

**A REGULAR MEETING OF THE PLANNING/ZONING BOARD OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY WAS HELD ON MONDAY, SEPTEMBER 18, 2017 AT THE BOROUGH HALL BEGINNING AT 7:00 P.M.**

**PRESENT:** Messrs. Walter, Conrads, Pearson, Morgan, Mrs. Brothman and Mrs. Smith

**ABSENT:** None. (vacancies)

The meeting was called to order with a salute to the flag and in accordance with the Open Public Meetings Act by advertising notice of the meeting in the N.J. Herald and by posting copy of notice in the Borough Hall.

**MINUTES:**

A MOTION was made by Mr. Conrads, seconded by Mayor Morgan to approve the minutes of the meeting held on June 20, 2016. Upon roll call the following votes were cast: AYES: Smith, Pearson, Morgan, Conrads, Walter and Brothman. NAYS: None. Motion carried.

A MOTION was made by Mrs. Smith, seconded by Mayor Morgan to approve the minutes of the meeting held on August 15, 2016. Upon roll call the following votes were cast: AYES: Smith, Pearson, Morgan, Conrads, Walter and Brothman. NAYS: None. Motion carried.

A MOTION was made by Mr. Pearson, seconded by Mayor Morgan to approve the regular and executive session minutes of the meeting held on September 19, 2016. Upon roll call the following votes were cast: AYES: Smith, Pearson, Morgan, Conrads, Walter and Brothman. NAYS: None. Motion carried.

A MOTION was made by Mr. Conrads, seconded by Mayor Morgan to approve the minutes of the meeting held on January 23, 2017. Upon roll call the following votes were cast: AYES: Smith, Pearson, Morgan, Conrads, Walter and Brothman. NAYS: None. Motion carried.

A MOTION was made by Mr. Pearson, seconded by Mayor Morgan to approve the minutes of the meeting held on May 15<sup>th</sup>, 2017. Upon roll call the following votes were cast: AYES: Smith, Pearson, Morgan, Conrads, Walter and Brothman. NAYS: None. Motion carried.

**AUDIENCE PARTICIPATION:** None.

**CORRESPONDENCE:** None.

**FORMAL APPLICATION HEARINGS:**

APPLICATION #:	WSP – 2017-007
TYPE:	Waiver of Site Plan
APPLICANT:	Sheri Arnold
BUSINESS NAME:	TBD
ADDRESS:	127 Main Street, Andover NJ 07821
LOCATION BY TAX MAP	127 Main Street, Andover NJ 07821
BLOCK/LOT/ZONE:	Block 21 Lot 3 Zone: C1
EXISTING USE:	antiques and collectibles (Vacant)
PROPOSED USE:	same

The applicant was sworn and appeared before the board with her attorney Daniel Agatino, Esq. Ms. Arnold testified she currently operates an antiques and collectibles store in the Borough at 125 Main Street, known as "Made in the Shade" and this application would be an extension of that store, which shall be known as "Made in the Shade Too.". The Applicant shall be located next door at 127 Main Street. The Applicants testimony was for the same use as her current store, selling antiques, doors, furniture and various collectibles. The premise of the application is currently vacant but was formerly an antiques and collectibles store. Ms. Arnold testified that she does not propose to make any structural changes to the premises.

The applicant also stated that currently, "Made in the Shade" has between 2 and 3 employees and this number will not change with this application.

When the matter of outdoor display was mentioned, the applicant asked for outdoor display on the front porch. The merchandise is intended as outdoor advertising of the types of goods sold in the store and is not intended as signage. The Applicant intends to place a maximum of two benches on the front porch, which would not be brought inside the premises at the close of business. The Applicant agreed to place no more than twenty-five (25) items on the exterior front porch of the premises, which shall be brought inside the premises at the close of each business day. Ms. Arnold testified that the Applicant would keep the sidewalk clear in front of the premises clear of merchandise.

Regarding signage, the Applicant intends to place one sign advertising the name of the business, which shall be located in the front of the premises and shall hang from an existing post. The Applicant does not intend to install any other signage. In the event the Applicant wishes to place temporary signage such as an opening banner, the Applicant shall comply with the Borough's temporary sign ordinance.

The proposed hours of operation are 10:00 a.m. through 5:00 p.m., seven (7) days per week. The Applicant does not seek approval to serve food or beverage. Regarding parking, the premises has no dedicated parking and utilizes street parking only. However, there is a parking lot available to customers of "Made in the Shade" in the rear of 125 Main Street. There are approximately eight parking spots. This lot will also be available to patrons and employees of the Applicant and two employees will park in the lot at a given time.

The Board inquired as to how the Applicant intends to dispose of garbage. There is currently an enclosed dumpster for "Made in the Shade" and the Applicant shall use same for waste disposal. There was not comment from the audience.

It was determined that the following conditions were established:

1. The Applicant's hours of operation shall be limited to 10:00 a.m. through 5:00 p.m., seven (7) days per week.
2. The Applicant shall not serve food or beverage on the premises.
3. The Applicant shall not make any structural alterations to the premises unless a separate application is submitted and all appropriate approvals are obtained.
4. The Applicant is permitted to place no more than one permanent sign advertising the name of the business.
5. In the event the Applicant wishes to place temporary signage on the exterior of the premises, the Applicant shall comply with the Borough ordinance regarding such signage.
6. The Applicant is permitted outdoor display of no more than twenty-five (25) individual pieces of merchandise on the front porch of the premises, which shall be brought inside the premises at the close of each business day.
7. The Applicant shall keep all sidewalks adjacent to the premises free and clear.
8. The Applicant is permitted to place no more than two (2) benches on the front porch of the premises, which may remain outside the premises overnight.
9. Applicant agrees to abide by all existing ordinances of the Borough of Andover, including signage requirements.
10. The Applicant shall not serve alcohol on the premises unless prior approval is obtained by the relevant administrative bodies in the Borough of Andover and the New Jersey Division of Alcoholic Beverage Control.
11. The Applicant shall obtain all necessary Sussex County and Andover Borough Board of Health approvals required prior to operation.

A MOTION was made by Mr. Pearson, seconded by Mayor Morgan to adopt a Resolution for preliminary and final approval for the application for waiver of site plan. Upon roll call the following votes were cast: AYES: Smith, Pearson, Morgan, Walter, Brothman, Conrads. NAYS: None. Motion carried.

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APPLICATION #:	WSP – 2017-008
TYPE:	Waiver of Site Plan
APPLICANT:	Michael J. Inge
BUSINESS NAME:	GFC Contracting and Professional Services
ADDRESS:	124 Main Street, Andover NJ 07821
LOCATION BY TAX MAP	124 Main Street, Andover NJ 07821
BLOCK/LOT/ZONE:	Block 19 Lot 1 Zone: C1
EXISTING USE:	office space
PROPOSED USE:	same

After being sworn in by Board counsel, Michael J. Inga appeared before the Board in support of the application for site plan waiver. Mr. Inga testified that the Applicant is currently engaged in business of construction and building maintenance. The Applicant maintains fifty-two (52) buildings in Northern New Jersey.

The premises is currently occupied by the Applicant. The Applicant intends to use the premises partially for storage of equipment and partially office space. The Applicant stated it does not intend to store any hazard or toxic chemicals. The Applicant does not do painting and shall not store any paint on the premises. The Applicant represented that it stores construction equipment such as ladders, fasteners, screws, and PVC pipes on the premises. Mr. Inga stated that the Applicant will not store any gas-powered construction equipment on the premise. The Applicant does not propose to make any structural changes to building located on the premises.

The Applicant intends to store various construction materials outside. It proposes to place a fence around the premises along the east and north sides, both for safety and to keep the materials from being unsightly to neighbors. Mr. Inga stated that the fence will be a privacy fence with a sliding gate and will be comprised of chain-link with metal slats. The Applicant understands that Board approval of the waiver of site plan is contingent upon a determination by the Borough zoning officer that the proposed fence complies with the all relevant Borough codes.

Regarding signage, the Applicant represented that it intends to place a lit LED business sign in an existing lit sign box located on the premises. Mr. Inga stated that this sign shall face the Route 206/Main Street side of the property. The Applicant also proposes a sign facing Maple Street in the same location as the sign of a prior occupant. The Applicant intends to place the lit sign on a photocell so that it is not on all the time. Mr. Inga testified the Applicant does not intend to install any other signage.

The normal hours of operation are 7:00 a.m. through 7:00 p.m., Monday through Saturday. Mr. Inga testified that the nature of the business is such the Applicant will make emergency service calls twenty-four hours, six days a week. However, he testified that it is uncommon for an employee to actually enter the premises outside of normal business hours. The number of employees at the premises is contingent upon the workload. Mr. Inga stated that there are a total of fourteen lined parking spaces on the premises and there will be no more than ten (10) vehicles parked at the premises overnight.

In the event the fence is approved, the Applicant proposals to install motion lighting. The lighting will be not be visible off-site and will be directed toward the ground. It is intended

as anti-theft and so that employees can see what they are doing. No member of the public commented.

A motion was made by Board Member Edward Conrads, seconded by Board Member and Councilman Peter Pearson, to grant waiver of site plan requirements and a preliminary and final approval for a permitted commercial use at the property as per the resolution. Upon roll call the following votes were cast: AYES: Smith, Pearson, Morgan, Walter, Brothman, Conrads. NAYS: None. Motion carried.

**OLD BUSINESS:**

A MOTION was made by Mayor Morgan, seconded by Mr. Pearson to approve the memorialization of application #WSP-2017-005 in the matter of Ian Holover d/b/a Penny Lane, 146 Main, Andover NJ 07821, Block 22 Lot 2 Q. 1 – Zone C1 for waiver of site plan. Upon roll call the following votes were cast: AYES: Smith, Pearson, Morgan, Conrads, Walter and Brothman. NAYS: None. Motion carried.

A MOTION was made by Mayor Morgan, seconded by Mr. Pearson to approve the memorialization of application #WSP – 2017-006 in the matter of Natalie Gooding d/b/a Broadwell 27, 133 Main Street, Andover NJ 07821, Block 21 Lot 5 – Zone C1 for waiver of site plan. Upon roll call the following votes were cast: AYES: Smith, Pearson, Morgan, Conrads, Walter and Brothman. NAYS: None. Motion carried.

**NEW BUSINESS:** None.

**AUDIENCE PARTICIPATION:** None.

A MOTION was made by Mayor Morgan, seconded by Mr. Pearson to adjourn the meeting. AYES: All in favor. NAYS: None. Motion carried.

Beth Brothman  
Board Secretary