

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

**Meeting Date:** October 21, 2019  
P.M.

**Meeting Time:** 7:30

**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, absent; Don Howell, present; Keith Milne, present; Tom Wescoe, present, Chris Zappa, present; Steve Dhein, present; Michele Lee, present; John Moskway, present.

Also present were three members of the public including press. Planning Board secretary and Board Attorney William Caldwell were also in attendance.

**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:** September 16, 2019

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

Motion: Howell Second: Milne Voice vote: All ayes. Motion passed.

Motion to approve the September 16, 2019 meeting minutes.

Motion: Milne, Second: Wescoe Voice Vote: All ayes. Motion passed.

Board of Adjustment meeting begins:

**6. OLD BUSINESS:** Motion to approve for final approval of PB-app-01-2018 subject to the conditions of the Borough engineer and planner, Riverview Village, 81 West Main Street, Block 30, Lots 13 & 14: Howell

Second: Conroy.

Coleen Conroy, aye; Pablo Delgado, abstain; William Giordano, absent, Don Howell, aye; Keith Milne, aye; Tom Wescoe, aye, Steve Dhein, aye; John Moskway, abstain. 5 ayes and 2 abstentions, motion passed.

Regular meeting resumes:

**7. NEW BUSINESS:**

**A.** A review of Ordinance #2019-038 for consistency with the Master Plan.

Motion to accept Ordinance #2019-038 as being consistent with the Master Plan with the recommendation to Council to add that this Ordinance will not apply to vacant lots. : Motion: Zappa Second: Delgado

Coleen Conroy, aye; Pablo Delgado, aye; William Giordano, absent, Don Howell, aye; Keith Milne, no; Tom Wescoe, aye, Chris Zappa, aye; Steve Dhein, aye; John Moskway, aye; Michele Lee, aye. 8 ayes, 1 no, motion passed.

Discussion:

Chairman Dhein reviewed the comments from the letter from Darlene Green. The Board focused specifically on the comment regarding yard setbacks. Mr. Dhein asked Mayor Lee and Councilman Zappa to explain the purpose of this

Ordinance. Mr. Zappa explained that any future alterations to a property could not affect the setback lines in a manner which would make them more noncompliant. Mr. Howell asked if there was any language to prevent this Ordinance to be used for a vacant lot. Mr. Caldwell explained that a new building would need to meet all the current setbacks for that zone. The Board also discussed other non-conforming lots in the Borough. Mr. Delgado quoted statistics from the Master Plan regarding the number of current nonconforming lots in the Borough. He expressed concerns regarding the number of nonconforming lots currently present in the Borough according to the Master Plan. The Board also discussed what timeframe existing nonconforming lots would be affected by this Ordinance, as the Ordinance refers to Lots that have “legally existed as of December 23,2004” and also refers to “the time the lot was created” Concerns were expressed as to whether these statements were inconsistent with each other. Mr. Caldwell stated he did not any issue with the wording. The Board also discussed the types of issues that would make a structure non-conforming, such as setback lines and impervious coverage. Mr. Caldwell also explained the function of the Zoning Officer and that this Ordinance would be used by the Zoning Officer to decide whether or not the resident would need to get a variance. Mr. Caldwell explained that the purpose of this Ordinance is allow homeowners to expand their residences without having to seek variances. Mrs. Conroy feels that this will take some of the road blocks out so that a resident can improve their homes, yet still protect neighbors. Mr. Milne expressed concerns regarding spot zoning, and Mr. Dhein explained that this will prevent it.

**9. Discussion Items:**

1. Chairman Dhein suggested that Gmail accounts be opened for viewing documents.

2. Chairman Dhein brought up a situation regarding a resident that had gone before Council to ask about relief due to his lot being non-conforming. . Concerns were expressed by some Board members that Council had passed a resolution that allowed for the Zoning Officer to issue the permit resident based on the substance of Ordinance 2019-038. . If the aforementioned Ordinance 2019-038, is passed by Council this point will be mute, however a discussion ensued regarding opinions by Board members that the function of the Board was circumvented in this instance. The Board asked its attorney, Mr. Caldwell to speak with the Borough Attorney, Mr. Goodman and get a clear understanding of the events that transpired and to clarify if a permissible process was followed as dictated by the MLUL. Mr. Caldwell will report back to the Board at the next meeting.

**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: Zappa; Second: Delgado Voice vote: all ayes, motion passed.

**Next Meeting date:** November 18, 2019

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

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

**RESOLUTION  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**PLANNING BOARD MEETING DATES FOR THE YEAR OF 2020**

**NUMBER: PB08-2019**

**ADOPTED:**

**WHEREAS**, the Open Public Meetings Act (Ch. 231, P.L. 1975) provides for the giving of annual notice by public bodies of the time, date and location of the regular meetings of such public body to be held during the succeeding year, and

**WHEREAS**, the Open Public Meetings Act (Ch. 231, P.L. 1975), hereinafter referred to as the Act, authorizes a public body to make certain other determinations and take certain other actions in conformance therewith.

**NOW, THEREFORE, BE IT RESOLVED** by the Planning Board of the Borough of High Bridge, County of Hunterdon and State of New Jersey as follows:

1. Regular meetings of this Board shall be held during the 2020 calendar year at 7:30 pm at the High Bridge Rescue Squad, 95 West Main St., High Bridge, NJ, New Jersey, on the following dates:
  - a. The third Monday of each and every month **except for** January and February and March. The January Reorganizational meeting will begin at 7:00pm and the regular monthly meeting will commence after its adjournment. Those meetings will be held on January 6<sup>th</sup> and February 10<sup>th</sup> and March 9<sup>th</sup>. The February and March meetings will commence at 7:30 pm.
2. Copies of this Resolution and any revisions or modifications thereof, certified to be true copies by the Secretary of this Board, will be disseminated and distributed as required by the Act as follows:
  - a. Posted and maintained throughout the 2020 calendar year on the bulletin board at the High Bridge Borough Hall.
  - b. Mailed, emailed, or hand delivered to the newspaper designated as the official newspaper of the Borough.
  - c. Filed with the Clerk of this Municipality.
  - d. Mailed, emailed, or hand delivered to such other persons as may be entitled thereto under the terms of the Act and this Resolution.

3. Pursuant to Section 14 of the Act, the Clerk of the Municipality is hereby authorized and directed to mail such notice as may be required and authorized under the Act to any person requesting the same providing that person has first complied with the following term and condition:

a. Any and all requests for notice under the Act shall be made in writing as an OPRA request.

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Barbara Kinsky  
Planning Board Secretary

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Steve Dhein  
Chairman