

BOROUGH OF SUSSEX
PLANNING/ZONING BOARD MINUTES
NOVEMBER 28, 2022

1. CALL TO ORDER by Chairperson, Rich Klein.
2. ROLL CALL – MEMBERS PRESENT:
PRESENT: Jaime Boffa, Richard Klein, Earl Snook, Ed Meyer, Katie Kuperus, Frank Dykstra, Brad Case, Nanette Fandino-Diaz (arrived 7:40 pm), Karen Vander Veer, Damaris Lira, Chuck McKay
ABSENT: Bruce Kristiansen, Joe Luna
PROFESSIONALS PRESENT: Dave Brady, Ken Nelson, Mike Vreeland
PROFESSIONALS ABSENT: None
3. STATEMENT OF COMPLIANCE – “This meeting is being held 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 – Rich Klein invited everyone to stand for the Pledge of Allegiance and a moment of silence.
5. APPROVAL OF MINUTES – A motion to approve the minutes for October 24, 2022 meeting was made by Brad Case, second by Jaime Boffa.

Upon roll call vote:

Ayes: Meyer, Klein, Snook, Kuperus, Boffa, Dykstra, Case

Nays: None

Absent: Kristiansen, Luna

Abstentions: Vander Veer, Lira, McKay

Motion approved.

6. ESCROW REPORT – November 18, 2022
Northway Auto – carried to December 12, 2022
Fountain Square – Additional Funds of \$5,000.00 to be requested by letter prepared by secretary.
Sussex Christian School – carried to December 12, 2022
Puccio TCC – Escrow shortage to be deducted from Puccio application escrow.
7. INFORMAL – None
8. RESOLUTIONS - 82 Fountain Square, PZ 2022-02, Block 607, Lot 1, Preliminary Site Plan and Final Site Plan
Dave Brady reviews proposed Resolution, Rich Klein explains to Board members not in attendance for the application why a sign is being erected.

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A motion to approve the Resolution was made by Katie Kuperus, second by Earl Snook.

Upon roll call vote:

Ayes: Kuperus, Boffa, Dykstra, Snook, McKay, Fandino-Diaz, Case, Meyer, Klein

Nays: None

Absent: Kristiansen, Luna

Abstentions: Vander Veer, Lira

Resolution approved.

9. APPLICATIONS –
25 Brookside LLC, PZ 2022-03, Block 104, Lot 17, Preliminary Site Plan and Final Site Plan

Dave Brady, Esq. advised that applicant remedied proof of service. Bill Haggerty addresses Board regarding application. Review of Ken Nelson's report. Joseph Puccio, applicant, SW testified as to work completed. Ken Nelson suggested the Site Plan should be revised. Discussion regarding truck traffic, subletting percentage for storage needs, manufacturing crates. Mike Vreeland didn't prepare a report but wanted to verify that everything would be stored inside. Discussion regarding HVA unit placement, fencing, cameras on building. Mr. Puccio commented on the condition of Brookside Ave pavement and Mayor Meyer advised that it would be repaved next spring.

A motion to approve the application was made by Frank Dykstra, second by Damaris Lira.

Upon roll call vote:

Ayes: Kuperus, Vander Veer, Lira, Boffa, Dykstra, Snook, McKay, Meyer, Klein

Nays: None

Absent: Kristiansen, Luna

Abstentions: None

Application approved.

The Cannabis Clubhouse, LLC, PZ 2022-04, Block 505, Lot 13, Site Plan approval with Conditional Use

Matthew Fredericks, Esq., counsel for applicant reviews application. Applicant Danielle Zill-Barry SW, testified as to the proposed use of the property, that she has received the state conditional approval as a Class V retail dispensary, and that the property would only be for retail sales. She also testified as to the operation of the proposed retail store and that there would be no cannabis related waste produced as a result of the operation, and delivery to the rear of the building by a van approximately 4 times a week. Ms. Zill-Barry testified that she intends to have approximately 10 employees (managers and uniformed security). The Board requested that the camera system be able to operate in any lighting conditions and upgrading the doors to security doors throughout the retail establishment

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and that more secure windows be installed and no window signage or window displays. Testimony continued regarding customers hours, online shopping with pick up in store. Signage will be installed on the property and applicant agreed that the signage will meet the code regulations. A fire suppression system with sprinklers will be installed.

A motion to approved the application was made by Karen Vander Veer and second by Damaris Lira.

Upon roll call vote:

Ayes: Kuperus, Boffa, Dykstra, Vander Veer, Snook, Lira, McKay, Meyer, Klein

Nays: None

Absent: Kristiansen, Luna

Abstentions: None

Application was approved.

Economic Development Plan drafted by the NJDCA Office of Local Planning Services as the Economic Element of the Sussex Borough Master Plan
Ken Nelson discussed the changes as stated in his memo

cond by Nanette Fandino-Diaz.

Upon roll call:

Ayes: Kuperus, Boffa, Dykstra, Snook, Luna, Fandino-Diaz, Case, Meyer, Klein

Nays: None

Absent: Vander Veer, Lira, McKay, Kristiansen

Abstentions: None

13. INFORMAL – None

14. OLD BUSINESS/NEW BUSINESS –

* Economic Development Plan – Zoom recording of DCA presentation to public on September 26, 2022 found. No need for a public meeting. Dave Brady and Frank McGovern to discuss.

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- * Master Plan Re-Examination Plan – Workshop to be held on November 14, 2022. Public meeting in December 2022.
- * Main Street – carried.
- * Escrow Fees – carried to November 28, 2022 meeting

15. BILLS/VOUCHERS –

Date 10/6/22 from Brady & Correale, re: Puccio	\$ 177.00
Date 10/6/22 from Brady & Correale, re: Puccio	87.50
Date 10/6/22 from Brady & Correale, re: Northway	131.25
Date 10/6/22 from Brady & Correale, re: 82 Fountain Square	350.00
Date 10/6/22 from Brady & Correale, re: Cannabis Club House	240.55
Date 10/17/22 from Nelson Consulting, re: Puccio	\$ 377.00
Date 10/17/22 from Nelson Consulting, re: General	572.00

Motion to approve the vouchers was made by Earl Snook, second made by Ed Meyers.

Upon roll call vote:

Ayes: Kuperus, Boffa, Dykstra, Snook, Luna, Fandino-Diaz, Case, Meyer, Klein
Nays: None
Absent: Kristiansen, Vander Veer, McKay, Lira
Abstentions: None

16. OPEN TO THE PUBLIC 9:50 p.m.

17. CLOSE TO THE PUBLIC 9:50 p.m.

18. COMMENTS FROM THE PROFESSIONALS/BOARD MEMBERS

Discussion regarding of gifting of marijuana at “Get Juiced”. Dave Brady and Frank McGovern to discuss pop up ordinance, zoning permit.

Ed Meyer advised that the Borough has applied for a grant for tree scape.

DOT asking for DCA plan.

Council selling the theater and Harrison Street lot.

Mike Vreeland to review height of buildings.

JCP&L moving poles away from bank and fixing leaning poles. Street lights are being replaced.

19. ADJOURNMENT

A motion to adjourn was made by Earl Snook, Nanette Fandino-Diaz second, all in favor. Meeting adjourned at 10:20 p.m.

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PLANNING/ZONING BOARD SECRETARY
Dixie Ferrington

DATE OF APPROVAL