



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

TOWNSHIP OFFICES;  
915 Valley Road  
Gillette, NJ 07933  
(908)647-8000  
FAX (908) 647-4150

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**PLANNING BOARD**  
**MINUTES OF THE REORGANIZATIONAL MEETING**  
**January 12, 2021**

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

*At 7:35 pm, Planning & Zoning Coordinator (PZC) Debra Coonce 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) **Oath of Office** – The oath of office was administered by Jolanta Maziarz, Esq. to the following members:

Re-Appointee, Brenden Rae, Class I – Expiring 12/31/21  
New Appointee, Theresa Dill, Class II – Expiring 12/31/21  
Re-Appointee, Victor Verlezza, Class III – Expiring 12/31/21  
Re-Appointee, Tom Malinousky, Class IV – Expiring 12/31/24  
Re-Appointee, Dennis Sandow, Class IV – Expiring 12/31/24

- (6) **Roll Call** – PZC Coonce called the roll:

Present:

Class I Member –	Brendan Rae, Deputy Mayor
Class II Member –	Theresa Dill
Class III Member –	Victor Verlezza, Committeeman
Class IV Member –	David Hands
Class IV Member –	Thomas Jones
Class IV Member –	Tom Malinousky
Class IV Member –	Alan Pfeil
Class IV Member –	Don Richardson
Class IV Member –	Dennis Sandow

Debra Coonce, Planning & Zoning Coordinator  
Jolanta Maziarz, Esq., Board Attorney  
Mike Lanzafama, Board Engineer  
Elizabeth Leheny, Board Planner

*PZC Coonce stated as there are many members of the public present for the scheduled application, item #10 on the agenda will be addressed now as the Applicant will not be going forward this evening with testimony and will be scheduling a future date with the Board.*

- (10) **Application** (Out of Agenda Order)

**Preliminary & Final Major Subdivision**

Block 13302 / Lot 16.01 / Zone R-2

Delaware Avenue

Application No. 18-01Z

Mario Parisi

Applicant proposes to subdivide the property to develop eight (8) single family homes.

Board Attorney Maziarz stated that upon agreement, the application is not being carried to a new date; the Applicant will be sending out new notices for a future hearing date once a date can be confirmed.

***PZC Coonce announced that the previous Board Chairman, David Hands would like to say a few words.***

Previous Board Chairman David Hands summarized the year 2020 by expressing his gratitude to the Board members for their continued patience and support as we moved Board business online, handled the large application that was Prism as well as the hard work involved with the Master Plan. Mr. Hands further noted the Master Plan Committee met 53 times during the year and is looking forward to finalizing the Master Plan in 2021.

Deputy Mayor Rae together with the other Board members expressed their thanks and gratitude to Mr. Hands for his hard work.

**(7) Election of Chairman (7:45 pm) – PZC Coonce opened the floor for nominations.**

Mr. Richardson of the Nominating Committee nominated Dennis Sandow for the position of Board Chairman.

Mr. Pfeil of the Nominating Committee nominated Thomas Jones for the position of Board Chairman.

Upon motion made and seconded, the Board unanimously agreed to close the nominations.

PZC Coonce announced Mr. Pfeil would like the floor prior to a vote.

Mr. Pfeil stated he would like to hear from both candidates regarding their thoughts as to what is required to finish the Master Plan and what the timing to do it this year will be.

PZC Coonce asked Mr. Sandow and Mr. Jones to please keep their comments to 3 minutes.

Mr. Sandow and Mr. Jones responded to Mr. Pfeil's question for the Board to consider.

PZC Coonce stated for the roll call vote, each member will state the candidate they wish to vote for.

PZC Coonce announced the vote to be 5 to 4 in favor of Mr. Sandow, therefore the position of Board Chairman to serve at the pleasure of the Planning Board through January 11, 2022 will be Mr. Dennis Sandow.

Chairman Sandow thanked Mr. Hands for his dedication and hard work to the Planning Board and Master Plan in the past year, and looks forward to working with him in the new year.

**(8) Election of Vice Chairman (7:58 pm) – Chairman Sandow opened the floor for nominations.**

Mr. Richardson of the Nominating Committee nominated Thomas Jones for the position of Vice Chairman.

Upon motion made by Mr. Pfeil and seconded by Committeeman Verlezza, Thomas Jones was unanimously elected Vice Chairman by all members present and eligible to vote to serve at the pleasure of the Planning Board through January 11, 2022.

*Chairman Sandow noted he will be making revisions to the agenda sequence going forward. All applications will now be placed at the beginning of the meeting; any board business such as meeting minutes, committee reports or executive sessions will take place at the end of the agenda after applications as needed.*

**(9) Appointments (8:02) – Resolutions 2021-1-PB and 2021-4-PB (attached)**

Upon motion made by Deputy Mayor Rae and seconded by Mr. Pfeil, the following actions were taken by the unanimous votes of all members present and eligible to vote:

- Appointment of Debra Coonce as Board Secretary to serve until January 11, 2022.
- Appointment of Jolanta Maziarz, Esq. as Board Attorney to serve until January 11, 2022.
- Appointment of Michael Lanzafama / Casey & Keller, Inc. as Board Engineer to serve until January 11, 2022.
- Appointment of Elizabeth Leheny / Phillips Preiss Grygiel Leheny Hughes LLC as Board Planner to serve until January 11, 2022.

(11-15) **Agenda Items** (8:05) – *Resolutions 2021-5-PB through 2021-9-PB (attached)* \_

Upon motion made by Mr. Pfeil and seconded by Mr. Malinousky, the following resolutions were approved by the unanimous votes of all members present and eligible to vote:

- Adoption of the 2021 Meeting Schedule:

January 12, 2021 (Reorganization Meeting)	January 26, 2021
February 9, 2021	February 23, 2021
March 9, 2021	March 23, 2021
April 13, 2021	April 27, 2021
May 11, 2021	May 25, 2021
June 8, 2021	June 22, 2021
July 13, 2021	(No second meeting in July)
August 10, 2021	(No second meeting in August)
September 14, 2021	September 28, 2021
October 12, 2021	October 26, 2021
November 9, 2021	November 23, 2021
December 14, 2021	(No second meeting in December)
January 11, 2022 (Reorganization Meeting)	

- Adoption of the Notice of Publication Resolution
- Adoption of the Resolutions for Applications Resolution
- Adoption of the Meeting Cut-Off Resolution
- Adoption of the Robert’s Rules of Order Resolution

(16) **Discussion of Committee Structure & Committee Assignments** (8:07)

Chairman Sandow proposed that when a committee is needed, we appoint members who are interested on a pro tem basis for the duration of the current committee responsibility, thus providing everyone an opportunity to take part when needed which will allow the committees to be timely for the problems that have to be solved.

- ***Pre-Application Review***

After discussion, the Board agreed to defer appointments until such time that there is a need for the committee. When an application has been submitted, the Board will revisit appointments at that time.

- ***Site Plan Review***

Chairman Sandow stated the intention for the Site Plan Review Committee would be to have one member of the Planning Board on a rotating basis per application to coordinate with the Board Secretary Coonce, the Applicant and Board professionals during the review process.

Board Attorney Maziarz noted the differences between boards; the Zoning Board cannot engage prior to a hearing, and because the Planning Board applications are primarily as-of-right applications, Board members can assist in any technical review of an application prior to a hearing.

Chairman Sandow further explained that once Board Secretary Coonce declares an application complete, this committee would be responsible for making sure everything comes together prior to a hearing, and he would like to move forward with this process on a trial basis.

Deputy Mayor Ray and Member Hands volunteered; Chairman Sandow stated he will be in touch to coordinate the next applications.

- ***Prism Adjustments***

Board Attorney Maziarz noted the Resolution of approval will be prepared for review at the Board’s scheduled meeting in February.

Chairman Sandow appointed Vice Chairman Jones to chair the committee, he noted Member Pfeil had previous volunteered and he appointed Deputy Mayor Rae to the committee as well. All agreed to the appointments. Vice Chairman Jones will need to coordinate with Board Attorney Maziarz and Secretary Coonce to make contact with applicant & all professionals about coordinating the conditions of approval.

- **Master Plan**  
Chairman Sandow stated he has had ongoing conversation with Member Hands and the Board professionals regarding timing of the reviews, public hearing and adoption process of the Master Plan and said timing will be discussed at a future meeting.
- **Ordinance Review**  
Chairman Sandow noted there are many areas of the Land Use Ordinance that required revisions, and the Board is waiting for the Annual Report from the Zoning Board to review their areas of concern as well. He specifically asked Member Richardson to coordinate with the Township Engineer, Paul Ferriero to review the procedures and requirements for the development permit and report back to the Board, and Member Richardson agreed to do so. Chairman Sandow also asked Vice Chairman Jones to provide a report to the Board with what the members and the professionals considered to be “short comings” in the current ordinances found during the PRISM hearing process. Such a report should make recommendations as to what areas of the ordinance require updating or clarification.
- **Standard Operating Procedures**  
Chairman Sandow noted as the Board is currently busy with applications and Master Plan items, Board procedures will be placed on the back burner for the time being; the Board will look to review proposed bylaws that need to be adopted in the near future.

(17) **Approval of Meeting Minutes** (8:45 pm)

The Minutes of December 10, 2020 and December 29, 2020 are deferred to the Board’s next scheduled meeting.

(18) **Executive Session** – None / Duplicate agenda item.

(19) **Committee Reports** (8:46 pm) – None.

(20) **Board Secretary Reports** (8:47 pm)

Chairman Sandow asked Secretary Coonce to report to the Board her proposal regarding the staging of the two (2) applications currently pending with the Board. Secretary Coonce stated that as the Board has two (2) scheduled meetings per month, therefore one meeting each month would go to each applicant. Additionally, the Board may want to consider adding special meetings to accommodate any proposed review schedule of Master Plan elements.

Secretary Coonce and Deputy Mayor Rae stated that the online format of Zoom webinar meetings & hearings will continue until further notice.

(21) **New Business** (8:56 pm)

Vice Chairman Jones and Chairman Sandow asked that Secretary Coonce look into the cost of providing all Board members with a copy of the Zoning and Land Use handbook (Cox books).

Vice Chairman Jones and Chairman Sandow welcomed new Board member Theresa Dill and asked her to give an introduction about herself.

(22) **Executive Session** – None.

(23) **Adjournment** – The Reorganizational Meeting was adjourned at 8:59 pm.

Respectfully submitted,



Debra Coonce  
Planning Board Secretary  
Planning & Zoning Coordinator


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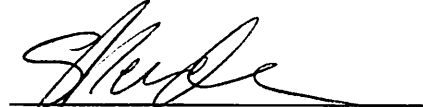
*Videos of Planning Board meeting(s) are available on the Township website at [www.longhillnj.gov](http://www.longhillnj.gov). Audio recordings of the meeting(s) are available for purchase by filing an OPRA (Open Public Records Act) request through the Municipal Clerk’s office. All documents relating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

**TOWNSHIP OF LONG HILL  
PLANNING BOARD  
RESOLUTION 2021-01-PB**

**APPOINTMENT OF BOARD SECRETARY**

**BE IT RESOLVED**, the Planning Board of the Township of Long Hill has appointed Debra Coonce as the Secretary of the Planning Board until January 11, 2022. The Planning 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 Planning Board.

  
Debra Coonce  
Board Secretary  
Planning & Zoning Coordinator

  
Dennis Sandow  
Board Chairman

**TOWNSHIP OF LONG HILL  
PLANNING BOARD  
RESOLUTION 2021-02-PB**

**APPOINTMENT OF BOARD ATTORNEY**

**WHEREAS**, the Township of Long Hill Planning Board 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 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

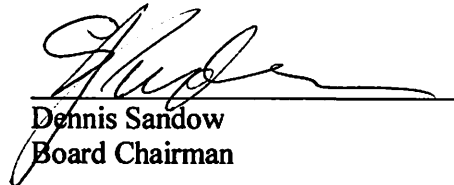
**WHEREAS**, the Township Chief Financial Officer, in accordance with N.J.A.C. 5:34-5.1, has certified in writing to the Township Committee the availability of adequate funds to pay, not to exceed, the maximum amount of the department's 2021 fiscal year budget provided; Additionally, any service charges 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 Planning Board 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 12, 2021 through January 11, 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 12, 2021 – January 11, 2022
  - B. Rate: \$140.00 per hour per meeting attendance and \$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 Planning Board – 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  
Planning & Zoning Coordinator



Dennis Sandow  
Board Chairman

**TOWNSHIP OF LONG HILL  
PLANNING BOARD  
RESOLUTION 2021-03-PB**

**APPOINTMENT OF BOARD ENGINEER**

**WHEREAS**, the Township of Long Hill Planning Board 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 Planning Board; attend hearings/meetings of the Planning Board as requested; advise the Planning Board on all engineering matters under their jurisdiction; the Consultant shall be available for consultation by telephone at all reasonable times; represent the Planning Board 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 Planning Board 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 Planning Board 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 for the period of January 12, 2021 through January 11, 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 Casey & Keller, Inc., in accordance with the following terms and conditions:

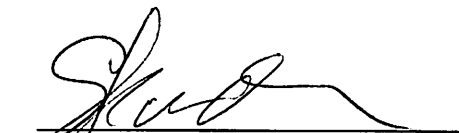
A. Term: January 12, 2021 – January 11, 2022

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 Planning Board – 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  
Planning & Zoning Coordinator

  
Dennis Sandow  
Board Chairman

**TOWNSHIP OF LONG HILL  
PLANNING BOARD  
RESOLUTION 2021-04-PB**

**APPOINTMENT OF PLANNING CONSULTANT**

**WHEREAS**, the Township of Long Hill Planning Board 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 Planning Board; 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 Planning Board 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 for the period of January 12, 2021 through January 11, 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 Phillips Preiss Grygiel Leheny Hughes, LLC, in accordance with the following terms and conditions:


- A. Term: January 12, 2021 – January 11, 2022
- B. Rate: \$145.00 per hour per hearing attendance and  
\$145.00 per hour for other planning 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.

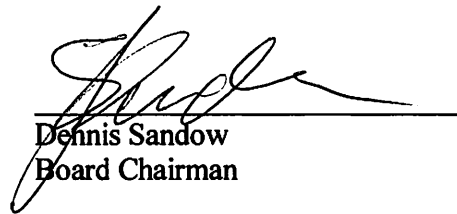
4. The Planning & Zoning Coordinator shall make copies of this resolution available for public inspection at the Municipal Building, 915 Valley Road, Gillette, N.J. during regular business hours.

5. This contract shall be charged to Planning Board – 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  
Planning & Zoning Coordinator



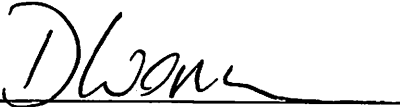
Dennis Sandow  
Board Chairman

**TOWNSHIP OF LONG HILL  
PLANNING BOARD  
RESOLUTION 2021-05-PB**

**2021 MEETING SCHEDULE**

**BE IT RESOLVED** by the Planning Board 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 12, 2021 (Reorganization Meeting)	January 26, 2021
February 9, 2021	February 23, 2021
March 9, 2021	March 23, 2021
April 13, 2021	April 27, 2021
May 11, 2021	May 25, 2021
June 8, 2021	June 22, 2021
July 13, 2021	(No second meeting in July)
August 10, 2021	(No second meeting in August)
September 14, 2021	September 28, 2021
October 12, 2021	October 26, 2021
November 9, 2021	November 23, 2021
December 14, 2021	(No second meeting in December)
January 11, 2022 (Reorganization Meeting)	

  
Debra Coonce  
Board Secretary  
Planning & Zoning Coordinator

  
Dennis Sandow  
Board Chairman

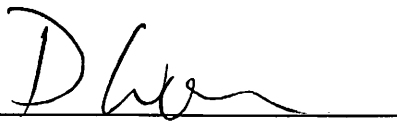
**TOWNSHIP OF LONG HILL  
PLANNING BOARD  
RESOLUTION 2021-06-PB**


**NOTICE OF PUBLICATION**

**BE IT RESOLVED** by the Planning Board 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  
Planning & Zoning Coordinator

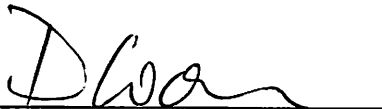
  
Dennis Sandow  
Board Chairman

**TOWNSHIP OF LONG HILL  
PLANNING BOARD  
RESOLUTION 2021-07-PB**

**RESOLUTIONS FOR APPLICATIONS**

**BE IT RESOLVED** by the Planning Board of the Township of Long Hill that:

The Resolutions for all applications shall be sent to the Planning Board 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  
Planning & Zoning Coordinator

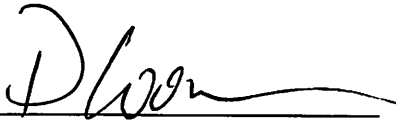


Dennis Sandow  
Board Chairman

**TOWNSHIP OF LONG HILL  
PLANNING BOARD  
RESOLUTION 2021-8-PB**

**MEETING CUT-OFF**

**BE IT RESOLVED** by the Planning Board of the Township of Long Hill that, as a matter of procedure, it is the intention of the Planning Board 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  
Planning & Zoning Coordinator

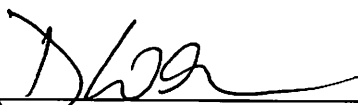


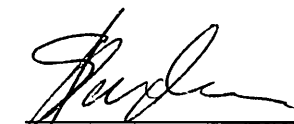
Dennis Sandow  
Board Chairman

**TOWNSHIP OF LONG HILL  
PLANNING BOARD  
RESOLUTION 2021-09-PB**

**ROBERTS' RULES OF ORDER**

**BE IT RESOLVED** by the Planning Board of the Township of Long Hill that Robert's Rules of Order shall govern the deliberations of the Planning Board except when they conflict with any of the established rules of the Planning Board. Special committees and commissions may be created from time to time as directed by the Chairman or a majority of the Planning Board. Any or all standing committees shall be appointed by the Chairman and approved by a majority of the Board. It shall be considered unlawful for any person to disturb any meeting of the Planning Board or any committee thereof; any person violating the provisions of the rule may be summarily ejected from Town Hall, the committee room or other meeting place. No person other than the Chairman of the Board shall address that body at any regular or special meeting except upon recognition of the Chairman or a majority of the members present at the meeting.

  
\_\_\_\_\_  
Debra Coonce  
Board Secretary  
Planning & Zoning Coordinator

  
\_\_\_\_\_  
Dennis Sandow  
Board Chairman