

**KINGWOOD TOWNSHIP
BOARD OF ADJUSTMENT
MINUTES
December 08, 2021
7:30 PM**

CALL TO ORDER

A regular meeting of the Kingwood Township Board of Adjustment (BOA) was called to order at 7:30 pm by Phillip Lubitz, Chairman.

NOTIFICATION

In order to ensure full public participation at this meeting, all members of this Board, and members of the public are requested to speak only when recognized by the Chair so that there is no simultaneous discussion or over-talk, and further, all persons are requested to utilize the microphones which are provided for your use by the Township. Your cooperation is appreciated.

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by publication of the notice in the Hunterdon County Democrat on January 21, 2021, and Courier News on January 21, 2021. Copies of the notice were also posted in the Kingwood Township Municipal Building on January 21, 2021. The Board of Adjustment proceedings close at 10:30 pm.

ROLL CALL:

PRESENT: Phillip Lubitz – Chairman, James Laudenbach – Vice Chairman, Mary Lou Haring, John Mathieu, Leslie Bella (Alternate #1), David Frank (Alternate #2).

ABSENT: David Hewitt, Cynthia Ostergaard

OTHER: David Pierce, Attorney

NEW AND PENDING BUSINESS:

No new business this month.

P. Lubitz took a moment to inform the Board that one of the BOA members, Mary Lou Haring will be moving to Florida and will be resigning from the Board of Adjustment. He said that Mary Lou joined the Board of Adjustment 28 years ago. She was not only a member but had chaired the BOA as well. He said that Mary Lou was the Chairperson when he had joined. He continued that she has been a role model as a Board member and for that he thanked her for her service.

Mary Lou Haring stated she had already moved to Wesley Chapel, Florida on November 23, 2021. She was very fortunate to find a home. The move is better for her health, the warmer weather helps. She went on to say that she will miss Kingwood so much as she had spent most of her life here. She has been looking into being on a board in Florida.

The Chairman told her to visit in the future and she is always welcome.

APPROVAL OF MINUTES:

Next on the Agenda is the Approval of the BOA Meeting Minutes. P. Lubitz asked if there were any additions or corrections to the November 10, 2021, BOA Meeting Minutes.

D. Frank commented that under the Correspondence & Reports section, the Chairman's comment was incorrect. He did not say that he "motivated a lot of people to get generators." The Chairman

concurrent and stated the sentence should have read "as a result of Hurricane Ida, a lot of people applied for generator permits." The BOA Secretary said she would make the correction.

P. Lubitz asked for a motion. It was moved by M. Haring seconded by J. Laudenbach to approve the Meeting Minutes of November 10, 2021 with the corrections.

P. Lubitz asked for a Roll-Call Vote:

P. Lubitz:	Yes
J. Laudenbach:	Yes
M. Haring:	Yes
J. Mathieu:	Yes
L. Bella:	Yes
D. Frank:	Yes

CORRESPONDENCE & REPORTS:

The Zoning Report for November 2021 – The Chairman said only 6 people applied for generators this month.

The Planning Board Agenda for November 15, 2021 includes a Review of Commercial Zones. P. Lubitz asked D. Pierce if he had any comments concerning the Commercial Zones.

D. Pierce said the Planning Board is looking at the lots in the Commercial Zone. There was no Planning Board Meeting in November. There were no Planning Board Minutes for November.

Next on the Agenda was to vote for the 2022 Schedule BOA Meeting Dates* as follows:

January 12, 2022
February 09, 2022
March 09, 2022
April 13, 2022
May 11, 2022
June 08, 2022
July 13, 2022
August 10, 2022
September 14, 2022
October 12, 2022
November 09, 2022
December 14, 2022

*No conflicts with National Holidays or Jewish Holidays

P. Lubitz commented that he will be in Florida on January 12, 2022 and away on June 08, 2022. The BOA Secretary will chair the meeting until the chairman is sworn in.

J. Mathieu asked if P. Lubitz would still like to be the Chair of the BOA?

P. Lubitz said he would entertain being the Chairman for another term. He then asked if anyone else had any conflicts with the dates.

L. Bella said she would check her calendar to see if she had any conflicts and would email the secretary.

P. Lubitz asked for a motion. A motion was made by J. Mathieu, seconded by M. Haring to approve the 2022 Scheduled BOA Meeting Dates.

P. Lubitz asked for a Roll-Call Vote:

P. Lubitz:	Yes
J. Laudenbach:	Yes
M. Haring:	Yes
J. Mathieu:	Yes
L. Bella:	Yes
D. Frank:	Yes

PRIVILEGE OF THE FLOOR:

P. Lubitz asked for comments from the floor. There were no comments as no public was present.

P. Lubitz asked if the Board had any other comments. M. Haring asked that her resignation letter be read into the minutes by the BOA Secretary. Her letter dated 12-08-21 is as follows:

Dear Karen,

It is with sadness that the December 8, 2021 meeting will be my last Kingwood Twp. Board of Adjustment meeting. I will not be accepting a reappointment in January to the Board. It has been an honor to serve the Township and its citizens for the past 28 years as a regular member and as Chairwoman. I will take with me the memories of learning from and meeting great people while working with the Board.

I wish all of you a wonderful Christmas and a very happy and healthy New Year.

*Very sincerely,
Mary Lou Haring*

ADJOURNMENT:

P. Lubitz asked for a motion to adjourn. It was moved by M. Haring, seconded by J. Mathieu to adjourn the meeting at 7:48 pm. All members present voted **AYE** and wished each other Happy Holidays.

All meeting votes were unanimous with a vote of 5:0 with a sustained quorum. There were no controverted issues and there was no conflict of interest for any of the Board members in attendance.

Respectfully submitted,

Karen Radcliffe
Karen Radcliffe
BOA Secretary