



The Borough of Hightstown Planning Board

156 Bank Street, Hightstown, New Jersey 08520
609-490-5100, extension 617

PLANNING BOARD MEETING AGENDA

June 11, 2018 – 7:30 P.M.

Meeting called to order by Fred Montferrat, Chairman

PLEASE TURN OFF ALL CELL PHONES DURING YOUR ATTENDANCE AT THIS MEETING TO AVOID SOUNDS, RINGING OR CONVERSATIONS THAT MAY INTERFERE WITH THE RECORDING OR THE ABILITY OF ATTENDEES TO HEAR THE PROCEEDINGS. THANK YOU FOR YOUR COOPERATION.

STATEMENT: Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Laws 1975, Chapter 231. Said notice was advertised in the Trenton Times and Windsor-Hights Herald as required by law and is posted in the Borough Clerk's Office.

Flag Salute

Roll Call – Planning Board

Approval of Agenda

Approval of Minutes May 14, 2018

Public Comment

The Lofts at Hightstown

- 1) Determination of Completeness - Preliminary and Final Major Site Plan – Phase I – submitted March 14, 2018
- 2) Determination of Completeness - Preliminary and Final Major Site Plan – Phase 1 Minor Subdivision – submitted June 1, 2018

Hearing RBG Hightstown, LLC and RBG Hightstown II, LLC for Preliminary and Final Major Site Plan, Subdivision and Bulk Variance Phase 1 - approvals for property located at Bank Street and designated as Lots 1-14, 20 & 26 in Block 21, and Lots 1-7 & 10-13 in Block 30.

- 1) Approvals for "Phase 1" of the Lofts at Hightstown, which involves the redevelopment of an existing building as a 76-unit apartment building and the construction of 34 townhome units within 3 buildings, along with associated parking areas and other site improvements, on that portion of the Property designated as Lots 1-14, 20 & 26 in Block 21.

- 2) Applicant also requests the Approvals in order to consolidate the various lots comprising the Property, vacant rights-of-way, and subdivide a portion of the Property for an access driveway and parking area for the Hightstown Co., #1 Firehouse, with the remainder of the Property for the development of the Lofts at Hightstown project.
- 3) Applicant requests the following bulk variances from the Redevelopment Plan for the Bank Street Sub-Area Redevelopment District ("Redevelopment Plan"):
 - a. a variance to permit a building height greater than the maximum permitted building height;
 - b. a variance to permit elevated walkways/ramps and walls with no setback where a minimum setback of 10 feet is otherwise required;
 - c. a variance to provide relief from the requirements that one tree for every 20 parking spaces be provided for parking lots.

Adjournment

Hightstown Planning Board
Planning Board Meeting
May 14, 2018, 7:30 p.m.

OPEN SESSION

Fred Montferrat, Chairman, called the meeting to order at 7:31 p.m. and read the Open Public Meetings Act statement: "Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the Trenton Times and the Windsor-Hights Herald and is posted in the Borough Clerk's office."

Flag Salute

Roll Call

	PRESENT	ABSENT	LATE ARRIVAL
Mr. Montferrat, Chairman	X		
Mayor Quattrone	X		
Councilman Misiura	X		
Ms. Asselstine	X		
Ms. Colavecchio		X	
Mr. Hansen		X	Arrived 7:35 p.m., after the Oath of Office
Mr. Searing	X		
Mr. Jackson	X		
Mr. Balcewicz, Alt. #1	X		
Mr. Cabot, Alt. #2	X		

Also in attendance: Sandy Belan, Planning Board Secretary, Carmela Roberts, Planning Board Engineer, Jolanta Maziarz, Attorney and Brian Slaugh, Planning Board Planner.

APPROVAL OF AGENDA

Mr. Montferrat asked for a motion to approve the May 14, 2018 Agenda.

Motion made by Mr. Cabot and seconded by Mr. Balcewicz to approve the May 14th agenda.

ROLL CALL VOTE: Mr. Montferrat, Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Mr. Searing, Mr. Jackson, Mr. Balcewicz and Mr. Cabot voted yes. Ms. Colavecchio and Mr. Hansen were absent.
Vote: 8-0

OATH OF OFFICE:

Mayor Quattrone swore in Joseph Cicalese, Mayor's appointment to the Planning Board Member who will replace John Lane, who previously resigned.

After being sworn in, Mr. Cicalese joined the dais. At this time, Mr. Hansen arrived.

APPROVAL OF MINUTES:

Mr. Montferrat asked if there were any corrections or comments to the minutes of the April 30, 2018 Regular Meeting. Motion made by Mr. Balcewicz and seconded by Mr. Jackson to approve the minutes.

ROLL CALL VOTE: Mr. Montferrat, Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Mr. Searing, Mr. Jackson, Mr. Balcewicz and Mr. Cabot voted yes. Mr. Hansen and Mr. Cicalese abstained. Ms. Colavecchio was absent. Vote: 8-0, two abstentions

PUBLIC COMMENT:

Mr. Montferrat opened the Public Comment portion of the meeting. There being no public present, Mr. Montferrat closed the public comment portion.

OLD BUSINESS:

- 1) Accessory Use – Gazebos, pergolas and arbors – George Chin, Zoning Official was present to review the proposed changes to the Accessory Ordinance. Mr. Chin reviewed the additions to the Accessory Use ordinance – include gazebos, pergolas and arbors, included definitions. The Board recommended tree houses should also be added to this ordinance. Mr. Chin and the subcommittee will meet again to finalize the tree house portion of this ordinance. Question concerning liability – Ms. Maziarz the town is not responsible; complying with the zoning ordinance. Any tree house that comes after the ordinance will be required to comply with the ordinance. Existing tree house would not be required to comply.

Mr. Slauch – expressed concern with the wording “roofed structures” – pergolas and arbors do not have a roof. Suggested “Yard Structures” – include free standing gazebos, pergolas and arbors which are not roofed.

Permits required for tree house. If the permitting is added, would existing tree houses be grandfathered? Ms. Maziarz – Ordinance can be structured in such a way to require yearly permitting. Suggested it be included in the General Ordinance section concerning permitting. Discuss with the Borough Attorney.

Permitting is more a policing function outside the scope of the Zoning Ordinance. Mr. Misiura – expressed concern with Section C – which gives specific details. May want to be more general/ performance standards and not too specific.

Mr. Montferrat opened the Public Comment portion.

Orlando Chiriboga, 133 William St., Hightstown – The tree house is actually on Mr. Chiriboga’s property. Mr. Chiriboga is interested in sub-dividing his property. Ms. Maziarz asked if they are requesting a concept review, it would have to be an item on the agenda.

There being no further comments, Mr. Montferrat closed the public portion.

NEW BUSINESS:

- 1) Improvements to Sunset Avenue and Maple Avenue –All Board members received the following documents prior to the meeting (attached):
 - a) Letter dated May 1, 2018, from Roberts Engineering Group
 - b) Comments from the Hightstown Borough Environmental Commission

Ms. Roberts reviewed the proposed capital project. The Borough was awarded a grant through NJDOT Transportation Trust Fund in the amount of \$225,000. This grant is for milling and paving, base repairs as necessary and limited curb and sidewalk. The application requested new sidewalk where none currently exists on Sunset Avenue between Maple Avenue and North Main Street. The amount of funding requested during the initial grant application process was \$459,540.

The Environmental Commission has requested the following:

- a) Add 13 trees to the project; we are removing one tree due to its condition. They would like to see 12 more with a variety of cherries, and they have recommended an island on the cul de sac on Maple Avenue. Initially their request for the cul de sac was to make it as wide as possible (60-foot diameter) and make the driving lane around the cul de sac as narrow as possible (15-18 feet wide). Roberts Engineering and Public Works recommend 36 feet – to allow access for emergency vehicles, fire trucks, snow plows and garbage trucks. Currently there is also parking on the cul de sac. Unless the parking on the cul de sac is removed, we will need at least 8 feet to park cars and 22 feet around the island to allow access for emergency vehicles and snow plows. You would then have a 30-foot paved area around the island. Under the island there is sanitary, water and gas. Estimated cost to install this island (curbing, landscaping) \$19,000. This does not include that cost to move or modify the sanitary and water lines if necessary.

DPW is not in favor of the island which would require maintenance and problem with snow removal. Environmental Commission is also requesting a tree in the island. Would be difficult to have a tree located on the island, especially with snow plowing which could cause damage to the tree.

Mr. Montferrat opened the meeting to Public Comment:

- 1) David Zaiser, 402 S. Main St., Shade Tree Official and member of Environmental Commission – Our request originally was to reduce the impervious surface and storm water runoff. This would get rid of about 1,000 square feet of impervious surface which will offset about 250 feet of new sidewalks. This would help to reduce the impervious surface on this project. No problem with planting trees along the street; several species are naturally salt resistant.

Discussion

Mr. Balcewicz – would the roots of the trees interfere with the utility lines? Mr. Zaiser – usually no, as long as the sewer lines are intact.

Mr. Hansen asked if catch basins along the perimeter would also help alleviate some of the impervious surface. Concerned with the utility lines and maintenance.

Mr. Misiura – Public Works expressed their concern regarding maintenance and access.

Mr. Zaiser suggested that the residents in the cul de sac maintain the island.

Mayor Quattrone sent a letter to the residents and will be meeting with them on Thursday, May 17 at 6:30 p.m. to discuss this matter.

Mr. Montferrat – parking is also an issue. Ms. Roberts noted that the island would allow parallel parking which would reduce the current parking availability.

Mr. Zaiser – Our general approach to these projects is to try to think about the role of these projects to promote walking and biking and to create places that are attractive and engaging. We are trying to plant as many street trees as we can on this project.

Mr. Slaugh – Cherries are normally ornamental trees and don't have any columns or forms, a lot are spread forms. Concerned that they would grow low and into the street.

Mr. Zaiser – We would want a variety of trees to avoid monoculture that would be subject to disease.

Ms. Asselstine – With the addition of the sidewalks, there would be continuous sidewalks down Maple Street.

Mr. Misiura – The scope of this project is twice as much as the grant funding.

Planning Board will make a recommendation to the Borough Council which will make the final decision as to the scope of the project.

Ms. Roberts gave an overview of this project: The amount of funding requested during the initial grant application process was for \$459,540. Estimated construction cost to complete the work as requested is \$456,522. This included milling and paving, storm sewer improvements which were not originally anticipated during the grant application process, and curb and sidewalk improvements as necessary. The cost of pavement repair, milling and overlay for these two roads is more than the grant itself. The cost of the asphalt is very expensive.

The scope of the grant was for Maple and Sunset roadway, curb, sidewalk and drainage. The grant money would pay for pavement and handicap ramps. There is not enough money in the grant to do everything that needs to be done.

Ms. Roberts prioritized what was most needed:

- a. Roads
- b. Anything under the road – (drainage problem at the intersection of Maple and Sunset)
- c. Handicap Ramps required by law

Discussion on landscaping for the island area.

Motion made by the Planning Board to recommend to the Borough Council the capital improvements to Sunset and Maple Avenues. The Planning Board finds that the proposed Capital improvement project for Sunset Avenue and Maple Avenue are consistent with the Master Plan with the following recommendations:

- a. Plant additional trees of various species (that will not interfere with utilities); plant trees down to North Main St.;
- b. Residents will have an opportunity to give their opinion regarding the island and parking situation;
- c. The Borough would be responsible for maintenance of the island.

Motion made by Mayor Quattrone and seconded by Mr. Jackson.

ROLL CALL VOTE: Mr. Montferrat, Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Mr. Hansen, Mr. Jackson, Mr. Cicalese, Mr. Balcewicz and Mr. Cabot voted yes. Mr. Searing voted no. Ms. Colavecchio was absent. Vote: 9-1

- 2) First Aid Retaining Wall Replacement – Rocky Brook Park on Bank Street – Ms. Roberts reviewed the proposed project. (See attached letter from Roberts Engineering Group dated April 24, 2018). Ms. Roberts will be meeting with the Environmental Commission tomorrow.

Mr. Montferrat opened the meeting to public comment:

Tammy Sands - Stony Brook-Millstone Watershed (The Watershed Institute) – Received preliminary approval for a grant (\$35,000) with DEP for the park side to support Hightstown in this endeavor as well as the Watershed Institute providing staff hours. We recently reviewed this plan and will be meeting tomorrow with the Environmental Commission and Ms. Roberts for further discussions.

Propose that the retaining wall on the park side not be disturbed and maintain the stream integrity. If the retaining wall were higher on the First Aid side, you can put storm water management above. Asking that you review cost analysis in relation to the environmental impact. The disturbance located on the one side, that will help the environment on the park side. Extend the elevation on the west side will facilitate the flood storage capacity. Our storm water specialist recommends removing the Pear Tree (#33) and saving the 37-inch Oak because it collects over 16,000 gallons of water within a year. I will provide a list of plants and trees that would be more beneficial in maintaining the environment. Suggested a bio-swale for that area.

David Zaiser, 402 S. Main St. – Borough ordinance requires planting of a replacement tree at the site of removal or at a location approved by the Environmental Commission.

Motion made by the Planning Board to recommend to the Borough Council the capital improvement for the First Aid Retaining Wall Replacement Project – Rocky Brook Park on Bank Street. The Planning Board finds that the proposed Capital improvement project for the replacement of the First Aid Retaining Wall is consistent with the Master Plan with the following recommendation:

- a. Planning Board Engineer will meet with the Environmental Commission and the Stony Brook-Millstone Watershed (The Watershed Institute) to explore the option presented by Stony Brook-Millstone Watershed during tonight's meeting.

Motion made by Mr. Misiura and seconded by Mr. Searing.

ROLL CALL VOTE: Mr. Montferrat, Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Mr. Hansen, Mr. Searing, Mr. Jackson, Mr. Cicalese, Mr. Balcewicz and Mr. Cabot voted yes. Ms. Colavecchio was absent. Vote: 10-0

Storm water Management Training – Online videos – please inform the Planning Board Secretary once you have completed the training videos.

Committee and Professional Reports - None

There being no further business Mr. Montferrat asked for a motion to adjourn. Motion made by Mr. Hansen and seconded by Mr. Balcewicz. All ayes. Meeting adjourned at 9:05 p.m.

Respectfully submitted,

Sandra Belan
Planning Board Secretary