

# MEETING AGENDA OF PLANNING BOARD/BOARD OF ADJUSTMENT OF HIGH BRIDGE BOROUGH

**Meeting Date:** September 21st, 2015 - **Meeting Time:** 7:30 P.M.

**Meeting Location:** High Bridge Rescue Squad, 95 West Main St, High Bridge, NJ 08829

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## 1. CALL TO ORDER:

This is a Regular meeting of the Planning/Zoning Board of the Borough of High Bridge. Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act in that a Notice was published in the Express Times on January 15th, 2015 and the notice of and agenda for this meeting were posted on the bulletin board in the Borough Hall.

2. **FLAG SALUTE:** Led presiding officer.

3. **ROLL CALL:** P = Present, A=Absent

Mark Desire\_\_\_\_, Chris Zappa\_\_\_\_, Steve Dhein\_\_\_\_, Don Howell\_\_\_\_,  
Keith Milne\_\_\_\_, Doug Walker\_\_\_\_, Brent Dugan\_\_\_\_, John Moskway\_\_\_\_\_.

## 4. READING AND APPROVAL OF MINUTES:

June 15, 2015 & August 17, 2015

Motion to dispense with the reading of prior meeting minutes:

Motion:\_\_\_\_, Second:\_\_\_\_,  
Mark Desire\_\_\_\_, Chris Zappa\_\_\_\_, Steve Dhein\_\_\_\_, Don Howell\_\_\_\_,  
Keith Milne\_\_\_\_, Doug Walker\_\_\_\_, Brent Dugan\_\_\_\_, John Moskway\_\_\_\_\_.

Motion to correct/approve the prior meeting minutes:

Motion:\_\_\_\_, Second:\_\_\_\_,  
Mark Desire\_\_\_\_, Chris Zappa\_\_\_\_, Steve Dhein\_\_\_\_, Don Howell\_\_\_\_,  
Keith Milne\_\_\_\_, Doug Walker\_\_\_\_, Brent Dugan\_\_\_\_, John Moskway\_\_\_\_\_.

## 6. VISITORS:

A. Robert Boak representing 81 West Main Street – informal meeting

## 5. RESOLUTIONS

A. **RESOLUTION #PB08-2015** - IN RE Application of Robert Fernandes - Block 29.02 Lot 12

Motion to adopt **RESOLUTION #PB08-2015**

Motion:\_\_\_\_, Second:\_\_\_\_,  
Mark Desire\_\_\_\_, Chris Zappa\_\_\_\_, Steve Dhein\_\_\_\_, Don Howell\_\_\_\_,  
Keith Milne\_\_\_\_, Doug Walker\_\_\_\_, Brent Dugan\_\_\_\_, John Moskway\_\_\_\_\_.

## 7. PUBLIC COMMENTS:

It is the policy of the Planning Board that all public comments on an issue shall be limited to one minute (1) per person per *agenda* subject. Comments may be made only on subjects pertaining to current Borough agenda. No debating between residents. Comments should be addressed to Chairman and Board Members at the public microphone.

## 9. WRITTEN COMMUNICATIONS:

A. Robert Boak request for informal hearing and response  
B. Ken Bogan – HC Planning Board Clarification letter

10. **OLD BUSINESS:** None at this time.

**11. NEW BUSINESS:** Review of amended **ORDINANCE #2014-16** Section 405, regulations for Downtown Business zone for consistency with the Master Plan.

Motion to accept **ORDINANCE #2014-16** as being consistent with the Master Plan:

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
Mark Desire \_\_\_\_\_, Chris Zappa \_\_\_\_\_, Steve Dhein \_\_\_\_\_, Don Howell \_\_\_\_\_,  
Keith Milne \_\_\_\_\_, Doug Walker \_\_\_\_\_, Brent Dugan \_\_\_\_\_, John Moskway \_\_\_\_\_.

**12. PUBLIC COMMENTS:**

It is the policy of the Planning Board that all public comments on an issue shall be limited to five (5) minutes per person and no person may make more than one (1) comment per subject. Comments may be made on any subject pertaining to Board issues. Comments pertaining to Public Hearings should be saved for that section of the agenda. No debating between residents. Comments should be addressed to Chairman and Board members at the public microphone.

**13. DISCUSSION ITEM:**

A. Open Board position

**14. ADJOURNMENT:** Motion to adjourn: \_\_\_\_\_ Second: \_\_\_\_\_ Voice vote:

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**Next Meeting Date:** October 19<sup>th</sup>, 2015

**Meeting Location:** High Bridge Rescue Squad, 95 West Main St, High Bridge, NJ 08829

**Meeting Time:** 7:30 P.M.

**unapproved**  
**MEETING MINUTES OF PLANNING BOARD/BOARD OF ADJUSTMENT  
OF HIGH BRIDGE BOROUGH**

**Meeting Date:** June 15<sup>th</sup>, 2015 - **Meeting Time:** 7:30 P.M.

**Meeting Location:** High Bridge Rescue Squad, 95 West Main St, High Bridge, NJ 08829

Actual meeting may contain discussion of items not mentioned on the agenda and alternatively any items specifically listed may be omitted.

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**1. CALL TO ORDER:**

This is a Regular meeting of the Planning/Zoning Board of the Borough of High Bridge. Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act in that a Notice was published in the Express Times on January 15<sup>th</sup>, 2015 and the notice of and agenda for this meeting were posted on the bulletin board in the Borough Hall.

**2. FLAG SALUTE:** Led presiding officer, Steve Dhein

**3. ROLL CALL:** P = Present, A=Absent

Mark Desire P, Chris Zappa P, Tom Richards P, Steve Dhein P, Don Howell P,  
Keith Milne P, Doug Walker P, Brent Dugan P, John Moskway P.

Also present were Planning Board Attorney Caldwell, Planning Board Secretaries Adam Young and Barbara Kinsky, and Planning Board alternate Jon Valenta.

Tom Richards arrived at 7:36, and Jon Valenta relinquished his seat.

**4. READING AND APPROVAL OF MINUTES:** None at this time.

**5. VISITORS:**

A. Rob Fernandes - informal presentation on Arbors

As per the 2014 Municipal Land Use Law of NJ, 40:55D-10.1 - Informal review

“...The developer shall not be bound by any concept plan for which review is requested, and the planning board shall not be bound by any such review.”

Questions and Comments:

Don Howell asked about the topography of the site. Mr. Fernandes defined the slopes of the property.

Mr. Howell asked if there were storm water drains on Center Street. Mr. Fernandes responded that none were present, but he would pitch the parking lot so it would all go to the back. Currently there are no plans for storm water drains in the parking lot, but there will be storm water pits for the roof water.

Steve Dhein asked if there were any plans for buffer planting around the parking lot. Mr. Fernandes said he will do something but does not have a plan in place as of this time. He explained that he has spoken to nearby residents about this issue. Further discussion ensued regarding the view of the building in regards to land placement. Mr. Dhein also inquired if any units will be A.D.A accessible.

Mr. Fernandes commented that the first floor will be A.D.A accessible, and there will also be two COAH units in the building.

Mr. Fernandes asked if the Planning Board will meet in July. At present time they plan to meet, but with summer schedules there is no guarantee.

Brent Dugan asked Mr. Fernandes how lighting for the parking lot will be handled. Mr. Fernandes responded that he would prefer to leave that to the lighting engineers, he also stated that the lighting engineers are aware of how to buffer lighting pollution for surrounding residents.

**6. PUBLIC COMMENTS:** *AGENDA ITEMS ONLY. OPEN COMMENTS HAVE BEEN MOVED TO ITEM 10*

It is the policy of the Planning Board that all public comments on an issue shall be limited to one minute (1) per person per agenda subject. Comments may be made only on subjects pertaining to

current Borough agenda. No debating between residents. Comments should be addressed to Chairman and Board Members at the public microphone.

Jon Valenta stated support for Mr. Fernandes's Arbors project.

**7. WRITTEN COMMUNICATIONS:**

A. Zoning Officer/Whited correspondences

B. Arbors abstract print

**8. UNFINISHED BUSINESS:** None at this time.

**9. NEW ORDINANCES:** Ordinance #2015-23 and Ordinance #2015-26

A. A review of Ordinance #2015-23 for consistency with the Highland's regulations and the Master Plan.

Motion to accept Ordinance #2015-23 as being consistent with the Highland's regulations and the Master Plan: Motion: Walker Second: Richards

Mark Desire \_\_Y\_\_, Chris Zappa \_\_Y\_\_, Tom Richards \_\_Y\_\_, Steve Dhein \_\_Y\_\_, Don Howell \_\_Y\_\_, Keith Milne \_\_Y\_\_, Doug Walker \_\_N\_\_, Brent Dugan \_\_Y\_\_, John Moskway \_\_Y\_\_.  
Eight ayes, one nay, motion passes.

**Questions and Comments:**

Doug Walker asked if the Borough had notified the Highlands of the change. Mayor Desire and Deputy Clerk Young both responded that Highlands was notified. Mr. Walker also inquired how this will impact High Bridge with the change in COAH numbers. Steve Dhein stated that COAH is currently in flux. Mayor Desire informed the Planning Board that he and Councilman Chris Zappa attended a meeting with other Hunterdon County towns and how to handle the new COAH rules. He stated that high Bridge is ahead of the game in this matter. He stated that High Bridge will remain a part of that coalition of towns in regards to COAH.

B. A review of Ordinance #2015-26 for consistency with the Master Plan.

Motion to accept Ordinance #2015-26 as being consistent with the Master Plan: Motion: Walker Second: Howell

Mark Desire \_\_Y\_\_, Chris Zappa \_\_N\_\_, Tom Richards \_\_Y\_\_, Steve Dhein \_\_Y\_\_, Don Howell \_\_Y\_\_, Keith Milne \_\_Y\_\_, Doug Walker \_\_Y\_\_, Brent Dugan \_\_Y\_\_, John Moskway \_\_Y\_\_.  
Eight ayes, one nay, motion passes.

**Questions and Comments:**

Chris Zappa asked for clarification about this \$50 fee. He asked if the presentation given this meeting by Rob Fernandes would fall under this in the future if this ordinance passes. Mr. Dhein replied that he would be required to pay the fee.

Brent Dugan asked for an explanation of the purpose of the \$50 fee. Mr. Dhein explained that the fee is to guarantee that it is going to occur, and the fee will be credited going forward. Mr. Dugan asked that if the person does not move forward with their project, then the fee is not returned and if so where does this money go. Mr. Dhein affirmed that the fee is not returned. Attorney Caldwell explained that this money would be put in the general fund, because it is an application fee. Mr. Dugan asked if this fee also applies to residents. Mr. Dhein responded that a resident should first check with the Zoning Officer. Mr. Dhein clarified that this fee does apply to commercial and residential development. Explanation ensued with hypothetical examples given by Mr. Dhein.

Mr. Zappa asked if a resident had an avenue to find out their information for free. Mr. Dhein replied that the resident could use the Zoning Officer to get information without a fee. Mr. Zappa asked what the purpose of coming to the Planning Board would be. Mr. Dhein explained that if the Zoning Officer found the plans not

in compliance with zoning laws then that homeowner would need to apply for a variance. He explained that the informal meeting could be used to allow the homeowner a way to get an idea of what the direction of the Planning Board would be leaning before paying the variance fees. Further explanation ensued regarding this matter.

#### **10. PUBLIC COMMENTS:**

It is the policy of the Planning Board that all public comments on an issue shall be limited to five (5) minutes per person and no person may make more than one (1) comment per subject. Comments may be made on any subject pertaining to Board issues. Comments pertaining to Public Hearings should be saved for that section of the agenda. No debating between residents. Comments should be addressed to Chairman and Board members at the public microphone.

Christina Whited presented a prepared packed to the Planning Board. She believes that her store was closed unlawfully. She has a letter from Mr. Hoffman to show providence and she contends that she is grandfathered. Ms. Whited explained her position and had her supporters stand.

Janet McCann, Margaret Rincken, Jennifer Warren, Danielle Cain, Thomas Donnelly, Ross Taylor, Gail Brogan, Judith Elser, Marian Paternodi, Denise Hickson, Jon Campbell and Kimball Well all spoke in support of Ms. Whited's shop, Inside Out.

#### **11. DISCUSSION:**

A. General Requirements and Procedures for the Board(s) and/or Council to make decisions regarding the Land Use Laws as it relates to "Notices of Violations".

Steve Dhein explained the purpose of the Planning Board. He then explained the job of the zoning officer and how he works within a borough or town.

Mr. Milne asked how Ms. Whited should proceed given her situation. Mr. Dhein explained the process she should follow through Borough Hall. Ms. Whited expressed concerns regarding losing her claimed grandfathered status. Attorney Caldwell explained that she would not lose this status if she was able to prove that it is valid. Then Mr. Caldwell summarized the process that Ms. Whited should follow. Discussion with the Planning Board ensued regarding the understanding of this process. It was the recommendation of the Planning that Ms. Whited follow the proper procedure through the governing body.

B. Discussion of new e-mail procedures – [pb@highbridge.org](mailto:pb@highbridge.org)

Mr. Dhein explained the procedures of the new email system. Adam Young explained that we are still testing out the system. Mr. Milne inquired about the type of information that should be sent in an email. Mr. Dhein responded that email should not be the solitary means of communication for all issues, as it can be interpreted differently by the reader. Mayor Desire stated that anything put in these emails can be subject to OPRA.

**12. ADJOURNMENT:** Motion to adjourn: Walker Second: Richards Voice vote: All Ayes  
Motion to adjourn passed.

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**Next Meeting Date:** July 20<sup>th</sup>, 2015

**Meeting Location:** High Bridge Rescue Squad, 95 West Main St, High Bridge, NJ 08829

**Meeting Time:** 7:30 P.M. **Adjournment:** 9:13 P.M.

Respectfully Submitted,

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Planning Board Secretary Adam Young

**UNAPPROVED**

**MEETING MINUTES OF PLANNING BOARD/BOARD OF ADJUSTMENT  
OF HIGH BRIDGE BOROUGH**

**Meeting Date:** August 17th, 2015 - **Meeting Time:** 7:30 P.M.

**Meeting Location:** High Bridge Rescue Squad, 95 West Main St, High Bridge, NJ 08829

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**1. CALL TO ORDER:**

This is a regular meeting of the Planning/Zoning Board of the Borough of High Bridge. Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act in that a Notice was published in the Express Times on January 15th, 2015 and the notice of and agenda for this meeting were posted on the bulletin board in the Borough Hall.

**2. FLAG SALUTE:** Led presiding officer, Chairman Steve Dhein

**3. ROLL CALL:** P = Present, A=Absent

Mark Desire **A**, Chris Zappa **A**, Tom Richards **P**, Steve Dhein **P**, Don Howell **P**,  
Keith Milne **P**, Doug Walker **P**, Brent Dugan **A**, John Moskway **P**

Also present were Mr. Rob Fernandes with professionals, Borough Planner Darlene Green, Board Attorney Bill Caldwell, and Board Engineer Joseph Modzelewski. Eleven members of the public, including press, were also present.

**4. READING AND APPROVAL OF MINUTES:** None at this time.

**5. NEW BUSINESS:**

A. Updated Borough zoning classification maps

Motion to accept the updated Borough zoning classification maps as consistent with the Master Plan:  
Motion: **Richards** Second: **Moskway**

Mark Desire **A**, Chris Zappa **A**, Tom Richards **Y**, Steve Dhein **Y**, Don Howell **Y**,  
Keith Milne **Y**, Doug Walker **Y**, Brent Dugan **A**, John Moskway **Y**. 6 ayes, motion passes

**6. VISITORS:**

A. Rob Fernandes – formal review of the High Bridge Views application

Joseph Modzelewski stated that he satisfied with the application in regards of completeness.

Motion to accept application for completeness:  
Motion: **Richards** Second: **Moskway**

Mark Desire **A**, Chris Zappa **A**, Tom Richards **Y**, Steve Dhein **Y**, Don Howell **Y**,  
Keith Milne **Y**, Doug Walker **Y**, Brent Dugan **A**, John Moskway **Y**. 6 ayes, motion passes

**7. PUBLIC COMMENTS:**

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No comments at this time.

## 8. BOARD OF ADJUSTMENT APPLICATION HEARING:

- Rob Fernandes – hearing of the High Bridge Views application
- Property Location: Block 29.02, Lot 12, Center Street, High Bridge, New Jersey, 08829, vacant lot.
- Zoned for downtown business, DB zone
- The building purpose is rental apartments consisting of twelve units.
- Proper notice: Two Hundred foot list and affidavit of publishing completed.
- A-1 overhead view of proposed grounds and building submitted by Christopher Nusser, the applicant's engineer.
- Size of lot: 33,933 square feet. Size of proposed building: 12,254 square feet.

The Attorney for Mr. Rob Fernandes, Vincent Bisano gave an overview of the High Bridge View project. Testimony was heard from Mr. Rob Fernandes, builder, Mr. Christopher Nusser, Engineer, and Mr. Wayne Ingram, Surveyor and Planner.

Mr. Fernandes described the interior of the building and explained that his reason for including two COAH units, as opposed to three, is due to economics. He also stated that the location of the COAH units is on the first floor of the building and that they are up to the same standard as the other units. Mr. Fernandes stated that his office handles all the administrative duties for these COAH units. Mr. Fernandes stated that, in regards to the report from Darlene Green, he would be able to address any issues she had with the project. Mr. Fernandes also stated he agrees to address all issues as per Mr. Modzelewski's report. He also stated that he was able to talk with most of the residents in the vicinity of the proposed building. Chairman Dhein asked Mr. Fernandes how many bedrooms each COAH unit would have, and he answered that each would be a one bedroom unit. Mr. Milne asked about the problems Mr. Fernandes had faced regarding COAH. Mr. Fernandes referred the Board to the professionals to explain the intricacies of this application process. Mr. Fernandes also stated that he did not have any applicants on his other building even after meeting the proper advertising requirements. Darlene Green questioned Mr. Fernandes if he was aware of requirements of UHAC and if he would be in compliance, he answered that he was aware and would be in compliance. Ms. Green also inquired about the doors on the sprinkler room, and Mr. Fernandes said he would revise the plans to be consistent with the request. Ms. Green also asked if the windows on the furnace room are actually vents disguised as windows, and Mr. Fernandes responded yes.

Christopher Nusser gave a statement regarding his background and qualifications and experience. He is the engineer for the project. He then gave a detailed description of the site and formally labeled the new architectural drawing as A-1. Mr. Dhein asked if A-1 is the same as what they have. Mr. Nusser explained that it is the same except that it also includes the grading found in sheet 4 of 9 as well as the lighting plan sheet 6 of 9. Mr. Nusser also described in detail the parking lot for the project. He stated that Ms. Green has asked for two additional trees to be planted on the property and that this request would be met. Mr. Nusser also detailed the storm water management plan. Mr. Dhein asked where the water would go. Mr. Nusser responded with a detailed explanation of the storm water management plan. A discussion ensued with the Board of Adjustments regarding this matter. Mr. Nusser was also questioned by the Board regarding the vacating of Hill Street and whether this street was still in use. Mr. Nusser confirmed that it is in fact vacated and not in use. Several questions were asked and answered regarding the parking lot and its configuration. Mr. Modzelewski commented that he is satisfied with the compliance to his list of concerns. He feels that they will be able to provide the storm water rules that he required but is subject to his review of the finished design. Discussion ensued with the Board.

Comments: Denise Hickson asked a question regarding where the driveway will be located. Mr. Nusser gave a detailed explanation regarding this inquiry. He did assure that the road will be widened on the applicant's portion of the property.

Mr. Wayne Ingram gave a statement regarding his background. He is testifying as a professional planner for this application. Mr. Ingram stated the definition of a conditional variance. He went over all the requirements for a conditional use variance and stated that the applicant is in compliance to all but two requirements. Mr. Ingram addressed the two conditional use variance requirements that are not being met

and gave detailed explanations for the proposed plan. He discussed the parking space issue of twenty-one spaces versus the required twenty-two parking spaces and the number of COAH units being one less than required. In his statement, Mr. Ingram gave the applicant's justification for not meeting these requirements. Conversations with the Board ensued regarding these conditional variance requirement issues. Mr. Ingram also stated that not meeting these requirements would not pose any negative impacts to the surrounding neighborhood. Borough Planner Green stated her concerns regarding the limited COAH units. The Board expressed concerns regarding meeting COAH requirements. Ms. Green stated that this project wasn't going to directly impact our Borough in this issue especially due to the fact that requirements are constantly changing. Mr. Dhein asked to clarify if there were any additional parking spaces to accommodate visitors. Mr. Ingram stated that these spaces have taken into account visitors. Discussion ensued regarding ways to add an additional parking space. Borough Planner Green proposed that if additional parking becomes necessary would Mr. Fernandes be open to purchasing a parking permit in the Borough to make up for this space. Mr. Fernandes agreed to this proposal. Mr. Dhein also asked about signage being placed to prevent parking at other downtown businesses. Mr. Ingram responded to this concern by stating that the other business would be responsible for signage on their property. Mr. Fernandes also gave information in reference to his other building in town. Mr. Dhein inquired if parking spaces would be assigned. Mr. Fernandes and Mr. Ingram stated that this was not going to be the case unless the situation warranted it. Mr. Moskway asked if a property manager would be living on site. Mr. Fernandes responded that this was not the case but he does have a property manager that will check the building regularly.

**Questions and comments:**

Jody Huxter stated disagreement in regards to the parking situation. He also expressed his dissatisfaction with the proposed building.

Linda Brownley expressed concerns regarding traffic on Center Street. Mr. Ingram stated that the condition of the street is the Borough's responsibility. Mr. Modzelewski stated that typically with project such as these the applicant would need to provide more information regarding traffic generation.

Denise Hickson suggested lowering the speed limit on that street. She also inquired about sewer rights. Mr. Fernandes stated that were granted back in 2008.

Donald Brownley expressed concerns regarding spilled oil. Mr. Caldwell responded that there has been no testimony regarding environmental concerns.

Jody Huxter also expressed regarding water contamination.

Steve Dhein asked a question regarding the sewer line. Mr. Ingram gave a detailed description of the sewer line and the necessary connections. Carl Nosenzo commented that he supports the project.

**Motion:** to close public hearing. **Motion:** Richards **Second:** Howell

**Voice vote:** Six ayes, motion passes.

Discussion ensued between Attorney Caldwell and the Board regarding when a vote would need to occur. Mr. Caldwell stated that the Board can wait and further review the application. The applicant's attorney, Mr. Bisano, expressed concerns to get an answer immediately due to the fact that they are under time restrictions.

**9. WRITTEN COMMUNICATIONS:**

- A. High Bridge Borough zoning classification maps
- B. High Bridge Views application updates – Check waiver requests, Storm water management assessment, plans.

**10. OLD BUSINESS:** None at this time.

**11. PUBLIC COMMENTS:**

It is the policy of the Planning Board that all public comments on an issue shall be limited to five (5) minutes per person and no person may make more than one (1) comment per subject. Comments may be made on any subject pertaining to Board issues. Comments pertaining to Public Hearings should be saved for that section of the agenda. No debating between residents. Comments should be addressed to Chairman and Board members at the public microphone.

Carl Nosenzo commented that he supports the project.  
Jody Huxter expressed dissatisfaction with the proposed project.

Motion: To approve the D3 variance  
Motion: **Walker**, Second: **Richards**

Tom Richards **Y**, Steve Dhein **Y**, Don Howell **Y**, Keith Milne **Y**, Doug Walker **Y**, Brent Dugan **A**,  
John Moskway **Y**. Six ayes, motion passes

Motion: To approve twenty-one (21) parking spaces with the caveat that if the Zoning Officer deems the number of spaces to be insufficient, then the applicant will continue to purchase a parking permit for a downtown parking space.  
Motion: **Walker**, Second: **Howell**

Comments:

Mr. Moskway confirmed the number of permitted parking spaces required by the applicant is necessary.  
Mr. Howell stated that he does not believe that the difference in the number of parking spaces will cause any issues in the downtown business zone.

Tom Richards **Y**, Steve Dhein **Y**, Don Howell **Y**, Keith Milne **Y**, Doug Walker **Y**, Brent Dugan **A**,  
John Moskway **Y**. Six ayes, motion passes.

Motion: To approve the preliminary site plan with the provisions that all of the items from the Board Engineer, including storm water management plan, the Borough Planner and the Borough are met as previously outlined.  
Motion: **Richards** Second: **Walker**

Tom Richards **Y**, Steve Dhein **Y**, Don Howell **Y**, Keith Milne **Y**, Doug Walker **Y**, Brent Dugan **A**,  
John Moskway **Y**. Six ayes, motion passes.

**12. ADJOURNMENT:** Motion to adjourn:   Milne   Second:   Richards   Voice vote: All ayes, motion passes.

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**Next Meeting Date:** September 21<sup>st</sup>, 2015

**Meeting Location:** High Bridge Rescue Squad, 95 West Main St, High Bridge, NJ 08829

**Meeting Time:** 7:30 P.M.

Respectfully Submitted,

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Planning Board Secretary Adam Young

**UNAPPROVED**  
**RESOLUTION #PB08-2015**

**Borough of High Bridge**  
**County of Hunterdon**  
**State of New Jersey**

**Planning Board / Board of Adjustment Resolution**

**IN RE APPLICATION OF ROBERT FERNANDES**  
**BLOCK 29.02 LOT 12**

WHEREAS, the applicant has applied for relief from the High Bridge Land Use Board for variance and site plan approval; and

WHEREAS, the applicant was represented by Vincent Bisano, Esq.; and

WHEREAS, the Board is vested with jurisdiction by virtue of public notice; and

WHEREAS, the Board received documentary evidence and the testimony of witnesses, Robert Fernandes, Christopher Nusser, P.E., Wayne Ingram, P.P., P.S. as well as the testimony of members of the public in attendance; and

WHEREAS, the Board also considered the reports and comments of Darlene Green, P.P. and Joseph Modzelewski, P.E.; and

WHEREAS, the Board made findings of fact and conclusions of law as more particularly set forth on Schedule A attached; and

WHEREAS, on motion by Walker, seconded by Richards, the Board granted an N.J.S.A. 40:55D-3 height variance; and

WHEREAS, on motion by Walker, seconded by Howell the Board granted an N.J.S.A. 40:55D-70(c)(1) variance for the provision

of twenty-one (21) parking spaces subject to the ongoing review of the Zoning Officer to determine whether or not the number of spaces is sufficient; and if not, then the applicant will purchase a parking permit for downtown space; and

WHEREAS, on motion of Richards, seconded by Walker, the Board did approve preliminary site plan subject to the applicant fully complying with conditions raised by the Board Engineer and Board Planner, including but not limited to storm water management, payment of all outstanding fees and taxes, strict adherence to the plan as presented to the Board and the posting of bonds,

NOW, THEREFORE, BE IT RESOLVED that the application be and the same is hereby approved as more particularly set forth above.

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Steve Dhein, Planning Board / Board of Adjustment Chair

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Adam Young, Planning Board / Board of Adjustment Secretary

SCHEDULE A

FINDINGS OF FACT AND CONCLUSIONS OF LAW

Block 29.02, Lot 12 fronting on Center Street in the Borough of High Bridge is currently a vacant lot located in the downtown DB Zone. The applicant is proposing twelve (12) rental units. The total size of the proposed building is 12,254 square feet on a lot of 33,933 square feet.

The applicant is proposing two one-bedroom COAH units. The COAH units would be located on the first floor of the building. The units would be same standard as the market units. The applicant will handle all the administrative duties for the COAH units. The applicant indicated that he did not have any other qualified COAH applicants in his other building despite having followed affirmative marketing requirements. The applicant indicated that he would continue to comply.

The applicant indicated that he would comply fully with the review comments of the Borough Engineer and Borough Planner including but not limited to such issues as the doors on the sprinkler room.

The applicant's engineer testified regarding the parking, in particular the grading plan. The engineer testified that the parking lot would comply in all respects with storm water management concerns. The Board Engineer noted that he is satisfied with the applicant's proposed compliance with his list of concerns. These include by way of example the widening of

the street in front of the project and the installation of trees.

The applicant's Professional Planner testified concerning the standards for a conditional use variance. He testified that deviation from the required number of parking spaces by provision of one less space could be undertaken without substantial detriment to the zone plan. In the event that it should prove necessary, the applicant will purchase an additional parking permit for the one space. The Planner indicated that the provision of two COAH units represented a fair contribution given the nature of the project.

The Board takes note of the fact that there are no currently subsisting COAH regulations. There is the possibility that the application would not go forward at all if three units were required. The Board concluded that the provision of two COAH units was in the Borough's best interest.

Various members of the public were afforded the opportunity to testify. Their concerns ranged from the size of the building to the parking situation and resulting traffic on Center Street. The public also offered observations concerning lowering the speed limit on Center Street. Concern was expressed about sewer capacity.

The Board in considering the expressions and concerns from the public concluded that they did not rise to the level

necessary to deny the applicant approval. The Board found that the project could be approved with certain conditions as more particularly expressed in the review letters of the Borough Engineer and Borough Planner. Such conditions are intended to mitigate the negative aspects of the application.

The Board finds that the applicant is seeking approval for a conditional use with some variance relief associated therewith. The Board concludes that the applicant is providing much needed housing to promote a more vibrant downtown. The concept of a walkable downtown implies that there is the provision of both residential and commercial activities in close proximity to each other. The Board finds that on balance the application will promote the Master Plan. The Board further finds that the variance relief can be granted without substantial detriment to the zone plan in general or the surrounding properties in particular.

Introduction August 13, 2015  
Publication (summary)  
Planning Board August 17, 2015 (*Tentative*)  
Adoption September 10, 2015 (*Tentative*)  
Publication (Title)

**Ordinance 2015-29**  
**BOROUGH OF HIGH BRIDGE**  
**COUNTY OF HUNTERDON**  
**STATE OF NEW JERSEY**

**Amend Ordinance 2014-16 Section 405. Regulations for DB, Downtown Business**

**WHEREAS**, Ordinance 2014-16 Section 405; (B), subsection 11 allows for; *mixed use structures with a combination of two (2) or more of the permitted principal uses within the DB Zone.* and

**WHEREAS**, this section presently does not provide for mixed use Owner-Occupied in the DB Zone;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey that Subsection 12 Live-Work Units be added to section 405.B. to include Section 12 as follows:

12. *Live-work units, which are buildings that provide residential and work space within the same structure typically with work space on the ground floor and residential above.*
  - a) *The work space shall comprise of no less than Fifteen percent (15%) of the principal building's 1<sup>st</sup> floor square footage.*
  - b) *The building shall be owner-occupied. Employees shall include the property owner and may include non-residents.*
  - c) *The owner shall file an application with the Planning Board prior to converting to a Live-Work unit.*
  - d) *The owner shall comply with all current Borough and State; land, building, and fire codes.*
  - e) *The "work" portion of the unit shall contain permitted non-residential uses listed under -Section 405.B. Uses not mentioned in Section 405.B. are strictly prohibited.*

**Introduction**    **November 20, 2014**  
**Adoption**        **December 18, 2014**

**ORDINANCE #2014-16**

**AMENDING CHAPTER 145 OF THE CODE OF BOROUGH OF HIGH BRIDGE, COUNTY OF HUNTERDON  
AND STATE OF NEW JERSEY, THE LAND USE AND DEVELOPMENT ORDINANCE**

**I.        Rezone:**

- a. Rezone the homes between Center Street and Mill Street from McDonald Street to the Columbia Trail, Block 7 lots 5 through 19, from DB Zone to the R-4 Zone as single-family detached homes are not a permitted use in the DB Zone.
- b. Rezone a portion of the C Zone along 513 to the MUC Zone. Block 30 lots 1-21 excluding lot 18, Block 24 Lots 11 -20, and Block lots 50.02 and 50.04

**II.       Parking**

Section 306. Off-Street Parking and Loading.

A. Parking Space Size.

B. Required Number of Parking Spaces: DB Zone.

1. Single-Family Homes – the number of parking spaces shall be provided in accordance with the Residential Site Improvement Standards.
2. Properties with non-residential and apartment uses in the same building – the number of parking spaces shall be provided in accordance with the Residential Site Improvement Standards. No parking shall be required for the non-residential uses.
  - a. At least half of the required parking shall be located on-site.
  - b. The remaining spaces shall be located in one of the public parking lots. The property owner shall purchase a parking permit for each of the off-site parking spaces annually.
3. Properties with non-residential uses only, where the number of employees is less than five during the peak shift – two (2) off-street parking spaces.
4. Properties with non-residential uses only, where the number of employees is six or more during the peak shift – to be determined by the Land Use Board. Factors to be considered include type of tenants, total number of employees, tenant operations, etc.

C. Required Number of Parking Spaces: All Other Zones.

D. Required Number of Loading Spaces.

○

**III. DB Zone Changes:**

Section 405. Regulations for DB, Downtown Business.

B. Permitted Principal Uses.

1. Retail stores, which sell goods or merchandise to the general public. This **excludes** gas and/or service stations.
2. Personal service establishments, except the following:
  - a. Tattoo parlors and/or body piercing.
  - b. Massage parlors.
  - c. Tanning salons.
  - d. Adult-themed retail stores.
  - e. Adult-themed entertainment.
3. Business and professional offices, only on the upper floor(s) of a structure. However:
  - a. Offices that may be located on any floor of a building include travel agencies and real estate offices.
  - b. Buildings in existence as of December 31, 2013 with four or more steps connecting the sidewalk to the first floor may have business and professional offices on the first floor.
4. Restaurants and taverns, except no drive-through windows shall be permitted.
5. Medical and health services, only on the upper floor(s) of a structure. However, opticians may be located on any floor of a building.
6. Studios, including dance, art, aerobic and music, only on the upper floor(s) of a structure.
7. Museums, art galleries and libraries.
8. Child-care centers.
9. Municipal parks, playgrounds, municipal buildings and other public buildings of a governmental or cultural nature, deemed appropriate and necessary by the Mayor and Common Council.
10. Residential uses, including apartments and condominiums, only on the upper(s) floor of a structure. A maximum of six (6) residential units shall be permitted on lots between 5,000 and 10,000 square feet. A maximum of eight (8) residential units shall be permitted on lots greater

than 10,000 square feet. One bedroom units shall contain a minimum of 450 square feet, while two bedroom units shall contain a minimum of 800 square feet. The entrance to said dwelling units shall be directly from a street or from the rear of the building. Units shall not have more than two (2) bedrooms.

11. Mixed-use structures with a combination of two (2) or more of the permitted principal uses within the DB Zone.

#### C. Permitted Conditional Uses.

Refer to Section 409 for special regulations for these uses, except for farm stands and farmer's markets.

1. Churches and similar places of worship, parish houses and similar accessory uses.
2. Public utility uses.
3. Public, private parochial and quasi-public schools and institutions of higher learning.
4. Farm standards and Farmer's Markets:
5. Wireless telecommunications equipment and facilities.
6. Mixed-use Commercial Residential:
  - a. The parcel shall be within one (1) quarter mile of a rail station or mass transit stop.
  - b. The parcel shall have.....
  - c. Minimum lot area ....
7. Bed and breakfast lodging.

#### D. Permitted Accessory Uses.

1. Private garage space for the storage of commercial vehicles.
2. Off-street parking space for the use of patrons and employees and residents, where permitted.
3. Other uses and structures customarily incidental to the principal permitted use.
4. Child-care programs, which shall be exempt from all local zoning restrictions.

5. Massage, bodywork and somatic therapy. While massage parlors remain a prohibited use, massage, bodywork and somatic therapy shall be permitted as an accessory use in the DB Zone, provided the following requirements are satisfied:
  - a. The use is accessory to one of the following principal uses: beauty shop, salon, spa or sports facility.
  - b. All persons employed by the establishment for the purpose of conducting massage, bodywork or somatic therapy shall be certified by the State of New Jersey pursuant to the Massage, Bodywork and Somatic Therapist Certification Act.
  - c. A zoning permit specifically related to the accessory use shall be obtained prior to the start of any such accessory use. There shall be no violations of the Massage, Bodywork and Somatic Therapist Certification Act or the regulations promulgated thereunder, as may be amended from time to time. Any such violation shall result in an automatic rescission of the zoning permit.

E. Area, Yard and Bulk Requirements.

1. Minimum Lot Size: 5,000 square feet
2. Minimum Frontage Width: 50 feet
3. Maximum Front Yard Setback: 8 feet
4. Minimum One Side Yard Setback: 0 feet
5. Minimum Total of Two Side Yards Setback: 5 feet
6. Minimum Rear Yard Setback: 15 feet
7. Minimum Accessory Structure Side Yard Setback: 5 feet where adjacent to R-4 Zone
8. Minimum Accessory Structure Rear Yard Setback: 5 feet where adjacent to R-4 Zone
9. Maximum Lot Coverage: 90%
10. Maximum Building Coverage: 60%
11. Maximum Height: 3 stories and 45 feet

F. Special Regulations.

1. Driveways shall be located at least fifty (50) feet from a street intersection and shall be spaced sufficiently to avoid any potential hazard. No curb cuts shall exceed thirty (30) feet in width.
2. No goods or materials shall be stored or displayed out-of-doors, except as provided below:

- a. Outdoor displays of goods shall be permitted during business hours; however, a three (3) foot wide, obstruction-free sidewalk zone must be maintained to allow for the free flow of pedestrian traffic.
  - b. Outdoor dining areas are permitted within the DB Zone; however, a three (3) foot wide, obstruction-free sidewalk zone must be maintained to allow for the free flow of pedestrian traffic. Tables and chairs shall be secured at closing time.
3. A site plan is required only for any change of use defined as outside the principal permitted use of this section, notwithstanding the definition of “development”.
4. Outdoor storage of construction vehicles and equipment is prohibited.
6. Special conditions for bed and breakfast lodging are the same as those stipulated in Section 409, except that there is no minimum lot size requirement.
- 7.

G. Architectural Design Standards

1. Purpose.

- a. The purpose of the architectural design standards is to establish a set of principles and requirements that guide future redevelopment, repairs and renovations. The following standards shall be used to prepare and review the architectural design of all buildings and structures in a development plan.
- b. Where a development plan involves an existing building, the existing building shall be repaired and/or renovated to comply with this article.
- c. These standards shall be applicable to properties that have frontage on Main Street and North Main Street.

2. Scale and Articulation

- a. New buildings shall be designed to be an integral part of the DB Zone and be developed with appropriate consideration for both proposed and existing buildings with respect to height, massing, location and orientation.
- b. Building wall offsets, including both projections and recesses, shall be provided along any street-facing building wall measuring greater than forty (40) feet in length in order to provide architectural interest and variety to the massing of a building and relieve the negative visual effect of a single, long wall.
- c. The maximum spacing between such offsets shall be twenty (20) feet. The minimum projection or depth of any individual offset shall not be less than one (1) foot.

- d. Vertical offsets can include, but are not limited to, pilasters, projecting bays and changes in façade materials.
- e. All street-facing building walls shall have a clearly defined base, body and cap (see example below).
- f. The architectural treatment of a façade shall be completely continued around all street-facing facades of a building.
- g. Awnings, which add visual richness to a downtown, are encouraged for storefronts. Awnings shall be made of fire-resistant canvas or cloth. All awnings shall be securely attached to the building so that the lowest part of the awning is mounted a minimum of eight (8) feet and a maximum of twelve (12) feet above the sidewalk at the storefront.
- h. No garage doors shall be permitted along any Main Street building façade. However, garage doors are permitted along what is known as North Main Street.
- i. No parking shall be permitted between the building façade and the Main Street right-of-way.

### 3. Corner Buildings

- a. Buildings on corners are significant buildings because they have two frontages visible from the street and act as important landmarks.
- b. Corner buildings shall feature a prominent architectural element, which shall include one of the following patterns:
  - (1) Opening space at the ground level for people to walk across the corner, with the building mass above, redefining the corner.
  - (2) A recessed entry at the corner, such as the familiar angled wall with an entry door (chamfered corner).
  - (3) A corner window with an important view to the building.
  - (4) Bay windows that wrap the corner.
  - (5) A tower element to emphasize the corner.
  - (6) Other unique architectural feature(s), subject to Planning Board approval.

### 4. Roof

- a. The shape, pitch and color of a roof shall be architecturally compatible with the style, materials and colors of such building.

- b. If the building has a flat roof, a parapet shall project vertically to hide any roof-mounted mechanical equipment. Additionally, a cornice shall project out horizontally from the façade and shall be ornamented with moldings, brackets or other details.
  - c. Pitched roofs are encouraged to have dormers, chimneys, cupolas or other similar elements to provide architectural interest. These elements shall be compatible with the style, materials, colors and details of the building.
  - d. Roof top heating, ventilating and air-conditioning (HVAC) systems, exhaust pipes and stacks, satellite dishes and other telecommunications receiving devices shall be screened or otherwise specially treated to be inconspicuous as viewed from the street and adjacent properties.
5. Transparency
- a. Ground floor uses in the DB Zone shall have large pane display windows on the Main Street frontage. Such windows shall be framed by the surrounding wall and shall be a minimum of 50% of the total ground level façade area.
    - (1) The ground level façade area shall be defined as the area bounded by the side edges of the building and the plane coincident with the internal floor of the building and the internal ceiling of the building.
    - (2) Transparent doors may be counted in the minimum transparency calculation.
  - b. Transoms above display windows are encouraged.
  - c. Windows shall be vertically proportioned (taller than wider) where possible.
  - d. Ground floor windowsills along Main Street shall not be more than three (3) feet above the sidewalk. Base panels or bulkheads are encouraged between the sidewalk and the windowsills.
  - e. Buildings of architectural styles that normally have windows with muntins (vertical dividers) or divided lights shall utilize those types of windows.
  - f. Glass blocks are not permitted on facades that abut a public street.
  - g. Exterior security grates are prohibited.
6. Entrances
- a. All entrances to a building shall be defined and articulated by utilizing such elements as lintels, pediments, pilasters, columns, porches, overhangs, etc.
  - b. The main entrance of a building shall face the street on which the property fronts.

- c. Federal law requires that entrances be accessible to handicapped patrons wherever feasible. People with physical disabilities should be able to use the same entrance as everyone else and be provided with an accessible route into the building. When renovating, use the Americans with Disabilities Act Accessibility Guidelines with the assistance of building officials to determine the adequacy of proposed renovations in addressing the needs of the disabled.
7. Materials and Traditional Design Elements
- a. Building facades visible from a public street shall consist of durable, long-lasting materials.
  - b. The predominant material of all street walls shall be brick, cement-board siding, wood and/or stone. Stucco may be used as an accent.
  - c. Buildings shall be designed to be in keeping with the existing Main Street historic architecture, which includes Colonial, Federal and Victorian styles.

#### **IV. C Zone**

##### **Section 406. Regulations for C, Commercial Zone.**

- E. Area , Yard and Building Requirements.
- 1. Minimum Lot Size: 40,000 square feet
  - 2. Minimum Lot Frontage: 140 feet
  - 3. Minimum Front Yard Setback: 40 feet
  - 4. Minimum One Side Yard Setback: 30 feet
  - 5. Minimum Total of Two Side Yards Setback: 50 feet
  - 6. Minimum Rear Yard Setback: 30 feet
  - 7. Minimum Accessory Side Yard Setback: 10 feet
  - 8. Minimum Accessory Rear Yard Setback: 10 feet
  - 9. Maximum Lot Coverage: 70%

10. Maximum Building Height: 3 stories and 40 feet

**V. Mixed-Use Corridor Zone**

Section 406.1 Regulations for MUC, Mixed-Use Corridor Zone.

A. Purpose.

It is the purpose of this zone to provide an area suitable for businesses and services that is compatible with the character and scale of the CR-513 corridor.

B. Permitted Principal Uses.

1. Retail stores, which sell goods or merchandise to the general public. This excludes retail services with drive-through facilities.
2. Personal service establishments.
3. Business and professional offices.
4. Financial services, excluding drive-through facilities.
5. Medical and health services.
6. Health clubs and/or fitness facilities.
7. Child-care centers.
8. Restaurants and taverns, excluding drive-through facilities.
9. Municipal parks, playgrounds, buildings and other public buildings of a governmental or cultural nature.
10. Mixed-use structures with a combination of two (2) or more of the permitted principal uses within the MUC Zone.
11. Live-work units, which are buildings that provide residential and work space within the same structure typically with work space on the ground floor and residential above. The work space shall comprise at least forty percent (40%) of the principal building's square footage. The building shall be owner-occupied. Employees shall include the property owner and may include non-residents.

C. Permitted Conditional Uses.

1. Automobile repair, service, gas stations, conditions as follows:
  - a. The minimum lot area shall be 35,000 square feet.
  - b. The minimum lot frontage shall be 200 feet.
  - c. Rental of motor vehicles, RV's, trailers or boats may occur in conjunction with a gas station so long as the rentals are kept in neat order. Sales of motor vehicles, RV's, trailers and boats are prohibited.
  - d. No automobile repair work shall be done out of doors.
  - e. Parking spaces for customer vehicles awaiting repair and for employees shall be separated from the driveway and general apron area which gives access to gasoline pumps, air pumps and service bays. No designated parking space shall obstruct access to such facilities.
  - f. Vehicles stored on the premises longer than five (5) days must be parked in the rear of the building or to the side if no rear area exists. These long term parking areas shall be screened from public view as follows:
    - (1) A minimum landscaped buffer, five (5) feet wide, shall be provided along all property lines abutting public streets, except where curb cuts are located. Said buffer shall be planted with a staggered mixture of evergreens, deciduous shade trees and shrubs. When planted, evergreens shall be a minimum of four (4) feet in height, deciduous trees shall be a minimum of three (3) inches in caliper and shrubs shall be a minimum of three (3) feet in height.
  - g. Service and parking areas shall be screened from abutting residentially-zoned properties. A minimum six (6) foot high, solid fence shall be erected to screen adjacent residentially-zoned properties.
  - h. Parked cars for scrap must be removed as soon as the titles can be obtained.
  - i. No sale of junk car parts directly to the public shall be allowed.
  - j. Gasoline pumps and air pumps shall be placed within the required front yard of the service station, but shall be no closer than thirty-five (35) to the property line. A canopy may be provided over the gasoline pumps provided said canopy is located no closer than ten (10) feet to the property line.
  - k. All waste oil, antifreeze and heating oil tanks must be on a concrete pad and have a cap to seal the top of the tanks.

- l. Old parts and scrap steel must be stored in the side or rear yard until picked up for scrap.
  - m. Dumpster(s) stored on the premises must be located in an accessible area for pick up and clear in case of fire. Dumpsters shall not be located in the front yard. Dumpsters shall not be visible from the public right-of-way and shall be screened from view by a stockade fence or evergreen landscaping.
  - n. Minor body repair and painting of vehicles shall be permitted as an accessory use to a service station.
2. Financial services with drive-through facilities, conditions as follows:
- a. The minimum lot area shall be 30,000 square feet.
  - b. The minimum lot frontage shall be one-hundred (100) feet.
  - c. Drive-through facilities shall be located in the rear yard.
  - d. Where the rear yard abuts a residential zone, one of the following mitigation measures must be completed:
    - (1) A landscaped buffer shall be provided that is five (5) feet wide. Said buffer shall be planted with a staggered mixture of evergreens, deciduous shade trees and shrubs. When planted, evergreens shall be a minimum of four (4) feet in height, deciduous trees shall be a minimum of three (3) inches in caliper and shrubs shall be a minimum of three (3) feet in height.
    - (2) A minimum six (6) foot high, solid fence shall be erected to screen adjacent residentially-zoned properties.
3. Public utility uses; refer to Section 409 for conditions.
4. Wireless telecommunications equipment and facilities; refer to Section 409 for conditions.
5. Clubs, lodges and fraternal organizations, conditions as follows:
- a. The minimum lot area shall be one-half (0.5) acres.
  - b. Parking facilities must be provided at a rate of one (1) space per one hundred (100) square feet of gross floor area.

D. Permitted Accessory Uses.

1. Off-street parking.
2. Outdoor dining areas associated with a restaurant, however, tables and chairs shall be secured at closing time.
3. Outdoor displays of goods shall be permitted during business hours.
4. Massage, bodywork and somatic therapy shall be permitted as an accessory use in the MUC Zone, provided the following requirements are satisfied:
  - a. The use is accessory to one of the following principal uses: beauty shop, salon, spa or sports therapy facility.
  - b. All persons employed the establishment for the purpose of conducting massage, bodywork or somatic therapy shall be certified by the State of New Jersey pursuant to the Massage, Bodywork and Somatic Therapist Certification Act.
  - c. A zoning permit specifically related to the accessory use shall be obtained prior to the start of any such accessory use. There shall be no violations of the Massage, Bodywork and Somatic Therapist Certification Act or the regulations promulgated thereunder, as may be amended for time to time. Any such violation shall result in an automatic rescission of the zoning permit.

E. Prohibited Uses.

1. The following uses are prohibited within the MUC Zone:
  - a. Retail stores where a single tenant is greater than 5,000 square feet.
  - b. 24-hour a day operations and/or uses, except for municipal uses and/or buildings.
  - c. Car dealerships.
  - d. Car washes.
  - e. Any use not permitted is prohibited in the MUC Zone.

F. Area, Yard and Building Requirements.

1. Minimum Lot Area: 15,000 square feet
2. Minimum Lot Frontage: 65 feet

3. Minimum Front Yard Setback: 10 feet
4. Maximum Front Yard Setback: 40 feet
5. Minimum Side Yard Setback: 10 feet
6. Minimum Rear Yard Setback: 30 feet
7. Maximum Lot Coverage: 70%
8. Maximum Building Height: 3 stories and 35 feet

## **VI. Design Standards**

### Section 807. Design of Off-Street Parking, Loading Areas and Driveways.

#### A. Non-Residential Landscaping.

1. Where off-street parking is located in the front yard a buffer shall be installed, which conforms to the following parameters:
  - a. The landscape buffer shall be a minimum of five (5) feet wide.
  - b. Said buffer shall be planted with a staggered mixture of evergreens, deciduous shade trees and shrubs. When planted, evergreens shall be a minimum of four (4) feet in height, deciduous trees shall be a minimum of three (3) inches in caliper and shrubs shall be a minimum of three (3) feet in height.
  - c. The requirement to provide a sight triangle set forth in Section 803 shall not preclude compliance with this Section, and the landscape buffer shall be provided outside of the required sign triangle(s).
2. All service and loading areas as well as off-street parking located in the side and/or rear yard in the C Zone and MUC Zone shall be screened from abutting properties as follows:
  - a. A minimum of a six (6) foot high, architecturally solid fence shall be erected to screen adjacent properties, or
  - b. A landscape buffer, which is a minimum five (5) feet wide. Said buffer shall be planted with a staggered mixture of evergreens, deciduous shade trees and shrubs. When planted, evergreens shall be a minimum of four (4) feet in height, deciduous trees shall be a minimum of three (3) inches in caliper and shrubs shall be a minimum of three (3) feet in height.

3. Each off-street parking area shall provide a minimum of one (1) tree for every ten (10) parking spaces. Trees shall be planted in an area measuring no less than five (5) feet in width and eighteen (18) feet in length. Trees shall be supplemented with ground cover and shrubs. . Trees shall be distributed throughout the parking area in order to break the view of parked cars in a manner that does not impair visibility.
4. See also Section 808, Landscaping.

B. Lighting.

Lighting used to illuminate off-street parking areas shall be arranged to reflect the light away from residential premises and public streets and shall be in accordance with Section 804.B of this Ordinance. The lighting of all off-street parking areas, including any deferred parking areas that may be approved by the Board as provided in Section 807.C., shall be shown on the plan. All lighting sources must be adequately shielded to avoid any glare. A lighting plan shall be provided that shows on-site footcandles and footcandles within twenty-five (25) feet of the property line.

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Mark Desire, Mayor

ATTEST:

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Adam Young, Deputy Municipal Clerk

Introduced: June 12, 2014

Published: June 19, 2014

Adopted:

Published:

**ROBERT BOAK**

ATTORNEY AT LAW

P. O. Box 487 • 3594 Hwy. 22 West • Whitehouse, NJ 08888  
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September 16, 2015

Adam Young, Deputy Clerk  
Borough of High Bridge  
71 Main Street  
High Bridge NJ 08829-1900

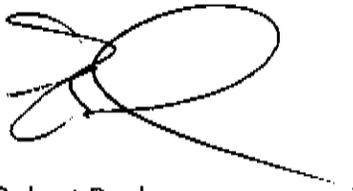
**Re: 81 West Main Street**

Dear Mr. Young,

I represent NM Holdings Phoenix, LLC, owner of 81 West Main Street in High Bridge. The property was substantially damaged by fire in January of this year. This is to confirm my request to appear before the Planning Board on **Monday, September 21, 2015**, for an informal discussion regarding the future of the property.

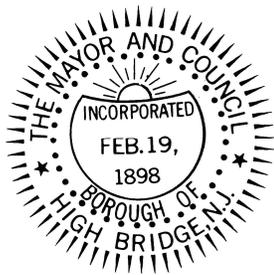
Thank you for your assistance in this regard.

Respectfully,

A handwritten signature in black ink, appearing to be 'R. Boak', with a long horizontal flourish extending to the right.

Robert Boak

cc: Planning Board Secretary



# *Borough of High Bridge*

71 MAIN STREET, HIGH BRIDGE NJ 08829-1905

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OFFICE OF THE PLANNING BOARD / BOARD OF ADJUSTMENT

September 16, 2015

Robert Boak  
3594 Hwy 22 West  
Whitehouse, NJ 08888

Dear Mr. Boak,

The Planning Board Chairman has scheduled you in for an informal discussion on Monday, September 21<sup>st</sup>, 2015 regarding 81 West Main Street in High Bridge, New Jersey.

Sincerely,

Adam Young  
Office of the Planning Board / Board of Adjustment