

# MONMOUTH COUNTY PLANNING BOARD

FREEHOLD · NEW JERSEY

CHARLES CASAGRANDE  
Chairman



JOSEPH BARRIS, PP, AICP, CFM  
Director of Planning

## MINUTES

### Monmouth County Areawide Quality Management Plan Amendment Review Committee

Wednesday, February 5, 2025  
Planning Board Conference Room &  
via WebEx Web Conference

---

#### 1. CALL TO ORDER

James Schatzle called the meeting to order at 11:01 AM.

#### 2. OPEN PUBLIC MEETING COMPLIANCE STATEMENT

Counsel Mark Aikins read the compliance statement.

#### 3. ARC PREAMBLE

Counsel Aikins read the Amendment Review Committee Preamble

#### 4. ROLL CALL-ATTENDANCE

Members Present	James Schatzle, Charles Casagrande, Joe Barris
Members Absent	Lori Ann Davidson (Excused), Joseph Ettore
Alternates Present	Judy Martinelly, David Schmetterer
Staff Present	Harriet Honigfeld, Nailah Pile, Melissa Bezahler, Leah Emmerich
Counsel Present	Mark R. Aikins, Esq.
Public Present	P. Canal, BRSA (virtually)

#### 5. COMMITTEE REORGANIZATION

##### A. MCPB Resolution 2025-05 Naming ARC Membership for 2025

Counsel Aikins read the names of members into the record.

##### B. Election of Officers

Counsel Aikins served as Chair Pro-Tem. Charles Casagrande motioned, and Judy Martinelly seconded the election of James Schatzle as Chairperson. There were no other nominations. Charles Casagrande motioned, and Joseph Barris seconded nominations be closed. James Schatzle was elected Chairperson by unanimous affirmation.

Charles Casagrande motioned, and Chair Schatzle seconded the election of Lori Ann Davidson as Vice Chairperson. There were no other nominations. Charles Casagrande motioned, and Judy Martinelly seconded nominations be closed. Lori Ann Davidson was elected Vice Chairperson by unanimous affirmation.

**C. Adoption of February 2025 to January 2026 Meeting Schedule**

Charles Casagrande motioned, and Chair Schatzle seconded adoption of the 2025 meeting schedule (attached hereto). The 2025 ARC Meeting Schedule was adopted by unanimous affirmation.

**6. STAFF REPORT – Amendment Review Committee Active Projects**

Harriet Honigfeld updated the committee of three active projects currently in the *New Jersey Register*. Final notice has been posted in the *New Jersey Register* for two projects: Zarelli Commercial Property, 255 Squankum Road, Howell Township and Hexa Builders, Millstone Township. Next steps would be for staff to update the County’s Future Wastewater Service Map. A Preliminary notice has been posted in the *New Jersey Register* for Gaitway Farms, Manalapan Township. New Jersey Department of Environmental Protection (NJDEP) has received public comments. Staff will address the additional feedback and determine whether the application can be considered for recommendation to the Board of Commissioners. Harriet Honigfeld also mentioned that the Old York Road project is pursuing an NJPDES (New Jersey Pollutant Discharge Elimination System) Discharge to Groundwater (DGW) General Permit as well as continuing with the County ARC process for approval.

Joe Barris commented that staff is working to clarify the Amendment Review process for applicants to ensure it aligns with the most recently adopted guidance for the NJPDES DGW general permits.

Harriet Honigfeld made the committee aware of two active applications that are incomplete. One project is awaiting a municipal code change, of which the municipality is aware. The second project Avalon Middletown, Middletown Township did not provide wastewater calculations for two of its accessory buildings. Staff has asked the applicant to provide the additional information.

**7. Adoption of Minutes September 2024**

Charles Casagrande motioned to accept the minutes of September 4, 2024. Judy Martinelly seconded. The minutes were approved by unanimous affirmation.

**8. New Business**

None.

**9. Old Business**

None.

**10. Comments from the Public**

None.

**11. Adjournment**

Charles Casagrande motioned and Judy Martinelly seconded adjournment of the meeting. By affirmation, all were in favor and the meeting was adjourned at 11:15 AM.