

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

**Meeting Date:** March 18, 2019

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

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

**1. CALL TO ORDER:**

This is 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 Hunterdon County Democrat and the Express Times on December 20, 2018 and the Notice of and agenda for this meeting were posted on the bulletin board in the Borough Hall.

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

**3. ROLL CALL:**

Coleen Conroy, present; Pablo Delgado, present; William Giordano, present; Don Howell, present; Keith Milne, present; Tom Wescoe, present; Chris Zappa, present; Steve Dhein, present; Michele Lee, present.

Also present was Planning Board alternate John Moskway, Board Attorney William Caldwell and Board Secretary, Barbara Kinsky. There was one member of the public present including press.

**4. PUBLIC COMMENTS:** It is the policy of the Planning Board/Board of Adjustment 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 the Chairman and Board members at the public microphone. NONE

**5. READING AND APPROVAL OF MINUTES:** February 11, 2019

Motion to dispense with the reading of the prior meetings minutes:

Motion: Zappa Second: Howell Voice vote: Nine ayes, motion passed.

Motion to approve the January 7, 2019 meeting minutes.

Motion: Giordano, Second: Milne Seven ayes, Councilman Zappa and Mayor Lee abstain. Motion passed.

At 7:59 p.m. the Board of adjustment meeting began and Mayor Lee and Councilman Zappa departed.

**6. NEW BUSINESS:**

**A. Adoption of 2017 and 2018 Planning Board/Board of Adjustment Annual Reports**

Motion to Approve 2017 and 2018 Annual Report: Milne ; Second: Giordano

Seven ayes, motion passed.

**B. Informal Review (30 minutes) Requester: Benjamin Yu: regarding 71 Main Street (Old Borough Hall)**

Topic: Discussion pertaining to a potential application with variances for this property.

Mr. Yu introduced himself as a homeowner in High Bridge who is planning on purchasing the Old Borough Hall building located at 71 Main Street in High Bridge. He then explained to the Board in detail the renovations he is proposing for at 71 Main Street. Mr. Yu stated that he planned to leave the High Bridge library in its current location for at least 5 years. His plans for the first floor of the building are to utilize the space for a pottery studio. Mr. Yu plans to have his residence on the second and third floors, but he also plans to convert the back part of the second floor into a one bedroom apartment that he would rent out. Mr. Yu explained that the variances he would most likely be seeking relief for are in regards to the number of bedrooms in the living space and for a rear entrance for the apartment. He also asked for clarification of the use of the building for a pottery studio and discussion within the board ensued regarding the percentage of retail space required. The Board inquired about lot size and Mr. Yu was unsure because he did not have a survey. He did state that the footprint will remain the same except for possibly adding a deck to the rear apartment. The main changes would be to the inside of the structure to open it up and possibly move some walls. The garage would also no longer be used as storage space but encapsulated in the building. Mr. Yu also explained that the pottery studio would have a rear entrance as well as the common front entrance of the building that would also lead to the upstairs residence. The Board inquired if he would make the rear entrance handicapped accessible Mr. Yu replied he would certainly attempt to do so.

Board Attorney Caldwell explained to Mr. Yu that what he is proposing will require variances which would mean that the Board of Adjustment would be the Board that would review his application should he submit one. Because at this time

there is no informal meeting available for the Board of Adjustment, Mr. Yu would need to submit an application in order to meet with the Board of Adjustment. Mr. Caldwell also advised that Mr. Yu to obtain land use law representation during this process. Mr. Yu then asked for feedback and Chairman Dhein explained that because this is possibly a Board of Adjustment application, the Board couldn't not give him feedback. Mr. Caldwell explained that he would need to submit an application and pay the fees associated in order to meet with the Board of Adjustment. Mr. Caldwell also stated that because the Borough owns the property this project could be a conflict of interest for our Board being that they are a Borough entity. Mayor Lee said that she could reach out to Barry Goodman, the Borough attorney regarding this matter. Mr. Caldwell also informed Mr. Yu that it is his responsibility, with the aid of a land use attorney, to determine and apply for any relief for variances. It is not the Board's responsibility or duty to inform him of these variances.

At 7:59 p.m. the Board of adjustment meeting began and Mayor Lee and Councilman Zappa departed.

**7. OLD BUSINESS:** Motion to approve the Planning Board Resolution PB06-2019, in Re: Application of Riverview Village, 81 West Main Street, for C and D Variances and Design waivers for Block 30, Lots 13 & 14:

Motion: Giordano Second: Howell

Coleen Conroy, aye; Pablo Delgado, abstain; William Giordano, aye; Don Howell, aye; Keith Milne, aye; Tom Wescoe, aye; Steve Dhein, aye; John Moskway, aye . Seven ayes, motion passed.

**8. PUBLIC COMMENTS: :** It is the policy of the Planning Board/Board of Adjustment that all public comments on an issue shall be limited to one(1) minute 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 the Chairman and Board members at the public microphone. NONE.

**9. ADJOURNMENT:** Motion to adjourn: Wescoe; Second: Conroy Seven ayes, motion passed.

**Next Meeting date:** April 15, 2019

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

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