



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

TOWNSHIP OFFICES;
915 Valley Road
Gillette, NJ 07933
(908)647-8000
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ZONING BOARD OF ADJUSTMENT
MINUTES OF THE
ORGANIZATIONAL MEETING & HEARING
January 19, 2021

The Long Hill Zoning Board of Adjustment met for a Regular/Reorganizational Meeting/Hearing via online virtual meeting format using Zoom Webinar.

At 7:41 pm, Board Member Ed Gerecht made the following announcements:

- (1) **Call to Order and Statement of Compliance**
- (2) **Standard Board Procedures**
- (3) **Electronic Devices**

(4) **Pledge of Allegiance** – Recited by all in attendance

(5) **Oath of Office** – The oath of office was administered by Jolanta Maziarz, Esq. to the following re-appointees:

Brian Johnson – Expiring 12/31/24
Jerry Aroneo – Expiring 12/31/24

Mr. Pesce, Alternate #1, was absent from the meeting and will take the oath of office during a future scheduled meeting.

(6) **Roll Call** – Planning & Zoning Coordinator (PZC) Coonce called the roll:

Present:	Jerry Aroneo	Absent/Excused:	Gary Gianakis
	Ed Gerecht		Michael Pesce (Alt. #1)
	Tom Grosskopf		
	Brian Johnson		
	Mike Malloy		
	Jonathan Rosenberg		
	Scott Hain (Alt. #2)		
	Debra Coonce, Board Secretary		
	Jolanta Maziarz, Esq., Board Attorney		
	Richard Keller, Board Engineer		
	Elizabeth Leheny, Board Planner		

(7) **Election of Chairman**

Upon motion made by Mr. Johnson and seconded by Mr. Aroneo, Ed Gerecht was unanimously elected Chairman by all members present and eligible to vote to serve at the pleasure of the Board through January 18, 2022.

(8) Election of Vice Chairman

Upon motion made by Mr. Grosskopf and seconded by Chairman Gerecht, Brian Johnson was unanimously elected Vice Chairman by all members present and eligible to vote to serve at the pleasure of the Board through January 18, 2022.

(9) Appointments – Resolutions 2021-1-ZBA through 2021-4-ZBA (attached)

Upon motion made by Vice Chairman Johnson and seconded by Mr. Grosskopf, and by the votes of all members present, the following actions were taken. Mr. Aroneo abstained from voting for the Board Engineer and Board Planner.

- a. Appointment of Debra Coonce as Board Secretary to serve until January 18, 2022.
- b. Appointment of Jolanta Maziarz, Esq. as Board Attorney to serve until January 18, 2022.
- c. Appointment of Richard Keller / Casey & Keller, Inc. as Board Engineer to serve until January 18, 2022.
- d. Appointment of Elizabeth Leheny / Phillips Preiss Grygiel Leheny Hughes LLC as Board Planner to serve until January 18, 2022.

(10) Board Procedural Resolutions – Resolutions 2021-5-ZBA through 2021-8-ZBA (attached)

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

a. Adoption of the 2021 Meeting Schedule

January 5, 2021	January 19, 2021 (Reorganization Meeting)
February 2, 2021	February 16, 2021
March 2, 2021	March 16, 2021
April 6, 2021	April 20, 2021
May 4, 2021	May 18, 2021
June 1, 2021	June 15, 2021
July 6, 2021	(No second meeting in July)
August 17, 2021	(No second meeting in August)
September 7, 2021	September 21, 2021
October 5, 2021	October 19, 2021
November 2, 2021	November 16, 2021
December 7, 2021	(No second meeting in December)
January 18, 2022 (Reorganization Meeting)	

- b. Notice of Publication
- c. Resolutions for Applications
- d. Meeting Cut-Off

(11) Meeting Minutes

The Meeting Minutes of January 5, 2021 will be reviewed at the Board’s next regular meeting.

(12) Application (7:54 pm)

Preliminary & Final Site Plan with Use Variance

Block 13908 / Lot 15.01 / Zone Conservation
PSE&G Tower Location off of Long Hill Road
Application No. 2020-06Z
T-Mobile Northeast LLC

Applicant proposes to install a temporary ballast-mounted tower on the property for use during the PSE&G tower replacement.

Board Engineer Keller and Board Planner Leheny were sworn in to offer testimony on behalf of the Township.

Edward Purcell, Esq. appeared on behalf of the Applicant.

Witnesses sworn in to offer testimony on behalf of the Applicant:

Alec Norris, as Engineer
Frances Boschulte, as Radio Frequency Engineer
Timothy Kronk, as Planner

Members of the public with questions for the Applicant:

Larry Fast, of Millington

The Board was in recess from 9:02 pm to 9:10 pm.

During discussion, the Board was in favor of the application noting that the variances requested are necessary in order for PSE&G to complete the tower replacement project. The Board agreed the benefits of the application outweigh any detriments.

Upon motion made by Mr. Aroneo and seconded by Mr. Rosenberg, the application was approved with conditions subject to a memorializing resolution by the unanimous votes of Mr. Aroneo, Mr. Rosenberg, Mr. Grosskopf, Mr. Malloy, Mr. Hain, Vice Chairman Johnson and Chairman Gerecht; they being all members present and eligible to vote.

- (13) **Executive Session** – None.
- (14) **New Business** –
- (15) **Adjournment** – The Regular and Organizational Meeting/Hearing was adjourned at 10:03 pm.

Respectfully submitted,



Debra Coonce
Zoning Board Secretary
Planning & Zoning Board Coordinator

Videos of Planning Board meeting(s) are available on the Township website at 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.

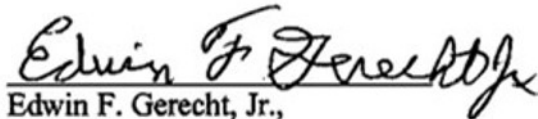
**TOWNSHIP OF LONG HILL
ZONING BOARD OF ADJUSTMENT
RESOLUTION 2021-01-ZBA**

APPOINTMENT OF BOARD SECRETARY

BE IT RESOLVED, the Zoning Board of Adjustment of the Township of Long Hill has appointed Debra Coonce as the Secretary of the Zoning Board of Adjustment until January 18, 2022. The Zoning Board Secretary will hold office hours at Town Hall, 915 Valley Road, Gillette, New Jersey, Mondays, Tuesdays and Thursdays from 8:30 AM to 4:30 PM, Wednesdays from 8:30 AM to 6:30 PM and Fridays from 8:30 AM to 2:30 PM and will be present at all regular and special meetings scheduled for the Zoning Board of Adjustment.



Debra Coonce,
Board Secretary



Edwin F. Gerecht, Jr.,
Chairman

**TOWNSHIP OF LONG HILL
ZONING BOARD OF ADJUSTMENT
RESOLUTION 2021-02-ZBA**

APPOINTMENT OF BOARD ATTORNEY

WHEREAS, the Township of Long Hill Zoning Board of Adjustment requires professional legal services which shall include but not be limited to attendance at meetings, preparation of administrative documents and correspondence, legal research, consultation with the Board Members, Coordinator, and other municipal personnel, as well as with legal representatives of applicants, and miscellaneous other legal services (except for litigation and certain other types of services such as (a) Any litigation handled for the Board; (b) Any extensive or major redrafting of Township ordinances; (c) Drafting of resolutions on applications for development and for other matters coming before the Board; and (d) Review of easements, deeds, agreements or documentation pertaining to formation of a planned development, condominium, homeowners' association, or the like; (e) Other matters requiring attendance at conferences, work sessions, etc., out of the office. Other types of legal services would also include the preparation of administrative documents and correspondence, miscellaneous legal research, consultation with the Board Members, the Board Coordinator and other municipal personnel; and

WHEREAS, the anticipated term of the contract is (1) year; and

WHEREAS, The Law Office of Jolanta Maziarz, LLC has agreed to legal services at a rate of \$140.00 per hour for attendance at meetings (two hour minimum) and a rate of \$140.00 per hour for other types of legal services including those set forth above; and


WHEREAS, The Law Office of Jolanta Maziarz, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that The Law Office of Jolanta Maziarz, LLC has not made any reportable contributions to a political or candidate committee in the Township of Long Hill in the previous one year, and that the contract will prohibit The Law Office of Jolanta Maziarz, LLC from making any reportable contributions through the term of the contract; and

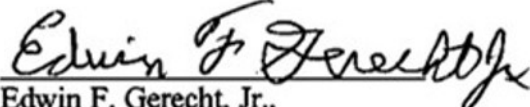
WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the Township Chief Financial Officer, in accordance with N.J.A.C. 5:34-5.1, has certified in writing to the Township Committee the availability of adequate funds to pay, not to exceed, the maximum amount of the department's 2021 fiscal year budget provided; Additionally, any service charges in connection to developer escrow accounts are subject to funds deposited and available to us from escrow applicants; Township will not be responsible for any charges related to escrow accounts.

NOW, THEREFORE BE IT RESOLVED, by the Zoning Board of Adjustment of the Township of Long Hill, in the County of Morris, State of New Jersey as follows:

1. A professional services contract with The Law Office of Jolanta Maziarz, LLC, 79 Mount Horeb Road, Warren, New Jersey 07059 is hereby authorized for the period of January 19, 2021 through January 18, 2022, during which time the annual performance review shall be completed.
2. The Board Chairman and Planning & Zoning Coordinator are authorized to sign a professional service contract with The Law Office of Jolanta Maziarz, LLC, in accordance with the following terms and conditions:
 - A. Term: January 19, 2021 – January 18, 2022
 - B. Rate: \$140.00 per hour per meeting attendance
\$140.00 per hour for other legal services as stated above
 - C. Services: The firm shall provide professional legal services
3. The Planning & Zoning Coordinator, in accordance with the provisions of N.J.S.A. 40A:11-5 (1)(a)(i) is directed to publish a notice once in the Echoes-Sentinel stating the nature, duration, service and amount of this contract.
4. The Planning & Zoning Coordinator shall make copies of this resolution available for public inspection at the Municipal Building, 915 Valley Road, Gillette, New Jersey, during regular business hours.
5. This contract shall be charged to Zoning Board of Adjustment – Legal Expenses. The certification of available funds by the Township Chief Financial Officer shall be maintained in the files of the Planning & Zoning Coordinator.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.


Debra Coonce,
Board Secretary


Edwin F. Gerecht, Jr.,
Chairman

**TOWNSHIP OF LONG HILL
ZONING BOARD OF ADJUSTMENT
RESOLUTION 2021-03-ZBA**

APPOINTMENT OF BOARD ENGINEER

WHEREAS, the Township of Long Hill Zoning Board of Adjustment requires certain technical and/or professional services hereinafter described as Engineering Consulting Services which shall include but not be limited to the following: serve as the general engineering consultant to the Zoning Board of Adjustment; attend hearings/meetings of the Zoning Board of Adjustment as requested; advise the Zoning Board of Adjustment on all engineering matters under their jurisdiction; the Consultant shall be available for consultation by telephone at all reasonable times; represent the Zoning Board of Adjustment as its Professional Engineer pursuant to N.J.S.A. 40:55D-24; review site and subdivision plans, as requested; prepare special reports, plans, studies, applications, and similar work, as requested; testify on behalf of the Zoning Board of Adjustment before Commissions, Agencies, or Courts of the State of New Jersey, as requested; and perform any other related engineering work, as requested; and

WHEREAS, the anticipated term of this contract is (1) one year; and

WHEREAS, Casey & Keller, Inc. has agreed to engineering services at a rate of \$140.00 per hour for attendance at hearings/meetings and a rate of \$140.00 per hour will be billed for engineering services, including field work, research and writing; and any other task assigned by the Board (fee schedule attached hereto); and

WHEREAS, the firm of Casey & Keller, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Casey & Keller, Inc. has not made any reportable contributions to a political or candidate committee in the Township of Long Hill in the previous one year, and that the contract will prohibit the firm of Casey & Keller, Inc., from making any reportable contributions throughout the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

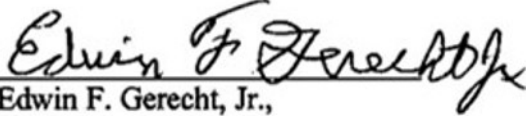
WHEREAS, the Township Chief Financial Officer, in accordance with N.J.A.C. 5:34-5.1, has certified in writing to the Township Committee the availability of adequate funds to pay the maximum amount of the contract;

NOW, THEREFORE, BE IT RESOLVED, by the Zoning Board of Adjustment of the Township of Long Hill, in the County of Morris, State of New Jersey as follows:

1. A professional services contract with Casey & Keller, Inc., 258 Main Street, Millburn, NJ 07041 is hereby authorized.

2. The Board Chairman and Planning & Zoning Coordinator are authorized to sign a professional service contract with Casey & Keller, Inc., in accordance with the following terms and conditions:
 - A. Term: January 19, 2021 – January 18, 2022
 - B. Rate: \$140.00 per hour per hearing attendance and
\$140.00 per hour for other engineering services as stated above
 - C. Services: Casey & Keller, Inc. shall provide professional engineering services.
3. The Planning & Zoning Coordinator in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once in the Echoes-Sentinel stating the nature, duration, service and amount of this contract.
4. The Planning & Zoning Coordinator shall make copies of this Resolution available for public inspection at the Municipal Building, 915 Valley Road, Gillette, New Jersey during regular business hours.
5. This contract shall be charged to Zoning Board of Adjustment – Engineering Services. The certification of available funds by the Township Chief Financial Officer shall be maintained in the files of the Planning & Zoning Coordinator.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.


Debra Coonce,
Board Secretary


Edwin F. Gerecht, Jr.,
Chairman

**TOWNSHIP OF LONG HILL
ZONING BOARD OF ADJUSTMENT
RESOLUTION 2021-04-ZBA**

APPOINTMENT OF PLANNING CONSULTANT

WHEREAS, the Township of Long Hill Zoning Board of Adjustment requires professional planning services which shall include but not be limited to attendance at Board Hearings/Meetings; field work, research and writing; and any other task assigned by the Zoning Board of Adjustment; and providing advice as a non-fair open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the anticipated term of this contract is (1) one year; and

WHEREAS, the Firm of Phillips Preiss Grygiel Leheny Hughes, LLC has agreed to provide planning services at a rate of \$145.00 per hour for attendance at hearings/meetings and a rate of \$145.00 per hour for all other planning services including, including field work, research and writing; and any other task assigned by the Board; and

WHEREAS, the firm of Phillips Preiss Grygiel Leheny Hughes, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that the Firm of Phillips Preiss Grygiel Leheny Hughes, LLC has not made any reportable contributions to a political or candidate committee in the Township of Long Hill in the previous one year, and that the contract will prohibit the Firm of Phillips Preiss Grygiel Leheny Hughes, LLC from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the Township Chief Financial Officer, in accordance with N.J.A.C. 5:34-5.1, has certified in writing to the Township Committee the availability of adequate funds to pay the maximum amount of the contract;

NOW, THEREFORE BE IT RESOLVED by the Zoning Board of Adjustment of the Township of Long Hill, in the County of Morris, State of New Jersey, as follows:

1. A professional services contract with Phillips Preiss Grygiel Leheny Hughes, LLC, 33-41 Newark Street, Third Floor, Suite D, Hoboken, New Jersey 07030 is hereby authorized.
2. The Board Chairman and Planning & Zoning Coordinator are authorized to sign a professional service contract with Phillips Preiss Grygiel Leheny Hughes, LLC, in accordance with the following terms and conditions:
 - A. Term: January 19, 2021 – January 18, 2022

B. Rate: \$145.00 per hour per hearing attendance and
\$145.00 per hour for other engineering services as stated above

C. Services: The firm shall provide professional planning services

3. The Planning & Zoning Coordinator, in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i) is directed to publish a notice once in the Echoes-Sentinel stating the nature, duration, service and amount of this contract.

4. The Planning & Zoning Coordinator shall make copies of this resolution available for public inspection at the Municipal Building, 915 Valley Road, Gillette, N.J. during regular business hours.

5. This contract shall be charged to Zoning Board of Adjustment – Planning Services. This certification of available funds by the Township Chief Financial Officer shall be maintained in the files of the Planning & Zoning Coordinator.

6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.



Debra Coonce,
Board Secretary



Edwin F. Gerecht, Jr.,
Chairman

**TOWNSHIP OF LONG HILL
ZONING BOARD OF ADJUSTMENT
RESOLUTION 2021-05-ZBA**

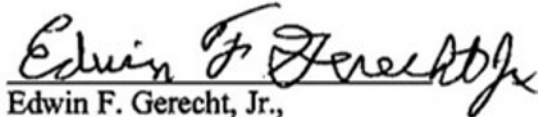
2021 MEETING SCHEDULE

BE IT RESOLVED by the Zoning Board of Adjustment of the Township of Long Hill regular and special meeting dates for the calendar year of 2021 are listed below. All regular and special meetings will begin at 7:30 PM unless otherwise scheduled, at the Township of Long Hill Municipal Building, 915 Valley Road, Gillette, New Jersey.

January 5, 2021	January 19, 2021(Reorganization Meeting)
February 2, 2021	February 16, 2021
March 2, 2021	March 16, 2021
April 6, 2021	April 20, 2021
May 4, 2021	May 18, 2021
June 1, 2021	June 15, 2021
July 6, 2021	(No second meeting in July)
August 17, 2021	(No second meeting in August)
September 7, 2021	September 21, 2021
October 5, 2021	October 19, 2021
November 2, 2021	November 16, 2021
December 7, 2021	(No second meeting in December)
January 18, 2022 (Reorganization Meeting)	



Debra Coonce,
Board Secretary



Edwin F. Gerecht, Jr.,
Chairman

**TOWNSHIP OF LONG HILL
ZONING BOARD OF ADJUSTMENT
RESOLUTION
2021-06-ZBA**

NOTICE OF PUBLICATION

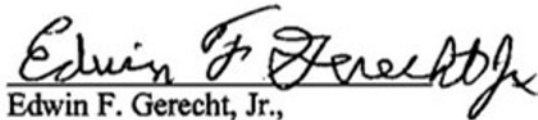
BE IT RESOLVED by the Zoning Board of Adjustment of the Township of Long Hill that the following newspapers are designated to receive Notices as required by the Open Public Meetings Law:

1. Echoes-Sentinel
2. Courier News

All notices required by the provisions of the Open Public Meetings Law shall be furnished to the newspapers designated for such purposes.



Debra Coonce,
Board Secretary



Edwin F. Gerecht, Jr.,
Chairman

**TOWNSHIP OF LONG HILL
ZONING BOARD OF ADJUSTMENT
RESOLUTION 2021-07-ZBA**

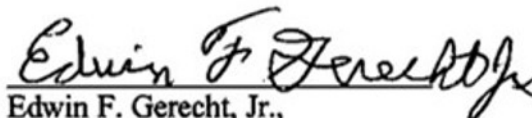
RESOLUTIONS FOR APPLICATIONS

BE IT RESOLVED by the Zoning Board of Adjustment of the Township of Long Hill that:

The Resolutions for all applications shall be sent to the Zoning Board of Adjustment members for review prior to scheduled meetings and a copy of said Resolution will be posted on the Township Website once memorialized by the Board. Once memorialized, copies will be made available to the public upon request. The charge for such copies of Resolutions will be determined by Township Ordinance.



Debra Coonce,
Board Secretary



Edwin F. Gerecht, Jr.,
Chairman

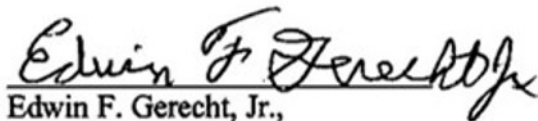
**TOWNSHIP OF LONG HILL
ZONING BOARD OF ADJUSTMENT
RESOLUTION 2021-08-ZBA**

MEETING CUT-OFF

BE IT RESOLVED by the Zoning Board of Adjustment of the Township of Long Hill that, as a matter of procedure, it is the intention of the Zoning Board of Adjustment not to continue any matter past 10:30 P.M. at any regular or special meeting of the Board unless a motion is passed by the members then present to extend the meeting to a later specified cut-off time. Further, that this notice shall be made part of published operating procedures for applications to this Board and shall be announced at the opening of each meeting.



Debra Coonce,
Board Secretary



Edwin F. Gerecht, Jr.,
Chairman