

BOROUGH OF HAMPTON
PLANNING /ZONING BOARD OF ADJUSTMENT

PLANNING/ ZONING BOARD OF ADJUSTMENT MEETING

January 17, 2022

Chairman, Jeff Minchin, called the Zoom meeting of the Hampton Planning/Zoning Board of Adjustment meeting to order at 8:00 p.m. This meeting has been advertised in compliance with the Open Public Meetings Act in the Hunterdon County Democrat. A copy of this notice has been posted and is on file in the Office of the Municipal Clerk.

1. Flag Salute:

Roll Call: Present:	Pam Bailey	Rob Celentano
	Chris Masin	Jeff Minchin
	Chad Nathanson	Alicia Noon
	Todd Shaner (Mayor)	

Not Present:	Andrew Hurley
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Planning Board Attorney, Steven P. Gruenberg, Esq. swore in all new and existing members of the Hampton Borough Planning Board except for those who were not present tonight. Andrew Hurley will be sworn in at the next scheduled Hampton Borough Planning Board Meeting scheduled for February 28, 2022.

Planning Board Secretary, Sherry Minchin advised the Planning Board that Randy Newman is stepping down from the Planning Board after many years of service. However, please welcome Alicia Noon as our new Board of Education Planning Board Representative.

Discussions were made regarding Chairman. Motion was made by Jeff Minchin and seconded by Rob Celentano to nominate Pam Bailey as Chairman. Motion to close nominations was made by Todd Shaner and seconded by Chris Masin. Roll Call Vote: All Ayes, Motion Carried.

Discussions were made regarding Vice Chairman. Motion was made by Rob Celentano and Seconded by Chris Masin to nominate Jeff Minchin as Vice Chairman. Motion to close nominations were made by Chris Masin and seconded by Todd Shaner. Roll Call Vote: All Ayes, Motion Carried.

A Motion was made by Jeff Minchin and seconded by Chris Masin to approve the monthly dates for the Planning Board Meetings for the Calendar year 2022. It has been changed to be held on the 4th Monday of the month starting with February 28, 2022, at 8:00 p.m. to accommodate the Hampton Borough Council holding their meeting dates to the first & third Monday of the month. The re-organization meeting for calendar year 2023 will be held on Monday January 23, 2023, at 8:00 p.m. Roll Call Vote: All Ayes, Motion Carried.

Motion was made by Chad Nathanson and seconded by Jeff Minchin to approve the Hunterdon County Democrat, Star Ledger, and the Courier News as the official newspapers for any legal advertising for the Hampton Borough Planning Board. Roll Call Vote: All Ayes, Motion Carried.

Minor Subdivision/Lot Line Adjustment for Kappus Plastic (61-65 Route 31 South, Blk 12, Lot 3, Blk 12, Lot 1 and Blk 100 and Lot 2, 023) and James Beasley (8 Johnson Avenue, Blk 12, Lot 2) was heard. Planning Board Engineer reviewed his Initial Completeness Review Report dated January 13, 2022, regarding the Beasley/Kappus Plastic Minor Subdivision application for Lot Line Adjustment between both parties to the Planning Board and recommended the application to be found administratively incomplete at this time due to miscellaneous incomplete items on Minor Subdivision Checklist and the need to file variance applications with the Planning Board. Planning Board Attorney, Steve Gruenberg reiterated the same findings regarding incompleteness of the Minor Subdivision/Lot Line Adjustment application. Motion was made by Jeff Minchin and seconded by Chris Masin to accept the recommendations of the Planning Board Engineer and Attorney and Deem the Minor Subdivision/Lot Line Adjustment of Kappus Plastic/Chris Beasley Incomplete and to require them to file a "D1" or "D2" Variance and "C" Variance creating an undersized lot and expanding it to a non-conforming use.

Motion was made by Chris Masin and seconded by Todd Shaner to accept the Planning Board Minutes dated October 24, 2021. Roll Call Vote: All Ayes, Motion Carried.

Motion was made by Rob Celentano and seconded by Chris Masin to accept the Correspondence List. Roll Call Vote: All Ayes, Motion Carried.

Discussions of Updates to Master Plan for 2021 and confirm Committee Members for Master Plan Updates. The Master Plan Committee Members consists of Jeff Minchin, Pam Bailey, Andrew Hurley and Rob Celentano. Jeff Minchin gave update stating that a few of the Master Plan Members met up with Planning Board Engineer, Joe Vuich and Andrew Hurley supplied a few ideas of suggestions of areas need to work on next for the Master Plan including Crude Maps to be attached to the Master Plan. They will continue to work on areas to be investigated for 2022 where they left off in 2021 such as Residential Site Improvement Standards and Developments. The Master Plan Committee Members will continue to work side by side with Planning Board Engineer, Joe Vuich and the Planning Board Planner, Beth McManus to collaborate on the processes to determine what needs to be done as well to continue to update the Master Plan.

Motion was made by Jeff Minchin and Seconded by Todd Shaner to go into Executive Session of the Zoom Meeting at 8:30 p.m. to discuss the appointments of Planning Board Professionals and Planning Board Secretary. At this time, Planning Board Secretary, Sherry Minchin and Planning Board Attorney, Steven P. Gruenberg, Esq. left the Zoom Meeting. Planning Board Engineer, Joe Vuich of Finelli Engineering was told that he was no longer needed and could leave the Zoom meeting completely at 8:30 p.m. Roll Call Vote: All Ayes, Motion Carried.

Motion was made by Jeff Minchin and seconded by Todd Shaner to close the Executive Session of the Zoom Meeting to discuss the appointments of the Planning Board Professionals and Planning Board Secretary. All Ayes, Motion Carried.

At this time, Chairman had asked the Planning Board Secretary, Sherry Minchin, to return to the Zoom Meeting and asked the Planning Board Secretary, Sherry Minchin to advise the Planning Board Attorney by text message to return to the Zoom Meeting.

Motion was made by Jeff Minchin and Seconded by Chris Masin to nominate, Sherry Minchin as the Planning Board Secretary, Steve Gruenberg as Planning Board Attorney and Joe Vuich of Finelli Engineering as Planning Board Attorney and to extend the approval of the Planning Board Planner for one (1) month until we receive their contracts. All Ayes, Motion Carried.

Motion was made by Jeff Minchin and seconded by Todd Shaner to approve the following bills and claims from New Jersey Planning Officials (NJPO) and Steven P. Gruenberg, Esq:

NJPO Dues for Calendar Year 2021 (1/1/22 – 12/31/22) in amount of \$370.00.

Steven P. Gruenberg, Esq. in the amounts of \$150.00 (General/January 4, 2022) and in the amount of \$45.00 (Kappus Plastics/Beasley/January 2, 2022).

Roll Call Vote: All Ayes, Motion Carried.

Chairman, Pam Bailey asked Planning Board Attorney, Steven P. Gruenberg, Esq. if we can open the meeting up to the public for questions (none present tonight) or to the Planning Board Members to ask questions regarding any old or new business. There was None.

Motion made by Todd Shaner and Seconded by Chris Masin to adjourn the Planning Board meeting at 8:38 p.m. Voice Vote: All Ayes, Motion Carried.

Respectfully Submitted

Sherry Minchin
Planning Board Secretary