



DEPARTMENT OF ENGINEERING AND PLANNING  
Division of Planning & Economic Development  
Sussex County Administrative Center  
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County of Sussex

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SUSSEX COUNTY PLANNING BOARD

MINUTES

February 2, 2026

The meeting was called to order by Autumn Sylvester at 4:00p.m. The meeting is being held in compliance with the Open Public Meetings Act, (P.L. Chapter 231.) Proper notice has been sent to the local newspaper, County Website and has been posted on the bulletin board of the County Administrative Center, One Spring Street, Newton, NJ 07860.

MEMBERS PRESENT:

Concetto Formica, Chair  
John Sheldon, Vice Chair  
Carl Paladino, Secretary  
Steven Liss  
Jennifer Johnson  
Bill Koppenaal, P.E. County Engineer  
Alan Henderson, Commissioner Member  
Chris Carney, Commissioner Alternate

MEMBERS EXCUSED:

Ed Meyer  
Jill Space, Commissioner Director

STAFF PRESENT:

Autumn Sylvester, P.P. Planning Director  
Mark Peck, Esq., Planning Board Counsel  
Matt Sinke, P.E. Assistant County Engineer  
Rick VanderPloeg, Division of Engineering  
Christy Degeorgis, Assistant Planner  
Corey Minnick, Recording Secretary

**REORGANIZATION**

Ms. Sylvester informed the SCPB members that Joe Flanagan has resigned. Jennifer Johnson was reappointed to his remaining term until December 31, 2027 and has been moved from 1<sup>st</sup> Alternate to Full Member.

A. Oath of Office

Mark Peck Esq. administered the SCPB Oath of Office to Jennifer Johnson.

B. Nomination and Election of Chairperson

Ms. Sylvester asked for any nominations from the floor for the position of SCADB Chair for 2026.

**MOTION**

Commissioner Chris Carney nominated Concetto Formica. It was seconded by Jennifer Johnson. Hearing no further nominations, Mr. Peck closed the nominations. A roll-call vote was taken. Results were as follow: John Sheldon-Yes; Carl Paladino-Yes; Concetto Formica-Abstain; Steven Liss-Yes; Jennifer Johnson-Yes; Alan Henderson-Yes; Chris Carney-Yes. All were in favor, with an abstention from Concetto Formica. Motion carried.

Chairperson Concetto Formica takes over the meeting.

C. Nomination and Election of Vice-Chairperson

Chairperson Formica asked for nominations from the floor for the position of SCPB Vice-Chair for 2026.

**MOTION**

Commissioner Chris Carney nominated John Sheldon. It was seconded by Jennifer Johnson. Hearing no further nominations, Chairperson Formica closed the nominations. A roll-call vote was taken. Results were as follow: John Sheldon- Abstain; Carl Paladino-Yes; Concetto Formica-Yes; Steven Liss-Yes; Jennifer Johnson-Yes; Alan Henderson-Yes; Chris Carney-Yes. All were in favor, with an abstention from John Sheldon. Motion carried.

D. Nomination and Election of Secretary

Chairperson Formica asked for nominations from the floor for the position of SCPB Secretary for 2026.

**MOTION**

Concetto Formica nominated Carl Paladino. It was seconded by Jennifer Johnson. Hearing no further nominations, Chairperson Formica closed the nominations. A roll-call vote was taken. Results were as follow: John Sheldon-Yes; Carl Paladino-Abstain; Concetto Formica-Yes; Steven Liss-Yes; Jennifer Johnson-Yes; Alan Henderson-Yes; Chris Carney-Yes. All were in favor, with an abstention from Carl Paladino. Motion carried.

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### E. Appointment of Development Review Committee

Steve Liss, John Sheldon, and Concetto Formica are appointed to the Development Review Committee and the remaining SCPB members as alternates was carried unanimously.

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A motion was made by Jennifer Johnson to approve the Minutes of December 1, 2026 as presented. The motion was seconded by John Sheldon. A roll-call vote was taken. Results were as follow: John Sheldon-Yes; Concetto Formica-Yes; Steven Liss-Yes; Jennifer Johnson-Yes; Alan Henderson-Yes. Motion carried.

## **DEVELOPMENT REVIEW COMMITTEE MINUTES**

Ms. Sylvester and Bill Koppenaar provided the Board with a brief summary on the application reviewed at the December 15, 2025 Development Review Committee meeting.

Ms. Sylvester provided the Board with a brief summary of the five applications on the January 20, 2026 Development Review report.

## **MOTION**

A motion was made by Steven Liss to approve the Development Review Committee Minutes for December 15, 2025 and January 20, 2026 as presented. The motion was seconded by John Sheldon and carried unanimously.

## **APPEALS AND WAIVER REQUESTS**

- A. Resolution No. 2025-08, SCPB# 32/22, Lara & Tana Allen, Block 29001, Lots 102 & 104, C.R. 620, M.M. 3-4, Sparta Township

Commissioner Alan Henderson pointed out an error in the resolution to be corrected. The error was corrected.

## **MOTION**

A motion was made by Commissioner Alan Henderson to memorialize the Resolution for SCPB# 32/22, Lara & Tana Allen, Block 29001, Lots 102 & 104, C.R. 620, M.M. 3-4, Sparta Township as corrected. The motion was seconded by John Sheldon. A roll-call vote was taken. Results were as follow: John Sheldon-Yes; Concetto Formica-Yes; Steven Liss-Yes; Jennifer Johnson-Yes; Alan Henderson-Yes. Motion carried.

## **CORRESPONDENCE**

None

## **DIVISION REPORT**

Ms. Sylvester provided the SCPB members a memorandum that provides a summary of the Division of Planning & Economic Development activities. It included program updates, advisory board and

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committee activities, and other matters of interest to the SCPB. Ms. Sylvester highlighted items requiring SCPB action or awareness. She updated the SCPB on the Farmland Preservation Program. There was some discussion between the SCPB members and Ms. Sylvester about the follow up for one farm violation. She updated the SCPB members on the Open Space & Trails Program. There was some discussion between Commissioner Carney and Ms. Sylvester about a Zoom OS meeting/webinar date and time. She stated that it has gone out to the municipalities and there are eight municipalities who are planning to attend and twelve that are interested. Commissioner Carney asked if Planning could resend to see if more interest can be generated. There was some discussion between the SCPB members and Ms. Sylvester. She updated the SCPB members on the Comprehensive Planning & Policy Initiatives which includes the Farmland Preservation Plan Update; Four Seasons of Agriculture Web Application Update; and the SCPB Application Process. There was some discussion between the SCPB members and Ms. Sylvester. She updated the SCPB members on the SCADB activities. She highlighted conflict resolutions; and current SSAMPs; and projects. She updated the SCPB members on the WQMP-PAC activities. She highlighted Plan amendments and reviews underway. She updated the SCPB members on the SWAC activities. She gave the status of the Plan Amendments. She discussed the Food Waste Reduction rules that were signed into law on January 12, 2026. She updated the SCPB members on the OSC activities. She highlighted the adoption of the documents and schedule for the 2026 Trails Grant Program solicitation and gave the deadlines. She discussed the virtual grant webinar that will be held on February 4, 2026 at 2PM via Zoom for any interested applicants.

**UNFINISHED BUSINESS**

A. 2026 SCPB Meeting Date Resolution – Revised

Ms. Sylvester explained the revisions to the SCPB.

**MOTION**

A motion was made by John Sheldon to approve 2026 SCPB Meeting Date Resolution as revised. The motion was seconded by Jennifer Johnson. A roll-call vote was taken. Results were as follow: John Sheldon-Yes; Carl Paladino-Yes; Concetto Formica-Yes; Steven Liss-Yes; Jennifer Johnson-Yes; Chris Carney-Yes; Alan Henderson-Yes. Motion carried.

**NEW BUSINESS**

A. 2025 Annual Land Development Standards Report

Ms. Sylvester briefed the SCPB members on the summary of the SCPB activities for 2025. She noted that the Planning Division anticipates an increase in affordable housing multi-family development projects related to municipal affordable housing obligations and Fourth Round obligations. There was some discussion between the SCPB members and staff on future development trends.

B. 2025 Municipal & County Demographic Reports

Ms. Sylvester briefed the SCPB on the Sussex County and Municipal Demographic Reports for 2025.

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**OPEN TO PUBLIC**

Chairperson Formica opened the meeting to the public. No public was present. Chairperson Formica closed the meeting to the public.

**ADJOURNMENT**

All business having been completed, a motion to adjourn the meeting was made by Alan Henderson. The motion was seconded by Carl Paladino and carried unanimously. The meeting adjourned at 4:39p.m.