

**REORGANIZATION & REGULAR MEETING**

**Lebanon Township Planning Board  
Municipal Bldg 530 West Hill Road Glen Gardner, N.J.**

**January 13, 2009**

The 815<sup>th</sup> Reorganization & Regular Meeting of the Lebanon Township Planning Board was called to order at 7:05 p.m. by Planning Board Clerk Ms. Glashoff. Present were: Mr. Weeks, Mr. Schmidt, Mr. Gerlich, Mr. Piasecki, Mr. Rich, Mr. MacQueen, Ms. Bleck, Mr. Weiler, Attorney Gallina, Planner Bolan and Engineer Risse. **Excused:** Ms. Schriver

In compliance with the "Open Public Meetings Act" notice is hereby given that the Lebanon Township Planning Board scheduled their Reorganization & Business Meeting for Tuesday January 13, 2009 at 7:00 p.m. prevailing time in the Main Meeting room in the Municipal Building. In the event of inclement weather the Planning Board will Reorganize on Tuesday January 20, 2009. The Business portion of the meeting will start at the conclusion of the Reorganization Meeting. Notice of this meeting was published in the Hunterdon Review on December 31, 2008 and January 7, 2009 and in the Hunterdon County Democrat on December 31, 2008 and January 7, 2009. Copies of the agenda were mailed to the Hunterdon Review, Hunterdon County Democrat, Express Times, Courier News, Star Ledger and posted on the bulletin board in the Municipal Building on December 31, 2008.

**SWEAR IN:** Patricia Schriver, Mayor Class I 1 Year Term  
Art Gerlich Class II 1 Year Term

Since Mayor Schriver was absent, she will be sworn in at the February 3, 2009 Regular Meeting. Attorney Gallina did the honors and swore in Mr. Gerlich as a Class II member for a 1 year term.

**NOMINATIONS FOR CHAIRMAN:**

Ms. Glashoff asked for nominations for Chairman. Motion by Mr. Rich and seconded by Ms. Bleck to nominate Mr. MacQueen for chairman. Being no further nominations, motion by Ms. Bleck and seconded by Mr. Schmidt to close the nominations. Unanimously approved. Congratulations to Mr. MacQueen. At this time Chairman MacQueen took over the meeting.

**NOMINATIONS FOR VICE CHAIRMAN:**

Chairman MacQueen asked for nominations for Vice Chair. Motion by Mr. Rich and seconded by Mr. Schmidt to nominate Ms. Bleck for Vice Chair. Being no further nominations, motion by Mr. Gerlich and seconded by Mr. Piasecki to close the nominations. Unanimously approved. Congratulations to Ms. Bleck.

**NOMINATIONS FOR SECRETARY:**

Chairman MacQueen asked for nominations for Secretary. Motion by Mr. Gerlich and seconded by Ms. Bleck to nominate Mr. Gerlich as Board Secretary. Being no further nominations, motion by Mr. Rich and seconded by Ms. Bleck to close the nominations. Unanimously approved.

**NOMINATIONS FOR ASSISTANT SECRETARY:**

Chairman MacQueen asked for nominations for Assistant Secretary. Motion by Mr. Rich and seconded by Ms. Bleck to nominate Rick Weiler for Assistant Board Secretary. Being no further nominations, motion by Mr. Gerlich and seconded by Mr. Piasecki to close the nominations. Unanimously approved.

**APPOINTMENTS:**

- a. John Gallina, Esq.
- b. Michael Bolan, P.P.
- c. Bayer/Risse Engrs. (Stephen Risse, Engr.)
- d. Gail W. Glashoff, Planning Board Clerk

- e. Mark Blount, Esq. (Alternate Board Attorney)
- f. Jess Symonds, Engr. (Alternate Engineer)

The board discussed one of the appointments at length and in conclusion Chairman MacQueen asked for a motion to approve appointments a thru e. Motion by Mr. Schmidt and seconded by Mr. Rich to approve appointments a thru e. Unanimously approved. Chairman MacQueen asked for a motion to approve as Alternate Engineer Jess Symonds. Motion by Mr. Piasecki and seconded by Mr. Rich to approve Engineer Symonds as Alternate.

<b>ROLL CALL</b>	<b>Yes:</b> Mr. Weeks Mr. Gerlich Mr. Piasecki Mr. Rich	Mr. MacQueen Ms. Bleck Mr. Weiler	<b>No:</b> Mr. Schmidt
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**Reorganization and Regular Meeting  
January 13, 2009  
Page 2**

**ADOPT RESOLUTIONS:**

- a. Authorizing Agreement for Professional Services
- b. Annual Notice Schedule 2009

Ms. Glashoff reviewed the Agreement for Professional Services and stated there were no changes from 2008. Ms. Glashoff reviewed the Annual Notice and read into the record the dates for the Planning Board Meetings for 2009. Motion by Ms. Bleck and seconded by Mr. Piasecki to adopt both resolutions as presented. Unanimously approved.

**ADOPT RESOLUTION FOR PROFESSIONALS ON PAY TO PLAY:**

Ms. Glashoff briefly reviewed the resolution on pay to play, same as last year. This resolution will also be presented to the Board of Adjustment for approval. Motion by Mr. Gerlich and seconded by Mr. Rich to adopt the resolution for Professionals on Pay to Play. Unanimously approved.

**ADOPT PROFESSIONAL CONTRACTS:**

- a. John Gallina, Esq.
- b. Michael Bolan, P.P.
- c. Bayer/Risse Engrs. (Stephen Risse, Engr.)
- d. Mark Blount, Esq. (Letter of Intent)
- e. Jess Symonds, Engr. (Letter of Intent)

Ms. Glashoff informed the board that the Attorney and Planner contracts have no changes or increases from last year. The Bayer/Risse contract has an increase of 4%. Ms. Glashoff stated that she received the Letter of Intent from Attorney Blount but has not after two attempts received a Letter from Engineer Symonds. If she receives a letter from Engr Symonds, it will be on the next agenda for approval. After a brief discussion, motion by Ms. Bleck and seconded by Mr. Piasecki to adopt all the contracts that were presented. Unanimously approved.

**APPOINT REVIEW COMMITTEE:**

Ms. Glashoff informed the board who served in 2008 on the Review Committee: Mr. MacQueen, Mr. Rich and herself with Mr. Weiler and Mr. Schmidt as alternates. At the conclusion of the board's discussion, motion by Ms.

Bleck and seconded by Mr. Gerlich to appoint the following: Mr. Rich, Mr. Schmidt and Ms. Glashoff with Mr. MacQueen and Mr. Weiler as alternates. Unanimously approved.

**PRESENTATION OF MINUTES:** December 9, 2008 Regular Meeting

Motion by Ms. Bleck and Mr. Rich to approve the minutes as presented. Unanimously approved.

**FYI:**

Letter from COAH regarding Petition Deadline for Highland Municipalities

**REMINDER:**

Home Occupation Sub-Committee Meeting Wednesday January 21, 2009 at 3:30 p.m

**APPLICATION FOR COMPLETENESS/WAIVERS REQUESTED AND SET A PUBLIC HEARING DATE:**

- a. Crossroads Camping & Retreat Center Block #51 Lot #13  
Conditional Use & Amended Site Plan Pleasant Grove/Sharrer Roads RC zone  
(Enclosed Letter from Engineer Risse)

Attorney George Dilts was present to represent the applicant. Chairman MacQueen asked Engineer Risse to review for the board his report for completeness. Engineer Risse stated the property is 230 acres within the Resource Conservation (RC zone). The camp is looking to modify the use of the Directors house to an office and to construct a new dwelling and a new retreat center. Since the size of the septic exceeds 2,000 gallon per day, the review and approval for the septic facilities falls under the purview of the NJDEP.

The following waivers from the Checklist are being requested: Items #19-regarding deeds, the board will need to determine if a ROW dedication is required, #23-applicant to provide proof of filing with NJDEP, #25-regarding map scale, recommend granting waiver, #42-recommend based on layout of septic, #43-requesting a partial waiver to show isolated trees within 500' of the property, recommend approval, #45-requesting a partial waiver regarding steep slopes, none affect the proposed developed area, recommend,

**Reorganization & Regular Meeting  
January 13, 2009  
Page 3**

#46-Fire Protection-partial waiver, needs to provide verification from Fire Official for volume of the tank, #47-partial waiver, recommend for completeness with applicant providing testimony at hearing on the parking, #49-partial waiver on providing plans & profiles on existing roads, grant waiver, #50-this item pertains to septic and camp is under NJDEP jurisdiction, recommend waiver, #56-public utilities, recommend waiver for completeness, #57-Landscaping Plan, recommend waiver for completeness with testimony at hearing, #58-Lighting Plan, recommend waiver for completeness with testimony at hearing, #60-Profiles of utilities, recommend waiver for completeness with testimony at hearing, #65-lighting for signage, handicapped parking sign proposed, no lighting, grant waiver, #71-recommend waiver for completeness only, have as a condition of approval. Engineer Risse informed the board that all other Checklist Items that pertain to Site Plan Approval have been met. At the conclusion of the board's discussion, motion by Mr. Piasecki and seconded by Mr. Weiler to deem complete with those waivers recommended. Unanimously approved. Chairman MacQueen asked Ms. Glashoff for a hearing date. Ms. Glashoff offered February 3, 2009 for the public hearing. Attorney Dilts agreed to the date and will notice accordingly.

**ITEMS FOR DISCUSSION:**

- a. Resolution 98-2008  
b. Resolution 99-2008

*(These resolutions are on the agenda at the request of Planner Bolan)*

*Planner Bolan reviewed for the board the two Resolutions adopted by the Township Committee on December 3, 2008. Resolution 98-2008 refers to the Township establishing its notice of intent to petition the Highlands Council for Plan Conformance and Resolution 99-2008 refers to the Township seeking an Extension of the Deadline to Petition for Substantive Certification pursuant to Executive Order #114 and the Memorandum of Understanding between the Highlands Council and the Council on Affordable Housing.*

*Planner Bolan also reviewed for the board the meeting he had attended recently at the Highlands Office in Chester. Planner Bolan told the board that he is applying for another grant which we can get if approved up to \$100,000.00. Planner Bolan also informed the board that even with the monies from the grant it does not obligate us to conform to the Highlands Master Plan.*

***c. Letter from Lucy Vandenberg, Executive Director, COAH***

*Planner Bolan briefly went over the letter from COAH. The letter addresses Exemptions to the Highlands Scarce Resource Restraint. The letter covers 36 exemptions.*

**PRESENTATION OF BILLS & REPORT:**

<i>a. John Gallina, Esq.</i>	<i>\$350.00 - Attend Mtg 12/10/2008 &amp; COAH correspondence review</i>
	<i>\$140.00 – Memo from Bd Clerk &amp; research on expansion of residential Use in B2 zone.</i>
<b>Total:</b>	<b>\$490.00</b>

*Ms. Glashoff informed the board of the additional bills from Engineer Risse which total \$1,380.00 bringing the grand total to \$1,870.00. Motion by Mr. Gerlich and seconded by Mr. Piasecki to approve the bills for payment as amended. Unanimously approved.*

**CORRESPONDENCE:**

*a. NJ Planner 12/2008.*

*Mr. Schmidt passed out to the board the letter from Assemblyman Michael Doherty dated December 26, 2008 along with an newspaper article on wood burning furnaces. At the December 10<sup>th</sup> 2008 board meeting, the board discussed this issue at length and asked Attorney Gallina to draft a letter to Assemblyman Doherty regarding wood burning furnaces. The board discussed at length the letter and newspaper article, reviewed the draft letter to Assemblyman Doherty and agreed that Chairman MacQueen sign the letter to be mailed. During the discussion, it was agreed that the sub-committee on alternative energy needs to set up another meeting. Ms. Glashoff will coordinate. It will be on a Wednesday when Zoning Officer John Flemming is available.*

*Being no further business to come before the board, nor comments from the public, motion by Ms. Bleck and seconded by Mr. Schmidt to adjourn the meeting at 8:15 p.m. Unanimously approved.*

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**CHAIRMAN GARY MACQUEEN**

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**GAIL W. GLASHOFF, PLANNING BOARD CLERK**