

Minutes

The regular meeting of the Warren County Planning Board was held on Monday, July 25, 2022 in person. The public was able to view and listen to the meeting 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]. Chair Deborah Pasquarelli called the meeting to order at 7:03 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
Lori Ciesla, Commissioner
William G. Gleba, County Engineer
Gerald Norton
Deborah Pasquarelli
David Smith

Alternate Present: Terry Urfer, Alternate 1

Also Present: Matthew Moench, County Planning Board Attorney
Ryan Conklin, Asst. Planning Director

SALUTE TO THE FLAG

MINUTES

The minutes of the June 27, 2022 meeting were approved on a motion by Mr. Baker, seconded by Mr. Smith. Lori Ciesla, Gerald Norton & Deborah Pasquarelli abstained from voting. Motion carried.

PUBLIC COMMENT

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

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

SUBDIVISION & SITE PLAN REPORT

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 May 19, 2022.
 - Mr. Urfer asked if they had anything on solar panels being put up on farms.
 - Mr. Conklin stated that the SADC has yet to put out guidelines addressing dual agricultural and solar farm uses
 - Ms. Pasquarelli asked if the Planning Department could provide any information at the next meeting.

DIRECTOR'S REPORT

- Warren County Planning Dept. Project Report July 2022 –nothing to note per Mr. Conklin

COMMITTEE REPORTS

None

LIAISON REPORT

Mr. Smith mentioned that September 06, 2022 is the 1st meeting of the Warren County Municipal and Charitable Conservancy Trust Fund Committee.

OLD BUSINESS

None

NEW BUSINESS

- State Planning Commission Warehouse Siting Guidance
 - Mr. Conklin stated that the Planning Department had prepared 15 comments for the state focused on the interplay of the suggested guidelines and the legal framework that land development in the State is bound to identifying some of the hurdles and complex legal issues that would have to be addressed for the recommendations in the guidelines to be achievable.
 - Ms. Pasquarelli & Mr. Urfer stated the comments should be forwarded to the municipalities.
- Appointment of Liaison to Municipal and Charitable Conservancy Trust Fund Committee.
 - Nomination for Terry Urfer on a motion by Ms. Ciesla, seconded by Ms. Pasquarelli. Motion carried.

OTHER BUSINESS

None

PUBLIC COMMENTS

The public comment portion of the meeting was opened on a motion by Mr. Norton, seconded by Mr. Baker.

- Theresa Chapman, Harmony Township asked if there was any mapping that combines with the zoning?
- Mr. Conklin responded that the Highlands Council has a composite zoning set hosted in their GIS system and asked the resident to contact him and he would help her navigate through it. They are currently updating the system.

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

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:40 p.m. on a motion by Mr. Smith, seconded by Mr. Norton. Motion carried.

Respectfully submitted,



June Pryslak
Recording Secretary

SUBDIVISIONS & SITE PLANS
July 25, 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 has been noted and accepted by the Board.

22-005	Hardwick	William and Lorraine Gold	7/13/22
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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 January 24, 2022. 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)

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

21-014

Hope Road Property, LLC

Liberty Township

Block 1, Lots 20, 20.01 & 20.02

Hope Road (CR 611)

Description: County road minor subdivision in Liberty Township of Block 1 Lots 20, 20.01 and 20.02 creating no new lots just reconfiguring each lot. Existing Lot 20 is 23.47 acres, Lot 20.01 is 23.6 acres and Lot 20.02 is 0.37 acres for a total of 47.44 acres. The proposed changes to each lot is Lot 20 18.14 acres, Lot 20.01 9.09 acres and Lot 20.02 20.21 acres. The properties are located on county road CR# 611, Hope Road, aka Hope Great Meadows Road. The lots are in Light Industrial Zone.

Disapproved for the following reasons:

1. A signed and sealed copy of the survey referenced in General Note #2 on the Cover Sheet shall be provided.
2. On Drawing No. 2, Existing Conditions Survey and Drawing No. 3, Minor Subdivision Plat, provide the chord bearings and distances for the curves.
3. The graphical scale on Drawing No. 3 of 8, Minor Subdivision Plan, shall be corrected. General Note #4 on this sheet should be revised to indicate Minor Subdivision Approval is required by both Liberty Township and Warren County.
4. On Drawing No. 3, reference to the prior minor subdivision plan File No. 81-110, previously approved in 1981, shall be made as an additional reference as to the right of way from the roadway centerline.
5. The physical centerline of the roadway pavement shall be shown on Drawing Nos. 2 and 3 consistent to the centerline information on Drawing Nos. 4 thru 6. The physical centerline of the roadway shown on Drawing No. 4 thru 6 shall be labeled accordingly.
6. For the sightlines for the potential driveways for proposed Lots 20 and 20.02, the following shall be addressed:
 - a. The driver's eye shall be shown and dimensioned 28 feet from the centerline of the roadway.
 - b. On the plan views, "left turn sight line" and "right turn sight line" shall be revised to "sight line".
 - c. The minimum sight distance shall be noted to be 333 feet.
 - d. A note shall be added to the plan that the sight lines shall be kept clear in accordance with County standards. The line of sight shall be a minimum of six inches (6") above any paved area, twelve inches (12") above any lawn area, and twenty four inches (24") above all other vegetated areas along its entire length.
 - e. The sight line distance noted in the plan and profile views for each respective sight line shall be consistent.
7. For the potential driveway for Lot 20.02, the proposed grading and proposed driveway profile shall be provided to demonstrate conformance to County standards.
8. Warren County Bridge #14006 shall be shown in its correct location and accurately labeled on Drawing No. 2 of 8, Existing Conditions Sheet.

9. A Bridge Construction and Maintenance Easement is requested for Warren County Bridge #14006. The limits of the easement shall be 50 feet from the centerline of the roadway and 50 feet from the centerline of the bridge.
10. A copy of the draft deed for the Bridge Construction and Maintenance Easement for Warren County Bridge #14006 needs to be submitted to the County for review prior to recording. An 8 ½” x 14” copy of the plan showing the easement must be attached to the deed. Once approved, the deed (with all documents signed and sealed) will need to be recorded and returned to the Warren County Planning Department prior to approval.
11. It shall be indicated whether filing and recording of the subdivision will be by plan and/or deeds.

COMMENTS

1. A Highway Access and Construction Permit will be required from the Warren County Engineer’s Office for any work, driveways, etc. within the County Route #611 right of way.

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

20-013

Sara Pyskaty

Franklin Township

Block 56, Lot 34

Bloomsbury Road (CR 632)

Description: County road minor subdivision in Franklin, Block 56 of Lot 34, which would create one new lots with one remaining lot. Existing Lot 34 is 63.2 acres. The proposed subdivision would result in the creation of Lot 34.02 (7.0 acres) and the remaining area of Lot 34 would be 56.2 acres. Properties are located on County Route #632 (Bloomsbury Road). The existing lot contains an existing two and half story frame dwelling and a barn. The rear of the lot borders the Musconetcong River and contains freshwater wetland and floodplains. The lots are in the RC Rural Conservation Zone. Submitted to the Franklin Township Land Use Board same day (10/21/20) as submitted to County. The property was previously the subject of an application to the Township to grant an exemption from subdivision for agricultural purposes. According to the 10/21/20 municipal transmittal letter, the LU Board adopted a Resolution; however, the applicant never took any steps to perfect the approval. The applicant is now applying for minor subdivision approval to create the new lot. In the 2017 municipal testimony the applicant indicated the subject property is presently used for growing hay and raising animals and they intend to expand their farming and agricultural activities to bring `a cow operation to part of the farm.

Disapproved for the following reasons:

1. On the Plan of Survey, for the 12" CIP at County Route #632, a note shall be added stating the County's ongoing Right to Discharge. The previously submitted Plan of Survey was noted to be Drawing No. 1 of 1. The resubmitted Plan of Survey consisted of one plan sheet noted to be Drawing No. 2 of 3. Drawing numbers 1 and 3 shall be submitted.
2. As previously requested, on Sheet 3 of 16, Minor Subdivision Plat – Key Plan, the right of way dedication to Warren County shall be labeled with complete information (including the area in acres and square feet) and labels for the proposed lot and remaining lot shall be added providing complete information.
3. General Note #10 on the Cover Sheet indicates access to both Block 56 Proposed Lot 34.02 and Block 56 Remaining Lot 34 are proposed from the existing driveway. As such, the driveway classification will change from that of a residential driveway to that of a minor driveway. As currently proposed, County roadway widening associated with the minor driveway classification is required in accordance with County standards.
4. The sightline to the east of the existing driveway does not meet minimum clearance requirements for a minor driveway. If County sightline requirements for a minor driveway are not adequately addressed, the use cannot be changed from residential to minor.
5. On the profiles for both the existing and future driveways, the slope of the driveway from the edge of the County road pavement to the gutter line shall be two percent (2%) to four percent (4%) and the gutterline twenty two foot (22') minimum from the centerline of the road.
6. Cross sections shall be provided at twenty-five foot stations for the extents of the County road widening. County standards require cross sections to a scale of 1"=5'. Cross sections shall show the proposed pavement widening. Elevations shall be provided at the centerline of the roadway, at the edge of the existing pavement and at the edge of the proposed pavement. Cross slopes shall be provided for the existing and widened pavement sections.
7. A copy of the complete draft deed for the right of way dedication for County Route #632 shall be submitted to the County for review prior to recording. Only the Metes and Bounds Description and Right of Way Dedication Plan were submitted. On the Right of Way Dedication Plan, the area (in acres and square feet) shall be provided and the last course for the dedication labeled with its bearing and distance. The deed is to be recorded and returned to the Warren County Planning Department prior to approval.
8. New shade trees shall be planted at seventy-five foot (75') intervals along the County right-of-way line (33 feet offset from the centerline of the roadway) in accordance with Section 7.12(a)(5) of the County standards.
9. It shall be indicated whether filing and recording of the subdivision will be by plan and/or deeds.

10. The area of the subject parcel provided on Drawing No. 2 of 16, Existing Conditions Survey, is inconsistent with the area provided in General Note #5 on the Cover Sheet and the area provided on the Plan of Survey.
11. Prior to the unconditional approval of the proposed minor subdivision, the applicant must provide the latest revised subdivision map to the County in an AutoCAD format.

COMMENTS

1. A Highway Access and Construction Permit will be required from the Warren County Engineer's Office for any work within the County Route #632 right of way.
2. The proposed private well and septic for proposed Lot 34.02 will need to be approved by the Warren County Health Department.

SITE PLANS

Site plans previously approved with conditions were submitted and approved on the following dates. This report was noted and accepted by the Board.

21-045-SP	Knowlton	PMG New Jersey, LLC	7/22/22
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The following site plans were previously approved with conditions on or before January 24, 2022. 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 was accepted on a motion by Mr. Baker, seconded by Mr. Norton. Motion carried.

22-013-SP

PBXDEV 2, LLC

Phillipsburg

Block 1003, Lot 4

NJSH Route 22 (Memorial Parkway) & Elder Avenue

Description: The application is for non-County road Site Plan located on Route 22 in Phillipsburg. The applicant is proposing a 5,670 square foot gas and convenience store on Block 1003 Lot 4. The site plan proposes a total of 43,560 square feet of impervious surface. The site is located in the B-2- Highway Business District.

Approved with conditions:

1. The County has been made aware of roadway flooding issues on Memorial Parkway (NJSH Route #22) and immediate vicinity. The application should provide for a reduction of stormwater discharge beyond that normally required. As the County has been contacted on the matter in the past, coordination with State and Town jurisdictions by the applicant for any further mitigation would be appropriate.
2. The stormwater management plan and maintenance responsibility for the subject property need to be unconditionally approved by the Town of Phillipsburg Land Use Board. Written confirmation of the approval needs to be provided to the County.

COMMENTS

1. A copy of the NJDOT Access Permit or Letter of No Interest shall be provided.

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

22-020-SP

JZRJ Properties, LLC

Washington Township

Block 79, Lot 7.06

NJSH Route 31

Description: The application is for non-County road Site Plan located on Route 31 in Washington Township. The applicant is proposing a 24,900 square foot trucking business and repair shop on Block 79 Lot 7.06. The site plan proposes a total of 94,053 square feet of impervious surface. The site is located in the HC- Highway Commercial District.

Approved with conditions:

1. The 300-foot riparian buffer for the Musconetcong River and the Highlands Preservation Area boundary shall be shown and labeled on the plans.
2. The stormwater management plan and maintenance responsibility for the subject property need to be unconditionally approved by the Town of Washington Land Use Board. Written confirmation of the approval needs to be provided to the County.
3. Ownership and responsibility for maintenance of the proposed stormwater management facilities must be set forth on the final plans.

COMMENTS

1. The proposed well and septic must be approved by the Warren County Health Department.
2. The detention basin berms 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 of the N.J.D.E.P.
3. The improvements shall be constructed in accordance with the conditions of the submitted NJDOT Major Access Permit #A-31-N-28104-2021.

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

22-022-SP**Lion Gate at Musconetcong River Urban Renewal**

Hackettstown

Block 125, Lot 9.01

Mountain Avenue

Description: The application is for non-County road Site Plan located on State Highway 182 in Hackettstown. The applicant is proposing a 145 multi-family units consisting of 3 buildings on Block 125 Lot 9.01. The site plan proposes a total of 133,110 square feet of impervious surface. The site is located in the HC- Highway Commercial District.

Approved with conditions:

1. The stormwater management plan and maintenance responsibility for the subject property need to be unconditionally approved by the Hackettstown Planning Board. Confirmation of the approval needs to be provided to the County.
2. The piping between Inlet B4 to B7 and Inlet B13 to B15 has not been included in the pipe conveyance calculations. Please revise accordingly.
3. Ownership and responsibility for maintenance of the proposed storm water management facilities must be set forth on the final plan.
4. Warren County Soil Conservation District shall be updated to Upper Delaware Conservation District in all locations.

COUNTY ROAD

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

21-046-SP

Russo Acquisitions, LLC

Hackettstown

Block 45, Lot 1.01 & 2

Bilby Road (CR 665)

Description: County road site plan to construct six 4- story apartment buildings housing 275 residential units on a 14.16 acre site located on Block 45, Lot 1.01 and Lot 2 in Hackettstown. The site is located on County Route 665 (Bilby Road). Proposed access to the project from Bilby Road is from an existing driveway for an adjacent parcel located on Block 45 Lot 1, a medical arts center. The proposed project will include 55 COAH units. Of the 275 apartments, there will be 173 one-bedroom units, 90 two-bedroom units, and 12 three-bedroom units, as well as 7,580 square feet of interior recreational room space. The project proposes 521 new parking spaces. The site is currently vacant and is located in the HF Zone District – Health Facilities within the Planned Family Rental Overlay District.

Disapproved for the following reasons:

1. Numerous sheets are missing required information. Complete information and labeling for Bilby Road (County Route #665) shall be shown on all plan views of the roadway (edges of pavement, centerline of roadway, right of way lines, dimension from centerline to right of way, utilities, etc.). Overlapping text obscuring labeling shall be corrected. Existing contours shall be shown on Drawing Nos. DR-1 (Drainage Plan), U-1 (Utility Plan) and L-1 (Landscape Plan).
2. In the Parking Summary on Drawing No. S-1, the total required parking indicated for buildings 1, 2 and 3 (Lot 1.01) does not equal the sum of the individual numbers listed. The total required parking for buildings 1, 2 and 3 (Lot 1.01) and the Project Total should be adjusted accordingly.
3. Inconsistencies remain between the drawing titles listed in the Index of Drawings on the Cover Sheet and the actual titles of the plan sheets and shall be coordinated. Label Bilby Road as County Route #665 on all applicable drawing titles and revise the Index of Drawings accordingly.
4. Label Bilby Road as County Route #665 on all plan views of the roadway.
5. For the emergency access drive, clarify the notation “(both sides)” in the note for the drop curb. Drop curb shall not be installed within the County right of way since no existing curbing is indicated along Bilby Road (County Route #665).

6. The proposed grading within the existing sight line and sight triangle easements is not acceptable and shall be addressed. The existing grade shall not be raised in any location within these areas.
7. The following shall be addressed for the County roadway on Drawing No. U-1, Utility Plan:
 - a. Show and label the existing hydrant along Bilby Road (County Route 665).
 - b. The elevations provided for the existing sanitary manholes differ from the approved site plan by varying amounts. Clarification is needed.
 - c. Complete information (edges of pavement, labeling, etc.) for the access roadway shall be shown.
 - d. Complete existing and proposed information (edges of pavement, labeling, etc.) for Bilby Road (County Route 665) shall be shown.
 - e. Existing contours shall be shown and labeled.
 - f. All proposed utility work within the County right of way shall be clearly shown and labeled. It is not clear whether one or two water main extensions are proposed within the County right of way. The number of utility crossings/connections within the right of way shall be kept to the minimum required.
 - g. For the two water lines within the County right of way, clarify the "prop GV".
 - h. The water line proposed on the eastern side of the site should be relocated away from the Northeastern Bioretention Facility berm.
8. Centerline stationing shall be provided on all plan views consistent with the centerline stationing shown on the roadway plan and profile details on Dwg. No. CL-1.
9. On Drawing SGT-1, Sight Line Profiles, the proposed grading shown in the detail Line of Sight Looking North is not consistent with the proposed grading shown on the plan view. The proposed grading within the existing sight line and sight triangle easements is not acceptable.
10. The right of way shown in the cross sections at Stations 5+00 and 5+13 do not match the plan view and shall be revised. In the detail Typical Road Widening Detail, the joint between the existing and proposed pavement shall be noted to receive a hot crack tar joint sealer (Polyflex Type 2 Plexi Melt by Crafcoc) including a sealing of the top surface of the joint.
11. The stormwater conveyance system does not reflect what is shown in the stormwater management report. Various lengths, elevations, slopes, and diameters shown on the drainage plan, sheet DR-1, are inconsistent with the report. Any revisions made to the drainage plan should also be made to the sanitary and storm profiles where necessary.
12. Note number 4 on the drainage plan, sheet DR-1, should also be included on the sanitary and storm profile sheet XC-4.
13. The existing grade lines should be included on the drainage and utility plan sheets to show how the proposed contours will tie into the existing conditions.

14. Elevations should be added on the vertical axis for the cross section view of the Southern Infiltration Basin and the Southwestern Infiltration Basin on sheet XC-2, Basin Section.
15. The GR elevation for Outlet Control Structure #3000 is inconsistent between the drainage plan, sheet DR-1, and the detail, sheet D-3C.
16. The north arrow shown on sheet DR-1, Drainage Plan, and sheet XC-2. Basin Sections, are not facing to the north. Please revise accordingly.
17. The stormwater management for the development needs to be unconditionally approved by the Town of Hackettstown Planning Board. Written confirmation of the approval needs to be provided to the County.

COMMENTS

1. A Highway Access and Construction Permit will be required from the Warren County Engineer's Office for any work within the County Route #665 right of way.
2. The retention basin berms 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 structures 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.
3. Previous onsite work and activities on the property with direct access to County Route #665 is noted to have been addressed. Direct access to the County roadway was closed off as acknowledged by the former applicant's notification email of December 22, 2020 and shall remain in place.
4. Prior to commencement of any construction activities, the County will need to review the construction schedule with the applicant in order to address access and drainage concerns along County Route #665.
5. The emergency access required by others along the frontage of County Route #665 is for police, fire and emergency rescue service only, no exceptions.

EXEMPT

None

TIME EXTENSIONS

None

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Proofread RC