

**LEBANON TOWNSHIP PLANNING BOARD  
MEETING MINUTES – MAY 7, 2024 – 7:00 PM  
MUNICIPAL BUILDING MAIN MEETING ROOM**

The Lebanon Township Planning Board meeting was called to order at 7:00 PM by Chris Piasecki followed by the salute to the flag.

The following statement of compliance with the Open Public Meetings Act as listed on the meeting agenda was read into the record by Chairman Piasecki: Notice of this meeting was published in the “Annual Meeting Notice Schedule” adopted by this Board on January 16, 2024. Copies of the agenda were posted on the bulletin board in the Municipal Building and as a courtesy, also posted on the Township website.

**Attendance – Roll Call**

**Present:** Michael Falconeri  
Beverly Koehler  
Chris Piasecki  
Joshua Rich  
E.J. Skidmore  
Rick Weiler  
Karen Zatika – *Alt. #1*  
Paul Gamm – *Alt. #2*  
Steve Warner, Esq.  
Alison Kopsco, Planner  
Ted Bayer, Engineer

**Excused:** Abe Abuchowski  
Linda Ryan  
Darryl Schmidt

**PRESENTATION OF MINUTES**

A motion was made by Karen Zatika and seconded by Beverly Koehler to approve the Board’s 4/2/24 meeting minutes as revised. The motion was unanimously approved by voice vote.

**NEW BUSINESS**

Chairman Piasecki noted the following administrative items:

1. Planner Kopsco is reviewing the definitions contained in the Highlands Amendment to address warehousing within the Township.
2. The professional service agreements still need to be approved. A motion was made by Karen Zatika and seconded by Rick Weiler to carry the approval of the service agreements to the 6/18/24 meeting in order for the Board to review them. The motion was unanimously approved by voice vote. Chairman Piasecki asked Secretary Andrews to make sure to distribute the agreements to everyone prior to the next meeting.
3. Chairman Piasecki noted Mr. Skidmore had provided a Resolution Compliance memo which is expected to be discussed at the Zoning Board meeting tomorrow night.
4. Attorney Warner prepared updated By-Laws which Chairman Piasecki indicated he will review prior to the Board’s next meeting.

**ITEMS FOR DISCUSSION**

**Affordable Housing Status Update**

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Planner Kopsco explained Governor Murphy signed a bill on March 20, 2024 establishing guidelines for municipal Affordable Housing obligations for the Fourth Round requirements and she noted the following important dates:

1. By 10/20/24 fair share obligations will be provided to each municipality
2. By 1/15/25 an accounting of Affordable Housing fees collected since the previous year is needed
3. By 1/31/25 the Governing Body must adopt the municipality's obligation, by resolution.
4. 2/28/25 deadline for any interested party to file a challenge
5. 3/1/25 obligations are established by default if no challenges are filed
6. 4/1/25 deadline for Affordable Housing Dispute Resolution Program to settle any challenges
7. 6/30/25 deadline for adoption of new Housing Element & Fair Share Plan (HEFSP)
8. 7/1/25 Fourth Round of Affordable Housing obligations begin – covering a 10 year period
9. 8/31/25 deadline for any interested party to file a response to the municipal HEFSP
10. 12/31/25 deadline to file amended HEFSP if original plan is found to be noncompliant
11. 3/15/26 deadline for all ordinances and resolutions proposed in HEFSP to be adopted

Ms. Koehler noted that Abe Abuchowski and Tom McKee are the 2 Township Committee members who were appointed to the Affordable Housing subcommittee. A motion was made by Beverly Koehler and seconded by Josh Rich appointing Karen Zatika to both the Affordable Housing and Cross Acceptance subcommittees. The motion was unanimously approved by voice vote.

Planner Kopsco commented that the Board should consider a subcommittee to review the land use ordinances. It was noted that Chris Piasecki, Linda Ryan and Paul Gamm will serve as the subcommittee to review the Master Plan and Land Use ordinances. Mr. Falconeri also expressed an interest in serving on the subcommittee if needed.

Planner Kopsco remarked the major change to the Highlands Plan is that a waiver from construction of 100% affordable units can be sought if there is access to water and sewer.

### **State Planning Act – Cross Acceptance Process**

Attorney Warner noted Cross Acceptance is the process of comparing statewide planning policies at government levels for the purpose of consistency throughout municipal, county and regional plans to that of the State Plan. He explained the negotiating entity is an important part of the process and noted the Planning Board must decide if it would like the County or the Highlands Council to be their negotiating entity.

Chairman Piasecki expressed that he believes the Highlands Council should be the negotiating entity for the Township because Lebanon is part of the Highlands. Both Attorney Warner and Planner Kopsco agreed.

Attorney Warner noted an ordinance must be adopted by the Governing Body regarding the negotiating entity and he commented he believes the Cross Acceptance Process will likely begin sometime next month.

### **LIAISON REPORT – Karen Zatika, Liaison to ZBA**

Ms. Zatika provided the following details on the applications before the Zoning Board:

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1. Jaheriss – Block 35 Lot 31: An existing 2 family dwelling not permitted in the zone. The applicant is seeking approval to allow it to remain as a 2 family or in the alternative, seek conditional approval for the supplemental apartment. The applicant requested an adjournment to the Board's 5/8/24 meeting agenda.
2. Philhower – Block 26 Lots 40 & 41: The applicant was seeking minor subdivision approval with variances to provide additional land to Lot 40 in order for a new septic system to be installed. The Board granted the minor subdivision and approved the requested variances.

### **PRESENTATION OF BILLS**

Chairman Piasecki requested the vouchers for payment listed on the agenda be carried to the Board's 6/18/24 meeting in order for Board Member Linda Ryan to be able to review them.

### **OPEN TO THE PUBLIC**

A motion by Beverly Koehler, seconded by Mike Falconeri to open the floor to public comment was unanimously approved by voice vote. Seeing no members of the public who wished to comment, a motion was made by Karen Zatika and seconded by Beverly Koehler to close the floor to public comment. The motion was unanimously approved by voice vote.

### **ADJOURNMENT**

A motion by Karen Zatika, seconded by Mike Falconeri to adjourn the meeting was unanimously approved by voice vote.

The meeting adjourned at 8:01 PM.

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Maria Andrews, Planning Board Secretary