

**TOWNSHIP OF WEST MILFORD
PLANNING BOARD**

**October 7, 2004
WORKSHOP**

MINUTES

Meeting opened at 7:32 p.m. with the reading of the legal notice.

ROLL CALL

Present: Joseph Elcavage, James O'Bryant, Edward Orthouse, Douglas Ott, Michael Siesta, Leslie Tallaksen, Kurt Wagner. Alternate: Clinton Smith. Chairman: Michael Tfank. Planning Director: William Drew, P.P. Principal Planner: Linda Lutz, P.P. GIS Specialist: Robert Sparkes.

Absent: Alternate: Matthew DeFede. Planning Board Engineer: Robert Kirkpatrick, P.E.

PUBLIC PORTION

No one wished to speak at this time.

SITE PLAN WAIVER APPLICATIONS

HANENBERG INVESTMENT GROUP, LLC

Site Plan Waiver # 0420-0193W

Blocks 3401; 3406; Lots 21; 23
165 Lakeside Rd.; R-2 Zone

The applicant and his attorney, Don Mathews, Esq. were present. The Board had several concerns regarding this application and carried the matter to the October 27th meeting pending review by the Board Attorney.

SITE PLAN WAIVER: Discussion on application process and Board consideration of application requests. Planning Director, William Drew, advised that he, Linda M. Lutz, Principal Planner and Kurt Wagner, Construction Official, had discussed what could be done to provide the Board with more information to assist them in making their recommendations. It was proposed that the application form be amended to request additional information from the applicant as to exactly what he intended to do. It was further proposed that the Construction Official and/or Zoning Officer be permitted to inspect the interior of the premises to assess the extent of any renovations being undertaken. This will provide a better understanding of the site and permit the Board to make a more informed decision as to whether the site can maintain the proposed business.

APPLICATIONS - None

MASTER PLAN SUBCOMMITTEE

ORDINANCES REFERRED FROM COUNCIL – Joseph Elcavage reported that the Township Council had introduced the Office Transition Zone ordinance. First reading was scheduled for November 6th.

MINUTES

MOTION made by Joseph Elcavage, seconded by Michael Siesta, to approve the minutes of the September 8, 2004 work meeting. On voice vote all were in favor.

MISCELLANEOUS

Meeting Schedule: Board discussed scheduling of November meeting. Due to a conflict with a Township Council meeting, the Board rescheduled its November meeting to Monday, November 8, 2004.

State Aid for Capital Improvement Projects: William Drew advised the Board that an application was filed with the State for the construction of sidewalks extending from the Lincoln Hill senior citizen complex to the center of town. The Board approved the proposed location and concurred that funding for this project should be accepted from the State.

Highlands Water Protection and Planning Act: Memo from Susan Bass Levin, DCA Commissioner, concerning applications for development. William Drew reported that the Township is awaiting direction from the State as to how to proceed with the processing of applications. He further noted that as part of the Board's conditions of approval applicants have been directed to seek the necessary permits.

DEP Permits for Septic Repairs: Memo from Health Officer to Township Administrator in response to Board memo. Robert Sparkes advised that he contacted the DEP regarding the regulations for General Permit #25, which he explained authorized activities in freshwater wetlands and transition areas necessary for the repair and modification of malfunctioning sewer disposal systems. He further advised that this permit is only for the repair of malfunctioning systems and not for new systems or the expansion of existing systems. Mr. Sparkes outlined the procedures for submitting an application and the time frame in which the DEP had to respond.

APPLICATION PROCEDURES

Topic involves discussion on applications for preliminary and final approvals for subdivisions and site plans for development; application review process; Planning Board hearing process; subsequent development/construction process.

Tonight's continued discussion will complete item 2 of Application Process outline.

Matter carried to the November work meeting.

ADDENDUM TO AGENDA

ADOPTION OF AMENDED RESOLUTIONS

Resolution No. 2004 – 13

MOTION made by James O'Bryant, seconded by Michael Siesta, to memorialize amended Resolution No. 2004 – 13.

On roll call vote: Yes – Joseph Elcavage, James O'Bryant, Edward Orthouse,
Douglas Ott, Michael Siesta, Leslie Tallaksen, Kurt Wagner,
Clinton Smith, Michael Tfank
No - None

Resolution No. 2004 – 16

MOTION made by James O'Bryant, seconded by Michael Siesta, to memorialize amended Resolution No. 2004 – 16.

On roll call vote: Yes – Joseph Elcavage, James O'Bryant, Edward Orthouse,
Douglas Ott, Michael Siesta, Leslie Tallaksen, Kurt Wagner,
Clinton Smith, Michael Tfank
No - None

PUBLIC COMMENTS:

Mark Bernetsky addressed the Board regarding a new technology for the installation of septic systems called the Pirana Septic System.

ADJOURNMENT

Meeting adjourned by unanimous consent at 9:15 p.m.

Respectfully submitted,

Grace R. Davis
Secretary