

Minutes

The regular meeting of the Warren County Planning Board was held on Monday, August 28, 2023 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]. Chairman Gerald Norton called the meeting to order at 7:00 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
Nichole Meuse
Gerald Norton
Randy Piazza
Jason Sarnoski, Commissioner
David Smith

Alternate Present: Linda Read, Assistant Engineer

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

SALUTE TO THE FLAG

MINUTES

- o July 24, 2023 approved on a motion by Mr. Baker, seconded by Ms. Meuse. Motion carried with Mr. Piazza abstaining.

PUBLIC COMMENT

Noted for the record, there was no individuals of the public in attendance.

SUBDIVISION & SITE PLAN REPORT

Subdivisions

23-011	Hardwick	Stephen & Lauren Blackburn
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Site Plans

22-025-SP	Phillipsburg/Lopatcong	Avantor Solar Project
22-007-SP	Pohatcong	Larken Associates, LLC
23-020-SP	Oxford	Aaron Gonzales
19-004-SP	Washington Twp.	English Property Holding, LLC

22-031-SP	Washington Boro/Twp.	10 Brass Castle Road	
21-009-SP	Blairstown	Hopatcong DD, LLC	
20-029-SP	Hackettstown	Allentown SMSA Verizon Wireless	
20-002-SP	White	Becrett of White Twp.	Time Ext Request

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

CORRESPONDENCE

- o Agriculture Development Board – Minutes of June 15, 2023
- o Correspondence Received 07/18/2023 to 08/21/2023

DIRECTOR’S REPORT

Warren County Planning Department Project Report August 2023

9. Rt 57/CR 519 – Expressed the frustrations on the delays on this project and did request meeting with NJDOT again.

10. I-80 Rockfall Project/S Turns/Retaining Wall – Mr. Dech attended the August 28, 2023 meeting on behalf of Commissioner Sarnoski, who was unable to attend. Dave Behrend the Executive Director of the NJTPA will work with the NJDOT and the County to facilitate a meeting about the I-80 projects before the September board meeting.

14. Draft Transportation Improvement Program – Meeting on August 28, 2023 and the draft TIP was reviewed and recommendation to the full Board of Trustees in September. Comments were submitted by August 22nd that pertain to Warren County, but of note were the I-80 Retaining Wall Replacement, the Rockwall Mitigation Project and the Rt 57/CR 519 Project.

34. Development Regulation Review – Still reviewing the comments/suggestions from the office of Joseph Bell, County Council. We believe we can schedule the public hearing at the Commissioners meeting on September 13, 2023 to them adopted.

35. Disaster Recovery – The Planning Department continues to be involved with Mr. Conklin, Mr. Parisi and Mr. Krouse active and responsible for developing the web application that the county shared with FEMA and uploading the information in facilitating the recovery efforts. So kudos to them. As of right now, the information is not available to the public.

36. State Development and Redevelopment Plan – Mr. Dech had a virtual meeting with the Executive Director of the NJ Office of Planning Advocacy (OPA) and she stated that it looks like they are going to start the next round of cross acceptance of the state plan on January 01, 2024 and it will be a one (1) year process with the adoption by December 31, 2024. The county will be very busy working on this with the municipalities. There is another option that we can waive our responsibility to conduct cross acceptance, but he does not want to recommend this to the commissioners at this time. Mr. Conklin added that it is actually going to take a pretty significant amount of effort from their departmental standpoint, so they will be engaged with a number of meetings throughout the county. There will be public meetings and they will be seeking input in the terms of stakeholders for different municipalities. He has met with state officials as well as the County Planners Association Executive Committee with the OPA to discuss mapping and mapping protocols for the development

of the new state planning areas, so we at least had our initial input in that process. We expect the cross acceptance to be a little more streamlined with public comments.

COMMITTEE REPORTS

None

LIAISON REPORT

None

OLD BUSINESS

None

NEW BUSINESS

- Proposed Bylaw Revisions – Changes were offered to the board tonight for their review to approve at the September meeting. It would then move forward to the Commissioners meeting for their approval.
 - Changes noted:
 - Article V, Section 3
 - Article V, Section 9
 - Article VI, Section 2
 - Article VII, Section 6
 - Mr. Moench suggested adding flexibility to the meeting schedule
 - Article VII, Section 9
 - Article VIII, Section 1
 - Article IX, Section 5
 - Article XII, Section 1 – 4
 - Article XIII

OTHER BUSINESS

None

PUBLIC COMMENTS

Noted for the record, there was no individuals of the public in attendance.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:25 p.m. on a motion by Mr. Baker, seconded by Mr. Meuse. Motion carried.

Respectfully submitted,



June Pryslak
Recording Secretary

SUBDIVISIONS & SITE PLANS
August 28, 2023

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.

None

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 February 27, 2023. 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. Baker, seconded by Mr. Smith. Motion carried with Ms. Meuse abstaining.

23-011

Stephen & Lauren Blackburn

Hardwick

Block 1001, Lot 12

Spring Valley Road (CR 659)

Description: County Road minor subdivision in Hardwick Twp. along Spring Valley Rd, CR 659 and Sunset Lake Rd. Proposed new lot is 15.35 acres with the remainder 83.19 acres. This lot is in the low density residential zone.

Approved with conditions:

1. A copy of the complete draft deed for the right of way dedication for County Route #659 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.
2. The driveway culvert pipe located to the west on adjoining Lot 12.02 (#31 Spring Valley Road) will need to be shown for evaluation of drainage at the gutterline within the County right of way.
3. The stormwater management for the development needs to be unconditionally approved by the Township of Hardwick Land Use 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 driveway access and any other work within the County Route #659 right of way. Access driveway will need to meet all applicable County standards including Section 11.04a and Section 9.
2. Frontage along the municipally owned Sunset Lake Road is noted to be available for alternate access.
3. The master plan for the remainder lot shall be shown or noted on the plan. Common access driveways are only permitted for 3 residential lots or less with anything over being a minor driveway classification. A deed restriction may be needed if the number of lots accessing the driveway exceeds the noted limit.
4. The driveway will need to be designed to address surface water runoff generated from the property and driveway to avoid high peak discharge at the County gutter line and drainage issues within the right of way. Culvert pipe at the base of the driveway to convey stormwater in accordance with County standards appears to be needed.

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 February 27, 2023. 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

None

COUNTY ROAD

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

22-025-SP

Avantor Solar Project

Phillipsburg/Lopatcong

Blocks 101 & 5, Lots 5 & 4

Broad Street & River Road (CR 621)

Description: The application is for County Road Site Plan located on CR 621 River Road in Lopatcong Township and Phillipsburg. The applicant is proposing the construction of solar arrays over the existing land fill and some of the existing parking on Block 5 Lot 4. The site is located in the ROM- Research Office Manufacturing District.

Approved with conditions:

1. Complete information for the proposed right of way dedication for County Route #621 (labeling, metes and bounds, area, etc.) as currently shown on the submitted "Exhibit Map Showing Right of Way Easement to Warren County" shall be shown on the site plans. The easement area shall be cross-hatched or lightly shaded for clarity.
2. The following shall be addressed for the deed for the right of way dedication for County Route #621:
 - A. The complete draft deed for the right of way dedication shall be submitted for review prior to recording. Only the metes and bounds description and a map entitled "Exhibit Map Showing Right of Way Easement to Warren County" were submitted.
 - B. In the first paragraph of the legal description, the date for the Exhibit map shall be corrected to be July 13, 2023. In course 8, the direction of the bearing should be North-East.
 - C. An 8 ½" x 14" copy of the plan showing the easement shall be attached to and recorded with the deed. Complete information shall be shown and labeled and the easement area shall be cross-hatched or lightly shaded for clarity. The map shall be to scale and signed and sealed by the professional.

- D. After approval of the complete draft deed, the deed shall be recorded and returned to the Warren County Planning Department prior to approval.
3. The “Typical Minor Driveway” detail shall be removed from Sheet 23 since this is not being proposed. The asphalt driveway apron, currently noted to be repaired, shall be re-constructed according to the County’s standard pavement detail. The Hot Mix Asphalt Detail on Sheet 21 (to be used for both the shoulder area and apron) shall be revised as follows:
 - A. Similar to the dense graded aggregate base course, the surface course and base course shall both be noted to be minimum thicknesses, match existing.
 - B. The joint shall be noted to receive a hot crack tar joint sealer (Polyflex Type 2 Plexi Melt by Crafc) including a sealing of the top surface of the joint.
 4. Sight line profiles shall be provided for the emergency use only driveway access according to County standards.
 5. The stormwater management plan and maintenance responsibility for the subject property need to be unconditionally approved by the Lopatcong Township Planning Board. Confirmation of the approval needs to be provided to the County.
 6. The stormwater management plan and maintenance responsibility for the subject property need to be unconditionally approved by the Phillipsburg Land Use Board. 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 #621 right-of-way.
2. A waiver was requested for showing and labeling Warren County Bridge #15012 on the plan sheets. The downstream limits of the outfall for the structure were requested to be shown on the plans for evaluation with the placement of proposed improvements for which a waiver was also requested. Proposed improvements are being constructed within an existing 30’ storm sewer easement

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

22007-SP

Larken Associates, LLC

Pohatcong

Block 93, Lot 5.04

High Street (CR 642)

Description: Preliminary/Final site plan in Pohatcong, Block 93 Lot 5.04 located on High Street CR 642. This is a residential site plan multi-family housing. Lot 5.04 is 8.87 acres. The project is proposing to construct 120 multifamily apartment units. This is located in the AH-Affordable Housing District.

Approved with conditions:

1. On Sheet 15, High Street Plan, the detail labels and Graphic Scale shall be revised to reflect the correct drawing scale of 1"=20'. Provide a detail for the horizontal curb/pavement transition.
2. Trees within the County right of way requiring removal shall be clearly indicated on the plan. Confirm whether the three large trees east of Park Avenue will require removal and revise the plans as necessary.
3. The two proposed drop service utility poles shall be shown outside the County right of way. Dimension the locations from the centerline of the roadway.
4. A note referencing the geotechnical report shall be added to the sinkhole remediation details on Sheet 23.
5. Once design plans are completely finalized, 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 and crosswalks within the County right of way.
6. The three submitted County Sight Easements were reviewed and advanced comments were provided. After the deeds are revised accordingly and executed, the deeds shall be recorded and returned to the Warren County Planning Department prior to approval.
7. Minimum clearances to the sight line are not demonstrated along sight lines A, B and C and shall be addressed.

COMMENTS

1. A Highway Access and Construction Permit will be required from the Warren County Engineers Office for any improvements within the County Route #642 right of way.
2. A Highway Access and Construction Permit will be required from the Warren County Engineers Office for any utility work within the County Route #642 right of way.
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 detention basin berm 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 Ms. Meuse, seconded by Mr. Baker. Motion carried with Mr. Norton abstaining.

23-020-SP

Aaron Gonzales

Oxford

Block 38, Lot 14

Axford Road (CR 625)

Description: Preliminary/Final site plan for a proposed restaurant on Block 38 Lot 14 in Oxford. The site is located on CR 625 (Axford Ave). The lot is 0.236 acres and is proposing 11 parking spaces have a total of 10,000 sf of impervious surface. The site was a former restaurant now vacant, 896 sf and the site plan is proposing additional 397 sf for a total of 1,293 sf. The site is located in the R-10 Residential zone.

Disapproved for the following reasons:

1. A copy of Survey Reference #2 shall be provided.
2. Dimension the existing right of way line from the physical centerline of County Route #625 (Axford Avenue).
3. Additional right of way is needed for County Route 625. Show and dimension the proposed right of way line 33 feet from the existing physical centerline of County Route 625.
4. A copy of the draft deed for the right of way dedication shall be submitted to the County for review prior to recording. An 8 ½" x 14" copy of the plan showing the dedication must be attached. The deed is to be recorded and returned to the Warren County Planning Department prior to approval.
5. Where a site occupies a corner of two (2) intersecting roads, no driveway entrance or exit shall be located within one hundred twenty five feet (125') of the centerline of the intersecting road in accordance with County standards. County standards also dictate the driveway shall access to the road with the lesser road classification unless sight distance or other hazardous conditions dictate otherwise. Accordingly, the proposed access to County Route #625 shall be eliminated and site access provided solely from Port Colden Road or access to County Route #625 shall be limited in ingress only.

6. The stormwater management plan and maintenance responsibility for the subject property need to be unconditionally approved by the Oxford Township Land Use Board. Written confirmation of the approval needs to be provided to the County.

COMMENTS

1. The abandonment of the on-site well shall be approved by the Warren County Health Department.
2. A Highway Access and Construction Permit will be required from the Warren County Engineer's Office for any work within the County Route #625 right of way.

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

19-004-SP

English Property Holding, LLC

Washington Township

Block 64, Lot 13

Route 31 & South Lincoln Highway (CR 640)

Description: County road site plan to construct a 7,000 square-foot expansion of an existing building on a 2.51 acre site, Block 64, Lot13, located in Washington Township. The site is located on County Route 640 (South Lincoln Highway) and Route 31. The proposed building expansion will include a 4,900 square-foot liquor store with a 2,100 square-foot warehouse and 17 new parking spaces. The proposed project will increase impervious surface by 23,894 square feet for a total of 51,541 square feet on the site. The existing building was the former Ocino Restaurant; a new restaurant is anticipated to open in the existing building in 2019. The site is in the Highway Commercial Zone.

Approved with comments:

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 #640 right of way. Cross sections will require additional engineering design work to ensure constructability. The cross sections shall show the tie-in to existing ground for the extents of the County road pavement widening.
2. 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.

3. The previous unauthorized construction access will need to be addressed to County standards and prior to any highway access and construction permit issuance or any required work within the County right of way. Any damages to the County right-of-way and/or pavement due to the unauthorized construction access shall be restored to the satisfaction of the County.
4. Any future sanitary sewer system will require a separate permitting application and approval from Warren County.
5. To the extent that the driveway access sight lines are obstructed by vehicular parking on County Route #640 the Township will need to implement a no parking/stopping/standing ordinance subject to County resolution concurrence for enforcement purposes.
6. An easement area shall be noted along the property frontage for future sanitary sewer system. The Township will need to contact the County to discuss.

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

22-031-SP

10 Brass Castle Road

Washington Boro/Washington Twp.

Block 23 Lot 12:01 and Block 2.05 Lot 7

Brass Castle Road (CR 623)

Description: County road site plan for a proposed residential rehabilitation facility on a 2.79 acre site located in Washington Borough and Washington Township. The project is located on a flag lot. The 'flag' is 2.45 acre lot located within Block 2.05, Lot 7 in Washington Borough. The 'stem' is a 0.34 acre lot located within Block 23, Lot 12.01 in Washington Township. The site is located on County Route 623 (Brass Castle Road). Proposed access to the project from CR 623 is from an existing driveway in Washington Township. The proposed area of disturbance for the project is located in Washington Borough only. The proposed project will increase the floor area of an existing building by 7,833 square feet to a total floor area of 24,000 square feet. The site currently has 48 parking spaces and the project proposes to reduce parking spaces to 40 spaces. The project will increase impervious surface by 1,014 square feet. The existing medical/office building on the site is located in the B-1 Highway Business District Zone.

Approved with conditions:

1. The Drainage Area Maps located in the Stormwater Management Report shall be revised and submitted to the County depicting the revised Site Plan grading. Additionally, the extraneous drainage pipe network information underneath the north arrow on multiple sheets shall be removed.

2. Any groundwater recharge mitigation that may be required by Municipal Ordinance shall be identified as to its location and included in the Stormwater Management Report as applicable.
3. The stormwater management plan and maintenance responsibility for the subject property need to be unconditionally approved by the Washington Borough Land Use 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 #623 right of way.
2. A Highway Access and Construction Permit(s) will be required from the Warren County Engineer's Office for any utility work within the County Route #623 right of way by the respective utilities. Any revisions to the utilities shown on the plans will need to be resubmitted to the Planning Department for review and approval prior to permitting.

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

21-009-SP

Hopatcong DD, LLC

Blairstown

Block 703, Lots 1 & 2

Buchanan Road (CR 674) and Route 94

Description: County road preliminary/final site plan to construct a new Dunkin Donuts coffee/donut shop with drive thru on a 1.6 acre site located at Block 703, Lots 1 and 2 in Blairstown Township. The site is located on County Route #674 (Buchanan Road) and NJSH 94. Existing access to the site will be replaced with proposed access from a new driveway on NJSH 94 and a new driveway on CR#674. The proposed project would include a one-floor building containing 2,502 square feet of commercial space, 18 new vehicular parking spaces, access drives, and stormwater management facilities. The project will include approximately 24,360 square feet of new impervious surface. The present use of the site is commercial/residential and existing structures will be removed to construct the project. The site is located in the HC (highway Commercial) Zone District.

Approved with conditions:

1. Since it was indicated improvements at the intersection of County Route #674 and Route #94 for realignment as noted by the Township are not to be installed, a fair share pro-rata contribution will be considered.

2. In accordance with the County Development Review Regulations, Section 5.10.f. , a pro-rata fair share contribution towards the cost of improvement to the road segment of County Route #674 (Buchanan Road) shall be made pursuant to the formula therein. The calculation and resulting contribution amount shall be submitted to the County prior to final approval.

COMMENTS

1. The sewerage disposal design and well abandonment must be approved by the Warren County Health Department.
2. 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.
3. A Highway Access and Construction Permit will be required from the Warren County Engineer's Office for any work within the County Route #674 right of way.
4. The detention basin berm 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.
5. DRC is requesting that the light timing in conjunction with the turning onto Lambert Road be analyzed for potential safety issues.

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

20-029-SP

Allentown SMSA d/b/a/ Verizon Wireless

Hackettstown

Block 45, Lot 2.01

Bilby Road (CR 665)

Description: County road site plan to construct a wireless telecommunications facility at the site of an existing paving company on a 3.00 acre site, Block 45, Lot 2.01 in Hackettstown. The site is located on County Route 665 (Bilby Road). Access to the site is from an existing driveway on CR 665. The site plan includes a proposed monopole and equipment pad to be installed within a new 30 by 50 foot fenced compound area. A proposed generator and 500 gallon tank are to be installed on a new concrete pad with the compound. Twelve (12) proposed antennas, nine (9) remote radio heads, and two (2) main distribution boxes are to be installed on a new low profile platform on the new monopole. New electrical service and fiber service are to be installed to the communications compound. The application states that no new parking is proposed and there will be no increase in impervious surface on the site. The site is in the LM - Limited Manufacturing Zone.

Approved with conditions:

1. For the detail Sight Lines Plan on Drawing Sheet Z-4, the linework for the right of way lines and centerline for County Route #665 shall be shown darker/more prominent so that they are clearly visible. For the detail Sight Lines Profile on Drawing Sheet Z-4, the driver's eye shall be shown and dimensioned three and one half feet (3 ½') at the driveway and at the approaching vehicle(s). The lines of sight shall be shown as straight lines. Actual elevations shall be provided for both the sight lines and the final grade at each fifty foot station.

COMMENTS

1. 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.
2. A Highway Access and Construction Permit will be required from the Warren County Engineer's Office for any work (utilities, improvements, etc.) within the County Route #665 right of way.

EXEMPT

None

TIME EXTENSIONS

A time extension of 60 days was approved by the Warren County Planning Board for file number 20-002-SP on a motion by Mr. Baker, seconded by Ms. Meuse.

20-002-SP White Bectett of White Township

Description: County road site plan to construct 83,600 square feet of new retail space for a proposed shopping center on an 11.71-acre site, Block 62 Lots 15, 17 and 17.01, in White Township. The site is located on County Route 618 (Sarepta Road) and NJ 46. The proposed project will include construction of a 70,000 square foot retail building, a 13,600 square foot retail/restaurant building, and associated site improvements. The existing restaurant, Luigi's Rancho, on Lot 15 and the existing single family home on 17 will remain. The proposed project includes approximately 445 new parking spaces and 5.61 acres of new impervious surface. Access to the site is from NJ 46. The site is located in the HD Highway Development Zone District.

TN
Proofread _____ RPC _____