

MINUTES

Hopewell Township Land Use Board

March 20, 2024

Start Time: 7:00 p.m.

The **Sunshine Statement** was read into the record by Chairman Caggiano.

The **Flag Salute** was led by Chairman Caggiano.

Roll Call:

Present: Chairman Al Caggiano, Vice Chairman Paul Earnest, Committeeman Tom Tedesco, Committeeman Jeff Shimp, Ken Strait, Betty Lewis, Judy Zirkle, Alternates Jaime Gaunt and Kyle Johnson

Also present: Beth White, Esquire, LUB Counsel and Jeannette Pace, Board Secretary

Absent: Members Lee Hepner and Diane Crispin; Steve Nardelli, Engineer

Approval of Minutes:

- Approval of Minutes from the February 21, 2024 regular meeting.

Discussion: Strait questioned the provision in the resolution regarding the year provided in the last paragraph. White gave an explanation for this provision. It was also noted that the typed vote on the resolution was incorrect and needed to be changed. A Motion to approve the minutes with the revision to the vote was made by Earnest; Seconded by Zirkle. Voice Vote: All in favor.

- Approval of Minutes from the February 21, 2024 Executive Session.

Motion to Approve by Strait; Seconded by Earnest. Voice Vote: All in favor.

Resolutions:

No. 2024-04: Application by Matt Pritchett, 339 River Road, Block 87, Lot 15

Motion to Approve by Earnest; Seconded by Zirkle. Roll Call Vote:

	MOVED	SECOND	YEA	NAY	ABSENT	ABSTAIN	RECUSED
Al Caggiano, Chairman			X				
Paul Earnest, Vice Chairman	X		X				
Tom Tedesco			X				
Jeff Shimp			X				
Ken Strait			X				
Lee Hepner				X			
Betty Lewis			X				
Diane Crispin				X			
Judy Zirkle		X	X				
Jaime Gaunt, Alternate						NO VOTE	
Kyle Johnson, Alternate						NO VOTE	

Public Comments:

Seeing no one, Chairman Caggiano bi-passed the public portion.

Discussion/Workshop Items:

- **Environmental Resource Inventory – Revisions**

Ken Strait was kind enough to go through the ERI and make revisions. He advised the Board that when the ERI was initially prepared, it was more specific to that year. Its intended use is a guide for the Land Use Board. Strait went through the changes and the general consensus of the Board was to accept the changes as discussed and have the document added as a supplement on the Township's website. Strait also advised Pace that some of the hyperlinks on the LUB page were not working. Pace will look into this with IT.

- **Development Application Process / Forms / Checklist**

Pace typed up Application Instructions and re-typed the checklists into another format. Members were provided with the documents ahead of the meeting and went thru any requested revisions. Notice requirements (changing from 21 days to 28 days) was referred to the Township Committee for discussion. Some revisions were to be referred to the Township Engineer and Pace will review those revisions and provide an updated checklist to members for review and informal acceptance prior to posting to the website.

- **Fee Schedule**

Members discuss the current application fees. It is suggested that Pace obtain a list of fees charged by other municipalities and have additional discussion at the next meeting as to whether or not to change our current fees.

Motion to Adjourn made by Lewis; Seconded by Zirkle. Voice vote: All in favor.

Adjournment Time: 8:55 p.m.

Next Scheduled Meeting: April 17, 2024 at 7:00 p.m.

Jeannette A. Pace, Land Use Board Secretary

cc: Land Use Board

Beth White, Esquire

Engineer Steve J. Nardelli

Zoning Officer Dave Elwell