

**WHITE TOWNSHIP PLANNING BOARD
555 CR 519, BELVIDERE, NEW JERSEY**

**MINUTES
JANUARY 13, 2015**

The reorganization and regular meeting of the White Township Planning Board was held on Tuesday, January 13, 2015. Present were: Timothy Matthews, Jeff Herb, Sam Race, Michael Grossmann, Robert Mackey, and David Pritchard. Board Members Absent: Bryan Vande Vrede, Joseph Magnini, and Joseph Phillips. Also present: Attorney Richard Dieterly, Engineer Paul Sterbenz, and Planner Joseph Layton.

CALL TO ORDER:

Secretary Alfia Schemm called the meeting to order at 7:36 p.m. She stated that the meeting is being held in accordance with the "Open Public Meetings Act", with adequate notice to the appropriate newspapers and posting on the Township bulletin board.

SWEARING IN OF BOARD MEMBERS:

Attorney Dieterly administered the oath of office to Jeff Herb, Sam Race, and David Pritchard.

REORGANIZATION:

Election of Chairman

Mr. Herb stated that the Nominating Committee is recommending that Timothy Matthews be nominated as the Chairman and he made that motion. Motion seconded by Mr. Race. Attorney Dieterly asked if there were any other nominations. With there being no other nominations, the nominations were closed. In a roll call vote, all were in favor of the election of Timothy Matthews as Chairman. Tim Matthews abstaining.

VOTE: 5 AYES

The motion carried.

Election of Vice Chairman

Mr. Herb stated that the Nominating Committee is recommending that Joseph Magnini be appointed as Vice Chairman and he made that motion. Motion seconded by Mr. Pritchard. In a voice vote, all were in favor of the election of Joseph Magnini as Vice Chairman.

VOTE: 6 AYES

The motion carried.

Appointment of Board Professionals

Mr. Mackey made the motion to appoint the same Board Professionals (Richard Dieterly, of Gebhardt & Kiefer, as the Board Attorney; Paul Sterbenz, of Maser Consulting, as the Board Engineer; and Joseph Layton, of Maser Consulting, as the Board Planner), under the same conditions as last year. Motion seconded by Mr. Grossmann. In a voice vote, all were in favor.

VOTE: 6 AYES

The motion carried.

Appointment of Board Secretary

Mr. Herb made the motion to adopt Alfia Schemm as the Board Secretary. Motion seconded by Mr. Pritchard. In a voice vote, all were in favor.

VOTE: 6 AYES

The motion carried.

Designation of Meeting Date, Time and Place-Adoption of Resolution

Mr. Race made the motion to adopt the meeting, time, and place, as outlined in the Resolution. Motion seconded by Mr. Mackey. In a voice vote, all were in favor.

VOTE: 6 AYES

The motion carried.

Designation of Official Newspaper-Adoption of Resolution

Mr. Herb made the motion to designate the Official Newspaper, as outlined in the Resolution. Motion seconded by Mr. Race. In a voice vote, all were in favor.

VOTE: 6 AYES

The motion carried.

Notification of Fees-Adoption of Resolution

Mr. Race made the motion to adopt the notification fees. Motion seconded by Mr. Herb. In a voice vote, all were in favor.

VOTE: 6 AYES

The motion carried

OPEN TO THE PUBLIC:

Chairman Matthews opened the meeting to the public for non-agenda items. With there being no public comment, the meeting was closed to the public

MINUTES OF PREVIOUS MEETING:

The minutes of the meeting of December 9, 2014, were distributed to all the Board Members prior to the meeting.

Mr. Mackey made the motion to approve the minutes. Motion seconded by Mr. Race. In a voice vote, all were in favor.

VOTE: 6 AYES

The motion carried

COMPLETENESS:

#773 Donald Ippolito, Block 17, Lot 30 & 28-Minor Subdivision

Board Engineer Sterbenz recommended that the Board deem the application incomplete as per his January 5th, 2014 Report. The Board noted that they received a request from Attorney Roger Skoog asking that this matter be carried to the Board's February meeting.

Mr. Mackey made the motion to deem the application incomplete. Motion seconded by Mr. Pritchard. In a voice vote, all were in favor, except for Mr. Grossmann who abstained.

VOTE: 5 AYES

The motion carried

#769 Trinacria LLC, Block 21, Lot 7.03-Preliminary and Final Site Plan

Michael Lavery, Esq. was present on behalf of the Applicant. He stated that they have not been able to obtain consent from the owner of Village Drive as it seems as if they want to re-negotiate a new deal. He stated that he has submitted the recorded easement agreement and he asked that the Board waive the requirement for the written consent. Board Attorney Dieterly stated his concern over the language in the submitted document and if any further research has been done to confirm their position. He suggested that the Applicants give the Board an extension to the Board's March meeting and that they provide further documentation to support their position. Attorney Lavery stated that his client has paid the yearly fee and he stated that his client did not know, when he purchased the property, that there was a yearly fee nor that the property was not located in the sewer service area. He stated that his client has a recorded agreement to utilize Village Drive. The Board discussed the options available with the Applicant. Board Attorney Dieterly suggested that the Applicant provide documentation in regards to Village Drive and that they also research the County files.

Mr. Grossmann made the motion to waive the need for the consent, for completeness only and to deem the application complete. Motion seconded by Mr. Mackey. In a voice vote, all were in favor.

VOTE: 6 AYES

The motion carried

NEW BUSINESS:

#769 Trinacria LLC, Block 21, Lot 7.03-Preliminary and Final Site Plan

Jess Symonds, Pio Mannino, Mark Zgoda, Board Engineer Paul Sterbenz, and Board Planner Joseph Layton were all sworn in. Engineer Symonds addressed the meetings that he had with the County and the access to the project. Mr. Mannino provided copies of the payments that were made. The following was submitted and marked as an Exhibit:

A-1 Billing/Payment Documentation Re: Drainage/Roadway Maintenance, 6 pages

They then went on to address the modifications made to the plans and they stated that they agree to the additional revisions as required by Board Engineer Sterbenz. (Mr. Race stepped out for telephone call) The Board continued to discuss Board Engineer Sterbenz's report and Engineer Symonds stated that he will make the necessary revisions to the plans. The Board requested an extension of time to the Board's March meeting to account for inclement weather. The Board discussed whether a Resolution can be prepared for the next meeting and they also discussed whether a special meeting could be considered to help move the process along.

Mr. Herb made the motion to carry the matter to the Board's February meeting. Motion seconded Mr. Pritchard. In a voice vote, all were in favor.

VOTE: 5 AYES

The motion carried

Mr. Race resumed his position on the Board.

MEMORIALIZING RESOLUTIONS:

#772 Daniel Thiede & Lorena A. Barofski, Block 42, Lot 2 & 3

Board Attorney Dieterly distributed revised Resolutions. Mr. Grossmann asked if there was a way to streamline the lot line adjustment process. The Board discussed the process.

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Board Engineer Sterbenz stated that in regards to the Ippolitio matter, an incompleteness letter was sent to Attorney Skoog and the Applicant could have attended tonight's meeting to request waivers. He stated that he will contact Attorney Skoog directly to try and assist him in the checklist process. Board Secretary Schemm stated that she has also made numerous telephone calls, over the past few months, to try and advance the application along. Board Dieterly stated that he feels that the Board has been and is very helpful to all of the Applicants that have come before them.

Mr. Grossmann made the motion to adopt the Resolution as modified tonight. Motion seconded by Mr. Mackey. In a voice vote, all were in favor.

VOTE: 6 AYES

The motion carried

OTHER BUSINESS:

Highlands Regional Master Plan Comments-WCPD

Mr. Race addressed the letter sent out by the WCPD regarding the Highlands Regional Master Plan comment period. He highly recommended that Board Members be present, if they are interested in suggesting that changes be made.

BILLS:

Maser-Trinacria-La Torre Plaza	125.00	Escrow	#50059
Maser-Trinacria-La Torre Plaza	531.25	Escrow	#50059
Maser-Paintball Depot	93.75	Escrow	#50061
Maser-Thiede/Barofski	156.25	Escrow	#00761
Maser-Thiede/Barofski	187.50	Escrow	#00761
Maser-Paintball Depot	656.25	Escrow	#50061
Gebhardt & Kiefer-Paintball Depot	288.00	Escrow	#50061
Gebhardt & Kiefer-General	402.00	PBOE	
Gebhardt & Kiefer-Trinacria	16.00	Escrow	#50059
Gebhardt & Kiefer-Thiede/Barofski	336.00	Escrow	#00761

In a motion made by Mr. Mackey and seconded by Mr. Grossmann, the bills were paid. In a voice vote, all were in favor. Mr. Race abstained.

VOTE: 5 AYES

The motion carried.

OTHER:

The Board discussed the Sewer Service Area, which was addressed by Board Engineer Sterbenz. The Board also discussed the possibility of filing application submissions electronically. After a brief discussion, the Board agreed to request PDF submissions, with a reduced number of hard copies, on a trial basis, to see if the Board Members like the process, prior to making it a permanent checklist item.

Mr. Herb made the motion to allow the Board Secretary, to request on a trial basis, PDF application submissions, with a reduced number of hard copies. Motion seconded by Mr. Mackey. In a voice vote, all were in favor.

VOTE: 6 AYES

The motion carried.

ADJOURNMENT:

With no further business to discuss, a motion was made and seconded to adjourn the meeting at p.m. 9:57. In a voice vote, all were in favor.

Respectfully Submitted:

Alfia Schemm
Board Secretary
2/6/15