

Official Minutes Approved April 1, 2014

Borough of Millstone

Planning Board
Regular Meeting
January 14, 2014

Chairwoman Fung called the meeting to order at 7:40 pm. There were three members of the public present.

Chairwoman Fung read the following statement:

"The regular meeting of the Millstone Borough Planning Board will please come to order. Adequate notice of this meeting has been noticed to the Courier News and posted at Borough Hall. If any member of this body believes this meeting is being held in violation of the Open Public Meetings Act, please state your views at this time, stating the reason for which you feel the notice is improper. Hearing none, we will proceed to the next item on the agenda."

Roll Call:

Present:	Clint Bowers	Dan Devoti
	Dan Dixon	Alice Dorschner
	Christine Fung	Carl Kestner
	Richard McDermott	Derek Johnson

Also present: Gerald J. Muller, Esq – Planning Board Attorney
Carter Van Dyke – Planning Board Planner
Denise Piskowski, Board Secretary

Absent: Don Roden

Mr. Derek Johnson was introduced to the Board as the new class IV member. Mr. Muller swore him in.

Ms. Fung called for nominations for Chairperson

On a motion by Ms. Dorschner, seconded by Mr. Dixon and with an aye vote by all Ms. Christine Fung was appointed as Chairwomen for 2014.

On a motion by Ms. Dorschner, seconded by Mr. Dixon and with an aye vote by all Mr. Carl Kestner was appointed as Vice Chairperson for 2014.

On a motion by Ms. Fung, seconded by Ms. Dorschner, and with an aye vote by all Mr. Dan Dixon was appointed as Board Secretary for 2014.

Ms. Fung read Board Resolution 001-2014 awarding professionals service contracts for Board Attorney, Board Planner and COAH Consultant.

The Board discussed the contracts for the professionals.

With an aye vote by all Planning Board Resolution 001-2014 awarding professional services contracts to Mr. Muller, Mr. Van Dyke and Ms. Bishop was adopted. Mr. Johnson abstained.

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OPEN TO THE PUBLIC

On a motion by Mr. Dixon, seconded by Ms. Dorschner, the Board opened the meeting to the Public.

Ian McCarthy, 22 Matrick Court, Hillsborough, Mr. McCarthy explained that he was currently a Boy Scout and stated that he needed to complete a project to become an Eagle Scout with Troop 89. He is proposing to make historic signs for the Borough as part of his Eagle Scout project. He explained that he had made a presentation before the Historic District Commission (HDC) and Eagle Scout Review Board and they approved of his project. He explained that he would be creating signs for the house that are listed on the Millstone Borough Walking Tour Brochure. The signs would correspond to the number listed on the brochure identifying the historic home. The signs could be either 6" x 10" or 12" x 20" depending on the information on the sign and the information would be printed onto a vinyl, weather proof sticker. The signs would be on wood 5 foot tall posts. He explained that the signs would be permanent signs on private property and he would be going each property owner to ask permission to place the signs on their property. The signs would be maintained by each property owner. He proposes that some signs will be put on Borough property and will ask permission from Council for this portion of his project. He explained that he would raise the money and pay for having the signs constructed and install them himself. There will also weatherproof pictures of historic properties affixed to a 12" x 20" and an explanation of the picture. The signs will be attached to wooden posts that will be painted. The signs would correspond with a 'walking tour' brochure that would be available to the public. Mr. Van Dyke asked if the HDC would be approving the signs before they are installed. Mr. McCarthy stated that he already had HDC approval of the design. The Board asked how the signs would be replaced if they were damaged. Mr. McCarthy stated that he would put the designs on a flash drive and give it to the HDC so that they could replace the pictures. The Board discussed that guidelines should be set so that the signs were uniform and did not obstruct any sight lines. Ms. Dorschner stated that the building and grounds person could work with Ian McCarthy for proper placement of signs. Mr. Van Dyke expressed that numbered signs could cause some confusion for emergency service staff, this possibility should be considered when designing and erecting the signs. The Board informed Mr. McCarthy that final approval is required by Council and that the sign size and shape should be approved by HDC. A discussion ensued. The Board also suggested that Mr. McCarthy bring a prototype to present to Council.

Ms. Orton of the HDC informed the Board that Mr. McCarthy had made a presentation before the HDC in September and they are very supportive of his project.

Ms. Orton also informed the Board that the Millstone Valley Preservation Coalition has a video on the scenic byway and there are pictures of Millstone in the video. The Coalition's next meeting is in Griggstown on January 15, 2014 and the video will be shown.

On a motion by Mr. Dixon, seconded by Ms. Dorschner, the Board closed the meeting to the Public.

APPROVAL OF MEETING MINUTES

The Board reviewed the November and December 2013 meeting minutes.

On a motion by Mr. Dixon, seconded by Ms. Fung, the Board approved the November 12, 2013 meeting minutes. Mr. Johnson abstained.

On a motion by Mr. Kestner, seconded by Ms. Fung, the Board approved the December 3, 2013 meeting minutes. Ms. Dorschner, Mr. Dixon and Mr. Johnson abstained.

REVIEW AND VOTE ON PROFESSIONALS' INVOICES

Ms. Dorschner asked about the excessiveness of Mr. Van Dyke's invoices. Mr. Van Dyke informed the Board that he was authorized to use the balance of his 2013 budget to develop three ordinance amendments to the land use code, steep slopes, riparian buffers, and tree protections all of which will be

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part of plan endorsement and some of which are required for the Somerset County Wastewater management plan, a GIS analysis was also included. Mr. Johnson asked if he could have a hard copy of these plans. Mr. Van Dyke stated he would give Mr. Johnson access to the location of he plans.

The Somerset County Planning Board is requesting a list of the members for the Waste Water Management Committee. The committee is served by an elected official, planning board members and the mayor. The mayor will appoint members. Mr. Dixon asked what the Waste Water Management Committee appointment entailed. A discussion ensued as to who was on the Waste Water Management Committee. Christine Fung and Dan Dixon volunteered to serve on the committee.

On a motion by Mr. McDermott, seconded by Mr. Kestner, the Board approved the November 2013 and December 2013 invoices submitted by Mr. Muller and the November 2013 and December 2013 invoices submitted by Mr. Van Dyke. Mr. Johnson abstained.

REPORTS

Mr. Van Dyke reviewed his recommended changes and updates to the Land Use Code and explained which are required for Plan Endorsement and explained his recommendations to the Board.

Mr. Van Dyke explained that the historic district portion of the land use code was outdated and did not have any specific design guidelines or procedures for the HDC to follow. He informed the Board that he could update this so that the HDC could have more consistency and uniformity over the historic district in the Borough. He explained that the HDC would be in charge of enforcing the ordinance and presenting their approvals to the Board. Mr. Van Dyke also outlined his recommendations to this ordinance. Mr. Dixon asked about a flood ordinance and asked if one could be developed that worked with surrounding towns. A discussion ensued.

Mr. Van Dyke will continue to work on these ordinances under the direction of the Board.

Mr. Van Dyke suggested that a subcommittee be appointed to review the environmental ordinance for final approval to the Board. Ms. Fung asked for volunteers for a sub committee to review these changes and make the final recommendations to Council. No one volunteered.

With an aye vote by all the Board agreed to adjourn the meeting at 9:50 pm.

Submitted,



Denise Piszkowski
Planning Board Secretary