

**OXFORD TOWNSHIP
LAND USE BOARD
MEETING JANUARY 27, 2026
www.oxfordtwpnj-org**

FLAG SALUTE

CALL TO ORDER: Mrs. Geller called the meeting to order at 7:05pm

ADEQUATE NOTICE was given as follows: Notice was sent to the Daily Record 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 filed with the Township Clerk.

ROLL CALL:

Members Present: Mayor Norton, Mrs. Koufodontes, Mr. Daneault, Mr. Ott, Mrs. Hoffmann, Mrs. Sadel, Mr. O’Neil, Mrs. Taranto, Mr. Hale, Mr. Lewis-Lahey

Members Absent: Mr. Ort, Mr. Weiss

Professionals: Richard Schneider, Planning Board Attorney, Robert Monaco, Planning Board Engineer, Tim O’Brien, Board Planner

Oath of Office:

Richard Schneider swore in the 4 Land Use Board Committee Members for their new terms. Mayor Norton, Mrs. Koufodontes, Mr. O’Neil, Mr. Lewis-Lahey

REORGANIZATION:

Election of Chairperson

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

Ayes 10, Nays 0, Abstain 0, Absent 2,
Motion carried.

Lee Geller turned the meeting over to Chairperson Ott.

Election of Vice Chairperson

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

Ayes 10, Nays 0, Abstain 0, Absent 2,
Motion carried.

MINUTES: December 16, 2025 Meeting Minutes

Eligible to Vote: Mr. Ort, Mrs. Koufodontes, Mr. Daneault, Mr. Ott, Mrs. Hoffmann, Mr. Hale

A motion to approve meeting minutes was made by Mrs. Koufodontes, seconded by Mrs. Hofmann

Ayes 5, Nays 0, Abstain 5, Absent 2
Motion carried.

**RESOLUTION 2026-01
OXFORD TOWNSHIP
LAND USE BOARD
MEETING SCHEDULE FOR 2026**

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 27, 2026 (Reorganize)	July 28, 2026
February 24, 2026	August 25, 2026
March 24, 2026	September 22, 2026
April 28, 2026	October 27, 2026
May 26, 2026	November 24, 2026
June 23, 2026	December 15, 2026 (3 rd Week)
January 26, 2027 (Reorganize)	

A copy of this resolution will be prominently posted by the Township Clerk through 2026, 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 27, 2026.

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 27, 2026.

This Resolution shall take effect immediately.

WITNESS, my hand and seal of the Township of Oxford, on this 27th day of January 2026.

A motion was made by Mrs. Taranto to approve Resolution 2026-01 Planning Board Meeting Schedule and seconded by Mrs. Hoffman and passed unanimously by roll call vote.

Ayes 10, Nays 0, Abstain 0, Absent 2,
Motion carried.

RESOLUTION 2026-02

APPOINTEMENT OF LAND USE BOARD PROFESSIONALS

RESOLUTION AUTHORIZING CONTRACTS WITH Richard Schneider, Esq.

of Price, Meese, Shulman, D'Arminio as Attorney – Robert Monaco, PE, CPESC of Finelli Consulting Engineers as Engineer, Tim O'Brien, PE, PP, CME Van Cleef Engineering Associates, LLC for Professional Services for 2026.

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, 2026 through December 31, 2026 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 Price, Meese, Shulman & D'Arminio, 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 27, 2026.

A motion was made by Mrs. Koufodontes to approve Resolution 2026-02 Planning Board Professionals for 2026 and seconded by Mayor Norton and passed unanimously by roll call vote.

Ayes 10, Nays 0, Abstain 0, Absent 2,
Motion carried.

RESOLUTION 2026-03
**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 **DAILY RECORD**, which is published daily, 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**, which is also published daily, 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.

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 27, 2026.

This Resolution shall take effect immediately.

WITNESS, my hand and seal of the Township of Oxford, on this 27th day of January

A motion was made by Mrs. Taranto to approve Resolution 2026-03 Planning Board Official Newspapers and seconded by Mrs. Hoffman and passed unanimously by roll call vote.

Ayes 10, Nays 0, Abstain 0, Absent 2,
Motion carried.

Appointment of conflict Engineer:

We will need appoint a conflict engineer for a future application that maybe be a conflict with our current engineer's office. 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 was made by Mayor Norton, seconded by Mrs. Koufodontes

Ayes 10, Nays 0, Abstain 0, Absent 2,
Motion carried.

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

NEW BUSINESS:

Ordinance 2026-02 – Bl 25 L 57 Redevelopment Plan

Tim O’Brian went over his report for the redevelopment plan for Bl 25 L 57 known as DWP Track

A motion was made by Mrs. Taranto to approve Ordinance 2026-02 from the township committee that it is not inconsistent with our master plan seconded by Mr. Deneault and passed unanimously by roll call vote

Ayes 10, Nays 0, Abstain 0, Absent 2,
Motion carried.

Ordinance 2026-03 – Modifying Site Plan Review Requirements

Tim O’Brian went over his report for the Modifications of the Site Plan Review

A motion was made by Mr. Ott to approve Ordinance 2026-02 from the township committee that it is not inconsistent with our master plan seconded by Mrs. Hoffman and passed unanimously by roll call vote

Ayes 10, Nays 0, Abstain 0, Absent 2,
Motion carried.

Rich Schneider will prove a letter to the Township Committee’s about the Land Use Boards findings.

COMPLETNESS HEARING:

SHRI Properties, LLC – Application

Mayor Norton and Mrs. Koufodontes recused themselves from the hearing of this application

Rich Schneider stated that previously considered by the board back in October 2025cpublic hearing which time the application was incomplete. I think there was one item which Mr. Monaco stated in his report that the application was declared technically incomplete however, the board did carry over the notice at least the property owners to this state with the understanding of the applicant had to resubmit the hearing notice to the newspapers. I understand that they have so. I’ll turn it over to council for the applicant and they can address the one outstanding item relative to completeness. If the board and Mr. Monaco have no further comments, we can move forward to clear the application complete.

Mr. Schnieder swore in Mr. Nusser. The board has previously accepted Mr. Nusser’s qualifications. Mr. Nusser would like to refresh the board on what is outstanding for this application.

1. Front yard setback relative to the patio on Building 1
2. Building Height – we will not need a variance for this we are within the height qualifications.

The board and our professionals had no further comment or questions.

A motion to was made by Mrs. Taranto for SHRI Properties, LLC and deem the application complete, seconded by Mrs. Hoffman

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

PUBLIC HEARING:

SHRI Properties, LLC

Mr. Rodriquez SHRI Properties application was before this board last year. So, since last year SHRI Properties was approached by NVR/Ryan homes. Last year we presenting our application for 122 townhomes and 2 apartment buildings. The applicate would like to present this application to just 145 townhomes.

Mr. Schneider so I know, but the board may not know that is necessarily relevant for purposes of this application, that SHRI Properties will be getting approval from this board for the application and compliance reviews and then it will be turned over to NVR/Ryan Homes. Further clarify that SHRI Properties will be responsible for getting the infrastructure, storm water management more of those related infrastructure approvals for purposes by applicant and then NVR/Ryan Homes will obtain the property to build the townhouses which will be constructed in phases.

Mr. Rodriguez brought up Mr. Nusser to explain the new plans.

Mr. Nusser has 2 plans for the board to review. Handed the board the new A!! plans.

A1 – 1/27/26 site plan – new plan

A2 – 7/9/24 site plan - previous plan

A2 was discussed previously this plan had 146 units:

122 Townhomes

- 86 3 bedrooms
- 36 4 bedrooms
- 2 apartment unit – 12 each building (22 – 2bed and 2 1bed)

A1 new proposed plans:

- 145 3 bedrooms townhomes

Access road is the same

Townhomes will be where the apartments were

Access to the cell tower is the same.

New layout:

Building 22 and 23 will not face Cambridge East

Building 21 will face out and away from Cambridge East

Roads meet the requirements

Parking meets the requirements 9x18 spaces

- Each unit has 2 parking spots
- 73 guest parking spots
- 314 EV spots – each unit will have installed EV Charging plug step up
- 8 surface EV Parking –
- Trash and recycling for each unit

Traffic study

- No traffic change from last approved
- A complete traffic study is in the works for the county
- Rt. 31 & Rt. 46 no changes to traffic flow

Grading

- The change to plan is better no more unusable space.
- Stormwater - 5 surfaces location of basins – will be reviewed by township engineer for approval

Reliefs from previous plans variances

1. Height of apartments – no longer needed
2. Access structure – no changes
3. Signage – no changes
4. 1st waiver for isle 24ft – no changes
5. 2nd waiver for lighting northern side – improved

Reliefs needed for new plan

1. Deck – within 50 ft of road
2. Road C 7ft with building patio/deck – close property line with Cambridge east
3. Variance request - Buffering

Chairperson opened up to the board for comments:

Ms. Taranto

- Bldg. 1 & 2 guest parking up hill &
- How many handicap spots.
- 10ft wide garage– will garbage can fit and size of car
- Roads no street parking

Mr. O'Brian

- Parking

Ms. Sadel

- 3 bedroom – how will this effect school
- Style of the new units

Mr. O'Brian

- Road A – will the studies effect Pequest Rd peak times
- Student Numbers will that change from 122 to 145 units
- What is the time line of the project.

Mr. Ott

- Green Area the site what type of grounds

Mr. Schneider

- Lighting on state land grant design waiver
- Will need a waiver/granting .1 candles

Mr. Monaco initial review 10/2025 second review 1/2026

- Sorry about not completing a technical review
- Condition to amend the application addressing all items in the compliance review compliance conditional site plan approval
 - o Revised engineering plans
 - o RSI Compliance
 - o Stormwater Management
 - o Utility access
 - o Performance guarantees
 - o Compliance for lighting and photometric
 - o Landscaping buffer details
 - o Grading of site and changes
 - o Board Utility & signage
 - o Trash
 - o HOA documents cost estimate
 - o Additional approvals for garage layout for RSI to fit 2 64-gallon trash cans
 - o Solid waste to curb flow

Chairperson Ott opened up public comment for Mr. Nusser's testimony

- No public comment

The board requested a 5-minute break before the next testimony

Mr. Monaco asked Mr. Nusser if he would comply with his reports dated in his 1st report October 27, 2025 & 2nd report January 27, 2026. Mr. Nusser said he would comply. Elevations plans as well.

Mr. Rodriguez present Ms. Shipman NVR/Ryan home.

Mr. Schneider sworn in Ms. Deanna Shipman.

Ms. Shipman is the NVR/Ryan Home Land Develop Manager. She went over her credentials.

Ms. Shipman there are 2 design plans for this project.

A-3 Pine style will be the lower section

A-4 Juniper style will be the upper section

Pine Style – lower side

- 1500 sf 20 x 46ft
- 1 car garage
- 3 bedrooms
- 2 full bath and optional ½ bath
- Front cover entry

Juniper Style Upper

- 1300 sf 20 x 29ft
- 1 car garage
- Front entry
- 3 bedrooms
- 2-bathroom optional ½ bath

Board and Patten

Unit colors – A-5 the units color will alternate thru out
10x10 decks

HOA – will maintain the property

Garage – 11.5 wide 19ft deep average will fit

Mr. Ott all units will be for sale or rentals. All

Trash offered thru the town or HOA will take care of it

HOA will take care of snow

Will provide HOA Documents

Board member questions

Ms. Taranto

- Garage – standard car size or bigger

Mr. Schneider

- Color of units

Mr. Ott

- Color chosen by buyer or Ryan Homes

Ms. Taranto

- Will end units have side windows

Mr. Lewis Lahey

- Previous plan had 2 car garage and now current plan has 1 car garage.

Ms. Taranto

- Garage, why did they go from 2 to 1 garage

Ms. Shipman said these units are similar to Hawk Point in Washington.

Chairperson Ott open for public comment

- No public comment

No further question from the board - End of Testimony

Public comment

Mr. Volker – Oxford, NJ

- We live right across Cambridge east is nice since it set up here on the hill the buffering is nice
- My concern is that this project will be closer to the road will there be buffering asking for mature plants
- Traffic concerns – asked for speed bumps
- No shoulder/sidewalk/no lighting

Chris Nusser responded

- landscaping will be of the final approval by the planner/professionals to buffer anything that may need to be done

Closes out the public hearing of the SHRI Application.

Mr. Schneider this is for amend preliminary final site plan approval with variance design waiver already approved. Note a lighting design was discussed by Mr. Nusser. A New Variance for the deck of 43 ft this is the only variance needed for this application.

A motion to was made by Mrs. Hoffman for SHRI Properties, LLC application, seconded by Ms. Sadel

Ayes 7, Nays 0, Abstain 3, Absent 2
Motion carried.

PUBLIC COMMENT:

No Public Comment was offered.

VOUCHERS:

A motion was made by Mrs. Hoffman and seconded by Mrs. Koufodontes 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 9:27pm.

Respectfully Submitted,

Lee L. Geller, Secretary