

**MINUTES OF THE ANDOVER TOWNSHIP LAND USE BOARD MEETING HELD  
APRIL 4, 2017**

**OPEN MEETING:** Chairman Howell called the meeting to order at 7:30 p.m. and led the flag salute.

**OPEN PUBLIC MEETINGS ACT NOTICE:** Chairman Howell read the following statement: This is an open public meeting of the Andover Township Land Use Board. Notice of this meeting was given in accordance with the Open Public Meetings Act, Chapter 231, Public Law 85.

**ROLL CALL:**

Ken Roberts – Present  
Paul Messerschmidt, Vice Chairman – Present  
CeCe Pattison – Present  
Ellsworth Bensley, Jr., – Present  
Dolores Blackburn – Present  
Eric Olsen — Present  
John O'Connell – Absent  
Richard Skewes– Present  
Suzanne Howell, Chairman – Present  
Wayne Grenewicz (Alternate 4) – Present

**BOARD PROFESSIONALS:**

Richard Briigliodoro, Esq. – Present  
William Moran, P.E. – Present  
Jessica C. Caldwell, PP, AICP, LEED GA – Excused

**MINUTES:** *Minutes of the Andover Township Land Use Board Meeting Held March 21, 2017* – A motion to approve was made by Richard Skewes and seconded by Ken Roberts. There was no discussion. Roll Call: Ken Roberts – yes, Paul Messerschmidt – yes, Ellsworth Bensley, Jr., – yes, CeCe Pattison – yes, Dolores Blackburn – yes, Richard Skewes – yes, Wayne Grenewicz – yes, Suzanne Howell – yes. The motion carried.

*Minutes of the Andover Township Land Use Board Executive Session Held March 21, 2017* – A motion to approve was made by Richard Skewes and seconded by Paul Messerschmidt. There was no discussion. Roll Call: Ken Roberts – yes, Paul Messerschmidt – yes, Ellsworth Bensley, Jr., – yes, CeCe Pattison – yes, Dolores Blackburn – yes, Richard Skewes – yes, Wayne Grenewicz – yes, Suzanne Howell – yes. The motion carried.

**RESOLUTIONS:** There were no resolutions scheduled.

**COMPLETENESS REVIEW:** **A-3-17-1, Pace Glass, Inc., Preliminary and Final Site Plan, Steep Slope Variance Application, C Variances, D Variances, Block 108 Lot 4.02, Block 1.01 Lot 1.01.** Dolores Blackburn, Ellsworth Bensley, Jr., and Eric Olsen recused.

Richard Briigliodoro, Esq., confirmed the matter would be reviewed for completeness only. William Moran, P.E., appeared on behalf of Joseph R. Golden, P.E., P.P., C.M.E. for the Board.

Bernd E. Hefele, Esq., appeared on behalf of the Applicant. He stated the Applicant has been working on obtaining other required approvals. He presented that the Andover Township Municipal Engineer, Corey Stoner reviewed the project and the Andover Township Committee endorsed the project. He stated the County approved it and it was anticipated that the Sussex County Solid Waste Advisory Committee would also approve it.

Board members reviewed the attached report prepared by Joseph R. Golden, P.E., P.P., C.M.E., dated 3/27/17. Richard Briigliodoro, Esq., noted that the information addressed in Checklist 5 Items 34, 47, and 58 had been provided. He also confirmed that Checklist 1 Item 11 had also been addressed. Mr. Moran recommended granting the waivers for completeness.

A motion to grant the waiver requests and deem the application complete was made by Richard Skewes and seconded by Wayne Grenewicz. There was no discussion. Roll Call: Ken Roberts – yes, Richard Skewes – yes, Paul Messerschmidt – yes, CeCe Pattison – yes, Wayne Grenewicz – yes, Suzanne Howell – yes. The motion carried. The matter was assigned the 4/18/17 hearing date.

Board members Dolores Blackburn, Eric Olsen, and Ellsworth Bensley, Jr., joined the meeting.

**HEARINGS:** There were no matters scheduled.

**PUBLIC PORTION:** Chairman Howell opened the meeting to the public for general comments and inquiries. No members of the public addressed the Board. The meeting was closed to the public. Mr. Burke questioned procedure. Mr. Briigliodoro explained that comments regarding cases could only be presented during the public hearing of a matter.

**OLD/NEW BUSINESS: Liaison Reports — Open Space Committee, Township Committee, Environmental Commission, Sustainable Andover:**

- **Open Space Committee** — no comments.
- **Andover Township Committee** — no comments.
- **Environmental Commission** — Mr. Olsen noted the group would review their meeting schedule set for every other month.
- **Sustainable Andover** — Mr. Olsen stated the group is securing documentation for the next round of certification requirements for a Sustainable Jersey Bronze Certification.

**VOUCHERS:** No vouchers were scheduled for review.

**ADJOURNMENT:** Having no further business, a motion to adjourn was made by Paul Messerschmidt and seconded by Wayne Grenewicz. The meeting concluded at 7:53 p.m.

Minutes respectfully submitted by:

*/s/Anne-Marie Wilhelm*  
Anne-Marie Wilhelm  
Land Use Administrator