



THE BOROUGH OF HIGHTSTOWN PLANNING BOARD

156 Bank Street, Hightstown, NJ 08520
Phone: 609-490-5100 x617 Fax: 609-371-0267

PLANNING BOARD REGULAR VIRTUAL MEETING AGENDA **MONDAY, APRIL 11, 2022 - 7:30 P.M.**

www.zoom.com

Meeting ID: 860 8909 2616

Passcode: nynE2L

<https://us06web.zoom.us/j/86089092616?pwd=SlIXNkI4aEJWVkJZBL2o2NUhkV1EzQT09>

By Phone:

(929) 205-6099

Meeting ID: 860 8909 2616#

Passcode: 818561#

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.

Meeting called to order by Chairperson Beverly Asselstine

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 on the Hightstown Borough website.

Flag Salute

Roll Call – Planning Board

Approval of Agenda

Approval of Minutes March 14, 2022 – Regular Virtual Meeting

Public Comment

Old Business Ordinance/Website changes – continued discussion

New Business Affordable Housing Budget

Downtown Redevelopment Area Expansion

Committee and Professional Reports

Chairman and Board Member Comments

Adjourn



THE BOROUGH OF HIGHTSTOWN PLANNING BOARD

REGULAR VIRTUAL MEETING MINUTES

MARCH 14, 2022, 7:30 P.M.

OPEN SESSION

Bev Asselstine, Chairperson, 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 on the Borough's website. Due to Covid-19 and self-distancing protocols, this meeting was held remotely through www.zoom.com."

Flag Salute, led by Ms. Asselstine

Roll Call – Planning Board

	PRESENT	ABSENT	LATE ARRIVAL
Mayor Quattrone	X		
Councilman Misiura		X	
Ms. Asselstine, Chair	X		
Ms. Jackson, Vice-Chair	X		
Mr. Laudenberg	X		
Mr. Searing	X		
Ms. Watkins	X		
Mr. Balcewicz, Alt. #1	X		
Mr. Cabot, Alt. #2		X	
Mr. Gainey	X		
Mr. Yandoli	X		

Also in attendance: Jane Davis – Planning Board Secretary, Scott Miccio – Attorney, Carmela Roberts – Engineer, Brian Slaugh – Planner, Amanda Ostrowitz & Mark of Wilson Avenue

Approval of Agenda

Ms. Asselstine asks for a motion to approve the Agenda.

Motion made by Mr. Laudenberg and seconded by Mr. Balcewicz to approve the agenda for the March 14, 2022 Planning Board meeting.

Roll Call Vote: Mayor Quattrone, Ms. Asselstine, Ms. Jackson, Mr. Laudenberg, Mr. Searing, Ms. Watkins, Mr. Balcewicz, Mr. Gainey & Mr. Yandoli. Mr. Misiura & Mr. Cabot were absent. Motion passed 9-0; 2 absences.

Approval of Minutes

Ms. Asselstine asks for any comments on the meeting minutes from the regular virtual meeting on February 14, 2022. She notes that Ms. Davis will be making a couple of minor typographical revisions and asks for a motion to approve the minutes. Motion made by Mayor Quattrone and seconded by Mr. Searing.



THE BOROUGH OF HIGHTSTOWN PLANNING BOARD

REGULAR VIRTUAL MEETING MINUTES

MARCH 14, 2022, 7:30 P.M.

Roll Call Vote: Mayor Quattrone, Ms. Asselstine, Ms. Jackson, Mr. Laudenberger, Mr. Searing, Ms. Watkins, Mr. Balcewicz, Mr. Gainey & Mr. Yandoli. Mr. Misiura & Mr. Cabot were absent. Motion passed 9-0; 2 absences.

Public Comment

Ms. Asselstine invites members of the public to comment on items not on the Agenda. There is one public comment from Amanda Ostrowitz of 920 West Madison Street in Chicago, Illinois. She explains she is an attorney who built a software company to track local governments nationwide and consults local governments on cannabis ordinances. The Board members advise her that Council is in charge of drafting ordinances, and she should keep an eye on their upcoming meetings.

There being no further public comment, Ms. Asselstine closes public comment.

Old Business

Affordable Housing Plan – Mr. Slaugh presents the draft Affordable Housing and Fair Share Element. (see attached) Mr. Slaugh worked on this with the Affordable Housing subcommittee, most recently, Mr. Misiura & Ms. Jackson, over the last several months. He gives a background on Affordable housing in New Jersey and how the Jacobson methodology is the standard being used to determine housing obligations. Ms. Asselstine & Mr. Laudenberger question how the Hightstown Housing Authority could count towards Hightstown's Affordable Housing requirement. There is discussion about how it could be and why it will not be included in the Affordable Housing obligation. With lack of records, destroyed by flooding, the Housing Authority can only be counted towards the municipality's rehabilitation quota should they do significant renovations. Mr. Slaugh goes on to explain the demographic portion of the drafted Affordable Housing and Fair Share Element and explains the process of adopting this into the Master Plan. Ms. Asselstine & Mr. Balcewicz point out a couple minor typographical revisions in the report to be revised. The next step agreed upon would be to send a revised draft to Council for comment prior to setting a hearing date for the adoption to the Master Plan. Ms. Asselstine asks for clarification on properties labeled as "no known contamination" in the draft. Mr. Slaugh responds that these have been cross referenced with the DEP website, and it simply means there has been no contamination reported. Ms. Jackson asks if once an area or property is rezoned, does it have to follow the affordable housing guidelines. Mr. Slaugh explains that, yes, once it is rezoned, should an application come in for said property it will need to include affordable housing. Since there were some bonus units built into the Affordable Housing Plan, they can be removed if it doesn't make sense prior to adoption. There is discussion of the Rug Mill development and why it wasn't required to include and build affordable housing. Mayor Quattrone raises concern with the amount of affordable housing being fit into the Borough. Mr. Yandoli echoes previous comments on the Housing Authority in hopes of finding a way to incorporate those units into Hightstown's number of required affordable housing units. There was no roll call vote to move this forward for Council's review.



THE BOROUGH OF HIGHTSTOWN PLANNING BOARD

REGULAR VIRTUAL MEETING MINUTES

MARCH 14, 2022, 7:30 P.M.

Ordinance / Website changes – Ms. Asselstine introduces Mr. Miccio to review proposed changes. Mr. Miccio states that he will work with Ms. Davis to clarify the application process and he suggests it should be formatted like an appendix to the code or implementing a set of bylaws instead of a revision to the existing code. He continues that in addition to a checklist of requirements, this addition would make the process more easily digestible to applicants. Ms. Davis agrees and recommends submitting a digital copy would be helpful.

New Business

No New Business

Committee and Professional Reports

Ms. Asselstine asks for any new committee or professional reports.

Mr. Miccio – Mr. Miccio shares that there was an article in the Trentonian about a major cyber-attack on East Windsor Township in which the FBI is involved. He urges the Board to keep cybersecurity in mind when clicking on links or email attachments.

Ms. Roberts – Ms. Roberts adds that she is in the process of evaluating the current water/sewer capacity based on the projections in Mr. Slaugh's Affordable Housing report.

Mr. Slaugh – Nothing new or additional to report.

Chairman and Board Member Comments

Nothing new or additional to report.

There being no further business, Ms. Asselstine asks for a motion to adjourn. Motion made by Mr. Laudenberg & seconded by Mr. Searing. All ayes. Meeting adjourned at 9:08 PM.

Submitted by:

Jane Davis, Planning Board Secretary

Resolution 2022-69

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

RESOLUTION OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, AUTHORIZING AND DIRECTING THE BOROUGH PLANNING BOARD TO DETERMINE WHETHER CERTAIN PROPERTY CONSTITUTES AN AREA IN NEED OF REDEVELOPMENT

WHEREAS, pursuant to the New Jersey Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 *et seq.* (the “Redevelopment Law”), municipalities may undertake studies to determine whether certain properties should be designated as an “area in need of redevelopment”; and

WHEREAS, at the February 14, 2022 meeting of the Borough’s Planning Board (the “Planning Board”), the Planning Board discussed the proposed Master Plan amendment Visioning for Downtown and Lakeside Improvements and Downtown Redevelopment Area, Phase 3; and

WHEREAS, among other things, the Planning Board noted that there is growing interest in developing other parts of the Borough’s downtown area as progress is made in the redevelopment of the Rug Mill Redevelopment Area on the western side of Main Street; and

WHEREAS, based on that discussion, the Planning Board recommended that the Borough Council consider the expansion of the previously designated Downtown Redevelopment Area, Phase 3 to include additional lots on the eastern side of Main Street and the associated Peddie Lake Shoreline, including the parcels designated as Block 28, Lots 48 through 55 on the Borough’s tax maps (collectively, the “Study Area”); and

WHEREAS, the Borough desires to authorize and direct the Planning Board to undertake a preliminary investigation to determine whether the Study Area meets criteria for designation as an area in need of redevelopment set forth in the Redevelopment Law; and

WHEREAS, if the Study Area is determined to meet the criteria for designation as an area in need of redevelopment and the Borough so designates the Study Area, then the Borough shall be authorized to use all the powers provided under the Redevelopment Law for use in a redevelopment area, including the power of eminent domain.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the Mayor and Council of Borough of Hightstown, in the County of Mercer and the State of New Jersey, as follows:

Section 1. The aforementioned recitals are incorporated herein as though fully set forth at length.

Section 2. The Planning Board is authorized and directed to undertake a preliminary investigation and conduct a public hearing to determine whether the Study Area meets criteria necessary for designation as an area in need of redevelopment under the Redevelopment Law and, if the Study Area so qualifies, to recommend whether it should be so designated.

Section 3. In the event the governing body shall designate the Study Area as a redevelopment area, the Borough shall be authorized to use all the powers provided under the Redevelopment Law for use in a redevelopment area, including the power of eminent domain.

Section 4. A copy of this resolution shall be forwarded to the Secretary of the Planning Board for action consistent herewith.

Section 5. This resolution shall take effect immediately.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 21, 2022.


Margaret Riggio
Borough Clerk