



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

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PLANNING BOARD
MINUTES OF THE SPECIAL MEETING
December 10, 2020

The Long Hill Planning Board met for a Special Meeting via online virtual meeting format using Zoom Webinar.

At 7:32 pm, Chairman Hands made the following announcements:

- (1) **Call to Order and Statement of Compliance**
- (2) **Standard Board Procedures**
- (3) **Meeting Cut-Off**

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

- (5) **Roll Call** – Board Secretary Coonce called the roll:

Present: David Hands, Chairman Thomas Jones, Vice Chairman Brendan Rae, Mayor Victor Verlezza, Committeeman John Falvey Tom Malinousky Alan Pfeil Don Richardson Dennis Sandow Debra Coonce, Board Secretary	Excused: Jolanta Maziarz, Esq., Board Attorney Casey & Keller, Board Engineer Elizabeth Leheny, Board Planner
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- (6) **Meeting Minutes** – Upon motion made and seconded, the Meeting Minutes of November 10, 2020, November 19, 2020, November 24, 2020 and December 8, 2020 were unanimously accepted as presented.

- (7) **New Business** –
2021 Nominating Committee for Board Chair & Vice Chair Positions
Upon motion made and seconded, the Board unanimously agreed Mayor Rae, Member Pfeil and Member Richardson will be the Board representatives/nominating committee for the 2021 positions of Board Chair and Vice Chair positions.

Board Secretary Coonce left the meeting at 7:40 pm.

(8) **Master Plan Discussion Items**

Chairman Hands reviewed the Township website and the process/location of documentation within the Master Plan areas on the website.

Master Plan Introduction & Community Snapshot

The Board reviewed the detailed sections of the Introduction & Community Snapshot which includes the following:

- Executive Summary
- Plan Mission
- Definition of a Master Plan
- Master Plan Requirements
- Methodology
- Community Profile
- Demographics
- Relationship to Other Plans

Chairman Hands will report all comments and updates to the Master Plan Committee at their next scheduled meeting for revisions to the current draft.

Open Space & Recreation Element

Upon the Board's review of the Open Space & Recreation Element, Chairman Hands noted he will report all comments and updates to the Master Plan Committee at their next scheduled meeting for revisions to the current draft.

(7) **Adjournment** – The Special Meeting was adjourned at 9:10 pm.

Respectfully submitted,



Debra Coonce
Planning Board Secretary
Planning & Zoning Coordinator

BOARD PROCEDURAL NOTES:

- (1) *Except for quasi-judicial hearings on land development applications or other public hearings, in addition to making public comments at any remote public meeting, the Board, in advance of the remote meeting shall allow public comments to be submitted via email with the subject line “**Public Comment - Long Hill Township Planning Board Meeting Date _____**” to the Board Secretary at pzcoord@longhillnj.gov or in written letter form to the Township of Long Hill, Attn: Planning/Zoning Coordinator, 915 Valley Road, Gillette, NJ 07933. E-mailed comments must be received at least 8 hours prior to the meeting. Mailed comments must be received 12:00 PM the day before the meeting.*
- (2) *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 by appointment in the Planning & Zoning Office located in the Township of Long Hill Municipal Building.*