

HILLSBOROUGH TOWNSHIP PLANNING BOARD

PUBLIC MEETING MINUTES

October 04, 2018

Vice Chairman, Neil Julian called the Planning Board Public Meeting of October 04, 2018 to order at 7:35 p.m. All stood for the Pledge of Allegiance. The meeting took place in the Courtroom of the Hillsborough Township Municipal complex.

Acting Chairman Julian announced the meeting had been duly advertised according to Section 5 of the Open Public Meetings Act, Chapter 231, Public Law 1975 ("Sunshine Law").

ROLL CALL

Committeeman Carl Suraci - Present

Robert Wagner, Jr. - Absent

Committeeman Frank DelCore - Present

Robert Peason - Present

Seat #5 Vacant

Neil Julian, Vice Chairman - Present

Sally Becorena - Absent

Seat #8 - Vacant

Kenneth Hesthag, Secretary - Present

Ron Skobo (Alt. #1) - Absent

Sam Weinstein (Alt. #2) - Absent

Also present: David K. Maski, PP, AICP, Planning Director; Eric Bernstein, Esq., Board Attorney (Eric M. Bernstein & Associates); Michael Lombardozzi, CCR, Covering Court Reporter; and Caz Bielen, Board Videographer (Premier Media, LLC).

DISPOSITION OF MINUTES

• **June 28, 2018**

A motion to approve was made by Mr. Peason, seconded by Secretary Hesthag.

Roll Call: Mr. Peason - yes; Secretary Hesthag - yes. Motion carries.

• **July 12, 2018**

A motion to approve was made by Mr. Peason, seconded by Secretary Hesthag.

Roll Call: Mr. Peason - yes; Secretary Hesthag - yes; Acting Chairman Julian - yes. Motion carries.

DISPOSITION OF RESOLUTIONS

• **Hillsborough Estates Homeowners Association, Inc. - File 17-PB-09-MS**

A motion to approve was made by Secretary Hesthag, seconded by Mr. Peason.

Roll Call: Mr. Peason - yes; Secretary Hesthag - yes; Committeeman Suraci - yes; Committeeman DelCore - yes; Acting Chairman Julian - yes. Motion carries.

• **Montgomery Development, LLC - File 05-PB-19-SR (2018 Extension)**

A motion to approve was made by Mr. Peason, seconded by Secretary Hesthag.

Roll Call: Mr. Peason - yes; Secretary Hesthag - yes; Acting Chairman Julian - yes. Motion carries.

• **New Jersey American Water Company - File 18-PB-05-SP**

A motion to approve was made by Mr. Peason, seconded by Secretary Hesthag.

Roll Call: Mr. Peason - yes; Secretary Hesthag. Motion carries.

SPECIAL COMMITTEE REPORTS

None

BUSINESS FROM THE FLOOR

None

CONSIDERATION OF ORDINANCES

None

Acting Chairman Julian called for the public hearing, in advance of the Board business.

PUBLIC HEARING - SUBDIVISION/SITE PLAN APPLICATIONS

- **John ZAMKOTOWICZ - File 07-PB-26-MJ (2018 Extension Request)** - Block 199, Lot 18 - Extension of Vroom Drive. Applicant seeking one-year extension through June 30, 2019, for preliminary and final major subdivision approval granted: Resolution dated 09-04-08; one-year extension, Resolution dated 09-08-16; one-year extension, Resolution dated 07-13-17, to subdivide

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6.724 acres into four single-family dwelling lots, with improvements and conditions, on Property in the R, Residential Zoning District. **Rescheduled from September 06, 2018**
Richard Schatzman, Esq., representing the Applicant, stated Mr. Zamkotowicz was before the Board this time last year for a year's extension. Since that time, the compliance plans have been signed off on; there are a few outside agencies that need to be finalized; and upon that, the plans can be signed after the bond has been posted and contributions have been made.

Mr. Schatzman said the applicant has been working on compliance, and there have not been any changes in zoning for the R, Residential Zone. Therefore, the Applicant is requesting an extension through June, 2019 to finalize the outstanding items.

No questions from the Board or professionals.

A motion to extend the application approval through June 30, 2019, was made by Secretary Hesthag, seconded by Mr. Peason.

A motion to open to the public was made.

No questions or comments.

Close public.

Roll Call: Mr. Peason - yes; Secretary Hesthag - yes; Committeeman Suraci - yes; Committeeman DelCore - yes; Acting Chairman Julian - yes. Motion carries.

Acting Chairman Julian read an email to Township Clerk, Pamela Borek, from former Board member, now Committeeman, Shawn Lipani, offering his resignation and thanking the Board members for their dedication and commitment.

On behalf of the Board, Acting Chairman Julian expressed his thanks to Mr. Julian for his leadership and hard work with the Planning Board, wishing him the best of luck in all endeavors.

Committeeman DelCore asked Mr. Bernstein if the Board needed to appoint a new Chairman or if Vice Chairman Julian could continue as Acting Chairman.

Mr. Bernstein said the Board could continue to have Vice Chairman be the Acting Chairman, or the Board could designate a new Chairman. Vice Chairman Julian can clearly serve as Acting Chairman in his current capacity, without any formal action. If Vice Chairman Julian is not in attendance at a future meeting, the Board would need to appoint an Acting Chairman for that meeting.

PLANNING BOARD BUSINESS

- Green Development Checklist - for review

Planning Director, David K. Maski, PP, AICP, said the Green Development Checklist is primarily being done to gain 10 points on the Township's Sustainability certification. This would be an additional checklist provided with all site plan and subdivision applications. Although completion of the checklist itself would be required in order for an application to be deemed complete, the information and questions included do not have to be fulfilled by the applicant.

Mr. Maski said the checklist provides the applicant an education perhaps in looking to implement some of the items that may have not been in the past. It also provides the Town information as to what, if any of these practices are being utilized.

Mr. Maski noted the checklist was reviewed with the Environmental Commission at its last meeting. The EC saw the checklist as a good tool for their purposes when hearing an application and encourage developers to utilize some of these good practices.

Mr. Maski explained the checklist has three sections. All questions marked with a red [S] are required by Sustainable Jersey to be included on the checklist. All other items are not required and would not need to be included. Because this is a required checklist, the Township Committee would also need to adopt it after review of any comments from the Planning Board.

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Mr. Maski said the first section has to do with the context of a given application, then cited some of the questions listed. It is a laundry list of sorts for how a project could be considered “green”. Non-use of any of these practices by a given developer cannot be held against them when the application comes before the Board for a vote. Even if everything is checked “no”, the checklist would need to be filled out for completeness standards.

Committeeman DelCore asked if this would go anywhere other than the Township’s files. He asked if it gets submitted to Sustainable Jersey and/or gets tracked in any way by the State.

Mr. Maski said it becomes part of the application packet. The completed form is not submitted to Sustainable Jersey, only proof that the form itself has been adopted.

Mr. Peason asked for more information on the “points” system.

Mr. Maski explained the Township has achieved the Silver Status Level with the Sustainable Jersey Program, but each year the Township needs to provide more actions to sustain the points. This checklist would be a new action step for points.

Committeeman DelCore said how “sustainable” a township is does affect certain areas the State looks at and how towns are evaluated, including for grant funding.

Acting Chairman Julian said a role of the Environmental Commission is to recommend further environmental assessment. He said although it adds to the paperwork an applicant is required to do; it can prove to be a useful tool to help an applicant get everything up front.

Mr. Maski said it will also give the Township a better understanding of what green practices are being utilized.

Secretary Hesthag spoke in favor of the checklist, saying that it prompts you to at least ask the questions, even though a developer is not obligated to comply.

Committeeman Suraci asked if formal action needs to be taken for any subsequent amendments in the future. He pointed out there are two hyperlinks listed on page 5, which may change over time. Committeeman Suraci asked if a PDF should be used rather than a hyperlink.

Mr. Maski said the links should be verified from time to time, but that changes to a hyperlink would not require formal action.

Mr. Peason suggested the Planning & Zoning Department label the form with the date last revised, to ensure the latest edition is being provided.

Mr. Maski agreed.

Acting Chairman Julian asked what action the Board would need to take.

Mr. Bernstein said a motion for referral to the Township Committee for consideration and action is sufficient. If the Committee introduces it and it comes back to the Planning Board for formal action, then at that time, a resolution would be provided.

Acting Chairman Julian called for a motion for consideration by the Township Committee of the Green Development Checklist.

A motion was made by Mr. Peason, seconded by Secretary Hesthag.

Roll Call: Mr. Peason - yes; Secretary Hesthag - yes; Committeeman Suraci - yes; Committeeman DelCore - yes; Acting Chairman Julian - yes. Motion carries.

Mr. Maski mentioned that four of the five members present are on the Master Plan Subcommittee. He said the maps and statistics have been completed and updated in the latest draft, which has been distributed. Mr. Maski asked for a meeting date for a Master Plan Subcommittee meeting. The Reexamination Report requires approval by the Planning Board, not the Township Committee.

After discussion, the MPS members present decided on October 25 at 6:30 p.m. for the subcommittee meeting.

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Mr. Bernstein reminded the Board there is a Planning Board meeting scheduled on October 25, with no business scheduled to the agenda. He recommended the action to be cancellation of the October 11 and 25 meetings.

A motion to cancel the October 11 and October 25 meetings was made by Committeeman Suraci, seconded by Committeeman DelCore. All were in favor, none opposed; motion carries.

Acting Chairman Julian said the next Planning Board meeting is then scheduled for November 1.

Open to the public.

No questions or comments.

Close public.

CORRESPONDENCE

None

ADJOURNMENT

Acting Chairman Julian called for a motion to adjourn.

A motion was made by Committeeman Suraci, seconded by Secretary Hesthag. All were in favor, none opposed; motion carries.

The meeting adjourned at 8:01 p.m.

*Submitted by:
Debora Padgett
Administrative Assistant / Planning Board Clerk*

APPROVED