



# ANDOVER TOWNSHIP

SUSSEX COUNTY • NEW JERSEY

Land Use Board  
Municipal Building  
134 Newton Sparta Road  
MINUTES  
April 4, 2023  
7:30 p.m.

**CALL TO ORDER:**

Mr. Messerschmidt called the meeting to order at 7:30pm.

**PLEDGE OF ALLEGIANCE:**

Mr. Messerschmidt led the room in a flag salute.

**OPEN PUBLIC MEETINGS ACT NOTICE:**

Mr. Messerschmidt read the following into the record:

This is an open public meeting of the Andover Township Land Use Board to be conducted in-person only at the Municipal Building, located at 134 Newton Sparta Rd., Andover, NJ 07860. Notice of this meeting was given in accordance with the Open Public Meetings Act, Chapter 231, Public Law 85. The rules are generally as stated on the agenda. No new testimony will be taken after 10:30pm. Adequate notice of this meeting has been provided, with an electronic copy posted on the Andover Township website at [www.andovertwp.org](http://www.andovertwp.org).

**ROLL CALL:**

Eric Karr - Present  
Eric Olsen – Present  
John Carafello – Present  
Suzanne Howell – Present  
John O’Connell – Excused  
Richard Skewes – Present  
Joseph Ordile – Present  
Krista Gilchrist – Present  
Sean Degan - Excused  
Paul Messerschmidt – Present

**Also Present:**

Richard Briigliodoro, Esq.  
Cory Stoner, PE  
Stephanie Pizzulo, Secretary

**ADMINISTRATIVE ITEMS:**

**Approval of Minutes:** March 21, 2023

A motion to approve the minutes with the noted corrections was made by Ms. Gilchrist and seconded by Mr. Skewes. Roll Call: Eric Olsen – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – no, Krista Gilchrist – yes, Paul Messerschmidt – yes. Motion carried.

**RESOLUTIONS:**

1.) Report of Variance Applications for 2022

A motion to approve the resolution was made by Ms. Howell and seconded by Ms. Gilchrist. Roll Call: Eric Karr – yes, Eric Olsen – yes, John Carafello – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – yes, Krista Gilchrist – yes, Paul Messerschmidt – yes. Motion carried.

**COMPLETENESS REVIEWS:**

1.) Barone, Pat      B: 62   L: 4.04      Application # A23-3

Mr. Stoner said he issued a report dated March 30, 2023 however, the applicant’s attorney sent an email regarding some of the issues in his report. Mr. Briigliodoro said Ms. Megan Ward, attorney for the applicant sent an email indicating they are in receipt of Mr. Stoner’s report and they are asking the Board to hold off on conducting a completeness review tonight in order to afford them the opportunity to address the concerns and comments in Mr. Stoner’s report. Mr. Briigliodoro said he sent an email asking if Ms. Ward would consent to an extension of time to which Mr. Stoner said she responded with a yes in an email. Mr. Briigliodoro suggested the Board relist the application for 30 days from today.

A motion to continue the completeness review to the May 2, 2023 meeting date was made by Mr. Karr and seconded by Mr. Olsen. Roll Call: Eric Karr – yes, Eric Olsen – yes, John Carafello – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – yes, Krista Gilchrist – yes, Paul Messerschmidt – yes. Motion carried.

2.) Puff City, LLC      B: 134   L:17.06      Application # A23-2 (Deemed Incomplete)

Mr. Stoner said he had not received any of the requested information. The Board Secretary said she had not received anything from the applicant however; she did receive a request for additional information from the Andover Fire Department. She said the Fire Department wanted to know why the applicant was asking for a waiver of the fire protection plans and requested the plans. She said they also wanted mechanical plans to review the heating system and alarm systems. The Board Secretary will send a letter to the applicant requesting the information.

**HEARINGS:**

1.) Master Plan Re-Examination

Mr. Briigliodoro explained the Municipal Land Use Law requirements for a Master Plan Reexamination.

Mr. Briadoro swore in Mr. Stoner, PE, PP, Board Engineer and Planner. Mr. Stoner said the Board had a subcommittee that gave a lot of feedback in drafting the report. He went through the highlights of the report and said there were 33 prior planning documents, which date back to the 1950's. He said the last true Master Plan was in 1989 and went through the criteria for a Master Plan Reexamination report.

Mr. Stoner said the major development and objectives in the 2011 reexamination report were the rezoning of certain areas to Commercial Industrial zones and recommendations of uses in that zone. He said the second objective was the creation of the Mount Laurel zone. He said they tried to list all of the goals and objectives going back to 1989 which included environmental goals, farmland preservation, housing, non-residential goals, community facilities, circulation, compatibility with other planning efforts and general goals. He felt all of the goals and objectives are still applicable.

Mr. Stoner went over the review of major problems and objectives. He said the Industrial zone was created but felt that no major development took place. He said the Mount Laurel zone was created for the Abby and COAH housing but nothing has happened with that area. He said they did not make any major changes to the goals and objectives section of the report. He explained the affordable housing, 2020 stormwater regulations, electric vehicle charging stations, State cannabis regulations, State climate change regulations, and the Open Space and Recreation Plan sections of the Reexamination report. He went over the recommended changes for the Township's Master Plan and Land Development regulations.

Mr. Stoner discussed the zoning definitions and zoning map, which are being worked on by the Board. He went over the recommendations concerning the incorporation of redevelopment plans and said he will add the property located at 1023 Limecrest Rd. to the reexamination report. He went over the recommended areas appropriate for the development of electric vehicle infrastructure. There was a discussion on the electric vehicle charging requirements and the need for a local ordinance. The Board went over some changes to the Master Plan Reexamination report which Mr. Stoner will make those changes.

Mr. Messerschmidt suggested adding the solar and wind ordinance to the reexamination report. Mr. Carafello suggested the Board look into greenways by increasing the landscaping in the front of commercial properties. Mr. Stoner suggested to add that to the Master Plan. Mr. Carafello felt Newton Sparta Road and Route 206 need to be more attractive.

Mr. Messerschmidt recognized Eric Karr, Joseph Ordile, Krista Gilchrist, Stephanie Pizzulo and Eric Olsen as the Master Plan Reexamination Subcommittee and said they did a great job on the report. Mr. Olsen recognized Mr. Matthew Morris and Mr. Cory Stoner for doing a great job compiling the document.

A motion to adopt the Master Plan Reexamination Report as presented with the few minor amendments as noted on the record was made by Mr. Olsen and seconded by Mr. Ordile. Roll Call: Eric Karr – yes, Eric Olsen – yes, John Carafello – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – yes, Krista Gilchrist – yes, Paul Messerschmidt – yes. Motion carried.

**ORDINANCES:** None.

**OLD BUSINESS:**

Mr. Olsen asked if the new application is on the website to which the Board Secretary said yes. The Board discussed changing the application checklist to require 11 X 17 size maps for the Board Members. There was a discussion on sending electronic maps to the Board Members. The Board agreed that the Board Secretary would send out paper and electronic application maps.

**NEW BUSINESS:**

Mr. Olsen asked if there was any training or resources available to the Board Members. Mr. Carafello suggested looking at the NJ League of Municipalities website for information. The Board Secretary will look into what is available.

**LIAISON REPORTS:**

***Township Committee*** – Eric Karr

Mr. Karr said the Township Committee would have its first reading of the redevelopment plan for 1023 Limecrest Quarry Rd. He said the Committee has been working on the budget and explained how they were able to reduce the budget since they started working on it. The Land Use Board will still have money for the digital zoning map and Master Plan.

***Environmental Commission*** –Eric Olsen

Mr. Olsen said they are meeting next week.

***Sustainable Andover*** – Eric Olsen

Mr. Olsen had nothing new to report.

***Economic Development Committee*** – John Carafello

Mr. Carafello said the EDC is working with applicants that should be before the Board by the summer. He said some of the builders were complaining about the time it took to get an electrical inspection.

***Zoning Map/ Zone Changes Subcommittee*** – Paul Messerschmidt

Mr. Messerschmidt said there is a draft version of the zoning map. Mr. Stoner said he would meet with the subcommittee to finalize the map.

***Master Plan Subcommittee:***

Mr. Ordile said they will start working on the Master Plan shortly. Mr. Stoner said they would be preparing an electronic survey for public participation. He said they are working through the demographics now.

**VOUCHERS:**

| <b>Company</b>         | <b>Purpose</b>                   | <b>Amount</b> | <b>Paid By</b>     |
|------------------------|----------------------------------|---------------|--------------------|
| Harold Pellow & Assoc. | Master Plan                      | \$1,008.00    | Master Plan Budget |
| Harold Pellow & Assoc. | Engineering                      | \$280.00      | Budget             |
| Harold Pellow & Assoc. | Puff City, LLC                   | \$2,107.25    | Applicant's Escrow |
| Harold Pellow & Assoc. | Always Comfy                     | \$69.00       | Applicant's Escrow |
| Harold Pellow & Assoc. | LAC Realty Corp                  | \$155.58      | Applicant's Escrow |
| Harold Pellow & Assoc. | Limecrest Royalty (Braen Supply) | \$1,187.00    | Applicant's Escrow |

A motion to approve the vouchers was made by Ms. Howell and seconded by Mr. Karr. Roll Call: Eric Karr – yes, Eric Olsen – yes, John Carafello – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – yes, Krista Gilchrist – yes, Paul Messerschmidt – yes. Motion carried.

**CORRESPONDENCE:** None.

**PUBLIC PORTION:**

If a member of the public has a question or comment, please raise your hand and wait to be recognized by the Chairperson to speak. Please come forward when recognized and state your name and address, unless you are a registered covered person under Daniel's Law by the Office of Information Privacy. Please refrain from asking questions or making comments about any pending application before the Board, as the applicant may not be present for cross-examination. The Chairperson has the right to limit the amount of time a person from the public has to ask questions and make comments so all members of the public may have a chance to speak.

Mr. Messerschmidt opened the meeting to the public. With no public present, the meeting was closed to the public.

Mr. Carafello said the Township Committee received a letter complaining about the mailbox location on Ballantine Way. He said the Postmaster in Newton said they could not deliver to the individual houses down the road. There was a discussion on the location of the mailboxes. Mr. Messerschmidt felt the Board had no jurisdiction over the matter and suggested the Township Committee send a letter to the Postmaster.

**UPCOMING MEETINGS:** April 18, 2023, May 2, 2023

**ADJOURNMENT:**

With no further business to come before the Board, a motion to adjourn was made by Ms. Gilchrist. It was seconded by Ms. Howell and passed with everyone saying aye.

Respectfully submitted,

Stephanie Pizzulo  
Land Use Administrator