



# ANDOVER TOWNSHIP

SUSSEX COUNTY • NEW JERSEY

Land Use Board  
Municipal Building  
134 Newton Sparta Road  
MINUTES  
April 2, 2024  
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](http://www.andovertwp.org).

**ROLL CALL:**

Michael Lensak (Class I) - Present  
Eric Olsen (Class II) – Excused  
Eric Karr (Class III) – Present  
Suzanne Howell (Class IV) – Present  
Richard Skewes (Class IV) – Present  
Joseph Ordile (Class IV) – Excused  
Krista Gilchrist (Class IV) – Present  
John Carafello (Class IV) - Present  
Sean Degan (Alternate) – Absent  
Karen Rozek (Alternate) - Present  
Paul Messerschmidt (Class IV) – Present

**Also Present:**

Richard Brigliadoro, Esq.

Cory Stoner, PE  
Stephanie Pizzulo, Secretary

**ADMINISTRATIVE ITEMS:**

**Approval of Minutes:** March 19, 2024

A motion to approve the minutes of the March 19, 2024 meeting was made by Mr. Skewes and seconded by Mr. Lensak. Roll Call: Mike Lensak – yes, Eric Karr – yes, Suzanne Howell – yes, Richard Skewes – yes, Krista Gilchrist – yes, John Carafello – yes, Karen Rozek – yes, Paul Messerschmidt – yes. Motion carried.

**RESOLUTIONS:** None.

**COMPLETENESS:**

1.) Ballantine Woods, LLC      B: 7 L: 10.03, 10.05      Application # 24-3

*The applicant is seeking final major subdivision approval for ten (10) lots which have preliminary subdivision approval and one open space lot to be dedicated to Andover Township. The ten (10) lots are for future single-family homes.*

Mr. Stoner said this is the final phase of the Ballantine Woods subdivision. He gave a brief history of the phased, major subdivision. Mr. Stoner had no issues with the application being deemed complete.

Mr. Messerschmidt said the Completeness Review Subcommittee also took the position the application could be deemed complete.

A motion to deem the application complete was made by Mr. Lensak and seconded by Ms. Howell. Roll Call: Mike Lensak – yes, Eric Karr – yes, Suzanne Howell – yes, Richard Skewes – yes, Krista Gilchrist – yes, John Carafello – yes, Sean Degan – yes, Paul Messerschmidt – yes. Motion carried.

The hearing was set for May 21, 2024.

2.) 698 Route 206 South, LLC      B: 158 L: 1      Application # 23-8

*The applicant is seeking minor site plan approval in response to zoning notices of violation from Andover Township. No change in use proposed.*

Mr. Stoner said the applicant had addressed all of the items requested by the Completeness Review Subcommittee. He went through the items requested and said the application is to address the zoning violation the property owner had received. He said they had not received

copies of the three resolutions for the property dating from 1990 through 1998 or a copy of the notice of violation. He recommended the application be deemed complete.

Mr. Messerschmidt said the Completeness Review Subcommittee addressed the application and requested copies of the notice of violation and the resolutions.

A motion to deem the application complete was made by Mr. Lensak and seconded by Mr. Skewes. Roll Call: Mike Lensak – yes, Eric Karr – yes, Suzanne Howell – yes, Richard Skewes – yes, Krista Gilchrist – yes, John Carafello – yes, Sean Degan – yes, Karen Rozek – yes, Paul Messerschmidt – yes. Motion carried.

The hearing was set for May 7, 2024.

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

**ORDINANCES:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

Ms. Howell requested application plans be 11 X 17 in size. There was a discussion on the preferred map size. The Board agreed to test the use of the 11 X 17 size maps by having the Board Secretary make copies at that size for the next meeting.

**LIAISON REPORTS:**

***Township Committee*** – Mike Lensak

Mr. Lensak said the Township received notification about the next round of COAH obligations. He said the Township was fully compliant on the last round however; it did not go anywhere because the EPA and COAH could not agree. He asked if the Township could seek durational adjustment for COAH. Mr. Briigliodoro said durational adjustment is available however; the Township would have to prove it could not produce one unit of affordable housing. There was a discussion on Andover's requirement to go through the COAH process. There was a discussion on the sewer service areas in Andover. Mr. Carafello said Andover did not have land to build density housing.

Mr. Lensak said the Township had received the amendment on the Route 206 Plan. Mr. Carafello said the Township has been contacted by the developer for the Abbey property and is in the process of an amendment to the Redevelopment Plan.

***Environmental Commission*** –Eric Olsen

Mr. Olsen was not present to give a report.

***Sustainable Andover*** – Eric Olsen

Mr. Olsen was not present to give a report.

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

Mr. Carafello said he had a newspaper article discussing the progress Andover Township has made. He will forward it to the Board Secretary to send out to the Board Members.

***Master Plan*** – Krista Gilchrist

Ms. Gilchrist said the subcommittee had meetings with the Board Engineer and Planner. She said the subcommittee has reviewed all of the survey data and would be ready to present the data to the Board at the next meeting.

**VOUCHERS:** None.

**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 nobody coming forward, the meeting was closed to the public.

**PENDING APPLICATIONS:**

Ringo Properties – Completeness Hearing 4.16.24

Daniel Scully – Hearing Scheduled for 6.4.24

Priority Compacting Repair, LLC – Deemed Incomplete 1.16.24

Seegul, LLC – Hearing Scheduled for 4.16.24

Redevelopment Study – 5.7.24

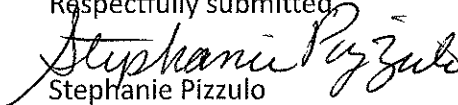
**UPCOMING MEETINGS:** April 16, 2024, April 30, 2024, May 7, 2024

**ADJOURNMENT:**

With no further business to come before the Board, a motion to adjourn was made by Mr.

Lensak. It was seconded by Ms. Gilchrist and passed with everyone saying aye. The meeting adjourned at 8:17 pm.

Respectfully submitted,

A handwritten signature in black ink, reading "Stephanie Pizzulo". The signature is written in a cursive, flowing style. The first name "Stephanie" is written in a larger, more prominent script, and the last name "Pizzulo" follows it. The signature is positioned over the printed name "Stephanie Pizzulo".

Stephanie Pizzulo

Land Use Administrator

