

**TOWN OF HACKETTSTOWN  
LAND USE BOARD REORGANIZATION MEETING  
JANUARY 22, 2019  
MINUTES**

**CALL TO ORDER**

The Reorganization Meeting of the Town of Hackettstown Land Use Board was called to order by the Clerk, Shannon Drylie, at 7:07 p.m.

**ANNOUNCEMENT OF PROPER NOTICE**

**FLAG SALUTE**

**SWEARING IN OF NEW MEMBERS**

Mr. Mennen swore in the following members:

Donald Sherman (Alt. #1 expires December 31, 2019)  
Jim Lambo (Alt. #2, expires December 31, 2020)  
Steve Wolfrum (Alt #3, expires December 31, 2019)

**ATTENDANCE**

**Board Members Present**

Camporini; Bristow; Stead; Burke; Moore; Weaver; Stout; Sherman; Lambo; Wolfrum

**Board Members Absent**

Engelau; Tierney

**Professionals Present**

Bloch, Sterbenz, Mennen

**NOMINATION OF CHAIRMAN**

Joe Bristow made the motion to appoint Al Camporini as Chairman, with the second being Sean Burke. There were no other nominations made. All members present were in favor of the appointment.

**NOMINATION OF VICE CHAIRMAN**

Robert Moore made the motion to appoint Robert Stead as Vice Chairman, with Joe Bristow being the second. There were no other nominations made. All members present were in favor of the appointment.

**APPOINTMENT OF CLERK**

Al Camporini made the motion to appoint Shannon Drylie as Land Use Board Clerk, with Robert Moore being the second. There were no other nominations made. All members present were in favor of the appointment.

## **APPOINTMENT OF PROFESSIONALS**

Al Camporini made the motion to approve the following as Land Use Board Professionals, with Mr. Lambo being the second. All members present voted in favor of the appointments.

William Mennen as Land Use Board Attorney

Paul Sterbenz, Maser Consulting, Land Use Board Engineer

Daniel Bloch, Maser Consulting, Land Use Board Planner

Adam Wisniewski, Maser Consulting, Land Use Board Engineer

All professionals were sworn in by Mr. Mennen and accepted by the Board as experts in their fields for 2019.

## **ADOPTION OF SCHEDULED MEETING DATES & TIMES**

Robert Stead made the motion to adopt the 2019 calendar, with Joe Bristow being the second. All members present voted in favor of approval of the calendar.

## **OFFICIAL NEWSPAPERS**

Robert Moore made a motion to designate the Daily Record and New Jersey Herald official newspapers of the Town of Hackettstown Land Use Board for the 2019 year, with Robert Stead being the second. All members present voted in favor.

## **FINANCIAL OVERSIGHT COMMITTEE**

Chairman Camporini appointed Robert Stead as Chairman of the Financial Oversight Committee and Joe Bristow as a committee member.

## **ADOPTION OF ROBERTS RULES OF ORDER AS OPERATING PROCEDURES**

The motion to adopt *Roberts Rules of Order* as the operating procedures was made by Robert Moore, with the inclusion of '*no new applications or testimony after 10:00 p.m.*', with the second being Robert Stead. All members present voted in favor.

## **AUTHORIZATION OF PROFESSIONAL CONTRACTS**

Chairman Camporini made the motion to authorize the contracts submitted by the professionals for the 2019 year, with the second being Jim Lambo. All members present voted in favor of authorizing the contracts.

## **MINUTES**

Mr. Lambo asked for the Minutes of the December 18, 2018 Meeting to be tabled until he has had a chance to listen to the tapes as he feels comments made by some Board Members were inadvertently left out of the Minutes. Minutes were tabled until the February 26, 2018 meeting.

## **RESOLUTIONS**

**Non-Condemnation Area in Need of Redevelopment, Block 45, Lot(s) 1.01 & 2**

The motion to approve the resolution with the Board's finding that Block 45, Lot(s) 1.01 and 2, are non-condemnation areas in need of redevelopment was made by Stout, with the second being Weaver.

**In Favor:** Stead; Bristow; Lambo; Wolfrum; Camporini; Stout; Weaver;

**Abstain:** Sherman; Burke

**Oppose:** None

## **COMPLETENESS/FINAL PUBLIC HEARING**

### **228-230 LLC, Block 77, Lot(s) 2 & 3 – Lot Line Adjustment**

Philip Guidone, Attorney, present for application.

The motion to deem the Lot Line Adjustment/Minor Subdivision application complete was made by Mr. Lambo, seconded by Mr. Stout.

In Favor: Stead; Bristow; Burke; Weaver; Wolfrum; Camporini; Lambo; Stout

Abstain: Sherman

Oppose: None

Nevitt Duveneck, Professional Engineer, ND Engineering, LLC, was present for the application. Mr. Duveneck was sworn in by Mr. Mennen and accepted as an expert witness in the field of professional engineering by the Board.

Mr. Duveneck referred to the plans submitted to the Board, entered in to the record as Exhibit A-3, consisting of sheet 3 of 3 dated October 25, 2018 *Colorized Notations*. Mr. Duveneck stated the existing lines of the properties have zero setbacks between the lots. The application extends the rear line across adjacent lot 3 and connects with lot 2 (Masonic Lodge). Mr. Duveneck stated the proposed lot line adjustment does not create variances, however, it does create more area for lot 2, which will have easements across the lots for access and parking, which shall be reflected in formal deed submission. Mr. Stout asked how the parking would be accessed, and Mr. Duveneck answered by the existing driveway. Mr. Stout asked if the parking areas are now paved, and Mr. Duveneck answered partially. Mr. Stout asked if there was a plan to finish the paving of the parking area, and Mr. Duveneck answered no, however there has been some improvements made already, but there will be no more paving.

Mr. Burke asked how the lot line adjustment would affect lot 1, and Mr. Duveneck answered lot 1 would not be affected.

Mr. Lambo asked if there would be designated parking spaces for the units on lot 2. Mr. Duveneck answered there is no dedication of spaces, the tenants would be able to park anywhere.

Mr. Camporini asked if the parking spaces were lined, and Mr. Duveneck answered the lot is partially paved, however, the plans are not showing the spaces. Mr. Duveneck stated the conditions on the plans are as of the survey date, and Mr. Sterbenz added the parking stalls being lined need to be shown on the plan.

Mr. Lambo asked what the goal of the application was. Mr. Duveneck answered creating a parking area for both buildings, as right now it is restricted. Mr. Camporini asked if 15 spaces were enough, and Mr. Sterbenz stated that is not relevant at this point. Mr. Sterbenz added lot 2 was the subject a site plan and use variance in 2006, where the applicant needed leased parking spaces subject to the approval. Mr. Lambo asked if there were to be designated parking spaces, and Mr. Guidone answered that is not anticipated.

Mr. Sterbenz stated the applicant has already agreed to address the technical comments of his report dated January 16, 2019.

Mr. Sherman stated looking at the connection between the existing paved area of lot 1, in the rear of the property there is a grass area being shown. Mr. Sherman asked if the grass would have to be crossed to get to the easement.

The meeting was opened to the public at 7:58 p.m., there being no comment, the meeting was closed to the public at 7:58 p.m.

The motion to approve the Lot Line Adjustment/Minor Subdivision application was made by Burke, seconded by Wolfrum, subject to the following conditions:

1. Payment of real estate taxes;
2. Payment of outstanding fees and assessments
3. Submission of approval or waiver from Warren County Planning Board;
4. Submission of deeds for the reconfigured lots to the Board Attorney and Board Engineer.  
No deeds shall be recorded until deeds are approved;
5. Submission of legal document regarding cross-access and shared parking between Lots 2 and 3; and
6. The subdivision plan being revised to address the technical comments in Paul Sterbenz's report of January 16, 2019.

In Favor: Bristow; Stead; Weaver; Lambo; Sherman; Wolfrum; Burke; Camporini; Stout

Abstain: None

Oppose: None

## **OLD BUSINESS**

### **Bilby Road Redevelopment Plan (Moudro Site) and Ordinance**

Mr. Sterbenz stated the ordinance is on the Agenda due to the fact the Town Council is introducing the ordinance on January 24<sup>th</sup> and then it wouldn't be referred back to the Board until the February Meeting. Mr. Sterbenz referred to a handout for the Redevelopment Plan, stating the light blue font items are new changes in the ordinance, while the red font is items provided in the current ordinance and will be eliminated.

Mr. Lambo referred to old item 10, new item 9 which now stated at least *one hundred fifty (150) square feet per dwelling unit shall be designated on the site plan as active and passive indoor and outdoor recreational use for the residents of the Redevelopment Area. Indoor recreation uses are permitted in designated areas of the building* and asked what type of areas would this include? Mr. Sterbenz answered meeting rooms or fitness areas. Mr. Lambo stated increasing the number of units and decreasing the number of outdoor open space areas concerns him. Mr. Sterbenz answered there is now more indoor recreation space. Mr. Stead asked if the indoor recreation space would be adequate, as there is a more than ten percent reduction, actually almost forty percent with the increase in the number of units, while reducing the recreational space. Mr. Lambo added this is his concern as well. Mr. Sterbenz reminded the Board the Court had asked the Town to come up with a way for the development to be built with the inclusion of the housing development, and there have been some discussions between the Court's Master Planner and the Town, and this is what came out of the process. Mr. Sterbenz added he knew this issue was sensitive to the Board, as well as the height of the building now being 70 feet tall.

Mr. Stead asked if it was possible to raise the design from 150 square feet to 175 square feet and give the Town some of the 8000 square feet back. Mr. Sterbenz answered they could look at the standard and see if we can change the plan before the meeting Thursday.

Mr. Burke stated he is concerned about the building heights being seventy feet high, and the applicant not having to come back before the Board for approval. Mr. Lambo asked what the height restriction is for Mountain Avenue, and Mr. Sterbenz answered he believes sixty-two feet. Mr. Stead added that is with a peaked roof.

Mr. Lambo stated his issue is the recreational space being taken over by parking spaces, and asked if the applicant would need a variance for the parking? Mr. Sterbenz answered no.

Mr. Sherman asked if the reduction in open space was due to the additional parking spaces needed due to the additional 75 proposed units. Mr. Sterbenz answered yes. Mr. Sherman asked where the nearest recreation area is to the site and was answered Stephens State Park. Mr. Sherman asked if there was easy access from the site. Mr. Sterbenz answered no.

Mr. Sterbenz asked for clarification on the heights of the buildings, and if the Board wanted to leave the proposed height at seventy feet? Mr. Sterbenz added the applicant needed sixty-five feet, however proposed seventy feet. Mr. Burke recommended to leave the height restriction at

sixty-two feet, and if the applicant wants something else, they would need to come back to the Board.

### **NEW BUSINESS**

Mr. Camporini stated he met with Mayor DiGiovanni and Council Member DiMaio regarding the Master Plan Reexamination report, and stated they were very receptive to the recommendations of the Board. Mr. Sterbenz met with the Mayor and Councilman DiMaio prior to Chairman Camporini and went over the list from the Board. Mr. Sterbenz added their office has been authorized to review and amend the following ordinances, per the recommendations in the adopted report:

- a. Recommendation 12 regarding outside dining;
- b. Recommendation 25 regarding sign standards; and
- c. Recommendation 26 regarding the CC District (banquet facilities)

Mr. Sterbenz stated Mark Peck, Town Attorney, has been authorized to address Recommendation #29 regarding Property Maintenance, through the use of the International Property Maintenance Code. Mr. Sterbenz added there was additional discussion regarding assistance with a new Highlands grant program where the Town could receive up to a \$50,000 grant for the Town Center and Historic District, which would address Recommendations 4 thru 10 of the Master Plan Reexamination report.

Mr. Camporini added the work the Land Use Board did on the reexamination was not in vain. In addition to the ordinances, he also spoke to the Mayor regarding Resolutions and the enforcement after they are approved, and the Mayor is looking into this as well.

### **MANDATORY TRAINING**

New Board Members were reminded about the mandatory training all members must attend. Mr. Sterbenz stated he would be a part of a training session in Sussex County on March 30<sup>th</sup>. Mr. Sterbenz also mentioned that there is a training session at Voorhees High School on March 9<sup>th</sup>. Board Members were asked to contact the Board Clerk for registrations.

### **ADJOURNMENT**

The motion to adjourn the meeting was made by Mr. Moore, with the second being Mr. Burke at 8:50 p.m.

Respectfully submitted,

Shannon Drylie  
Land Use Board Clerk

Motion to approve:

Second:

In favor:

Oppose:

Abstain: