

**Belvidere Planning Board Minutes**  
**Town of Belvidere**  
**Warren County, New Jersey**  
**May 3, 2022**

David Dech called the meeting to order and read the following statement:  
In accordance with Chapter 231 of the Public Laws of 1975, notice of the meeting was given by way of notice filed with the Star Gazette and/or Express-Times, filed in the Municipal Clerk's Office and posted in Belvidere Town Hall, 691 Water Street, Belvidere New Jersey.

**Roll Call:**

Present - David Dech, Lawrence Gregan, Robert Haupin, Patricia MacCallum, Glen Matlock, Sarah Piwoski

Absent - Andreas Eisenberger, Harold Halvorsen, Claudia Howard, Joseph Kennedy

**Adoption of Minutes:**

A **motion** was made by Patricia MacCallum, seconded by Robert Haupin and carried to adopt the April 5, 2022 minutes of the Belvidere Planning Board.

**New Business:**

No new business was addressed at this time.

**Previous Business:**

**Completeness and Public Hearing** - Lot Line Adjustment/Bulk Variance - 25 Water Street (Block 1, Lots 50 and 51)

Lawrence Cohen, attorney for the applicant, LisaBeth Klein:

Seeking lot line adjustment with a bulk variance for side yard and minor subdivision.

Paul Sterbenz:

A A. CHECKLIST ITEM 3 – THE SUBDIVISION PLAN DOES NOT LIST PROPERTY OWNERS WITHIN 200 FEET OF THE BOUNDARY OF THE SITE.

B B. CHECKLIST ITEM 4 – THE SUBDIVISION PLAN DOES NOT INDICATE THE AREAS OF THE RECONFIGURED LOTS.

C C. CHECKLIST ITEM 7 – THE SUBDIVISION PLAN DOES NOT DEPICT THE BOUNDARIES OF THE FLOOD HAZARD AREA LINE PER THE ADOPTED FLOOD STUDY FOR WARREN COUNTY, DATED SEPTEMBER 29, 2011.

D D. CHECKLIST ITEM 11 – THE SUBDIVISION PLAN DOES NOT INDICATE A MONUMENT WHERE THE NEW SIDELINE MEETS THE WATER STREET RIGHT-OF-WAY LINE.

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A E. CHECKLIST ITEM 12 – THE SUBDIVISION PLAN DOES NOT DEPICT SETBACK LINES PER THE REQUIREMENTS FOR THE R-75 DISTRICT.

B F. CHECKLIST ITEM 13 – A PLAN HAS NOT BEEN PROVIDED TO INDICATE THE DISTANCE BETWEEN THE BUILDING ADDITION AND THE ADJUSTED SIDE LINE BETWEEN LOTS 50 AND 51.

THE ABOVE DEFICIENCIES MUST BE ADDRESSED UNLESS WAIVED BY THE BOARD.

2. THE APPLICANT HAS REQUESTED THE FOLLOWING WAIVERS FROM THE SUBMISSION REQUIREMENTS:

A A. CHECKLIST ITEM 1 – MAP FILING LAW COMPLIANCE

B B. CHECKLIST ITEM 2 – KEY MAP

C C. CHECKLIST ITEM 5 – TOPOGRAPHIC INFORMATION

D D. CHECKLIST ITEM 9 – TREE LOCATION

E E. CHECKLIST ITEM 15 – UTILITY PLAN

F F. CHECKLIST ITEM 16 – ZONE LINES

a The Board must obtain testimony from the applicant and its professionals outlining the reasons for the submission waiver requests.

3. THE APPLICANT HAS INDICATED THAT THE FOLLOWING CHECKLIST ITEMS ARE “NOT APPLICABLE”:

B A. CHECKLIST ITEM 7 – FLOOD HAZARD AREA AND WETLAND INFORMATION

C B. CHECKLIST ITEM 8 – DRAINAGE INFORMATION

D C. CHECKLIST ITEM 14 – PROPOSED STREETS

A. & B. - to be addressed

C. - addressed

D. - addressed

E. - not addressed, Board may consider waiver

F. - addressed

Steve Gruenberg:

Questions regarding the proposed porch.

Lawrence Cohen:

Need a bulk variance with the porch extension. Applicant will submit additional requested information.

Steve Gruenberg:

Applicant’s notice did not speak to side yard distance.

Lawrence Cohen:

Request that Board deem application complete and take some testimony. Land surveyor will appear to testify at a subsequent meeting.

**A motion** was made by Lawrence Gregan and seconded by Robert Haupin to deem this application complete with waivers for completeness purposes only.

**Roll call:**

**Ayes - David Dech, Lawrence Gregan, Robert Haupin, Patricia MacCallum, Glen Matlock, Sarah Piwoski**

**Nays - None**

**Abstentions - None**

**Recusal - None**

**Absent - Andreas Eisenberger, Harold Halvorsen, Claudia Howard, Joseph Kennedy**

Steve Gruenberg:

Applicant notice does not include side yard set back or front yard variance. Recommend that it be left up to the applicant if they wish to proceed without further notice. Board has jurisdiction to proceed. No objections by the Board.

LisaBeth Klein was sworn and gave the following testimony:

Acquired property at 25 Water Street in 2020. Home was built in 1885 with an addition on the back in approximately 1920. More space now needed to accommodate father. Negotiated with neighbor and received written consent for a lot line adjustment.

Provided exhibit A-1 (floor plan) and A-2 (variance plan)

Steve Gruenberg - was there a request made to the neighbor for more property to make the lot more conforming?

LisaBeth Klein - wide enough that the wall can be maintained. No construction easement received. Facade will look the same with porch wrapping around approximately four feet.

The hearing was opened to the public for question of Ms. Klein. There were no public questions.

Mark Zgoda, architect for the applicant was deemed qualified by the Board. Mr. Zgoda was sworn and provided the following testimony:

No stairs will be constructed for the porch addition. There will be 495 square feet added for addition plus the porch. A deed adjustment will be made and approved by Gruenberg and Sterbenz.

The hearing was opened to the public for question of Mr. Zgoda. There were no public questions.

Steve Gruenberg advised that the public hearing on this application would be carried to the next meeting of the Board with no further notice.

Steve Gruenberg advised that the scheduled public hearing on the Area in Need of Redevelopment Report - LM District South of Fifth Street will be held in abeyance. No action will be taken until further notice has been given.

**Public Comment:**

Nancy Mason - Board members should physically inspect all application properties.

**A motion** was made by Patricia MacCallum to adjourn the meeting of the Belvidere Planning Board at 7:59 PM.

Respectfully submitted,

Teresa A. Yeisley, Board Secretary