

Stillwater Township Planning Board
Minutes of
January 18, 2017

The reorganization and regular meeting of the Stillwater Township Planning Board was held in the Municipal Building, Middleville, New Jersey and was called to order by Alfia Schemm at 7:31 p.m. She led the Board in the flag salute and she announced that adequate notice of this meeting had been given to the public and the press under the provisions of the "Open Public Meetings Act", N.J.S.A. 10:4-1 et. seq. Attorney Haggerty administered the oath of office to Mr. Morrison prior to the meeting. He then administered the oath of office to both Mayor Chammings and Mr. Branagan.

Members Present: Mr. Donofrio
Ms. Chammings
Mr. Branagan
Mr. van der Haeghen
Ms. Puccio
Mr. Pierce
Mr. Morrison

Also Present: Attorney Haggerty
Engineer Golden

REORGANIZATION

Election of Chairman

Attorney Haggerty called for a nomination for Chairman. Mr. Branagan made the motion to nominate Ms. Puccio as Chairman. Attorney Haggerty asked if there were any other nominations. With there being no further nominations, the nominations were closed.

Roll call vote:

Mr. Morrison-Yes	Ms. Chammings-Yes
Mr. Branagan-Yes	Mr. Pierce-Yes
Mr. Donofrio-Yes	Mr. van der Haeghen-Yes
Ms. Puccio-Abstain	

Election of Vice-Chairman:

Attorney Haggerty called for a nomination for Vice Chairman. Mayor Chammings made the motion to nominate Mr. Donofrio as Vice Chairman. Mr. Donofrio declined. Mayor Chammings then made the motion to nominate Mr. van der Haeghen. With there being no further nominations, the nominations were closed. Roll call vote:

Mr. Morrison-Yes	Ms. Chammings-Yes
Mr. Branagan-Yes	Mr. Pierce-Yes
Mr. Donofrio-Yes	Mr. van der Haeghen-Abstain
Ms. Puccio-Yes	

Appointment of Board Professionals:

Mr. Branagan made the motion to appoint Joseph Golden as the Board Engineer for the year 2017. Motion seconded by Mr. Donofrio. Roll call vote:

Mr. Morrison-Yes	Ms. Chammings-Yes
Mr. Branagan-Yes	Mr. Pierce-Yes
Mr. Donofrio-Yes	Mr. van der Haeghen-Yes
Ms. Puccio-Yes	

Mayor Chammings confirmed that the rate would remain the same. Board Engineer Golden stated that it would.

Mr. van der Haeghen made the motion to appoint William Haggerty as the Board Attorney until March 31st, 2017. Motion seconded by Mr. Branagan. Roll call vote:

Mr. Morrison-Yes	Ms. Chammings-Yes
Mr. Branagan-Yes	Mr. Pierce-Yes
Mr. Donofrio-Yes	Mr. van der Haeghen-Yes
Ms. Puccio-Yes	

Mayor Chammings stated that the three month appointment will allow the Board to review the RFPs received by the Board. Board Attorney Haggerty stated that he understands and he appreciates being able to serve the Board for the next three months.

Appointment of Board Secretary:

Mayor Chammings made the motion to appoint Alfia Schemm as the Board Secretary. Motion seconded by Chairwoman Puccio. Roll call vote

Mr. Morrison-Yes	Ms. Chammings-Yes
Mr. Branagan-Yes	Mr. Pierce-Yes
Mr. Donofrio-Yes	Mr. van der Haeghen-Yes
Ms. Puccio-Yes	

Designation of Meeting Date, Time and Place

Mr. van der Haeghen made the motion to designate the 3rd Wednesday of the month as the Regular Agenda Meeting, at 7:30 p.m., at the Stillwater Township Municipal Building; and to designate the NJ HERALD and the SUNDAY NJ HERALD as the Official Newspapers. Motion seconded by Mr. Branagan. Roll call vote:

Mr. Morrison-Yes	Ms. Chammings-Yes
Mr. Branagan-Yes	Mr. Pierce-Yes
Mr. Donofrio-Yes	Mr. van der Haeghen-Yes
Ms. Puccio-Yes	

MINUTES:

Mr. Branagan made the motion to approve the minutes of December 21, 2016. Motion seconded by Mr. van der Haeghen. Discussion on the motion: Mr. Branagan asked if the Board received a status update from Zoning Officer Fisher in regards to the approvals granted by the Board. The Board noted that an email was received from Zoning Officer Fisher addressing the status of the Board approvals. Roll call vote:

Mr. Morrison-Abstain	Ms. Chammings-Yes
Mr. Branagan-Yes	Mr. Pierce-Yes
Mr. Donofrio-Yes	Mr. van der Haeghen-Yes
Ms. Puccio-Yes	

PUBLIC SESSION

Chairwoman Puccio opened the meeting up to the public. With there being no public comment, the meeting was closed to the public.

BILLS:

Dolan & Dolan

Re: General	\$514.86
Re: YMCA	\$ 41.00
Re: Geraci	\$ 82.00
Re: General	\$164.00

Golden & Moran

Re: General	\$110.00
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NJPO

Re: Dues	\$185.00
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Mr. van der Haeghen made the motion to approve the bills, funds permitting. Motion seconded by Mr. Pierce. Roll call vote:

Mr. Morrison-Abstain	Ms. Chammings-Yes
Mr. Branagan-Yes	Mr. Pierce-Yes
Mr. Donofrio-Yes	Mr. van der Haeghen-Yes
Ms. Puccio-Yes	

OLD/NEW BUSINESS:

#16-004 Joseph & Rachel Geraci-Minor Subdivision

Dan Kent and Joseph Geraci were both sworn in. Mr. Kent provided his qualifications as a Land Surveyor. Board Engineer Golden reviewed his report of January 8, 2017. He suggested that the Board grant the waivers and deem the application complete.

Mr. van der Haeghen made the motion to deem the application complete. Motion seconded by Mr. Morrison. Roll call vote:

Mr. Morrison-Yes	Ms. Chammings-Yes
Mr. Branagan-Yes	Mr. Pierce-Yes
Mr. Donofrio-Yes	Mr. van der Haeghen-Yes
Ms. Puccio-Yes	

Mr. Kent then went on to describe the proposed lot line adjustment. He reviewed the comments received from the County. He then addressed Board Engineer Golden's General Comments. It was noted that lot line adjustment will make Lot 10 a conforming lot. Mayor Chammings stated that they farm the fields and she will recuse herself from the hearing.

The hearing was opened to the public. With there being no public comment, the hearing was closed to the public.

Mr. Morrison made the motion to approve the lot line adjustment. Motion seconded by Mr. van der Haeghen. Roll call vote:

Mr. Morrison-Yes	Mr. Branagan-Yes
Mr. Pierce-Yes	Mr. Donofrio-Yes
Mr. van der Haeghen-Yes	Ms. Puccio-Yes

Board Attorney Haggerty reviewed the procedure where a Resolution will be adopted and the deeds will need to be reviewed by the Board Professionals prior to the recording. Mayor Chammings resumed her position as a voting Board Member.

Lakefront property regulations

Deferred

Barns/Family Farms/Commercial Farms

Deferred

Accessory Apartments-Conditional Use

The Board agreed that this may be one of the easier topics to address and the Board discussed the bath tub prohibition and the requirement for apartment size appliances. Board Engineer Golden stated that he will review the Ordinance and provide comments.

Fee and Escrow Schedule

Board Secretary Schemm stated that she does have some additional information to review in regards to replenishment thresholds. It was agreed that this should be the next topic that the Board will address.

Wings Adventure-Request for an extension

Board Secretary Schemm reviewed that a request was received from Wings Adventure requesting an extension. The Board discussed the prior approvals that were granted. Board Secretary Schemm stated that no fees or escrows have been submitted with the application. Board Attorney Haggerty stated he will compose a letter addressing a procedure, which he will have Board Engineer Golden review, and then it will be sent to the Applicant and the Board

Other Business

The Board discussed the requirements for applications and whether the Board would consider digital submissions, reduced sets, and possibly view plans from a projector.

Board Engineer Golden reviewed his conversation with Suburban Consultants in regards to the Girl Scouts Camp application and he stated that they are aware of what he is requesting. He then addressed the status of the Fairview Lake application and the letter received from Wade Wander in regards to the wetlands. After a brief discussion, the Board agreed to accept the January 18th Wade Wander letter.

Mr. Donofrio made the motion to accept the January 18th Wade Wander letter and to close out the file. Motion seconded by Mr. van der Haeghen. Roll call vote:

Mr. Morrison-Yes	Ms. Chammings-Yes
Mr. Branagan-Yes	Mr. Pierce-Yes
Mr. Donofrio-Yes	Mr. van der Haeghen-Yes
Ms. Puccio-Yes	

Board Engineer Golden stated that Suburban Consultants has been put on notice, that two applications have not constructed as approved.

The Board then reviewed the certification/affidavit received for the Schmidt application as requested. Mr. Donofrio noted the typographical error that references inches instead of feet.

Mayor Chammings made the motion to accept the certification/affidavit and close out the file. Motion seconded by Mr. Pierce. Roll call vote:

Mr. Morrison-Abstain	Ms. Chammings-Yes
Mr. Branagan-Abstain	Mr. Pierce-Yes
Mr. Donofrio-No	Mr. van der Haeghen-Yes
Ms. Puccio-Yes	

The Board went on to review the status of Father Kim's application and Celtic Creations. It was discussed whether a violation notice should be issued for Celtic Creations. Mr. Morrison stated that he will look into the matter.

Liaison Updates-Committee, Mayor, Board of Adjustment and Environmental

Mayor Chamings reviewed: the changes to the liaisons, end of month reports, new recycling center employee, appointments, recommendations on unsafe road conditions, applying for a DOT grant for Ridge Road, Bids for Old Schoolhouse Road, the Municipal Building parking lot, and the paving of the Recycling Center driveway and container area. She also addressed the permits issued. Mr. van der Haeghen addressed the North Shore House LLC application before the Zoning Board of Adjustment and the Resolution adopted for the Reutsch application. Mr. Branagan provided the Environmental Commission update: the recycling center monthly report and keeping an up to date record, each month, in regards to tipping fees and income; procuring a sign that will help residents and workers help identify the items that the recycling center accepts; the reorganization that took place; Fall water testing was completed; and the sign for Veterans Memorial Park should be done soon. Mayor Chamings also updated the Board on the various reorganizations.

CORRESPONDENCE: None

OTHER:

Mayor Chamings suggested that an official letter of Thanks be sent to Robert Morgenstern.

The Board then discussed the RFPs that were received. It was agreed to have a subcommittee (Puccio, Donofrio, and van der Haeghen) review the RFPs and provide a recommendation.

ADJOURNMENT:

With there being no further business, there was a motion made and seconded to adjourn the meeting. In a voice vote, all were in favor at 9:08 p.m.

Respectfully Submitted:

Alfia Schemm
Board Secretary
2/15/17