

SITE PLAN/SUBDIVISION DEVELOPMENT REVIEW COMMITTEE REPORTS

A motion was made by Michael Francis to approve the Development Review Committee Report for as May 2, 2016 as presented. The motion was seconded by Gene Crawford and carried unanimously.

APPEALS AND WAIVER REQUESTS

A. WAIVER REQUESTS FOR POPE JOHN XXIII HIGH SCHOOL PRELIMINARY SITE PLAN, FILE 5(PSP)16, SPARTA TOWNSHIP:

Charles O'Connell said he is an attorney representing Pope John XXIII High School. Owen Dykstra of Dykstra and Associates was also present and was sworn by County Counsel, John Williams.

Owen Dykstra said the applicant is requesting some waivers for a site plan to construct a new middle school on the Pope John XXIII campus. A plan of the overall campus was provided to the Board. There is an existing entrance and exit driveways on County Route 517. They are requesting a waiver for the curb return radii. Currently, there is an existing curb radius of approximately 25 feet when a 35' is required. They have provided a bus turning template on the plans that shows, due to the width of the access, there is an adequate turning radius for buses, which is the design vehicle.

The northerly return does not have curbing and they are requesting a waiver to not curb it. Currently, drainage sheet flows and runs off there, and curbing would require additional drainage structures. There are no cars leaving the site from there. The southerly side is curbed. They are requesting a waiver for inlets at that intersection.

There is waiver request for a detailed plan of the intersection. The intersections currently exist and since they are not changing the intersections, they feel it is not appropriate. Bill Koppenaal asked for a couple of dimensions to be added to the plan and Owen said they will comply with that request.

There is also a request for a waiver from noting the sight distances for the egress. This egress was approved in 2006 and it was constructed according to those plans.

Regarding stormwater, there is a waiver request for providing cross-sections. Bill Koppenaal recommends the waiver; however, he noted that in regard to the emergency spillway, he would like to see a modification to the pond. The applicant agreed to make that change. When asked to explain the change to the emergency spillway, Mr. Dykstra said the berm will be raised to provide an inlet.

Bill Koppenaal said he reviewed the waivers and made some comments. Regarding the return radii, Owen Dykstra did provide turning templates which showed that the buses can make the turn movements while maintaining their own lanes in a safe and efficient manner. The only request is that the actual access dimensions are included on the plans.

Mr. Koppenaal said he does not have any objection to providing a waiver for the curb on the ingress, specifically related to the drainage issue. The site operates so that there is sheet flow running through and if it was curbed, it could confine the sheet flow and would require the installation of some additional stormwater collection systems. He said this is a reasonable request.

Waiver number two was related to the dimensioning and the County will forgo the need for a 20' scale plan. The dimensions can be added to the plan sheets that we have from the previous application.

Mr. Koppenaal said he's done an exhaustive search of files and was not able to find any information related to the prior approval of the access or the egress of the site. Given the change in use and the expansion of the campus, it is prudent that the site be revisited for the sight distances. If there is an issue, they can be addressed.

Waiver number four related to some details. For stormwater, all the information that is now being provided on the plan, and the modification to control the emergency spillway through the top of the existing outlet structure, is acceptable and in line with County standards and requirements.

George Graham asked about the sight distance waivers. Mr. Koppenaal said that he does not believe there will be a waiver needed for sight distances. The applicant has agreed to measure the sight distances. The County will participate in the field measurements. If the measurements comply with standards, they're done. If there is a substandard condition identified, then the applicant will come back for a waiver. Mr. O'Connell said he is fairly confident, since an application was approved in 2006 and it is an existing driveway, that it met the standards. Mr. Koppenaal said that today, the Development Review Committee "Conditionally Approved" the application, pending the measuring of the sight distances.

Dan Flynn said at the April meeting, there was some discussion about mid-block crossings. Mr. Dykstra said they did revise the plans based on that discussion. Mr. Koppenaal said the entire pedestrian crossing and signage is going to be upgraded to conform to current standards. There are currently two crossings. One will be rerouted and the other one is going to be fully upgraded. The facility will utilize the one compliant crossing in the future. They will reroute the sidewalk to the conforming crossing.

The meeting was opened to the public. No comments were offered. The meeting was closed to the public.

MOTION:

A motion was made by Dan Flynn to grant the Pope John XXIII High School waiver request for Waiver No. 1 for the Return Radii, Curb and Drain Inlets. The motion was seconded by Michael Francis. A roll-call vote was taken. The results were as follows: Andy Borisuk-Yes; Wolfgang Gstattenbauer-Yes; Gene Crawford-Yes; Dan Flynn-Yes; Michael Francis-Yes; and Mark Zschack-Yes. Motion carried.

MOTION:

A motion was made by Michael Francis to grant the Pope John XXIII High School waiver request for Waiver No. 2 for providing a 1"=20' access plan, providing the dimensions are included on the existing set of plans. The motion was seconded by Wolfgang Gstattenbauer. A roll-call vote was taken. The results were as follows: Andy Borisuk-Yes; Wolfgang Gstattenbauer-Yes; Gene Crawford-Yes; Dan Flynn-Yes; Michael Francis-Yes; and Mark Zschack-Yes. Motion carried.

MOTION:

A motion was made by Michael Francis to grant the Pope John XXIII High School waiver request for Waiver No. 4 for providing a cross-section of Stormwater Pond "C." The motion was seconded by Dan Flynn. A roll-call vote was taken. The results were as follows: Andy Borisuk-Yes; Wolfgang Gstattenbauer-Yes; Gene Crawford-Yes; Dan Flynn-Yes; Michael Francis-Yes; and Mark Zschack-Yes. Motion carried.

Waiver request number three has been withdrawn pending the measurement of the sight distances.

B. RESOLUTION FOR ANDOVER TOWNSHIP PRELIMINARY SITE PLAN, FILE 12(PSP)16, ANDOVER TOWNSHIP:

Alice Brees said the Board received a copy of the Resolution in the mail. There is one addition in the fifth paragraph. "The sight distance to the east does not meet the required sight distance calculated for County Route 669 (Limecrest Road) based on 45 MPH design speed."

MOTION:

A motion was made by Carl Lazzaro to memorialize the Resolution for Andover Township Preliminary Site Plan. The motion was seconded by Gene Crawford. A roll-call vote was taken. Results were as follows: Andy Borisuk-Yes; Gene Crawford-Yes; Michael Francis-Yes; Mark Zschack-Yes; Matthew Hannum-Yes; George Graham-Yes; and Carl Lazzaro-Abstain. Motion carried.

C. RESOLUTION FOR IAT REINSURANCE CO. LTD. – HUDSON FARM MINOR SITE PLAN, FILE 7(MSP)16, HOPATCONG BOROUGH:

A revised copy of the Resolution was provided to the Board. The Memorialized date has been changed from June 7, 2016 to June 6, 2016.

On Page three, number six, the last sentence was reworded to, "He further testified that the sight distance from the construction access is 135 feet."

On Page five, the second WHEREAS, last sentence. "The Board further finds that the conclusions of the applicant's engineer with respect to this access are supported by

the County Engineer....” In this Resolution, it should be the “Assistant County Engineer.”

On Page five, in NOW THEREFORE BE IT RESOLVED, Item 2, the sentence was reworded to, “That the traffic control plan include the location of flaggers whereby the advancing vehicular traffic is provided ample advanced observation distance in accordance with MUTCD so as an approaching driver can perceive, react, and stop their approaching vehicle.” Item 3 was reworded to, “This truck traffic using this access to the site is controlled at all times, by flaggers who are physically stopping the approaching traffic.” Item 4 was reworded to, “The County Engineer through the Sussex County Division of Engineering has the right to make minor modifications to the configuration of the traffic control plan as may be warranted to remedy situations as they develop during the construction process such that temporary traffic control measures can be utilized in the temporary traffic control zone function to best facilitate the maintenance and protection of traffic, safeguard the public and protect the workers.” Item 9 was reworded to, “The applicant obtain a temporary access permit from the Sussex County Division of Engineering, which is good for a 12-month period.” Item 10, the words, “The Applicant” were added. Item 11 was added, “After completion of construction the access be restored to its current state as a gated agricultural access.”

MOTION:

A motion was made by Michael Francis to memorialize the Resolution for IAT Reinsurance Co. LTD. – Hudson Farm Site Plan with the above-noted revisions. The motion was seconded by George Graham. A vote was taken. Results were as follows: Andy Borisuk-Yes; Wolfgang Gstattenbauer-Abstain; Gene Crawford-Yes; Michael Francis-Yes; Mark Zschack-Yes; Matthew Hannum-Yes; George Graham-Yes; and Carl Lazzaro-Yes. Motion carried.

D. RESOLUTION AND DRAFT DEVELOPERS AGREEMENT FOR GREENTREE AT HOPATCONG III, LLC PRELIMINARY SITE PLAN, FILE 15(PSP)15, HOPATCONG BOROUGH:

Alice Brees said the Draft Developers Agreement is still being worked on. The Board will see it at a future meeting.

Bill Koppenaal said he had a few suggestions for the Resolution. On Page 2, the second WHEREAS, Item 1 shall end with, “provided a depressed curb is installed along the sideline of County Route 607 through the access.” The following was also added to Item 1, “North River Styx Road: A waiver for curb return radii between 15’ and 35’ as supported by the actual site design via turn templates and determined in consideration of providing the best balance between vehicular and pedestrian safety at the crosswalks, from 35’ County standard.” To the last item, “along County Route 607” was added.

MOTION:

A motion was made by George Graham to memorialize the Resolution for Greentree at Hopatcong III, LLC Preliminary Site Plan with the above-noted revisions. The motion was seconded by Dan Flynn. A vote was taken. Results were as follows: Andy Borisuk-Yes; Gene Crawford-Yes; Michael Francis-Yes; Mark Zschack-Yes; Matthew Hannum-Yes; George Graham; and Carl Lazzaro-Yes. Motion carried.

DIVISION REPORT

Autumn Sylvester said she did not have a Division Report this month.

UNFINISHED BUSINESS

A. CHANGE IN MEETING TIME FOR DEVELOPMENT REVIEW COMMITTEE:

A change to the meeting time for the second Development Review Committee meetings of the month was discussed at the last Planning Board Meeting. It was agreed to change the meeting time from 9:00 a.m. to 3:00 p.m. A Resolution to change the meeting time has been prepared and distributed to the Board.

MOTION:

A motion was made by Wolfgang Gstattenbauer to approve the Resolution to change the Development Review Committee meetings for the second meetings of the month from 9:00 a.m. to 3:00 p.m. The motion was seconded by Michael Francis. A roll call vote was taken. The results were as follows: Andy Borisuk-Yes; Wolfgang Gstattenbauer-Yes; Gene Crawford-Yes; Dan Flynn-Yes; Michael Francis-Yes; Mark Zschack-Yes; George Graham-Yes; and Carl Lazzaro-Yes. Motion carried.

B. REQUEST FOR NEW DEVELOPMENT REVIEW COMMITTEE MEMBERS;

Autumn Sylvester said during last month's meeting, there was discussion about appointing new members for the Development Review Committee. We have had two instances where the Dev. Review meeting could not be held because we did not have a Planning Board member in attendance. The discussion never finalized which Planning Board members would attend the Development Review Committee meetings. She asked Chairman Borisuk to finalize the new members. Ms. Sylvester said the prior make-up was four members: Mr. Francis, Mr. Gstattenbauer, a Freeholder and Eric Snyder. The Committee appointments are up to the Chairman.

George Graham said he had some concerns that need to be addressed so that everything is done correctly. He questioned whether the Planning Board members should be sworn in at the beginning of the year. He suggested that the rules be looked at to see what changes need to be made. Ms. Sylvester said that swearing in new Planning Board members is required by State Statute.

Bill Koppenaal said that staff can do a review of the County Enabling Act, the Land Development Standards and the Administrative Code to set the framework for the way the Board operates and how the Board and Development Review Committee relate to one another.

When it was suggested that there be alternates on the Development Review Committee, Ms. Brees said it would be helpful to have four members who would get the email notices and if they can respond back yes or no, we would be able to see if we need to reach out to other members.

Michael Francis, Gene Crawford, and Wolfgang Gstattenbauer volunteered to serve on the Development Review Committee. Chairman Borisuk appointed them, as well as himself to the Committee.

NEW BUSINESS

Andy Borisuk said he recently did a minor subdivision on his farm to separate a 19 acre parcel of land into an 11.9 and a 7.75 acre lots. The Wawayanda Creek flows in between. The proposed lot line goes down the middle of the creek. He questioned why the County reviews minor subdivisions when the town already goes through the entire process. He also discussed the County's fees. Autumn said the County is required to review all subdivisions applications, however; when we review the Land Development Standards, we can look at the fees. Mr. Borisuk said that had never been the case in the past. Alice said that the County had always had review of all subdivisions. The current fee schedule has been in place since 2006.

OPEN TO PUBLIC

None

ADJOURNMENT

All business having been completed, a motion to adjourn the meeting was made by Gene Crawford. The motion was seconded by Wolfgang Gstattenbauer and carried unanimously. The meeting adjourned at 5:50 p.m.