

**LOPATCONG TOWNSHIP ZONING BOARD OF ADJUSTMENT  
REORGANIZATION AND REGULAR MEETING AGENDA  
JANUARY 8, 2020**

**THE MEETING WILL START PROMPTLY AT 7:00 PM AND END PROMPTLY AT 10:00 PM**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**OPEN PUBLIC MEETINGS STATEMENT:** “Adequate notice of this meeting has been provided indicating the time and place of the meeting in accordance with Chapter 231 of the Public Laws of 1975 by advertising a Notice in The Star-Gazette and the Express-Times and by posting a copy on the bulletin board in the Municipal Building.

**REAPPOINT, APPOINT AND SWEAR-IN**

Michael Unangst for four year term  
Gus Rutledge for four year term  
Gary Woolf for two year term  
Douglas Mace for two year term

**ROLL CALL**

**ELECTION OF OFFICER’S & SECRETARY**

Chairman \_\_\_\_\_  
**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

Vice-Chairman \_\_\_\_\_  
**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

Secretary \_\_\_\_\_  
**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

**ROLL CALL**

**APPOINTMENT OF PROFESSIONALS**

Appoint \_\_\_\_\_ as Zoning Board of Adjustment Attorney  
**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

Appoint \_\_\_\_\_ as Engineer for Zoning Board of Adjustment  
**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

Appoint \_\_\_\_\_ as Planner for Zoning Board of Adjustment  
**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

**ROLL CALL**

**RESOLUTIONS**

- Adopt Resolution 20-01 – To Approve Meeting Calendar, Professional Appointments and Official Newspapers (The Express-Times and The Star-Gazette).

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND STATE OF NEW JERSEY APPROVING ZONING BOARD OF ADJUSTMENT MEETING CALENDAR FOR THE YEAR 2019, APPOINTMENTS OF OFFICIAL NEWSPAPERS

*NOTICE IS HEREBY GIVEN that the regular meetings of the Lopatcong Township Zoning Board of Adjustment will be held the second Wednesday of each month at 7:00 pm, except where otherwise noted below, at the Municipal Building located at 232 S. Third Street, Lopatcong Township, Phillipsburg, New Jersey.*

*IF THE SECOND WEDNESDAY of any month shall fall on a legal holiday, the meeting shall be held on the following day. The dates of the meetings are as follows:*

*Reorganization Meeting January 8, 2020*

<i>February 12, 2020</i>	<i>August 12, 2020</i>
<i>March 11, 2020</i>	<i>September 9, 2020</i>
<i>April 8, 2020</i>	<i>October 14, 2020</i>
<i>May 13, 2020</i>	<i>November 11, 2020</i>
<i>June 10, 2020</i>	<i>December 9, 2020</i>
<i>July 8, 2020</i>	<i>January 13, 2021 – Reorganization Meeting</i>

The Township Clerk through 2020 will prominently post a copy of the resolution in the Municipal Building, 232 S. Third Street, Lopatcong Township, Phillipsburg, New Jersey on the bulletin board and a copy shall be mailed to the Star-Gazette and The Express-Times, which are designated as the official newspapers for publication of legal notices for the Lopatcong Township Zoning Board of Adjustment pursuant to Section 3 (d) of the Open Public Meetings Act, Chapter 231 P.L. 1975.

**CERTIFICATION**

I, Phyllis D. Coleman, Secretary of the Zoning Board of Adjustment of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Zoning Board of Adjustment at the Reorganization Meeting held on January 8, 2020.

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Phyllis D. Coleman, Secretary

**Motion by:**

**Seconded by:**

**ROLL CALL**

- Resolution 20-02 - Adopt Robert's Rules as a Basic Guide for Fair and Orderly Procedure in Meetings.

**R 20-02**

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND STATE OF NEW JERSEY ADOPTING ROBERT'S RULES OF ORDER AS A BASIC GUIDE FOR FAIR AND ORDERLY PROCEDURE IN MEETINGS

NOW, THEREFORE, BE IT RESOLVED by the Zoning Board of Adjustment of the Township of Lopatcong, County of Warren and State of New Jersey, that Robert's Rules of Order Newly Revised 9<sup>th</sup> Edition is hereby adopted as a parliamentary authority for the procedure in meetings.

CERTIFICATION

I, Phyllis D. Coleman, Zoning Board of Adjustment Secretary, of the Township of Lopatcong, County of Warren and State of New Jersey do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Zoning Board of Adjustment at the Reorganization Meeting held on Wednesday, January 8, 2020.

Phyllis D. Coleman  
Secretary

**Motion by:**

**Seconded by:**

**ROLL CALL**

- Resolution 20-03 – Adopting 2019 Annual Report

**20-03**

**RESOLUTION OF THE ZONING BOARD OF ADJUSTMENT OF THE TOWNSHIP  
OF  
LOPATCONG, WARREN COUNTY, NEW JERSEY, ADOPTING 2019 ANNUAL  
REPORT**

**WHEREAS**, N.J.S.A. 40:55D-70.1 requires an annual report made to the governing body of the Zoning Board of Adjustment's annual activity;

**NOW, THEREFORE, BE IT RESOLVED** by the Zoning Board of Adjustment, that it does hereby adopt the report as appended hereto as Exhibit A and authorizes the Secretary to transmit same to the Mayor and Council of the Township of Lopatcong.

The foregoing is a true copy of the Resolution adopted by the Zoning Board Adjustment of the Township of Lopatcong at its meeting of January 8, 2020.

**EXHIBIT A**

Township of Lopatcong Zoning Board of Adjustment  
232 South 3<sup>rd</sup> Street  
Lopatcong, New Jersey

**Annual Report of Zoning Board of Adjustment for 2019**

In accordance with the provisions of N.J.S.A. 40:55D-70.1, this is the annual report on the activity of the Board for 2019.

In 2019, the Board heard four applications. Of these applications, one was for an interpretation of the ROM zoning district referred to the Board by the Planning Board. One application was for a residential bulk variance for a fence and was granted. Two applications for use variances under N.J.S.A. 40:55D-70(d)(1) were made to the Board and granted. The first sought to use preexisting warehouse space in the ROM zone district for a pet boarding and daycare business. The other was for the allowance of a two-family home in the R-75 zone district where the property was previously unlawfully unused as a multifamily dwelling for many years.

Date: January 8, 2020

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Phyllis Coleman, Zoning Board of Adjustment  
Secretary

**Motion by:**

**Seconded by:**

**ROLL CALL**

**OLD BUSINESS**

- Approve the Regular Meeting Minutes – November 13, 2019.

**Motion by:**

**Seconded by:**

**ROLL CALL**

**NEW BUSINESS:**

- None

**PUBLIC COMMENT**

**ADJOURNMENT**

**ALL IN FAVOR:**

**NAYS:**