

REGULAR MEETING

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

October 20, 2015

The 894th Regular Meeting of the Lebanon Township Planning Board was called to order at 7:02 p.m. by Chairman Gary MacQueen. Present were: Mr. Milkowski, Mr. Schmidt, Mr. Piasecki, Mr. Rich, Ms. Bleck, Mr. Weiler, Mr. McKee, 1st Alternate Gerlich, 2nd Alternate Skidmore, Planner Bolan and Engineer Risse. Absent: Attorney Gallina.

Notice of this meeting was published in the "Annual Meeting Notice Schedule" adopted by this board on January 13, 2015, faxed to the Hunterdon Review, Hunterdon County Democrat, Express Times, Courier News, Star Ledger and posted on the bulletin board in the Municipal Building on October 14, 2015.

PRESENTATION OF MINUTES: September 1, 2015 Regular Meeting

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

September 1, 2015 Executive Session

Motion by Ms. Bleck and seconded by Mr. McKee to approve the Executive Session Minutes as presented. Unanimously approve.

FYI: Notice of Hearing for Eastern Concrete Materials, Inc. Block #21 Lots 337/38/100 Boro Glen Gardner
Public Hearing: Prelim/Final Site Plan & Use Variance October 13, 2015 Purpose of the hearing is to replace/relocate equipment/structures within the quarry - Glen Gardner Boro.

Chairman MacQueen asked if all this is totally taking place on their property in the Boro. Ms. Glashoff said yes.

INFORMAL:

Hunterdon County Educational Services Commission Block #16 Lot #20
51 Sawmill Road Hoffmans Crossing Road
Lebanon, N.J. 08833

Discussion on converting the second floor of the maintenance equipment building to offices for 12 employees and expanding the parking lot.

Attorney Michael Salvaggi represented the school and made a brief presentation to the board. Also, present to discuss the plans were: Engineer Bob Lorentz, Superintendent Marie Kisch and Financial Services Manager Dennis Balodis. Attorney Salvaggi informed the board that the Educational Commission purchased the property from Mr. Butters back in the spring of 2015. Attorney Salvaggi had Superintendent Marie Kisch make a presentation to the board. Ms. Kisch said she is in her 3rd year as Superintendent of ESC and informed the board in 1979 at the request of 27 Hunterdon County School Districts they are a Public School District, chartered by the State of New Jersey. We operate like a public school district under all the rules and regulations of the Department of Education. They have no resident students and no tax levy. Ms. Kisch said what they do is provide services to their member districts and there is a variety of types of services which includes transportation and a number of onsite services at districts and they have two schools. Ms. Kisch said they have a school down in Lambertville and the new school they just purchased on Hoffmans Crossing Road. Attorney Salvaggi asked Ms. Kisch to tell the board about the types of services that are offered at the school. Ms. Kirsh said they take placements from districts for students. This campus has 16 classified students from 7 different school districts who found themselves unsuccessful in their resident district. Ms. Kisch said they do get some enrollments during the school year which are open enrollments. They use to be in the old Saw Mill Building in Tewksbury Township but are now located here in Lebanon Township. They average between 12 and 28 students and anticipate that it would not increase.

Attorney Salvaggi asked when they closed on the property on Hoffmans Crossing. Ms. Kisch said back in the spring. Ms. Kisch said the school opened on September 8th. They did some renovations to the one building over the summer and the building is beautiful. Ms. Kisch noted there is another building on the property that they call the barn which has a second floor. They are looking to renovate the second floor into offices for 12 employees. There will be 5 part-time working 2-3 per week and 7 full time employees. Ms. Kisch said that the bottom floor would remain as garage and storage. At the conclusion of Ms. Kisch's testimony, Chairman MacQueen asked if the board had any questions. Mr. Milkowski asked about the proposed number of students that would be attending and noted that in the proposal the number was 88 students. Ms. Kisch said that was the number of students the Hunterdon Learning Center had. Ms. Kisch said in their other school they have 44 students and 16 in this school. Ms. Kisch said they work on an open enrollment. The proposed amount is 11 students with a max of 28 students. Mr. Gerlich asked what grades would be attending. Ms. Kisch said 9th grade through 12th grade. Planner Bolan asked if they do a long range facility plan. Ms. Kisch said they are required to do one every 5 years. They are doing one now since they just bought the property. Mr. Skidmore asked about transportation for the students and asked if any of them drive. Ms. Kisch said no that isn't something they would approve and that the students are transported by their home district.

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At this time, Engineer Bob Lorentz gave testimony on behalf of the ESC. In referring to the plan, the barn in question is a long building. This is a multi-story building towards the eastern end by Hoffmans Crossing Road. It is approximately 2 ½ story barn type building. The western 2/3 is a 2 story structure with storage and garage type space on the lower level of the parking area which was referred to highlighted in grey on the plan. The second floor is an open area that is intended to be the office area for approximately 12 employees. The parking area can handle up to 17 parking spaces. There will also be some limited parking. This is a bank type building. They plan to use the existing graveled/paved area on the site. They may be some trimming on the lower end of the lot. There will be no expansion of the parking lot, as it is, there is enough parking for 17 plus vehicles. There are no deliveries being done on a regular basis to the office. If a special need arises there is a loading dock that is attached to the barn and can be accessed. The only grading they will need to do is over by the small parking area to construct a walk way. The drainage falls north to south, the access to this area is through Lockheed Drive past the school building and down an additional drive. There is also a drive that goes directly back out to Hoffmans Crossing Road. These drives consist of pavement and gravel.

Chairman MacQueen agreed there is a lot of parking available and also asked about the septic system. Engineer Lorentz said that the existing system was built by Jim Butters many years ago. Engineer Lorentz said he doesn't have much information on the septic system. Chairman MacQueen asked if the building is a wooden frame with the block being on the bottom portion of the building. Engineer Lorentz said yes. Chairman MacQueen asked about the egress and ingress. Engineer Lorentz said it is from Lockheed Drive. Mr. Milkowski said he is glad they are using the existing building without having to build a new one. Engineer Risse asked if there are any other buildings on the property. Ms. Kisch said there are two building over by the school. One is partially constructed, there's a residence and an Arts & Craft Building which is not being used. Chairman MacQueen asked if the Fire Tank was ever installed. Engineer Lorentz said yes. Planner Bolan asked if the Commission owned Lot 17. The response was yes. Planner Bolan asked if the driveway goes out onto lot 16 which is the Lockheed property. Engineer Lorentz said yes but they were not able to find any formal paperwork regarding it.

Attorney Salvaggi said if there are no recommendations regarding this project then they will be filing the paperwork for the permits. Attorney Salvaggi said since all the offices are over at the Sawmill property they are looking to start work as soon as possible to be able to have all the offices at the Hoffmans Crossing property. At this time Chairman MacQueen asked the board for their comments. The question was asked if it will be handicap accessible. The answer was yes. The overall consensus of the board was that it is a good plan and they are glad to see the building being used for offices and having everything at one location. Mr. Skidmore asked about the two story dwelling on the property. Ms. Kirsh said their plan is to eventually have a caretaker living in the house. In conclusion, the board was very happy with the plan and wished the applicant success with the school.

PRESENTATION OF BILLS & REPORT:

a. John Gallina, Esq.	\$ 290.00
b. Michael Bolan, PP	\$1,154.60
c. Bayer/Risse Engrs.	\$2,358.75
Total:	\$3,803.35

Motion by Mr. Gerlich and seconded by Ms. Bleck to approve the bills for payment. Unanimously approved.

CORRESPONDENCE:

- a. NJPO Newsletter
- b. Ltr from Engr Risse re: Muller Toyota Service Center
- c. Letter w/attachment from Adam Duckworth re: Ordinance 400-10D(3) Small Wind energy Systems

The Chairman announced that the Board will go into Executive Session at this time and ask for a motion. Motion by Ms. Bleck and seconded by Mr. Rich to have the Planning Board go into closed executive session at this time. Unanimously approved.

RESOLUTION NO: 03-2015

WHEREAS, Section 7(b) of the Open Public Meetings Act 1. 1975 c.231 NJSA 10:4-12(b)(8) permits the exclusion of the public from Planning Board meetings where certain matters are to be discussed; and

WHEREAS, the Open Public Meetings Act also recognizes exceptions to the right of the public to attend portions of such meetings; and

WHEREAS, the Lebanon Township Planning Board is desirous to meet to discuss potential litigation;

WHEREAS, the Lebanon Township Planning Board will reconvene in public session at the conclusion of the Executive Session;

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NOW, THEREFORE BE IT RESOLVED, by the Lebanon Township Planning Board of the Township of Lebanon, Hunterdon County, New Jersey, that this Board met in Executive Session.

The Planning Board returned to the Public Portion of the Regular Meeting at this time.

OPEN TO THE PUBLIC – No public was present.

Being no further business to come before the board, nor comments from the public, motion by Mr. Rich and seconded by Mr. Milkowski to adjourn the meeting at 8:08 p.m. Unanimously approved.

CHAIRMAN GARY MACQUEEN

GAIL W. GLASHOFF, PLANNING BOARD CLERK