



**TOWNSHIP OF LONG HILL**  
**COUNTY OF MORRIS**  
**Gillette, Homestead Park, Meyersville, Millington, Stirling**

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**ZONING BOARD OF ADJUSTMENT**  
**MINUTES OF THE MEETING**  
**January 3, 2017**

The Long Hill Zoning Board of Adjustment met for a Regular/Reorganizational Meeting/Hearing in the Court Room of the Township of Long Hill Municipal Building located at 915 Valley Road, Gillette, New Jersey.

*At 8:07 pm, Planning & Zoning Coordinator Nancy Probst made the following announcements:*

- (1) **Call to Order and Statement of Compliance**
- (2) **Electronic Devices**
- (3) **Pledge of Allegiance** – Recited by all in attendance
- (4) **Oath of Office**  
The oath of office was administered by Planning & Zoning Coordinator Nancy Probst to Brian Johnson and new member Tom Grosskopf.
- (5) **Roll Call** – Planning & Zoning Coordinator Probst called the roll:

Present:	Absent:
Ed Gerecht	Jerry Aroneo
Richard Keegan	Thomas Sims
Michael O’Mullan	Jeffrey Wills
Michael Pesce	
Brian Johnson	
Tom Grosskopf	
Nancy Probst, Planning & Zoning Coordinator	
Daniel Bernstein, Esq., Board Attorney	
Kevin O’Brien, Board Planner	
Levich, as Board Engineer in place of Tom Lemanowicz	
- (6) **Election of Chairman**  
Upon motion made by Mr. O’Mullan and seconded by Mr. Pesce, Ed Gerecht was elected Chairman unanimously by all members present and eligible to vote to serve at the pleasure of the Board for the year 2017.
- (7) **Election of Vice Chairman**  
Upon motion made by Chairman Gerecht and seconded by Mr. Johnson, Michael Pesce was elected Vice Chairman unanimously by all members present and eligible to vote to serve at the pleasure of the Board for the year 2017.
- (8) **Annual Report**  
Chairman Gerecht confirmed that the Planning & Zoning Coordinator will prepare the Annual Report on Variances Heard by the Zoning Board of Adjustment. Copies of the report and resolution, when adopted by the Zoning Board of Adjustment, shall be forwarded to the Township Committee and Planning Board.

(9) **Planning & Zoning Coordinator's Appointment (8:14)**

Upon motion made and seconded, and by the unanimous votes of all members present, Nancy Probst was appointed the Planning & Zoning Coordinator to serve until January 2, 2018.

(10-12) **Appointments**

The Board discussed doing evaluations for the Board professionals prior to appointing them for the entire year. Upon motion made and seconded, and by the unanimous votes of all members present, the following actions were taken:

- Appointment of Daniel Bernstein, Esq. as Board Attorney to serve until February 7, 2017.
- Appointment of Kevin O'Brien / Shamrock Enterprises, Ltd. as Board Planner to serve until February 7, 2017.
- Appointment of Tom Lemanowicz / Remington, Vernick & Arango Engineers as Board Engineer to serve until February 7, 2017.

(13-17) **Agenda Items**

Upon motion made and seconded, and by the unanimous votes of all members present, the following actions were taken:

- Approval of the Calendar/Agenda Order of Business Rule
- Approval of the Notice of Publication Rule
- Approval of the Meeting Minutes Rule
- Approval of the Annual Membership with the New Jersey Planning Officials
- Approval of the Meeting Cut-Off Rule

(18) **Adoption of the 2017 Meeting Schedule**

Upon motion made and seconded, the Board adopted the 2017 meeting schedule to be posted on the municipal bulletin board and website, copies will be sent to the Echoes-Sentinel and Courier Newspapers and filed with the Municipal Clerk. 2017 meeting dates are as follows:

January 3, 2017 (Reorganization Meeting)	January 27, 2017
February 7, 2017	February 21, 2017
March 7, 2017	March 21, 2017
April 4, 2017	April 18, 2017
May 2, 2017	May 16, 2017
June 6, 2017	June 20, 2017
July 18, 2017	(No second meeting in July)
August 1, 2017	(No second meeting in August)
September 5, 2017	September 19, 2017
October 3, 2017	October 17, 2017
November 7, 2017	November 21, 2017
December 5, 2017	(No second meeting in December)
January 2, 2018 (Reorganization Meeting)	

(19) **2017 Budget**

The discussion of the Zoning Board of Adjustment's annual budget is carried to 1/17/17.

(20) **Adjournment** – The Regular and Organizational Meeting was adjourned at 8:30 pm.

Respectfully submitted,

*Debra Coonce*

Planning & Zoning Coordinator  
(As of December 4, 2017)

*Videos of Planning Board meeting(s) are available on the Township website at [www.longhillnj.gov](http://www.longhillnj.gov). Audio recordings of the meeting(s) are available for purchase by filing an OPRA (Open Public Records Act) request through the Municipal Clerk's office. All documents relating to applications may be examined by the public in the Planning & Zoning Office located in the Township of Long Hill Municipal Building.*