

Branchville Planning & Zoning Board Minutes

April 12, 2023

Present: Mr. Clune, Mrs. Whitesell, Mr. Frato, Mr. Horjus, Mrs. Klimas, Mr. Sutton, Mr. Robinson

Mr. Bathgate, Mr. Whitehead. Absent: Mr. Bansemer, Mr. Smith and Mr. Worthington.

Also present: Matt Morris from Harold Pellow and Associates and Robert Morgenstern, Dolan & Dolan.

Call to Order: The meeting of the Branchville Planning & Zoning Board of Adjustment was called to order at 7:00 p.m. by Chairman Clune who led in the flag salute. Meeting was held at the Branchville Borough Municipal Building, 34 Wantage Ave, Branchville NJ.

Meeting Notice Announcement: Mr. Clune advised this meeting is being held in compliance with the provision of PL 1975, Secs. 4 & 13 of the Sunshine Law. Adequate notice of this meeting has been supplied to the official newspaper of the Planning and Zoning Board that being the Sunday & Daily New Jersey Herald and was posted in the usual location of posted notices.

Approval of Planning Board Appointments: Members sworn in by Robert Morgenstern. Frato, Whitesell, Robinson, Sutton, Whitehead, Horjus, Klimas, Bathgate.

Motion was made by Board Member Frato, seconded by Board Member Whitehead to appoint Michael Clune as Planning Board Chairperson.

Roll Call Vote: Whitesell, Frato, Horjus, Klimas, Sutton, Robinson, Bathgate and Whitehead. Nay: None

Abstain: Clune. Absent: Bansemer, Smith and Worthington.

Motion was made by Board Member Robinson, seconded by Board Member Frato to appoint Frank Sutton as Vice Chairperson.

Roll Call Vote: Clune, Whitesell, Frato, Horjus, Klimas, Robinson, Bathgate and Whitehead. Nay: None

Abstain: Sutton. Absent: Bansemer, Smith and Worthington.

Motion was made by Board Member Sutton, seconded by Board Member Whitesell to appoint Dolan & Dolan as Board Attorney.

Roll Call Vote: Clune, Whitesell, Frato, Horjus, Klimas, Sutton, Robinson, Bathgate and Whitehead. Nay: None

Absent: Bansemer, Smith and Worthington.

Motion was made by Board Member Whitesell, seconded by Board Member Whitehead to appoint Harold Pellow & Associates as Board Engineer.

Roll Call Vote: Clune, Whitesell, Frato, Horjus, Klimas, Sutton, Robinson, Bathgate and Whitehead. Nay: None

Absent: Bansemer, Smith and Worthington.

Motion was made by Board Member Whitesell, seconded by Board Member Sutton to appoint Daily/Sunday New Jersey Herald as the official paper of the Board.

Roll Call Vote: Clune, Whitesell, Frato, Horjus, Klimas, Sutton, Robinson, Bathgate and Whitehead. Nay: None

Absent: Bansemer, Smith and Worthington.

Motion was made by Board member Whitehead, seconded by Board Member Klimas to approve the 2023 Meeting Dates.

Roll Call Vote: Clune, Whitesell, Frato, Horjus, Klimas, Sutton, Robinson, Bathgate and Whitehead. Nay: None

Absent: Bansemer, Smith and Worthington.

Approval of minutes: A motion was made by Board Member Frato, seconded by Board Member Whitesell to approve the minutes for October 12, 2022 with a correction.

Roll Call Vote: Clune, Whitesell, Frato, Horjus, Sutton, Robinson, Bathgate and Whitehead. Nay: None

Abstain: Klimas. Absent: Bansemer, Smith and Worthington.

Motion was made by Board Member Whitesell, seconded by Board Member Horjus to approve the 2022 Annual Report prepared by Dolan and Dolan.

Roll Call Vote: Clune, Whitesell, Frato, Horjus, Klimas, Sutton, Robinson, Bathgate and Whitehead. Nay: None

Absent: Bansemer, Smith and Worthington.

Steve and Connie Leenheer, 6 Broad Street to discuss the parking off Mill Street. The Sussex County Planning Board rejected the applicants request for 4 parking spaces. They are seeking to put 2 parallel parking spaces with in the right of way of Mill Street. The Board discusses and approved amending the site plan to allow 2 parallel spaces in front of the property. The Sussex County Planning Board stated that if the Borough will approve, they will indorse the plan for the 2 parallel parking spaces.

Motion was made by Board Member Sutton, seconded by Board Member Klimas to have Robert Morgenstern amend the current site plan.

Roll Call Vote: Clune, Frato, Horjus, Klimas, Sutton, Robinson and Whitehead. Nay: Whitesell. Abstain: Bathgate. Absent: Bansemer, Smith and Worthington.

Sam Haubrich, Haubrich Enterprises LLC looking to amend current site plan. He is seeking to convert the front of building to full display of cars with no change of use and no variance is required. Also to construct a 30 x 40 ft. addition to the rear of building.

Motion was made by Board Member Klimas, seconded by Board Member Whitehead to amend the current site plan.

Roll Call Vote: Clune, Whitesell, Frato, Horjus, Klimas, Sutton, Bathgate and Whitehead. Nay: None

Abstain: Robinson. Absent: Bansemer, Smith and Worthington.

Sam Haubrich is also selling the auto body portion of the business. The new owner that was present at the meeting needs to have approval from the Planning Board and have the certificate for Business License signed by the Board Secretary.

Motion was made by Board Member Klimas, seconded by Board Member Sutton to have the applications signed for the business license.

Roll Call Vote: Clune, Whitesell, Frato, Horjus, Klimas, Sutton, Bathgate and Whitehead. Nay: None

Abstain: Robinson. Absent: Bansemer, Smith and Worthington.

Vouchers: Motion was made by Board Member Frato, seconded by Board Member Sutton to pay vouchers with the exception of a few for Dolan & Dolan due to the date of the invoices. Checking with finance.

Roll Call Vote: Clune, Whitesell, Frato, Horjus, Klimas, Sutton, Bathgate, Robinson and Whitehead. Nay: None

Absent: Bansemer, Smith and Worthington.

10 Mill Street discussed. Permit application given to owner but not returned. Front Building down but back building still up. Needs to be looked at for safety violations.

Vacant properties were discussed. Notice sent to Risdon property with not reply.

Motion was made by Board Member Robinson, seconded by Board Member Whitesell to have a list done up of all vacant properties in the Borough.

Roll Call Vote: Clune, Whitesell, Frato, Horjus, Klimas, Sutton, Bathgate, Robinson and Whitehead. Nay: None

Absent: Bansemer, Smith and Worthington.

PODS located at 51 Broad Street. Has been there for over 2 years. Owner contacted several times. Code Enforcement Officer is needed in the Borough. Will be brought to the attention of Council.

Motion was made by Board Member Bathgate, seconded by Board Member Whitehead to adjourn. All Aye