



ANDOVER TOWNSHIP

SUSSEX COUNTY • NEW JERSEY

Land Use Board
Municipal Building
134 Newton Sparta Road
MINUTES
February 4, 2025
7:30 p.m.

CALL TO ORDER:

Mr. Messerschmidt called the meeting to order at 7:30pm.

PLEDGE OF ALLEGIANCE:

Mr. Messerschmidt led everyone in a flag salute.

OPEN PUBLIC MEETINGS ACT NOTICE:

Mr. Messerschmidt 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 10:30pm. Adequate notice of this meeting has been provided, with an electronic copy posted on the Andover Township website at www.andovertwp.org. The Township cannot guarantee the reliability of internet service and the ability of a member of the public to join the meeting. In the event that the live stream meeting is unavailable, the in-person meeting will proceed as scheduled.

ROLL CALL:

Eric Karr (Class I) – Present
Richard Then (Class II) – Present
Krista Gilchrist (Class III) – Present
Richard Skewes (Class IV) – Present
Joseph Ordile (Class IV) – Excused
Eric Olsen (Class IV) - Present
John Carafello (Class IV) - Excused
James Casler (Class IV) – Present
Karen Rozek (Alternate 1) - Present
Paul Messerschmidt (Class IV) – Present

Also Present:

Thomas Molica, Esq.
Stephanie Pizzulo, Secretary

ADMINISTRATIVE ITEMS:

Approval of Minutes: January 7, 2025

A motion to approve the minutes of the January 7, 2025 meeting was made by Ms. Gilchrist and seconded by Mr. Skewes. Roll Call: Richard Then – yes, Krista Gilchrist – yes, Richard Skewes – yes, Eric Olsen – yes, James Casler – yes, Karen Rozek – yes, Paul Messerschmidt – yes. Motion carried.

RESOLUTIONS:

1.) Resolution confirmation of Review and Consistency Determination with Recommendations for the Township of Andover Ordinance 2025-02 “An Ordinance of the Township of Andover, County of Sussex, State of New Jersey Amending Chapter 190 “Zoning,” Article XVII “Cannabis Cultivation and Processing” of the Township Code, Permitting Outdoor Cultivation of Cannabis in Industrial Zones’.

Mr. Karr said the Township Committee will potentially remove the greenhouse and hoop house provision from the ordinance at their next meeting.

A motion to memorialize the resolution confirming consistency with the Master Plan and making recommendations to the Township Committee was made by Mr. Karr and seconded by Mr. Olsen. Roll Call: Eric Karr – yes, Richard Then – yes, Krista Gilchrist – yes, Richard Skewes – no, Eric Olsen – yes, James Casler – yes, Karen Rozek – yes, Paul Messerschmidt – yes. Motion carried.

ORDINANCES: None

COMPLETENESS: None.

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

1.) 1.) Ringo Properties, LLC B: 158 L: 6 Application # 22-5

The applicant is seeking approval to develop the property for a combination of uses entailing retail, office, warehouse/storage and/or light manufacturing. Bulk variances are also required.

Mr. Messerschmidt read a letter from Mr. Joseph O’Neill, Esq. of the firm Garofalo, O’Neill, Ruggiero, LLC dated February 3, 2025 requesting the Ringo Properties hearing be carried to the next available meeting date and granted the Board all extensions of time. The Board agreed to carry the hearing to the February 18, 2025 meeting date at 7:30pm without further notice.

OLD BUSINESS: None.

NEW BUSINESS: None.

LIAISON REPORTS:

Township Committee – Eric Karr

Mr. Karr said the Township Committee had their first budget meeting. He said they did an inventory of the roads as suggested in the draft Master Plan. He discussed the future ratable projects and the cost of employee benefits.

Environmental Commission –Eric Olsen

Mr. Olsen had nothing new to report.

Sustainable Andover – Eric Olsen

Mr. Olsen said they are working on the Winter Market.

Economic Development Committee – John Carafello

Mr. Carafello was not present to give a report.

Master Plan – Joseph Ordile

Mr. Olsen said Mr. Ordile suggested the public hearing would be in March. He said the subcommittee had not seen the final draft.

VOUCHERS:

Company	Purpose	Amount	Paid By
Harold Pellow Assoc.	Engineering	\$142.00	Budget
Harold Pellow Assoc.	Master Plan	\$2,697.00	Budget
Harold Pellow Assoc.	Woodmont Treatment Center	\$551.00	Applicant's Escrow
Harold Pellow Assoc.	National Land Developers	\$303.75	Applicant's Escrow

A motion to pay the bills was made by Mr. Olsen and seconded by Mr. Skewes. Roll Call: Eric Karr – yes, Richard Then – yes, Krista Gilchrist – yes, Richard Skewes – yes, Eric Olsen – yes, James Casler – yes, Karen Rozek – yes, Paul Messerschmidt – yes. Motion carried.

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.

Mr. Messerschmidt opened the meeting to the public. With no public present, the meeting was closed to the public.

CORRESPONDENCE:

- 1.) From: Mr. Joseph O’Neill, Esq. - Garofalo, O’Neill, Ruggiero, LLC
Re: Request to carry hearing to the next available meeting date.

SCHEDULING OF PENDING APPLICATIONS: None.

UPCOMING MEETINGS: February 18, 2025, March 4, 2025.

ADJOURNMENT:

With no further business to come before the Board, a motion to adjourn was made by Ms. Gilchrist. It was seconded by Mr. Then and passed with everyone saying aye. The meeting adjourned at 7:50pm.

Respectfully submitted,

/s/ Stephanie Pizzulo

Stephanie Pizzulo

Land Use Administrator