



ANDOVER TOWNSHIP

SUSSEX COUNTY • NEW JERSEY

Land Use Board
Municipal Building
134 Newton Sparta Road
MINUTES
April 15, 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 flowing 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) – Excused
Krista Gilchrist (Class III) – Present
Richard Skewes (Class IV) – Present
Joseph Ordile (Class IV) – Present
Eric Olsen (Class IV) - Excused
John Carafello (Class IV) – Excused
Jammes Casler (Class IV) – Present
Karen Rozek (Alternate 1) - Present
Paul Messerschmidt (Class IV) – Present

Also Present:

Cory Stoner, PE
Stephanie Pizzulo, Secretary

ADMINISTRATIVE ITEMS:

Approval of Minutes: None.

RESOLUTIONS: None.

ORDINANCES: None.

COMPLETENESS:

1.) ZJM Properties, LLC Block 126, Lot 5.03 Application # A25-4

The Applicant is seeking a D(1) use variance for its business, which is the repair of cranes and hydraulic equipment. Attendant to the primary repair business will be a parts pickup counter for similarly situated repair professionals.

Mr. Stoner said the proposed use is a non-permitted use in the Commercial Industrial zone and the applicant was also proposing a retail use. He said the applicant applied for a use variance and site plan waiver. Mr. Stoner felt it was not a site plan waiver application and felt the applicant should apply for at least a minor site plan in case something comes up during the hearing so they are properly noticed. Mr. Stoner went over the requested waivers #16, #17, #20, #25 and #27 and said because they are not proposing any modifications to the site, he had no objection to granting those waivers. He said the Completeness Review Subcommittee did not know how the use was related to the retail part of the application and they felt the waiver should not be granted due to ADA requirements. Mr. Stoner said the building elevations would not be changing however, there was no interior floor plan and he felt that should be provided. He said the subcommittee felt architectural plans should be provided. He felt the applicant should provide a written description of the area of the site. He said they provided a document stating the proposed use is consistent with the other uses in the zone but they do not describe what those other uses are and they should provide justification as to why they need the variance. Mr. Stoner said the subcommittee agreed the application is incomplete. He said the subcommittee also felt that landscaping and lighting should be addressed, detailed information regarding the use, information on signage and the location for outdoor storage. He said they commented on a certain number of trucks and forklifts parked outside but there is no other information. The applicant needs to address the location of garbage and recycling facilities on the property. Mr. Stoner recommended the application be deemed incomplete.

Mr. Messerschmidt felt the applicant needed a site plan application for the retail use.

A motion to deem the application incomplete was made by Mr. Ordile and seconded by Mr. Casler. Roll Call: Eric Karr – yes, Krista Gilchrist – yes, Richard Skewes – no, Eric Olsen – yes,

Joseph Ordile – yes, James Casler – yes, Karen Rozek – yes, Paul Messerschmidt – yes. Motion carried.

Mr. Stoner suggested that if the applicant submits the requested material at least 10 days prior to the scheduled hearing date, the Board could handle completeness and the hearing in one night. The Board agreed.

HEARINGS: None.

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

OLD BUSINESS: None.

NEW BUSINESS:

The Board Secretary reminded the Board Members to make sure they complete their Financial Disclosure prior to April 30, 2025.

LIAISON REPORTS:

Township Committee – Eric Karr

Mr. Karr said the budget had been approved. He said the Township Committee met with Jessica Caldwell, PP to discuss round four of the Affordable Housing requirements. Mr. Messerschmidt said the plan would be presented to the Board for review. Mr. Karr explained the number of units required for Andover Township. Mr. Stoner explained the County Cross-Acceptance and the State Redevelopment Plan process.

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 was not present to give a report.

Master Plan – Joseph Ordile

Mr. Ordile said the Master Plan had been completed and a public hearing date has been set for April 29, 2025.

VOUCHERS: None.

PUBLIC PORTION:

Mr. Messerschmidt read the following into the record:

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. John Kowalchuk said he was the President of the Lakeland Emergency Squad and was representing the same. He said they are the sellers of the property located at 695 Route 206 and they have a contract with Pedro Aguila. He said he was present for any questions. Mr. Messerschmidt said the Board cannot discuss the application pending before the Board. Mr. Stoner said he would have his review completed and still needs to determine if the application is compliant with a site plan waiver. There was a discussion on scheduling the hearing date.

With nobody else coming forward, the meeting was closed to the public.

CORRESPONDENCE: None.

SCHEDULING OF PENDING APPLICATIONS:

- 1.) Pura Vita, LLC, B: 108, L: 1.01 – Deemed incomplete 3.4.25.
- 2.) Abbey Alpha, LLC B: 151, L: 22 & 22.02 – Hearing scheduled for 5.6.25.
- 3.) ZJM Properties, LLC B:126, L: 5.03 – Completeness scheduled for 4.15.25.
- 4.) Aguila, Pedro B:134 L: 28 – Completeness pending.

UPCOMING MEETINGS: April 29, 2025, May 6, 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. Skewes and passed with everyone saying aye.

Respectfully submitted,

/s/ Stephanie Pizzulo

Stephanie Pizzulo

Land Use Administrator