

Hightstown Planning Board
 Regular Meeting
 May 11, 2015
 7:30 pm

OPEN SESSION

Fred Montferrat called the meeting to order at 7:35p.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

Roll Call

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

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

APPROVAL OF AGENDA

Mr. Montferrat asked for a motion to approve the agenda. Mr. Stults 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. Montferrat, Mayor Quattrone, Mr. Lane, Mr. Stults, Mr. Hansen, Mr. Searing, Mr. Musing, Mr. Balcewicz and Mr. Honsel voted yes. Ms. Colavecchio and Mr. Mulleavey were absent. **Motion passed 9-0.**

APPROVAL OF MINUTES

Mr. Montferrat asked if there were any corrections or comments on the minutes of the April 13, 2015 Regular meeting. Seeing none, Mr. Montferrat asked for a motion to approve. Mayor Quattrone made a motion to approve the minutes. Mr. Lane seconded.

Roll Call Vote: Mr. Montferrat, Mayor Quattrone, Mr. Lane, Mr. Stults, Mr. Hansen, Mr. Searing, Mr. Musing, Mr. Balcewicz and Mr. Honsel voted yes. Ms. Colavecchio and Mr. Mulleavey were absent. **Motion passed 9-0.**

PUBLIC COMMENT

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

Seeing no comments, Mr. Montferrat closed the public comment portion of the meeting.

MEMORIALIZATION

Resolution 2015-08 – Teckno Properties, LLC, Minor Subdivision and “C” Variances, Teckno Properties LLC, Application #2014-03, Block 47, Lots 5 & 6, 314 Second Avenue, Discussion: Suggested changes:

Item #11 – add “elevation” after floor – “The finished first floor elevation of the new house shall be 118.90 ft.”

Item #8 – add water and sewer fees

Motion made by Mr. Stults to approve Resolution #2015-08 with the proposed amendments item #8 and #11. Motion seconded by Mr. Musing.

Roll Call Vote: Mr. Montferrat, Mayor Quattrone, Mr. Lane, Mr. Stults, Mr. Hansen, Mr. Musing, Mr. Balcewicz and Mr. Honsel voted yes. Mr. Searing abstained. Ms. Colavecchio and Mr. Mulleavey were absent. **Motion passed 8-0 with one abstention.**

NEW BUSINESS

1. Borough Council Resolution 2015-128 – Requesting the Hightstown Planning Board to Review the Borough Code Regarding Signage in the Highway Commercial Zone for Hightstown Borough

Mr. Stults provided some background information regarding this matter. Michael’s Plaza – “Grand Opening Sign” for new pizza restaurant. Requesting that these signs be permitted for a longer period. The buildings have a greater setback due to their location (Highway Commercial).

Discussion:

- a. Expand the time period permitted for Grand Opening Signs
- b. The Planning Board suggested that the owner should apply for a variance, which would be more expeditious.
- c. Once the formed based zoning ordinance is established, signage will be addressed.
- d. If the speed is a problem, petition the DOT to review the speed limit.

It is the consensus of the Planning Board to refer this matter to a subcommittee to review grand opening signs in the Highway Commercial Zone and review at the June meeting.

Zoning Subcommittee will review the Grand Opening signs with reference to permitted time frame these signs are allowed. Subcommittee will report at the June meeting.

OLD BUSINESS

1. COAH – Tamara Lee presented an update on the Housing Element and Fair Share Plan with Spending Plan – file report before July 8th. A copy of the report was emailed to Planning Board members. The Plan will be discussed further at the June meeting. Plan contains three parts:

- a. Housing Element with updated census numbers
- b. Fair Share Plan – outlines how the Borough is going to satisfy our affordable housing obligation. Also included a summary of the Borough’s COAH previous submissions. The Supreme Court’s decision directed the lower courts to assess whether towns made good faith effort to stay in compliance.

Housing Authority built in 1961. Do not get credit for any development done before 1980. There was a major rehabilitation between 1980-87. At that time the Borough was credited with 30 units through the Housing Authority. The Supreme Court says it should be similar to round 1 and 2. Borough should also get credit for the other 87 units.

- c. Spending Plan – development fees – new residential 1.5% of the assessed value; house in commercial zone would be 6%. This will help to build the housing funds to pay for rehabilitation and affordable housing.

2. Zoning

- a. A-Frame Signs in Downtown – Recommendation from the Planning Board to the Council to instruct the zoning officer by resolution not to issue any additional A-Frame permits until further notification (moratorium on yearly A-Frame sign permits effective July 1).

- b. Chapter 29 - Garage/yard sale signs – forward the proposed ordinance changes to Council for their action.
 - c. Chapter 28 – Home based occupations/business in residential district - forward the proposed ordinance changes to Council for their action.
 - d. Gazebos – Add gazebos as an accessory structure to the Zoning Ordinance – Zoning Officer will provide parameters regarding height, setbacks, location, etc. Letter will be sent to the Zoning Officer advising him to make the above addition to the Zoning Ordinance and provide the parameters.
3. Downtown Design Manual – the subcommittee will review and report to the Planning Board at the June meeting.

Committee and Professional Reports - none

Chairman and Board Member Comments:

Rental Properties – Suggested that as part of the “Pet Census” they could also check on possible signs of a rental and/or overcrowding. Overcrowding continues to be an ongoing problem. Mr. Rosensweig – Construction Official has probable cause for a violation, the property can be inspected. Inspect properties on general notice – inspect certain areas at staggered times.

Mayor Quattrone – Redevelopment Subcommittee – currently four Council members are on this subcommittee. Mayor would like the Planning Board to appoint someone to serve on this subcommittee.

Mr. Stults gave an overview of the upcoming Open House Workshop “ Visioning Workshop for Downtown and Lakeside Improvements” will be held May 26, 4:00 to 8:00 p.m., First Baptist Church, 125 S. Main St. The flyer will be emailed to the Planning Board.

There being no further business Mr. Montferrat asked for a motion to adjourn. Mr. Balcewicz moved to adjourn. Mr. Searing seconded. All ayes. Meeting adjourned at 9:45 p.m.

Respectfully submitted,

Sandy Belan
Planning Board Secretary