

**LOPATCONG TOWNSHIP ZONING BOARD OF ADJUSTMENT  
REORGANIZATION AND REGULAR MEETING  
JANUARY 11, 2017**

**CALL TO ORDER BY SECRETARY COLEMAN**

**SILENT PRAYER**

**PLEDGE OF ALLEGIANCE**

**OPEN PUBLIC MEETINGS STATEMENT:** “adequate notice of this meeting has been provided indicating the time and place 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”.

**Secretary Coleman** swore in Kathryn Devos and Fred Gary

Member Devos: I have a question. Does every person on every board swear the same thing?

Secretary Coleman: Yes.

Member Devos: Really? Are you sure?

Secretary Coleman: They’re supposed to.

Member Gary: Except at the end, it doesn’t say Board of Adjustment.

Member Devos: No, except the Planning Board doesn’t, huh? They don’t support the Constitution of the United States of America; Pledge Allegiance to the Flag.

Member Gary: I didn’t know that.

Member Larsen: She’s asking about the Planning Board.

Member Devos: Uh huh, Planning Board.

Secretary Coleman: They should be the same.

Member Devos: That’s what I thought. Stop it John, you know exactly what (inaudible).

**ROLL CALL:**

**Present:** Members Devos, Rutledge, Larsen, Unangst and Gary

**Absent:** Members Bittone and Horun

**ELECTION OF OFFICERS:**

**CHAIRMAN:** Motion to Nominate Fred Gary as Chairman

**Motion by:** Member Larsen

**Seconded by:** Member Unangst

**ROLL CALL:**

**AYES:** Members Unangst, Devos, Rutledge, Larsen, and Gary

**NAYS:** None

**VICE-CHAIRMAN:** Motion to Nominate Robert Larsen as Vice-Chairman

**Motion by:** Member Devos

**Seconded by:** Member Unangst

**ROLL CALL:**

**AYES:** Members Devos, Rutledge, Larsen, Unangst and Chairman-Gary

**NAYS:** None

**APPOINTMENT OF PROFESSIONALS**

**Motion to nominate Anthony Sposaro, Esq. as Zoning Board of Adjustment Attorney**

**Motion by:** Chairman Gary

**Seconded by:** Member Unangst

**ROLL CALL:**

**AYES:** Members Unangst, Devos, Rutledge, Vice-Chairman Larsen and Chairman Gary

**NAYS:** None

**Motion to nominate Paul Sterbenz of Maser Consulting as Zoning Board of Adjustment Engineer**

**Motion by:** Chairman Gary

**Seconded by:** Member Rutledge

**ROLL CALL:**

**AYES:** Members Unangst, Devos, Rutledge, Vice-Chairman Larsen and Chairman Gary

**NAYS:** None

**Motion to nominate George Ritter of RuggerioPlante as Zoning Board of Adjustment Planner**

**Motion by:** Chairman Gary

**Seconded by:** Member Unangst

**ROLL CALL:**

**AYES:** Members Unangst, Devos, Rutledge, Vice-Chairman Larsen and Chairman Gary

**NAYS:** None

**Motion to nominate Phyllis Coleman, Secretary for the Board of Adjustment**

**Motion by:** Vice-Chairman Larsen

**Seconded by:** Member Unangst

**ROLL CALL:**

**AYES:** Members Unangst, Devos, Rutledge, Vice-Chairman Larsen and Chairman Gary

**NAYS:** None

**Adopt Resolution 17-01 – To Approve Meeting Calendar, Professional Appointments and Official Newspapers (The Express-Times and The Star-Gazette)**

R 17-01

RESOLUTION OF THE TOWNSHIP OF LOPATCONG, COUNTY OF WARREN AND STATE OF NEW JERSEY  
APPROVING ZONING BOARD OF ADJUSTMENT MEETING CALENDAR FOR THE YEAR 2017,  
APPOINTMENTS OF OFFICIAL NEWSPAPERS AND APPOINTMENT OF PROFESSIONALS

*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 11, 2017*

*February 8, 2017*

*August 9, 2017*

*March 8, 2017*

*September 13, 2017*

*April 12, 2017*

*October 11, 2017*

*May 10, 2017*

*November 8, 2017*

*June 14, 2017*

*December 13, 2017*

*July 12, 2017*

*January 10, 2018 – Reorganization Meeting*

Anthony Sposaro, Esq., Paul M. Sterbenz, Engineer of Maser Consulting P.A. and George Ritter of Ruggiero Plante Land Design LLC., Planner are hereby retained as Zoning Board of Adjustment Engineer and Planner. These awards are in accordance with N.J.S.A. 19:44A-20.5 et seq.

The Township Clerk through 2017 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 11, 2017.

Phyllis D. Coleman, Secretary

**Motion by:** Chairman Gary

**Seconded by:** Member Unangst

**ROLL CALL:**

**AYES:** Members Unangst, Devos, Rutledge, Vice-Chairman Larsen and Chairman Gary

**NAYS:** None

**Adopt Resolution 17-02 – Adopt Robert’s Rules as a Basic Guide for Fair and Orderly Procedure in Meetings**

R 17-02

**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 11, 2017.

Phyllis D. Coleman

Zoning Board of Adjustment Secretary

**Motion by:** Member Rutledge

**Seconded by:** Member Unangst

**ROLL CALL:**

**AYES:** Members Unangst, Devos, Rutledge, Vice-Chairman Larsen and Chairman Gary

**NAYS:** None

**OLD BUSINESS:**

- Approve the Regular Meeting Minutes from June 8, 2016

**Motion by:** Chairman Gary

**Seconded by:** Member Unangst

**ROLL CALL:**

**AYES:** Members Unangst, Devos, Rutledge, Vice-Chairman Larsen and Chairman Gary

**NAYS:** None

**NEW BUSINESS:**

- John S. Hawrylo – Construction of a driveway through a right-of-way between Block 93.02, Lot 6 & 7 in Lopatcong Township, to access Block 12.01, Lot 3 in Greenwich Township. Tabled to the February 8, 2017 Meeting, per Board Attorney. Waiting to hear from our title company.

**PUBLIC COMMENT:**

John Betz: Just congratulations to everybody.

Chairman Gary: Thank you.

Member Devos: Thanks for coming.

John Betz: Ms. Devos, Mr. Gary and Mr. Unangst.

**MOTION TO ADJOURN:**

**Motion by:** Member Rutledge

**Seconded by:** Member Devos

**ALL IN FAVOR:** AYE

**NAYS:** NONE

Respectfully submitted,

---

Phyllis D. Coleman  
Secretary, Zoning Board of Adjustment

---

Date

---

Fred Gary, Chairman

---

Date