1 of P.L. 1968, c. 245 (N.J.S.A. 40:56A-1), shall be a Class IV Planning Board member, unless there are among the Class IV or alternate members of the Planning Board both a member of the Zoning Board of Adjustment or Historic Preservation Review Commission and a member of the Board of Education, in which case the member common to the Planning Board and Municipal Environmental Commission shall be deemed a Class II member of the Planning Board. For the purpose of this section, membership on a municipal board or commission whose function is advisory in nature, and the establishment of which is discretionary and not required by statute, shall not be considered the holding of municipal office.
 - (b) Class IV alternate members.
 - [1] Two other citizens of the municipality may be appointed as alternate members, who shall be municipal residents. Alternate members shall be appointed by the Mayor and shall meet the qualifications of Class IV members. Alternate members shall be designated at the time of appointment by the Mayor as "Alternate No. 1" and "Alternate No. 2." The terms of the alternate members shall be for two years, except that the terms of the alternate members shall be such that the term of not more than one alternate member shall expire in any one year; provided, however, that in no instance shall the terms of the alternate members first appointed exceed two years. A vacancy occurring other than by expiration of term shall be filled by the appointing authority for the unexpired term only.
 - [2] No alternate member shall be permitted to act on any matter in which he has, either directly or indirectly, any personal or financial interest. An alternate member may, after public hearing if he requests one, be removed by the governing body for cause.
 - [3] Alternate members may participate in all matters but may not vote except in the absence or disqualification of a regular member of any class. Participation of alternate members shall not be deemed to increase the size of the Planning Board established by

this section. A vote shall not be delayed in order that a regular member may vote instead of an alternate member. In the event that a choice must be made as to which alternate member is to vote, Alternate No. 1 shall vote.

- B. The term of the member composing Class I shall correspond to the Mayor's official tenure, or if the member is the Mayor's designee in the absence of the Mayor, the designee shall serve at the pleasure of the Mayor during the Mayor's official tenure. The term of the members composing Class II and Class III shall be for one year or terminate at the completion of their respective terms of office, whichever occurs first, except for a Class II member who is also a member of the Environmental Commission. The term of a Class II or Class IV member who is also a member of the Environmental Commission shall be for three years or terminate at the completion of his term of office as a member of the Environmental Commission, whichever comes first. The term of a Class IV member who is also a member of the Board of Adjustment or Board of Education shall terminate whenever he is no longer a member of such other body or at the completion of his Class IV term, whichever occurs first. The terms of all Class IV members shall be so determined that, to the greatest practicable extent, the expiration of such terms shall be distributed evenly over the first four years after their appointment, provided that the initial Class IV term of no member shall exceed four years. Thereafter, the Class IV term of each such member shall be four years. If a vacancy in any class shall occur otherwise than by expiration of the Planning Board term, it shall be filled by appointment, as above provided, for the unexpired term. All terms shall run from January 1 of the year in which the appointment was made. No member of the Planning Board shall be permitted to act on any matter in which he has, either directly or indirectly, any personal or financial interest. Any member other than a Class I member, after a public hearing, if he requests one, may be removed by the governing body for cause. Nothing in this chapter shall, however, be construed to affect the terms of any present members of the Planning Board, all of whom shall continue in office until the completion of the terms for which they were appointed.
- C. If a vacancy in any class shall occur other than by expiration of a term, it shall be filled by appointment as above provided for the unexpired term.
- D. Yearly, the Planning Board shall organize by selecting from among its Class IV regular members a Chairperson and a Vice Chairperson. The Board shall also select a Secretary, who may or may not be a member of the Board or a municipal employee.
- E. The governing body shall make provisions in its budget and appropriate funds for the expenses of the Planning Board.
- F. The office of Planning Board Attorney is hereby created. The Planning Board may annually appoint to such office and fix compensation or rate of compensation of an attorney at law of New Jersey other than the Municipal or Board of Adjustment Attorney.
- G. The Planning Board may also employ or contract for and fix the compensation of such experts and other staff and services as it may deem necessary. The Board, however, shall not authorize expenditures which exceed, exclusive of gifts or grants, the amount appropriated by the governing body for its use