

BYRAM TOWNSHIP PLANNING BOARD AGENDA
For Thursday, February 5 2026, at 7:30 P.M.
Meeting Held at: 10 Mansfield Drive, Byram Township NJ

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **OPENING STATEMENT:** Adequate notice of this meeting of the Byram Township Planning Board was given as required by the Open Public Meeting Act. A resolution indicating the time, date, and location of regular Board meetings for the year 2026 was forwarded to the Board's designated newspaper, posted on the bulletin boards and main doors of the Municipal Building. As of March 1, 2026, legal notices for the Planning Board will appear on the New Jersey Herald's Online publication and will be posted on the Township's Website and forwarded to the Secretary of State of the State of New Jersey.
4. **FLAG SALUTE**
5. **COMMITTEE APPOINTMENTS**
Site Plan Subcommittee
Master Plan Subcommittee
6. **MEETING MINUTES-** January 15, 2026
7. **RESOLUTIONS**
Z11-2025 David and Cindy Lisk, 41 Meteor Trail, Block 162 Lot 46, R5 Zone
Application for addition on single-family dwelling

Z13-2025 Matthew Malloy, 22 Mayne Avenue, Block 29 Lot 294.01, R4 Zone
Application for addition on single-family dwelling
8. **NEW BUSINESS**
Z14-2025 Robert and Julie Gockeler, 183 Forest Lake Drive, Block 360 Lot 1.01, R2 Zone
Application for tract disturbance and accessory structures, including shed, greenhouse, and chicken coop

Z12-2025 Marcelino Lopez, Jans Way, Block 360 Lot 6, R2 Zone
Application for new home construction
9. **BILLS:**
Harold Pellow (4): \$957.50
Maraziti and Falcon (3): \$1,155.00
Colliers (1): \$477.50
10. **REPORTS FROM COMMITTEES**
Environmental Commission
Open Space
Township Council
11. **OPEN TO THE PUBLIC**
12. **ADJOURNMENT**

The Board Engineer and Planner are sworn in at the beginning of each year and are deemed to be under oath on a continuing basis.

MEETING MINTUES OF THE BYRAM TOWNSHIP PLANNING BOARD: January 15 2026

CALL TO ORDER: Chairman Shivas called the meeting to order at 7:30 p.m.

ROLL CALL: Mss. Raffay, DeMagistris, Colligan, Lewandowski; Mayor Rubenstein; Messrs. Proctor, McElroy, Smith, Walsh, and Chairman Shivas

Members Absent: Mr. Morytko

Also Present: Engineer Cory Stoner, Attorney Alyse Hubbard

*Ms. Raffay filling in for roll call

FLAG SALUTE: led by Chairman Shivas

OPENING STATEMENT: Adequate notice of this meeting of the Byram Township Planning Board was given as required by the Open Public Meeting Act. A resolution indicating the time, date, and location of regular Board meetings for the year 2026 was forwarded to the Board's designated newspaper, and posted on the bulletin boards and main doors of the Municipal Building.

OATHS OF OFFICE: Mss. Anneliese DeMagistris and Karen Lewandowski, and Messrs. Richard Proctor, George Shivas, and Andrew McElroy took their oaths of office.

REORGANIZATION

Nomination of Chair: Mr. Proctor motioned to nominate George Shivas, seconded by Ms. DeMagistris. No other nominations were made.

Ayes: Mss. Raffay, DeMagistris, Colligan, Lewandowski; Mayor Rubenstein; Messrs. Proctor, McElroy, Smith, Walsh, and Chairman Shivas

Absent: Mr. Morytko

Nomination of Vice-Chair: Mr. Proctor motioned to nominate Marie Raffay, seconded by Mr. McElroy. No other nominations were made.

Ayes: Mss. Raffay, DeMagistris, Colligan, Lewandowski; Mayor Rubenstein; Messrs. Proctor, McElroy, Smith, Walsh, and Chairman Shivas

Absent: Mr. Morytko

Nomination of Attorney: Mr. Proctor motioned to nominate Alyse Hubbard, seconded by Ms. Colligan. No other nominations were made. All were in favor, none opposed.

Nomination of Engineer: Mr. Proctor motioned to nominate Cory Stoner, seconded by Mayor Rubenstein. No other nominations were made. All were in favor, none opposed.

Nomination of Planning Consultant: Mr. Proctor motioned to nominate Daniel Bloch, seconded by Ms. Colligan. No other nominations were made, and they were closed. All were in favor, none opposed.

Nomination of Secretary/Administrative Officer: Mr. Proctor motioned to nominate Caitlin Phillips, seconded by Ms. DeMagistris. No other nominations were made, and they were closed. All were in favor, none opposed.

Nomination of Newspaper: Mr. Proctor asked how the new legislation affects this. Ms. Hubbard said it goes into effect March 1st. They will need to do another resolution appointing an online publication that will be used by the Board and applicants. The newspaper has to meet certain criteria, and they need to certify that. They still need to publish a newspaper for today for the Board to have jurisdiction. Mr. Proctor confirmed they used the Herald and Sunday Herald last year. He motioned to nominate the New Jersey Herald and the Sunday Herald, seconded by Mr. McElroy. No other nominations were made. All were in favor, none opposed.

Resolution PB1-2026 Annual Notice of the Calendar Dates of the Scheduled Regular Meetings of the Byram Township Planning Board

Resolution PB2-2026 Authorizing Contract for Professional Legal Services

Resolution PB3-2026 Authorizing Contract for Professional Engineering Services

Resolution PB4-2026 Authorizing Contract for Professional Planning Services

Resolution PB5-2026 Appointing Secretary of the Board

Resolution PB6-2026 Designation of Newspaper for Notices

Resolution PB7-2026 Adopting Rules of Procedures of the Planning Board
Rules and regulations for the Board

Ms. Hubbard said these resolutions can be done as a group. Mayor Rubenstein motioned to pass all the resolutions from PB1 to PB7, seconded by Mr. Proctor. All were in favor.

COMMITTEE APPOINTMENTS

Chairman Shivas said he will move these to the next meeting, but those on it last year are still on until he gets the information together.

MINUTES: December 18, 2025.

Motion of Mr. McElroy to approve the minutes, second by Mr. Proctor.

Ayes: Mss. Raffay, DeMagistris, Colligan, Lewandowski; Mayor Rubenstein; Messrs. Proctor, McElroy, Smith, and Chairman Shivas

Abstaining: Mr. Walsh

Absent: Mr. Morytko

OATHS OF OFFICE: Cory Stoner took his oath of office as the Board Engineer.

NEW BUSINESS

Z11-2025 David and Cindy Lisk, 41 Meteor Trail, Block 162 Lot 46, R5 Zone

Application for addition on single-family dwelling

David Lisk was sworn in as the applicant, in Bridgewater. James Glasson was sworn in as the Engineer from Civil Engineering in Budd Lake. His record is intact, and Chairman Shivas deemed

him an expert. Mr. Glasson said they are seeking renovations at a house on the lake. They purchased the house in 1998. Mr. Lisk said the house is older and a log cabin type. They want to make it better to live in. They're planning to come up here more often. Mr. Glasson submitted Exhibit A1, a colorized version of sheet 2 of 3. They are located in a Highlands Preservation area, but fall under exemption 5 because the home pre-existed the Highlands Act in 2004. It's a two-story, two-bedroom home. He reviewed the setbacks. The property is heavily planted. There's grass near the waterfront, and a concrete bulkhead at the lake. There are flower beds around the property. The property looks to be one story from the road, but is two stories from the lake side because there's a walkout basement. There is a change in grade of 22 feet from the road to the lake. There's a utility pole nearby and the property is served by a well.

Mr. Glasson submitted Exhibit A2, a colorized version of sheet 3 of 3. The footprint doesn't change, so the only change is the setbacks to the soffits. The left side has a soffit near the porch area that sits over the basement door. They are going to raise the roof. The living space on the first floor is shielded from sunlight, so they're proposing open ceilings to give light to areas of the home. There will be a small loft area for storage. They're also looking to change the front door, to the left side of the house. This will move the walkway to the front door area. There are no changes to the utilities or septic system. They sent plans to the County Health Department, and they had a septic inspection done, so it complies. They received approval from the Health Department in November. He reviewed the variances. The number of stories is increasing. Mr. Glasson submitted Exhibit A3, of photos of the property.

Ms. Raffay asked if the roof liters are changing. Mr. Glasson said they're moving, but no real runoff changes. There are plantings, so no runoff issues. There's no additional coverage. Mr. Stoner confirmed the runoff goes to the flower beds, and doesn't run to the lake or neighbors. Ms. Raffay noted it looks like the chimney is being removed—will there be mini-splits? Mr. Lisk said they'll heat it with electric. Chairman Shivas confirmed they'll use silt fencing during construction to protect the lake. He explained there's a rule for lakefront buffering. Mr. Glasson said there's a concrete bulkhead and not a lot of lawn. He referred to picture 2, to show the bulkhead and access to the docks. If they did plant something it'd block the lake. The walkout to the lake is relatively flat. Mayor Rubenstein asked what the grade-to-peak height is on the lake side. Mr. Glasson said the peak elevation is 119, so the walkout is 93. Mr. Walsh asked if the increase from the soffits is from the design. Mr. Glasson said it's to give them a decent soffit; the real increase is over the porch, which could be cut back if needed. Mr. Smith asked Mr. Stoner about his report; Mr. Stoner said the façade height should be 28.5. Mr. Smith confirmed the height is conforming, it's the stories that need the variance. Mr. Stoner asked if the third story is shown. Mr. Glasson said the area in the roof line is the third story. Mr. Stoner noted Meteor Trail is narrow. Mr. Glasson said they have two parking spots. At the end of the street, they have parking near the well. Mr. Stoner asked that they don't block the road with equipment and materials. Mayor Rubenstein noted a lot of these items are in the right-of-way. There are stone walls and a garden. The Board discussed the right-of-way area. Ms. Hubbard said they can't memorialize any of this, but they can acknowledge it. Chairman Shivas asked about the rock wall. Mr. Lisk said there's one that's decorative. Ms. Hubbard noted it looks like there are three walls. Mr. Walsh said it doesn't seem like anything has changed on the north side. Nothing is being proposed in that area. Mayor Rubenstein asked about the sequence of construction. Mr. Glasson said the foundation wall along the road side will need to

be corrected. Mayor Rubenstein confirmed they are not bringing the house down to foundation. Mr. Glasson said this is a renovation. Mayor Rubenstein noted if it seems like it needs to go the way of new construction, they should stop, and reach back out.

Chairman Shivas opened to the public and no one spoke so he closed to the public.

Motion of Mr. Smith to approve the application as presented, seconded by Ms. Colligan. Mr. Walsh noted there's an additional variance for the lakefront buffer. Mr. Proctor asked if they could go to the right of the dock. There are plantings almost up to the lake. Mr. Lisk said they could plant some things. Mayor Rubenstein noted it should be to the Engineer's satisfaction.

Amended motion of Mr. Smith to approve the application with a 15-foot planting bed to the west side of the dock, to the Engineer's satisfaction, seconded by Ms. Colligan.

Ayes: Mss. Raffay, DeMagistris, Colligan, Lewandowski; Mayor Rubenstein; Messrs. Proctor, McElroy, Smith, Walsh, and Chairman Shivas

Absent: Mr. Morytko

None opposed. Motion carried. Ms. Hubbard explained the appeal period.

Z13-2025 Matthew Malloy, 22 Mayne Avenue, Block 29 Lot 294.01, R4 Zone

Application for addition on single-family dwelling

Jennifer and Matthew Malloy were sworn in as the applicants. Ann Sears was sworn in as the architect, in Sparta. Ms. Sears has been a licensed architect in New Jersey since 2000. She has appeared in front of this Board, and her license is in current and in good standing. Chairman Shivas deemed her an expert. Ms. Sears said the applicants are looking to square off the back of the house. They are also adding an entryway and covered porch. They need side yard variances. The lot is narrow, and they're not increasing what they currently have. The house is slightly askew. She reviewed the setbacks. The house is and will remain a two-bedroom house. They're looking to add storage spaces and an entry area. They want to expand their bathroom, office, and have a dining area. The roof will be taken off, reframed, and replaced. The eaves and will be gutters. The gutter volume increases slightly. The eaves will not drain to the neighbors. Chairman Shivas confirmed the gutters are on the front and back. He asked about the sheds in the back, one being close to the property line, and another where a piece is on their property. Mr. Malloy said that second one is their neighbor's shed. It's been there a long time. Ms. Sears said the other one they plan to keep but not do anything with it. Chairman Shivas recommended asking for the shed while they're here. Mr. Malloy said it was existing when they bought the house in 2005. He's not sure if they got the variance. Mr. Stoner confirmed the playhouse is being removed. He noted the shed is existing non-conforming, so if they needed to replace it, they'd need a variance. Mr. Stoner asked about the shed in the back; he confirmed that will be removed. Mayor Rubenstein asked about the fence, confirming it's the neighbor's. Mrs. Malloy said they've had the septic pumped but not tested. Mr. Stoner said they should get a certification. Mayor Rubenstein said they have open building permits, from 2023 for gas conversion for a water heater and pressure test. This needs to be closed out before a zoning permit can be issued.

Chairman Shivas opened to the public and no one spoke so he closed to the public.

Motion of Mr. McElroy to approve the application, seconded by Ms. DeMagistris.

Ayes: Mss. Raffay, DeMagistris, Colligan, Lewandowski; Mayor Rubenstein; Messrs. Proctor, McElroy, Smith, Walsh, and Chairman Shivas

Absent: Mr. Morytko

None opposed. Motion carried. Ms. Hubbard explained the appeal period.

BILLS:

Harold Pellow (4): \$957.50. A motion to approve the bills was made by Mr. Walsh, seconded by Ms. Lewandowski. All were in favor. Motion carried.

Colliers (1): \$477.50. A motion to approve the bills was made by Mr. Walsh, seconded by Mr. Proctor. All were in favor. Motion carried.

REPORTS FROM COMMITTEES

Environmental Commission- Mr. Smith said there is a meeting next week.

Open Space- Mayor Rubenstein said they met Monday. They will go for a grant for a loop trail. This would include Tamarack trail between Tamarack and C.O Johnson park, up through Cranberry Overlook, across CAD's property, across Hudson Farms, and back to C.O Johnson Park. They are negotiating with the property owners.

Township Council- Mayor Rubenstein said he was sworn in for another four years. Thomas Dellicker is the new Chief of Police. Ms. Raffay said they have new police officers. Mr. Proctor was appointed Deputy Mayor.

RESOLUTIONS

Z26-2023 Alex Rubenstein, 2 and 8 Carpenter Road, Block 237 Lots 519, 521, 522, R3 Zone

Extension of approval for 8 Carpenter Road; application for minor subdivision, site plan for a single-family dwelling, and site plan construction of a new single-family dwelling

Mayor Rubenstein stepped down from this portion of the meeting.

Alexander Rubenstein requested an extension for 8 Carpenter Road. He noted they forgot about the expiration date, because they were waiting for the DEP for a year and a half, for an LOI for wetlands.

Motion of Mr. McElroy to the approve the resolution for extension, seconded by Mr. Walsh. Ms. Raffay confirmed this is the property she is within 200 feet of.

Ayes: Mss. DeMagistris, Colligan, Lewandowski; Messrs. Proctor, McElroy, Smith, Walsh, and Chairman Shivas

Abstaining: Mayor Rubenstein, Ms. Raffay

Absent: Mr. Morytko

None opposed. Motion carried.

OPEN TO THE PUBLIC

Chairman Shivas opened to the public. No one was present, so Chairman Shivas closed to the public.

ADJOURNMENT

A motion to adjourn the meeting was made at 8:32 pm by Mr. McElroy, seconded by Mr. Proctor. All were in favor. Motion carried. The meeting was adjourned.

Submitted by Caitlin Phillips

Resolutions Approved at Previous Meeting

TOWNSHIP OF BYRAM, COUNTY OF SUSSEX, STATE OF NEW JERSEY

RESOLUTION NO. PB1-2026

ANNUAL NOTICE OF THE CALENDAR DATES OF THE SCHEDULED REGULAR MEETINGS OF THE BYRAM TOWNSHIP PLANNING BOARD 01/01/2026 UNTIL 12/31/2026

WHEREAS, The Legislature of the State of New Jersey has passed into law Chapter 231, P.L. 1975m the Open Public Meetings Act; and

WHEREAS, Section 13 of the above-mentioned law requires a posting of regularly scheduled meeting dates for the benefit of the public.

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Township of Byram, County of Sussex and State of New Jersey, that said Board shall meet as follows during calendar year 01/01/2026 UNTIL 12/31/2026

REGULAR MEETINGS
2026 PLANNING BOARD MEETING DATES

JANUARY		15
FEBRUARY	05	19
MARCH	05	19
APRIL	02	16
MAY	07	21
JUNE	04	18
JULY	02	16
AUGUST	06	20
SEPTEMBER	03	17
OCTOBER	01	15
NOVEMBER	05	19
DECEMBER	03	17
JANUARY	7 (2027) *	

(*Denotes 2027 Reorganization Meeting)

All the above meetings shall begin at 7:30 p.m. prevailing time. All meetings shall be held in the Municipal Building, 10 Mansfield Drive, Byram Township unless otherwise noticed and official action may be taken.

BE IT FURTHER RESOLVED that certified copies of this Resolution be forwarded to the New Jersey Herald and the Sunday Herald and shall be posted on the front door and the bulletin board of the Byram Township Municipal Building.

BYRAM TOWNSHIP PLANNING BOARD

Attest:

I certify that the foregoing resolution was adopted by the Byram Township Planning Board at a meeting held on January 15, 2026, and official action may be taken.

Caitlin Phillips

Caitlin Phillips, Board Secretary

**BYRAM TOWNSHIP
PLANNING BOARD
RESOLUTION AUTHORIZING CONTRACT
FOR PROFESSIONAL LEGAL SERVICES**

WHEREAS, the Township of Byram has a need to retain the services of an Attorney to provide legal counsel to the Board for the calendar year 2026 (the Legal Services); and

WHEREAS, the Municipal Land Use Law, N.J.S.A. 40:55D-24, authorizes the Board to contract for the services of and fix the compensations of its legal counsel, subject to the appropriation of funds by the governing body; and

WHEREAS, Alyse Landano Hubbard, Esq. of Maraziti Falcon, LLP, has submitted a proposal, dated November 12, 2025, indicating that they will provide Legal Services at a rate of \$180.00 per hour, not to exceed \$17,500, subject to the terms and conditions set forth attached proposal; and

WHEREAS, Alyse Landano Hubbard, Esq. of the law firm of Maraziti Falcon, LLP has completed and submitted a Business Entity Disclosure Certification that they will not make any reportable contributions to any political candidate or candidate committee and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Local Public Contract Law, N.J.S.A. 40A:11-1, et seq. requires that the resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be available for public inspection; and

WHEREAS, the Chief Financial Officer of the Township of Byram has certified that funds are available for this contract.

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Township of Byram on the 15th day of January 2026 that as follows:

1. The Chairman and Secretary of the Planning Board are hereby authorized and directed to execute the attached agreement with the law firm of Maraziti Falcon.
2. This Contract is awarded without competitive bidding as a “professional service” in accordance with N.J.S.A. 40A:11-5(a)(a) of the Local Public Contracts Law because Alyse Landano Hubbard, of Maraziti Falcon, LLP, has served as the Board Attorney for a number of years and have special knowledge that is particularly valuable to the Board.

BE IT FURTHER RESOLVED that notice of this action shall be printed once in the official newspaper of the Township of Byram as required by law and this Resolution shall take effect immediately.



George Shivas

On motion of: Mayor Rubenstein

Seconded by: Mr. Proctor

The vote on the Resolution was as follows: All in favor

I certify that the above Resolution is a true copy of a Resolution adopted by the Planning Board on January 15th, 2026 and is in effect for one year.

Caitlin Phillips

**Caitlin Phillips, Planning Board
Secretary**

Dated: 01/16/2026

Prepared by: Alyse Landano Hubbard, Esq.

Professional Services PB3-2026
Engineer

**BYRAM TOWNSHIP
PLANNING BOARD
RESOLUTION AUTHORIZING CONTRACT
FOR PROFESSIONAL ENGINEERING SERVICES**

WHEREAS, the Planning Board of Township of Byram has a need to retain the services of a professional engineering for the calendar year 2026 (the Engineering Services); and

WHEREAS, the Municipal Land Use Law, N.J.S.A. 40:55D-24, authorizes the Board to contract for the services of and fix the compensations of its engineer, subject to the appropriation of funds by the governing body; and

WHEREAS, Cory Stoner, P.E., of Harold E. Pellow and Associates, Inc., has submitted a proposal, dated December 2, 2025, indicating that they will provide Engineering Services at a rate of \$150.00 per hour, not to exceed \$17,500, subject to the terms and conditions set forth attached proposal; and

WHEREAS, Cory Stoner, P.E. has completed and submitted a Business Entity Disclosure Certification that they will not make any reportable contributions to any political candidate or candidate committee and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Local Public Contract Law, N.J.S.A. 40A:11-1, et seq. requires that the resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be available for public inspection; and

{350663.DOC.1} 1

WHEREAS, the Chief Financial Officer of the Township of Byram has certified that funds are available for this contract.

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Township of Byram on the 15th day of January 2026 that as follows:

1. The Chairman and Secretary of the Planning Board are hereby authorized and directed to execute the attached agreement with the Harold E. Pellow and Associates, Inc.
2. This Contract is awarded without competitive bidding as a “professional service” in accordance with N.J.S. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because Harold E. Pellow and Associates, Inc. have served as the Board Engineer for a number of years and have special knowledge that is particularly valuable to the Board.

BE IT FURTHER RESOLVED that notice of this action shall be printed once in the official newspaper of the Township of Byram as required by law and this Resolution shall take effect immediately.



George Shivas

On motion of: Mayor Rubenstein

Seconded by: Mr. Proctor

The vote on the Resolution was as follows: All in favor

{350663.DOC.1}2

I certify that the above Resolution is a true copy of a Resolution adopted by the Planning Board on January 15th, 2026 and is in effect for one year.

Caitlin Phillips

**Caitlin Phillips, Planning Board
Secretary**

Dated: 01/16/2026

Prepared by: Alyse Landano Hubbard, Esq.

**BYRAM TOWNSHIP
PLANNING BOARD
RESOLUTION AUTHORIZING CONTRACT
FOR PROFESSIONAL PLANNING SERVICES**

WHEREAS, the Township of Byram has a need to retain the services of an Attorney to provide planning service to the Board for the calendar year 2026 (the Planning Services); and

WHEREAS, the Municipal Land Use Law, N.J.S.A. 40:55D-24, authorizes the Board to contract for the services of and fix the compensations of its planner, subject to the appropriation of funds by the governing body; and

WHEREAS, Daniel Bloch of Colliers Engineering & Design, has submitted a proposal, dated December 2, 2026, indicating that they will provide Planning Services at a rate per the contract, not to exceed \$17,500, subject to the terms and conditions set forth attached proposal; and

WHEREAS, Daniel Bloch of Colliers Engineering & Design has completed and submitted a Business Entity Disclosure Certification that they will not make any reportable contributions to any political candidate or candidate committee and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Local Public Contract Law, N.J.S.A. 40A:11-1, et seq. requires that the resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be available for public inspection; and

WHEREAS, the Chief Financial Officer of the Township of Byram has certified that funds are available for this contract.

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Township of Byram on the 15th day of January 2026 that as follows:

1. The Chairman and Secretary of the Planning Board are hereby authorized and directed to execute the attached agreement with Colliers Engineering & Design.
2. This contract is awarded without competitive bidding as a “professional service” in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because said services are exempt from the provisions of the bidding statutes in that they are services rendered or performed by a person authorized by law to practice a recognized profession and are services which require knowledge of an advanced type in a field of learning acquired by a prolonged course of specialized instruction.

BE IT FURTHER RESOLVED that notice of this action shall be printed once in the official newspaper of the Township of Byram as required by law and this Resolution shall take effect immediately.



George Shivas

On motion of: Mayor Rubenstein

Seconded by: Mr. Proctor

The vote on the Resolution was as follows: All in favor

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I certify that the above Resolution is a true copy of a Resolution adopted by the Planning Board on January 15th, 2026 and is in effect for one year.

Caitlin Phillips

**Caitlin Phillips, Planning Board
Secretary**

Dated: 01/16/2026

Prepared by: Alyse Landano Hubbard, Esq.

**BYRAM TOWNSHIP
PLANNING BOARD
RESOLUTION OF MEMORIALIZATION
ADOPTING RULES OF PROCEDURES
OF THE PLANNING BOARD**

WHEREAS, Section 40:55D-8 of the Municipal Land Use Law, states the following:

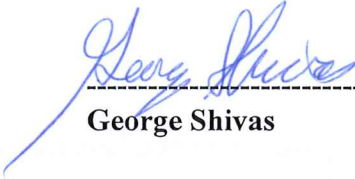
Every municipal agency shall adopt and may amend reasonable rules and regulations, not inconsistent with this act or with any applicable ordinance, for the administration of its functions, powers and duties and shall furnish a copy thereof to any person upon request and may charge a reasonable fee for such copy. Copies of all such rules and regulations and amendments thereto shall be maintained in the office of the administrative office; and

WHEREAS, the Planning Board has reviewed the Model Rules and Regulations for a Planning Board (Model Rules), as set forth in Appendix III of *New Jersey Zoning & Land Use Administration*, William M. Cox & Stuart R. Koenig, Revised and Updated by Jonathan E. Drill & Lisa A. John-Basta, Gann Law, 2021 Edition at a public hearing held on March 3, 2022; and

WHEREAS, the Planning Board made minor modifications to the Model Rules and approved same as the Township of Byram, Planning Board, Rules of Procedure (“Rules of Procedure”); and

WHEREAS, the Planning Board has reviewed the Rules of Procedure, is satisfied with the Rules of Procedure, and has adopted same.

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Township of Byram on the 15th day of January, 2026 that the Planning Board Rules of Procedures are hereby adopted and this Resolution shall take effect immediately. The Rules of Procedures shall be available to any person, a reasonable fee may be charged for a copy, and they shall be maintained in the administrative office of the Planning Board Secretary.



George Shivas

On motion of: Mayor Rubenstein

Seconded by: Mr. Proctor

The vote on the Resolution was as follows: All in favor

I certify that the above Resolution is a true copy of a Resolution adopted by the Planning Board on January 15th, 2026 and is in effect for one year.

Caitlin Phillips

**Caitlin Phillips, Planning Board
Secretary**

Dated: 01/16/2026

Prepared by: Alyse Landano Hubbard, Esq.

{351123.DOC.1}2

Appointing Secretary
PB5-2026

**BYRAM TOWNSHIP
PLANNING BOARD
RESOLUTION
APPOINTING CAITLIN PHILLIPS AS
SECRETARY OF THE PLANNING BOARD**

WHEREAS, the Planning Board has a need to appoint a secretary for the year of 2026; and

WHEREAS, Section 40:55D-24 of the Municipal Land Use Law, authorizes the Board to employ or contract for and fix compensation for experts and staff as deemed necessary; and

WHEREAS, Section 45-6 of the Township's Ordinances authorizes the Planning Board to select a Secretary, who may be a member of the Planning board or a municipal employee designated by the Board;

WHEREAS, the Planning Board hereby selects Caitlin Phillips as the Secretary of the Board; and

WHEREAS, pursuant to Section 215-4 of the Township's Ordinances, the Secretary is hereby designated as the Administrative Officer for the purpose of receiving applications for development and all other procedures and applications before the Planning board.

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Township of Byram on the 15th day of January 2026 that Caitlin Phillips is appointed as the Secretary of the Planning Board and this Resolution shall take effect immediately.

{350660.DOC.1} 1



George Shivas

On motion of: Mayor Rubenstein

Seconded by: Mr. Proctor

The vote on the Resolution was as follows: All in favor

I certify that the above Resolution is a true copy of a Resolution adopted by the Planning Board on January 15th, 2026 and is in effect for one year.

Caitlin Phillips

**Caitlin Phillips, Planning Board
Secretary**

Dated: 01/16/2026

Prepared by: Alyse Landano Hubbard, Esq.

{350660.DOC.1}2

**BYRAM TOWNSHIP
PLANNING BOARD
RESOLUTION FOR DESIGNATION OF
NEWSPAPER FOR NOTICES**

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. requires that adequate notice be provided for all public bodies; and

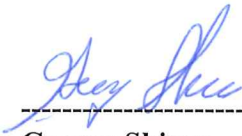
WHEREAS, Municipal Land Use Law (MLUL), N.J.S.A. 40:55d et seq. requires that a brief notice of all decisions of a planning board be noticed in the official newspaper of the municipality; and

WHEREAS, per the MLUL, the Planning Board is required to select a public place for the posting of notices for all regular and special meetings.

NOW, THEREFORE, BE IT RESOLVED, that the public place for the posting of notices of all regular and special meetings of the Planning Board be the bulletin board for the calendar year 2025, located within the Municipal Building at 10 Mansfield Drive, Stanhope, New Jersey, and

BE IT FURTHER RESOLVED that all notices of the meetings of the Board be furnished to, and published as required and all decisions be published in the following newspapers:

1. New Jersey Herald
2. Sunday Herald



George Shivas

On motion of: Mayor Rubenstein

Seconded by: Mr. Proctor

The vote on the Resolution was as follows: All in favor

I certify that the above Resolution is a true copy of a Resolution adopted by the Planning Board on January 15th, 2026 and is in effect for one year.

Caitlin Phillips

**Caitlin Phillips, Planning Board
Secretary**

Dated: 01/16/2026

Prepared by: Alyse Landano Hubbard, Esq.

{350661.DOC.1}2

In the matter of Alexander Rubenstein
Case No. Z26-2023
MF#5000.087

BYRAM TOWNSHIP

PLANNING BOARD

RESOLUTION OF MEMORIALIZATION

RELIEF GRANTED: Extension of Variance Relief

WHEREAS, Alexander Rubenstein has applied to the Planning Board of the Township of Byram Minor Subdivision Approval and a bulk variance for premises located at 2 and 8 Carpenter Road, and known as Block 237, Lots 519, 521 and 522 on the Tax Map of the Township of Byram which premises are in a “R-3” Residential Zone;

WHEREAS, by ordinance adopted by the Township Council of the Township of Byram under statutory authority, the Planning Board and Zoning Board of Adjustment were combined into one Board which Board possesses and may exercise all powers granted to the Planning Board and Zoning Board of Adjustment pursuant to the Municipal Land Use Law, N.J.S.A. 40:55D-1, et seq., said single Board being known as the Planning Board of the Township of Byram; and

WHEREAS, the Board, after carefully considering the evidence presented by the Applicant and having conducted a public hearing made the following factual findings:

1. The Applicant is the owner of all three lots that comprise the subject property in Block 237. The Applicant received subdivision approval to subdivide Lot 521, to be merged with Lots 519 and 522. Additionally, pursuant to N.J.S.A. 40:55D-70c, variance relief was granted from the Section 240-40B(4)

Township's Zoning Ordinance to permit a driveway grade of 2% within 20 feet of the right-of-way for Block 237, Lot 519.

2. The approval was granted approval on January 18, 2024, memorialized in a Resolution dated February 1, 2024, and published in the New Jersey Herald on February 7, 2024.
3. An Amended Resolution, to correct errors in the Block and Lot designations, was adopted February 15, 2024, which was published in the New Jersey Herald on February 21, 2024.
4. Section 45-23 of the Township's Ordinances provides that any variance granted that permits the creation or alteration of a structure shall expire unless construction has commenced within one year from the date of publication of the resolution.
5. Via email on January 5, 2025, the Applicant requested an extension of the approval, stating that he was unable to begin the construction in the allotted time frame, as he was awaiting approval of a Letter of Interpretation from the New Jersey Department of Environmental Protection, which was received in mid-2025.
6. Accordingly, the Applicant has requested two, one-year extensions of said approval.

WHEREAS, the Board determined that, based on the information provided, the Variance Approval shall expire on February 21, 2027 and the Applicant is entitled to two, one-year extensions of the subject variance approval to commence construction.

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Township of Byram on the 15th day of January, 2026 that the variance approval, as stated herein, shall be extended for a period of two, one-year extensions from the date of the publication of the Resolution, to February 21, 2027.



George Shivas

On motion of: Mr. McElroy

Seconded by: Mr. Walsh

The vote on the Resolution was as follows:

AYES: Eight (8): Mss. DeMagistris, Colligan, Lewandowski; Messrs. Proctor, McElroy, Smith, Walsh, and Chairman Shivas

NAYS: Zero (0)

ABSTAINING: Two (2): Mayor Rubenstein, Ms. Raffay

ABSENT: One (1): Mr. Morytko

I certify that the above Resolution is a true copy of a Resolution adopted by the Planning Board on January 15, 2026.

Caitlin Phillips

**Caitlin Phillips, Planning Board
Secretary**

Dated: 01/16/2026

Prepared by: Alyse Landano Hubbard, Esq.

Byram Township Planning Board Bills**February 5 2026**

Harold Pellow	Date	Amount
Inv. 84922 Malloy: review	12.19.2025	\$ 370.00
Inv. 84920 Lisk: review	12.19.2025	\$ 112.50
Inv. 84919 Prestia: meeting attendance, review	12.19.2025	\$ 217.50
Inv. 84918 Shrensel: meeting attendance, review	12.19.2025	\$ 257.50
Harold Pellow Total		\$ 957.50
Maraziti and Falcon	Date	Amount
Inv. 60978 General: Communications, review	01.12.2026	\$ 385.00
Inv. 60980 Prestia: communications, review	01.12.2026	\$ 420.00
Inv. 60982 JAM: communications, resolution	01.12.2026	\$ 350.00
Maraziti and Falcon Total		\$1,155.00
Colliers	Date	Amount
Inv. 1125520 JAM:meeting attendance, prepare, review, call	12.17.2025	\$ 477.50
Colliers Total		\$ 477.50
Grant Total		\$2,590.00