

Minutes
Knowlton Township Zoning Board of Adjustment
Tuesday, January 5, 2016

There was the reorganization and regular meeting of the Knowlton Township Zoning Board of Adjustment on Tuesday, January 5, 2016. Attorney Roger Thomas led the Board in the pledge of allegiance. Secretary Alfia Schemm announced that adequate notice of the meeting has been provided in accordance with the “Open Public Meetings Act” by publishing notice of all regularly scheduled meetings in the Official Newspapers as well as providing said schedule in the Municipal Clerk’s Office.

Swearing in of New/Reappointed Members:

Attorney Thomas administered the oath of office to George Trongone, Dennis Melillo, Sara DeVincenzi, and Kim Schad.

Roll call: Present: Peck, Tillman, Schad, Melillo, DeVincenzi, Suggs,
Alt #1 McGuinness, and Alt#2 Trongone
Absent: McGeehin
Also Present: Attorney Thomas and Engineer Rodman.

Reorganization:

Election of Chairman

Attorney Thomas called for a nomination for Chairman. Dr. Melillo made the motion to nominate Richard Tillman as Chairman. Motion seconded by Mr. Suggs. Attorney Thomas asked if there were any other nominations. With there being no further nominations, the nominations were closed. Roll call vote: Suggs-yes, Trongone-yes, McGuinness-yes, Peck-yes, Schad-yes, Melillo-yes, DeVincenzi-yes, and Tillman-abstain.

Election of Vice-Chairman:

Chairman Tillman called for nominations for Vice-Chairman. Dr. Melillo made the motion to nominate Bill Suggs as Vice Chairman. Motion seconded by Ms. McGuinness. Roll call vote: McGuinness-yes, Peck-yes, Schad-yes, Melillo-yes, Trongone-yes, DeVincenzi-yes, Suggs-abstain, and Tillman-yes.

Appointment of Board Attorney, Board Planner, and Board Engineer:

Ms. Peck made the motion to appoint Roger Thomas, of Dolan & Dolan; N.B. Rodman, of Rodman Associates; and Joseph Layton, of Maser Consulting. Motion seconded by Mr. Suggs. Roll call vote: Suggs-yes, McGuinness-yes, Peck-yes, Schad-yes, Melillo-yes, DeVincenzi-yes, Trongone-yes, and Tillman-yes

Appointment of Board Secretary:

Mr. Suggs made the motion to appoint Alfia Schemm as the Board Secretary. Motion seconded by Dr. Melillo. Roll call vote: Suggs-yes, McGuinness-yes, Peck-yes, Schad-yes, Melillo-yes, DeVincenzi-yes, Trongone-yes and Tillman-yes

Designation of Meeting Date, Time and Place/Designation of Official Newspapers

Ms. McGuinness made the motion to designate the meeting dates, as the first Tuesday of the month, at 7:30 p.m. at the Municipal Building; and to designate the Official

Newspaper, to receive notices as per the Open Public Meetings Act, the same as the Municipality. Motion seconded by Ms. Peck. Roll call vote: Suggs-yes, Schad-yes, McGuinness-yes, Peck-yes, Melillo-yes, DeVincenzi-yes, Trongone-yes, and Tillman-yes.

Approval of Minutes:

A correction was noted in the February 3, 2015 minutes, where Mr. Trongone was present and Mr. Kantor was absent.

Ms. McGuinness made the motion to adopt the minutes of February 3, 2015, as amended. Motion seconded by Mr. Suggs. Roll call vote: Suggs-yes, McGuinness-yes, Peck-yes, Schad-abstain, Melillo-abstain, Trongone-yes, DeVincenzi-abstain, and Tillman-yes

Completeness:

#ZB15-001 PMG NJ II LLC, Block 28, Lot 8

Board Attorney Thomas reviewed his conversation with the Applicant's Attorney, Angelo Camelotto, in regards to the need for a Minor Site Plan. He also noted that he was advised that there was a complaint made, regarding a gasoline odor smelled near the site, which is being investigated. He stated that any approval, should address any remediation, if necessary.

Board Engineer Rodman noted his December 30, 2015 report. The Board discussed deeming the application complete, with waivers and they discussed whether a "C" or a "D" variance will be needed. Board Secretary Schemm asked if additional fees and escrow will be required. Board Attorney Thomas stated that he will need to review the Applicant's submission. The Board continued to review and discuss the submission.

Dr. Melillo made the motion to deem the application complete, with the waivers. Motion seconded by Ms. Peck. Roll call vote: Suggs-yes, McGuinness-yes, Peck-yes, Schad-yes, Melillo-yes, DeVincenzi-yes, and Tillman-yes

Other:

Annual Report

Board Attorney Thomas noted that there will be no Annual Report as there was no business in 2015.

Approval of Vouchers:

Ms. Peck made the motion to approve the vouchers. Motion seconded by Mr. Suggs. Roll call vote: Suggs-yes, McGuinness-yes, Peck-yes, Schad-yes, Melillo-yes, DeVincenzi-yes, and Tillman-yes

Adjournment:

In a motion made and seconded the meeting was adjourned.

Respectfully Submitted:

Alfia Schemm
Board Secretary

1/27/16