

**BOROUGH OF WOODBINE  
COUNTY OF CAPE MAY  
LAND USE BOARD  
SUMMARY MINUTES  
August 13, 2025**

**REGULAR MONTHLY MEETING** was called to order by Chairperson Fisher at 6:08 P.M.

**MEMBERS PRESENT:** Councilman Bennett, Ms. Childs, Mr. Harry Ciabaton, Chairperson Fisher, Vice-Chair Lees, Mr. Phillip, and Councilwoman Prettyman.

Also, in attendance was Solicitor Jon Batastini. Due to traffic difficulty, he was initially on the phone but was able to come in person once the problem cleared up. Board Professional, Lewis H. Conley Jr., and Board Secretary Monserrate Gallardo were also in attendance.

**MEMBERS ABSENT:** Mr. Ovens. Ms. Becica notified the Secretary via email that she would be unable to attend this meeting. Mr. Petro also notified the Secretary via email that he would be unable to attend this meeting. Mr. Louis Ciabaton was unable to attend this meeting due to surgery.

Adequate notice of this meeting was provided in compliance with the Open Public Meeting Act by notifying the Cape May County Herald on January 15, 2025, and by posting a copy of said notice on the Lobby Bulletin Board, of the Borough Hall and on the Borough Website.

An audio recording of this Open Public Meeting is filed with the Secretary of the Board.

Chairperson Fisher led the Board to the Pledge of Allegiance.

**APPROVAL OF THE MINUTES** for June 11, 2025, as prepared by the Secretary was:

OFFERED BY: Mr. Harry Ciabaton

SECONDED BY: Councilman Bennett

ROLL CALL: 7 Voted in Favor

2 Abstained 0 Opposed

RCV: Yeas: Councilman Bennett, Ms. Childs, Mr. Harry Ciabaton, Chairperson Fisher, and Mr. Phillip.

Vice-Chair Lees and Councilwoman Prettyman abstained.

July 9, 2025, Minutes were tabled until the September Land Use Board Meeting.

At this time, unfinished business was skipped so Tiffany A. (Cuvillo) Morrissey PP, LLC could give a presentation first.

**NEW BUSINESS:**

Woodbine Borough Resolution No. 06-89-2025

**Review & Report**

Referring to CLUB Redevelopment Zone/

Tiffany A. (Cuvillo) Morrissey PP, LLC Report

Ms. Morrissey began her presentation by stating the process in which the Land Use Board declared the Borough of Woodbine as an area in need of rehabilitation. She stated that she had prepared a report to help the Land Use Board go through the standards and thereby acquire tools that the Borough could later use for development. She mentioned a few different areas where development could possibly take place. She stated that the main criteria used was that 1) More than half of the housing stock was more than fifty (50) years old

and 2) The infrastructure for water and sewer were also more than 50 years old or older. She described a few other items that were looked at with the intent that the report would provide the Land Use Board with recommendations that could then be sent back to the Governing Body. She stated that this would ultimately help with any development or re-development plans that the Borough may pursue in the future. She included improvements to the housing stock or with grants that might come available. She also mentioned that liquor license requirements had changed and that now a liquor license could be transferred from one municipality to another if the property that the license was to be transferred to was also in need of rehabilitation.

She continued the presentation by asking the Board Members if they had any questions. Once she concluded with her presentation, Board Professional Conley Jr. formally introduced Tiffany Morrissey and gave Board Members some information about her and her work. Councilman Bennett asked if it was up to Council to handle this matter of rehabilitation and where it was needed in the Borough. Ms. Morrissey laid out the procedure for declaring areas of the Borough in need of rehabilitation and what part the Land Use Board played in the matter. Mr. Harry Ciabatonni asked if the development done could be either private or public. Ms. Morrissey affirmed that it could be both.

Solicitor Batastini asked if zoning could be changed in development. Ms. Morrissey affirmed that the matter would have to go back to the Land Use Board if zoning was to change during development. She stated it really was not called “changing the zoning” but rather “redevelopment plan opportunities.” More questions were asked as it turned into a discussion on the matter. Ms. Morrissey stated that the redevelopment plan acted as an ordinance. She explained how that worked. Solicitor Batastini helped explain the situation as well. He also commended Ms. Morrissey on a job well done. It was at this point that Solicitor Batastini, who had been talking on his cell phone, walked in through the door.

**New Resolution: Redevelopment Zone Findings      Resolution No. 5-8-2025**

Mr. Harry Ciabatonni continued the meeting by making a comment to which Solicitor Batastini further explained what the Board was being asked to review. After a brief discussion, Solicitor Batastini summarized Resolution No. 5-8-2025 for a vote. A motion was made and seconded to approve the resolution.

**MOTION TO APPROVE RESOLUTION NO. 5-8-2025 MEMORIALIZING A DECISION MADE BY THE WOODBINE LAND USE BOARD RECOMMENDING THAT THE GOVERNING BODY DECLARE THE ENTIRE AREA OF THE BOROUGH OF WOODBINE TO BE AN AREA IN NEED OF REHABILITATION VIA ADOPTION OF SAID RESOLUTION AS REQUIRED BY N.J.S.A. 40A:12A-14, SPECIFICALLY THAT MORE THAN HALF OF THE HOUSING STOCK IN THE BOROUGH IS AT LEAST 50 YEARS OLD IN ADDITION A MAJORITY OF THE WATER AND SEWER INFRASTRUCTURE IN THE DELINEATED AREA IS ALSO AT LEAST 50 YEARS OLD AND IS IN NEED OF REPAIR OR SUBSTANTIAL MAINTENANCE; THUS A PROGRAM OF REHABILITATION, AS DEFINED IN N.J.S.A. 40A:12A-3, MAY BE EXPECTED TO PREVENT FURTHER DETERIORATION AND PROMOTE THE OVERALL DEVELOPMENT OF THE SITE AND THE COMMUNITY was:**

OFFERED BY: Mr. Harry Ciabatonni

SECONDED BY: Councilwoman Prettyman

ROLL CALL: 7 Voted in Favor

0 Abstained 0 Opposed

RCV: Yeas: Councilman Bennett, Ms. Childs, Mr. Harry Ciabatonni, Chairperson Fisher, Vice-Chair Lees, Mr. Phillip, and Councilwoman Prettyman.

**New Application:** Brian & Lisa Sullivan

**Application No. 2-8-25**

Block 130 Lot 9

1556 DeHirsch Avenue

Major Site Plan/Pre. & Final/

Conditional Use

**Completeness Review Results**

Board Professional Lewis H. Conley Jr. stated that the above-listed application had been reviewed, and it was deemed complete. The only thing he cautioned about was to make sure the taxes on the property were up to date when it came time for the application to be heard.

## **UNFINISHED BUSINESS:**

### **Climate Vulnerability Assessment      Discussion**

Mr. Conley Jr. continued the meeting by introducing the above-listed topic for discussion. He stated that even though it will be required to have a Climate Vulnerability Assessment in the Master Plan, Woodbine will not have it yet because the current Master Plan was adopted prior to the requirement. However, he stated that if a change ever had to be made to the Land Use Element in the Master Plan, then it would be required to include the Climate Vulnerability Assessment. He commented that there were only a few grants to do an assessment, and the Borough was awarded one of them. He stated that Sustainable Jersey was behind this assessment, and he would send the Secretary information for the Board Members.

He continued by stating that an initial meeting had taken place; and it had been recommended that this topic remain on the agenda so that it could be discussed at the upcoming Land Use Board Meetings. The results of the discussion were to be detailed in the minutes of each meeting. He stated that eventually the information would be put up on the Borough Website. He then proceeded to talk about the time frame regarding this matter. He said that March 5<sup>th</sup> was the initial municipal kickoff and that it would conclude in August 2026. He stated that at the conclusion of it, Woodbine would end up with a Climate Vulnerability Assessment and recommendation on how to handle the climate. This assessment would become part of the Master Plan. Mr. Conley Jr. commented that he did not know if it would be required that ordinances be adopted as it had taken place when the Master Plan was completed. He felt that it could be an interesting process.

### **Woodbine Fee Ordinance**

### **Review**

Mr. Conley Jr. began this review by commenting on how the stormwater management rules had come in a few years ago, and fees were put in place. He stated that now Pinelands Commission has implemented a lot more regarding stormwater management. He recommended that the Secretary start charging stormwater management fees and put them in the escrow accounts for stormwater management reviews. He gave a few examples of what would be reviewed. He also used the runoff of rainwater as examples in different situations. A brief discussion was initiated regarding this matter. He stated that the Board could make recommendations.

Solicitor Batastini went over the fees from a few other municipalities. Mr. Conley Jr. commented on the application fees. Councilwoman Prettyman asked a question that Mr. Conley Jr. addressed.

**Recommendations from the Engineer:** Nothing further to report.

**Recommendations from the Solicitor:** Nothing to report.

There was no correspondence to review before the Board except for the newsletters from NJPO. Solicitor Batastini made a final comment regarding the use of modern technology like Zoom to attend the Land Use Board Meetings.

There being no other official business to come before the Board, Chairperson Fisher called for a motion for adjournment at 7:08 P.M.

**MOTION FOR ADJOURNMENT:**

OFFERED BY: Mr. Phillip

SECONDED BY: Mr. Harry Ciabatoni

ROLL CALL: All Present Voted in Favor

RCV: Yeas: Councilman Bennett, Ms. Childs, Mr. Harry Ciabatoni, Chairperson Fisher, Vice-Chair Lees, Mr. Phillip, and Councilwoman Prettyman.

Respectfully submitted by:

**Monserate Gallardo**

Monserate Gallardo  
Board Secretary