**This Meeting was held via ZOOM Meetings.**

**TOWN OF HACKETTSTOWN**

**LAND USE BOARD MEETING**

**April 28, 2020**

**MINUTES**

Adequate notice of this regular public meeting has been provided in accordance with the Open Public Meetings Act by posting notice on the bulletin board in the Municipal Building; by publishing in the New Jersey Herald and Daily Record, the official newspapers of the Town of Hackettstown; by posting notice on the website of the Town of Hackettstown; filing said notice with the Town Clerk of Hackettstown; as well as furnishing said notice to those persons requesting it pursuant to the Open Public Meetings Act. As advertised, action may be taken at this meeting.

**CALL TO ORDER**

The Meeting was called to order at 7:05 p.m.

**ANNOUNCEMENT OF PROPER NOTICE**

**FLAG SALUTE**

**ATTENDANCE**

**Board Members Present**

Bristow; Sherman; Moore; Tierney; Becker; Lambo; Walling; Wolfrum; Camporini; Stead

**Board Members Absent**

Stout, Kunz

**Also Present**

Mennen; Sterbenz

**MINUTES February 25, 2020 Meeting**

Motion to approve the minutes of the February 25, 2020 Land Use Board Meeting made by Bristow, seconded by Stead.

**In Favor:** Sherman; Moore; Becker; Lambo; Walling; Wolfrum; Camporini; Stead; Bristow

**Oppose:** None

**Abstain:** Tierney

**RESOLUTIONS**

Beck, App#19-17, Block 61, Lot 8 – Section 68 Certification

Mr. Mennen stated there were concerns that during the course of testimony, the Applicant indicated there were three bedrooms on each side of the two-family residence, and subsequently the Applicant listed the property as one side having four bedrooms. The Board tabled the resolution at the February Meeting due to members of the Board having questions. The Board requested that Mr. Mennen contact the Applicant to have him appear before the Board at the May 27, 2020 Meeting (via Zoom Meetings) for clarification purposes.

**PUBLIC HEARING**

Mars Inc., App #19-08, Block 4, Lot(s) 1 & 4 – Preliminary & Final Site Plan

Mr. Sterbenz stated an exhibit had been provided depicting the views from High Street with the proposed additional landscaping.

Jason Rittie, attorney for Applicant stated there was a meeting in the field with Mr. Sterbenz, who raised some concerns, and the Applicant agrees to make changes to the plan and will provide those changes to the Board Clerk for the May 26, 2020 Land Use Board Meeting. Mr. Rittie further stated a pdf version of the plan and application will be sent to the Board Clerk in order for the information to be uploaded to the Town website.

Mr. Mennen stated the Applicant would need to re-notice according to the DCA guidelines for virtual meetings.

**COMPLETENESS**

 **NORWESCAP Head Start, App#20-05, Block 77, Lot 2 – Minor Site Plan**

Mr. Sterbenz stated there were items missing when the application was submitted, and since that time multiple submissions have been made to address the deficiencies, specifically:

* Copy of Certification of Taxes Paid
* Warren County Soil Conservation District Application
* Warren County Planning Department Application

Mr. Sterbenz further stated all deficiencies contained in his report dated April 22, 2020 have been complied with, and he does not have any issues with the waivers being requested for Completeness purposes, as Completeness is an administrative process. Those waivers are:

1. The submission of protective covenants, easements, and deed restrictions
2. The depiction of physical features within 100 feet of the site boundary
3. The depiction of proposed buffers and landscaped areas
4. The depiction of topographic information
5. The Submission of an Historic Impact Statement
6. The submission of a sixty (60) year title search

The Chairman opened the meeting to the public, there being no comment, the meeting was closed to the public.

There being no questions from the Board, a motion to deem the application administratively complete, subject to waivers on items **a** thru **f** above, was made by Moore, with the second being Lambo.

**In Favor:** Bristow; Sherman; Tierney; Walling; Wolfrum; Camporini; Stead; Moore; Lambo; Becker

**Oppose:** None

**Abstain:** None

Mr. Sterbenz stated the upcoming Agenda will have multiple applications and asked the Board if they would consider an earlier start time, or would prefer a special meeting. There were both members of the public, and Board Members, who would not be able to participate at an earlier start time due to work schedules.

A motion to was made by Lambo, seconded by Wolfrum, to add an additional Special Meeting of the Land Use Board on May 27, 2020 at 7:00 p.m.

**In Favor: Sherman; Moore; Tierney; Becker; Lambo; Walling; Wolfrum; Stead; Camporini**

**Oppose: None**

**Abstain: None**

The following applications are carried to the May 27, 2020 Special Land Use Board Meeting. All applicants must re-notice with advertisements according to DCA guidelines regarding virtual meetings. The clerk will advise all applicants.

* 1. Beck, App#19-17, Block 61, Lot 8 – Section 68 Certification
	2. DeTombeur, App #20-01, Block 32, Lot 5 – Section 68 Certification
	3. Cannon, App #20-02, Block 89, Lot 9 – Section 68 Certification
	4. 102 Landing Road LLC, App #20-03, Block 30 Lot 8 – Section 68 Certification
	5. 102 Landing Road LLC, App #20-04, Block 30, Lot 9 – Section 68 Certification

The following applications will be on the Agenda for the May 26, 2020 Regularly Scheduled Land Use Board Meeting:

1. Mars Inc., App #19-08, Block 4, Lot(s) 1 & 4 – Preliminary & Final Site Plan
2. 204 Vail Street, LLC., App #19-07, Block 40, Lot 2 -Minor Subdivision/Variances
3. NORWESCAP Head Start, App#20-05, Block 77, Lot 2 – Minor Site Plan

**ADJOURNMENT**

There being no further business, the motion to adjourn was made by Moore at 8:00 p.m., with the second being Sherman. All members present in favor of adjournment.

Respectfully submitted,

Shannon Drylie

Land Use Board Clerk

**Motion to Approve:** Lambo

**Second:** Moore

**In Favor:** Tierney; Walling; Wolfrum; Camporini; Stead; Moore; Lambo

**Oppose:** None

**Abstain:** None