



ANDOVER TOWNSHIP

SUSSEX COUNTY • NEW JERSEY

Land Use Board
Municipal Building
134 Newton Sparta Road
MINUTES
December 5, 2023
7:30 p.m.

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

Mr. Messerschmidt led everyone 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.

ROLL CALL:

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

Also Present:

Richard Briigliodoro, Esq.
Thomas Knutelsky, PE
Stephanie Pizzulo, Secretary

ADMINISTRATIVE ITEMS:

Approval of Minutes: None.

RESOLUTIONS: None.

COMPLETENESS:

1.) DePinho, Stephen B: 71 L:3.29 Application # 23-6

The applicant proposes to construct a 3-bedroom single family dwelling with a footprint of 2,957 square feet together with a driveway, deck and associated site improvements.

Mr. Knutelsky said the application was deemed incomplete in September however, the requested information was submitted to the Board and the application could now be deemed complete.

Mr. Ordile noted the plans show a four-bedroom home and that the description on the application was incorrect.

Ms. Gilchrist recused herself from this matter and stepped down from the dais.

A motion to deem the application in the matter of Stephen DePinho complete was made by Ms. Howell and seconded by Mr. Skewes. Roll Call: Eric Olsen – yes, John Carafello – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – yes, Sean Degan – yes, Paul Messerschmidt – yes. Motion carried.

HEARINGS: (All submitted materials can be found under the Land Use section on the Township website www.andovertwp.org.)

1.) DePinho, Stephen B: 71 L:3.29 Application # 23-6

The applicant proposes to construct a 3-bedroom single family dwelling with a footprint of 2,957 square feet together with a driveway, deck and associated site improvements.

Mr. Daniel Benkendorf, Esq of the firm Askin & Hooker, LLC said he was representing the applicant. He said the property is located at 76 Skytop Road, Block 71, Lot 3.29 which is a 2.8-acre lot in the R-2 Zone. He said the applicant is seeking variance relief to construct a four-bedroom single family residential home on a lot that already has a five-bedroom septic system. He said they are seeking variance relief for slope disturbances.

Mr. Briigliodoro swore in Ms. Cara Tullai and Mr. Stephen DePinho who are the property owners.

Mr. Briigliodoro swore in Mr. Thomas Graham, PE with Dykstra Walker Design Group. Mr. Graham gave his qualifications and was accepted as an expert by the Board.

Mr. Graham said the lot is an irregularly shaped parcel with a width of 650 feet and a depth of 200 feet, is located in the R-2 single family residential zone, is three acres in size, and is bounded by Skytop Road to the north, Hidden Vally Lake to the south and residential properties to the west. He said the property generally drains from north to south and explained the elevations to the Board. He said there is an existing conservation easement along the bottom of the property adjacent to the lake and was the result of the subdivision that created the lake. He said the property had a previous plan approved for development and a five-bedroom septic system was constructed. He said there is a well and a driveway is cut in. Mr. Graham explained sheet 1 of 6 the Existing Conditions Plan of the submitted application.

Mr. Graham explained sheet 6 of 6 which was the Steep Slopes Plan which was submitted as part of the application package. He said the majority of the site is steep slopes. He said the proposed structure is smaller than what was previously approved and its location was also altered. He explained the previous location and the newly proposed location of the house and driveway. He said they shorten the length of the driveway and lessened the slope of the driveway. He said they are disturbing areas of steep slopes that are in excess of what the ordinance allows however, it is much less than what was previously approved. He explained the limit of disturbance and what the applicant was proposing. He said the property meets all of the bulk requirements for the R-2 Zone and the only variances they are seeking is for the steep slopes. He said Mr. Stoner's report requested information on the sight distance for the driveway. Mr. Graham explained sheet 5 of 6 which was the Sight Distance Plan and Profile which was submitted with the application. He explained the sight lines to the Board and said there is a small area to the west of the driveway that would require some grading. He said Mr. Stoner's report said the grading was acceptable.

Mr. Graham said the property is adjacent to Hidden Vally Lake which is a Category 1 body of water with a 300-foot riparian zone around it. He said they submitted an application to the NJDEP for a permit for the construction of a single-family home and they have been waiting for the permit for some time. He felt they would have the permit from the DEP by the end of December.

Mr. Graham felt that the shape and the condition of the property creates a hardship and they had done their best to minimize the disturbances of the steep slopes by relocating the house and shortening the driveway. He felt the property could be developed without any detriment to the public good.

Mr. Knutelsky felt most of the testimony addressed the issues in Mr. Stoner's report. Mr. Knutelsky expressed a concern with the site line of the driveway profile and asked if the grading could be dropped for better visibility. Mr. Graham said they could do that but it would increase the amount of disturbance. Mr. Knutelsky asked if they could preserve the site line by agreeing to a site line easement. Mr. Graham said the applicant was agreeable to that request and it

would be depicted on the plan. Mr. Knutelsky asked if there was vegetation that needed to be cleared from the wetlands buffer to which Mr. Graham said the area in question was outside of the riparian buffer. He said the plan submitted to the D.E.P. has all of the clearing shown on it.

Mr. Olsen asked about the nature of the steep slopes. Mr. Graham explained the slope and said they would not need to blast on the site. Mr. Olsen asked if there was a vegetative buffer at the edge of the lake. Mr. Graham explained the vegetative conservation easement. Mr. Olsen asked if the vegetation would capture stormwater runoff. Mr. Graham said yes and that the proposed project is only showing an increase of about 800 square feet to what was originally proposed. He felt the project would have a small effect on stormwater.

Mr. Messerschmidt asked if the applicant was aware that there would be no disturbance to the conservation easement with a dock. Mr. Graham said they were aware of that.

Mr. Ordile asked for a description and purpose of the retaining walls. Mr. Graham said they were for the driveway, to create a flat building pad for the dwelling and to reduce and control the areas of disturbance. He explained the height of the walls. Mr. Ordile asked for the location of the steep slope disturbance to which Mr. Graham explained it to the Board. Mr. Ordile asked about the guiderail around the property. Mr. Graham explained the location of the guiderail and said it would not be in the line of site.

Mr. Carafello asked if the applicant understood that the Township would have the right to go onto the site triangle to clean it out to which Mr. Benkendorf said that would be a normal request. Mr. Carafello asked about the finish floor level compared to the street level. Mr. Graham explained the levels and said the house is between five and 15 feet below the roadway. He said the house would be setback about 65 from the right-of-way. There was a discussion on why the house could not be raised up higher.

Mr. Brigliadoro swore in Mr. Ken Fox, licensed architect of Fox Architects. Mr. Fox gave his qualifications as an expert, which were acceptable to the Board.

Mr. Fox presented a 3 dimensional rendering of the proposed house labeled "Street View" dated 12/5/23 which was marked and entered as exhibit A-1.

Mr. Fox presented colored elevations labeled "Elevations of the Property" with a date of 12/5/23, which was marked and entered as exhibit A-2.

Mr. Fox explained the main level plan and said there would be a covered porch, open living, dining and kitchen area and three bedrooms. He said they are not building over the garage area. He said the lower level would be a large recreation room, a bedroom, a mudroom with a laundry, a craft room and storage. He said there is access outside to a patio. Mr. Fox explained the elevations to the Board. He explained the floor area and total square footage of the house. He said the house meets the Township's height requirements.

Mr. Olsen asked if there is a lawn proposed for the back of the house. Mr. Graham said they were not proposing any lawn areas beyond the retaining walls.

Mr. Messerschmidt asked if there would be exposed concrete. Mr. Graham said they would use stone veneer. Mr. Carafello asked about the siding to which Ms. Tullai said it would be vinyl shakes.

Mr. Messerschmidt opened the meeting to the public.

Mr. Briigliodoro swore in Mr. Michael Lensak. Mr. Lensak said the property had been sitting vacant for a long time. He felt the project would be acceptable and the size of the house was appropriate. He was in favor of the project.

With nobody else from the public coming forward, the meeting was closed to the public.

Mr. Briigliodoro went over the requested variances and proposed conditions with the Board. There was a discussion on the allowable retaining wall height.

A motion to approve the application with the noted conditions was made by Ms. Howell and seconded by Mr. Olsen. Roll Call: Eric Olsen – yes, John Carafello – yes, Suzanne Howell – yes, Richard Skewes – no, Joseph Ordile – yes, Sean Degan – yes, Paul Messerschmidt – yes. Motion carried.

Ms. Gilchrist returned to the Board.

2.) Andover Munsee Realty, LLC B: 134 L: 26 Application # 23-9

The applicant is seeking preliminary and final site plan approval and bulk variance relief for a proposed retail commercial building. The applicant is also seeking a Section 68 certification for the pre-existing, non-conforming use for the apartment, which was constructed in 1957. The applicant will remove the side driveway and expand the existing main driveway area, remove the gravel area behind the main building to offset impervious coverage and show additional parking by the shed area.

Mr. Michael Selvaggi, Esq. was representing the applicant. There was a discussion on the need for a use variance due to the two principal uses on the lot. Mr. Selvaggi felt the application would require a use variance.

Mr. Carafello stepped down from the Board and left the dais.

Mr. Selvaggi said they had not submitted revised plans however, the Applicant's Engineer could address the issues in Mr. Stoner's report. He said with the exception of the existing apartment and the steep slope variance, the application is conforming to the ordinances.

Mr. Knutelsy went over the information that had been provided and what information still needs to be provided during testimony.

Mr. Selvaggi said the property is known as Block 134, Lot 26 and the application was for a preliminary and final site plan for a cannabis retail establishment which is a permitted use in the zone.

Mr. Briadoro swore in Mr. Vincent Mann, a member of Andover Munsee Realty, LLC. Mr. Mann said Andover Munsee Realty, LLC is a real estate holding company which has a tentative lease with Munsee Three Sisters Medicinal Farm. He said Munsee Three Sisters Farms is proposing to operate a cannabis retail store. He said Munsee Three Sisters Farm has an approved State application and there is still one more level of licensing they need to obtain.

Mr. Selvaggi presented a document entitled "Final Agency Decision Approval of Conditional License Application" from the State Cannabis Regulatory Commission, dated September 12, 2022 which was marked and entered as exhibit A-1.

Mr. Mann presented Andover Township Resolution 2023-69 which was marked and entered as Exhibit A-2. He said the resolution granted Munsee Three Sisters Medicinal Farm a class 5 cannabis store. He said he understood he still needed approvals from the Land Use Board and the State.

Mr. Mann said the license allows the applicant to sell State licensed cannabis and they could continue to sell CBD products. He said they could not sell food. He said anyone entering the establishment must be 21 years of age and all sales need to take place inside the building. He explained the customer flow through the sales process. He said there would be no drive through. Mr. Mann said they are converting a single-family home into the retail establishment. The days and hours of operation would be 9:30 am to 9:00pm, Monday through Sunday. He said they would have five employees in addition to the owner and explained what the employees would be doing during their work day. Mr. Mann said they have a Standard Operating Procedures (SOP) manual which the employees would follow as regulated by the State. He said the municipality and State have a copy of the SOP and it had been approved by the State. He said they would have a person dedicated to security and the access to the facility is limited. He said there would be an employee available to assist the customers with purchases and iPads to place an order.

Mr. Mann said the product is delivered in a van which would typically happen before or after hours. He said it is a ten-minute process, the vans would be unmarked and there would be a parking area for deliveries and a side entrance for deliveries. Mr. Mann said there would be signs inside and outside that say "no consumption in the store or on the property". Mr. Mann said most of the waste from the site would be packaging or employee lunch trash.

Mr. Mann said Ms. Michaeline Picaro's son is a partner in Andover Munsee Realty and would be the security person. He would be living in the onsite apartment for added security. Mr. Mann said there would be security cameras throughout the facility and at all access points. The Andover Police Department would have access to the security cameras. Mr. Mann said there would be nothing in the basement and only the mechanicals and surveillance equipment would be in the attic. He said the apartment would always be for security personnel.

Mr. Selvaggi presented a property record card for Block 134, Lot 26 which was marked and entered as exhibit A-3. Mr. Mann said the property record card indicated the apartment had been built in 1957/58.

Mr. Mann presented a layout of the garage apartment entitled "Renovation to Existing Apartment" dated January 1975 which was marked and entered as exhibit A-4. He said the current layout is the same as it was in 1975 and they were not proposing any changes to the apartment. He said the garage below the apartment would not be used for the cannabis retail operation. He agreed that the garage would not be converted into living space. He said the one side would be for storage for the apartment and the other side would be used for lawn and grounds equipment. Mr. Mann said there is one bedroom and one bathroom in the apartment.

Mr. Knutelsky asked about the removal of the cannabis packaging from the site. Mr. Mann said the cardboard boxes would be recycled and any cellophane wrappers or bubble wrap would be thrown in the garbage. Mr. Knutelsky asked if there would be any residual cannabis or cannabis product on any of the wrapping to which Mr. Mann said no. Mr. Mann said all products coming into the store would be a package within a package. He said there would be no loose products that would be opened and resold.

Mr. Knutelsky asked if the five employees are per shift and would there be sufficient parking. Mr. Mann said there would be five employees per shift however, the security person would be parking at the apartment.

Ms. Gilchrist asked if there would be delivery from the site to which Mr. Mann said he did not anticipate that. Ms. Gilchrist asked if customers could order online and then pickup onsite. Mr. Mann said he did not anticipate that at this time.

Mr. Olsen asked if there was an estimated number of customers per day or hour. Mr. Mann said it is anticipated they would have 200 customers. Mr. Olsen asked about the time each transaction would take. Mr. Mann said it would average between 10 to 15 minutes. He said occasionally a customer would need to have a consultation. Mr. Olsen asked if the cannabis is grown in New Jersey. Mr. Mann said the regulation is that it has to be grown in New Jersey. Mr. Olsen asked if he was agreeable to a condition that the person living in the apartment be an employee to which Mr. Mann agreed.

Mr. Messerschmidt asked who would occupy the apartment if no employee wanted to live there. Mr. Mann said it would remain vacant. Mr. Messerschmidt asked if there was a State

requirement that the security personnel have training or if they would be armed. Mr. Mann said the security personnel would be unarmed and there is no requirement to have the person go through formal training. He said all of the employees have a sense of security and there would be panic buttons. He said the security person has a standard operating procedure for their position. He said they would have cyber security, surveillance and physical security in the facility. Mr. Mann said they were anticipating hiring someone to take the funds to the town. He said their SOP has been reviewed and approved by the State of NJ and the Andover Police Department. He said all employees would be fingerprinted. He said there is no formalized training.

Mr. Messerschmidt asked if this is the first cannabis retail operation, they had been involved in to which Mr. Mann said yes. Mr. Messerschmidt asked how the cannabis and CBD are kept separate in the store. Mr. Mann said the CBD products are not part of the vault and are kept on the shelf. Mr. Messerschmidt asked if the products could be broken up into smaller doses. Mr. Mann said they sell the packaged products as they come into the store. Mr. Messerschmidt asked if there is a number of employees that could be in the building at one time. Mr. Mann said he that is determined by the Fire Official. Mr. Messerschmidt said he understood capacity loads but asked if the State had requirements for this type of business. Mr. Mann explained his soft opening and then his official opening. He said they would have tablets for customers to place an order and explained the purchase process to the Board.

Mr. Knutelsky noted that all operations must be conducted inside the building and asked if an employee would be outside with a handheld device taking orders. Mr. Mann said they would not do that.

Mr. Messerschmidt noted that Munsee Three Sister's Medicinal Farm is the name of the operating entity and asked if there was an actual farm. Mr. Mann said there is a farm and they grow hemp which they have a license to grow. He said they also grow high medicinal food on the farm located in Fredon Township. Mr. Messerschmidt asked if the farm would grow cannabis to which Mr. Mann said it is not a permitted use.

Ms. Howell asked if the State had hiring requirements. Mr. Mann said they do not have hiring requirements however; they would like to see people with prior cannabis related arrests be hired. Ms. Howell asked if the employees would be taking a drug test to which Mr. Mann said he would not require it. Ms. Howell asked if they would be selling to visibly impaired customers to which Mr. Mann said no.

Mr. Ordile asked who the principles of Munsee Three Sisters were. Mr. Mann said it was his wife Michaeline. Mr. Ordile asked who owns Andover Munsee Realty. Mr. Mann said it is owned by Elijah Picaro and Vincent Mann. Mr. Ordile asked if there is a name for the business to which Mr. Mann said it would be Munsee Three Sisters. Mr. Mann said currently they have hemp leaves on their sign which would need to be removed. Mr. Ordile asked if there was a limit on the amount of cannabis that could be purchased to which Mr. Mann said one ounce. Mr. Mann said the purchases are recorded and a customer's ID would be flagged limiting the

amount purchased. Mr. Ordile asked how they would handle the flow of cars if they exceeded the parking spaces. Mr. Mann said they would do the best they could to handle the parking. Mr. Ordile asked if the Township resolution listed this particular property to which Mr. Selvaggi said yes. Mr. Ordile asked Mr. Mann to use Andover in any advertising and not Newton to which Mr. Mann agreed.

Mr. Mann said he had his conditional license from the State and a license from the town.

Mr. Olsen asked if customers would be able to place online orders. Mr. Mann said that would be a possibility.

The Board took an eight-minute break.

Mr. Briadoro swore in Mr. Ray O'Brien, principal of O'Brien Architects, Inc. located in Blairstown, NJ. Mr. O'Brien gave his qualifications, which were accepted by the Board.

Mr. O'Brien said he prepared the architectural plans in the application. He presented a two-page plan entitled "CBD Retail" dated 11/30/2023 which was marked and entered as exhibit A-5.

Mr. O'Brien said they are not changing the perimeter of the existing building. He said they are adding a barrier free access from the parking area to a platform that is level with the floor level of the building which allows for two means of egress; one being the stairs and one being a ramp. He said the ramp is also used for deliveries. He explained the delivery area and vault. He explained the interior of the building; the waiting area, the retail and display area, the counter area and the pass through from the vault. He said there would be a back door to the attic and an access door for the basement which would be for light storage. He said they would be residing only two sides of the outside façade. He said they would stay within the Benjamin Moore historical color palate as listed in the redevelopment plan. Mr. O'Brien said they would use a lighter color up top and a darker stone veneer below. He explained the placement of the front door, the siding and the employee access. He said the glass in the doors will be shaded to allow light but would not be see through.

Mr. O'Brien explained the apartment and the garage. He explained the grade and how it would affect the garage doors. He said they were not proposing any color changes to the apt. He said the pylon sign would be about 20 square feet maximum and would be two sided. He said there would be no changes to the roof or height of the building.

Mr. Knutelsky asked if the overhang was to be repaired or removed. Mr. Selvaggi said they would remove it so there would be no setback variance needed. Mr. Knutelsky asked about the use of the platform. Mr. O'Brien said there would be no seating in that area. Mr. Knutelsky asked if there was a design for the sign. Mr. O'Brien said the sign was limited by the windows and the logo has not been designed yet. Mr. Knutelsky asked if the two garage doors would be sealed off to which Mr. O'Brien said he did not know at this time. He said if they seal off the

garage doors then they would need to increase the man door size or they could seal off the right garage door and leave the left side for tractor and lawn equipment. Mr. Knutelsy asked if any mechanical equipment would be located outside. Mr. O'Brien said if any mechanicals would be outside, they would be in the back and nothing larger than a residential condenser. Mr. Knutelsy asked about screening to which Mr. O'Brien said they would show landscaping if needed.

Ms. Gilchrist asked about the security gate location. Mr. O'Brien explained the areas that are secured and that the exit door requires a 5-foot clear area.

Mr. Olsen asked if the rear door would be used as an exit. Mr. O'Brien said the rear door would be strictly for emergency egress. Mr. Olsen ask if the building interior would be a complete remodel. Mr. O'Brien said the retail area would be completely renovated.

Mr. Messerschmidt asked what makes the vault area a vault. Mr. O'Brien said it was termed that way in the SOP. He said that is where the product would be delivered and stored. He said the two doors would be secured and made of hollow metal. Mr. Messerschmidt asked about the pass through to which Mr. O'Brien explained it would be an area with an opening. He said he did not have the details on the cabinets at this time.

Ms. Howell asked how a customer would exit the facility. Mr. O'Brien said the product is handed to the customer after they make the purchase and they exit the same way they came in.

Mr. Ordile asked for an example of the signage. Mr. O'Brien explained the proposed sign. Mr. Ordile asked for more detail on the sign. Mr. Ordile asked about the "no consumption" signs. Mr. O'Brien said they would be placed according to State regulations. Mr. Ordile asked if only the front and the side of the building would be resided to which Mr. O'Brien said yes. Mr. Ordile felt the rest of the building and the garage were in serious disrepair. Mr. O'Brien said at the moment the applicant did not intend to do anything with it because of budget reasons. Mr. Ordile felt the siding must be addressed.

Mr. Knutelsky asked about the ADA compliant ramp to which Mr. O'Brien explained it to the Board.

Mr. Ordile asked about the outdoor security cameras. Mr. O'Brien said he did not know because the security IT did not determine that yet. Mr. Ordile asked if a sign could be put on the delivery door that it is not an entrance.

Mr. Ordile asked if there would be sufficient light to run solar lights on the pylon sign. Mr. O'Brien said the applicant was not intending to run electric to the sign. Mr. Ordile asked for clarification on the grading by the garage doors to which Mr. O'Brien explained to the Board.

Mr. Knutelsky asked about fire protection. Mr. O'Brien explained the building did not need to be fire suppressed however, there would be fire extinguishers at each of the exit doors. Mr. Knutelsky asked about odor control. Mr. O'Brien said the vault will be ventilated at a negative pressure and there would be a HEPA filter exhaust. Mr. Knutelsky suggested the operations and maintenance plan address a schedule for the replacement of those filters and an explanation of what should happen if odor does become a problem. He suggested monitoring a few times a year. Mr. Mann said the odor control is regulated by the State. Mr. Knutelsky suggested that be the minimum standard.

Mr. Mann presented a rendering of the face of the sign which was marked and entered as exhibit A-6.

Mr. Olsen asked if there was office space in the building to which Mr. O'Brien said it was not requested by the applicant.

Mr. Messerschmidt requested a copy of the SOP to which Mr. Selvaggi said he would submit it electronically.

Mr. Selvaggi asked the Board to carry the hearing without further notice to the December 19, 2023 meeting.

Mr. Messerschmidt announced that the hearing would be carried to the December 19, 2023 meeting without further notice.

ORDINANCES: None.

OLD BUSINESS:

- 1.) Appointment of a Board Planner
- 2.) 2024 Budget

The Board agreed to carry the Old Business to the next meeting.

NEW BUSINESS: None.

LIAISON REPORTS:

Township Committee – Eric Karr

Environmental Commission –Eric Olsen

Sustainable Andover – Eric Olsen

Economic Development Committee – John Carafello

Zoning Map/ Zone Changes Subcommittee – Paul Messerschmidt

Master Plan – Joseph Ordile

The Board agreed to carry the Liaison Reports to the next meeting.

Mr. Ordile asked the Board Secretary to send the draft Master Plan survey to the Board for comments. He gave a timeline of the Master Plan process.

VOUCHERS:

Company	Purpose	Amount	Paid By
Weiner Law Group	Puff City Property, LLC	\$208.00	Applicant's Escrow

A motion to approve the bill was made by Mr. Ordile and seconded by Mr. Olsen. Roll Call: Eric Olsen – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – yes, Krista Gilchrist – yes, Sean Degan – 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.

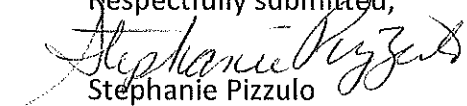
PENDING APPLICATIONS:

Ringo Properties – Deemed Incomplete 9.19.23.
698 Route 206 South, LLC – Deemed Incomplete 10.3.23
Open Space Plan – Hearing Date 12.19.23

UPCOMING MEETINGS: December 19, 2023

ADJOURNMENT:

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

Respectfully submitted,

Stephanie Pizzulo
Land Use Board Administrator