

# OFFICIAL MINUTES APPROVED SEPTEMBER 5, 2017

## Borough of Millstone

Planning Board  
Regular Meeting  
August 1, 2017

Mr. Emmich, Board Chairman, called the meeting to order at 7:34 pm. There were five members of the public present.

Mr. Emmich, Board Chairman, 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:

| <b><u>Board Member</u></b>                      | <b><u>Present</u></b> | <b><u>Absent</u></b> |
|---|-----------------------|----------------------|
| Clint Bowers                                    |                       | X                    |
| Dan Devoti                                      | X                     |                      |
| Dan Dixon                                       | X                     |                      |
| Curt Emmich                                     | X                     |                      |
| Christine Fung                                  | X                     |                      |
| Derek Johnson                                   | X                     |                      |
| Carl Kestner                                    | X                     |                      |
| Kristen Ross                                    | X                     |                      |
| Johnathan Stashek                               |                       | X                    |
|   |                       |                      |
| <b><u>Also Present:</u></b>                     | <b><u>Present</u></b> | <b><u>Absent</u></b> |
| Gerald J. Muller, Esq – Planning Board Attorney | X                     |                      |
| Carter Van Dyke – Planning Board Planner        | X                     |                      |
| Denise Piskowski, Board Secretary               | X                     |                      |

### OPEN TO THE PUBLIC

*There being no public comment the Board opened and closed the meeting to the public.*

### APPROVAL OF MEETING MINUTES

*On a motion by Mr. Emmich, seconded by Mr. Devoti, the Board approved the August 1, 2017 meeting minutes.*

Roll Call: Ayes: Devoti, Dixon, , Emmich, Fung, Johnson, Kestner, Ross  
Nays:  
Abstain:  
Not Eligible:

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## REVIEW AND VOTE ON PROFESSIONALS' INVOICES

*On a motion by Mr. Devoti, seconded by Ms. Ross and a roll call vote the following invoices submitted by Mr. Muller were approved.*

- Jerry Muller March 2017 Invoice
  - Inv. 12590 - General Board Services \$ 922.50
- Jerry Muller April 2017 Invoice
  - Inv. 12591 - General Board Services – Affordable Housing \$ 553.50
- Jerry Muller May Invoices
  - Inv. 12590 - General Board Services \$ 20.50
  - Inv. 12695 - 14 Amwell Road, B8.02, L9. LaValva [Escrow] \$ 51.25
- Jerry Muller June Invoices
  - Inv. 12732 - General Board Services \$ 20.50
  - Inv. 12733 - 1445 Millstone River Rd, B7 L8, HRC Parsonage [Escrow] \$ 47.50

Roll Call: Ayes: Bowers, Devoti, Dixon, , Emmich, Fung, , Ross  
Nays:  
Abstain: Kestner, Johnson

The Board discussed the invoice submitted by Mr. DeGrazia and determined that ½ hour was for travel time, which the Borough does not reimburse and that part of the escrow charges should be charged as Board services.

*On a motion by Ms. Fung, seconded by Mr. Emmich, and a roll call vote the invoice submitted by Mr. DeGrazia was approved with changes as shown.*

- DeGrazia April Invoices
  - Inv. 15062727 - 14 Amwell Road, B8.02, L9. LaValva [Escrow] \$973.53
  - Inv. 15062727 – Board services \$102.50

Roll Call: Ayes: Dixon, Emmich, Fung, Kestner, Ross  
Nays:  
Abstain: Devoti, Johnson

## PRESENTATION

Ms. Harding from Somerset County/Ridewise on a 'Complete Streets'

Ms. Harding handed out information to the Board and which included a map of Somerset County with a list of the surrounding towns that currently have a Complete Streets policy.

Ms. Harding explained that a policy could include all uses of streets, not just vehicular traffic, like biking, walking, handicapped access, etc. and that the policy would set guidelines for the use of the roads. It could also include uses that connect river paths to sidewalks. Ms. Harding continued to explain different type of changes that would benefit a community. She also explained which departments should be included when planning updates.

The Board asked what the process would be to include things like curb cuts in a project and expressed some concerns regarding maintenance costs for these improvements. The Board discussed different options and how it might be managed

Ms. Harding informed the Board that as of October 16, 2016 the County has a Complete Streets Policy. The Board continued to discuss the possible benefits of the policy. Most towns have a resolution to start the

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process and Council would need to adopt a resolution unless the Board thought it should be included in the redevelopment plan ordinance. It was discussed which would benefit the Borough.

The Board and Ms. Harding continued to discuss different components of a comprehensive plan and how it could fit into the Boroughs economic redevelopment plan.

## **OPEN TO THE PUBLIC**

*On a motion by Ms. Fung, seconded by Mr. Devoti, and an aye vote by all the meeting was opened to the public.*

Mr. Wiberzbowski, 1393 Millstone River Road, commented that this would be beneficial for the Borough. The Board explained that the County and the Borough were working to preserve the Borough because of its significant historic value.

*On a motion by Ms. Fung, seconded by Mr. Emmich, and an aye vote by all the meeting was closed to the public.*

The Board continued to discuss the benefits of the plan and ask Ms. Harding questions.

## **VARIANCE APPLICATION**

Hillsborough Reformed Church Parsonage, 1445 Millstone River Road, Block 7, Lot 8  
Variance to raise the parsonage building

Mr. Johnson and Mr. Devoti recused themselves and stepped down for this application.

Mr. Muller informed the Board that the publications were noticed properly and swore in Mr. Derick Johnson, 1413 Millstone River Road.

Mr. Johnson informed that Board that he was presenting the variance application on behalf of the applicant, the Hillsborough Reformed Church (HRC). Mr. Johnson explained that this variance was to lift the parsonage building 5 feet out of the flood plain and it would bring the total height to 38 feet. The current maximum allowed height limit is 35 feet. Mr. Muller explained that this was considered a C Variance. Mr. Muller marked the survey, floor plans details and elevations as Exhibit A1. Mr. Johnson explained that the Historic District Commission (HDC) already approved the plans. Mr. Muller read the HDC May 4, 2017 letters conditions to the Board. Mr. Muller indicated that the Board should also include the same conditions in their approval.

Mr. Muller asked Mr. Johnson if there would be changes to the porch roof line and Mr. Johnson explained that the HRC would be keeping the current roof line.

Mr. Muller explained to the Board what an approval for a C variance consists of. He also explained that the parsonage building was susceptible to flooding and to approve this application would not be detrimental to the public good or the ordinances.

*On a motion by Mr. Dixon, seconded by Ms. Fung, and an aye vote by all the meeting was opened to the public.*

Roll Call: Ayes: Bowers, Dixon, , Emmich, Fung, Johnson, Kestner, Ross  
Nays:  
Abstain: Devoti

## **OPEN TO THE PUBLIC**

*On a motion by Mr. Dixon, seconded by Ms. Fung, and an aye vote by all the meeting was opened to the public.*

Mr. Wiberzbowski, 1393 Millstone River Road, stated he was in favor of this application.

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Ms. DeVelder, Main Street, informed the Board that she had her house lifted and that the parsonage is having its 250<sup>th</sup> anniversary this year and asked for the fees to be waived. The Board explained that most of the fees were to pay for the professional's time to review the application and that only Council could waive the application fee.

*On a motion by Ms. Ross, seconded by Mr. Dixon, and a roll call vote, the Board approved the application with conditions as discussed.*

Roll Call: Ayes: Bowers, Dixon, Emmich, Fung, Kestner, Ross  
Nays:  
Abstain:

The Board discussed amending the height ordinance to reflect the maximum height allowed by FEMA for properties in the flood plain.

Mr. Devoti and Mr. Johnson rejoined the meeting.

## REPORTS

Mr. Devoti informed the Board that the trailer had been removed from 63 Amwell Road. He had issued a summons and scheduled a court date, but the trailer was moved and with the consent of the Mayor the charges were dropped.

Mr. Devoti then informed the Board that he had spoken to Mr. Whitman, the owner/landlord of the 3-family home at 1 Main Street, regarding the expansion of the driveway to include a parking lot. He explained that the lot is behind the house and accessed from Ann Street. He further explained that this is an historic property. Mr. Whitman had told him that the adjacent homeowners asked that the driveway be expanded so tenants didn't have to park on the street. He told Mr. Devoti that he is going to plant along the streetscape to block the view to the driveway. Mr. Whitman also told Mr. Devoti that he had approval from the State to for this to be a 3 family unit and he would be providing a copy to Mr. Devoti. Mr. Devoti explained to the Board that the development ordinance states how many parking spaces are permitted and also addresses the size of the lot and a certain distance from the property line.

Mr. Emmich asked that the occupancy of the units be determined and that it be registered with the Borough and asked Mr. Devoti to determine if this was an allowed use in that zone. A discussion ensued.

The Mayor informed the Board that 25 trees need to be removed around the Borough and he has hired a septic consultant and a letter has been sent to all residents with a questionnaire with informational questions. The Mayor also informed the Board that he currently attempting to get a record of the septic systems in the Borough for the septic management plan.

Mr. Van Dyke informed the Board that he received call from Mr. Van Cleef who told him that they had received received sewer approval from the County and the Board should be receiving an application from them soon. Mr. Van Cleef would be contacting Council to work out the prerequisites for the sewer approval and the sewerage authority approval.

Mr. Muller informed the Board that the Borough did not file action with COAH in 2015 and that the Borough should be receiving the number of affordable units that it must have sometime before the end of the year.

*With a motion by Mr. Devoti, seconded by Mr. Dixon, and an aye vote by all, the Board adjourned the meeting at 9:37 pm.*

Submitted,

  
Denise Piszkowski  
Planning Board Secretary