

**BOROUGH OF BERLIN**  
**PLANNING BOARD MINUTES**

**June 23rd, 2025**

**CALL TO ORDER:**

Vice Chairman, D. Pomponio called the meeting to order at 7:00 PM

**FLAG SALUTE:**

Vice Chairman, D. Pomponio called for everyone to rise and recite the pledge of allegiance to the flag.

**SUNSHINE STATEMENT:**

Vice Chairman, D. Pomponio announced that this meeting is being held in compliance with the Open Public Meetings Act and has been duly noticed and published by law.

**ROLL CALL:**

**On roll call vote, the following members answered present to roll call:** Mayor R. Miller, Councilman M. Wilkinson, D. Pomponio, F. Ballak, J. Schumacher, H. Earl, K. Ryker

Vice Chairman, D. Pomponio asked if there were any questions or comments on the minutes for May 12, 2025, none heard.

**MINUTES:**

A motion to approve May 12th, 2025, minutes, was made by K. Ryker and seconded by Mayor R. Miller.

**ROLL CALL**

D Pomponio -AYE  
J. Schumacher-AYE  
K. Ryker-AYE  
Mayor R. Miller-AYE  
F. Ballak-ABSTAIN  
H. Earl. -ABSTAIN  
Councilman M. Wilkinson-AYE

## **RESOLUTION:25-09**

### **Case 25-02**

Jennifer Brady  
4 Washington Ave  
Block 1401 Lot 1  
Bulk "C" Variance

Vice Chairman, D. Pomponio asked if there were any questions or comments on the resolution, none heard.

A motion to approve the resolution was made by Mayor R. Miller and seconded by K. Ryker.

## **ROLL CALL**

D Pomponio -AYE  
J. Schumacher-AYE  
K. Ryker-AYE  
Mayor R. Miller-AYE  
F. Ballak-ABSTAINED  
H. Earl-ABSTAINED  
Councilman M. Wilkinson-AYE

## **ZONING OFFICERS REPORT:**

Vice Chairman, D. Pomponio asked if there were any questions or comments on the Zoning report for May 2025 reports, none heard.

## **OLD BUSINESS:**

NONE

## **NEW BUSINESS:**

NONE

## **PUBLIC HEARING**

Housing Element & Fair Share Plan (HEFSP), Borough of Berlin, Camden County, New Jersey regarding the adoption of the Fourth Round Housing Element and Fair Share Plan of the Master Plan prepared in accordance with N.J.S.A. 40:55D-28(b)(3) of the Municipal Land Use Law (MLUL), the mandatory requirements of a Housing Element under the New Jersey Fair Housing Act (N.J.S.A. 52:27D-310), relevant regulations of the New Jersey Housing and Mortgage Finance Agency, and Directive #14-24 of the Administrative Office of the Courts.

Adam Warburton was sworn in by Berlin Borough's Planning Board Attorney-Chris Norman

**Summary of Berlin Borough's Fourth Round Housing Element and Fair Share Plan-**  
**By Adam Warburton, Colliers Engineering & Design**

**Housing Plan Compliance and Obligations**

As part of the municipality's Fourth Round Housing Obligation (July 2025 – June 2035), Berlin Borough is required to provide 62 affordable housing units and 15 rehabilitation units. To satisfy this obligation, the following three key development sites have been identified:

- **Route 73 Redevelopment Area:** 26 affordable units
- **Kmart Site Redevelopment:** 18 affordable units plus 9 bonus credits
- **South Whitehorse Pike Development:** 6 affordable units plus 9 bonus credits

**Development Strategy and Locations**

The strategy emphasizes the utilization and revitalization of already developed or impacted areas to avoid unnecessary expansion into new locations. This targeted approach aligns with sustainable planning principles and aims to preserve the community's character.

**Implementation and Oversight**

To support the execution of the Borough's affordable housing obligations, a dedicated **Spending Plan** has been developed and will be administered through the **Affordable Housing Trust Fund**. This financial framework ensures that resources are available to facilitate both the creation of new affordable units and the rehabilitation of existing units in need of improvement.

The **Housing Element** of the plan has been fully integrated into Berlin Borough's **Master Plan**, reinforcing its alignment with long-term community development goals. The integration also provides a mechanism for the plan to evolve—permitting amendments as necessary to accommodate future growth, redevelopment opportunities, or shifts in housing demand.

**Questions/Comments from the Planning Board**

Vice Chairman D. Pomponio asked if the last-mentioned area is the land, that is being cleared near the Municipality building. Mr. Warburton stated, that is correct, it is a redevelopment study being undertaken right now for that site.

Mr. Warburton went on to say that the housing plan is the only thing that needs to be adopted or endorsed. The plan is consistent with the overall goals and objectives of the master plan within the borough, and it helps to further those goals and objectives. Mr. Warburton asked if there were any questions.

Mayor R. Miller stated that the general idea was to utilize what's already kind of impacted and maximize those spots versus looking for additional locations for development.

D. Pomponio asked if it includes the Dollar General for consideration on the White Horse Pike, Mayor R. Miller stated that it doesn't include that. It is the old Acme that originally approved for 80 units, 20 of which were affordable.

D. Pomponio asked if something comes up on the Dollar General, will this need to be amended. Mr. Norman stated that if the 62 units are met no changes are needed.

Mr. Warburton stated that if something on the Dollar General units come up, it can be applied on the fifth round.

Mayor R. Miller asked, with this being compliant, it protects someone from coming in and saying they own the property, and they want to build. Mr. Norman stated, that is correct, its builders remedy lawsuit.

Motion to open to the public was made by Mayor R. Miller and Second by Councilman M. Wilkinson, All in Favor.

Vice Chairman D. Pomponio then opened the discussion to the public.

**PUBLIC PORTION:**

None seen or heard

Motion to close to the public was made by Mayor R. Miller and Second by Councilman M. Wilkinson, All in Favor.

Mr. Norman stated, to adopt and approve the housing element as well as the resolution, can be made in one vote.

Vice Chairman D. Pomponio asked if there was a motion to approve the 2025 housing element fair share plan as well as the resolution.

Motion was made to approve the 2025 housing element fair share plan as well as the resolution by Mayor R. Miller and Second by K. Ryker.

**ROLL CALL**

D Pomponio -AYE  
J. Schumacher-AYE  
K. Ryker-AYE  
Mayor R. Miller-AYE  
F. Ballak-AYE  
H. Earl. -AYE  
Councilman M. Wilkinson-AYE

**CORRESPONDENCE:**

NONE

**GOOD OF THE ORDER:**

Mayor R. Miller thanked Adam Warburton for his time.

**ADJOURNMENT OF REGULAR MEETING:**

A motion to adjourn the meeting was made by J. Schumacher, second by R. Miller and all in favor at 7:17pm

cc: Bill Behnke, Fire Marshall

Stacey DiVello, Escrow Financial Department

Al Hallworth, Construction Official

Michael Bernardins, CTA Tax Assessor