

**WEST AMWELL TOWNSHIP  
PLANNING BOARD MEETING  
January 29, 2014**

The West Amwell Township Planning Board Re-organization Meeting was called to order at 7:30 PM by Attorney Shurts followed by the salute to the flag.

The following statement of compliance with the Open Public Meetings Act as listed on the meeting agenda was read into the record by Attorney Shurts: This meeting was called pursuant to the provisions of the Open Public Meetings Act. This meeting was included in a list of meetings transmitted to the Hunterdon County Democrat and the Times of Trenton on January 24, 2013. Notice has been posted on the bulletin board at Town Hall on January 16, 2014 and has remained continuously posted as to required notices under the Statute. A copy of this notice is available to the public and is on file in the Office of the Planning Board and Township Clerk.

The following general policy statement of the Board was read into the record by Attorney Shurts: The Board's general policy is to end the presentation of testimony on applications by 10:30 PM and to conclude all Board business by 11:00 PM. When necessary, the Chair may permit a reasonable extension of those time limits.

The meeting was recorded via digital recording system and a copy of the CD is on file in the Office of the Planning Board.

**Attendance – Roll Call**

**Present:** Steve Bergenfeld  
George Fisher  
Nella Hamtil  
John Haug  
Art Neufeld  
Zach Rich  
Hal Shute  
Rob Tomenchok  
Chester Urbanski  
Bob Balaam – Alt. #1  
Jim Cally – Alt. #2  
Attorney Shurts  
Engineer Burr  
Planner McManus

**Excused:** No one

**Oaths of Office**

Attorney Shurts administered the following Oaths of Office:

Zach Rich – Class I  
Nella Hamtil – Class II  
George Fisher – Class III  
Steve Bergenfeld – Class IV  
Hal Shute – Class IV  
Bob Balaam – Alternate #1  
Jim Cally – Alternate #2

**Nominations/Appointments**

Attorney Shurts asked for nominations for the Board’s Chairman. A motion by Urbanski, seconded by Fisher to nominate Rob Tomenchok as the Board’s Chairman was made. Hearing no other nominations, a motion by Urbanski, seconded by Fisher to close the nominations was unanimously approved. The motion to appoint Rob Tomenchok as the Board’s Chairman was unanimously approved by voice vote. The Board congratulated him and he took over the meeting.

Chairman Tomenchok asked for nominations for the Board’s Vice Chairman. A motion by Haug, seconded by Fisher to nominate Chester Urbanski as the Board’s Vice Chairman was made. Hearing no other nominations, a motion by Hamtil, seconded by Fisher to close the nominations was unanimously approved. The motion to appoint Chester Urbanski as the Board’s Vice Chairman was unanimously approved by voice vote.

A motion by Urbanski, seconded by Bergenfeld to appoint Maria Andrews as the Board Secretary was unanimously approved by voice vote.

A motion by Fisher, seconded by Haug to appoint Ruth hall as the Deputy Board Secretary was unanimously approved by voice vote.

**Appointments/Subcommittees**

A motion by Rich, seconded by Urbanski to appoint Hal Shute, Rob Tomenchok and George Fisher to the Subdivision Subcommittee was unanimously approved by voice vote.

A motion by Fisher, seconded by Bergenfeld to appoint Chester Urbanski, John Haug and Nella Hamtil to the By-Laws Subcommittee was unanimously approved by voice vote.

**Approval of Bill List**

A motion by Urbanski, seconded by Bergenfeld to approve the vouchers for payment as listed on the 1/29/14 bill list was unanimously approved by roll call vote. It was noted for the record that Mr. Urbanski thanked Attorney Shurts for not billing the Board for the months that the Planning Board meetings were cancelled.

**Resolutions of Approval**

A motion by Fisher, seconded by Urbanski to approve the following resolutions was unanimously approved by roll call vote:

Resolution PB#2014-01: Consent Agenda

Resolution PB#2014-02: Meeting Schedule

Resolution PB#2014-03: Designation of Official Newspaper

Resolution PB#2014-04: Appointment of Board Attorney and Approval of 2014 Contract

Resolution PB#2014-05: Appointment of Board Engineer and Approval of 2014 Contract

Resolution PB#2014-06: Appointment of Board Planner and Approval of 2014 Contract

It was noted that Attorney Shurts, Engineer Burr and Planner McManus all kept their rates the same as 2013.

**Resolution PB#2013-13: BDNJ Limited, LLC – Denial of Variances – Block 5 Lot 15.01 – Holcombe Grove Road**

Mr. Urbanski thanked Attorney Shurts for drafting a masterpiece and noted a few minor revisions. A motion by Bergenfeld, seconded by Urbanski to approve Resolution PB#2013-13 as revised was unanimously approved by roll call vote by the Board Members eligible to vote on the resolution.

**Applications**

It was noted for the record that there were no applications listed on the agenda.

**Unfinished Business**

**Discussion – Planning Board’s 2014 Budget**

Chairman Tomenchok noted that the Board had stayed within its 2013 budget and commented that the 2014 budget requests need to be turned in. He asked if there were any projects or outstanding items that needed to be addressed for the upcoming year. Planner McManus commented that the Board may want to include review of ordinances such as the Woodlands Ordinance and possibly the review of language throughout the ordinances for such things as permitted uses. Mr. Shute added that there may also be some review done on the Solar Ordinance.

It was noted that Planner McManus will get back to the Board with an estimate of the cost to review the ordinance(s) and the permitted use language so the budget request can be finalized.

**Discussion – Woodlands Ordinance – Status Update**

Mr. Shute noted that the subcommittee had met 2 weeks ago. The following revisions were highlighted:

1. They are working on a definition for specimen trees
2. A definition for major site plan will be included in Section 109
3. There will be language changes to Section 109-274: Resource Inventory – Planner McManus suggested the reference to “undue impact” be clearly defined
4. The language referring to priority woodlands will be changed to reflect woodlands in general with the word priority removed
5. There was some discussion on mitigation being included in the ordinance with Mr. Urbanski strongly supporting the idea. Ms. Hamtil suggested the Township work with developers regarding the clearing of woodlands at the time a development application is presented. It was the consensus of the Board that no mitigation requirements will be included in the Woodlands Ordinance so that each application can be decided on a case by case basis

Mr. Shute commented that he will make the noted revisions, distribute the clean draft to the professionals for their review and provide a copy to the Planning Board for comment at next month’s meeting.

**Correspondence**

Chairman Tomenchok noted that work is currently underway at the Jersey Central Power & Light (JCP&L) substation on Rocktown-Lambertville Road to upgrade the facility. He and Mr. Rich both stressed the importance of working with JCP&L to see the project get completed. Chairman Tomenchok indicated that Mr. Anderson of JCP&L will be coming before the Planning Board at some point to present the project upgrades.

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**New Business**

Mr. Bergenfeld remarked that the Finance Committee noticed the Township's ordinances don't allow drive-throughs and suggested the Board may wish to review this and consider allowing them along Route 31. Planner McManus noted she will add conditional use approval for drive-throughs along Route 31 into her cost estimate for the 2014 budget.

Engineer Burr commented on the status of two previously approved applications: (1) Spectra Energy has planted the requested trees and submitted their final site plans for signature and (2) Ryan Kerr has started construction of the liquor store and is moving along with the other improvements on the site.

**Approval of Minutes**

Mr. Urbanski questioned Mr. Fisher's participation in the Board's 11/19/13 meeting. He stated that the minutes indicate Mr. Fisher had recused himself but that he believed he had actually participated in the discussion and that he made relevant comments he would like to see included in the minutes. Mr. Fisher stated that he believed he did recuse himself but remarked that he couldn't remember everything that happened 2 months ago.

It was the consensus of the Board to have Secretary Andrews go back and listen to the tape for clarification on this point. Mr. Neufeld added that since Ms. Andrews will be listening to the tape, he wondered if the minutes could reflect what specific detail of the South Hunterdon Regional Energy Co-op (SHREC) project Mr. Rich suggested a maintenance bond be established for. Ms. Andrews agreed to include this item in her review of the tape as well.

It was the consensus of the Board to table approval of the 11/19/13 minutes until next month.

**Adjournment**

A motion by Tomenchok, seconded by Urbanski to adjourn the meeting was unanimously approved by voice vote.

The meeting adjourned at 9:29 PM.

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Maria Andrews, Planning Board Secretary