

The regular meeting of the Delaware Township Planning Board was held on the noted date, in the Delaware Township Municipal Building, 570 Rosemont Ringoes Road (County Rt. 604), Sergeantsville, New Jersey. Administrative Officer Klink opened the meeting at 7:30 p.m.

#### PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

#### STATEMENT

Administrative Officer Klink read a statement noting that the requirements of the Open Public Meetings Act have been satisfied. Notice of this meeting was properly transmitted to the Hunterdon County Democrat, Trenton Times, and Star Ledger, posted on the Delaware Township bulletin board and filed at Town Hall; all on January 9, 2020.

#### ROLL CALL

Present:	Class I	Charlie Herman
	Class II	Elliot Gray
	Class III	<del>Joe Voeke</del>
	Class IV	Joan Bailly, <del>Dave Bond</del> , Larry Coffey, Kathy Katz, Rosalind Westlake
	Alternate	Ron Tyranski, Richard Macomber
	Liaison from	<del>Chuck Cline, Caine Fowler</del>
	ZBA	
	Administrative Officer	Kathleen Klink
	Attorney	Not needed
	Engineer	C. Richard Roseberry, P.E.

Absent: shown by strikethroughs

#### Election of Chair

Administrative Officer Klink accepted nominations for Chair. Member Katz nominated Member Westlake and Member Coffey seconded the motion. Member Coffey made a motion to close nominations, Member Katz seconded the motion. By voice vote, Member Westlake was elected Chair, with her abstention.

#### Election of Vice Chair

Chair Westlake accepted nominations for Vice-Chair. Member Katz nominated Member Bond and Member Bailly seconded the motion. Member Coffey made a motion to close nominations, Member Katz seconded the motion. By voice vote, with his abstention, Member Bond was elected Vice-Chair.

#### Election of Secretary

Chair Westlake accepted nominations for Secretary. Member Katz nominated Clerk Klink and Member Coffey seconded the motion. Member Bailly made a motion to close nominations, Member Coffey seconded the motion. By voice vote, Clerk Klink was elected Secretary.

#### Assistant Secretary

Chair Westlake accepted nominations for Assistant Secretary. Member Katz nominated Member Coffey and Member Bailly seconded the motion. Member Katz made a motion to close nominations,

Member Bailly seconded the motion. By voice vote, Member Coffey was elected Assistant Secretary, with his abstention.

Liaison to Environmental Commission

It was noted that Member Katz was appointed to this position by the Township Committee. Upon research it is noted that the Liaison to the Environmental Commission is a member of BOTH the Planning Board and the Environmental Commission.

Annual Meeting Notice Resolution, Planning Board Resolution #2020-01

It was noted that there are no conflicts for regular Planning Board meetings with the first Tuesday of each month for the upcoming year; dates noted as follows:

January 7, February 4, March 3, April 7, May 5, June 2, July 7,

August 4, September 1, October 6, November 3, December 1, January 5, 2021

Other Committee dates can be found on the resolution. Resolution follows the minutes.

Member Herman made a motion to adopt Planning Board Resolution #2020-01, which was seconded by Member Bailly.

**Roll Call Vote**

Aye: Herman, Gray, Vocke, Bailly, Bond, Coffey, Katz, Westlake

Alternates: Tyranski, Macomber

Nay: None

Absent: Bond, Vocke

Appointment of Professionals, Planning Board Resolution #2020-02

Steve Goodell, Parker McCay, Board Attorney

Rick Roseberry, Maser Consulting, Board Engineer

Darlene Greene, Maser Consulting, Board Planner

Kevin Jamieson, Maser Consulting, Board Environmental Consultant

Maurice Rached, Maser Consulting, Board Traffic Engineer

Richard Zelle, Maser Consulting, Board Hydrogeologist

Alexander Ross, Maser Consulting, Board Hydrogeologist

Administrative Officer Klink reported Engineer Roseberry has submitted a Professional Services Agreement on behalf of Maser Consulting as Township Engineer. Engineer Roseberry noted that the same agreement can be used for the Planning Board. Attorney Goodell has agreed to return to the Board and will complete the PSA that has been submitted.

Member Coffey made a motion to adopt Resolution 2020-02, which was seconded by Member Katz.

**Roll Call Vote**

Aye: Herman, Gray, Vocke, Bailly, Bond, Coffey, Katz, Westlake

Alternates: Tyranski, Macomber

Nay: None

Absent: Bond, Vocke

APPROVAL OF MINUTES FROM THE MEETING of December 3, 2020

Prepared minutes were distributed to members for review. Member Macomber made a motion to approve the minutes from the noted meeting. Member Coffey seconded the motion, and members unanimously approved the minutes as written; abstentions by Members Herman and Katz.

**CORRESPONDENCE - New Business**

Christopher Habig, Block 58, Lot 4.01, conditional use requested for farm rental unit, with one bulk variance for location of proposed septic. Incorrect information was given for public notice; therefore this hearing will be used for completeness.

Mr. Lowcher introduced himself as attorney for the applicant. He stated that the applicant agrees with the report sent by Engineer Roseberry. Mr. Lowcher requested that the application be deemed complete. He further noted that the applicant's engineer would like to address some of Engineer Roseberry's concerns.

Engineer Rick Roseberry stated that the application is a request for a conditional use that has 10 criteria that must be met. He noted that if the criteria can be met, the conditional use can be permitted. He noted that there is no checklist for completeness for a conditional use application. He noted that because there is no checklist, the application can be deemed complete. He noted that without approval by Township Board of Health, the application cannot be deemed complete.

Mr. Lowcher stated that the applicant requests to know what information is needed before going public.

Engineer Roseberry stated that he agrees with the comments of the Environmental Commission concerning the discrepancies found in the submitted information.

Chair Westlake stated that the Board could deem the application complete with the condition of the Board of Health approval. She stated that she is reluctant to have information provided that would have to be provided again, under oath.

Engineer Roseberry stated that completeness is a specific process usually identified by a checklist. He noted that the completeness here is based upon a plan that has been submitted as opposed to a failure to submit a plan. He noted that the plan that is submitted does have some issues that need to be addressed.

Member Bailly made a motion to deem the application complete based on the discussion and with a Board of Health approval. Member Herman seconded the motion.

**Roll Call Vote**

Aye: Herman, Gray, Vocke, Bailly, Bond, Coffey, Katz, Westlake

Alternates: Tyranski, Macomber

Nay: None

Absent: Bond, Vocke

There was a discussion about the next meeting date. It was noted that the applicant stated that they can be ready for the March 3 date.

Member Herman made a motion to accept the application for March 3, 2020. Member Katz seconded the motion.

**Roll Call Vote**

Aye: Herman, Gray, Vocke, Bailly, Bond, Coffey, Katz, Westlake

Alternates: Tyranski, Macomber

Nay: None

Absent: Bond, Vocke

Engineer Roseberry reminded the applicant that in addition to the Board of Health approval, a stormwater management plan needs to be submitted as well.

#### CORRESPONDENCE

NJPO membership, with ZBA, \$185.00 (each Board)

Member Macomber made a motion to approve payment for the above membership. Member Coffey seconded the motion.

#### **Roll Call Vote**

Aye: Herman, Gray, Vocke, Bailly, Bond, Coffey, Katz, Westlake

Alternates: Tyranski, Macomber

Nay: None

Absent: Bond, Vocke

#### **Bill List**

Members reviewed the Bill List, as follows.

#### **Legal Bills: Parker McCay, P.A.**

For Professional Services through

General Legal Matters, through 12/31/19, #3107403                      \$336.00

Member Katz moved to approve payment of this bill, Member Bailly seconded the motion.

#### **Roll Call Vote**

Aye: Herman, Gray, Vocke, Bailly, Bond, Coffey, Katz, Westlake

Alternates: Tyranski, Macomber

Nay: None

Absent: Bond, Vocke

#### **Engineering Bills: Maser Consulting, P.A.**

Escrow Charges

58/4.01, Habig, #559842                      \$55.00

Member Herman moved to authorize payment of the noted bill from the appropriate escrow account, Member Bailly seconded the motion, which members unanimously approved.

#### COMMITTEE REPORTS

##### **Scheduled Committee Meetings**

Subdivision and Site Plan Review Committee - second Wednesday, 7:00 p.m., as needed per applications submitted. *Member Bailly to report.* Members: Bailly, Katz

Member Bailly reported on this inspection. She noted that the applicant stated that the plans will be revised to address the discrepancies between the maps and information submitted.

Agricultural Advisory Committee – first Tuesday, 7:00 p.m.; *Member Coffey to report*

Members: Bond, Coffey; non Planning Board: Bench

No meeting

Open Space Committee – third Wednesday, 7:30 p.m., except January 14 and February 11;

*Member Coffey to report.* Members: Coffey, alternate Westlake

Member Coffey noted that there is nothing to report; it was noted that there is some movement on the Curtis Farm preservation.

**Non-Scheduled Committee Meetings, please give me notice for proper newspaper notification, if needed**

Master Plan Committee – *Member Westlake to report*; members: Coffey, Katz

No meeting

Ordinance Review – *Member Coffey to report*; members: Katz, Westlake

No meeting

Quarry Compliance Committee – *Member Bond* (Board Representative)

Not present

Stormwater Management Committee – *Member Vocke*

Not present

**LIAISON REPORTS**

Board of Adjustment – second Thursdays, 7:30 p.m., *Liaison Cline*

Not present

Environmental Commission – third Wednesdays, 7:30 p.m., *Liaison Katz*

Member Katz reported that the Township Committee passed a resolution for the Environmental Commission to sponsor a Green Team, the first step needed to become a Sustainable Jersey community.

Member Katz also noted that the Environmental Commission is preparing to launch its own website, which mirrors the Recreation Commission website. She noted the following dates:

April 15 – bluebird speaker

April 22 – Earth Day celebration of 50 years

Member Katz noted that the EC is investigating a couple of ideas to celebrate 50 years of Earth Day. She noted two ideas being discussed – an electric charging station in the Township parking lot; and solar panels at Dilts Farm.

Historical Advisory Committee – second Wednesdays, 7:30 p.m.,

Member Vocke will take this over.

Shade Tree Commission – fourth Thursdays, 7:00 p.m., *Liaison Coffey*

Member Coffey was not present. Administrative Officer Klink reported that students from Delaware Township School made presentations to help the Shade Tree Commission decide on which tree will be given away for Arbor Day. She noted that the Shade Tree Commission selected the eastern redbud.

**Meeting opened to the Public for Comments or Questions**

Laura Hornby was present. She noted that she is the liaison from the Board of Education.

**Meeting opened to the Board for Comments or Questions**

Member Macomber asked about the identification of the rental unit in the photo presented with the Habig application. It was identified as the smaller building of the two in the photo.

NEXT MEETING: March 3, 2020

ADJOURNMENT: 8:08 pm

It was moved, seconded, and unanimously carried to adjourn at the noted time.

Respectfully submitted,

Kathleen E. Klink,  
Administrative Officer