

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

**Meeting Date:** March 9, 2020

**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 January 9, 2020 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, absent; John Musnuff,, present; Tom Wescoe, present; Chris Zappa, present; Steve Dhein; present , Michele Lee, present, Joseph Suozzo, present.

Also present were one member of the public, Board attorney, William Caldwell and Planning Board Secretary, Barbara Kinsky.

**4. OATH OF OFFICE:** Alan Mart; Planning Board alternate # 2- term expires 12/31/2021

**5. 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

**6. READING AND APPROVAL OF MINUTES:** February 10, 2020

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

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

Motion to approve the February 10, 2020 meeting minutes.

Motion: Zappa, second: Giordano Voice Vote: Eight ayes, Zappa abstained. Motion passed.

**7. NEW BUSINESS:**

**a.** Completeness review of PB-app-01-2020, Block 7 Lot 5, 78 Main Street, owner: Pablo Delgado

At this time Pablo Delgado recused himself. Planning Board alternate number two, Alan Mart sat on the Board.

Motion to approve the requested waiver for an engineer plan: Giordano, Second: Zappa

Coleen Conroy, aye, Pablo Delgado, recused himself; William Giordano, aye, Don Howell, absent; John Musnuff, aye; Tom Wescoe, aye ,Chris Zappa, aye; Steve Dhein, aye , Michele Lee, aye, Joseph Suozzo, aye, Alan Mart, aye. Nine ayes, motion passed.

Questions/Comments:

The Planning Board Secretary clarified that this waiver was for the completeness review only. She explained that our professionals may request an engineer's plan during the technical review of the application. Mr. Delgado stated that he recorded all the information of the elevation specifics himself.

Motion to approve PB-app-02-2019 for completeness: Giordano Second: Zappa

Coleen Conroy, aye, Pablo Delgado, recused himself; William Giordano, aye, Don Howell, absent; John Musnuff, aye; Tom Wescoe, aye ,Chris Zappa, aye; Steve Dhein, aye , Michele Lee, aye, Joseph Suozzo, aye, Alan Mart, aye. Nine ayes, motion passed.

Questions/Comments: Chairman Dhein asked a question regarding the number of cars that would be parked in this driveway. Mr. Delgado answered that he intended the driveway for three cars. Mr. Dhein also asked for a location clarification. Mr. Delgado explained that the driveway would be located by the intersection of Center Street.

Mr. Souzzo asked the applicant from which street the access point of the driveway would be. Mr. Delgado responded that it would be from Main Street.

b. Discuss with Board regarding starting the April 20, 2020 meeting at 7:00pm due to Open Space Plan needing to be reviewed, as well as a previously scheduled Public Hearing for 71 Main Street.

Mayor Lee explained to the Board that the Open Space plan would be distributed to the Board as soon as it is ready.

Motion to begin the April 20, 2020 meeting at 7:00pm. Giordano, Second: Conroy

Voice vote: Nine ayes, Motion passed.

c. Discuss switching the June meeting date to June 8, 2020. (Board Secretary has conflict)

Motion to switch the June meeting date to June 8, 2020: Musnuff Second: Zappa

Voice vote: Nine ayes, Motion passed.

**8. DISCUSSION:** Discuss definition of floor area.

Discussion from the Board is not needed because our Attorney recommended that we go by what the professional's say. But the Board did clarify that floor area does exclude the exterior walls with the measurement of square footage.

**9. 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.

**10. ADJOURNMENT:** Motion to adjourn: Musnuff; Second: Suozzo Voice vote: Nine ayes, Motion passed.

**Next Meeting date:** April 20, 2020

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

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

Introduction 05/13/2020  
Publication  
Planning Board  
Adoption  
Publication

**ORDINANCE 2020-029**

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

**AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 145 “LAND USE AND DEVELOPMENT”, ATTACHMENT 2, SCHEDULE OF AREA, YARD AND BUILDING REQUIREMENTS; AND AMENDING AND SUPPLEMENTING ARTICLE III “GENERAL REGULATIONS”, SUBSECTION 305 “NONCONFORMING BUILDINGS, STRUCTURES, USES AND LOTS**

**WHEREAS**, certain ordinance amendments were adopted in 2014 that pertained to the Downtown Business and Commercial Zones, which included amendments to the bulk standards; and

**WHEREAS**, also in 2014 the Council adopted an ordinance to create the Mixed-Use Corridor Zone; and

**WHEREAS**, the associated Schedule of Area, Yard and Building Requirements was not adopted to reflect the changes to the text for the Downtown Business or Commercial Zone or add the Mixed-Use Corridor Zone and the Mayor and Council seek to update the Schedule to reflect these changes; and

**WHEREAS**, due to the historic nature of certain portions of the Borough many lots and/or structures are nonconforming and within the past few years several fires have occurred that have destroyed portions or the entirety of buildings; and

**WHEREAS**, the Borough would like to amend the code to permit nonconforming buildings destroyed by fire or natural disaster to be rebuilt in their prior nonconforming location.

**NOW, THEREFORE BE IT ORDINANCE**, by the Mayor and Council of High Bridge as follows:

**Section 1.** Chapter 145 “Land Use and Development”, subsection 203 “Schedule of Area, Yard and Building Requirements”, which is also known as Attachment 2, is hereby amended and supplemented with the following new red text in as shown in the attached Schedule of Area, Yard and Building Requirements, which is attached to the end of this document.

**Section 2.** Chapter 145 “Land Use and Development”, subsection 305 “Nonconforming buildings, structures, uses and lots” shall be amended with text for deletion in ~~strikeout~~ and new text underlined as follows:

D. Any nonconforming building or structure which has been partially destroyed or damaged may be repaired or rebuilt provided:

- (1) Said nonconforming building or structure does not exceed the height, floor area and/or volume of the original building or structure; and
- (2) The reconstruction work shall be commenced within one year from the date the original building or structure was damaged and carried out without interruption; and
- (3) Any such building or structure, which ~~has been destroyed by more than 75% or~~ has been declared structurally unsafe, shall be rebuilt in accordance with the requirements of this chapter. However, any building or structure which has been destroyed, partially or entirely, by fire or natural disaster may be rebuilt in its prior nonconforming location. Any such building or structure on which reconstruction is commenced after one year from the date of damage shall be rebuilt in accordance with the requirements of this chapter.

**Section 3.** The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

**Section 4.** Any Ordinances or parts thereof in conflict with the provisions of these Ordinance are hereby repealed as to their inconsistencies only.

**Section 5.** This Ordinance shall take effect twenty (20) days after final passage, adoption, and publication according to law.

## NOTICE

NOTICE is hereby given that the foregoing Ordinance was introduced to pass on first reading at a regular meeting of the Council of the Borough of High Bridge held on May 13, 2020, and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a regular meeting of the Borough Council to be held on June 11, 2020 at 7:30 p.m. or as soon thereafter as the Borough Council may hear this Ordinance at the High Bridge Fire House, 7 Maryland Ave, High Bridge or by WebEx at which time all persons interested may appear for or against the passage of said Ordinance.

Adam Young  
Borough Clerk

Adopted:

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Michele Lee, Mayor  
Borough Council

Attest:

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Adam Young  
Borough Clerk

LAND USE AND DEVELOPMENT

145 Attachment 2

Borough of High Bridge

Schedule of Area, Yard and Building Requirements

Zone	Minimum Size of Lot		Frontage Width in Feet	Lot Circle Diameter in Feet	Minimum Required Yards(a)				Maximum Lot Coverage in Percent	Maximum Height (Must Comply with Both)		Minimum Gross Floor Area in Square Feet for Principal Building	Maximum Floor Area Ratio (FAR) in Percent
	Acres	Square Feet			Front Yard From R.O.W.	Any One Side Yard	Total of Two Side Yards	Rear Yard		Side Yard	Rear Yard		
R-1	2.41	105,000	50	200	60	50	100	45	20	20	2.5	35	---
R-2	1.49	65,000	50	200	45	30	60	30	15	15	2.5	35	---
R-3	0.34	15,000	50	100	35	20	40	25	10	10	2.5	35	---
R-4	0.17	7,500	50	75	15	15	30	25	10(b)	10(b)	2.5	35	---
DB	0.12	5,000	50	---	---(d)	0	5	15	(e)	(e)	3	45	---
C	0.92	40,000	140	---	40	30	50	30	10	10	3	40	---
ROM	1.60	70,000	175	175	35	30	75	30	20	20	---	40	35
MUC	---	25,000	---	---	15 (g)	10 (h)	---	30	---	---	3	45	---

Footnotes:

- (a) In Zones R-1, R-2, R-3 and R-4, the required yards shall be measured from the specified lot line or the boundary of a critical area where the critical area is located between the structure and the lot line.
- (b) Refer to Article IV, § 145-40E for yard areas required in Block 39 (Solitude Village).
- (c) No side yard shall be required except a five-foot buffer area shall be required where a DB Zone abuts and is adjacent to an R-4 Zone.
- (d) The maximum front yard setback is eight feet.
- (e) Minimum accessory structure rear and side yard setback is five feet where adjacent to the R-4 Zone.
- (f) The DB Zone has a maximum building coverage of 60%.
- (g) The maximum front yard setback shall be 40 feet.
- (h) The minimum side yard shall be increased to 20 feet where the adjacent use is a single-family home.
- (i) Parcels with a nonconforming lot size should refer to Section 145-305I of the Land Use and Development Code.

RESOLUTION

BOROUGH OF HIGH BRIDGE

COUNTY OF HUNTERDON

STATE OF NEW JERSEY

ADOPTION OF OPEN SPACE & RECREATION PLAN

NUMBER: PB07-2020

ADOPTED:

IN RE BOROUGH OF HIGH BRIDGE OPEN SPACE AND RECREATION PLAN

WHEREAS, the Borough of High Bridge, County of Hunterdon, State of New Jersey has previously adopted a Master Plan and Zoning Ordinance pursuant to N.J.S.A. 40:55D-1 et. seq.; and

WHEREAS, the Master Plan contains an Open Space Element; and

WHEREAS, the Zoning Ordinance incorporates by reference the provisions of N.J.S.A. 40:55D-1 et. seq.; and

WHEREAS, the provision of Open Space and Recreation for the benefit of the residents of the Borough of High Bridge is both authorized and contemplated by the Purposes Section of the Municipal Land Use Law to wit: Sections 2c, g, and j; and

WHEREAS, the Borough has engaged the services of Darlene Greene, PP to investigate the need for an Open Space and Recreation Plan for the Borough of High Bridge; and

WHEREAS Greene, after thorough investigation of the needs and resources of the Borough of High Bridge, has prepared an Open Space and Recreation Plan dated March 10, 2020; and

WHEREAS, the Borough of High Bridge has by ordinance created a combined Land Use Board in accordance with the provisions of the Municipal Land Use Law; and

WHEREAS, the Land Use Board is statutorily vested with the responsibility to review, comment on and approve the Open Space and Recreation Plan; and

WHEREAS, the Land Use Board conducted such review at a properly advertise public meeting of the Land Use Board on Monday, May 18, 2020; and

WHEREAS, members of the public were afforded the opportunity to testify in respect to the provisions of the Open Space and Recreation Plan in accordance with Governor Murphy's Executive Orders; and

WHEREAS, Members of the Land Use Board in attendance at the meeting being held in accordance with the Executive Orders of Governor Murphy received the testimony of Greene in respect to the creation, design and implementation of the Open Space and Recreation Plan; and

WHEREAS, the Land Use Board makes the following findings of fact and conclusions of law i.e. that the Open Space and Recreation Plan is authorized by law and its recommendations are

necessary and proper for the Borough of High Bridge to assure that the residents have available to them appropriate facilities to engage in the pursuit of Open Space and Recreation as more particularly set forth in the Plan prepared by Greene; and

WHEREAS, the Land Use Board further finds that endorsement and adoption of the Open Space and Land Use Plan is a necessary exercise of the powers of the Land Use Board as established by law

NOW, THEREFORE, BE IT RESOLVED on motion of \_\_\_\_\_ ;  
seconded by \_\_\_\_\_ with the following members in attendance  
voting in favor of the adoption of the Open Space and Recreation  
Plan that the Plan is and the same is hereby adopted and  
approved.

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Planning Board Secretary

Barbara Kinsky

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Board Chairman

Steve Dhein