BOROUGH OF SUSSEX
PLANNING/ZONING BOARD
MEETING MINUTES
FEBRUARY 22, 2016

1. CALL TO ORDER by Chairman Richard Klein.

2. ROLL CALL – MEMBERS PRESENT: Brad Case, Frank Darvey, Kathy Little, Steve Danner, Ed Meyer, Richard Klein
ABSENT: Bruce Kristiansen (excused), Karen Vander Veer (excused)
PROFESSIONALS PRESENT: Ken Nelson, Dave Brady, Mike Vreeland
PROFESSIONALS ABSENT: None

3. STATEMENT OF COMPLIANCE - Chairman Klein stated "This meeting is in compliance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. It has been properly advertised and certified by the Secretary."

4. FLAG SALUTE AND MOMENT OF SILENCE – Chairman Klein invited everyone to stand for the Pledge of Allegiance and a moment of silence.

5. APPROVAL OF MINUTES – Motion made by Steve Danner, second by Kathy Little approving January 26, 2016 minutes.

Upon roll call vote:

Ayes: Little, Darvey, Klein, Case, Danner
Nays: None
Absent: Kristiansen, Vander Veer
Abstentions: Meyer

6. COMPLETENESS HEARINGS –

RBND Weibel PZ 2015-05, Mike Vreeland prepared and discussed a Review Memorandum. Mr. Van Der Heide, Esq. responded and requested this matter be carried to the March 28, 2016 meeting. Mr. Van Der Heide was advised by Dave Brady, Esq. that he must comply with Mr. Brady's February 4, 2016 letter and also Mike Vreeland's memorandum. Mr. Van Der Heide responded that he would be submitting a new drawing within the next week but was advised by Board that everything must be received by March 18, 2016. This matter was carried to the March 28, 2016 meeting.

Fitzpatrick PZ 2013-03, Mr. Van Der Heide, Esq. addresses Board stating that Mr. Fitzpatrick needs a resolution from the Board with regards to lot coverage. Mike Vreeland reviewed Mr. Van Der Heide's letter of 2/10/16 and stated that the conclusion in the letter was correct and that he would speak to the zoning officer and follow up with a letter. Dave Brady discussed the request for a resolution and the deficient escrow. Steve Danner addressed the removal of the stairs with Mr. Van Der Heide advising that the stairs had come down. Chairperson Klein addresses Board. Mr. Fitzpatrick addressed the Board with regard to the necessity of the buildings being attached.

Walling, PZ 2015-04, Mike Vreeland prepared a Memorandum on December 15, 2015 stating the application was incomplete. Applicant has submitted information requested and the application was deemed complete. Ken Nelson addresses the Board. The matter is to be placed on the March 28, 2016 agenda.

Singh, PZ 2015-02, Received corrected site plan, Mr. Vreeland to advise zoning officer to issue permit.

7. CAPITAL REVIEW – Sussex Wantage Regional School Board, Dave Brady, Esq. addresses Board. Discussion pertaining to the sign with a determination that more information is necessary. Professionals to discuss issues and Dave Brady, Esq. to prepare a letter to applicant.

8. BILLS/VOUCHERS

Dated 2/03/16 from Guerin & Vreeland, re: General	360.00
Dated 12/15/15 from Guerin & Vreeland, re: General	1,080.00
Dated 12/15/15 from Guerin & Vreeland, re: General	980.00
Dated 2/03/16 from Guerin & Vreeland, re: Cellco	120.00
Dated 12/15/15 from Guerin & Vreeland, re: Cellco	60.00
Dated 2/03/16 from Guerin & Vreeland, re: RBND	180.00
Dated 12/15/15 from Guerin & Vreeland, re: 23 Walling	720.00
Dated 12/15/15 from Guerin & Vreeland, re: Kuperus	60.00
Dated 10/10/15 from Guerin & Vreeland, re: Simmons	60.00
Dated 2/17/16 from Nelson Consulting Group, re: General	172.50
Dated 2/17/16 from Nelson Consulting Group, re: RBND	149.50

Motion by Steve Danner and second by Ed Meyer . Motion passed.

Upon roll call vote:

Ayes: Case, Darvey, Klein, Little, Danner, Meyer
Nays: None
Absent: Kristiansen, Vander Veer
Abstentions: None

9. REVIEW OF FEBRUARY MONTHLY ESCROW REPORT

Langer – if no application is received within the next two (2) months, Dave Brady, Esq. will send letter.

10. NEW BUSINESS

a) Issue of houses being used as multiple dwellings without proper zoning and discussion on how to find out where and ways to resolve the issue. Ken Nelson discusses using a 2009 Land Use Survey as a starting point. Discussion on issues i.e. utilities, use variances, water connections, ordinances.
b) Parking – Harrison Street, Block 503, Lot 1. Secretary to locate plans.
c) "Impervious coverage".
d) State's Housing plans discussed by Ken Nelson.

11. OPEN AND CLOSE MEETING TO THE PUBLIC

Since there were no members from the public, the meeting was closed to the public.

12. COMMENTS FROM THE PROFESSIONALS

13. ADJOURNMENT

A motion to adjourn was made by Ed Meyer and seconded Kathy Little with all in favor. Meeting adjourned at 8:45 p.m.

Dixie Ferrington
LAND USE BOARD SECRETARY
Dixie Ferrington

4-25-16
DATE OF APPROVAL