

---

**CALL TO ORDER**

Mr. O’Leary called the meeting to order at 7:32 p.m. and stated it was open to the public in compliance with Public Law 1975, Chapter 231, Sections 4 & 13.

**FLAG SALUTE**

**ROLL CALL:           Members Present:** Hughes, Cutler, Luthman, Corcoran, Leuthe, Didyk, Taylor, Van Sickle, Henderson, O’Leary.

**Members Excused:** Jansen.

**Members Absent:** None.

**Also Present:** Ursula Leo, Esq.  
Nevitt Duveneck, PE

Mr. O’Leary introduced Mr. Cutler to the Board.

**MINUTES:** December 19, 2013

A motion to approve the minutes of the December 19, 2013 meeting with the noted corrections was made by Mr. Corcoran. It was seconded by Mr. Leuthe and passed with a roll call vote.

Ayes: Hughes, Luthman, Corcoran, Leuthe, Didyk, Taylor, Henderson, O’Leary.

**COMPLETNESS / HEARINGS / CONCEPT:**

1.) Advance Housing                   B:32 L:21.06                   FSP13-4

Ms. Kathleen Walsh, Esq. was representing the applicant. She gave a brief history of the project and said they were seeking an amended preliminary site plan approval and final site plan approval.

Mr. Jason Dunn, PP said he was involved in the planning of the site. He said the site is complete and explained the site to the Board. Mr. Dunn explained the amendments to the approved preliminary site plan. He said they added a transformer which supplies the power to the building, in the back of the property and a retaining wall. He said the power company would need to get to the back of the property to service the transformer. He explained the changes to the entrance of the building. They added a fire lane and as a result lost two parking spaces.

Mr. Duveneck felt these were major changes to the preliminary site plan however he had no issues with these changes.

Mr. Hughes asked if the size of the building is the same as what was in the preliminary site plan approval to which Mr. Dunn said it was the same. Mr. Hughes asked if the impervious coverage is less than the maximum allowed by the ordinance to which Mr. Dunn said yes. Mr. Hughes asked if the emergency equipment turn-a-round was sufficient to which Mr. Dunn said it is. Mr. Hughes felt the changes were imposed on the project by outside agencies.

Mr. O’Leary opened the meeting to the public.

Ms. Jennifer Ragno of 35 North Church Road, Sparta asked if there were more units being added to the site and expressed a concern with the type of residents living at the site. She said the population living there were homeless and mentally ill and not supervised and she had a concern for her small children living across the street. Mr. Anthony Ragno said they bought the property about 11 years ago and built their house across the street. He said the value of his property has gone down and they may need to sell the house and move. Ms. Ragno asked if the residents have any type of services or supervision.

Mr. Kevin Blanchard, Vice-President of Development and Operations for Advance Housing was sworn in by Ms. Leo. He said they provided experienced services for the residents. He said the people who live there can function on their own. He said they provide services on a case by case basis. He said there are no Megan’s Law residents at the site. Ms. Ragno asked if there is a curfew to which Mr. Blanchard said no.

Mr. O'Leary closed the meeting to the public.

A motion to grant amended preliminary site plan and final site plan approval was made by Mr. Hughes. It was seconded by Ms. Didyk and passed with a roll call vote. Ayes: Hughes, Cutler, Luthman, Corcoran, Didyk, Taylor, Leuthe, Van Sickle, O'Leary.

2.) Fusco, Edward B:18 L:12.02 VAR14-1

Mr. O'Leary gave a brief history of the project. Mr. Duveneck went through his preliminary report. He said the applicant has not submitted a checklist and because of that he recommended that the Board deem the application incomplete. Mr. Duveneck said the applicant will need two variances, one for lot coverage and one for the side yard setback.

A motion to deem the application incomplete was made by Mr. Leuthe. It was seconded by Ms. Didyk and passed with a roll call vote. Ayes: Hughes, Cutler, Luthman, Corcoran, Didyk, Taylor, Leuthe, Van Sickle, O'Leary.

3.) Sheep Thrills B:8 L:2 MNRSP14-2 VAR14-3

Ms. Didyk stepped down from the Board for this application since she is an interested party in the matter.

Mr. Duveneck went through his report for the Board. He said they are requesting a change of use from residential to retail which is allowed in the zone. He said the checklist that was submitted had some item numbers missing because they were cut off in the printing process and for that reason he recommended it be deemed incomplete.

A motion to deem the application incomplete was made by Mr. Corcoran. It was seconded by Mr. Hughes and passed with a roll call vote. Ayes: Hughes, Cutler, Luthman, Corcoran, Taylor, Leuthe, Van Sickle, Henderson, O'Leary.

Ms. Didyk returned to the Board.

**AUDIENCE:**

Mr. O'Leary opened the meeting to the public. With nobody coming forward, the meeting was closed to the public.

**OLD BUSINESS:**

1.) Temporary Holiday Signs

Mr. Hughes asked Mr. Cutler to go through the ordinance and give some feedback to the Board. Mr. Cutler said he did go through it already and felt it was a very good ordinance. He said the general sign ordinance was also very specific and it was enforceable. Mr. Hughes asked Mr. Cutler how he handles illegal signs in town. Mr. Cutler said he will send the property owner a notice to remove the sign. If there is a phone number on the sign he will call it and advise the owner of the illegal sign. He said if he needs to he will remove the sign himself.

Mr. O'Leary explained the issues the Township has had with signage in the past. Mr. O'Leary asked the Board Attorney to put the proposed language into an ordinance format and submit a draft copy to the Clerk so she can distribute it to the local businesses for comments. The matter will be carried to the April meeting.

2.) Handweg Drive Realty

Ms. Leo read a letter from the D.E.P. stating they cannot determine the wetlands without delineation. The matter is still pending in the court.

3.) Development Fee Ordinance

Mr. Hughes advised the Board that the Township introduced a revised development fee ordinance to comply with COAH's revised rules. It will be for all new construction and will not apply to renovations or additions. The Township is revising its Affordable Housing Plan.

**NEW BUSINESS:**

1.) Permit Extension Act

---

Ms. Leo explained that in certain planning areas the Act goes through December 31, 2014. She said that Cava Winery wants to pursue its approval however the application has expired. The applicant's attorney felt the Act did not apply in their situation.

**2.) Open Space Committee**

Mr. O'Leary advised the Board the Committee is looking at a parcel of property on Lantz Road. They are looking for bids on appraisals of the property.

**RESOLUTIONS:**

**1.) 2013 Annual Report**

A motion to approve the 2013 Annual Report with the noted correction and forward it to the Township Committee was made by Mr. Leuthe. It was seconded by Ms. Didyk and passed with everyone saying aye.

**ORDINANCES:** None.

**ZONING REPORT:**

Mr. Cutler reported that he had issued three zoning permits for businesses at Millpond Drive and a few sign permits. He said he received a request to add a propane exchange at Quick Chek and he advised the provider they would need to get Board approval.

**BILLS:** List #3

Mr. Leuthe went over the bills with the Board. A motion to pay bills list #3 was made by Mr. Leuthe. It was seconded by Mr. Hughes and passed with a roll call vote. Ayes: Hughes, Cutler, Luthman, Corcoran, Leuthe, Taylor, Van Sickle, Henderson, O'Leary. Ms. Didyk did not vote because she was an interested party in one of the bills.

**CORRESPONDENCE:**

**1.) From: NJDEP**

Re: Flood Hazard Area – Handweg Drive Realty

**ADJOURNMENT:**

With no further business to come before the Board, a motion to adjourn was made by Ms. Didyk. It was seconded by Ms. Van Sickle and passed with everyone saying aye.

Respectfully submitted,

Stephanie Pizzulo  
Secretary