

**MINUTES OF THE ANDOVER TOWNSHIP LAND USE BOARD MEETING HELD  
SEPTEMBER 1, 2015**

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

**FLAG SALUTE:** Chairman Howell led the flag salute.

**ROLL CALL:**

Ken Roberts – Present  
Vincent DeLuca – Absent  
Rick Melfi, Vice Chairman – Absent  
CeCe Pattison – Present  
Christine Kretzmer – Absent  
Dolores Blackburn – Present  
Wayne Grenewicz – Present  
John O'Connell – Present  
Suzanne Howell, Chairman – Present  
Paul Messerschmidt, Alternate 1 – Absent  
Richard Skewes – Present

**PROFESSIONALS PRESENT:**

John P. Miller, Esq., and Joseph R. Golden, P.E., P.P., C.M.E.

**OPEN PUBLIC MEETINGS ACT NOTICE:** Chairman Howell 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 Howell 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 August 18, 2015* was made by Richard Skewes and seconded by John O'Connell. There was no discussion. Roll Call: Ken Roberts – yes, Dolores Blackburn – yes, John O'Connell – yes, Richard Skewes – yes, Suzanne Howell – yes. The motion carried.

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

**COMPLETENESS REVIEW:** There were no matters scheduled.

**HEARINGS: A-5-15-1, One Way Focused Holdings, LLC, Preliminary Site Plan, Block 151 Lot 16:** John P. Miller, Esq., and Joseph R. Golden, P.E., P.P., C.M.E., appeared for the Board. Richard Briigliodoro, Esq., reviewed and accepted notice prior to the meeting. Having jurisdiction, the Board proceeded.

F. William LaVigne, Esq., appeared on behalf of the Applicant. He presented the Applicant intends to use the property for commercial planning, design, and the sale of building products. He stated the existing tax delinquency would be resolved at closing.

Allen Campbell, P.E., P.P., was sworn and accepted as an expert witness. Mr. Campbell provided an overview of the existing site conditions and the proposal for development stating the Applicant intends to clean up the site and bring the existing structures to code. Pre-existing nonconformities were acknowledged. Mr. Campbell opined the proposal satisfies storm water management requirements. Mr. Golden stated the plan improves water quality, quantity, and infiltration. Noted improvements include the addition of stone veneer and paint to existing buildings, the removal of random sheds and site debris, the installation of a rain garden to address ponding, construction of an 11,900 square foot building to allow conversion of outdoor storage to indoor storage, the installation of a septic system, and construction of a new well. The applicant confirmed the existing well would be sealed.

Joseph R. Golden, P.E., P.P., C.M.E., reviewed his *Substantive Review — August 8, 2015* with the Board. He stated the Applicant met with him and resolved many of his concerns. He stated the plan is good and consistent with the Master Plan. He noted the NJDOT Highway Access Permit had been secured and SEC approval was pending. He stated he reviewed the Applicant's wetlands report and agreed that there are no wetlands or sensitive areas that would be affected by the proposed development. Mr. Golden confirmed the only variance proposed is a parking as the applicant is 21 parking spaces short. Engineers Golden and Campbell reviewed parking calculation alternatives provided by the ordinance. The Applicant presented a waiver request to permit 18 paved and 16 gravel parking spaces. Mr. Golden suggested the gravel spaces be designated as employee parking spaces.

With reference to site lighting, Mr. Campbell presented the lighting plan proposes minimal lighting that is primarily building mounted. He noted two pole lights would be installed out toward the Rt. 206 entrance way. He stated there would not be any aggressive lighting off-site. He noted that most of the site's lighting would be blocked by the new building.

With reference to signage, Mr. Campbell stated the Applicant would maintain the existing signage and add a *No Truck Entrance* sign on the southerly access. He confirmed that tractor-trailers could utilize the site safely.

With reference to trash management, Mr. Golden suggested a board on board fence to secure and shield the dumpsters.

With reference to fire protection, Mr. Golden suggested a 20,000-gallon first strike tank. The Applicant agreed to discuss the matter with the Fire Department and comply with their recommendations.

Chairman Howell opened the meeting to the public. There were no comments or questions from the public. The meeting was closed to the public.

A motion to approve the application subject to the standard conditions, the provision of board on board fencing to enclose the trash area, and the installation of fire protection measures to be determined by the Fire Department was made by John O'Connell and seconded by Wayne Grenewicz. Roll Call: Ken Roberts – yes, CeCe Pattison – yes, Dolores Blackburn – yes, Wayne Grenewicz – yes, John O'Connell – yes, Richard Skewes – yes, Suzanne Howell – yes. The motion carried.

**PUBLIC PORTION:** The meeting was opened to the public. There were no participants. The meeting was closed to the public.

**OLD/NEW BUSINESS:** No matters were discussed.

**VOUCHERS:** Board members reviewed the vouchers attached to the August 2015 Finance Report. A motion to approve the vouchers was made by John O'Connell and seconded by Ken Roberts. There was no discussion. Roll Call: Ken Roberts – yes, CeCe Pattison – yes, Dolores Blackburn – yes, Wayne Grenewicz – yes, John O'Connell – yes, Richard Skewes – yes, Suzanne Howell – yes. The motion carried.

**UPCOMING MEETINGS:** Suzanne Howell announced the September 15, 2015 and October 6, 2015 hearing dates. Confirmation of the September date was postponed pending input from an applicant's attorney.

**ADJOURNMENT:** Having no further business, a motion to adjourn was made by John O'Connell and seconded by CeCe Pattison. All were in favor. The meeting concluded at 8:10 p.m.

Minutes respectfully submitted by:

*/s/Anne-Marie Wilhelm*  
Anne-Marie Wilhelm  
Land Use Administrator