

GREEN TOWNSHIP LAND USE BOARD MINUTES

REGULAR/REORGANIZATION MEETING, January 12, 2017

CALL TO ORDER: The January 12, 2017 Regular/Reorganization meeting of the Land Use Board was called to order by the Land Use Attorney, Mr. Lyn Aaroe, at 7:04pm. He then led everyone in the PLEDGE OF ALLIGIANCE.

ROLL CALL: Present: Mr. Joe Cercone, Mr. James Chirip, Mr. Danny Conkling, Mr. James DeYoung, Mr. Scott Holzhauer, Mrs. Sharon Mullen, Mr. Michael Muller, Mr. Watson Perigo, Mr. Mike Viersma, Mr. Dennis Walker, Mr. Jeff Wilson and Mr. Rick Wilson

Also present: Mr. Lyn Aaroe, Board Attorney and Mr. Daniel Kaufman, in for Mr. Daren Phil, Board Engineer and Ms. Jessica Caldwell, Board Planner

Members Absent: None

Recitation of the OPEN PUBLIC MEETING STATEMENT by Mr. Lyn Aaroe.

OATH OF OFFICE: Given to reappointed/newly appointed members of the Board. The following members were given the oath: Mr. Chirip, Mr. Conkling, Mr. DeYoung, Mrs. Mullen, Mr. Muller, Mr. Perigo, Mr. Walker, and Mr. Jeff Wilson.

Nominations for Chairman of the Land Use Board:

Mr. Aaroe opened the floor for nominations for Chairman. Mr. Chirip nominated Mr. Scott Holzhauer for Chairman of the Board. This nomination was seconded by Mr. Viersma.

Mr. Holzhauer accepted the nomination.

A motion to close nominations was made by Mr. Viersma and seconded by Mrs. Mullen

Roll Call Vote: Mr. Cercone, Mr. Chirip, Mr. Conkling, Mr. DeYoung, Mrs. Mullen, Mr. Muller, Mr. Perigo, Mr. Viersma, Mr. Walker, Mr. Jeff Wilson, Mr. Rick Wilson and Mr. Holzhauer

All Ayes. No Discussion. Motion Carried. Abstentions: none

Mr. Scott Holzhauer, Chairman, Presiding.

Nomination for Vice Chairman of the Land Use Board:

Mr. Holzhauer opened the floor for nominations for Vice Chairman.

Mr. Conkling nominated Mrs. Sharon Mullen for Vice Chairman. Mrs. Mullen declined due to other commitments.

Mr. Viersma nominated Mr. Jeff Wilson for Vice Chairman of the Board. This nomination was seconded by Mr. Walker.

A motion to close nominations was made by Mrs. Mullen and seconded by Mr. Conkling

Mr. Wilson accepted the nomination.

Roll Call Vote: Mr. Cercone, Mr. Chirip, Mr. Conkling, Mr. DeYoung, Mrs. Mullen, Mr. Muller, Mr. Perigo, Mr. Viersma, Mr. Walker, Mr. Jeff Wilson, Mr. Rick Wilson and Mr. Holzhauer

All Ayes. No Discussion. Motion Carried. Abstentions: none

REORGANIZATION RESOLUTIONS:

Motion was made to appoint Kim Mantz as the Land Use Board Secretary by Mr. Perigo and seconded by Mr. Viersma.

Roll Call Vote: Mr. Cercone, Mr. Chirip, Mr. Conkling, Mr. DeYoung, Mrs. Mullen, Mr. Muller, Mr. Perigo, Mr. Viersma, Mr. Walker, Mr. Jeff Wilson, Mr. Rick Wilson and Mr. Holzhauer

All Ayes. No Discussion. Motion Carried. Abstentions: none

Motion was made to appoint Mr. Lyn Aaroe as the Land Use Board Attorney by Mr. Perigo and seconded by Mr. Viersma.
Roll Call Vote: Mr. Cercione, Mr. Chirip, Mr. Conkling, Mr. DeYoung, Mrs. Mullen, Mr. Muller, Mr. Perigo, Mr. Viersma, Mr. Walker, Mr. Jeff Wilson, Mr. Rick Wilson and Mr. Holzhauser
All Ayes. No Discussion. Motion Carried. Abstentions: none

Motion was made to appoint Mr. Daren Phil as the Land Use Board Engineer by Mr. Perigo and seconded by Mr. Viersma.
Roll Call Vote: Mr. Cercione, Mr. Chirip, Mr. Conkling, Mr. DeYoung, Mrs. Mullen, Mr. Muller, Mr. Perigo, Mr. Viersma, Mr. Walker, Mr. Jeff Wilson, Mr. Rick Wilson and Mr. Holzhauser
All Ayes. No Discussion. Motion Carried. Abstentions: none

Motion was made to appoint Ms. Jessica Caldwell as the Land Use Board Planner by Mr. Perigo and seconded by Mr. Viersma.
Roll Call Vote: Mr. Cercione, Mr. Chirip, Mr. Conkling, Mr. DeYoung, Mrs. Mullen, Mr. Muller, Mr. Perigo, Mr. Viersma, Mr. Walker, Mr. Jeff Wilson, Mr. Rick Wilson and Mr. Holzhauser
All Ayes. No Discussion. Motion Carried. Abstentions: none

Motion was made establishing the regular meeting schedule from January 2017 through February 2018 by Mr. Perigo and seconded by Mr. Viersma.
Roll Call Vote: Mr. Cercione, Mr. Chirip, Mr. Conkling, Mr. DeYoung, Mrs. Mullen, Mr. Muller, Mr. Perigo, Mr. Viersma, Mr. Walker, Mr. Jeff Wilson, Mr. Rick Wilson and Mr. Holzhauser
All Ayes. No Discussion. Motion Carried. Abstentions: none

Motion was made to designate the official newspaper by Mr. Perigo and seconded by Mr. Viersma.
Roll Call Vote: Mr. Cercione, Mr. Chirip, Mr. Conkling, Mr. DeYoung, Mrs. Mullen, Mr. Muller, Mr. Perigo, Mr. Viersma, Mr. Walker, Mr. Jeff Wilson, Mr. Rick Wilson and Mr. Holzhauser
All Ayes. No Discussion. Motion Carried. Abstentions: none

Announcement of Standing Committees:

Technical Review Committee – Mr. Holzhauser, Mr. Muller, Mr. Perigo, Mr. Conkling and Mr. DeYoung as an alternate.

Ordinance/Master Plan Committee – Mr. Holzhauser, Mr. Rick Wilson, Mr. Jeff Wilson and Mr. Perigo

Personnel Committee – Mr. Holzhauser, Mr. Chirip, and Mr. Cercione

MOTION TO APPROVE MINUTES:

Land Use Board Minutes of December 8, 2016.

Mr. Perigo motioned to approve minutes with corrections, seconded by Mr. Cercione. No Discussion. All Ayes.

Abstentions: Mr. James Chirip, Mr. Jim DeYoung, Mr. Mike Viersma, Mr. Dennis Walker, Mr. Jeff Wilson, and Mr. Rick Wilson.

Executive Session Minutes of December 8, 2016.

Mr. Perigo made a motion to approve minutes, seconded by Mr. Conkling. No Discussion. All Ayes.

Abstentions: Mr. James Chirip, Mr. Jim DeYoung, Mr. Mike Viersma, Mr. Dennis Walker, Mr. Jeff Wilson, and Mr. Rick Wilson.

RESOLUTIONS:

Application – Tranquil Valley Retreat Center (TVRC)

LU#1605 - Block 34 Lot 18

Decker Pond Road and Academy Lane, Andover, NJ 07821

Action: Memorialization of Approval

7th Day Application began at 7:18pm

Mr. Aaroe spoke about the minor changes in the resolution that were made after a meeting he had with Mr. Bodolsky, Mr. Greene and Mr. Stiles. The revisions are as follows:

1. Condition i (on page 13 of 14) in the resolution is the revision that the Board acknowledges the application is for the expansion of the building and addition of the pool only, not the entire site. This also includes the banked parking on the site for the expansion of the building and the event parking as well.
2. The revision are the trigger points for the banked parking. The second bullet under j. (on page 13 of 14) of the resolution. It was originally broader and was made to be more specific. Mr. Aaroe added the word "new" before the word facilities to explain that the triggers are based upon the NEW facilities constructed on the site not any of the other buildings. The third bullet was also changed to reflect the "NEW" facility as well.

Mr. Aaroe stated the applicant could have raised concern about the banked parking for events because it was not part of the building expansion but they did not. They worked with us and we appreciate that effort.

Mr. Holzhauser asked if anyone had any questions or concerns and there were none.

Motion made was made to memorialize the 7th Day resolution by Mr. Rick Wilson and seconded by Mr. Jeff Wilson.

Roll Call Vote: Mr. Cercone, Mr. DeYoung, Mrs. Mullen, Mr. Muller, Mr. Perigo, Mr. Jeff Wilson, Mr. Rick Wilson and Mr. Holzhauser All Ayes. No Discussion. Motion Carried. Abstentions: Mr. Chirip, Mr. Conkling, Mr. Viersma and Mr. Walker

The 7th Day Adventist application was over at 7:26pm.

Mr. Aaroe was happy to hear that both the Shears/Breem and the Shamy applications were delayed due to both applicants working on the buy/sell letter.

OLD BUSINESS:

Application: LU#1613

Owner/Applicant: Stephen Shears and Amanda Breem

Block 46 Lot 14 – 8 Willow Terrace, Andover, NJ 07821

Action: Request to be carried to the February 9th meeting.

Motion was made to continue the Shears/Breem (LU#1613) application until February 9, 2017 by Mr. Conkling and seconded by Mr.? (unclear on the recording)

All Ayes. No Discussion. Motion Carried. Abstentions: none

Application: LU#1614

Owner/Applicant: Gary and Lucy Shamy/Brian Shamy

Block 47 Lot 19 – 13 Willow Terrace, Andover, NJ 07821

Action: Request to be carried to the February 9th meeting.

Motion was made to continue the Shamy (LU#1614) application until February 9, 2017 by Mr. Chirip and seconded by Mr. Cercone

All Ayes. No Discussion. Motion Carried. Abstentions: none

NEW BUSINESS:

Application: PB#1305/1305B

Owner/Applicant: Crossed Keys (officially Pequest 202 LLC)

Block 22 Lot 2.02 - 289 Pequest Road, Andover, NJ 07821

Action: Requesting a durational adjustment for construction schedule/completion date.

Crossed Keys application began at 7:28pm

It was discussed that the application number PB#1305/1305B would remain until the Board needs to take official action then it would be renamed with the LU number next in the sequence.

Mr. Conkling recused himself, as he has always done, with Crossed Keys.

Mr. Viersma recused himself from the application because his brother is the excavator for Crossed Keys.

Mr. Allen Campbell, Engineer to the applicant began to give testimony on why they were before the Board. He explained that as part of their approval they were required come back to the Board to give updates on where they were with the project. Originally, it was going to take 4 years and they are going to pick away at parts of this expansion so facilities could remain open for the season. They are asking for a durational adjustment to that original schedule.

- It is in the best interest of the applicant to keep the areas surrounding the construction as pristine as possible. This means vinyl white fencing with bushes, potted plants or topiaries in front to hide anything a Bride and Groom may not want to see. The construction areas will be kept clean of debris, dust and machines parked in a specific area. So this is a self-controlled issue that the Board does not have to worry about.
- In 2014 the approval was the essentially the same as it is now. Crossed Keys received a lot of approvals in 2014 and there are no site changes. The building footprint may alter a small amount and an access corridor and landscaping might tweaked if the footprint was altered but, overall, there are no changes to the parking, landscaping, walkways and lighting part of the plan.
- In 2005 the front access drive, the parking, turf parking in center to enhance the green space, retention basins, stormwater, etc. has remained consistent to this day.
- The 2014 review and approval by the Board later led to follow up with Suburban at which point they made the necessary revisions to the site plan and provided the stormwater reports, soil erosion and sediment control report, all of which had been concluded and basically put on hold in December 2014. The project was on hold until fall of 2016.
- Crossed Keys has done a beautiful job renovating the old Andover Inn which has made a nice combination. They are now ready to start construction. They had resubmitted to all plans to Suburban for signatures. Crossed Keys believes they have all the required documents and plans and they had researched any land use bonds that may have been submitted. There are none.
- Mr. Campbell spoke of the sequencing of the construction which has been attached to and made part of these minutes.
- Crossed Keys has secured permits to rebuild the primary entrance when the scheduling and timing works favorably and use the fire emergency entrance to use a construction entrance so there will be no mixing of traffic in the area of the bed and breakfast.
- The architect is currently in the process of preparing the construction documents. There are some internal changes. Initially, there were two kitchens in the floor plan, a regular commercial kitchen and a kosher kitchen but due to the commercial kitchen at the old Andover Inn there will now only be one kitchen in the new building.
- If there is some deviation in the building by a foot or two then Crossed Keys considers that insignificant if it is more than a couple of feet then they will bring it back to the Board. If the Board feels it is substantial enough and requires another approval then they will comply.

The last item Mr. Campbell feels they need to touch base on are the Land Disturbance (LD) bonds. He stated his understanding was that it is \$14,000 per acre which Kim confirmed. After a brief discussion it was determined the bonds could be deposited by Phase. When Phases 1 and 2 were complete then the bond would be returned and redeposited for the last Phases. Mr. Aaroe referred to the ordinance to find who was responsible in determining whether the Board can allow the stage bond. It was determined it was up to the Land Use Board. The Board agreed the staggering the LD bond.

The total for the LD bond given by Crossed Keys was \$39,340.

- Mr. Kaufman stated that Suburban is 90% ready to sign off on the plans submitted by Crossed Keys. The only reason they have not yet is due to a resolution compliance issue of the construction timeline. If the Board is ok with allowing the change of that timeline then Suburban is ready to sign off.
- Mr. Aaroe will do an addendum to the resolution stating that the Board had approved the durational adjustment, the stage bonding and commencement of site work.
- Mr. Holzhauser clarified the construction would not be starting at an unruly hour in the morning. Ms. Rodriguez stated it would not.
- Mr. Cercione asked how many extensions can be granted for any one application. Mr. Aaroe explained there is no law on extensions.

Motion was made to accept the durational adjustment for the construction schedule, the stage bonding and to approve the commencement of construction by Mr. Chirip and seconded by Mr. Rick Wilson.

Roll Call Vote: Mr. Cercione, Mr. Chirip, Mr. DeYoung, Mrs. Mullen, Mr. Muller, Mr. Perigo, Mr. Walker, Mr. Jeff Wilson, Mr. Rick Wilson and Mr. Holzhauser

All Ayes. No Discussion. Motion Carried. Abstentions: Mr. Viersma

Crossed Keys application concluded at 8:02pm.

• **CHAIRMAN'S REPORT** - None

- **ATTORNEY'S REPORT** - Mr. Aaroe explained that Charles and Jayne Alles have a "topographically challenged" undersized lot at 33 Shore Road. All inspections are complete and the Alles family is asking for a TCO. The driveway, which is required as a condition of approval to be heated is not complete and the Alles's are asking, as per a letter received in the Land Use Office, to put up a bond in place of paving the driveway. Mr. Aaroe explained this poses a danger to not only the Alles Family but also to guests, anyone making a delivery to the home and emergency services. After a brief discussion it was determined by the Board to NOT allow the TCO until the driveway is completed since it is a public health and safety issue.

Motion to not grant the waiver to allow the TCO before the driveway is heated and paved was made by Mr. Muller and seconded by Mr. Walker.

Roll Call Vote: Mr. Cercione, Mr. Conkling, Mr. DeYoung, Mrs. Mullen, Mr. Muller, Mr. Perigo, Mr. Viersma, Mr. Walker, Mr. Jeff Wilson, Mr. Rick Wilson and Mr. Holzhauser

All Ayes. No Discussion. Motion Carried. Abstentions: Mr. Chirip

Kim will notify Jayne Alles of the decision. Lyn will produce the letter with the Board's explanation.

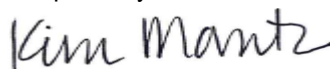
• **CORRESPONDENCE** - None

- **SECRETARY'S REPORT** – Letter from Holly Schepisi asking to come before the Board for a special meeting to discuss the Ambrosia Treatment Centers purchase of 73 Pequest Road and after a brief discussion it was decided that they would be seen at the TRC meeting in February. Kim will email Holly with the Board's decision.

A Motion was made by Mr. Viersma to adjourn the meeting at 8:20pm and seconded by Mrs. Mullen.

All Ayes. No Discussion. Motion Carried. Abstentions: none

Respectfully Submitted:



Kim Mantz, Land Use Board Secretary

CONSTRUCTION OBJECTIVE

Construction of the banquet hall and other site improvements while continuing tent operations.

Construction of the various site improvements is commencing as of January 2017. Construction is projected to be complete within a two and a half (2.5) year span. Construction in this manner will provide timely coordination of construction activities concurrent with the existing business operations.

It is anticipated that the more aggressive site construction will take place during the off-season for the tent facility (i.e. late fall through early spring); thereby significantly reducing the likelihood of banquet guests being on site during construction activities. The on-season tent events are held on the weekends, thus construction activities should not occur at the same time as tent operations. Construction areas and equipment will be separate from the tent operations so there will be no adverse impacts that will compromise the health or safety of the customers. If deemed necessary, temporary fencing may be installed to buffer construction activities from tent operations.

CONSTRUCTION PHASING

The following construction phases are intended to be guidelines for site improvement. They may vary pending authorization of the owner. All construction traffic shall use new temporary access to the west.

PHASE I AREA – 1.26 ACRES
PHASE II AREA – 1.55 ACRES

PHASE III AREA – 0.63 ACRES
PHASE IV AREA – 1.34 ACRES

Numerous bonds have been provided by the applicant; if additional bonds are required they will be provided

January 2017 to May 2017 (off-season)

Phase I – agencies have been notified that construction is to commence in the beginning of January; SESC measures to be installed 1st/2nd weeks of January; traffic control signage and construction entrance will be installed; excavate stormwater basins in Area I, IA & IB; install drainage improvements to the extent shown on plan; install septic disposal bed and grading in Area II. Turf parking to be installed at a later date, if required. All areas to be top soiled, seeded and stabilized with vegetative cover for spring of the following year. Interior curbing may be installed pending weather conditions.

January 2017 to October 2017 (off-season and/or on-season)

Phase I – stormwater basin in areas IA and IB and the associated drainage structures may be constructed during business season if not completed by May 2017. All areas to be graded and stabilized with quarry process or top soiled, seeded and stabilized with vegetative cover. Inlet protection should be provided where applicable. Curb to be installed as weather conditions permit or deferred to a later phase. Utilities shall be installed to the greatest extent possible.

Phase II A – all areas to be graded and stabilized with quarry process or top-soiled, seeded and stabilized with vegetative cover. Interior curb may be installed or deferred to a later phase.

October 2017 to May 2018 (off-season)

Install remaining utilities as required. Turf parking areas all should be installed if not previously completed. All areas to be graded, top soiled, seeded and stabilized with vegetative cover. Inlet protection should be provided where applicable. Driveway areas should be graded and stabilized with a quarry process base. Perimeter curbing shall be installed in a later phase.

Phase III – construct building foundation and other improvements as depicted on plan. Frame and enclose structure, cleanup site and surrounding areas prior to opening season following spring. Maintain existing tent and patio areas.

October 2017 to October 2018 (off-season and/or on-season)

Phase IIIA – maintain existing tent and patio areas. Install curbing, base course paving and any activities that do not interfere with the use of the patio and tent areas.

October 2018 to May 2019 (off-season)

Phase IV – upon completion of the tent season, remove existing tent and patios, reconstruct patio and relocate tent, complete all site improvements including landscaping and Area IVA, reconstructing existing entrance prior to business season following year. All stock piles to be cleaned up or removed. All areas shall receive final vegetative cover; pave all remaining areas.