

## **MINUTES OF DELAWARE TOWNSHIP PLANNING BOARD**

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### **HYBRID IN-PERSON and VIRTUAL via ZOOM PUBLIC MEETING**

DATE: July 11, 2023

Chairwoman Westlake called the meeting to order at 7:37pm.

Chairwoman Westlake read the Public Notice Requirements.

The Notice Requirements called for in the Open Public Meetings Act have been satisfied. Said Notice was transmitted to the Hunterdon County Democrat, The Times (of Trenton), and the Star-Ledger. Said Notice was posted in the Delaware Township Municipal Building and filed in the Board Office; all on February 3, 2023.

#### **MEMBERS IN ATTENDANCE**

Herman, Gray, Bailly, Coffey (via Zoom), Katz, Macomber, Wright, Vocke, Westlake

#### **MEMBERS ABSENT**

Waltman, Goldman

#### **LIASONS IN ATTENDANCE**

Adam Pate - BOE

#### **LIASONS ABSENT**

Chuck Cline - BOA - Absent

#### **PROFESSIONALS/STAFF IN ATTENDANCE**

1) Denise Filardo, Board Secretary

#### **MEETING MINUTES**

1) MEETING MINUTES – MARCH 7, 2023

A motion was made by Mayor Herman seconded by Ms. Bailly to adopt the March 7, 2023 Meeting Minutes with noted corrections. This was approved by voice vote.

2) MEETING MINUTES – MAY 2, 2023

A motion was made by Mr. Macomber seconded by Ms. Katz to adopt the May 2, 2023 Meeting Minutes with noted corrections. This was approved by voice vote.

## **APPROVAL OF BILL LIST**

A motion was made by Mr. Macomber seconded by Mayor Herman to approve payment of the non-escrow bills. This was approved by roll call: Herman yes, Gray yes, Bailly yes, Coffey yes, Katz yes, Macomber yes, Wright yes, Westlake yes.

## **DISCUSSIONS**

### **1. Spring Walk Assessment with goHunterdon**

It was decided that the walk will be attended by Chairwoman Westlake, Mr. Waltman and Ms. Katz who will represent the Planning Board and there can be two Town Committee members, since Mr. Waltman is a member of the Town Committee and the Planning Board. Mayor Herman will bring this up at the next Town Committee meeting.

DPW Director Amanda Khan and Chief Cane can participate in the walk and use flex time in lieu of overtime.

### **2. Amendment to the Circulation Plan Element of the Master Plan**

Ms. Bailly and Ms. Katz did not see anything in the plan that jumps out. Ms. Katz noted that once the maps are reviewed, we will make some revisions because some of the sidewalks do not exist.

Chairwoman Westlake noted that we can move to the next Master Plan Element once the Circulation Plan is complete.

## **CORRESPONDENCE: OLD BUSINESS**

None.

## **CORRESPONDENCE: NEW BUSINESS**

1. 2005 Master Plan Amendment Circulation Element 09-05-2005.
2. 2005 Master Plan Circulation Element Roads 09-05-2005.
3. 2005 Master Plan Amendment Resolution 09-06-2005.

## **COMMITTEE REPORTS**

Subdivision and Site Plan Review Committee

Report tabled as committee did not meet.

Ag. Advisory Committee

Mr. Coffey reported that the committee met tonight and he will not be in attendance.

Open Space Committee

Chairwoman Westlake reported that they did not meet and they are still awaiting an Open Space Coordinator.

Grant Subcommittee

Chairwoman Westlake noted that we were awarded the grant.

Master Plan Committee

Chairwoman Westlake stated that there is no report at this time.

Ordinance Review Committee

Chairwoman Westlake reported that Board Attorney Goodell has been working on the conservation, natural resource and drainage easement language and he confirmed that there are in fact inconsistencies. Attorney Goodell will be preparing a memo and we will then make the necessary amendments to align all three types of easements.

Quarry Compliance Committee

Mr. Macomber reported that there was no meeting this month and we are still awaiting the Engineering reports. The Quarry remains dormant.

Stormwater Management Committee

Chairwoman Westlake reported that she reached out to the Committee Chairman and he agreed to provide meeting minutes going forward.

## **LIAISON REPORTS**

Board of Adjustment

Secretary Filardo reported the following:

- The June meeting has just been cancelled as the applicant scheduled, who is seeking variance approval to continue renting two non-conforming existing residential rental units, has requested to carry the application to the July meeting as they are working through some issues with Hunterdon County.

Board of Education

Mr. Peyton reported the following:

- The roof replacement will hopefully be started at the end of the school year and completed by September.
- We are in the process of holding Executive Meetings to conduct Superintendent interviews.

- We will be working on the roof around the Summer Rec program.

#### Environmental Commission

Ms. Katz reported the following:

- Lisa Parent, a certified Rutgers Master Gardener will be making a presentation on gardening for wildlife.

#### Historic Advisory Committee

Mayor Herman was not in attendance for the last meeting, there is no report at this time.

Mayor Herman noted that construction is starting on the covered bridge this week. Both sides are scheduled to be closed after June 20<sup>th</sup> to allow school buses to get through until school is out for the summer. Discussion ensued regarding how police and fire response time will be negatively impacted due to the closure. Sergeant Gray offered that they can perhaps allow alternating traffic with the use of stop signs. The Whiskey Lane Bridge will be shut down on June 20<sup>th</sup> for approximately three to four weeks.

#### Shade Tree Commission

Mr. Coffey reported that the tree replacement for Higgins farm was discussed as well as the planting of more trees in the area in front of Dilts Park.

### **PUBLIC COMMENTS / QUESTIONS**

There were no members of the public in attendance via Zoom.

There were no other members of the public in attendance.

### **BOARD COMMENTS**

Mayor Herman announced that Municipal offices will be closed on Monday, June 19<sup>th</sup> in observance of Juneteenth even though the State is observing the holiday on Friday, June 16<sup>th</sup>.

There were no other comments from Board Members.

### **ADJOURNMENT**

A motion was made by Mr. Macomber and seconded by Mr. Wright and the meeting was adjourned at 8:19pm.

Respectfully Submitted,

*Denise Filardo*

Planning and Zoning Board Secretary

These minutes were adopted on July 11, 2023.