

## REGULAR MEETING

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

**May 2, 2023**

The 958<sup>th</sup> Regular Meeting of the Lebanon Township Planning Board ("Board") was called to order at 7:07 p.m. by Chairman Chris Piasecki. Present were: Mr. Rich, Mr. Skidmore, Ms. Ryan, Ms. Koehler, Mr. Schmidt, Mr. Falconeri, Mr. Abuchowski, Ms. Zatika, Mr. Gamm, Attorney Blount, Planner McManus, and Engineer Woods. **Excused:** Mr. Weiler, Planner Kyle and Engineer Bayer.

Notice of this meeting was published in the "Annual Meeting Notice Schedule" adopted by this Board on January 17, 2023, emailed to the Hunterdon Review & Courier News, faxed to the Hunterdon County Democrat, Express Times, Star Ledger and posted on the Lebanon Township Website and bulletin board in the Municipal Building on April 26, 2023.

**PRESENTATION OF MINUTES:**                      April 4, 2023                      Regular Meeting

Motion by Ms. Koehler and seconded by Mr. Schmidt to approve the minutes as corrected. Unanimously approved. Ms. Glashoff suggested that a Board member proof read the minutes for any changes or corrections. Ms. Ryan offered to review the minutes.

April 4, 2023                      Closed Executive Session

Motion by Mr. Abuchowski and seconded by Ms. Zatika to approve the minutes as presented. Unanimously approved.

### **ITEMS FOR DISCUSSION:**

The Board discussed the 2023 Contracts for the Planner and Engineer. Chairman Piasecki suggested creating standard contracts for the Board's professionals to be used starting in 2024. Chairman Piasecki noted that the proposed contracts for 2023 also still need some work. Chairman Piasecki asked Ms. Ryan to work with him to complete the review of the 2023 contracts together with Attorney Blount. Motion by Mr. Falconeri and seconded by Mr. Abuchowski to form a subcommittee consisting of Chairman Piasecki and Ms. Ryan to provide input to Attorney Blount for the creation of standard contracts to be used in 2024. Unanimously approved. Motion by Mr. Skidmore and seconded by Ms. Koehler to extend the term of the current Planner's and Engineer's contracts until July 18<sup>th</sup> 2023. Unanimously approved.

#### **a. Planning Board By-Laws Sub-Committee Update**

It was noted by Chairman Piasecki that the By-Laws sub-committee had not yet held a meeting, but the meeting will be rescheduled.

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**b. Resolution Compliance Sub-Committee Update**

The Sub-Committee reported that it has held two meetings, and has begun discussions regarding non-compliance with Board resolutions. The Sub-Committee plans to schedule a meeting with the Township zoning officer to discuss this and also intends to hold another Sub-Committee meeting before the next Planning Board meeting.

**c. Master Plan**

Planner McManus spoke about the Township's application for a grant from the Highlands Council to be used in connection with updating the Master Plan. Planner McManus advised that the Township Committee will have to submit a written request to the Highlands Council for the grant, and that it will take approximately 1-2 weeks after the request is received by the Highlands Council for approval.

The Board then decided to form a subcommittee consisting of Ms. Ryan, Mr. Skidmore, Mr. Gamm, and Chairman Piasecki to work with Planners Kyle and McManus on the re-examination of the Master Plan, including re-examination of the Township ordinances. The Board agreed that the Planner should collaborate with the Board, and the Board's legal counsel when needed, throughout the process of re-examination of the Master Plan to make sure the Master Plan addresses all issues that are important to the Township. The Board requested that a kick-off meeting with the Planner be scheduled to determine the process for collaboration and review. Mr. Schmidt then suggested specifically addressing both warehousing and private roads in the Master Plan. Planner McManus stated that the updated Master Plan would be completed by end of 2023.

At this time a motion by Ms. Koehler and seconded by Ms. Zatika to appoint Chairman Piasecki, Ms. Ryan, Mr. Gamm, and Mr. Skidmore to the subcommittee to work on the Master Plan. Unanimously approved.

**d. P.B. Policy Statement Update from 2002:** Ms. Glashoff was asked to forward a copy of the Policy Statement to the Board via email.

**e. Policy Standards for Warehousing in the New Jersey Highlands Region. Release Date: April 20, 2023.**

The Board briefly discussed the newly issued Highlands Council Warehousing Policy Standards. Chairman Piasecki reported that Planner Kyle had some suggestions regarding possible changes to Township ordinance(s) to address warehousing, including possible changes to certain definitions. All proposed revisions will be reviewed by the Board, and the Board's attorney as needed.

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f. Airbnb.

The Board discussed this issue at length. Discussions included the possible implications of allowing Airbnb's to operate in the Township, a possible licensing procedure, and other concerns. It was determined that a review of pertinent, existing zoning ordinances is required before further discussion or decisions can be made. Chairman Piasecki asked Attorney Blount to review all Township ordinances relevant to Airbnb's, including ordinance(s) governing short term rentals and dwellings, and to then provide information to the Board for further discussion and consideration.

At this time a motion was made by Ms. Koehler and seconded by Ms. Zatika to open the meeting to the public. Unanimously approved. The following members of the public had questions and comments regarding Airbnb: Mr. Bohn, Ms. De Lorenzo, Mr. Webb and Mr. Lewis. Several Board members responded to the concerns of the public. Motion by Ms. Koehler and seconded by Ms. Zatika to close the public portion of the meeting. Unanimously approved.

**PRESENTATION OF BILLS:**

- |                        |   |
|------------------------|---|
| a. Mark Blount, Esq.   | \$300.00 –Attend PB Meeting on March 7, 2023                      |
| b. Ted Bayer, Engr.    | \$520.00 – Attend PB Meetings on February 7, 2023 & March 7, 2023 |
| c. Mandatory Training  | \$ 85.00 – Paul Gamm  |
| <b>Total: \$905.00</b> |   |

Motion by Mr. Schmidt and seconded by Mr. Abuchowski to approve the bills as presented. Unanimously approved.

The Board decided to reopen the public portion of the meeting. Motion by Ms. Koehler and seconded by Ms. Zatika to reopen the public portion of the meeting. Unanimously approved. The public had a few questions and comments for the Board regarding warehousing and Airbnb's. At the conclusion of the comments and questions, motion Ms. Zatika and seconded by Ms. Koehler to close the public portion of the meeting. Unanimously approved. Engineer Woods left the meeting at 8:50 p.m.

Chairman Piasecki announced that the Planning Board would go into Closed Executive Session at 8:50 p.m. Motion by Ms. Koehler and seconded by Ms. Zatika to close the public portion of the meeting at that time. Unanimously approved.

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**CORRESPONDENCE:**

- a. **Law of the Land Articles (2)**
- b. **NJLM – Legal Ques. Content and Release of Closed Session Minutes**

Being no further business to come before the Board, nor comments from the public, motion by Ms. Zatika and seconded by Mr. Skidmore to adjourn the meeting at 9:15 p.m. Unanimously approved.

**CHAIRMAN CHRIS PIASECKI**

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