

Borough of Millstone

Planning Board
Regular Meeting
January 22, 2008

Chairman Dorschner called the meeting to order at 7:32 pm. There were no members of the public present.

Chairman Dorschner 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 Hillsborough Beacon and 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:	Sal Ciurleo	Dan Devoti
	Keith Dorschner	Christine Fung
	Carol Halm	Ray Heck left the meeting at 8:51 pm
	Richard McDermott	Rebecca Newman

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

Absent: Frank Maffie Jessica Pyatt

APPROVAL OF MEETING MINUTES

There being no public, on a motion by Mr. Devoti, seconded by Mr. Heck, the Board approved the January 8, 2008 regular and executive meeting minutes. Ms. Fung, Mr. Ciurleo and Ms. Newman abstained.

On a motion by Mr. Heck, seconded by Ms. Newman the Board opened the meeting to the Public.

OPEN TO THE PUBLIC:

Gene Grimshaw, 1351 Main Street, informed the Board that he was at the meeting to address a letter that he received from Mr. Devoti regarding the signs on his lawn and his home based business. Mr. Grimshaw informed the Board that his home business consists of embroidery, screen printing and small signs. No customers currently come to the home, orders are taken by phone and the product is delivered to the customer, there is a possibility of there being one employee in the near future.

The Board informed Mr. Grimshaw that the Borough had Ordinances regarding signs and home businesses and that because the property is in the Historic District approval is also required from the Historic District Commission. Mr. Muller read the Ordinance regarding home-based business standards and restrictions. Mr. Muller explained the application process for a variance and informed Mr. Grimshaw that he should contact the Historic District Commission to receive approval for a permanent sign. Mr. Muller further explained the noticing requirements and explained that the escrow fees could be approximately \$2,000 or more. Mr. Grimshaw asked about the Ordinance section allowing signs in the R-20 zone.

Mr. Muller explained the restrictions and informed Mr. Grimshaw that if the sign were to be removed then only a conditional use and site plan approval would be required for the business. A discussion ensued on the fees required for the variances and if they could be waived. Ms. Halm stated that fees had never been waived in the past and that she is against waiving fees. Mr. Grimshaw asked about other home based businesses in the Borough and Mr. Muller explained that when the Board is made aware of these types of uses in residential areas the Board is required to investigate. Mr. Devoti explained that the business that Mr. Grimshaw is running has the primary work being done in the home. Mr. Heck further explained the fees and the steps that are required and why. The Board expressed that they would be available to answer any questions that Mr. Grimshaw might have to help him through the application process. The Board also informed Mr. Grimshaw that if an employee were to be hired that a new use variance would be required with a site plan approval that would include parking, lighting, landscaping, etc. Mr. Grimshaw asked if there were any restrictions about parking a commercial vehicle on the property. The Board stated that there were currently no restrictions for this. Mr. Grimshaw expressed his concerns with the fees and informed the Board that he would submit an application for the variance.

On a motion by Mr. Heck, seconded Mr. McDermott, the Board closed the meeting to the Public.

Mr. Dorschner asked the Board if it would be in the applicant's best interest for liability purposes to have the proper approvals. A discussion ensued on enforcement and the fees involved. Ms. Halm took issue with the way Mr. Grimshaw took the request to conform. Ms. Halm expressed that the Borough needs to enforce the rules to protect the town. Mr. Heck stated that he had received a complaint from a resident regarding Mr. Grimshaw's business. Ms. Newman stated that Mr. Grimshaw put up a large shed and a pool house without approvals and there is currently a dumpster on the property. Mr. Muller stated that site plan approval is not required for the shed or pool as long as it meets zoning standards. Mr. Devoti informed the Board that that no zoning application was applied for. A discussion ensued. If a structure is over 100 square feet a construction permit is required.

DISCUSSION

Mr. Heck informed the Board and Ms. Reynolds of CVDA that he appointed Ms. Halm, Mr. McDermott, Ms. Pyatt, Ms. Vizzini and Ms. Morris to the Plan Endorsement Advisory Committee and that these members were approved by Council. Mr. Heck explained that this is an ad-hoc committee and that they would need to appoint a chairperson and would be working with Mr. Van Dyke. Mr. Heck has appointed 3 members to the Environmental Committee. Ms. Reynolds stated that she was currently working on the GIS mapping

Ms. Reynolds asked the Board to review the Open Space goals and objectives that were submitted to the Board and asked that the Board to consider future goals for the Borough. Mr. Heck outlined the current open space in the Borough, possible areas for sidewalks and possible grant money that could be applied for. A discussion ensued. Ms. Reynolds stated that the Plan Endorsement Advisory Committee would need to define their objectives, goals, policies and adopt an action plan. Mr. Van Dyke gave the Board an outline of items that they should include in the Open Space Plan. A discussion ensued. Ms. Fung asked for examples of open space goals. Mr. Van Dyke explained that the Board should decide how the plan was put together and that the Board should put together action plans for each open space parcel. The discussion continued on a possible heritage park and possible scenic byway through the Borough and other possible options for open space in the Borough.

Ms. Reynolds informed the Board that the Borough needs a stream protection ordinance. Ms. Reynolds informed the Board that she would get a cost to review the model ordinance. Ms. Reynolds also informed the Board that she is currently working on updating the Borough GIS data for the County.

REVIEW AND VOTE ON PROFESSIONALS' INVOICES

The Board reviewed the invoices submitted by Mr. Van Dyke and Mr. Muller.

On a motion by Mr. Devoti, seconded by Ms. Newman with an aye vote by all the Board approved the December 2007 invoices for Mr. Muller and Mr. Van Dyke.

REPORTS

Dan Devoti, Zoning Officer

Mr. Devoti informed the Board that he went to the Franklin Township Police Department to check on the status the warrant for the Blackshear property and found out that the daughter lives in South Bound Brook. Mr. Devoti hand delivered the warrant to South Bound Brook and is currently waiting for an update.

Carol Halm, Council Person

- Greg Bonin reminded Council that the regular primary election is in June and the presidential primary election is in February.
- A work session will follow the February Council meeting.
- Council is working on getting water hook up ad fees waived for borough hall.
- The County plans to hold a hearing regarding the construction on the culvert to start in June. Mr. DeMuro will coordinate the repaving of Main Street with this construction.
- The Mayor is researching voicemail services for the Borough
- Council is investigating police services as a possible shared service with Hillsborough. Council also contacted Franklin Township and they asked for a proposal from the Borough.
- Passed out information from a representative at DEP. The DEP website has a model leaf/grass ordinance. The Borough is Tier 3 and this type of ordinance is not mandatory. Council is currently reviewing model ordinances.
- Council is looking to get community service workers to help with Borough maintenance. Ms. Halm explained the community service workers were non-violent offenders.

Mr. Van Dyke informed the Board that has not heard from Gardener to Gardener.

There being no public, on a motion by Mr. McDermott, seconded Mr. Dorschner, the Board went into executive session

On a motion by Ms. Fung, seconded by Ms. Newman, the Board agreed to close executive session and adjourn the meeting at 10:08 pm.

Submitted,



Denise Piskowski

Planning Board Secretary