

Hightstown Planning Board
Regular Meeting
January 12, 2015
7:30 pm

OPEN SESSION

Fred Montferrat called the meeting to order at 7:33 p.m. and read the Open Public Meetings Act statement: “Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the Trenton Times and the Windsor-Hights Herald, and is posted in the Borough Clerk’s office.”

Flag Salute

Mayor Quattrone swore in the new Planning Board Members, Jason Honsel, and reappointed Dodie Colavecchio and William Searing.

Roll Call

	PRESENT	ABSENT	LATE ARRIVAL
Mr. Lane	✓		
Mr. Montferrat	✓		
Mr. Stults	✓		
Mr. Hansen	✓		
Mr. Mulleavey	✓		
Mr. Searing	✓		
Mayor Quattrone	✓		
Mr. Musing	✓		
Ms. Colavecchio	✓		
Mr. Balcewicz, Alt. #1	✓		
Mr. Honsel	✓		

Also in attendance: Sandy Belan, Planning Board Secretary; Gary Rosensweig, Planning Board Attorney; Tamara Lee, Borough Planner; Carmela Roberts, Borough Engineer.

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APPROVAL OF AGENDA

Mr. Montferrat asked for a motion to approve the agenda. Mr. Mulleavey made a motion to approve the agenda. Mr. Lane seconded. Mr. Montferrat asked for a roll call vote to approve the agenda.

Roll Call Vote: Mr. Lane, Mr. Montferrat, Mayor Quattrone, Mr. Stults, Mr. Hansen, Mr. Searing, Mr. Musing, Mr. Mulleavey, Ms. Colavecchio, Mr. Balcewicz and Mr. Honsel voted yes.

Agenda approved.

NOMINATIONS OF CHAIRPERSON AND VICE CHAIRPERSON

Mr. Musing made a motion to nominate Fred Montferrat to serve as the Chairperson. Mr. Searing seconded the nomination. Seeing no other nominations, Mr. Montferrat closed the nominations.

Roll Call Vote: Mr. Lane, Mr. Montferrat, Mayor Quattrone, Mr. Stults, Mr. Hansen, Mr. Searing, Mr. Musing, Mr. Mulleavey, Ms. Colavecchio, Mr. Balcewicz and Mr. Honsel voted yes.

Motion passed 11-0

Mr. Montferrat nominated Harold Mulleavey to serve as Vice Chairperson. Mayor Quattrone seconded the motion. Seeing no other nominations, Mr. Montferrat closed the nominations for Vice Chairman.

Roll Call Vote: Mr. Lane, Mr. Montferrat, Mayor Quattrone, Mr. Stults, Mr. Hansen, Mr. Searing, Mr. Musing, Mr. Mulleavey, Ms. Colavecchio, Mr. Balcewicz and Mr. Honsel voted yes.

Motion passed 11-0

APPROVAL OF MINUTES

Mr. Montferrat asked if there were any corrections or comments on the minutes of the December 8, 2014 Regular meeting. Seeing none, Mr. Montferrat asked for a motion to approve. Mr. Lane made a motion to approve the minutes. Mr. Balcewicz seconded. Mr. Montferrat asked for a roll call.

Roll Call Vote: Mr. Lane, Mr. Montferrat, , Mr. Stults, Mr. Hansen, Mr. Searing, Mr. Musing, Ms. Colavecchio, Mr. Balcewicz voted yes. Mayor Quattrone, Mr. Mulleavey and Mr. Honsel abstained.

Motion passed 8-0 with three abstentions.

RESOLUTIONS

Mr. Montferrat asked for a motion to approve Resolution 2015-01 – 2015 Meeting Schedule. Mr. Balcewicz noted that the September meeting is scheduled during the religious holidays. Mayor Quattrone made a motion to approve Resolution 2015-01 – 2015 Meeting Schedule as amended. Mr. Stults seconded.

Discussion – The Planning Board September meeting will be held on **Wednesday, September 16, 2015** in order to avoid conflict with religious holidays. Staff will make sure the room is available.

Roll Call Vote: Mr. Lane, Mr. Montferrat, Mayor Quattrone, Mr. Stults, Mr. Hansen, Mr. Searing, Mr. Musing, Mr. Mulleavey, Ms. Colavecchio, Mr. Balcewicz and Mr. Honsel voted yes.

Motion passed 11-0

Mr. Montferrat asked for a motion to approve Resolution 2015-02 - Newspaper Designation. Mr. Stults moved to approve. Mr. Searing seconded.

Roll Call Vote: Mr. Lane, Mr. Montferrat, Mayor Quattrone, Mr. Stults, Mr. Hansen, Mr. Searing, Mr. Musing, Mr. Mulleavey, Ms. Colavecchio, Mr. Balcewicz and Mr. Honsel voted yes.

Motion passed 11-0

Mr. Montferrat asked for a motion to approve Resolution 2015-03 – Appointing the Planning Board Attorney. Mayor Quattrone moved to approve Gary Rosensweig, Planning Board Attorney. Mr. Mulleavey seconded.

Roll Call Vote: Mr. Lane, Mr. Montferrat, Mayor Quattrone, Mr. Stults, Mr. Hansen, Mr. Searing, Mr. Musing, Mr. Mulleavey, Ms. Colavecchio, Mr. Balcewicz and Mr. Honsel voted yes.

Motion passed 11-0

Mr. Montferrat asked for a motion to approve Resolution 2015-04 – Appointing the Planning Board Engineer. Mr. Montferrat moved to approve Carmela Roberts, Planning Board Engineer. Mr. Searing seconded.

Roll Call Vote: Mr. Lane, Mr. Montferrat, Mayor Quattrone, Mr. Stults, Mr. Hansen, Mr. Searing, Mr. Musing, Mr. Mulleavey, Ms. Colavecchio, Mr. Balcewicz and Mr. Honsel voted yes.

Motion passed 11-0

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Mr. Montferrat asked for a motion to approve Resolution 2015-05 – Appointing the Planning Board Planner. Mr. Montferrat moved to approve Tamara Lee, Planning Board Planner. Mr. Lane seconded

Roll Call Vote: Mr. Lane, Mr. Montferrat, Mayor Quattrone, Mr. Stults, Mr. Hansen, Mr. Searing, Mr. Musing, Mr. Mulleavey, Ms. Colavecchio, Mr. Balcewicz and Mr. Honsel voted yes.

Motion passed 11-0

Mr. Montferrat asked for a motion to approve Resolution 2015-06 – Appointing the Planning Board Secretary. Mr. Montferrat moved to approve Sandy Belan, Planning Board Secretary. Mr. Stults seconded.

Roll Call Vote: Mr. Lane, Mr. Montferrat, Mayor Quattrone, Mr. Stults, Mr. Hansen, Mr. Searing, Mr. Musing, Mr. Mulleavey, Ms. Colavecchio, Mr. Balcewicz and Mr. Honsel voted yes.

Motion passed 11-0

NEW BUSINESS

Appoint member of Planning Board to serve as liaison to the Environmental Commission

Mr. Montferrat asked for clarification from Mr. Rosensweig regarding liaisons.

Mr. Rosensweig - As long as there is mutuality – as long as someone is serving on both Boards. Question concerning the voting rights of the liaison. Liaisons are a voting member of the respective committee or commission they were appointed to.

Motion made by Mr. Montferrat to reappoint Harold Mulleavey to serve as liaison to the Environmental Commission. Mr. Lane seconded.

Roll Call Vote: Mr. Lane, Mr. Montferrat, Mayor Quattrone, Mr. Stults, Mr. Hansen, Mr. Searing, Mr. Musing, Mr. Mulleavey, Ms. Colavecchio, Mr. Balcewicz and Mr. Honsel voted yes.

Motion passed 11-0

Appoint member of Planning Board to serve as liaison to the Historic Preservation Commission.

Motion made by Mr. Montferrat to reappoint himself to serve as the liaison to the Historic Preservation Commission. Seconded by Mr. Stults.

Mr. Montferrat noted that Rick Pratt is now the chairman of the Historic Preservation Commission which will provide continuity.

Roll Call Vote: Mr. Lane, Mr. Montferrat, Mayor Quattrone, Mr. Stults, Mr. Hansen, Mr. Searing, Mr. Musing, Mr. Mulleavey, Ms. Colavecchio, Mr. Balcewicz and Mr. Honsel voted yes.

Motion passed 11-0.

MEMORIALIZATION OF RESOLUTION 2015-07 – Peddie School – Dormitories Preliminary and Final Site Plan Approval; D6 & Bulk Variances and Waivers

Mr. Montferrat asked if there were any comments on this resolution. Mr. Rosensweig reviewed some of the highlighted items. Mr. Rosensweig stated that he had spoken with the attorney for the applicant and they wanted to clarify some items (dates and phrases). Both Ms. Roberts and Ms. Lee have approved the suggested changes. These changes more accurately reflect the application.

Mr. Montferrat asked for a motion to approve the Memorialization of Resolution 2015-07. Mr. Lane moved to approve. Mr. Searing seconded.

Roll Call Vote: Mr. Lane, Mr. Montferrat, Mr. Searing, Mr. Musing, Ms. Colavecchio and Mr. Balcewicz voted yes. Mayor Quattrone, Mr. Stults, Mr. Hansen, Mr. Mulleavey Mr. Honsel abstained.

Motion passed 6-0 with five abstentions.

Public Comment

Mr. Montferrat opened the floor for any public comments about anything that is not on the agenda.

As no one came forward, Mr. Montferrat closed public comment.

HEARING

Application #2014-03 – Application for Minor Subdivision Approval, Teckno Properties, LLC, 314 Second Avenue, Block 47, Lots 5 & 6

Teckno Properties, LLC is requesting adjournment of the scheduled hearing. Applicant asked that the Board take jurisdiction. Mr. Rosensweig noted that as long as the hearing is scheduled within a month (by the February 9, 2015 meeting), the applicant will not be required to re-notice.

Mr. Balcewicz requested that since this application will not be heard until February 9 (quarterly taxes are due February 1) request that staff verify payment of taxes and water and sewer current to date of their hearing.

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Mr. Mulleavey made a motion to approve the hearing continuation of the Teckno Properties to the meeting scheduled for February 9, 2015. Mr. Lane seconded.

Roll Call Vote: Mr. Lane, Mr. Montferrat, Mr. Stults, Mr. Searing, Mr. Musing, Mr. Mulleavey, Ms. Colavecchio, Mr. Balcewicz and Mr. Honsel voted yes. Mayor Quattrone and Mr. Hansen abstained.

Motion passed 9-0 with two abstentions.

DISCUSSION

Portable Signs - Bill Schmeling is asking for clarification and possible changes to the portable sign ordinance.

Mr. Rosensweig – there is an ordinance allowing the use of portable signs. However, if they are becoming a problem, the ordinance can be amended.

Mr. Stults – if you look down Main Street every business seems to have a portable A-frame sign. They are literally down the entire street. Think the idea of odd/even days may be helpful.

Mr. Montferrat – We have an Ordinance Subcommittee (Joe Balcewicz, Bill Searing, and Dimitri Musing and Fred Montferrat) to review the ordinance and report back to the Planning Board.

Mr. Searing – Beneficial if members have any suggestions, please let the subcommittee know.

Mr. Balcewicz – Ordinance is not very detailed. I don't get downtown much, is this a real problem?

Mr. Mulleavey – Asked about freestanding signs – minimum 100 feet of frontage. Freestanding signs are more permanent and a permit is required.

Mr. Musing – In conjunction with the Master Plan, should this discussion be part of the discussion: (1) Do we really want portable signs in Hightstown? (2) Do they really help businesses draw customers – not sure what the real financial impact is on the business.

Ms. Lee – I would expect that the signage ordinance will be reviewed once we go to form based zoning. This is an important part of the esthetics of the streetscape. This seems to be an immediate issue. If we have a form based standard for signs, it would include all types of permitted signs. What needs to be done to address immediate problem – obstructing the sidewalks.

Mr. Stults – A lot of the downtown signs are blocked due to on street parking.

Mr. Hansen – What is the liability regarding these signs? Mr. Rosensweig noted that all portable sign applicants must also include insurance and hold harmless agreement.

Mr. Dimitri – legally if the Borough decides against portable signs, can they be removed?

Mr. Rosensweig – Yes, the Sign Ordinance would need to be amended.

Mr. Searing – sign permits must be renewed each year.

Ms. Lee – My understanding was if it became a problem, we would not renew the permit.

The Ordinance Subcommittee will meet and present their recommendations at the February 9th meeting.

Garage and yard sale signs – should be removed immediately. Zoning Officer does send letters to all neighborhood residents if there is a violation. Signs on telephone poles are not permitted.

For Sale Signs – vehicles – Believe this was updated in the Re-Exam Master Plan.

Mr. Montferrat noted that if you see something in the town, please take a picture and email it to the Construction Office.

Businesses in Residential Area: Discussion

Mayor Quattrone – I see this all around town – garages being used as businesses. It is getting out of hand.

Ms. Lee – We do have a home occupation ordinance? How are these things getting approved?

Mr. Rosensweig – The 1986 Ordinance referred to is not specific. If business is in violation of the approved condition, the owner should come forward. He cannot just ignore the requirements.

Mr. Balcewicz – Mr. Schmeling has requested a floor plan of this particular property.

Mr. Searing – Send to letter to the resident regarding any changes that have been made within the business.

Mr. Rosensweig – The Planning Board is not an enforcement agency. Zoning Officer has the right to inspect the property with advance notice. Determine if any plans are available or previous testimony regarding this property.

Mr. Montferrat – He will talk with the Zoning Officer to determine what the complaints and concerns are.

Mayor Quattrone – Suggested that we include a definition of customary home occupations and include specific examples.

NEW BUSINESS

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Fernando De Jesus, Custom Bandag, Inc., 415 Mercer Street was present – Owner of the property. Moved to this location from Monmouth Street – owner of the Lucas Property.

Outside Trucks Parking on Property – 415 Mercer Street:

At this time Mayor Quattrone recused himself from the discussion.

Mr. Rosensweig – You have received two letters from the Zoning Officer regarding trucks parked on your property. The Zoning Officer suggested you come to the Planning Board Meeting. Tell us what the trucks are doing on the property and who owns the trucks. According to Zoning Officer, they are not awaiting repairs. How did they get there and where did they come from?

Mr. De Jesus – the lot is large – The gentleman parking trucks is a long time customer. His company is TB Express Truck & Trailer. He asked to use the space to park his trucks overnight.

Mr. De Jesus introduced his Store Manager, Marco. We service the trucks on a regular basis – tires and rims. Previously they were at the Minute Maid property. We are servicing the vehicles on a weekly basis. They have an agreement with Bandag to park vehicles.

Mr. Balcewicz – How many vehicles are parked there on a weekly basis – Marco 10-12 during week and more vehicles over weekends (Friday, Saturday, Sunday). By Monday most of the trucks are gone.

Mr. Musing - How much space are you subleasing? Marco – approximately one acre.

Mr. Mulleavey – What is the condition of the ground? Asphalt.

Mr. Montferrat – This is not a permitted use.

Mr. De Jesus – When I was first approached regarding allowing the parking, unfortunately, I did not consult with anyone, particularly my attorney regarding permission to allow parking on the property. When they requested use of the parking area, we entered into agreement. The contract states that they maintain the facility and keep the parking lot clean. We maintain a frequent eye on the situation and made it clear in the beginning that no repairs on site regarding any environmental issues would be permitted. Marco supervises the area on a daily basis. We currently have a one-year lease, ten months into lease. Received first notification from Zoning Officer October 14 and second notice December 3.

Mr. Montferrat - Do you plan to file an application for variance?

Mr. De Jesus – I am willing to do whatever is required by the Planning Board.

Mr. Rosensweig – The problem is bringing another business on site without seeking clearance or approval. This person moved to you location because there was a legal settlement with the Minute Maid property. Due to the legal settlement with the property owners, he was required to move his trucks off the Minute Maid property. You would need to apply for two variances – (1) second principal use and (2) truck parking. Applications and checklists are available from the Planning Board Secretary. Requires fees, notices and hearing. You may want to consider the benefits vs. the expenses. It is your right to make the application. However, costs involved include plans, attorney fees, possible traffic studies, etc. This is not a simple process.

Ms. Lee – This becomes a little more problematic because they are collecting rent not just repairing the trucks.

Mr. Rosensweig - You may want to request an interpretation that the use is permissible - accessory to business. You may seek an interpretation that what you are doing is permissible. This Board could grant an interpretation. If the Board denies the interpretation you would have to seek the variance. You should weigh each option. You have received several notices from the Zoning Office, so something must be done as soon as possible. You should be filing for the next meeting which is February 9.

Mr. De Jesus - I will contact my attorney and discuss these options. He thanked the Board for the opportunity to speak and get clarification on this matter.

Mayor Quattrone returned to the meeting.

Trees on Hutchinson Street – Ms. Roberts – This is a continuation of discussion that started at the last meeting regarding – Hutchinson Street the block between Park Ave. and Lincoln Ave. Since that meeting, Ms. Roberts met with the Borough Council. Council asked Ms. Roberts to put together (4) alternatives on how to improve this section of road. The Council is seeking advice from the Planning Board on the appropriate improvement.

Block between Lincoln and Park has large Gum tree at corner and five Sycamore trees along the street. We have to remove this Gum tree because it has lifted the sidewalk so high that it is impossible to create a handicap ramp that will meet ADA compliance. This project is funded by DOT, and the Borough will not receive approval or grant moneys if the project does not meet ADA compliance. The Environmental Commission would like us to save all the trees and put sidewalk on the east side. There is currently not enough right-of-way for sidewalks.

Ms. Roberts reviewed the four (4) proposed improvements:

(1) Base Design – Description

- a. All trees on west side are removed.
- b. Sidewalk and curb installed on west side between Park Ave. and Lincoln Ave.
- c. Reduce road width from ± 34 -ft. to 32.5-ft.
- d. Existing sanitary sewer is 5-ft. deep.

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(2) Alternative #1 – Description

- a. Curb will only be installed on the west side of Hutchinson Street between Park Avenue and Lincoln Avenue.
- b. Reduce road width from ± 34 -ft. to 29-ft.
- c. To accommodate the alignment of the curb, the sanitary sewer will have to be replaced from Park Avenue to Lincoln Avenue and a new manhole constructed to connect to the existing system. All laterals will have to be replaced.
- d. Parking restrictions are required on one side of the road between Park Avenue and Lincoln Avenue.
- e. Serious damage to trees at 209 Hutchinson Street and 301 Lincoln Avenue in order to install sanitary laterals. Will require removal.

Total estimated change in cost - +\$18,000.00

(3) Alternative #2 – Description

- a. No tree removal.
- b. Improvements to west side of Hutchinson Street only for bituminous driveway repairs.
- c. Pavement will be narrowed on east side of road via a realigned curb line between Grant Avenue and Lincoln Avenue.
- d. Sidewalk installed on east side between Grant Avenue and Lincoln Avenue.
- e. A mid-block crosswalk is required to direct pedestrian traffic to Lincoln Avenue.
- f. Reduce road width from ± 34 -ft. to 27-ft.
- g. The concrete driveway extensions originally planned for the existing driveways on the west side of the roadway will now be bituminous. The driveways on the east side will now be concrete to meet the realigned curb and sidewalk.
- h. Parking restrictions are required on one side of the road between Grant Avenue and Lincoln Avenue.

Total estimated change in cost - +\$3,500.00

Impact - restrict parking, essentially no improvements to the west side of the street. Sanitary sewer will impact trees.

(4) Alternative #3 – Description

- a. Concerns about impact to tree roots. May require removal.
- b. Pavement will be narrowed on west side of road via a realigned curb line between Park Avenue and Lincoln Avenue.
- c. Sidewalk installed on west side between Park Avenue and Lincoln Avenue, in front of the existing trees.
- d. Reduce road width from ± 34 -ft. to 27-ft.

- e. To accommodate the alignment of the curb, the sanitary sewer will have to be replaced from Park Avenue to Lincoln Avenue and a new manhole constructed to connect to the existing system. All laterals will have to be replaced.
- f. Serious damage to trees at 209 Hutchinson Street and 301 Lincoln Avenue in order to install sanitary laterals.
- g. Parking restrictions are required on one side of the road between Park Avenue and Lincoln Avenue.

Total estimated change in cost - +\$39,300.00

The Board members discussed the alternatives as presented by Ms. Roberts. Council seeking advice on what would be the best way to improve this area. Want to have a connected sidewalk route to Lincoln. It is important to have sidewalks on at least one side of the street.

Mr. Mulleavey – What is the driving factor, ADA or sewer lines? Both are factors.

Mayor Quattrone – No public attended the Council meeting for discussion. There is an existing sidewalk there currently. Trees are a problem for the Borough. Once curbs go in, a lot of the root system will be impacted. A timely decision is needed.

Ms. Roberts – The trees will be replaced 2-1 ratio. Environmental Commission feels that the trees are an important part of the beauty in Hightstown Borough. We follow the lead of the Shade Tree and Environmental Commission.

Mr. Montferrat – Where would the additional funds come from? Numerous additional alternatives have been added to this project. Original bids came in higher than expected. The CFO is waiting for the bids to determine funding for the remainder of this project.

Mr. Musing – If we can upgrade the sewer system and add additional sidewalks, the benefit outweighs the negative of the tree removal. I'm personally in favor of the original proposal.

Mr. Mulleavey – Alternative #2 seems to be a “win win” for all. Getting what we need – sidewalk by the park, trees can stay, ADA compliance and sanitary system.

Ms. Roberts – Alternative #2 - narrowing road to 27 feet, parking on one side only. We are not going to do anything to the west side of the road. One block of residents will have nothing done. Realize what this will look like if this is what you chose. Usually when improvements are done it includes everyone in the neighborhood. Tree replacement is already included in the budget.

Ken Lewis DPW and Henry Underhill feel that the narrowing of the roadway could be a problem – concern about snow removal.

Mr. Stults – How many times during the design have property owners been informed? Administrator sent letters to all residents within 200 feet. No residents attended the Council Meeting to express their concerns.

Mr. Balcewicz – I narrow roadway is a positive – reduces speed and traffic.

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Mayor Quattrone – One of the concerns with the narrow street, there is no place to put the snow. You then need to haul it away.

Ms. Lee – There is a lot to consider. Sycamore trees are very resilient. Not too concerned about the road being narrowed – natural calming factor – reduces speed. Most of the properties have driveways. I like alternate #2. The character of the street will be different. Replace the Sycamore Trees with oaks which have deeper root system.

Mr. Montferrat – This is a difficult decision to make.

Mr. Hansen – The Sycamore trees are very nice, however as a home owner, they are difficult to maintain.

Ms. Roberts – David Zaiser makes the decision on which replacement trees are selected.

Mr. Montferrat asked for a motion to support the Base Design for Hutchinson Street Road Project as presented by Roberts Engineering Group, LLC.

Mr. Musing made a motion to support the Base Design for the Hutchinson Street Road Project as presented by Roberts Engineering Group, LLC. Seconded by Mr. Hansen.

Roll Call Vote: Mr. Lane, Mr. Montferrat, Mayor Quattrone, Mr. Stults, Mr. Hansen, Mr. Searing, Mr. Musing, Mr. Mulleavey, Ms. Colavecchio voted yes. Mr. Balcewicz and Mr. Honsel voted no.

Motion passed 9-2

COMMITTEE AND PROFESSIONAL REPORTS

Sign Subcommittee – Mr. Balcewicz, Mr. Musing and Mr. Searing.

Preliminary Application Review Committee – Mr. Lane, Mr. Musing and Mr. Honsel.

Mr. Montferrat introduced new member, Jason Honsel.

Mr. Honsel – I have been with Peddie School for five years as a college counselor. I grew up in a small town in Pennsylvania. I worked in college admissions for NYU and Lehigh University. I have lived in New York, Los Angeles and now Hightstown.

Architectural Review Committee – Ms. Colavecchio, Mr. Hansen and Mr. Stults. Mr. Montferrat will also ask Rick Pratt to be a part of this committee at times.

Mr. Montferrat reminded new members that they will need to attend a seminar for new Planning Board Members. Tamara Lee will be teaching the class on February 28 at Hillsborough Twp. Municipal Complex if anyone is interested in attending. Please coordinate registration through the Planning Board Secretary.

CHAIRMAN AND BOARD MEMBER COMMENTS

Mr. Stults – I made a presentation to last week at the Borough Council Meeting regarding Downtown Hightstown. The businesses have collected funds to be used for the expressed use of planning issues in the downtown area. Meeting scheduled for Thursday with a planning consultant regarding a downtown plan. Programs to enhance and add to the downtown area. Develop long term plans for the area. This plan would complement the Planning Board and the Master Plan for the Downtown Corridor.

Ms. Lee presented a list of initiatives as outlined in the 2014 Re-Examination Report. This is the next step in the Re-examination of the Master Plan which is to prioritize the initiatives.

- Continue working on Route 33 corridor area
- Update redevelopment plan for the Rug Mill
- Redefine the list of permitted uses for downtown. Previously discussed form based zoning for the downtown area. However, this is a much bigger project which will take a while. We can start changing the character of the downtown and creating the downtown area as a “destination,” which will hopefully create more activity. Determine the permitted used for the downtown area. This could be done during several subcommittee meetings.
- Ordinances in place for the downtown core zone and the downtown gateway zone.

Grants for form based zoning will take some time. The form based zoning ordinance will also take a considerable amount of time.

Borough Council may want to establish an ordinance in the residential zones to make it more difficult to take large homes and break them up into rental/boarding units. Create an ordinance that would make it easier to change the larger homes into “bed and breakfast.” This would keep visitors in town which in turn will help the downtown area.

Historic Preservation Commission – produce a first draft of a façade design standard manual for downtown. Look for areas to expand the Historic District.

Cultural Arts Commission – identify spaces for shared venues for performing and visual arts in the downtown area.

Environmental Commission – draft green building policies and green development checklist.

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Parks & Recreation – develop a master plan for prioritizing improvements to the recreational facilities. Build on the idea of creating the Borough as a “destination.” Pursue grants for bicycle and walking paths.

This plan gives a direction in which to begin the process. Start to set up some subcommittees on the Planning Board to deal with certain items. Liaisons to other committees please pass this information on to the appropriate Committee or Commission.

Peddie School Master Plan – several items that we could dovetail with Peddie on some of their endeavors.

Mr. Montferrat – The Borough Council is looking for more direction and a schedule for the Planning Board.

Mayor Quattrone – He will be in Borough Hall every Thursday night 6:30 p.m. to meet with residents.

Mr. Balcewicz – House fire 111 Hauser St. two apartments. Is there anything the Planning Board can do to make sure that this does not happen again?

Mr. Mulleavey – requires enforcement – more help on police side.

Mayor Quattrone – Dave Bell, Housing Official, will be working additional hours during the week and hopefully this will assist in following up on the violations. Need to make the residents aware that if they see something they should say something.

Mr. Stults – Overcrowding is a key issue with the residents. Not sure what the town can do legally.

Mr. Rosensweig - Provided George Chin with the ordinances that allow the Borough to enforce the housing codes. You need to be hard on those who do not abide by the law.

Mr. Montferrat – Everyone is doing more with less – fewer inspectors.

Mayor Quattrone – Ms. Lee has previously provided a copy of Princeton’s housing ordinance. This ordinance has been challenged in court and been upheld.

Mr. Lane moved to adjourn. Mr. Balcewicz seconded. All ayes.

Meeting adjourned at 10:30 PM.

Respectfully submitted,

Sandra Belan, Planning Board Secretary

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