

## Minutes

The regular meeting of the Warren County Planning Board was held on Monday, March 28, 2022 in person and using WebEx and conducted through electronic communications equipment to preserve the health, safety and welfare of the public in conformance with N.J.S.A. 10:4-6, et seq. [the Open Public Meetings Act]. Vice Chairman Gerald Norton called the meeting to order at 7:08 p.m.

### Warren County Planning Board

An announcement was read as required by the Open Public Meetings Act, N.J.S.A. 10:4-6 to 10:4-21.

#### Roll Call

Present: Adam Baker  
William G. Gleba, County Engineer  
James Kern, Commissioner  
Gerald Norton  
Randy Piazza  
David Smith

Alternate Present: Terry Urfer, Alternate 1  
Robert Hopkins, Alternate 2

Also Present: Matthew Moench, County Planning Board Attorney  
David K. Dech, Planning Director  
Ryan Conklin, Asst. Planning Director  
Albert Krouse, Senior Planner

#### SALUTE TO THE FLAG

#### MINUTES

The minutes of the February 28, 2022 meeting were approved on a motion by Mr. Piazza, seconded by Mr. Baker. Motion carried with Mr. Smith and Mr. Norton abstaining.

#### PUBLIC COMMENT

The public comment portion of the meeting was opened on a motion by Mr. Baker, seconded by Mr. Urfer. With no one coming forth to address the Board, the public comment portion of the meeting was closed on a motion by Mr. Urfer, seconded by Mr. Baker. Motion carried.

#### SUBDIVISION & SITE PLAN REPORT

##### Subdivisions

21-001	Asbury Farms Urban Renewal Area 2	Washington Twp.	Extension Request
--------	-----------------------------------	-----------------	-------------------

##### Site Plans

22-006-SP	PR Bridge I-78 Phase II Owner Urban Renewal	Phillipsburg
21-008-SP	Jay Mena (Buck Hill Brewery)	Blairstown
21-024-SP	Greenwich Dumont Urban Renewal	Greenwich
21-026-SP	Skoog Holdings	White

The Subdivision & Site Plan Report was accepted by the Board. Applications were acted upon as noted in the attached report.

## **CORRESPONDENCE**

- Agriculture Development Board – Minutes of January 20, 2022 - Included for the Board’s information.
- Invitation – Musconetcong Watershed Association & NJ League of Conservation Voters – Included for the Board’s information.

## **DIRECTOR’S REPORT**

Director’s Report was included with the agenda packet. Items of discussion:

5. Demographics/US Census – Regarding the request to reclassify Warren County from the Allentown-Bethlehem-Easton Metropolitan Statistical Area into the New York-Newark Metropolitan Statistical Area, the Office of Management and Budget responded that Warren County will remain in the Allentown-Bethlehem-Easton Metropolitan Statistical Area since the Census Bureau classifies Warren County as an urban area. OMB will be releasing the delineation in March of 2023 showing how Warren County will be classified. Mr. Kern asked if there was an appeal process. Mr. Moench said that often there is a method to appeal administrative decisions and that he would work with Mr. Dech to determine what the appeal process may be.

9. Warren Heritage Scenic Byway – Two members of the Byway Committee were to attend the Alpha Borough Town Council Meeting on March 22nd to ask for their endorsement in having CR 519 be considered in the Scenic Byway. That meeting, however, was canceled and rescheduled to March 29<sup>th</sup>.

10. Route 57/CR 519 – There was some discussion on the progress on this project. No progress has been made.

35. Bylaws – The Bylaws were approved by the Board of Commissioners at their last meeting. Mr. Dech will send the approved copy of the Bylaws to the Board.

## **COMMITTEE REPORTS**

None

## **LIAISON REPORT**

None

## **OLD BUSINESS**

None

## **NEW BUSINESS**

Transportation Plan – This document was previously mailed to the Board members. Mr. Dech gave an overview of the Transportation Plan with a PowerPoint presentation. A Grant was received from the North Jersey Transportation Planning Authority in 2019 and WSP won the bid to develop the plan. A Steering Advisory Committee was set up and public outreach groups were formed. The project needed to be completed by June 30, 2021. When the document was completed it went through a review period internally and there were some corrections that had to be made to the document. Mr. Dech read the Vision statement, briefly discussed the Goals and gave an overview of the Recommendations, i.e., Various Shuttle Operations, Roadway and Bridge

Recommendations, Bicycle and Pedestrian Recommendations, Land Use and Zoning, Truck Parking, etc. The Board was asked how they would like to proceed. They can either accept the document as is, send it to the municipalities and schedule a hearing of the Planning Board for the potential adoption of the Transportation Plan, or meet as a subcommittee and look at the recommendations more in depth to see if there are any areas that may be clarified, changed or added. There was discussion on having a public hearing in May. It was decided to send a memo and copy of the report to the towns notifying them that a public hearing is scheduled for May 23 to give them adequate time to review and comment. Legal notice will be published as well.

## **OTHER BUSINESS**

None

## **PUBLIC COMMENTS**

The public comment portion of the meeting was opened on a motion by Mr. Urfer, seconded by Mr. Smith. Motion carried.

Teresa Chapman addressed the Board and asked if the draft of the Transportation Plan will be posted on the website and if there were any financial studies done with the Transportation Study. Mr. Dech replied that the Plan will be on the website and that there were no financial studies. She also asked about the pros and cons of being in the Allentown-Bethlehem-Easton Metropolitan Statistical Area vs. the New York-Newark Metropolitan Statistical Area. Mr. Dech answered her question. She also asked if the public can still watch the Development Review Committee Meetings because they now do not have access to them. Attorney Moench explained why the Board made this decision and advised that these meetings are no longer public meetings. There was also discussion regarding widening roadways. Ms. Chapman thanked the Board. With no one else coming forth to address the Board, the public comment portion of the meeting was closed on a motion by Mr. Urfer, seconded by Mr. Baker. Motion carried.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:33 p.m. on a motion by Mr. Smith, seconded by Mr. Kern. Motion carried.

Respectfully submitted,

David K. Dech  
Recording Secretary

**SUBDIVISIONS & SITE PLANS**  
**March 28, 2022**

**SUBDIVISIONS**

Minor subdivisions not located on a county road were reviewed by the Warren County Engineer's Office and the Warren County Planning Department on the below listed dates. This report was noted and accepted by the Board.

22-003	White	8 Mill Road, LLC	3/09/22
22-002	Washington Twp.	Ralph & Deanna Anema	3/18/22
21-007	Franklin	David Mizrahi	3/21/22

Subdivisions previously approved with conditions were submitted and approved on below listed dates.

None

The following subdivisions were previously approved with conditions on or before September 27, 2021. Conditional approvals have now expired and the application is deemed disapproved pursuant to the Warren County Development Review Regulations since the conditions have not been met.

None

**NON COUNTY ROAD (MAJORS)**

None

**NON COUNTY ROAD (MINOR)**

None

**COUNTY ROAD (MAJORS)**

None

**COUNTY ROAD (MINOR)**

None

**SITE PLANS**

Site plans previously approved with conditions were submitted and approved on the following dates.

None

The following site plans were previously approved with conditions on or before September 27, 2021. Conditional approvals have now expired and the application is deemed disapproved pursuant to the Warren County Development Review Regulations since the conditions have not been met.

None

**NON COUNTY ROAD**

The Non County Road Site Plan report was accepted on a motion by Mr. Baker, seconded by Mr. Smith. Motion carried with Mr. Piazza abstaining. Motion carried.

**22-006-SP****PR Bridge I-78 Phase II Owner Urban Renewal, LLC**

Phillipsburg

Block 3401, Lot 1

NJSH Route 22 and Rand Boulevard

Description: Non-county road site plan, Block 3401 Lot 1 in Phillipsburg, for two (2) logistics/assembly/office buildings totaling 1.7 million square feet as part of the I-78 Logistics Parks warehouse/distribution center. Access to the site is from non-County Roads, US 22 and Rand Boulevard. The site is in the Phillipsburg Commerce Park Redevelopment Zone. Building #1 is 1,408,759 million square feet and Building #4 is 264,059 square feet. The site plan includes 759 new parking spaces and 71.64 acres of impervious surface. The site was part of a General Development Plan (GDP) File #18-010-SP which was Approved-Conditions Met 1/4/19. A final subdivision File #19-004 creating the Lot 1 was Approved-Conditions Met 8/27/19. File # 20-021-SP P/F was approved 12/21/2020. This is an amended approved final that changes is minor size in the building.

Approved with conditions:

1. The stormwater management plan and maintenance responsibility for the subject properties need to be unconditionally approved by the Town of Phillipsburg Planning Board. Confirmation of the approval needs to be provided to the County.

2. The applicant shall provide an update to the County on the signage package plan sent to NJDOT on signage requests to address municipal and County concerns on truck traffic routing. Further review may be necessary based upon the information submitted.

## **COMMENTS**

1. The applicant is hereby notified that Warren County will not accept responsibility for the dam structures or the review of subsequent inspection reports; the responsibility for these items must therefore be assumed by the Municipality(s) or the N.J.D.E.P.
2. A copy of the NJDEP Bureau of Dam Safety permit for the dam structure (Retention Basin South) shall be provided to the County. A copy of the Emergency Action Plan (EAP), if required by the NJDEP Bureau of Dam Safety, shall also be provided to the County.
3. As previously reviewed with the County under application #21-028-SP, three signs shall be installed by the applicant at the following locations: 1) on the southbound lane of County Route 519 just north of US Route 22; 2) at the County Route 646 (Lincoln Road)/Corliss Avenue intersection; and 3) at the intersection of Belvidere Road (County Route 646) and Uniontown Road (County Route 519). Exact sign locations to be coordinated in the field with County personnel. A Highway Access and Construction Permit is currently on file with the Warren County Engineer's Office for the proposed work/sign installations within the County rights of ways and will need to be finalized.

## **COUNTY ROAD**

The County Road Site Plan report was accepted on a motion by Mr. Baker, seconded by Mr. Smith. Motion carried.

### **21-008-SP**

#### **Buck Hill Properties, LLC (Jay Mena)**

Blairstown

Block 2001, Lot 1.01

Hope Road (CR 521) and NJSH Route 94

Description: County road preliminary/final site plan to construct a new parking area at an existing restaurant known as the Buck Hill Brewery located at Block 2001, Lot 1.01 in Blairstown Township. The site is a 1.753-acre lot located on County Route #521 (Hope Road) and NJ Route 94. The proposed new parking area would contain 17 spaces and be located over the existing septic disposal field area. With the proposed new parking, the total parking on site would be 62 spaces. The upgrade would replace piping of the septic system and cover with a grass paver system for the parking area. Vehicular access to the site is from County Route #521 (Hope Road) and NJ Route 94. The project would increase impervious coverage on site by 2,477 square feet, for a total of 30,515 square feet of impervious coverage on site. The site is in the R-5 Zone.

Disapproved for the following reasons:

1. Traffic circulation and access at Route 94 is shown as an ingress only when prior uses and prior County approval were documented as full movements. A full access movement shall be shown per the prior approved site plans.
2. Only one egress from the site solely to County Route #521 is being proposed whereas prior County approval showed egress to both Route 94 and County Route #521. A Traffic Impact Study in accordance with County standards for the access driveways as currently proposed shall be provided documenting where 200 trips a day will be exceeded in order to define the study area.
3. Newly submitted Dwg. No. SD-1 shall be added to the plan set and included in the Index of Drawings. The sight distance plan shall be at a scale of 1"=20' or 1"=30' and the sight distance profile shall be at a scale of Horizontal 1"=20'/Vertical 1"=2' or Horizontal 1"=30'/Vertical 1"=3' in accordance with County standards.  
The stop bar for the access driveway to County Route #521 shall be shown on the plan. The sight lines at the driveway shall be shown twenty eight feet (28') from the centerline of the County road or 8 feet back from the stop bar, whichever yields the greatest offset from the centerline of the road. All existing features within the sight lines (sign, timber guiderail, etc.) shall be shown in both plan and profile for analysis with the sight lines.
4. The plans indicate the driveway access to County Route #521 to be a major driveway. County road widening associated with the major driveway access shall be shown on the plans in accordance with County standards.
5. Since parking along the County roadway is being reported and obstructing the access driveway and associated sight lines, "No Parking" zones will need to be implemented and enforced by the Township and applicant. Consent by the County will be needed for any no parking zones that are needed along the roadway.
6. The submitted request to NJDOT to provide a Letter of No Interest (NJDOT Letter of No Interest Determination prepared by Dynamic Traffic, dated October 26, 2021) indicates "Access to the site will continue to be provided via an enter-only driveway along Route 94 and a full movement driveway along Hope Road". However, prior County approval indicates a full movement driveway access from both Route 94 and County Route #521. Documentation on the change of a full access movement to a limited access will be required for the County to review.

## COMMENTS

1. A copy of the access permit or Letter of No Interest from the New Jersey Department of Transportation for the Route #94 driveway access shall be provided.

2. A Highway Access and Construction Permit will be required from the Warren County Engineer's Office for any work within the County Route #521 right of way.
3. The Warren County Health Department should be provided with a copy of documentation of the proposed parking/septic and its construction.

The County Road Site Plan report was accepted on a motion by Mr. Baker, seconded by Mr. Smith. Motion carried.

**21-026-SP**

**Skoog Holdings, LLC**

White Township

Block 54.01, Lot 2

Upper Sarepta Road and Sarepta Road, (CR 618)

Description: County road site plan to construct self-storage units on a 27.18 acre lot, Block 54.01 Lot 2, in White Township. The lot has road frontage on County Route 618 (Sarepta Road) and NJ 46, and Upper Sarepta Road. The site plan proposes five 6,000 sq.ft self-storage buildings for a total of 30,000 sq ft. Total impervious surface on the site is 89,272 sq.ft. to include buildings, driveways, and parking areas. It is located in the OB (Office-Business) Zone.

Approved with conditions:

1. The elevations of the inlets for the west most proposed drainage line are inconsistent between the drainage plan and storm water management report. Please coordinate and revise accordingly.
2. The stormwater management plan, system, and maintenance responsibility for the site need to be unconditionally approved by the White Township Planning Board. Confirmation of the approval needs to be provided to the County.
3. Coordinate sheet index on Sheet #1 and the Sheet #17 title.
4. The County has provided all previously referenced survey and roadway information for the frontage along the easterly boundary adjoining County Route #618 and Route 46. The proposed right of way easement dedication will need to be provided in the form of a metes and bounds description with associated survey mapping.
5. On sheet 10 of 21, information provided for the truck turning movement depicted shall be corrected to remove the truck routing heading the wrong direction on the existing ramp. The proposed right of way dedication along Serepta Road appears to be set at 57 feet from the centerline of the roadway, however, all shown linework needs to be labeled and dimensioned accordingly.



6. A drainage analysis for the discharge from the emergency spillway of the stormwater management basin will need to be provided. The direction of discharge and concentration will need to be addressed in the design and analysis to demonstrate that discharge is not creating adverse impacts and is directed to an acceptable location not impacting County Route #618.
7. The required right of way easement along the frontage of County Route #618 will need to be provided. Warren County is in receipt of a letter from the applicant providing a check in the amount of \$10,000.00 as a guarantee to provide the right of easement and survey information. A copy of the draft deed for the right of way dedication must be submitted to the County for review prior to recording. An 8 ½" x 14" copy of the plan (to scale, signed and sealed) showing the dedication must be attached. The deed is to be recorded and returned to the Warren County Planning Department prior to approval.

## COMMENTS

1. The detention basin berm(s) may be considered a Class IV Dam under New Jersey Dam Safety Standards. The applicant is hereby notified that Warren County will not accept responsibility for the dam structure or the review of subsequent inspection reports; the responsibility for these items must, therefore be assumed by the Municipality or the N.J.D.E.P.

The County Road Site Plan report was accepted on a motion by Mr. Baker, seconded by Mr. Smith. Motion carried.

### **21-024-SP**

#### **Greenwich Dumont Urban Renewal**

Greenwich

Block 26, Lot 2

Greenwich Street (CR 638) & Dumont Road

Description: County Road P/F Site plan project know as Proposed Willows at Greenwich. 5 Multifamily dwelling have 66 units proposed at # 638 Greenwich Street and Dumont Road Greenwich Township. The site is on Block 26 Lot 2 14.58 acres. Proposed is 44,141 Square feet of new buildings with 132 parking spaces and a total of 120,008 square feet of impervious surface. It will have central water and sewer. It is located in the Office Professional / Limited Research zone.

Disapproved for the following reasons:

1. On the ALTA NSPS Land Title Survey , the labels referring to Schedule B-Section 2 Exceptions #16 on Dumont Road shall be corrected to "Deed Book 1770". Labeling on all applicable drawings shall also be corrected where needed.

2. From the information provided on the basin system capacity to meet the County's 150% volume criteria, the underground chamber top of roof elevation is set at the same elevation as the grate in the above ground area. A surcharge will occur for the water to back into the above ground system creating a potential for water to short circuit by leakage. All joints on the underground system and storm pipe will need to have specialized gaskets to ensure no leakage due to the hydraulic head introduced. Grading in the above ground area is needed to ensure water will flow to inlet and not puddle as it recedes. A low flow channel should be considered as the underground carbonate and sinkhole formation possibility is of concern. The inlet grate elevation should be lowered to accommodate capacity in the above ground area at the same elevation of the roof in the underground system.
3. The stormwater management plan and maintenance responsibility for the subject property need to be unconditionally approved by the Township of Greenwich Land Use Board. Confirmation of the approval needs to be provided to the County.
4. The following shall be addressed for the sanitary sewer:
  - a. Documentation needs to be submitted clarifying that the proposed sanitary sewer facilities in the County right of way and roadway pavement will be owned and maintained by a public utility or the municipality. The submitted letter from Greenwich Township indicates the Township will take ownership of and maintain the sewer force main "located within the right-of-way, outside of the pavement limits", however, a portion of the proposed force main will be located within the pavement limits.
  - b. The casing pipe sizing shall be noted to contain enough room to allow for future pipe replacement while keeping the active pipe in place and operational until replaced. The details of the casings pipes shall be noted to be provided to meet this criteria as part the required county Highway Access and Construction Permit application process.
5. A note shall be added to the County roadway plans and utility plan specifically referencing page 16 of the Report of Geotechnical Investigation and Phase II Carbonate Rock Study for specific recommendations regarding trench work for associated utilities and storm sewer piping.
6. The crosswalk extending across the opening of Dumont Road shall be shortened to the extent possible. The filed and recorded right of way deed at Volume 1770, Page 265 to 268, provided for a portion of the sidewalk, associated access ramp and curb return residing in available public right of way allowing for modification to meet current standards. The Township should be contacted regarding the lack of tax map reference to this right of way of record.
7. The actual locations of the proposed advanced pedestrian warning signage shall be provided on all plan sheets in conjunction with other existing signage, features and utilities to ensure no conflicts are present. The advanced signage was only added to the County Improvements Plan detail on Sheet #21 which does not show the required information for analysis of conflicts (existing signage, features, utilities...).

8. On Sheet #21, the Typical Work Zone Setup For Daytime Lane Closing detail shall be updated per the County's recently updated detail (enclosed). A note shall be added to the detail that a traffic control plan prepared by a licensed NJ professional engineer shall be provided with the County Highway Access and Construction permit application for the specific work location taking into account the intersection with County Route #638 and the close proximity of other intersections.
9. The Township will need to execute an Agreement with the County in which the Township assumes responsibility for the ownership and maintenance of the sidewalk, ADA ramps, crosswalks and flashing pedestrian crossing signs within the County right of way.
10. A complete copy of the draft deed for the right of way dedication for County Route #638 shall be submitted to the County for review prior to recording. An 8 ½" x 14" copy of the plan showing the dedication shall be attached to the deed. The deed is to be recorded and returned to the Warren County Planning Department prior to approval. Only the legal description and Easement Exhibit have been submitted.
11. A copy of the review (Traffic Engineering Technical Review Report #3) by WSP, the County's traffic engineering consultant, is enclosed and shall be satisfactorily addressed.
12. Pavement restoration limits will need to be established for the installations proposed on the County roadway and contractors operations on the pavement during construction. A determination of the extents will be made once all improvements within the County roadway are finalized. Boring and/or jacking of casing pipes for the utility pipe crossings may be required as this portion of roadway is scheduled for resurfacing in 2023. The County maintains a five year moratorium on pavement openings for newly resurfaced roadways.

## COMMENTS

1. A Highway Access and Construction Permit will be required from the Warren County Engineer's Office for the proposed work within the County Route #638 right-of-way.
2. The applicant is hereby notified that Warren County will not accept responsibility for the stormwater management system or the review of subsequent inspection reports; the responsibility for these items must therefore be assumed by the Municipality or the NJDEP.
3. A permit from the Warren County Shade Tree Commission will be needed for the removal of any trees that are 8" or greater in diameter, within the County right-of-way.
4. The force main should be constructed with ductile iron pipe (DIP) within the county right of way.
5. The sewer system should be designed to handle all future sewer needs for development in this area.

6. The applicant and Greenwich Township should consider implementing an additional crosswalk across the north leg of Dumont Road along with a curb ramp on the northwest corner. This third crosswalk and curb ramp would promote pedestrian connectivity to all four corners of the intersection and provide for potential connectivity to a future sidewalk network.

## **EXEMPT**

None

## **TIME EXTENSIONS**

21-001          Asbury Farms Urban Renewal Area 2          Washington Twp.          Extension Request

Description: County road Preliminary Subdivision, Block 65, Lots 2, 4, 8, 8.02, 8.03 in Washington Township to create 121 lots. The site is 22.755 acres. The subdivision is to create lots for 115 proposed townhome, two (2) apartment buildings, and remainder lots. The site is located in the development known as Hawk Point. Access to the lots is proposed from Clubhouse Drive. The site is in the PVD Zone.

A time extension of 60 days was approved by the Warren County Planning Board for file number 21-001 on a motion by Mr. Urfer, seconded by Mr. Baker. Motion carried.

21-003-SP      Asbury Farms Urban Renewal Area 2          Washington Twp.          Extension Request

Description: Non-county road site plan to construct 115 townhouses and two apartment buildings on a 2.93 acre site, Block 65, Lot 8 in Washington Township. The site is located in the development known as Hawk Point located on NJSH Route 31 and Hawk Pointe Boulevard. The access drive to the proposed development will be from a proposed extension of Clubhouse Drive. The project includes 193 dwelling units - 115 townhouses and 78 apartments. The site is currently vacant. The site plan includes 420 parking spaces. Development also proposes stormwater management facilities, street lighting, and landscaping. The site is in the PVD Zone.

A time extension of 60 days was approved by the Warren County Planning Board for file number 21-003-SP on a motion by Mr. Urfer, seconded by Mr. Baker. Motion carried.

TN  
Proofread \_\_\_\_\_