



AGENDA
HIGHTSTOWN BOROUGH
PLANNING BOARD MEETING
Hightstown Firehouse
February 10, 2020 – 7:30 P.M.

Meeting called to order by Chairman Fred Montferrat

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 Law 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 December 9, 2019 Regular Meeting
January 13, 2020 Regular Meeting

Public Comment

Memorialize Resolution #2019-14 – Application #2019-07 – JKAMQSR, LLC Amendment
Approved Site Plan, Block 26, Lot 22.01, 119 Franklin St.

Old Business

- 1) Green Development Practices Guide – List of species to avoid (Environmental Commission)

New Business

- 1) Appoint Liaison – Environmental Commission

Discussion

- 1) Zoning Map Update – Carmela Roberts

Committee and Professional Reports

Chairman and Board Member Comments

Adjourn

Hightstown Planning Board
Regular Meeting
December 9, 2019, 7:30 p.m.

OPEN SESSION

Fred Montferrat, Chairman, called the meeting to order at 7:37 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		
Ms. Jackson		X	
Mr. Rosenberg	X		
Mr. Searing	X		
Mr. Laudenberg	X		Sworn in after Roll Call
Mr. Balcewicz, Alt. #1	X		
Mr. Cabot, Alt. #2	X		

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

APPROVAL OF AGENDA

Mr. Montferrat asked that the agenda be amended to add the swearing in of new member, John Laudenberg, replacing Joe Cicalese who elected to the Borough Council.

Mr. Montferrat asked for a motion to approve the amended agenda. Motion made by Ms. Asselstine and seconded by Mr. Cabot to approve the amended agenda.

Roll Call Vote: Mr. Montferrat, Mr. Misiura, Ms. Asselstine, Ms. Colavecchio, Mr. Rosenberg, Mr. Searing, Mr. Balcewicz and Mr. Cabot. Mayor Quattrone and Ms. Jackson were absent. Motion passed 8-0.

OATH OF OFFICE

Ms. Maziarz, Board Attorney, swore in Mr. Laudenberg, new Planning Board Member.

APPROVAL OF MINUTES

Mr. Montferrat asked if there were any corrections or comments to the minutes of the November 12, 2019, Regular Meeting.

Motion made by Ms. Asselstine and seconded by Mr. Misiura to approve the minutes from the November 12, 2019, Planning Board meeting.

Roll Call Vote: Mr. Montferrat, Mr. Misiura, Ms. Asselstine, Ms. Colavecchio, Mr. Rosenberg and Mr. Searing. Ms. Colavecchio, Mr. Laudenberger, Mr. Balcewicz and Mr. Cabot abstained. Mayor Quattrone and Ms. Jackson were absent. Motion passed 5-0, four abstentions.

PUBLIC COMMENT

Mr. Montferrat opened the floor for any public comments.

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

HEARINGS

- 1) Application #2019-05 – Americana Hospitality Group, Block 7, Lots 40.02 and 41 – Preliminary and Final Site Plan Approval

Mark Shane, Shane and White, LLC representing the Americana Diner. Received approval from this Planning Board a few years to expand the Americana Diner, Route 130. Property is in both Hightstown and East Windsor. Received approval several months ago from East Windsor for the proposed renovations. Appearing before this Board for some minor changes to the original plans previously approved by the Board.

All information on notice of publications was submitted to the Planning Board Secretary.

Mr. Shane – Mr. Szalay also testified before East Windsor on this project as well as other municipalities throughout the state.

Testimony – Christopher Szalay, Professional Engineer – Ms. Maziarz swore in Mr. Szalay. Credentials: received bachelor's degree in civil engineering from the University of Rhode Island in 2008; currently work for Menlo Engineering Associates, 261 Cleveland Ave., Highland Park, NJ; licensed professional engineer in New Jersey since 2013. Testified before numerous Boards within the State: Middlesex, Somerset, Hutchinson, Mercer and Monmouth County. Board accepts Mr. Szalay as an expert witness.

Exhibit to be reviewed:

- a) Exhibit A1 – Aerial View of Existing Conditions
- b) Exhibit A2 - Colorized Rendering of the Site Plan

This property is in both the Borough of Hightstown and East Windsor Township. Borough of Hightstown is located on lots 40.02 and portion of lot 41 – total 1.77 acres in the Borough of Hightstown, with total developable area of the area is 6.46 acres including East Windsor. The properties in East Windsor are Lots 9, 10 and 11 within Block 57.

Site is somewhat irregularly shaped lot with frontage on the north side of US 130 between Stockton Street and Town Center Road. Surrounding the properties to the north, south and west are commercial properties. In addition, to the north of our property is a regulated body of water, Rocky Brook, which has

a 150-foot riparian buffer. To the west of the property is the right of way of US 130. To the east of the property are single family residential homes located within the Borough of Hightstown.

Access to the site is by way of curb cuts along Route 130 and the lots with the Borough are located entirely within the R-3 residential district and within the Highway Commercial District within East Windsor Township.

Existing conditions – The property as a whole is developed with a multitude of commercial uses totaling approximately 28,300 square feet of commercial space as well as 228 associated parking spaces, 87 of which are located on Lot 40.02 within existing paved parking area that is associated with the commercial site, located closely to the Americana Diner.

Utilities – Underground detention basin located to the east of the Americana Diner, which collects, conveys, stores and contains stormwater runoff from the existing parking area and discharges it within the Route 130 right of way. Stormwater management improvements along the other two lots which are not contained, currently discharge to through the right of way.

The applicant is proposing to redevelop the entire site and provide a total of approximately 30,800 square feet of commercial uses. The three existing buildings onsite will remain. Some building additions are proposed to the Americana Diner and two existing buildings located to the south as well. Overall the other commercial space will total 30,800 sf and a total of 342 parking spaces are proposed.

We are here today for an Amended Site Plan for the improvements that are located within the Borough of Hightstown. The existing parking lot on lot 40.02 is remain and modified (8 angled parking spaces which will be reconfigured into 7 90-degree spaces).

Mr. Shane noted that one of the reasons for the reconfiguration of the parking is because the applicant is attempting to save a tree.

Mr. Szalay – What was previously approved as a functioning site plan for the parking addition that is to be located on the leased portion of Lot 41 in the Borough of Hightstown. The applicant is attempting to save an existing Oak Tree which is mature and fully developed as well as avoiding relocating an existing transformer. By reconfiguring what was previously approved, we can achieve those two goals as well as maintaining a well-functioning site that circulates safely and adequately.

Also, proposed, in addition to the modifications on Lot 40.02, is a 78-parking space addition onto a portion of Lot 41 within the Borough of Hightstown. Included with these new spaces are 4 ADA spaces near diner and in a level spot. The applicant is also proposing one dumpster that will be in Hightstown Borough (Exhibit A-2). Existing lot 40.02 is located along the eastern portion of the property line and the parking lot addition located within Lot 41 is along the northern portion of the property line. The ADA accessible spaces are located off the northeast corner of the existing Diner and the dumpster is located mid-point of the northern property line.

Screening – proposing six-foot high board-on-board fence along the northern property line to supplement the current landscaping along the eastern and southern property lines. In addition to the existing buffer, we are substantially enhancing the buffer within the East Windsor Township and buffering the residents located within Borough of Hightstown.

Utility Improvements

- a) Proposing for East Windsor a new underground detention basin and utilizing the existing detention basin near the Americana Diner. All runoff will be treated for water quality prior to being discharged into the Route 130 and meet water management regulations. Application submitted to the DEP for approval regarding regulation of discharge into the DOT system.
- b) Other utilities improvements are located within East Windsor Township.

Lighting Improvements

- a) Lighting plan shows five pole mounted light fixtures to be installed in the new parking area. Pole heights are proposed to be 25 feet. Minimum of 0.3 foot-candles, with an average of 0.98 foot-candles and an average minimum uniformity ratio of 3.27.1 are provided within parking areas and access aisles.

Variances

- a) Non-permitted Principal Use – The use of a portion of Lot 41 as a parking lot serving a commercial use is not permitted in the R-3 District. The modification of the existing parking lot on Lot 40.02 to expand it by providing access to the new parking area on Lot 41 is not a permitted change in the non-conforming use of that lot.
- b) Parking Stall Size – The proposed parking stalls measure 10 feet wide by 18 feet long. Borough ordinance requires parking stalls to be a minimum of 20 feet long.

Mr. Shane – At the prior approval, we had a planner testify regarding the Zoning requirement for the non-conforming use at this site. It was approved at that time.

Mr. Szalay reviewed the changes from the previous approved Site Plan.

- a) Layout very similar to the previously approved Site Plans within the Borough. Main changes as discussed earlier have to do with saving existing Oak tree located on the property (Exhibit A-2) and existing transformer which we are maintaining now by providing this green space. Previously, through this green space was a drive aisle that extended toward the exit along Route 130. With this change, we have been able to maintain the existing egress only driveway onto Route 130 rather than modifying to a right-in; right-out driveway, which was part of the previously approved plans.

Mr. Shane – The focus of the original Site Plan and this site plan is parking in Hightstown Borough. The improvements to the site, which were previously in disrepair. These improvements will be made to the benefit of Hightstown Borough.

Ms. Maziarz – It is my understanding from the application and from your testimony so far that you previously received Site Plan approval. I have not been able to locate it or identify it. If the Zoning Board had jurisdiction initially then this application will also be with the Zoning Board. Mr. Misiura must recuse himself.

Mr. Shane – We are not changing the original variance approval for non-conforming use. We are modifying the parking,

Ms. Roberts – I approached this application as Preliminary and Final Site Plan approval tonight. I do not believe the original application received resolution compliance from the Planning Board.

Mr. Slauch – Are the number of parking spaces changing?

Mr. Shane - The original approval was for 157 parking spaces in Hightstown Borough. We are now proposing 158 spaces in Hightstown Borough. Lot 40.02 is owned by the owner and lot 41 is being leased. What is the current status of the lease?

Discussion on the approval of the previous resolution.

Attorney needs to provide additional materials. Grounds to postpone this hearing. Does a resolution expire?

Ms. Maziarz – The Board and professionals need to review the site plan to determine how it has changed from what was originally approved in 2011.

This application is tabled to future meeting no additional notice required.

At this time, Mr. Misiura returned to the dais.

- 2) Application #2019-07 – JKAMQSR, LLC – Amendment to Approved Site Plan, Block 26, Lot 22.01, 119 Franklin St.

George White, Attorney, Turp, Coates, Driggers & White, Hightstown – Amendment to Approved Site Plan – previously here for Zoning Appeal – where the zoning issues related to this application were approved. Tonight's application is to renovate and make architectural improvements. All the improvements are external; no other site work required, all architectural improvements and sign improvements (two variances regarding number of signs permitted).

Two professionals will testify: Cynthia Falls, Architect, gk+a Architects, PC and Creigh Rahenkamp, Professional Planner, Creigh Rahenkamp & Associates.

Ms. Maziarz swore in Ms. Falls, Architect, gk+a Architects, Rutherford, NJ – Master of Architecture from University of Texas, Arlington, 1996; registered architect in New Jersey since 2008 and registered in the New York since 2001. Appeared before multiple boards including East Brunswick, Middletown, Fairhaven, Montclair and throughout northern New Jersey. Board accepts Ms. Falls as an expert witness.

Ms. Falls – Proposing alterations to the Krauser's Convenience Store, 119 Franking St. This will be a combination convenience store and Dunkin Donuts. The Dunkin Donuts will be part of the convenience store, will not include seating or drive thru. Proposing exterior improvements to the façade.

Exhibit A-1 – Color Version of A-4.2 Detail 1 Photo of Existing Conditions; Detail 2 Photo of Existing Façade at Broad St. which fronts residential area; Detail 3 Detail of Proposed Elevation (Franklin St.): removal of existing canopy over the convenience store proposed Dunkin – adding architectural feature to display signage making this more of an end-cap store; Architectural feature will be composed of fiber cement panels with more fiber cement planking accented by pink and white panels on the Dunkin' side.

Two permits are permitted because there are two businesses – Dunkin' and Hightstown Mart.

- a) **Dunkin'** - Internally illuminated: sign area 22.5 sq. ft.; sign height of 2 feet; sign projection of 5 inches; height above grade 18.4 ft. This complies with the Borough ordinance.

- b) **Hightstown Mart** (convenience store): sign area is 32 sq. ft.; sign height 2 inches; sign projection 5 inches, height above grade 9.11 ft.

Neither of these signs exceeds the allowable 40 sq. ft. These two signs are permitted.

NOTE CORRECTION: Ms. Falls testified that the sign height (Hightstown Mart) was 2 inches; per the Plans the height is 2 feet.

Broad Street signage – Proposing two signs - monolith **DD** sign and **Hightstown Runs on Dunkin'** sign.

- a) DD sign will be on the monolith which projects slightly from the building, but projects less than existing. The canopy projects 2.11 ft. over the building. The DD sign will be less than that now – 8-inch projection. DD sign is internally illuminated.

DD sign - Area 7.6 sq. ft.; sign height 2 feet; sign projection of 5 inches; height above grade 18.4 ft.

- b) Hightstown Runs on Dunkin' will have fiber cement panels which will look like wood but is low maintenance to maintain the look. Hightstown Runs on Dunkin' sign will be illuminated with gooseneck lights. The lights are shielded as required to prevent light spillage over the property line.

Hightstown Runs on Dunkin' sign – area 21.92 sq. ft.; sign height 2 feet, sign projection of 1 inch; height above grade 9 ft.

We think the Hightstown Runs on Dunkin' helps to break up the long facade and gives some interest to the side of the building. The sign will not project any further than the current canopy.

Board Discussion

- a) Existing condition on the Broad St. side – vent in the middle of the building
- b) Two existing trees
- c) Canopy on Franklin St. and Dunkin' sign
- d) Lighting in the area
- e) Two separate business – convenience store and Dunkin' Donuts

Ms. Falls response:

- a) Parking lot - LED lights which will be relocated. There is no sidewalk, most of the lights are there for security.
- b) Both trees will remain, which is part of the reason the DD sign will be a little higher (three feet) than the existing building.
- c) Proposing two signs on the Broad Street side of the building (DD and Hightstown Runs on Dunkin'). Internally lighted signs are permitted.

Some Planning Board members questioned the two separate businesses.

Ms. Falls – It's a convenience store that has "convenience" projects and a Dunkin's Donuts. Each business will have its own point of sale cash register. There is no wall separating the two businesses.

They each operate as a separate business: convenience store (Hightstown Mart), service area/register (Dunkin' Donuts).

Mr. Rosenberg stated he would like to go on record as saying I had a very different idea as to what this was when the zoning appeal was approved. It was approached as a convenience store just selling Dunkin' Donut products. One business.

Ms. Falls – I was not present for the zoning appeal. It was positioned as a 60%-40% split.

Mr. White - There was a discussion of the split between the two businesses as far as what the orientation would be – two separate point of sale systems due to the Dunkin Donuts franchise requirements. Dunkin Donuts products sold through separate register. We did have testimony as to the separation of the square footage based on the different businesses that would be operating.

Ms. Maziarz added that she also had the same observation regarding the two business as some Board members do.

Mr. Slauch – Hightstown Runs on Dunkin sign reviewed the plans. Effectively, you have an element that is only supported on the corner according to the architectural design. Generally, that is an oddity. Normally the whole piece would go down to the ground, and it would be more like a fin or a pier that supports the entire piece. That is not the case here. Is this how this was designed.

Ms. Falls – Yes, that is correct.

Ms. Asselstine – The Dunkin sign on the Franklin Street side is elevated higher than all the other signs in the center. Is that within the guidelines of the sign ordinance in terms of height? Also elevated and illuminated.

Mr. Montferrat – How does this merge into the other façade that will remain the same? The green and white and that will change height wise and will not match with the other signage and canopy.

Ms. Falls – We are describing this as more like an end cap of a retail center which frequently are different than the rest of the centers. Again, this is a requirement that Dunkin Donuts has for branding. There is various signage on this building.

Ms. Asselstine – I think it is important going forward that we think about that since we can't really address the fact that it has been there since the 70's. You mentioned the franchise requirements?

The Dunkin in Robbinsville does not use the orange and pink color scheme. It has a much more subdued gold and black color scheme which is more in keeping with the architecture of the building.

Ms. Falls – Dunkin no longer approves sites that do not get their signage with their branding. Everything is about branding. All Dunkin's will be renovated to be consistent with the new signage, look and corporate name change. More modern cleaner look.

Ms. Asselstine – Hightstown is more historic town.

Mr. Slauch – This is not mounted on the roof, so this is technically not a roof sign.

Ms. Maziarz swore in Creigh Rahenkamp, Creigh Rahenkamp & Associates, Riverton, NJ: Qualified previously on the zoning interpretation. Creigh Rahenkamp, Planner – Credentials - planner for 37 years; licensed in New Jersey for 23 years. I have appeared in over 100 matters before Superior Court; lecturer at Rowan University and consultant on the residential site improvement standards. Board accepts Mr. Rahenkamp as an expert witness.

Mr. Rahenkamp reviewed the Variance issues:

I presented the planning testimony on original application it was presented as a single business with two points of sale. There is a single owner for all of this phase, but because of the franchise product delivered through Dunkin' Donuts, they have their own cash register system. Calling it two businesses was an effort to deal with the signage.

The overall purpose of signage is to communicate to the public what they can expect from a particular store. This is a relatively unique situation, that comes with a relatively small number of retail users who nest within the space of other businesses (for example Dunkin Donuts and Subway). When this occurs, you essentially now have two different functions occurring within the business. It is both a convenience store and a Dunkin Donuts. While it is a single business, because of the two different functions, it is important to be able to communicate to the public that both product lines are available within this store. We must communicate with two separate signs when we are addressing the public and do it aesthetically and not overbearing. You don't want the two signs right next to each other, which would obviously clash in terms of their overall look. You have a corporate logo and a more modest convenience store sign. You want to create a separation.

The effort with the architecture is to add a vertical element at the corner. It is common to have a vertical element at the end of a building that carries some additional mass, and to use that opportunity to give a building a different look rather than simply a straight strip center. This adds a vertical element. This gives us the opportunity to split the signage. Dunkin Donuts messaging on the vertical element that is being added and maintain the Hightstown Mart sign at the same elevation of the other signs (Exhibit A-1) – same height and background banding.

DD on side of building (modest signage) – plan to retain the two trees on Broad St.

Hightstown Runs on Dunkin' - This is adding different colors and material in the middle with a sign that mentions both the community and the use.

Soffit light will be removed; gooseneck light on sign DD. If additional lights are needed, will add modern LED hidden fixtures. This will be an improvement over existing conditions.

Buffering between residential and commercial zone (currently a non-conforming existing condition) – we did not plan to address it since it is an existing condition.

Mr. Rahenkamp - The existing green roof turns the corner. It would stick out further than the additional architectural vertical element.

Board Questions:

Mr. Balcewicz – Did you consider a lower vertical sign rather than extending 18 feet – lower the Dunkin sign on the front and the corner DD sign on the side? LED lights - color

Mr. Rahenkamp – The point in having a vertical element is that it is going to extend above the peak of the roof.

Ms. Falls – LED fixture on the side of the building comes in 4-5 different color temperatures. Will use warm temperature. All lights will be LED.

Mr. Slaugh recommends a color temperature of 3200 Kelvin or less (lower end of the LED range).

Mr. Rosenberg – The problem I have are the two signs – it is one business. From an aesthetic standpoint, it seems like your goals butt up directly without sign ordinance goals (using words like pops and modern which are not what we want in our signage). The Borough specifically did away with neon because it pops. We don't have lights that pop because they draw unnecessary attention. We want to maintain the historic character. You will be able to see this across the lake. Do not think it fits in with the character we are trying to achieve. Whether or not you can do it legally that's a different discussion. From an aesthetic point it simply does not fit in and two signs on one frontage is not permitted. Do not see how you can get around that.

Mr. Rahenkamp – It is better to have two separate elements, rather than trying to jam them together. That is the essence of the variance.

Variances Requested:

- a) Two signs where only one is permitted
- b) Interpretation as to whether that applies to both façades or one façade? I believe it applies to both façades.

Mr. Slaugh agrees with Mr. Rahenkamp's interpretation.

Ms. Asselstine – Illuminated sign on Board St. (DD Sign) – corner not visible.

Ms. Falls – DD Sign (Broad St.) - Applicant would agree to restricted hours on the lighting.

Mr. White – Dunkin is adamant about the Dunkin on the front be back lite with white background. The DD Sign on the side could be adjusted to goosenecks lights to restrict potential for commercial lighting shining toward residential area.

Ms. Falls – We can also change the brightness on the other lights.

Mr. Rahenkamp – The intent here is not to have a very bright sign; it should not have any glare.

Mr. Slaugh suggested a limit would be 300 nits.

Ms. Asselstine – The two signs on Board St. - one is the branded DD sign and the other is not is another Hightstown Runs on Dunkin is not a Hightstown Mart. I like the gooseneck better there and it is much more subtle. It is two signs for the same business on one façade. That seems unnecessary.

Ms. Falls – We are describing that more as an architectural feature to break up the brick wall. Again, it is a sign not unlike some of the others – example – Welcome to Hightstown sign in front of the building. It is not unsimilar to what you see in a lot of towns.

Mr. Rahenkamp – The subtitle is smaller, is externally illuminated and is part of an architectural feature. It does not scream Dunkin.

Mr. Slaugh – Isn't the architectural feature the actual thing that is changing the side not the façade?

Mr. Rahenkamp - No, the whole point of this is you have a further change in materials and letters that creates the horizontal element within that bound. It's the three elements together that create the visual interest.

Further discussion on the design of the DD and Hightstown Runs on Dunkin signs.

- a) Looks like a piece of the awning was removed to build a random structure on the side;
- b) Comes across more as a marquee element. I understand what they are trying to achieve here.
- c) If you have a DD sign it should be pushed back so the edge lines up with the front façade of the building. It looks unbalanced.
- d) On Broad St. you really aren't getting a lot of traffic, don't understand the Broad St. signage.
- e) Hightstown is an historic town and we trying to embrace that these days. We want to be our own entity. We don't want to be a highway commercial, which that was at one time. The town has changed.

Mr. White stated that the DD sign is visual as you come down Franklin St.

Mr. Slaugh – If you look at the aerial in my review and you see the trees would obstruct the sign.

Mr. White – The applicant is willing to remove the entire center element (Hightstown Runs on Dunkin) which eliminates the need for the variance (two signs on one façade). The intent of the signage was town recognition. If it is problematic as far as having dueling signs on the Board St., we can remove the entire element from the center of the building, leaving just the signage proposed with the branding.

Board Comments:

- a) Have you addressed the Police Chief's Comments - Related to double parking in the fire zone lane in the center and the increase in traffic?

Ms. Maziarz – This is site plan approval, so that should be addressed now.

Mr. Rahenkamp – The Police Chief simply concerned about an increase in activity, no mention of design changes.

Ms. Colavecchio – Removing gooseneck sign. We have a Mural Arts Program and I believe that wall could be used in a different way more to benefit of the town.

Open Public Comment

Frank Rivera, 110 Broad St. – Two signs on a brick wall. Aesthetics are upside down. We need to do something that fits historic Hightstown. The first thing you will see driving into Hightstown is "Hightstown Runs on Dunkin" – nothing tackier. The Borough was founded in 1721, will celebrate 300th anniversary in 2021. All this additional signage and lighting is an eyesore. This is overreach by any stretch of the imagination. Other members of the Cultural Arts Commission could not be here tonight, but they are also opposed.

There being no further comments, Mr. Montferrat closed public comment.

Board Discussion

- a) I support the removal of the center sign (Hightstown Runs on Dunkin) on Broad St. and the use of gooseneck over the DD instead of being back illuminated would reduce the impact on Board St.
- b) Hours of operation
- c) Lower the proposed DD and Dunkin' signs

Mr. Misiura asked that Mr. Slaugh review the self-illumination/brightness of the proposed lighting to determine the appropriate level for Hightstown.

Ms. Roberts – They are currently in compliance with ordinance regarding height. It is the number of signs.

Ms. Falls - Three-foot difference from the other façade.

Mr. Misiura – We are concerned with the historic nature of the town; this strip mall is not historic. Adding some variety to the individual businesses may make it more typical of Hightstown where you have individual buildings right up against each other and not these strips of buildings. I think this may improve it. We may disagree with the style, but I don't have an issue with the two businesses and the signage.

Mr. Montferrat – This area is heavily used, and the Dunkin Donuts will enhance the other businesses in that area. Make some minor changes so you get what you want, and we are preserving our community as we see our master plan and moving forward how we would like to see the rest of the downtown move forward.

Mr. Slaugh – The difference in signs is greater than three feet. Ms. Falls noted she misunderstood – the element being added at the end is three feet higher than the existing roof.

Mr. Searing – Really do not like the elevation of the Dunkin sign itself. In my opinion it would be much better if it was lowered to the roof level with white background. Reduce that elevation – looks so out of place. Would also like to see the DD lowered to be in line with the Dunkin on the site. Ideally, I would also like to see gooseneck lights on top of the Dunkin instead of the illuminated sign.

Mr. Slaugh – DD will be gooseneck, but the Dunkin will be internally lite as well as the Hightstown Mart.

Mr. White – All the signs are internally illuminated right now.

Mr. Rosenberg – We have two signs on one façade? Mr. Slaugh agreed that this is considered one façade.

Mr. Rosenberg – The ratio 60/40. The signage is reversed. Does not apply to our ordinance. Not aesthetically appealing.

Subsequent to the motion, applicant agreed to remove the second sign (Hightstown Runs on Dunkin) from the façade on Broad Street. Therefore, only one variance is required for the two signs on the Franklin Street façade.

Ordinance 29-18.A - Sign Variance - Permits one façade sign for each street frontage that has direct vehicular access from that street. The applicant proposes to install two signs on the front (Franklin Street). Variances is required for having more than one sign per façade for each building.

Motion made by Ms. Asselstine and seconded by Mr. Cabot to approve Application #2019-07 – JKAMQSR, LLC – Amendment to Approved Site Plan with Variances, Block 26, Lot 22.01, 119 Franklin St. with the following conditions:

- a) Broad Street – Internally illuminated signs – The Board Planner will work with the applicant to determine appropriate lighting;
 - a. Signs will be turned off at the close of business (operating hours 5:00 a.m. to 11:00 p.m.);
 - b. Security lighting will be no hotter than 3200 Kelvin

Applicant will revise the Plans and resubmit for resolution compliance, so the Borough has a record.

Roll Call: Mr. Montferrat, Mr. Misiura, Ms. Asselstine, Ms. Colavecchio, Mr. Laudenberg and Mr. Cabot voted yes. Mr. Rosenberg, Mr. Searing and Mr. Balcewicz voted no. Mayor Quattrone and Ms. Jackson were absent. Motion passed 6-3.

3) Proposed Condemnation Redevelopment Area: Bank Street Redevelopment Expansion II

Ms. Maziarz swore in Brian Slaugh, Planning Board Planner, Redevelopment Preliminary Investigation Hearing.

The purpose of the public hearing is for the Borough of Hightstown Planning Board to conduct a preliminary investigation, pursuant to N.J.S.A. 40A:12A-1 et seq. (Local Redevelopment and Housing Law), to determine a need for redevelopment and revitalization of Block 8, Lots 12-14 (158 N. Academy Street and 168 Bank Street) and Block 18, Lots 8-12 (156 Bank Street) on the tax assessment maps of the Borough of Hightstown.

Borough Council has entered into a Redevelopment Agreement with PRC Group, new owner of the Rug Mill Redevelopment site. PRC Group proposes to expand the redevelopment area.

The land areas we are discussing include:

- a) Yellow Georgian House on Bank St. and N. Academy
- b) First Aid Squad located on Bank St.
- c) Other side of Rocky Brook – Mechanic St. DPW buildings and the current Municipal on Bank St. and Mechanic.

PRC Group has acquired the yellow Georgian House (158 Academy St., block 8, Lot 12) – possible use as community center for the development, leasing/sales office.

Historical Society is currently in the redevelopment area. Renovation and additions for new Borough hall, which may free up that space for other things. This is intended to determine whether those areas meet the eligibility criteria under the law for expanding this Bank Street area.

Mr. Slaugh reviewed his findings – “DRAFT - Preliminary Investigation of an Area In Need of Redevelopment – Main Street Redevelopment Bank Street Sub-Area 1, Second Expansion” (attached)

Properties involved area: Block 8, Lots 12-14 (western end Bank St.); Block 18, Lots 8-12 (portion currently owned by Municipality).

Environmental Constraints reviewed by Mr. Slauch

Properties Block 18, Lots 8-12, owned by the Borough of Hightstown are eligible designation under Criterion C and H:

(C) "Land that is owned by the municipality, the county, a local housing authority, redevelopment agency, or redevelopment entity, or unimproved land that has remained so for a period of ten years prior to adoption of the resolution, and that by reason of its location, remoteness, lack of means of access to developed sections or portions of the municipality, or topography, or nature of the soil, is not likely to be developed through the instrumentality of private capital."

(H) "The designation of the delineated area is consistent with smart growth planning principals adopted pursuant to law or regulation."

Properties Block 8, Lots 13 and 14 (First Aid Squad) Criterion D applies:

(D) "Areas with buildings or improvements which, by reason of dilapidation, obsolescence, overcrowding, faulty arrangement or design, lack of ventilation, light and sanitary facilities, excessive land coverage, deleterious land use or obsolete layout, or any combination of these or other factors, are detrimental to the safety, health, morals or welfare of the community."

Facility itself is obsolete for a modern emergency medical technician and other first aid and emergency use services. Memorandum Hightstown First Aid Building Evaluation, dated 10/14/2019 **attached.**

Reversion clause in the title – property reverts to JCP&L who own the building.

Property Block 8, Lot 12 (158 Academy Street) - Criterion D, E and H apply:

PRC Group has indicated that the prior owner did extensive interior renovations; structural problems created in the house itself, as well as an odd arrangement of rooms which makes it difficult to adapt for another use, such as a community center.

The Board could adopt these findings and make a resolution to the Borough Council that you found the criteria had been met based on this report.

(E) "A growing lack or total lack of proper utilization of areas caused by the condition of the title, diverse ownership of real property therein or other conditions, resulting in the stagnant or not fully productive condition of land potentially useful and valuable for contributing to and serving the public health, safety and welfare."

Process:

Planning Board would adopt the findings and make resolution to the Borough Council.

Borough Council would also pass a resolution which would be sent to the State Commissioner of Department of Community Affairs. Since Hightstown Borough is in a “smart growth area,” it would become effective upon receipt.

Two resolutions from the Borough Council (1) dealt with just the western end and not the municipal properties; (2) also included the butrist for the Railroad Bridge, which was removed in the second resolution which added the municipal property.

Open Public Comment

Mr. Montferrat opened Public Comment.

Sneah Sukhadia, 24 Campton Dr., East Windsor, Acting Captain, First Aid Squad – Volunteer service to the community; provide a response time that is half compared to our contracted, which is largely due to our location. Building is inspected every year by the Fire Marshal. We rarely have any issues. We are first responders, and we understand safety very well compared to the general public. We spend a lot of time in this building. If we felt it was not safe, would not be staying overnight and spending so much time in the facility.

Brian Slauch met with our colleague and went through the building. When they went through no issues were brought up at that time.

Issues:

- 1) Obsolete for current EMS services – multiple levels, not ADA compliant, lack of storage, limitations within the building itself. Reviewed the architect’s memo.

Mr. Montferrat added that it is not about the services you are providing to the community; it is more about the building itself.

Mr. Misiura – This is not about shutting down the squad. The developer expressed some interest in that property since it is across the street. They are looking at acquiring as much property as they can to expand their development. The Borough would find another location for the First Aid Squad which may involve identifying a piece a property where a new facility could be built. Working out some type of deal with the developer to help fund. This gives us future options for these properties.

Mr. Sukhadia - We can fit everything we need inside; it is cramped but it suits are current needs. We try to be inclusive. I also work per diem at other EMS agencies. It is more the less the same there. Newer building may have more space. The building is more like our “home” away from home.

Mr. Misiura – As the process moves forward the squad will be involved in discussions.

Mr. Sukhadia - Current location is in the middle of town, which helps with response times.

Closed Public Comment

Ms. Maziarz – Board would vote on whether to recommend that this study area be designated as a condemnation area in need of redevelopment. After vote is taken, I have prepared a resolution which can be adopted tonight and be sent to the Borough Council.

Mr. Balcewicz suggested that this resolution also include relocating the First Aid Squad.

Ms. Maziarz – Since this is a recommendation to the Borough Council on the Area in Need of Redevelopment, the Planning Board could make a recommendation regarding the relocation of the First Aid Squad.

Mr. Cabot – Asked if there were any hope in saving the yellow house?

Mr. Misiura – The developer has not made any recommendations. They do understand the importance and the history of the property.

Mr. Slaugh – These recommendations would be more a part of the redevelopment agreement or redevelopment plan.

Mr. Slaugh reviewed the redevelopment process going forward.

Motion made by Ms. Asselstine and seconded by Mr. Misiura to recommend to the Borough Council that the Preliminary Investigation of An Area in Need of Redevelopment Bank Street Sub-Area 1 Second Expansion that all of the criteria in the study area should be designated as a condemnation area in need of redevelopment.

Roll Call: Mr. Montferrat, Mr. Misiura, Ms. Asselstine, Ms. Colavecchio, Mr. Rosenberg, Mr. Searing, Mr. Laudemberger, Mr. Balcewicz and Mr. Cabot voted yes. Mayor Quattrone and Ms. Jackson were absent. Motion passed 9-0

Ms. Maziarz read the following resolution into the record: Resolution #2019-13 Resolution Recommending the Designation of the Bank Street Sub Area 1 (Block 8, Lots 12, 13 and 14; Block 18, Lots 8-12) as a Condemnation Area In Need of Redevelopment Pursuant to the New Jersey Local Redevelopment and Housing Law.

Motion made by Ms. Asselstine and seconded by Ms. Colavecchio to adopt Resolution 2019-13 as presented by Ms. Maziarz at the Planning Board meeting, December 9, 2019.

Roll Call: Mr. Montferrat, Mr. Misiura, Ms. Asselstine, Ms. Colavecchio, Mr. Rosenberg, Mr. Searing, Mr. Laudemberger, Mr. Balcewicz and Mr. Cabot voted yes. Mayor Quattrone and Ms. Jackson were absent. Motion passed 9-0

A copy will be forward to the Planning Board Secretary for signature by the Chairman and Secretary and then forwarded to the Borough Council for further action.

OLD BUSINESS – None

NEW BUSINESS – None

COMMITTEE AND PROFESSIONAL REPORTS

Mr. Montferrat – Subcommittee to discuss “flag lots.” Several residents have discussed with the Zoning Officer selling property and would like to advertise as flag lots that can be subdivided – shared driveway (Oak Lane and South Main St.). Suggested it be handled on a case by case basis.

Mr. Slauch – Flag lot issues - do not have access to utilities, lots usually larger than normal lot even once subdivided, house orientation issues and requires buffering for back yard.

Ms. Asselstine – The Kickoff Meeting for the Mobility Plan with the Community Advisory Committee is scheduled for December 12th from 5-7 at the Fire House Hall. Received Municipal Aid Grant for Railroad Avenue and connection to rear of the new municipal site.

Ms. Roberts reported that the water main on Stockton will be completed by the end of next week. Curbs and sidewalks will extend to the intersection of Dutch Neck Road.

There being no further business Mr. Montferrat asked for a motion to adjourn. Motion made by Mr. Laudenberger and seconded by Mr. Rosenberg. All ayes. Meeting adjourned at 10:45 p.m.

Respectfully submitted,

Sandra Belan
Planning Board Secretary

Hightstown Planning Board
Regular Meeting
January 13, 2020, 7:30 p.m.

OPEN SESSION

Fred Montferrat, Chairman, called the meeting to order at 7:37 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	
Ms. Jackson	X		
Mr. Rosenberg	X		
Mr. Searing	X		
Mr. Laudemberger		X	
Mr. Balcewicz, Alt. #1	X		
Mr. Cabot, Alt. #2	X		

Also in attendance: Sandy Belan, Planning Board Secretary, Robyn Wright, Planning Board Attorney Cameron Corini, Engineer and Brian Slauch, Planning Board Planner.

APPROVAL OF AGENDA

Mr. Montferrat asked for motion to approve the agenda. Motion made by Mr. Cabot and seconded by Mayor Quattrone to approve the January 13, 2020, agenda.

Roll Call Vote: Mr. Montferrat, Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Mr. Rosenberg, Mr. Searing, Mr. Balcewicz and Mr. Cabot. Ms. Colavecchio and Mr. Laudemberger were absent. Motion passed 9-0.

NOMINATIONS:

Planning Board Chairman:

Mr. Misiura nominated Fred Montferrat to service as Chairman, seconded by Mayor Quattrone.

Roll Call Vote: Mr. Montferrat, Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Mr. Rosenberg, Mr. Searing, Mr. Balcewicz and Mr. Cabot. Ms. Colavecchio and Mr. Laudemberger were absent. Motion passed 9-0.

Planning Board Vice Chairman:

Mr. Montferrat asked for nominations for Vice Chairman. Motion made by Mr. Misiura to nominate Beverly Asselstine to serve as Vice Chairman, seconded by Mayor Quattrone.

Roll Call Vote: Mr. Montferrat, Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Mr. Rosenberg, Mr. Searing, Mr. Balcewicz and Mr. Cabot. Ms. Colavecchio and Mr. Laudenberg were absent. Motion passed 9-0.

OATH OF OFFICE

Mayor Quattrone swore in the following Planning Board Members:

Steve Misiura, Class II – expires 2020
Bill Searing, Class II – expires 2020
Fred Montferrat, Class IV (4 years) – expires 2023
Beverly Asselstine, (4 years) – expires 2023
Joanna Jackson, Class IV (3 years) – expires 2022
Joseph Balcewicz, Alternate #1 (2 years) – expires 2021

PUBLIC COMMENT

Mr. Montferrat opened the floor for any public comments.

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

CAPITAL IMPROVEMENT REVIEW – East Windsor Regional School District

Project #1 – Grace N. Rogers School – New Basketball Court
Project #2 – Hightstown High School – Traffic Circulation Improvements

Ms. Wright swore in Paul Todd, East Windsor School District.

Project #1 – Grace N. Rogers School New Basketball Court

Mr. Todd gave the Board an overview of the project: Several years ago, the district reconfigured changed from an independent K5 elementary school to K2 3/5. This request came from the Building Administrator as it moved to 3-5 grades, requested to add another basketball court.

Ms. Wright swore in William B. Edwards, Edwards Engineering Group, Inc., Somerville, New Jersey. Principal in the Edwards Engineering Group and the School District's Engineer of record. Licensed professional engineer in New Jersey, appeared before numerous Planning Boards throughout the State. Licensed engineer for 30 years. Board accepts Mr. Edwards as an expert witness.

Project Overview:

Grace N. Rogers School, New Basketball Court

Mr. Edwards reviewed the plans.

Project includes the construction of a new outdoor paved basketball court in a lawn area alongside an existing basketball court. New barrier free (ADA) paths between the school and the basketball court. Project includes grading and minor drainage improvements, along with a modification of the school's existing stormwater management detention basin outflow structure. The plans have been submitted to the Delaware & Raritan Canal Commission and the Mercer Soil Conservation District for their review and approval.

The increase in impervious coverage is only 6,100 square feet, which is defined as a minor project according to the Hightstown Borough stormwater management ordinance.

Discussion:

- a) Existing court will be resurfaced (no change in size)
- b) No lighting – court will only be used during the day for students
- c) Surface material – asphalt

Project #2 – Hightstown High School – Traffic Circulation Improvements

Mr. Edwards reviewed the proposed project:

Eliminate some of the turning movements that occur; passing of cars, cross traffic - creating a "Tee" intersection instead of the cross. Second thing under-utilized drop-off lane and some parallel parking along a portion of Leshin Lane. Eliminate this and add a straight curve line and pedestrian sidewalk, which will eliminate some of the turning movements and cars parking along the roadway and help streamline traffic flow. Reviewed page 2 of plans.

Project includes modifications to the high school's main entrance driveway at the intersection of Leshin Lane and Westerlea Drive.

New Signage

- a) New dedicated sign at Main Entrance "Welcome to Hightstown High School"
- b) Parent drop off will turn left
- c) Student parking and Main entrance traffic will turn right

Drop Off

- a) New parent drop-off lane will be on the side of the school

Temporary control gate at outlet of parking lot (swing gate operated by a crossing guard). When buses depart, the gate will be temporarily closed, and traffic will be temporarily held in the parking lot until the buses depart and gate will reopen.

New Main Entrance to High School

- a) More focal point to direct people to the campus
- b) New lighting
- c) Restriping handicapped stalls
- d) Dedicated sidewalk with dedicated crosswalk;

- e) Clear and defined ADA crosswalks and barrier free parking;
- f) Improved signage on the school entrance for barrier free entrance;
- g) Westerlea end of the campus – eliminate the confusing turn and creating one singular turn with better directional signs: Administration and parking;
- h) Improve traffic signage – through traffic and yield traffic
- i) Internally – better signage – traffic direction – eliminate confusion at the main entrance

Stormwater Management Work:

- a) Project will be submitted to Delaware & Raritan Canal Commission and the Mercer Soil Conservation District for approval.
- b) Reducing impervious coverage on this project site with the new layout. Because of the size of the project, it does trigger the water quality standards. Will be adding some water quality treatment devices to meet the State's stormwater management regulations. Everything will be designed in accordance with current codes.
- c) Drainage improvements along the roadway: add one inlet along the public streets to improve water collection along the gutter.

Once plans are completed, we will send the revised plan to the Borough Engineer. Everything will be to Borough standards.

Lighting

- a) Add new LED lighting in parking lot and new sidewalks

Board Questions/Discussion:

- a) Buses will come directly from the Bus Yard – reviewed bus entrance and exit
- b) Crosswalk – all will be ADA accessible
- c) Reviewed the curbing to channel traffic – signage – dedicated left turn lane and through lanes
- d) All Borough signs will remain; only removing school signs

Ms. Asselstine - Next summer the Borough will be going out to bid for a project on Spring Crest to add sidewalks. New crosswalk on South Main at Spring Crest and sidewalks all the way up Spring Crest to Westerlea. Spruce Court is also part of this project. The Borough will be doing a lot of work in this area – crosswalks, ADA ramps leading to this intersection. Need to coordinate with the Borough on the design of what happens because this will be part of the Borough's infrastructure.

Discussion on crosswalks – Board suggested adding marked crosswalk on Westerlea (where the Iron Pin is located) - four feet ahead of the stop bar. Mr. Edwards agreed to add a marked crosswalk at this location. Revised plans will be provided to the Borough Engineer.

Mr. Corini – Mercer County Department of Engineering considers every corner a crosswalk.

Signage

Message Sign – digital message with color and illuminated.

- a) Per Borough Ordinance digital message signs are not permitted.

Mr. Slaugh – School District is not subject to Borough ordinances. The facilities proposed for both the Grace N. Rogers School and Hightstown High School are consistent with the Master Plan designation of land use.

Parking – student and street

- a) Adding some parking with the reconfiguration of the island – 4 spaces
- b) Down total of 4 spaces
- c) Student spaces remain the same
- d) Parents and driving schools use the parallel parking on weekend to teach parallel parking

Ms. Asselstine requested that the School District coordinate with the Borough through the Complete Streets Committee on these projects to make sure they dovetail with the plan and other Borough projects. We have had great success over the last few months with Mercer County – installing several new crosswalks on South Main Street and North Main Street.

Mr. Misiura – One of the main purposes of this committee is to make it safer for students to walk to the Hightstown High School.

Mayor Quattrone - The Environmental Commission is looking for additional shade trees. Has there been any discussion to add trees as part of this project?

Mr. Edwards – We are looking to add some trees along the main walkway to create a promenade as you approach the High School and a few on the lawn. Trees would mostly be ornamental.

Mayor Quattrone expressed concern over the number of buses that backup on Grape Run Road. Buses sit on a slight grade as they line up to turn. Suggested buses use Leshin Lane where the road is flat and better line of site for oncoming traffic. Mr. Todd will investigate this matter.

Mr. Slaugh suggested that the color temperature of lights for the digital sign be within 3,000-4,000 would be agreeable.

Mr. Misiura asked that the school provide the Planning Board with additional information on the digital message sign.

Motion made by Ms. Jackson and seconded by Ms. Asselstine to approve the East Windsor Regional School District Capital Projects (Grace N. Rogers School – New Basketball Court and Hightstown High School – Traffic Circulation Improvements) with the following (4) conditions. The Planning Board also finds these capital projects to be consistent with the Hightstown Borough Master Plan.

- a) Crosswalk on the eastern side of Leshin Lane at Westerlea Avenue
- b) Submit project(s) to the Complete Street Committee for comments
- c) Explore buses using Grape Run Road
- d) Provide additional information on the digital message sign

Roll Call Vote: Mr. Montferrat, Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Mr. Rosenberg, Mr. Searing, Mr. Balcewicz and Mr. Cabot. Ms. Colavecchio and Mr. Laudemberger were absent. Motion passed 9-0.

REORGANIZATION RESOLUTIONS

1) Resolution 2020-01 – Meeting Schedule 2020

Requesting additional meeting dates in May for the Rug Mill presentation.

Motion made by Ms. Asselstine and seconded by Mr. Misiura to approve the Meeting Schedule for 2020.

Roll Call Vote: Mr. Montferrat, Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Mr. Rosenberg, Mr. Searing, Mr. Balcewicz and Mr. Cabot. Ms. Colavecchio and Mr. Laudenberg were absent. Motion passed 9-0.

Resolution 2020-01

*BOROUGH OF HIGHTSTOWN PLANNING BOARD
COUNTY OF MERCER, STATE OF NEW JERSEY*

2020 MEETING SCHEDULE

BE IT RESOLVED by the Planning Board of the Borough of Hightstown that the meetings of the Planning Board for the remainder of 2020 and for the first meeting in 2021, will be held at **7:30 p. m.**, at the Hightstown Engine Co. #1 Firehouse Hall, 140 North Main Street, Hightstown, on the following dates:

2020	
Monday	February 10, 2020
Monday	March 9, 2020
Monday	April 13, 2020
Monday	May 11, 2020
Tuesday	May 12, 2020
Wednesday	May 13, 2020
Monday	June 8, 2020
Monday	July 13, 2020
Monday	August 10, 2020
Monday	September 14, 2020
Tuesday	October 13, 2020
Monday	November 9, 2020

Monday

December 14, 2020

2021

Monday

January 11, 2021

2) Resolution 2020-02 – Newspaper Designation

Motion made by Ms. Jackson and seconded by Mr. Balcewicz to approve Newspaper Designation.

Roll Call Vote: Mr. Montferrat, Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Mr. Rosenberg, Mr. Searing, Mr. Balcewicz and Mr. Cabot. Ms. Colavecchio and Mr. Laudenberg were absent. Motion passed 9-0.

Resolution 2020-02

*BOROUGH OF HIGHTSTOWN PLANNING BOARD
COUNTY OF MERCER
STATE OF NEW JERSEY*

DESIGNATING OFFICIAL NEWSPAPERS

BE IT RESOLVED by the Planning Board of the Borough of Hightstown that the *Trenton Times* and the Princeton Packet (formerly referred to as the *Windsor-Hights Herald*) are hereby designated as the official newspapers for the year 2020.

3) Resolution 2020-03 – Appointing the Planning Board Secretary

Motion made by Mayor Quattrone and seconded by Ms. Asselstine to appoint Sandra Belan to serve as Planning Board Secretary for 2020.

Roll Call Vote: Mr. Montferrat, Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Mr. Rosenberg, Mr. Searing, Mr. Balcewicz and Mr. Cabot. Ms. Colavecchio and Mr. Laudenberg were absent. Motion passed 9-0.

Resolution 2020-03

*BOROUGH OF HIGHTSTOWN PLANNING BOARD
COUNTY OF MERCER
STATE OF NEW JERSEY*

APPOINTING PLANNING BOARD SECRETARY

WHEREAS, there exists a need for a Planning Board Secretary for the Borough of Hightstown Planning Board; and

WHEREAS, it is the desire of the Planning Board to appoint Sandra S. Belan to this position; and

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Borough of Hightstown, as follows:

1. Sandra S. Belan is hereby appointed as Planning Board Secretary for the year 2020 at the rate of \$25.00 per hour.
2. A copy of this Resolution shall be placed on file with the Borough Clerk.
3. A notice of this action shall be published once in an official newspaper of the Borough as required by law.

This Resolution is contingent upon the provision of funding in the Borough's 2020 budget, where funds are being made available

4) Resolution #2020-04 – Appointing the Planning Board Engineer

Motion made by Mr. Rosenberg and seconded by Ms. Jackson to appoint Roberts Engineering Group, LLC to serve as Planning Board Engineer.

Roll Call Vote: Mr. Montferrat, Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Mr. Rosenberg, Mr. Searing, Mr. Balcewicz and Mr. Cabot. Ms. Colavecchio and Mr. Laudemberger were absent. Motion passed 9-0.

Resolution 2020-04

*BOROUGH OF HIGHTSTOWN PLANNING BOARD
COUNTY OF MERCER
STATE OF NEW JERSEY*

APPOINTING PLANNING BOARD ENGINEER

WHEREAS, there exists a need for engineering services for the Planning Board of the Borough of Hightstown, and

WHEREAS, Carmela Roberts, Roberts Engineering Group, LLC has served in the previous years as both the Borough Engineer and the Planning Board Engineer, and

WHEREAS, the Planning Board desires the continued services of Ms. Roberts for the 2020 year as the Planning Board Engineer as stated in her "Hourly Fee Schedule" previously approved by Borough Council.

WHEREAS, this contract is awarded as a "fair and open contract" pursuant to and in accordance with the Local Unit Pay-to-Play Law.

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Borough of Hightstown, as follows:

1. Carmela Roberts is hereby appointed Planning Board Engineer for the 2020 year.
2. A copy of this Resolution shall be placed on file with the Borough Clerk.
3. A notice of this action shall be published once in an official newspaper of the Borough as required by law.

4. This Resolution is contingent upon the provision of funding in the Borough's 2020 budget, where funds are being made available.

5) Resolution 2020-05 – Appointing the Planning Board Attorney

Motion made by Mr. Balcewicz and seconded by Mr. Cabot to appoint Jolanta Maziarz, Ventura, Miesowicz, Keough & Warner, PC to serve as the Planning Board Attorney.

Roll Call Vote: Mr. Montferrat, Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Mr. Rosenberg, Mr. Searing, Mr. Balcewicz and Mr. Cabot. Ms. Colavecchio and Mr. Laudenberg were absent. Motion passed 9-0.

Resolution 2020-05

*BOROUGH OF HIGHTSTOWN PLANNING BOARD
COUNTY OF MERCER
STATE OF NEW JERSEY*

**APPOINTING AND AUTHORIZING AN AGREEMENT FOR
PROFESSIONAL LEGAL SERVICES –
VENTURA, MIESOWITZ, KEOUGH & WARNER, P. C.**

WHEREAS, there exists the need for specialized legal services for the Planning Board during 2020; and

WHEREAS, it is the desire of Planning Board to appoint **Ventura, Miesowicz, Keough & Warner, P.C., Summit, New Jersey**, as Planning Board Attorney for the year 2020; and

WHEREAS, the cost for the proposed services shall be as stated in the "2020 Hourly Fee Schedule" as approved by the Planning Board; and

WHEREAS, funds for this purpose will be made available in the 2020 budget; and,

WHEREAS, the anticipated term of this contract is for the 2020 calendar year, and it may only be renewed upon further action of the Planning Board; and

WHEREAS, this contract is awarded as a "fair and open contract" pursuant to and in accordance with the Local Unit Pay-to-Play Law.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Planning Board of the Borough of Hightstown that the Planning Board Chairman is authorized to execute and the Planning Board Secretary to attest an agreement between the Borough of Hightstown and Ventura, Miesowicz, Keough & Warner, P.C., for professional legal services for the year 2020.

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Borough of Hightstown, as follows:

1. The Chairman and Secretary are hereby authorized and directed to execute an Agreement with Jolanta Maziarz, Ventura, Miesowicz, Keough & Warner, P.C., 783 Springfield Ave., Summit, New Jersey 07901-2322.
2. This Contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law, (N.J.S.A. 40A:11-5(a)) as a contract for services to be performed by a person authorized by law to practice a recognized profession that is regulated by law.
3. A copy of this Resolution and Contract shall be placed on file in the Office of the Borough Clerk.
4. Notice of Adoption of this Resolution should be published in an official Borough newspaper.

6) Resolution 2020-06 – Appointing the Planning Board Planner

Motion made by Ms. Asselstine and seconded by Mr. Misiura to appoint Brian M. Slaugh, PP, AICP, Clarke Caton Hintz as Planning Board Planner.

Roll Call Vote: Mr. Montferrat, Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Mr. Rosenberg, Mr. Searing, Mr. Balcewicz and Mr. Cabot. Ms. Colavecchio and Mr. Laudemberger were absent. Motion passed 9-0.

Resolution 2020-06

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL PLANNING SERVICES – BRIAN M. SLAUGH

WHEREAS, there exists the need for specialized planning services for the Planning Board during 2020; and

WHEREAS, it is the desire of Planning Board to appoint Brian M. Slaugh, PP, AICP of the firm Clarke Caton Hintz, 100 Barrack Street, Trenton, New Jersey, as Planning Board Planner for the year 2020; and

WHEREAS, funds for this purpose will be made available in the 2020 budget; and,

WHEREAS, the anticipated term of this contract is for one (1) year, and it may only be renewed upon further action of the Planning Board; and

WHEREAS, this contract is awarded as a “fair and open contract” pursuant to and in accordance with the Local Unit Pay-to-Play Law.

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Borough of Hightstown, as follows:

1. Brian M. Slaugh is hereby appointed Planning Board Planner for the 2020 year.
2. A copy of this Resolution shall be placed on file with the Borough Clerk.
3. A notice of this action shall be published once in an official newspaper of the Borough as required by law.
4. This Resolution is contingent upon the provision of funding in the Borough’s 2020 budget, where funds are being made available.

SUBCOMMITTEE APPOINTMENTS

Architectural Review Committee	Dodie Colavecchio, Raymond Cabot, Ryan Rosenberg (George Chin, Zoning Officer)
Affordable Housing	Fred Montferrat, Steve Misiura
Bicycle Planning Subcommittee	Beverly Asselstine, Joe Balcewicz
Historic Preservation Commission	Raymond Cabot
Environmental Commission (voting member)	Tabled (Mr. Montferrat will attend meetings as a liaison until appointment is made.)

Discussion regarding Architectural Review for applications. Consensus of the Planning Board that all applications should be reviewed by the Architectural Review Committee.

Will continue the Ordinance Review Subcommittee – Mr. Montferrat, Mr. Searing and George Chin

OLD BUSINESS

Mr. Misiura updated the Board on the Rug Mill project. A group has been meeting regularly with the developer. Continue to work on the Redevelopment Plan. Planning Board will review redevelopment plan for Master Plan consistency is tentatively scheduled for the March 9th meeting.

Mr. Slauch reviewed the schedule going forward. Redevelopment plan will establish parameters regarding density, number of units, sizes, parking, traffic, etc. Planning Board to determine consistency with the Master Plan.

NEW BUSINESS

COMMITTEE AND PROFESSIONAL REPORTS

Ms. Asselstine reported that the Mobility Plan Project kicked off in mid-December with a Community Advisory Board, great turnout and we are officially in the data collection mode. There will be public visioning meeting in late March or April.

There being no further business Mr. Montferrat asked for a motion to adjourn. Motion made by Mr. Searing and seconded by Mr. Balcewicz. All ayes. Meeting adjourned at 9:15 p.m.

Respectfully submitted,

Sandra Belan
Planning Board Secretary



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

1670 Whitchose-Hamilton Square Rd.
Hamilton, New Jersey 08620
609-586-1141 fax 609-586-1143
www.RobertsEngineeringGroup.com

February 4, 2020

Sandy Belan, Planning Board Secretary
Hightstown Planning Board
Borough of Hightstown
156 Bank Street
Hightstown, New Jersey 08520

Re: Proposed Zoning Map Changes
Borough of Hightstown, Mercer County, New Jersey
Our File No.: H1756

Dear Planning Board Members:

At your request, please find three (3) maps related to the Zoning Map Update. The map dated September 2019 was revised in accordance with two (2) Council Ordinances in which the CC-1 and CC-2 Zones were changed to the Downtown Core (DTC) Zone, and the Residential Professional Office (RPO) Zone was changed to the Downtown Gateway (DTG) Zone. The third map is dated February 2020 and is the map which will be sent to Borough Council for adoption.

In addition, please find a Zoning Map which reflects the recommendations from the 2014 Master Plan Re-examination. This map was based on a proposed Zoning Map dated 2014-A within the Master Plan.

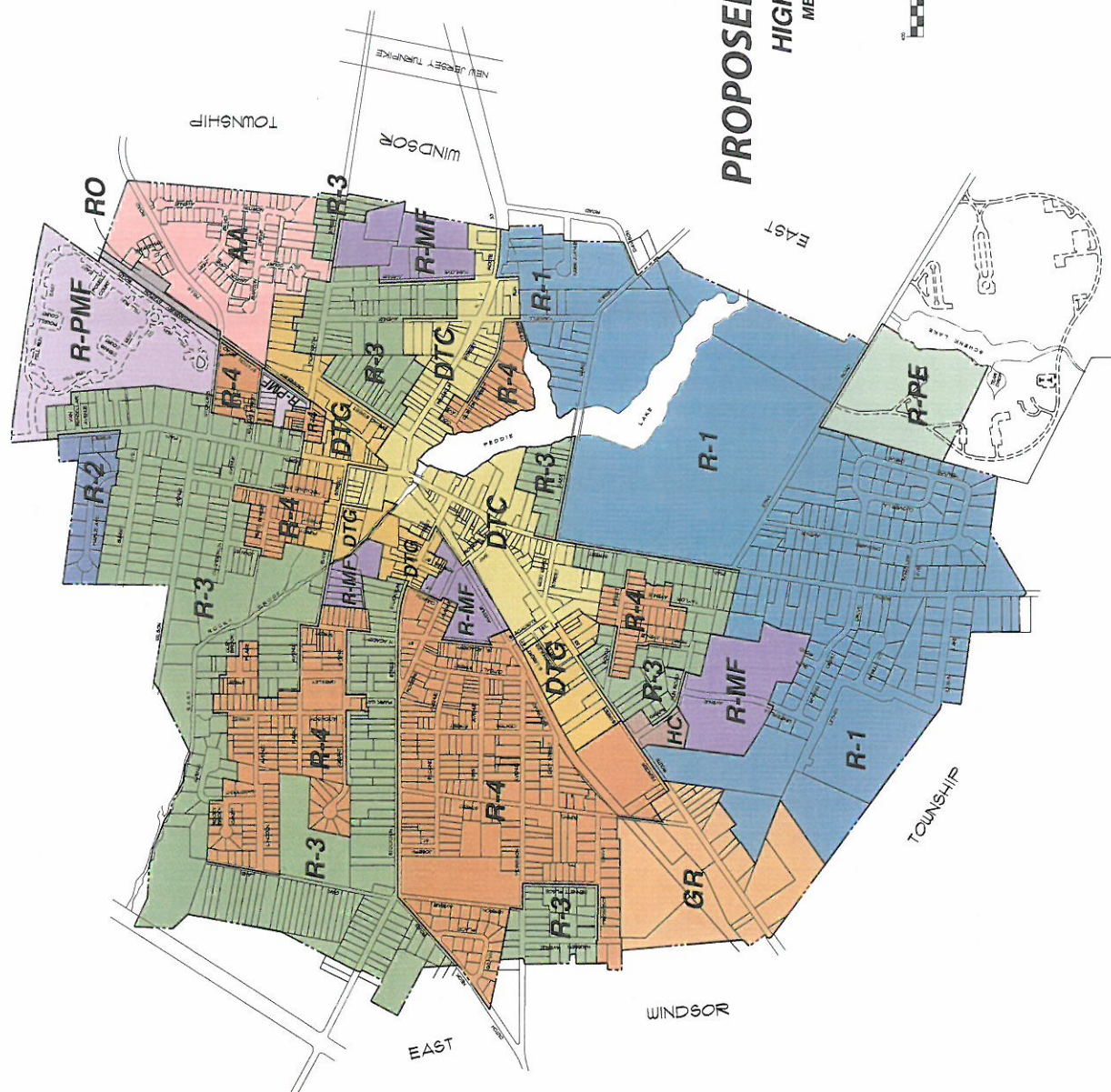
Please review the three (3) maps and provide your confirmation that the Zoning Map dated February 2020 is exactly as you recommend the Zoning Map be updated at this time. Please note that the 2014-A Zoning Map had a zone labeled GR to replace the HC Zone on Mercer Street. As there is no Ordinance in affect for the GR Zone, the HC Zone has not been changed at this time. Additionally, the new DTG Zone in the area of Franklin Street has incorporated portions of the HC and R-1 Zones near Maxwell and Manlove Avenues, and R-3 and HC Zones near Grape Run Road.

I am available to review this at the Planning Board Meeting of February 10, 2020.

Very truly yours,

Carmela Roberts, P.E., C.M.E.
Borough Engineer

cc: All Planning Board Members
Debra Sopronyi, RMC, CMR, QPA, Borough Administrator/Clerk
Jolanta Maziara, Esq., Planning Board Attorney
Brian Slaugh, PP, AICP, Clark, Caton, Hintz, Planning Board Planner

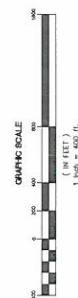


PROPOSED ZONING MAP

HIGHTSTOWN BOROUGH

MERCER COUNTY, NEW JERSEY

2014-A





ZONING MAP **HIGHTSTOWN BOROUGH** MERCER COUNTY, NEW JERSEY

SEPTEMBER 2019



Roberts
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CERTIFICATE OF AUTHORIZATION: EAC00000000
 10/15/2018
 HIGHTSTOWN, NJ

PER ORDINANCES 2019-13 AND 2019-14

- ZONES**
- R-1 RESIDENTIAL- SINGLE FAMILY
 - R-2 RESIDENTIAL- SINGLE FAMILY
 - R-3 RESIDENTIAL- SINGLE FAMILY
 - R-4 RESIDENTIAL- SINGLE FAMILY
 - R-MF RESIDENTIAL- MULTI- FAMILY
 - R-PE RESIDENTIAL- PLANNED ELDERLY
 - DTG RESIDENTIAL- PLANNED MULTI- FAMILY
 - HC DOWNTOWN GATEWAY
 - AA DOWNTOWN CORE
 - DTG HIGHWAY COMMERCIAL
 - HC RESEARCH OFFICE
 - RO ACTIVE ADULT AGE RESTRICTED SINGLE FAMILY
 - AA BANK STREET REDEVELOPMENT ZONE
 - DTG REDEVELOPMENT SUBAREA 2
 - HC REDEVELOPMENT SUBAREA 3
 - AA HISTORIC DISTRICT

ZONING MAP

HIGHTSTOWN BOROUGH

MERCER COUNTY, NEW JERSEY

FEBRUARY 2020



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CERTIFICATE OF AUTHORIZATION: 246A2385900



ZONES

- R-1 RESIDENTIAL - SINGLE FAMILY
- R-2 RESIDENTIAL - SINGLE FAMILY
- R-3 RESIDENTIAL - SINGLE FAMILY
- R-4 RESIDENTIAL - SINGLE FAMILY
- R-MF RESIDENTIAL - MULTI-FAMILY
- R-PE RESIDENTIAL - PLANNED ELDERLY
- R-PMF RESIDENTIAL - PLANNED MULTI-FAMILY
- DTG DOWNTOWN GATEWAY
- DTC DOWNTOWN CORE
- HC HIGHWAY COMMERCIAL
- RO RESEARCH OFFICE
- AA ACTIVE ADULT AGE RESTRICTED SINGLE FAMILY
- R-BANK STREET REDEVELOPMENT ZONE
- R-REDEVELOPMENT SUBAREA 2
- R-REDEVELOPMENT SUBAREA 3
- R-HISTORIC DISTRICT