

**MONTVILLE TOWNSHIP PLANNING BOARD**  
Held at: 195 Changebridge Road, Montville Municipal Building  
**Minutes of Thursday, January 14, 2016**

Chairman Lewis called the meeting to order at 7:30 p.m. and welcomed everyone to the Montville Township Planning Board hearing and asked everyone to turn off their cell phones. Ms. Kehoe took the roll call.

**ROLL CALL**

**PRESENT** R. Conklin, T. Braden, A. Adrignolo, A. Maggio, J. Sandham, R. Cook, L. Kornreich, J. Visco P. Mudd & G. Lewis

**ABSENT** L. Tobias

**ALSO PRESENT** R. Conklin (Secretary) & K. Kehoe (Recording Secretary)

**PROFESSIONAL EXCUSED** J. Burgis (Board Planner), S. Omland (Board Engineer)  
& M. Carroll (Board Attorney)

**ANNOUNCEMENTS**

Mr. Lewis welcomed the newest member to the Planning Board, Mr. Richard Cook. Mr. Cook stated that he was previously involved with the Planning Board as the Police Department Liaison.

**PLEDGE OF ALLEGIANCE & STATEMENT OF COMPLIANCE**

As required by the Open Public Meetings Act, adequate notice of this meeting has been provided which notice specified the time and place of the meeting to the extent known at that time. The notice was posted on the bulletin board at the Municipal Building, sent to the Daily Record, and the Citizen, posted on the Township's website calendar, and place on file at the Township Clerk's office. This meeting has been properly noticed to the public in accordance with the Open Public Meetings Act.

**REORGANIZATION**

***Appointment of Officers***

- Appointment of Temporary Chairman – Mr. Visco was nominated for Temporary Chairman by Mr. Braden, seconded by Deputy Mayor Conklin. All present were in favor. There were no other nominations and no objections. Closed to nominations.
- Appointment of Chairman – Mr. Visco requested nominations for Chairman for 2015. Mr. Lewis was nominated as Chairman by Mr. Adrignolo, seconded by Mr. Braden. There were no other nominations and no objections. Closed to nominations by Mr. Cook, seconded by Mr. Adrignolo. All present were in favor.
- Appointment of Vice Chairman –Mr. Maggio was nominated by Mr. Visco, seconded by Mr. Braden. There were no other nominations and no objections. Closed to nominations by Deputy Mayor Conklin, seconded by Mr. Visco. All present were in favor.
- Appointment of Planning Board Secretary – Mr. Ryan Conklin was nominated by Dr. Kornreich, seconded by Mayor Sandham. There were no other nominations and no objections. Closed to nominations. All present were in favor.

- Appointment of Recording Secretary – Ms. Kehoe was nominated by Mr. Mudd, seconded by Mr. Braden. There were no other nominations and no objections. Closed to nominations. All present were in favor.

### ***Planning & Zoning Division Annual Report***

Secretary Conklin provided copies via email. Chairman Lewis asked the members to review. The Zoning Board adopted the report at their last meeting.

### ***2015 Hearing Dates***

Chairman Lewis indicated that the hearing dates and times were previously discussed at a meeting and there were no objections. He asked for a motion to approve as presented. A motion to approve the hearing dates and times for 2016 was made by Vice Chairman Maggio, seconded by Mr. Adrignolo. All present were in favor.

The meetings will be held at 195 Changebridge Road, Montville, NJ in the Chambers. The designation of meeting time was 7:30PM. The dates are as follows:

January 14, 2016	July 14, 2016
January 28, 2016	July 28, 2016
February 11, 2016	August 11, 2016
February 25, 2016	August 25, 2016
March 10, 2016	September 8, 2016
March 24, 2016	September 22, 2016
April 14, 2016	October 13, 2016
April 28, 2016	October 27, 2016
May 12, 2016	November 10, 2016
May 26, 2016	November 21, 2016
June 9, 2016	December 8, 2016
June 22, 2016(Wednesday) – <i>Due to HS Graduation</i>	<i>January 12, 2017</i>

\*\*No second meetings in August, September or December 2016

### ***By-laws Discussion***

Chairman Lewis said there were only minor changes in 2015 and sees no changes needed. Deputy Mayor Conklin discussed the amendment to by-laws regarding texting and discussing applications outside of board meetings. Secretary Conklin said that we can ask Mr. Carroll to amend at any time.

A motion to approve the by-laws before them was made by Mr. Braden, seconded by Mr. Mudd. Roll Call - All in Favor by Voice Vote. No Opposed.

### ***Designation of Official Newspaper for Legal Ads***

On a motion made by Dr. Kornreich, seconded by Mr. Mudd, The Daily Record, The Citizen, and the Star Ledger (for publication purposes) were adopted for legal ads. All present were in favor.

### ***2016 Professional Appointments***

- Appointment: Board Attorney/Execution of Professional Services Agreement – On a motion made by Vice Chairman Maggio, seconded by Mr. Visco, Mr. Michael Carroll, Esq., Law Offices was appointed Board Attorney. All present were in favor.

- Appointment of Board Planner & Execution of Professional Services Agreement – On a motion made by Dr. Kornreich, seconded by Mr. Mudd, Mr. Joseph Burgis, AICP, PP, Burgis Associates was appointed Board Planner. All present were in favor.
- Appointment of Board Engineer & Execution of Professional Services Agreement - Stan Omland, PE – On a motion made by Vice Chairman Maggio, seconded by Deputy Mayor Conklin, Stan Omland, PE was appointed Board Engineer. All present were in favor.
- Appointment of Board Conflict Engineer & Execution of Professional Services Agreement - Discussion followed regarding adding him as a conflict planner too. Chairman Lewis would prefer to interview if necessary. Overall they felt Burgis would not have conflicts. On a motion made by Mr. Braden, seconded by Deputy Mayor Conklin, Paul W. Ferriero, PE, PP, CME, CFM, LEED AP - Ferriero Engineering, Inc. was appointed Board Conflict Engineer. All present were in favor.

### **COMMITTEE & LIAISON REPORTS**

The following appointment of Committees/Liaisons was discussed and made by Chairman Lewis:

Board of Adjustment – Adam Adrignolo, Gary Lewis (Alternate)

Board of Health – Larry Tobias

Environmental Commission – Larry Kornreich

Water & Sewer – Art Maggio

Historic Preservation Review Commission – John Visco, Richard Cook (Alternate)

Design Review Committee – Tim Braden

Site Plan/Subdivision Committee – John Visco, Art Maggio, Tim Braden, Larry Tobias

Economic Development Committee – Jim Sandham, Gary Lewis

Open Space Committee – Paul Mudd

Master Plan – Gary Lewis

Highlands Legislation Review Committee – Gary Lewis

Fire Districts – Tim Braden (Pine Brook), Art Maggio (Montville), Richard Conklin (Towaco)

### **SECRETARY'S REPORT**

Mr. Conklin has no report.

### **BOARD DISCUSSION**

Mr. Braden along with Chairman Lewis welcomed Deputy Mayor Conklin and Mayor Sandham back to the Planning Board. Looking forward to working with them again.

### **PUBLIC DISCUSSION**

Chairman Lewis opened the session to public comment for items not listed on the agenda related to land use matters. There was no public discussion. The meeting was closed for public comment for items not listed on the agenda related to land use matters.

### **CORRESPONDENCE / EXTENSIONS / DISMISSALS**

There were no Correspondence/Extensions/Dismissals to come before the board.

### **PLANNING BUSINESS**

**Affordable Housing Update:** Discuss the status of Housing and Fair Share Plan/ timing of adoption and submittal to the Superior Court.

Secretary Conklin gave a brief update. He said they are moving forward with settling the COAH housing obligation. The Township's planning consultant provided the initial affordable housing obligation. The

Township expects to submit the calculated obligations to the court for feedback in early February. He said there will be a public hearing on the Housing Element and Fair Share Plan in March, possibly at the March 10<sup>th</sup> meeting. The final decision will be made by the governing body through an endorsement of the Housing Element and Fair Share Plan.

#### **Route 46 Redevelopment Plan-** Discussion Redevelopment Plan status update

Secretary Conklin said that the Task Group met last month and developed a draft schedule for upcoming meetings including a public engagement meeting. The Task Group will be meeting 2 times per month and are hoping to set up the public meeting in early March. They have launched a web page and will have public outreach via social media. The next meeting is set for January 28<sup>th</sup>.

#### **Colorized Zoning Map -** Discussion

Secretary Conklin distributed copies of the new colorized zoning map. He is also recommending a fee change for the colorized version, which will be available in 2 sizes.

#### **WAIVERS**

**PMISC15-50-Loyalty Hair Lounge LLC** – 101 Route 46 – B: 181, L: 52.1 – 650 s.f. hair salon – 1 employees – hours of operation Thurs 11am-9pm, Friday 11am-4:00pm, Sat 9-11pm – signage in compliance with approved theme, no outdoor storage

A motion to approve the waiver was made by Mr. Braden, seconded by Dr. Kornreich. All in Favor by Voice Vote - No Opposed. (R. Conklin, T. Braden, A. Adrignolo, A. Maggio, J. Sandham, R. Cook, L. Kornreich, J. Visco, P. Mudd & G. Lewis)

**PMISC16-01 ALIRM, LLC** – 16 Chapin Rd unit 905 – B: 183, L: 7.2 – 2,288 s.f. office/3,712 s.f. warehouse additional space for existing tenant (1,141 s.f. office/4,594 s.f. warehouse existing) total s.f. of units 905 & 906 = 3,429 s.f. office/8,306 s.f. warehouse for online sales of textile products - 4 additional employees – hours of operation 6am-12pm Mon-Sun –UPS pick up daily and 20’-40’ containers unloaded once a week - signage in compliance with approved theme (First Industrial)

A motion to approve the waiver was made by Deputy Mayor Conklin, seconded by Mr. Braden. All in Favor by Voice Vote - No Opposed. (R. Conklin, T. Braden, A. Adrignolo, A. Maggio, J. Sandham, R. Cook, L. Kornreich, J. Visco, P. Mudd & G. Lewis)

**PMISC16-02 Bagel-Dozen** – 223 Changebridge Rd Unit 4 – B: 138, L: 11 – 1,500 s.f. bagel/coffee shop/deli – hours of operation 5am-5pm Mon-Sun – 3 employees – requesting 4 round tables with no more than 15 seats – no overnight parking of vehicles – signage in compliance with Tuscany Village site plan approval

A motion to approve the waiver was made by Vice Chairman Maggio, seconded by Mr. Mudd. All in Favor by Voice Vote - No Opposed. (R. Conklin, T. Braden, A. Adrignolo, A. Maggio, J. Sandham, R. Cook, L. Kornreich, J. Visco, P. Mudd & G. Lewis)

**PMISC16-03 Novin Cannon Financial Group** – 170 Changebridge Rd Unit D6 – B: 139.12; L: 4.6 – 1,600 s.f. office for financial services – hours of operation: 8am-6pm M-F – 4 employees – signage in compliance with condo association – no outdoor storage

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A motion to approve the waiver was made by Dr. Kornreich, seconded by Mr. Mudd. All in Favor by Voice Vote - No Opposed. (R. Conklin, T. Braden, A. Adrignolo, A. Maggio, J. Sandham, R. Cook, L. Kornreich, J. Visco, P. Mudd & G. Lewis)

**INVOICES**

There were no INVOICES to come before the board.

**RESOLUTIONS**

There were no RESOLUTIONS to come before the board.

**MINUTES**

**Planning Board meeting of November 12, 2015** - R. Conklin, T. Braden, L. Kornreich, J. Visco, P. Mudd, L. Tobias & G. Lewis

A motion to approve the minutes was made by Mr. Mudd, seconded by Mr. Visco. Roll Call of Eligibles: All in Favor by Voice Vote. No opposed.

**Planning Board meeting of December 10, 2015** - R. Conklin, T. Braden, L. Kornreich, J. Visco & G. Lewis

A motion to approve the minutes was made by Dr. Kornreich, seconded by Deputy Mayor Conklin. Roll Call of Eligibles: All in Favor by Voice Vote. No opposed.

**LOI/DEP NOTIFICATIONS**

There were no LOI/DEP notifications to come before the board. Professionals were absent.

**LEGAL/LEGISLATIVE UPDATES**

There were no Legal Updates to come before the board. Professionals were absent.

**OLD BUSINESS**

There was no Old Business to come before the board.

**NEW BUSINESS**

There was no NEW Business to come before the board.

**CORRESPONDENCE / EXTENSIONS / DISMISSALS**

There were no Correspondence/Extensions/Dismissals to come before the board. Professionals were absent.

**CONCEPTS**

There were no Concepts to come before the board.

**ADJOURNMENT**

There being no further business to discuss Chairman Lewis asked for a motion to adjourn. In a motion made by Vice Chairman Maggio, seconded by Mr. Adrignolo, the meeting was unanimously adjourned at 8:04 p.m.

The next meeting scheduled is February 11<sup>th</sup>, 2015.

Respectfully submitted,

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Kelley Kehoe, Recording Secretary

I certify that this is a true copy of minutes adopted at Planning Board meeting of 2/25/16.

  
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Ryan Conklin, Sec.