

**OXFORD TOWNSHIP
LAND USE BOARD
MEETING JANUARY 28, 2025
www.oxfordtwpnj-org**

FLAG SALUTE

CALL TO ORDER: Mrs. Geller called the meeting to order at 7:00pm

ADEQUATE NOTICE was given as follows: Notice was sent to the Express Times and The Star Ledger. Notice was posted on website and the municipal bulletin board in the Township Administration building in Oxford Township, New Jersey and notice was filled with the Township Clerk.

ROLL CALL:

Members Present: Mayor Norton, Mr. Ort, Mrs. Koufodontes, Mr. Daneault, Mr. Ott, Mr. Weiss, Mrs. Hoffmann, Mr. McGuire, Mrs. Sadel, Mr. O'Neil (Late 7:10)

Members Absent: Mrs. Taranto, Mr. Hale

Professionals: Richard Schneider, Planning Board Attorney, Bryce Good, Planning Board Engineer, Tim O'Brien, Board Planner

Oath of Office:

Richard Schneider swore in the 8 Land Use Board Committee Members for their new terms. Mr. Ort, Mayor Norton, Mrs. Koufodontes, Mrs. Hoffmann, Mr. Ott, Mr. McGuire, Mr. Daneault, Christina Sadel

REORGANIZATION:

Election of Chairperson

A Motion was by Mayor Norton to nominate Mr. Ott as Chairperson and seconded by Mr. Ort, there being no other nominations, roll call was taken and was unanimous, Mr. Ott assumed the position as Chairman.

Ayes 8, Nays 0, Abstain 0, Absent 1,
Motion carried.

Election of Vice Chairperson

A Motion was by Mrs. Koufodontes to nominate Mrs. Hoffman as Vice Chairperson and seconded by Mr. Ort, there being no other nominations, roll call was taken and was unanimous, Mrs. Hoffmann assumed the position as Vice Chairman.

Ayes 8, Nays 0, Abstain 0, Absent 1,
Motion carried.

**RESOLUTION 2025-01
OXFORD TOWNSHIP
LAND USE BOARD
MEETING SCHEDULE FOR 2025**

NOTICE IS HEREBY GIVEN that pursuant to the provisions of Section 13 of the Open Public Meetings Act, Chapter 231. P.L. 1975, the following is the schedule of regular monthly meetings of the Oxford Township Land Use Board. Unless otherwise indicated, all meetings will be held on the fourth Tuesday of each month at 7:00 p.m., at the Municipal Building, 11 Green Street, Oxford, New Jersey. All virtual meeting information will be posted on the Oxford Township Website.

January 28, 2025 (Reorganize)	July 22, 2025
February 25, 2025	August 26, 2025
March 25, 2025	September 23, 2025
April 22, 2025	October 28, 2025
May 27, 2025	November 18, 2025(3 rd Week)
June 24, 2025	December 16, 2025 (3 rd Week)
	<u>January 27, 2026 (Reorganize)</u>

A copy of this resolution will be prominently posted by the Township Clerk through 2025, in the Municipal Building on the bulletin board, and shall be sent to the Express Times, which is designated as the official newspaper for publication of legal notices for the Oxford Township Land Use Board, and the Star Ledger pursuant to Section 3(d) of the Open Public Meetings Act, (Chapter 231, P.L. 1975). This is a true copy of a resolution adopted by the Oxford Township Land Use Board at the re-organizational meeting held on January 28, 2025.

This Resolution shall take effect immediately.

WITNESS, my hand and seal of the Township of Oxford, on this 28th day of January 2025.

A motion was made by Mr. Ort to approve Resolution 2025-01 Planning Board Meeting Schedule and seconded by Mayor Norton and passed unanimously by roll call vote.

Ayes 8, Nays 0, Abstain 0, Absent 1,
Motion carried.

RESOLUTION 2025-02

APPOINTEMENT OF LAND USE BOARD PROFESSIONALS

RESOLUTION AUTHORIZING CONTRACTS WITH Richard Schneider, Esq.

of Vogel, Chait, Collins and Schneider as Attorney – Bryce Good, PE, CPESC of Finelli Consulting Engineers as Engineer, Tim O'Brien, PE, PP, CME Van Cleef Engineering Associates, LLC for Professional Services for 2025.

WHEREAS, there exists a need for the retention of firms of consultants to render professional advice to the Land Use Board on land use considerations and to review applications for development, and

WHEREAS, the contract is based on an hourly rate commencing on January

1, 2025 through December 31, 2025 and funds are available in the

appropriation to the Land Use Board, and have been certified by the Local

Finance Officer, and

WHEREAS, the Local Public Contracts Law (N.J.S. 40A:11-1 et seq.) Requires that the resolution authorizing the award of contracts for "professional services" without competitive bids on the contract itself must be available for public inspection;

NOW THEREFORE BE IT RESOLVED by the Land Use Board of the Township of Oxford as follows:

1. The Chairman and Secretary of the Land Use Board are hereby authorized and directed to execute the attached agreements with Vogel, Chait, Collins and Schneider, Finelli Consulting Engineers and Van Cleef Engineering Associates.
2. These contracts are awarded without competitive bidding as a "professional service" in accordance with N.J. S. 40A:11-5 (1) (a) of the Local Public Contracts Law because the above firms have served as the board's professionals for more than one year and have special knowledge as to land use considerations and conditions in the township, which knowledge as to land use considerations and conditions in the township, which knowledge is particularly valuable to the Land Use Board.
3. A notice of this action shall be printed once in the official newspaper of the Township of Oxford.

Certification: I certify that this is a true copy of the Resolution adopted by the Oxford Township Land Use Board at their meeting held on January 28, 2025.

A motion was made by Mr. Ort to approve Resolution 2025-02 Planning Board Professionals for 2025 and seconded by Mr. Ott and passed unanimously by roll call vote.

Ayes 8, Nays 0, Abstain 0, Absent 1,
Motion carried.

RESOLUTION 2025-03
**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF OXFORD, COUNTY OF WARREN AND
STATE OF NEW JERSEY DESIGNATING NEWSPAPER TO
RECEIVE NOTICES OF MEETINGS**

WHEREAS Section 3 (d) of the Open Public Meeting Act, Chapter 231, P.L. 1975, requires that certain notices of meetings shall be submitted to two (2) newspapers of the Township; and

WHEREAS the second newspaper designated by this body must be one, which has the greatest likelihood of informing the public within the jurisdictional boundaries of this body, of such meetings:

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Oxford, County of Warren and State of New Jersey:

1. That **The Express Times/Warren County- NJ Zoned Edition**, Easton, Pennsylvania is hereby designated as the official newspaper of the Township, to receive all notices of meetings as required under the Open Public Meetings Act.
2. That **The Express Times/Weekly Edition, Easton, Pennsylvania** is designated as the second newspaper as required under the Open Public Meetings Act.
3. The **STAR LEDGER**, Newark, NJ. is designated as an additional second newspaper if needed as required under the Open Public Meetings Act.

This Resolution shall take effect immediately.

WITNESS, my hand and seal of the Township of Oxford, on this 28th day of January 2025.

A motion was made by Mr. Weiss to approve Resolution 2025-03 Planning Board Official Newspapers and seconded by Mr. Ort and passed unanimously by roll call vote.

A question was asked about newspapers going forward Mr. Schnieder stated that as of right now we will keep is resolution but that we may have amend this resolution at a later date based on what the State determines going forward.

Ayes 8, Nays 0, Abstain 0, Absent 1,
Motion carried.

Appointment of conflict Engineer:

We will need appoint a conflict engineer for a future application with Flora or other applications that UTRS need to recuse themselves from. Tim O'Brien from Van Cleef Engineering is who we would like to appoint as our conflict engineer.

A motion to approve the conflict engineer for future application with Flora Mr. O'Brien from Van Cleef Engineering was made by Mrs. Hoffmann, seconded by Mr. Weiss

Ayes 8, Nays 0, Abstain 0, Absent 1
Motion carried.

This concludes our Re-Organization Meeting of the Land Use Board

MINUTES: December 17, 2024 Land Use Board

Eligible to Vote Mr. Ott, Mr. Daneault, Mrs. Koufodontes, Mr. Ischinger, Mr. Niece, Mrs. Hoffman, Mr. Weiss, Mrs. Taranto, Mr. McGuire, A motion to approve was made by Mr. McGuire, seconded by Mr. Ott

Ayes 5, Nays 0, Abstain 3, Absent 1,
Motion carried.

NEW BUSINESS:

Richard Schneider stated that we have 2 ordinances that the township Committee introduced and the Land Use Board has to review and determine if they are consistent with our Master Plan.

Ordinance 2025-01: CBO Zone

Mr. Daneault, Mr. Weiss, Mrs. Hoffmann, Mrs. Sadel all recused themselves from this discussion.

Richard Schneider sworn in Mr. O'Brian and Mr. Good as our professionals for 2025.

Mr. O'Brien stated that with the zoning map adoption with CBO overlay reviewed from our Master Plan approval In December 2024. My report finds that it is not inconsistent with the Master Plan.

A motion was made by Mr. Ort to approve Ordinance 2025-01 from the township committee that it is not inconsistent with our master plan seconded by Mr. McGuire and passed unanimously by roll call vote

Ayes 5, Nays 0, Abstain 3, Absent 1
Motion carried.

Ordinance 2025-02: Bl. 1.01 L 3.03 Redevelopment Zone

Mr. O'Brien prepared his report in review of Bl 1.01 L 3.03. the report states that this Ordinance 2025-02 is not inconsistent with the Master Plan

A motion was made by Mr. Ort to approve Ordinance 2025-02 from the township committee that it is not inconsistent with our master plan seconded by Mr. Ott and passed unanimously by roll call vote

Ayes 5, Nays 0, Abstain 3, Absent 1
Motion carried.

Public Hearing: SHRI application

Mayor Norton and Linda Koufodontes recused themselves from this application.

Richard Schneider stated that this is a continuation from our last meeting on December 17, 2024.

The process will go as follows the applicants Lawyer will speak, then each witness will go over the variances and review the report. After each witness, we will open up public questions only for what the witness has testified. Prior to the conclusion of the public hearing, we will take any comments on this application.

Mr. Gonzales attorney from Griffin and Alexander representing the SHRI Application.

We have 2 witnesses that will be speaking tonight Andrew Podberezniak the architect will review color choices to the board and Chris Nusser the Planner.

Mr. Gonzales and Mr. Podberezniak spoke to the board on the colors for the building as requested by the board at our last meeting.

Mr. Podberezniak presented Exhibit A6(7 Pages) and provided copies to the board members.

Color palettes

- Grey tones
- Earth tones
- Blue tones
- Last page was the colors from our last meeting

The board and the architect discussed the color options at length.

It was determined that we will not use:

- White and "other Colors" as shown on page 7
- A few blue tones as well (blue color palette 1 lower right)

Looking to do the apartment complex in grey tones and the first section to match and incorporate the other colors thru out the rest of the phases.

Mr. Ott opened up the public for questions of the Architects testimony.

No Public questions

Mr. Nusser started his presentation as the applicant's planner.

Mr. Nusser went over a few items from his testimony from our last meeting as the engineer.

He stated that he spoke to the Chief of the Fire Department Tim Weiss

The items they discussed

- Moving the fire hydrants from the end of each road to the main isle
- Moving of the sprinklers on the apartment buildings.

- Placement of no parking signs on the main roads and by the area of the sprinklers on the apartment buildings

Bryce Good stated that he will make a note that the Fire Chief is included on the compliance review to ensure everything is done to the fire department standards.

Mr. Nusser will now discuss his planning items

- Asking for 3 variances
 - o Apartment building #1(close to Pequest Rd) the height is 36.48ft
 - o Apartment building #2 the height is 36.75ft
 - o Front Yard Setback for the road and the signs

The apartment buildings are above the standard height of 35. The grading is different between the 2 building. The difference is less than 10% which makes this a C variance. We are asking for this relief since it is less than 10%.

The next variance is for front yard setback. Minimum front yard setback main access is 0ft, 50 ft is required. Sign and Variance request 10 ft setback, 50 ft is required.

Sign size

- 2 flanking signs on either side of entrance
- Sign plans are on page 60 of our plans
- 10 square feet 5ft wide 2ft in height
- 2 pillars 18 inches off ground

Mr. Ott asked if there a sign requirement

Mr. Nusser it depends on the zones

Mr. Good said a 2x5 sign is not out of the ordinary

Mr. Schneider said variance will allow then to put the sign 10ft from the front property line it requires 50ft.

Mr. Nusser

2 waivers we are seeking

Page 6 of Mr. Goods report

#17- required fire lanes 30ft around the buildings

#18 – Meets RSIS Requirements so no waiver needed

#19 – The plans will be adjusted to meet the required grades

#45 – Lights

Mr. Nusser Variances

- Front yard setback – can't develop without a road
- Signage – need to find the property and the adjacent property has signage
- Building heights – a flat roof would change the look of the apartment buildings

Mr. Nusser Waivers

- Fire aisle – will make sure we make changes as per the fire department 30 ft around the buildings. This is a commercial request not for a residential area
- Lights- are on the preserved state land and that area will not be developed.

This concludes Mr. Nusser's testimony.

Mr. Ott asked if our professionals had anything to offer.

Mr. Good - Township Engineer

Went over some of the items mentioned by Mr. Nusser

Waivers:

Lights are on the side that the state owns

Fire lanes – Chief Weiss stated what he needs

Variances:

Access road – Need an entrance to the site

Sign – the proposed sign is fine

Height of Buildings – the height is not much above the required

Tim O'Brien – Township Planner

No questions items already address driveway into site

Mr. Ott opened up to the public for questions for the testimony just given by the Planner.

Chris Hrebin– Oxford, NJ

-asked about EV chargers

Mr. Ott Closed public questions

At this time the testimony for this application has been complete we will open up final public comment. Please refrain from repeating comments.

Public Comments:

Diane Hopper, Oxford, NJ

Ms. Hopper read her statement to the board and professionals.

- This will not lower taxes

- We use this area for recreation. (Walking our dogs and play, etc)
- Going to be noisy
- Cell tower income
- Increase traffic
- EV Stations – strains on the grid
- Street lights not on timer's waste of electricity
- Provide services to the development EMS, Fire & Police – more money
- School – no pilot program
- Bottom line rateables are not the most important quality of life is and we will lose the recreation area.

Peggy Hissim Oxford, NJ Chief of the Oxford EMS

- Elevators in the apartments question
- Will the buildings will be lettered?
- To answer the questions raised by the previous public comment. Yes, the EMS can handle it.

Mr. Gonzales hopefully will have the support for granting our approval of our application. He states people will come with new families that will not hurt quality of life. The cell tower has already paid the township no additional fund will be received.

Richard Schneider this will close public comment and the Testimony of this application.

Mr. Schneider states this is a permitted use. If this boards decides to grant the application for Preliminary and Final site Plan approval with these conditions

- Compliance with our professional's reports
- Post of signage – 25 miles per hour
- No parking on access roads
- Fire Hydrants – approval of our Fire Chief
- 5 phases – final grading plan subject to Mr. Goods approval
- Building Colors – per Exhibit A6 as noted above
- Landscaping – Subject to approval before CO or TCO
- Testing Soils – Stormwater – testing in more locations

If there is any possible redesign is major will need to come back to the board for approval.

A motion was made by Mr. McGuire to approve SHRI application for Preliminary and Final Site Plan with conditions stated above seconded by Mr. Ort and passed unanimously by roll call vote

Ayes 8, Nays 0, Abstain 2, Absent 2
Motion carried.

Training:

Richard Schneider explained to the board that there is educational training that needs to be complete as a board member. Lee Geller will forward the email I sent her to the board please look at the dates and let her know so she can schedule the training class for you. Bryce Good also stated that there may be MS4 training videos that the board will need to do as well.

Public Comment:

No Public Comment was offered.

Vouchers:

A motion was made by Mr. Ort and seconded by Mr. Ott to pay the Vouchers for the Land Use Board.

ADJOURNMENT: A motion was made by Mrs. Koufodontes and seconded by Mr. Ott with no further business before the board and no public comment offered the meeting was adjourned at 8:51pm.

Respectfully Submitted,

Lee L. Geller, Secretary

