



**THE BOROUGH OF HIGHTSTOWN
PLANNING BOARD**

REGULAR VIRTUAL MEETING MINUTES
MONDAY, DECEMBER 12, 2022, 7:30 P.M.

OPEN SESSION

Bev Asselstine, Chairperson, called the meeting to order at 7:30 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 Mayor Quattrone

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, Michael Herbert – Attorney, Carmela Roberts – Engineer, Brian Slaugh – Planner & George Chin – Zoning Official (late arrival)

Approval of Agenda

Ms. Asselstine asks for a motion to approve the Agenda. Motion made by Mayor Quattrone and seconded by Mr. Cabot to approve the Agenda for the December 12, 2022 Planning Board meeting.

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

Approval of Minutes

Ms. Asselstine asks for a motion to approve the meeting minutes from the regular virtual meeting on October 11, 2022. Motion made by Mr. Balcewicz and seconded by Mr. Misiura.

Roll Call Vote: ~~Mayor Quattrone~~, Mr. Misiura, Ms. Asselstine, Ms. Jackson, ~~Mr. Laudenberg~~, ~~Mr. Searing~~, Ms. Watkins, Mr. Balcewicz, ~~Mr. Cabot~~, ~~Mr. Gainey~~ & ~~Mr. Yandoli~~. Mayor Quattrone, Mr. Searing, Mr. Cabot & Mr. Yandoli abstained, Mr. Laudenberg & Mr. Gainey were absent. Motion passed 5-0; 4 abstentions & 2 absences.



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Public Comment

There were no members of the public, Ms. Asselstine opens & closes public comment.

Resolution

2022-09 – Application #2021-02 – Americana Kitchen & Bar – Preliminary & Final Site Plan – Ms. Asselstine introduces the resolutions and comments on inconsistencies with the compactor location. The original motion did not include the agreed upon location as suggested in Ms. Roberts letter to move the dumpsters off of Borough property entirely. Mr. Herbert clarifies that the Applicant agreed to all of the letter provided by Ms. Roberts. Mr. Balcewicz asks for additional clarification on the issue. Further discussion ensues. Mr. Balcewicz comments regarding that the parking stall size listed in the resolution is not clear. Mr. Herbert confirms that this will be reworded prior to sign offs.

With the Board having clarification and being in agreement, Ms. Asselstine asks for a motion to approve Resolution 2022-09 for amended site plan approval for restaurant parking lot changes as discussed and modified. Motion made by Mr. Balcewicz and seconded by Ms. Watkins.

Roll Call Vote: ~~Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Mr. Laudenberg, Mr. Searing, Ms. Watkins, Mr. Balcewicz, Mr. Cabot, Mr. Gainey & Mr. Yandoli.~~ Mayor Quattrone, Mr. Misiura, Mr. Searing, Mr. Cabot & Mr. Yandoli abstained; Mr. Laudenberg & Mr. Gainey were absent. Motion passed 5-0; 4 abstentions; 2 absences.

2022-10 – Application #2018-04 – Spring Point at Meadow Lakes – Extension request – Ms. Asselstine introduces the resolution and Mr. Herbert explains the extension request explaining that it's considered a "Note Pro Tunc". The Applicant seeks two 1-year extensions, giving them a deadline of October 15, 2023. Ms. Asselstine comments on a minor revision.

Being that there are no additional comments, Ms. Asselstine asks for a motion to approve Resolution 2022-10 with discussed revision. Motion made by Mr. Searing and seconded by Ms. Watkins.

Roll Call Vote: Mayor Quattrone, Mr. Misiura, Ms. Asselstine, ~~Ms. Jackson, Mr. Laudenberg,~~ Mr. Searing, Ms. Watkins, Mr. Balcewicz, ~~Mr. Cabot, Mr. Gainey & Mr. Yandoli.~~ Ms. Jackson & Mr. Cabot abstained; Mr. Laudenberg & Mr. Gainey were absent. Motion passed 7-0; 2 abstentions; 2 absences.



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2022-11 – Application #PB2022-05 – The Peddie School – 301 East Ward Street – Ms. Asselstine introduces the resolution and Mr. Herbert explains the nature of the application and that minor errors and revisions were already discussed/made by the Applicant’s attorney and the Board Secretary.

Ms. Asselstine asks for a motion to Resolution 2022-11 as previously revised. Motion made by Mr. Searing and seconded by Mr. Balcewicz.

Roll Call Vote: Mayor Quattrone, ~~Mr. Misiura~~, Ms. Asselstine, ~~Ms. Jackson~~, ~~Mr. Laudenberger~~, Mr. Searing, Ms. Watkins, Mr. Balcewicz, ~~Mr. Cabot~~, ~~Mr. Gainey~~ & Mr. Yandoli. Mr. Misiura, Ms. Jackson & Mr. Cabot abstained, Mr. Laudenberger & Mr. Gainey were absent. Motion passed 6-0; 3 abstentions & 2 absences.

Old Business

Downtown Redevelopment Area – Mr. Slaugh shares the pre-existing vision plan and explains the history of the Downtown Redevelopment area. He goes on to give an update on the viability of developing the existing Wells Fargo site and possibility of utilizing part of the Baptist Church lakefront. A letter of interest had been obtained by a potential buyer from the DEP that determined Peddie Lake contained a Wood Turtle, thus considering 150-foot buffer from the Peddie Lake shoreline undevelopable. This finding ultimately will impact the existing redevelopment concept plan. Mr. Slaugh suggests the redevelopment area being designated needs to be revisited based on this new information in addition to the updated flood hazard map. Mr. Slaugh recommends the existing bank property (Block 28, Lots 51, 52 & 53) still be considered as an area in need of redevelopment, since the other lots initially recommended have criteria that is hard to meet given the circumstances. Another interesting finding is that in 1926 the church cemetery was relocated. Fourteen of the bodies were never claimed so they were exhumed and reburied at the higher elevation on the church property. This area was envisioned as being a walking path in previous Greenway plans. He goes on to explain that any redevelopment that would take place on the existing Church, Bank or Tavern property, the first floor would need to be elevate due to the flood hazard. Ms. Roberts comments that it would be possible to redevelop any area that is impervious coverage versus any existing green areas and any change of use from parking lot to building coverage is generally considered a cleaning up of the water in the area. Discussion continues. Mr. Slaugh will send a memo with his finding and start drafting a report based on the preliminary study. Mr. Cabot asks if the parsonage property on Ward Street is a part of the area to be redeveloped. Mr. Slaugh confirmed it is not included. This topic will be a continued discussion in January.

Affordable Housing Plan – Ms. Asselstine refers to Mr. Slaugh. He refers to and explains the Third Round Housing Element and Fair Share Plan draft dated November 7, 2022. The first 25 pages are the analysis, demographics, etc. The remaining pages are obligation calculations. Mr. Slaugh explains the calculations in the report – the realistic opportunity to meet our municipal obligation through inclusionary development and identifying and rezoning areas in need of redevelopment. There is further discussion and explanation of the Affordable Housing process. The next step is to fill out the Appendix for the Board to act on in January. A draft of the Housing element will be sent to the Council for their information with the intent to hold a public hearing in February. No additional comments were made by the Board.



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New Business

Committee and Professional Reports

Ms. Roberts – Announces that the NJDOT grant application for Maxwell Avenue was approved which will be upwards of \$600,000.

Chairman and Board Member Comments

Ms. Asselstine thanks Mayor Quattrone, Councilmember Misiura, Mr. Searing & Ms., Jackson for serving the Board and wishes them well.

Things to note for future discussion. The next Master Plan Reexamination will be in 2024. Ms. Asselstine would like to discuss the idea of an open house and public outreach for comments on the Master Plan at the Reorganization meeting. A committee will need to be formed in advance of the reexamination.

Mr. Misiura thanks everyone who he has served with for the past almost 20 years.

Mayor Quattrone thanks the Board. And he selected the members based on who had interest in Hightstown and the future of Hightstown. He thanks Mr. Misiura as a valuable Board member and for the many years he served.

There being no further business, Ms. Asselstine asks for a motion to adjourn. Motion made Mayor Quattrone and seconded by Mr. Misiura. All ayes. Meeting adjourned at 9:11 PM.

Submitted by:

Jane Davis, Planning Board Secretary

Minutes approved by the Planning Board on Monday, January 9, 2023.