

**MINUTES OF THE ANDOVER TOWNSHIP LAND USE BOARD MEETING HELD  
AUGUST 21, 2012**

**OPEN MEETING:** Chairman O'Connell called the meeting to order at 7:30 p.m.

**FLAG SALUTE:** Chairman O'Connell led the flag salute.

**ROLL CALL:**

Diana Boyce – Excused  
Suzanne Howell – Present  
Gerald Huelbig – Excused  
Gail Phoebus – Excused  
Ellsworth Bensley Jr. – Present  
CeCe Pattison – Present  
Christine Kretzmer – Excused  
Rick Melfi – Excused  
Paul Messerschmidt (Alt.1) – Excused  
Ken Roberts (Alt. 2) – Present  
Chairman John O'Connell – Present

**PROFESSIONALS PRESENT:** Richard Brigliadoro, Esq., and Joseph Golden, P.E., P.P.

**OPEN PUBLIC MEETINGS ACT NOTICE:** Chairman O'Connell read the following statement: This is an open public meeting of the Andover Township Land Use Board. Notice of this meeting was given in accordance with the Open Public Meetings Act, Chapter 231, Public Law 85. The rules are generally as stated on the agenda.

**RULES:** Chairman O'Connell read the following rules: No new cases after 9:30 p.m. or testimony after 10:00 p.m. Comments from each member of the public are limited to 5 minutes during the public portion of the meeting. Transcript requests are to be in writing with check for 100% of costs. Material for the meeting is to be filed fourteen days before the next meeting once it has been heard for completeness. Individuals or members of a partnership must be present at the meeting or be represented by an attorney. Testimony is under oath. False testimony constitutes perjury.

**MINUTES:** A motion to approve the *Minutes of the Andover Township Land Use Board Meeting Held July 17, 2012* was made by Ellsworth Bensley, Jr., and seconded by Suzanne Howell. There was no discussion. Roll Call: Suzanne Howell – yes; Ellsworth Bensley, Jr., – yes; CeCe Pattison – yes; Ken Roberts – yes. The motion carried.

A motion to approve the *Minutes of the Andover Township Land Use Board Executive Session Held July 17, 2012* was made by Ellsworth Bensley, Jr., and seconded by Ken Roberts. There was no discussion. Roll Call: Suzanne Howell – yes; Ellsworth Bensley, Jr., – yes; CeCe Pattison – yes; Ken Roberts – yes. The motion carried.

**RESOLUTIONS:** There were no resolutions scheduled for review.

**COMPLETENESS REVIEW:** A-7-12-1, Campbell, Michael. Preliminary and Final Site Plan, "C" Variance, Block 104 Lot 1.02. Suzanne Howell recused. Steve Roseman, Esq., appeared on behalf of the Applicant with Owen Dykstra, P.E. Mr. Golden reviewed his completeness report dated August 8, 2012 with the Board. The Applicant's waiver requests were discussed. Owen Dykstra, P.E., agreed to provide Mr. Golden with permit-by-rule information to facilitate discussion of the trash enclosure. Mr. Dykstra also agreed to provide the Board with a landscaping plan, and he agreed to update contact information on the plans when submitting final revisions.

A motion to deem the application complete was made by Ellsworth Bensley, Jr., and seconded by Ken Roberts. With respect to the waivers requested, Chairman O'Connell noted that the waiver for Item #3, Checklist 6 would be for completeness only; the waiver for Item #49 would be for completeness only; and waivers of items 55-62 would be for completeness only. There was no further discussion. Roll Call: CeCe Pattison – yes; Ken Roberts – yes; John O'Connell – yes. The motion carried.

Board members assigned a hearing date of September 4, 2012 via motion of Ken Roberts that was seconded by CeCe Pattison. All were in favor. The motion carried.

Suzanne Howell returned to the dais.

**HEARING:** There were no hearings scheduled.

**UPCOMING MEETINGS:** Chairman O'Connell confirmed the upcoming meeting dates of September 4, 2012 and September 18, 2012.

**PUBLIC PORTION:** Chairman O'Connell acknowledged that no members of the public were present.

**VOUCHERS:** The *August 2012 Finance Summary Report* and associated vouchers were distributed for review. There was no discussion. A motion to forward a recommendation to pay the bills to the Township Committee was made by Ellsworth Bensley, Jr., and seconded by Ken Roberts. Roll Call: Ellsworth Bensley, Jr., – yes; Suzanne Howell – yes; CeCe Pattison – yes; Ken Roberts – yes; John O'Connell – yes. The motion carried.

**OLD/NEW BUSINESS:** Mr. Briigliodoro reviewed proposed changes to Andover Township Code §74-50, Lot Line Adjustment Approval and §131-5, Exceptions (Site Plan Waiver Ordinance.)

Mr. Golden reviewed the lot line adjustment checklist. A motion to accept the proposed changes and checklist in the matter of the lot line adjustment ordinance was made by

Ellsworth Bensley, Jr., seconded by Suzanne Howell, and unanimously approved. Further discussion of the matters was held, and Chairman O'Connell carried further checklist review and discussion of the proposed changes to the September 4, 2012 meeting. Mr. Golden agreed to forward checklists for the Board's review.

Mr. Briigliodoro explained the Open Public Meetings Act for Board members. Board members discussed the September 4, 2012 meeting agenda. Concerns about Board member attendance and call-in procedure were noted.

Mr. Golden presented that he would like to discuss §131-25.6 of the Andover Code and procedure for landscape bonding. Mr. Briigliodoro agreed to review the matter. Further discussion was carried pending attorney review.

**ADJOURNMENT:** Having no further business, a motion to adjourn was made by Suzanne Howell and seconded by Ellsworth Bensley, Jr. All were in favor. The motion carried. The meeting adjourned at 9:05 p.m.

Minutes respectfully submitted by:

*/s/ Anne-Marie Wilhelm*

Anne-Marie Wilhelm  
Land Use Administrator