**TOWN OF HACKETTSTOWN**

**MINUTES**

**Land Use Board**

**January 25, 2022 Meeting**

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 January 25, 2022 Meeting of the Town of Hackettstown Land Use Board was called to order by Board Attorney Mennen at 7:00 p.m.

**FLAG SALUTE**

**ANNOUNCEMENT OF PROPER NOTICE**

**SWEARING IN OF NEW MEMBERS**

Mr. Mennen swore in Mr. Camporini, Mr. Moore, Mr. Wolfrum, Mr. Graf and Mr. Lambo

**ATTENDANCE**

**Board Members Present**

Moore, Stout, Lambo, Wolfrum, Camporini, Stead, Graf

Also Present: Board Engineer Sterbenz, Board Attorney Mennen

**Board Members Absent**

Becker, Anthony, Simonson

Also absent: Board Planner Bloch

**NOMINATION OF CHAIRPERSON**

Mr. Stead made a motion to nominate Mr. Camporini to the position of Chairperson for 2022. Mr. Moore seconded the motion. There being no other nominations, Mr. Moore made a motion to close the floor seconded by Mr. Stead. All were in favor.

In Favor of Chairperson nomination: Moore, Stout, Lambo, Wolfrum, Camporini, Stead, Graf

Opposed: None

Abstained: None

Mr. Camporini led the meeting at this time.

**APPOINTMENT OF VICE CHAIRPERSON**

Mr. Moore made a motion to nominate Mr. Stead to the position of Vice Chairperson for 2022. Mr. Stout seconded the motion. There being no other nominations, Mr. Moore made a motion to close the floor seconded by Mr. Stout. All were in favor

In Favor of Vice Chairperson nomination: Moore, Stout, Lambo, Wolfrum, Camporini, Stead, Graf

Opposed: None

Abstained: None

**APPOINTMENT OF SECRETARY**

Mr. Moore made a motion to appoint Mary Matusewicz to the position of Secretary of the Board. Mr. Wolfrum seconded the motion.

In Favor: Moore, Stout, Lambo, Wolfrum, Camporini, Stead, Graf

Opposed: None

Abstained: None

**APPOINTMENT OF PROFESSIONALS**

Mr. Stead made a motion to appoint Mr. Mennen to the position of Board Attorney for 2022. Mr. Lambo seconded the motion. There being no further discussion, Mr. Moore closed the floor seconded by Mr. Stout. All were in favor.

In Favor of Board Attorney appointment: Moore, Stout, Lambo, Wolfrum, Camporini, Stead, Graf

Opposed: None

Abstained: None

Mr. Moore made a motion to appoint Mr. Sterbenz of Colliers Engineering & Design, Inc. to the position of Board Engineer for 2022. Mr. Stead seconded the motion. There being no further discussion, Mr. Moore closed the floor seconded by Mr. Stout. All were in favor.

In Favor of Board Engineer appointment: Moore, Stout, Lambo, Wolfrum, Camporini, Stead, Graf

Opposed: None

Abstained: None

Mr. Stead made a motion to appoint Mr. Bloch of Colliers Engineering & Design, Inc. to the position of Board Planner for 2022. Mr. Lambo seconded the motion. There being no further discussion, Mr. Moore closed the floor seconded by Mr. Lambo. All were in favor.

In Favor of Board Planner appointment: Moore, Stout, Lambo, Wolfrum, Camporini, Stead, Graf

**SWEARING OF THE PROFESSIONALS**

Mr. Sterbenz was sworn in by Board Attorney Mennen.

**ADOPTION OF MEETING DATES AND TIMES**

Mr. Stead made a motion to approve the official meeting dates and times presented to the Board. Mr. Lambo seconded the motion.

In Favor: Moore, Stout, Lambo, Wolfrum, Camporini, Stead, Graf

Opposed: None

Abstained: None

**ADOPTION OF OFFICIAL NEWSPAPERS**

Mr. Lambo made a motion to designate the Daily Record and NJ Herald as the official newspapers of the Board. Mr. Stead seconded the motion.

In Favor: Moore, Stout, Lambo, Wolfrum, Camporini, Stead, Graf

Opposed: None

Abstained: None

**APPOINTMENT OF THE FINANCIAL OVERSITE COMMITTEE**

Mr. Camporini appointed Mr. Stead and Mr. Moore as the Financial Oversite Committee.

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

Mr. Stead made a motion to adopt Roberts Rules of Order for 2022. Mr. Lambo seconded the motion.

In Favor: Moore, Stout, Lambo, Wolfrum, Camporini, Stead, Graf

Opposed: None

Abstained: None

**MINUTES**

Mr. Stead made a motion to approve the minutes of the regular Land Use Board meeting held on December 21, 2021 as submitted. Mr. Moore seconded the motion.

In Favor: Moore, Stout, Lambo, Wolfrum, Camporini, Stead, Graf

Opposed: None

Abstained: None

Mr. Sterbenz informed the Board that Performance Fleet Maintenance, LLC has not submitted any new documentation, therefore this application will not be discussed for completeness tonight and Russo Acquisitions, LLC did not properly notice, therefore they will not be heard tonight.

**RESOLUTIONS**

**Application #21-17 – Rhonda Stone – 430 Washington Street – B83, L3 – Sectoin 68**

Mr. Stout made a motion to approve the resolution of approval. Mr. Stead seconded the motion.

In Favor: Moore, Stout, Wolfrum, Camporini, Stead, Graf

Opposed: None

Abstained: Lambo

**COMPLETENESS**

**Application #21-16 – Sal Toscana – 217-221 Main Street – B12, L12&12.01 – Minor Site Plan/Bulk Variance**

Mr. Sterbenz explained to the Board that the deficiencies outlined in his report have been addressed and recommended that the application be deemed complete.

Mr. Moore made a motion to deem this application complete. Mr. Stead seconded the motion.

In Favor: Moore, Stout, Lambo, Wolfrum, Camporini, Stead, Graf

Opposed: None

Abstained: None

Mr. Lambo stepped down from the dais at this time.

**PUBLIC HEARING**

**Application #21-08 – G&G Church Properties, LLC – B44, L9 – Use Variance**

Application was presented by Mark Maryanski, Esquire

Mr. Maryanski explained the applicant is seeking a D Variance approval to expand a preexisting non-conforming boarding house use. Mr. Maryanski introduced David Garcia, managing member and majority owner of the property.

David Garcia, 17 Humbert St., Nutley, NJ was sworn in by Board Attorney Mennen as a fact witness.

Mr. Garcia stated the following:

* He is the managing member and majority owner of the property
* G&G Properties has owned the property located at 406 Church Street since November 2014
* The property is currently being used as a rooming house for Centenary University students
* The property contains six rooms and one apartment
* The apartment contains two bedrooms and one room located in the basement
* The apartment has a separate entrance

Mr. Camporini inquired about the property being a preexisting non-conforming use and if a D(2) Section 68 Certification is needed first in order to proceed with the D(2) variance.

The Notice that was published was reviewed to be sure the wording is accurate as to what is being discussed and possibly acted on at this meeting.

The Board requested documentation in order to grant a Section 68 certificate prior to moving forward with the application.

The applicant requested a recess to discuss how to proceed with the application at this time.

Mr. Lambo returned to the dais at this time.

**NEW BUSINESS**

Review of Ordinance 2022-02

Mr. Sterbenz gave a brief overview of the ordinance, however it was not received in time for the Board to review at this meeting. This ordinance will be placed on the February agenda for discussion.

Mr. Sterbenz informed the Board that in 2013 a resolution of approval was adopted for the recreational soccer and lacrosse fields at Centenary University, which included the installation of bleachers. As of this date, the bleachers have not been built however the University would like to install them now with minor adjustments. Mr. Sterbenz requested the Board give him permission to handle the changes without the applicant needing to reappear before the Board.

Mr. Stead made a motion to permit Mr. Sterbenz to administratively handle the proposed changes to the bleachers at Centenary University. Mr. Moore seconded the motion.

In Favor: Moore, Stout, Lambo, Wolfrum, Camporini, Stead, Graf

Opposed: None

Abstained: None

Mr. Lambo stepped down from the dais at this time.

Mr. Maryanski returned to the meeting to speak on behalf of his client, G&G Church Properties, LLC. Mr. Maryanski stated that his client has opted to seek a Section 68 and requested that the application be carried and notice will be given.

Jim Lambo returned to the dais at this time.

**PUBLIC COMMENT**

Michelle Morpeth, 148 East Prospect St., Hackettstown, inquired about the safety of having an attic apartment with only one way in and out of the apartment space.

**ADJOURNMENT**

Mr. Moore made a motion to adjourn this meeting at 8:16 PM. Mr. Stout seconded the motion.

All were in favor.

Respectfully submitted,

Mary Matusewicz

Board Clerk