

ORDINANCE 2025-05

ORDINANCE OF THE TOWN OF HACKETTSTOWN AMENDING SECTIONS 403 (B) (2) AND SECTIONS 803 AND 804 OF THE TOWN OF HACKETTSTOWN LAND DEVELOPMENT ORDINANCES WITH REGARD TO CERTAIN ACCESSORY USES AND PROCEDURES RELATED TO THE FILING OF APPLICATIONS FOR MINOR AND MAJOR SUBDIVISION PLAT AND SITE PLAN APPROVAL

WHEREAS, certain recommendations have been made relating to an increase in the size of private residential storage sheds permitted as accessory uses on private residential properties under Section 403 (B) of the Hackettstown Land Development Ordinances; and

WHEREAS, certain other recommendations have also been made relating to the filing of applications for major and minor subdivision plat and site plan approval; and

WHEREAS, the Mayor and Common Council have determined that the recommendations are in the best interests of the Town and its residents.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Common Council of the Town of Hackettstown that Sections of 403 (B) (2) and Sections 803 and 804 of the Town of Hackettstown Land Development Ordinances be amended as set forth herein.

SECTION 1. Section 403(B)(2) of the Hackettstown Land Development Ordinance is hereby deleted in its entirety and replaced with the following:

2. One private residential storage shed for the storage of objects owned by the residents of the property, not exceeding 15 feet in height, not exceeding 200 square feet in gross floor area, and in compliance with Section 501.

SECTION 2. Sections 803 (A) and (B) of the Hackettstown Land Development Ordinance is amended as follows, however, Sections (1) through (26) under Section 803(B) shall remain as currently written:

A. Procedure for Submitting Minor Subdivision Plats and Minor Site Plans

The applicant shall submit to the Administrative Officer at least four (4) weeks prior to the meeting: twenty (20) copies of the minor plat or plan; twenty (20) completed copies of the appropriate application(s), which includes the application(s) for any requested variance(s) and the checklist(s) pursuant to N.J.S.A. 40:55D-10.3 attached to this Ordinance with the items of information required therein; twenty (20) copies of the Environmental Impact Statement; ten (10) copies of any protective covenants, easements and/or deed restrictions applicable to the subject site, whether recorded or unrecorded; and the fee in accordance with Section 900 of this Ordinance. The application shall contain an acknowledgement signed by the applicant stating that the applicant is familiar with the procedure set forth herein for submitting and acting upon minor subdivision plats and minor site plans, and agrees to be bound by it. The Administrative Officer shall process the application and shall issue an application number. Once an application has been

assigned a number, such number shall appear on all papers, maps, plats or plans and other documents for processing in conjunction with the application.

The applicant shall submit to the Administrative Officer a digital copy of each and every application document in PDF format stored on a USB flash drive.

B. Details Required for Minor Subdivision Plats and Minor Site Plans

Each minor plat or minor plan shall be drawn by a professional engineer and/or land surveyor licensed to practice in the State of New Jersey and shall bear the signature, seal, license number and telephone number of the said professional engineer and/or land surveyor; provided, however, that all engineering data shall be signed and sealed by a professional engineer and all surveying data shall be signed and sealed by a professional land surveyor.

Each submission shall be drawn at an appropriate scale not less than 1" equals 50' and shall be submitted on one of four of the following standard sheet sizes (8-1/2" x 13"; 15" x 21"; 24" x 36"; or 30" x 42"). All plan sheets shall be folded into eighths with the title block revealed.

Eighteen (18) of the required copies of the minor subdivision plat or minor site plan shall be reduced in size and said sheets shall not exceed fifteen inches by twenty-one inches (15" x 21") in size.

Each minor plat or plan shall show the following information as applicable to a minor subdivision or minor site plan, unless the Planning Board or Zoning Board of Adjustment determines, upon request of the applicant, that such information either is unnecessary or inapplicable to the particular subdivision or site plan and can be waived:

SECTION 3. Section 804(A) of the Hackettstown Land Development Ordinance is deleted in its entirety and amended as follows:

A. Procedure for Submitting Preliminary Major Subdivision Plats and Preliminary Major Site Plans

1. The applicant shall submit to the Administrative Officer at least four (4) weeks prior to the meeting: twenty (20) copies of the preliminary plat or preliminary plan; twenty (20) completed copies of the appropriate application(s), which includes the application(s) for any requested variance(s) and the checklist(s) pursuant to N.J.S.A. 40:55D-10.3 attached to this Ordinance with the items of information required therein; twenty (20) copies of the Environmental Impact Statement; twenty (20) copies of any protective covenants, easements and/or deed restrictions applying to the subject site, whether recorded or unrecorded; and the fee in accordance with Section 900 of this Ordinance. The application shall contain an acknowledgment signed by the applicant stating that the applicant is familiar with the procedure set forth herein for submitting and acting upon preliminary major subdivision plats and preliminary major site plans, and agrees to be bound by it. The Administrative Officer shall process the application and shall issue an application number. Once an application has been assigned a number, such number shall appear

on all papers, maps, plats or plans and other documents submitted for processing in conjunction with the application.

2. Eighteen (18) of the required copies of the preliminary plat or preliminary plans shall be reduced in size and said sheets shall not exceed fifteen inches by twenty-one inches (15" x 21") in size.

3. The applicant shall submit to the Administrative Officer a digital copy of each and every application document in PDF format stored on a USB flash drive.

SECTION 4. All Ordinances or parts of Ordinances inconsistent herewith are repealed as to such inconsistencies

SECTION 5. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 6. This Ordinance shall take effect upon final passage and publication according to law.

Notice

Notice is hereby given that the aforesaid ordinance was introduced at a regular meeting of the Common Council of the Town of Hackettstown, County of Warren, State of New Jersey, held on May 8, 2025, and that a regular meeting of the same to be held on June 12, 2025 at the Municipal Building, 215 West Stiger Street, Hackettstown, New Jersey, at the hour 7:00 o'clock in the evening, the said Common Council will consider the final passage of said ordinance.

PJ Reilly
Town Clerk/Administrator