

MINUTES OF DELAWARE TOWNSHIP BOARD OF ADJUSTMENT

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HYBRID IN-PERSON and VIRTUAL via ZOOM PUBLIC MEETING

DATE: November 10, 2022

Chairman Cline called the meeting to order at 7:30pm.

Chairman Cline read the Public Notice Requirements.

The Notice Requirements called for in the Open Public Meetings Act have been satisfied. Said Notice was transmitted to the Hunterdon County Democrat, The Times (of Trenton), and the Star-Ledger. Said Notice was posted in the Delaware Township Municipal Building and filed in the Board Office; all on January 18, 2022.

MEMBERS ATTENDANCE

Buchanan, Emmons, Gilbreath, Manley, McAuliff, Milesnick, Cline

MEMBERS ABSENT

Fowler, Warren

PROFESSIONALS/STAFF IN ATTENDANCE

1) Denise Filardo, Board Secretary

MEETING MINUTES

None.

RESOLUTIONS/MEMORIALIZATIONS

None.

COMPLETENESS HEARING

FRIENDS OF THE LOCKTOWN STONE CHURCH, INC.

323 Locktown Sergeantsville Road

Block 8, Lot 1

Applicant is seeking a Use Variance to permit an Assembly Use along with Bulk Variance relief to construct a 702sf accessory building containing an ADA-accessible restroom, kitchenette and storage space.

Chairman Cline read a portion of the Completeness Memo dated November 4, 2022 prepared by Board Engineer O'Brien identifying items that were brought to the attention of the applicant which have been addressed.

Chairman Cline noted that the application can be deemed complete and the applicant will need to provide testimony regarding the adequacy of the existing on-site and off-site parking.

The applicant, Mark Zdepsky, President of The Friends of the Locktown Church was in attendance

Dennis Bertland, Member of the Board of Trustees and Chair of the Long-Range Planning Committee of The Friends of the Locktown Stone Church was also in attendance.

Chairman Cline indicated that the December agenda is full and that January would be the first meeting for which the public hearing on this application could be scheduled.

Mr. Zdepsky inquired as to the process of noticing and indicated that he intended to go door to door with a written notice so that he could speak to the neighbors. It was explained that the notice is typically prepared by the applicant's attorney and it is necessary to notice those on the 200-foot list in writing via certified return receipt mail and also publish in the newspaper all a minimum of ten (10) days prior to the public hearing.

Ms. Gilbreath noted that there are neighbors within 200 feet of the subject property which are in Kingwood Township. Chairman Cline asked Secretary Filardo to check with the Delaware Township Tax Assessor to see if she can possibly provide the list of properties in Kingwood Township.

PLANNING BOARD UPDATE

Liason Cline was not in attendance at the October Planning Board Meeting.

Secretary Filardo reported that the Planning Board conducted a Work Session and made some minor changes to the Master Plan and hopes to be ready to adopt it next month.

APPROVAL OF BILL LIST

Chairman Cline read the non-escrow item from the Bill List.

<u>NON-ESCROW BILLS</u>	<u>INVOICE NO.</u>	<u>DATE</u>	<u>AMOUNT</u>
Parker McKay, P.A. (Legal)			
General Board Matters	3153262	10/17/22	\$374.00

The Board voted on the motion of Ms. Gilbreath, seconded by Mr. McAuliff to approve payment of the non-escrow legal bill. The vote record follows.

Roll Call: Approval of Non-Escrow Bills						
Member	Motion	2nd	Yes	No	Concur	Absent
Buchanan (Alt. 1)			X			
Emmons (Vice Chair)			X			
Fowler						X
Gilbreath	X		X			
Manley			X			
McAuliffe		X	X			
Warren						X
Cline (Chair)			X			

Chairman Cline read the escrow items from the Bill List.

<u>ESCROW BILLS</u>	<u>INVOICE NO.</u>	<u>DATE</u>	<u>AMOUNT</u>
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Parker McKay, P.A. (Legal)

Friends of Locktown Stone Church	3153261	10/17/22	\$68.00
GTG Builders	3153259	10/17/22	\$17.00
King and Hummer	3153258	10/17/22	\$85.00
Anastasio	3153260	10/17/22	\$289.00

Van Cleef Engineering

GTG Builders	3935016-5	10/20/22	\$1,395.50
Anastasio	3935017-3	10/20/22	\$204.00
Anastasio	3935018-1	10/20/22	\$136.00

Kyle McManus Associates, LLC (Planning)

None.

The Board voted on the motion of Ms. Gilbreath, seconded by Mr. McAuliff to approve payment of the escrow bills. All were in favor, none opposed and no abstentions.

ADJOURNMENT

A motion was made by Mr. Manley and seconded by Mr. Emmons and the meeting was adjourned at 7:47pm.

Respectfully Submitted,

Denise Filardo

Planning and Zoning Board Secretary

These minutes were approved on January 12, 2023.