



# ANDOVER TOWNSHIP

SUSSEX COUNTY • NEW JERSEY

Land Use Board  
Municipal Building  
134 Newton Sparta Road  
MINUTES  
September 17, 2024  
7:30 p.m.

**CALL TO ORDER:**

Ms. Howell called the meeting to order at 7:30 p.m.

**PLEDGE OF ALLEGIANCE:**

Ms Howell led everyone in a flag salute.

**OPEN PUBLIC MEETINGS ACT NOTICE:**

Ms Howell read the following into the record:

This is an open public meeting of the Andover Township Land Use Board to be conducted in-person only at the Municipal Building, located at 134 Newton Sparta Rd., Andover, NJ 07860. 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. No new testimony will be taken after 10:30 p.m. Adequate notice of this meeting has been provided, with an electronic copy posted on the Andover Township website at [www.andovertwp.org](http://www.andovertwp.org).

**ROLL CALL:**

Michael Lensak (Class I) – Excused  
Eric Olsen (Class II) – Excused  
Eric Karr (Class III) – Present  
Suzanne Howell (Class IV) – Present  
Richard Skewes (Class IV) – Excused  
Joseph Ordile (Class IV) – Present  
Krista Gilchrist (Class IV) – Present  
John Carafello (Class IV) – Present  
Sean Degan (Alternate) – Excused  
Karen Rozek (Alternate) – Absent  
Paul Messerschmidt (Class IV) – Excused

**Also Present:**

Richard Briigliodoro, Esq.  
Cory Stoner, PE  
Stephanie Pizzulo, Secretary

**ADMINISTRATIVE ITEMS:**

**Approval of Minutes: August 20, 2024**

A motion to approve the minutes of the August 20, 2024 meeting was made by Ms. Gilchrist and seconded by Mr. Olsen. Roll Call: Eric Karr – yes, Joseph Ordile – yes, Krista Gilchrist – yes, John Carafello – yes, Suzanne Howell – yes. Motion carried.

**RESOLUTIONS:**

**Czapelski, George & Seidman, Donna**

**B: 7 L: 10.02**

**Application # A24-5**

*A resolution granting “c” bulk variance relief in the matter of George Czapelski & Donna Seidman.*

A motion to approve the resolution in the matter of George Czapelski and Donna Seidman was made by Mr. Ordile and seconded by Krista Gilchrist. Roll Call: Eric Karr – yes, Joseph Ordile - yes, Krista Gilchrist -yes, Suzanne Howell – yes. Motion carried.

**ORDINANCES:**

None.

**COMPLETENESS:**

**National Land Developers, LLC**

**B: 151 L: 21**

**Application # 24-8**

*The applicant proposes an industrial building with existing single-family residence to be renovated into a 3-bedroom house.*

Mr. Selvaggi, Esq. was present on behalf of the applicant.

Mr. Stoner said he met with the Completeness Review Subcommittee and they went through his report dated September 13, 2024. He said there would be one variance for steep slope disturbance. He said the Completeness Review Committee requested a narrative describing the variances and waivers requested and why they should be granted. Mr. Stoner said an electronic copy of the plans and any revisions need to be submitted to the Board Secretary. He requested that a soil erosion and sediment control permit be submitted to Soil Conservation and Andover Township as a condition of any approval. Mr. Selvaggi agreed with the approach. Mr. Stoner

said the subcommittee requested an LOI. Mr. Selvaggi requested a waiver until the DEP issues the LOI. Mr. Stoner said the applicant did provide an EIS however; there are still some issues of the code that need to be addressed. Mr. Selvaggi said he would supply that prior to the hearing. Mr. Stoner asked for an updated soil erosion and sediment control plan, which Mr. Selvaggi said he would provide. Mr. Stoner asked for fire protection details. He said there are no details for the holding tanks and standpipes. He said the subcommittee requested the location of private wells within 500 feet of the property. Mr. Stoner requested a written description of any alternatives that were considered. Mr. Daniel Davies, PE, engineer for the application, said there was a concept plan presented to the Township about a year ago which had been revised so he felt there was an alternative analysis performed. He said what was presented now was a better design and lessened the impacts to the property. He said he would provide a narrative. Mr. Stoner said the subcommittee requested a color rendering of the proposed building, identify all of the buildings on the property that may be removed, any documentation regarding the historic architecture and what would need to be done to allow for the removal of those structures. Mr. Davies said they are meeting with the State Historic Preservation Office where they would discuss everything that was just mentioned. Mr. Stoner asked that the landscaping plan be updated to better illustrate the buffering along Stickles Pond Road. He asked for a narrative of the proposed intended operations within the building. Mr. Stoner said the subcommittee recommended the application be deemed complete as long as the applicant could have the requested materials 10 days prior to the hearing. There was a discussion on getting the updated EIS to the Environmental Commission in time for them to review it. The hearing date was set for October 29, 2024.

A motion to deem the application complete with the requested documents being submitted at least 10 days prior to the hearing was made by Mr. Carafello and seconded by Mr. Ordile. Roll call: Eric Karr – yes, Joseph Ordile – yes, Krista Gilchrist – yes, John Carafello – yes, Suzanne Howell – yes. Motion carried.

**Woodmont Treatment Center, LLC**

**B:151 L: 22.02**

**Application # 24-9**

*The applicant proposes an in-patient treatment center.*

Ms. Gilchrist said she had a conflict with the application and stepped down from the Board and left the dais.

Mr. Stoner said the property was formerly a rehabilitation facility and referenced his report dated September 13, 2024. He said the applicant requested waivers for applications to the County Planning Board and Soil Conservation for purposes of hearing the application to which Mr. Stoner agreed. The applicant asked to waive the requirement of a full EIS. Mr. Stoner said

the applicant provided an application summary, which included an environmental summary, and the application is for the renovation of an existing facility. Mr. Stoner felt the item could be waived. Mr. Stoner did request they provide fire protection details. Mr. Stoner said he received a PowerPoint presentation, which he felt would be beneficial to the Board for their review. Mr. Stoner said it was his recommendation as well as the Completeness Review Subcommittee to deem the application complete with the waiver for the full EIS, the submission of the fire protection details and a copy of the PowerPoint presentation in hard copies. The Board scheduled the hearing for October 15, 2024 at which time the Board would handle completeness and then go into the hearing.

Ms. Gilchrist returned to the Board.

#### **HEARINGS:**

(All submitted materials can be found under the Land Use section on the Township website [www.andovertwp.org](http://www.andovertwp.org).)

#### **JC Farms, LLC**

**B: 103 L: 6**

#### **Application # 24-6**

*The applicant proposes to remove and replace existing foundation and regrade due to water damage.*

Ms. Howell said the Board received a letter dated September 17, 2024 from Mr. F. William LaVigne, Esq. requesting the application be withdrawn, as all matters have been resolved. Ms. Howell read the letter into the record.

#### **Canniff, William & Michelle**

**B:71 L: 3.01**

#### **Application # 24-7**

*The applicant proposes to add a detached 2-car garage (pole barn) and complete fenced side area of property.*

William and Michelle Canniff were present for the application. Mr. Briigliodoro explained that their notice does not comply with the MLUL and therefore the Board does not have jurisdiction to proceed with the hearing the application. He said the notice must notify the public of what they are seeking. Mr. Briigliodoro said the notice requires the applicant's names, what they are doing and a list of all variances. Mr. Canniff agreed that information was not in the current notice that was published in the newspaper. The Board rescheduled the hearing to October 15, 2024.

**OLD BUSINESS:**

**Sample Cannabis Ordinances**

Mr. Ordile asked about sample cannabis ordinances. Ms. Howell suggested obtaining a copy of the State ordinance. The Board Secretary said she could not find a town that allows growing outside of a permanent greenhouse or structure.

**Planner RFP**

Mr. Ordile asked if any planners had responded to the RFP to which the Board Secretary said there were no responses.

**NEW BUSINESS:**

None.

**VOUCHERS:**

<b>Company</b>	<b>Purpose</b>	<b>Amount</b>	<b>Paid By</b>
Weiner Law Group	Legal	\$960.00	Budget
Weiner Law Group	Always Comfy, LLC	\$208.00	Applicant's Escrow
Weiner Law Group	Ringo Properties, LLC	\$1,520.00	Applicant's Escrow
Weiner Law Group	Priority Compacting, LLC	\$112.00	Applicant's Escrow
Weiner Law Group	Perona Realty Corp.	\$1,712.00	Applicant's Escrow
Weiner Law Group	Donna Seidman	\$64.00	Applicant's Escrow
Weiner Law Group	JC Farm, LLC	\$64.00	Applicant's Escrow
Weiner Law Group	William & Michelle Canniff	\$64.00	Applicant's Escrow
Weiner Law Group	National Land Developers	\$128.00	Applicant's Escrow
Weiner Law Group	Woodmont Treatment Center	\$128.00	Applicant's Escrow
Harold Pellow Assoc.	Engineering	\$213.00	Budget
Harold Pellow Assoc.	Ringo Properties, LLC	\$1,065.81	Applicant's Escrow

A motion to approve the vouchers was made by Ms. Gilchrist and seconded by Karr. Roll call: Eric Karr – yes, Joseph Ordile – yes, Krista Gilchrist – yes, John Carafello – yes, Suzanne Howell – yes. Motion carried.

**LIAISON REPORTS:**

**Township Committee**

Eric Karr

Mr. Karr gave an update on the budget meetings. He said there was a discussion on iPads and said the Township may be able to purchase them this year. He said there was a discussion on

the microphones, which may be added to the Township budget. He said the Township discussed the need for the \$15,000.00 for Master Plan work for 2025. Mr. Ordile said the Board has not seen the Master Plan bills. The Board Secretary said the vouchers are going to the Township Committee and being paid.

### **Environmental Commission**

–Eric Olsen

Mr. Olsen was not present to give a report.

### **Sustainable Andover**

– Eric Olsen

Mr. Olsen was not present to give a report.

### **Economic Development Committee**

– John Carafello

Mr. Carafello said he was pursuing Andover as a film industry filming location.

### **Master Plan**

– Joseph Ordile

Mr. Ordile said the subcommittee finish the community facilities element and they are now working on the historical plan element.

The Board agreed to carry the reports to the next meeting.

### **PUBLIC PORTION:**

If a member of the public has a question or comment, please raise your hand and wait to be recognized by the Chairperson to speak. Please come forward when recognized and state your name and address, unless you are a registered covered person under Daniel’s Law by the Office of Information Privacy. Please refrain from asking questions or making comments about any pending application before the Board, as the applicant may not be present for cross-examination. The Chairperson has the right to limit the amount of time a person from the public has to ask questions and make comments so all members of the public may have a chance to speak.

Ms. Howell opened the meeting to the public. With nobody coming forward, the meeting was closed to the public.

**CORRESPONDENCE:**

- 1) From: SC Department of Engineering & Planning  
Re: Preliminary Site Plan – 248 Stickles Pond Road
- 2) From: Wander Ecological Consultants  
Re: Notice of application for wetlands per – 40 Payne Road

**PENDING APPLICATIONS:**

- 1) Ringo Properties – Hearing continuation 10.1.24
- 2) Choka, Justin – Hearing 9.17.24
- 3) Canniff, William & Michelle – 9.17.24
- 4) National Land Developers, LLC – Completeness Determination 9.17.24
- 5) Woodmont Treatment Center, LLC – Completeness Determination 9.17.24

**UPCOMING MEETINGS:**

October 1, 2024, October 15, 2024

**ADJOURNMENT:**

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

Respectfully submitted,  
*/s/ Stephanie Pizzulo*  
Stephanie Pizzulo  
Land Use Administrator