

**Upper Pittsgrove Township  
Land Use Board Minutes  
February 16, 2012**

**TO:** Township Committee  
Land Use Board Members

Alan Newkirk, Twp. Clerk  
L. Andrew Hoglen, Zoning Officer

A regular meeting of the Upper Pittsgrove Township Land Use Board was held in the Township Hall on the above date. The meeting was called to order at 7:30 P.M. by Board Chairman reading the public announcement stating that adequate notice had been given provided under the "Open Public Meetings Act" and a flag salute.

**Members present were:** John Coombs, Robert Duus, Edward Meschi, Thomas Buzby, Dale Wilson, Glenn Myers, Alan Gardner, William Gantz, Jon Hitchner and Linda Buzby.

**Also present was:** Sarah Walker, Recorder, George G. Rosenberger, Jr., Board Solicitor, Stephen J. Nardelli, Board Engineer, Hannah Kaithern, Jesse Nelson, Jr., Paul Harding and Township visitors.

**Business to come before the Board:**

1. Board member sworn in
2. Minutes from November 17, 2011
3. Hannah Kaithern
4. Jesse Nelson, Jr.
5. Paul Harding

**1. Board member sworn in -**

The Township Clerk, Linda Buzby, administered the Oath of Office to the following Board member: William A. Gantz (Alternate 2 year term)

**2. Minutes –**

A motion to approve the minutes from the January 19, 2011 meeting was made by Robert Duus with one correction. This motion was seconded by Thomas Buzby and adopted unanimously.

### **3. Hannah Kaithern – Block 48 Lot 12**

Board Chairman John Coombs opened the hearing for Hannah Kaithern. This application was for a Minor Subdivision with Bulk variances to create two new lots from Lot 12. Ms. Kaithern explained the application to create two new lots surrounding existing homes. This would correct a zoning nonconformity of three single family dwellings on one property. Ms. Kaithern went on to state that the lot areas had been excepted out as part of the Farmland Preservation Program. Proposed Lot 12.01 would contain approximately six acres, and would need a lot-depth variance. The existing structures on Lot 12.01 sat within the proposed agricultural buffer. Proposed Lot 12.02 contained only three acres and required variances for lot-depth and for front yard setback since the existing dwelling was 26.7 feet where 50 feet was required. Stephen J. Nardelli, Board Engineer, commented on his review letter dated February 13, 2012. Waivers being requested were from providing; a Letter of Interpretation from the Department of Environmental Protection, 2 foot contours, and a grading plan, since the new lots were already developed. Lot 12 would contain 78.449 acres after the subdivision. The Board discussed waiving the agricultural buffer since the structures were already located within it. Glenn Myers made a motion to deem this application complete and grant the requested waivers. This motion was seconded by Thomas Buzby and adopted unanimously. The Board Chairman opened the hearing to the public for comment. There being no one present speaking for or against this application the Chairman closed the hearing to the public for comment. After a brief discussion regarding a site triangle easement Glenn Myers made a motion to grant the subdivision for the creation of two new lots. This motion was seconded by Robert Duus and adopted unanimously.

### **4. Paul Harding – Block 61 lot 25**

Board Solicitor, George Rosenberger explained to the Board the deficiencies in the application submitted by Paul Harding. The application was for a bulk variance to construct a garage within 12 feet of the side property line of an existing single family dwelling located in the Highway Business zone. A Use Variance is required to construct said garage and all the existing structures located on Lot 25 required bulk variance approval. Mr. Rosenberger found that the public notice and notice to property owners were deficient since all that was being requested was the one side line bulk variance of 12 feet. Mr. Harding was advised that he needed to prepare a more detailed notice and plan before the Board could hear the application. Therefore the application was deemed administratively incomplete and the hearing could not be held for this application.

### **5. Jesse Nelson – Block 46 Lot 7**

Board Chairman John Coombs opened the hearing for Jesse Nelson, Jr. however he recused himself from acting on this application. This application was for the creation of one new lot that had been excepted out as a result of farmland preservation. This subdivision required no variances. New Lot 7 would contain 8.95 acres and Lot 7.02 would contain 76.06 acres. Board Engineer, Stephen Nardelli, commented on his review letter dated February 10, 2012. Waivers were being requested from providing a Letter of Interpretation from the Department of Environmental Protection, 2 foot contours, and a grading plan, since the new lot was already developed. Glenn Myers made a motion to

deem this application complete. This motion was seconded by Thomas Buzby. Dale Wilson made a motion to grant subdivision approval to create one new lot. This motion was seconded by Glenn Myers and adopted unanimously.

There being no further comment and business before the Board, Robert Duus made a motion to adjourn the meeting. This motion was seconded by Dale Wilson and adopted unanimously.

Respectfully submitted,

Linda Buzby, Secretary  
Upper Pittsgrove Township  
Land Use Board