

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

Meeting Date: December 21, 2020

Meeting Time: 7:30 P.M.

Meeting Location: Zoom online Planning Board meeting

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 on November 12, 2020 and the Express Times on November 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, absent; Pablo Delgado, present; William Giordano, present; Don Howell, present; John Musnuff, present; Tom Wescoe, present; Steve Dhein, present, but late, Councilman Zappa, present; Mayor Lee, present. Suozzo, present. Mart, present.

Due to technical difficulties, Chairman Dhein arrived at 7: 49pm.. Board Alternate Mart sat in on the Board until Chairman Dhein was able to join. Board alternate Suozzo sat on the Board in Conroy's place.

Also present were Board Attorney Caldwell, Board Engineer Nollstadt, Board Planner Darlene Green, Planning Board Secretary Barbara Kinsky, and Board Alternate Mart. There were 6 members of the Public present at this meeting.

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: October 19, 2020

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

Motion: Musnuff Second: Giordano Voice vote: Six ayes, Howell and Mayor Lee abstained.

Motion to approve the October 19, 2020 meeting minutes.

Motion: Musnuff , Second: Zappa Voice Vote: Five ayes, Howell, Councilman Zappa and Mayor Lee abstained.

6. PLANNING BOARD NEW BUSINESS

a. Resolution PB-11-2020: Motion to adopt 2021 January reorganizational meeting date: Wednesday January 6, 2021 at 7:30 PM via Zoom. Motion to adopt 2021 January reorganizational meeting date: Giordano Second: Musnuff

Coleen Conroy, absent; Pablo Delgado, aye; William Giordano, aye, Don Howell, aye; John Musnuff, aye; Tom Wescoe, aye; Steve Dhein, abstain , Councilman Zappa, aye, Mayor Lee, aye, Suozzo, aye. Seven ayes, motion passed.

b. Completeness Review for PBapp-04-2020: 95 & 97 Cregar Road, Block 19, Lots 16 & 18 Owner/applicant: Maureen Hagen.

Motion to approve accept the following waivers for Completeness only as listed in the December 14, 2020 Mott MacDonald review letter.(#'s 21, 33, 33, 36, and 37) Musnuff Second: Giordano

Coleen Conroy, absent Pablo Delgado, aye ; William Giordano, aye, Don Howell, aye; John Musnuff, aye; Tom Wescoe, aye; Steve Dhein, aye , Councilman Zappa, aye, Mayor Lee aye.

Question/comments.: Mr. Suozzo asked if the Planner and Engineer will address the items they requested in the Public Hearing. The items will be addressed. Planner Green also requested that all updated documents be submitted in a timely manner so that the comments can be eliminated or addressed. And the applicants Planner, Wayne Ingram confirmed that the necessary documents needed to be submitted 10 days prior to the January 11, 2021 hearing date.

Board Secretary also confirmed with Attorney Caldwell that the applicant needs to meet the publication requirements for the variances applied for.

Motion to approve for Completeness PBapp-04-2020: 95 & 97 Cregar Road, Block 19, Lots 16 & 18 Owner/applicant: Maureen Hagen; Howell Second: Musnuff
Coleen Conroy, absent Pablo Delgado, aye ; William Giordano, aye, Don Howell, aye; John Musnuff, aye; Tom Wescoe, aye; Steve Dhein, aye , Councilman Zappa, aye, Mayor Lee aye.

c. Motion to request proposals for Planning Board Attorney: Giordano, Second: Zappa
Voice vote: Eight ayes, Dhein voted no, motion passed.

Before Councilman Zappa and Mayor Lee departed , Chairman Dhein thanked Councilman Zappa for all the years he put in on the Planning Board.

Board of Adjustment Meeting Begins at this point.

7. BOARD OF ADJUSTMENT NEW BUSINESS:

Completeness Review for PBapp-03-2020: 22-24 East Main Street, Block 33 Lot 45 Owner/applicant: Drew Elsaesser.

Motion to approve accept the following waivers for Completeness only as listed in the December 3, 2020 Mott MacDonald review letter.(#'s 21, 33, 33, 36, and 37) Musnuff Second: Giordano
Coleen Conroy, absent Pablo Delgado, aye ; William Giordano, aye, Don Howell, aye; John Musnuff, aye; Tom Wescoe, aye; Steve Dhein, aye , Suozzo, Aye. Seven ayes, Motion Passed.

Motion to approve for Completeness: Giordano; Second: Howell
Coleen Conroy, absent; Pablo Delgado, aye; William Giordano;, aye, Don Howell, aye; John Musnuff, aye; Tom Wescoe, aye; Steve Dhein, aye, Suozzo, aye. Seven ayes, motion passed.

Questions/comments.:

Chairman Dhein explained that this application proposes to divide one lot into 2 because of the existing structures that exist on it.
Darlene Green explained that she indicated in her letter dated December 2, 2020, that this application requires a D-3 conditional use variance for the two-family structure. The proposed subdivision is triggering some c variances and some non-conforming preexisting conditions because of the way the structure is laid out today. She stated that the testimony will clarify the relief needed. Planner Green is satisfied for completeness providing that all the materials requested for the public hearing are provided.
Engineer Nollstadt stated that there are some items needed as stated in the Mott MacDonald letter dated December 3, 2020. Attorney for the applicant, Kathryn Kopp stated that they will address the reports questions either prior to or at the Hearing.

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: Musnuff; Second: Suozzo Voice vote: Seven ayes, Motion Passed.

Next Meeting date: January 6, 2021

Meeting Location: High Bridge Rescue Squad, 95 West Main Street, High Bridge, NJ 08829 or Zoom online meeting

Meeting Time: 7:30 P.M

REORGANIZATIONAL AND REGULAR MINUTES OF PLANNING BOARD/BOARD OF ADJUSTMENT OF HIGH BRIDGE BOROUGH

Meeting Date: January 6, 2021 - **Meeting Time:** 7:30 P.M.

Meeting Location: Zoom virtual meeting

1. CALL TO ORDER:

This is a reorganizational 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 Star Ledger and the Express Times on December 30, 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, Barbara Kinsky

At this point mayor Lee asked that we pay tribute to our country regarding what happened at the Capitol Building today. She asked for a moment of silence to think of all that suffered today.

3. 2020 BOARD MEMBERS AND OATHS OF OFFICE (* appointed this year)

- a. Michele Lee-Mayor- Class I - term expiring 12/31/2022
- * b. Natalie Ferry- Class III – term expiring 12/31/2023
- c. Coleen Conroy- Class II - Environmental Commission Liaison-term expiring 12/31/2021
- d. Steve Dhein - Class IV – term expiring 12/31/2021
- e. Tom Wescoe-Class IV- term expiring 12/31/2021
- * f. William Giordano- Class IV -term expiring 12/31/2024
- * g. Joseph Suozzo - Class- IV - term expiring 12/31/2024
- h. John Musnuff – Class IV – term expiring 12/31/2023
- i. Pablo Delgado-ClassIV- term expiring 12/31/2023
- j. Alan Mart- Alt 2 – term expiring 12/31/2021

At this point all reappointed and new members will read the Oath of Office.

4. ROLL CALL: P = Present, A=Absent

Coleen Conroy, present; **Pablo** Delgado, present; William Giordano, present; Joseph Suozzo, present; John Musnuff, present; Tom Wescoe, present; Natalie Ferry, present; Steve Dhein, present; Michele Lee, present.

Also present were Board Attorney Caldwell, Board Engineer Ruschke, Board Alternate Mart and Board Secretary Barbara Kinsky. There were no members of the public present at this meeting.

5. NOMINATIONS AND ELECTIONS:

a. Election of Chairperson

Motion to nominate Steve Dhein and approve Resolution PB01-2021:

Motion: Mayor Lee, Second: Giordano

Voice vote: 8 ayes and 1 abstention by Dhein. Motion Passed.

Chairman now presiding.

b. Election of Vice-chairperson

Motion to nominate John Musnuff and approve Resolution PB02-2021:

Motion: Conroy Second: Mayor Lee

Voice vote: 8 ayes and 1 abstention by Musnuff. Motion Passed

6. It is the policy of the Planning Board that all public comments on an issue shall be limited to five (5) 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.

7. CONSENT AGENDA:

- a. Resolution PB03-2021** – Selection of contract professionals
 - Board Engineer, Mott-MacDonald
 - Planner, Colliers Engineering & Design (formerly known as Maser Consulting)
 - Princeton Hydro
- b. Resolution PB-04-2021** -Temporary selection of Planning Board / Board of Adjustment Attorney,
 - Carter, VanRensselaer, Caldwell
- c. Resolution PB05-2021:** Selection of newspaper(s) for publications of legal notice-.
The Express Times and Hunterdon Democrat be designated as the official newspapers.
- d. Resolution PB06-2021:** Selection of Board Secretary and Deputy Board Secretary
 - Board Secretary, Barbara Kinsky
 - Deputy Board Secretary, Adam Young
- e. Resolution PB07-2021:** Meeting dates for 2021

Motion to adopt **Resolutions PB03-2021 through PB07-2021**

Motion: Giordano, Second: Ferry

Voice vote: nine ayes, motion passed.

8. NEW BUSINESS: Chairman Dhein discussed the need for an extra meeting and proposed that the Public Hearing for PB-app-04-2020 be heard at an additional meeting on January 25, 2021. Chairman Dhein asked that each member be polled. All members were able to commit, except for Mayor Lee who had a conflict, but Board alternate Mart can make it in her place. Chairman Dhein then asked Attorney Caldwell if the applicant declines this date would this affect the timeframe. Mr. Caldwell explained that as long as the meeting is held within the applicable timeframe the Board can defer the hearing. Mr. Wescoe asked a question regarding Application PB-app-05-2020, which will most likely be on the next agenda for completeness review. Planning Board Secretary, Barbara Kinsky gave a brief overview of the application. She stated that she will distribute additional documents as they are available.

Mr. Delgado also asked if since the re-examination of the Master Plan is in process, if any of the variances requested on future applications would be addressed by the re-examination, and if so is there a way to assess this ahead of time. Attorney Caldwell stated that we can tell the applicant(s) that code/zoning may be addressed and /or changed with the re-examination.

9. ADJOURNMENT: Motion to adjourn: Suozzo Second: Wescoe Voice vote: nine ayes, motion passed.

Next Meeting Date: January 11, 2021

Meeting Location: Zoom virtual meeting

Meeting Time: 7:30 P.M.