

**HILLSBOROUGH TOWNSHIP PLANNING BOARD**

**PUBLIC MEETING MINUTES**

**December 06, 2018**

Vice Chairman, Neil Julian called the Planning Board Public Business Meeting of December 06, 2018 to order at 7:36 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. - Present

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) - Present

Sam Weinstein (Alt. #2) - Absent

Also present: Patrick Gorman, Zoning Officer / Assistant Planner; Eric Bernstein, Esq., Board Attorney (Eric M. Bernstein & Associates); William H.R. White, III, PE, CME, Board Engineer (Maser Consulting P.A.); Michael Lombardozi, CCR, Covering Court Reporter; and Caz Bielen, Board Videographer (Premier Media, LLC).

**DISPOSITION OF MINUTES**

- November 08, 2018 - Regular Minutes

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

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

**DISPOSITION OF RESOLUTIONS**

None

**PLANNING BOARD BUSINESS**

None

**SPECIAL COMMITTEE REPORTS**

None

**BUSINESS FROM THE FLOOR**

None

**CONSIDERATION OF ORDINANCES**

None

**PUBLIC HEARING - SUBDIVISION/SITE PLAN APPLICATIONS**

- ***MAAC Development Group, Inc. (Shelburne Place)*** - File 18-PB-12-MS - Block 204.04, Lot 25 (formerly Block 204, Lot 51) - 519 Hillsborough Road. Applicant seeking Preliminary and Final Major Subdivision approval. (EC Review: 11-26-18). ***REQUEST TO ADJOURN to January 10, 2019 without further notice. Extension of Time submitted through January 31, 2019.***

Board Attorney, Eric M. Bernstein, Esq. advised the Board there are members of the public in attendance for the application. Mr. Bernstein advised that re-notice be required for the January meeting.

Acting Chairman Julian, also the Liaison to the Environmental Commission, informed the Board that this application had recently been before the Environmental Commission for review. He said this property had been before the Board for informal review previously under another developer. At that time, that developer provided a few different configurations from which the Board made its recommendations. This property has wetlands at the northern end. The current applicant is proposing to put a detention basin near the wetlands. There is an LOI for the property, but the configuration of the detention basin is lower than the wetlands. The concern of the Environmental Commission is that the wetlands would drain into the detention basin.

Acting Chairman Julian said he wanted to make the Board and Mr. White aware that the applicant is working on revisions to the plan.

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Mr. White said Maser had some concerns with the drainage system which is why the applicant is not at this meeting.

Acting Chairman Julian called for a motion.

A motion to adjourn Application 18-PB-12-MS to January 10, 2019 with re-notice was made by Secretary Hesthag, seconded by Committeeman Suraci.

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

- **Primrose Schools Childcare Center** - File 18-PB-10-INF - Block 141, Lot 16.02 (f/k/a Block 141, Lot 9) - Falcon Road. INFORMAL REVIEW requested for construction of an 11,850 sq. ft. childcare facility, with 49 parking spaces, and associated improvements, on property in the HS, Highway Service Zoning District, and ASD, Architectural and Site Design Overlay Zone.

**David Himelman, Esq.** stated the applicant has filed an application for informal review to get the Boards feedback regarding a proposed childcare facility at Block 141, Lot 16.02. He said they have two review memos; one from Mr. White dated November 20, 2018, the other from Mr. Gorman.

There are two witnesses Matt Taylor, a representative from Primrose Schools, and Grayson Murray, PE, from Bohler Engineering, who will give an overview of the site plan.

Mr. Himelman said the applicant is looking to learn of any major issues the Board may be concerned about for this plan, albeit not fully engineered at this point.

The witnesses did not need to be sworn, being this was an informal review.

**Matthew Taylor, Development Project Manager for Primrose Schools**, said he appreciated the opportunity to present the conceptual plan prior to it being fully engineered. He said this school will have the capacity for approximately 195 children, with potentially 20-22 teachers and staff at full occupancy. Primrose Schools is a national brand, running around 85% occupancy across their total portfolio. Most schools do not run at 100%.

Zoning Offer / Assistant Planner, Mr. Gorman asked for more information on the school and how it may differ from other schools in the community, and hours of operation.

Mr. Taylor said they have approximately 400 schools across the nation; 15 across New Jersey, and a few more in process. The school would operate five days a week from 6:30 a.m. to 6:30 p.m., with no weekends. Weekend activities may entail an open house or holiday or seasonal event. Unlike an elementary school where the children are dropped off at the same time. Rather, there is a broad drop-off period in the mornings from 6:30 a.m. to 9:30 a.m., and from 3:30 p.m. to 6:30 p.m. in the evenings for pick-ups. There is not a big queueing issue; each child has to physically be brought in and signed in to a secure location before the parent or guardian would leave. The parking configuration mimics a lot of other Primrose schools and works well and efficiently, and does not lead to any on-site queueing.

Acting Chairman Julian said the location is well traversed. He said he had some concerns with the stormwater and parking.

Mr. Taylor said when they come back for site plan, they will provide a traffic study.

Mr. Bernstein asked the location of the closest current Primrose property.

Mr. Taylor said the closest is in Warren (Mount Bethel Road) but has been in their portfolio for some time and is not quite representative of the proposed here. There is also one under construction in East Brunswick (Somerville Road), which is about three months from completion.

**Grayson Murray, PE of Bohler Engineering** oriented the Board of the property with the surrounding area. He said the proposal is to develop the wooded 3 acre property with an 11,850 sf. Primrose facility; 49 parking spaces to the south of the subject building, with access to Falcon Road at the corner of the southeastern corner of the subject property. The location of the access was selected to allow the greatest distance from Opie Road, to allow maximum queueing in the left-turn lane at the signal, and provide full movement in and out of the parking field. A traditional layout for the building and parking was laid out to

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allow the parking and drop-off to be separated from the school and its amenities. The playgrounds are situated around the perimeter of the school, west, north, and east. This layout triggers a variance from a 75 ft. maximum front yard.

Mr. Murray said a variance to highlight is the residential zone to the east. The required buffer is 60 ft., this plan provides 34 ft. but they also came up with an alternative layout.

Mr. Murray stated Bohler did the engineering a few years back for the Quick Check site. Similar constraints to this lot are shallow rock and high seasonal ground water. The Quick Check site was raised with imported soil to allow for proper drainage. That drainage sheet flows to a positive, or daylight outlet, which is a swale that runs east-west along the former alignment of Opie Road. Opie Road has been vacated and then dedicated to the south portion of the subject property. Similarly here, the intention is to raise the elevation of the subject property by approximately 5 - 6 feet with imported fill to allow positive drainage to the south into the existing swale, and into the conveyance system. That also requires that retaining walls be constructed, which is represented on the plan as a dark line.

Mr. Murray said that they recognize the need to buffer the wall and activity of the school along the perimeter from the residential zone to the east. Mr. Murray showed on the display provided how they are now proposing to increase the buffer to the residential zone. He said a way to do that is to shift parking west without interfering with the access point significantly. Looking at it preliminarily, it appears there could be an exchange of variance to the west in front of the Quick Check and stormwater basin for an improved buffer to the east. This would provide the buffer shortage on the side adjacent to the detention basin and commercial property. Mr. Murray asked the Board for feedback.

Acting Chairman Julian said they need to determine how high the wall will be in terms of slope, drainage, etc.

Mr. Murray said they estimated approximately 6 ft. in height plus, and have conservatively identified a wall height variance, based on preliminary grading.

Acting Chairman Julian said the swales along Falcon Road collect a lot of runoff water, the flow of which can get intense at times. The stormwater design is critical. Acting Chairman Julian asked if an additional basin, similar to the one for Quick Check will be proposed, rather than trying to tie into the existing.

Mr. Murray concurred. He said the existing Quick Check basin is to the west. The intent is to provide an independent, underground stormwater system on the subject property, which drains at grade to the swale. Mr. Murray said they will fully comply with the stormwater ordinance in terms of retaining water, restricting flow, water quality and infiltration to the extent they need to match the existing condition. He said on paper, it technically should improve the rate of runoff on the subject property from what it is today; more volume but over a longer period of time.

Mr. Wagner asked what the approximate distance is from the entrance to the intersection, and if that will change for the mirror image option described.

Mr. Murray said there is 280 ft. of frontage. Now subtracting about 40 ft. takes it to a 240 ft. separation between accesses. However, the sketch is deceiving in that he would not look to exchange the access point to the west side. He said they would maintain the access on the east side for the purposes of maintaining the separation of the driveway from the left-turn queue lane at the signal. The mirror image option would require they re-engineer the connection, but maintain the right-of-way connection at the east.

Mr. White suggested moving the building location.

Mr. Murray agreed that is an option, but may affect a playground area. He said the point being they want to maintain the access point to Falcon Road.

Mr. Wagner asked if the cross-hatching on the plan represents center islands on Falcon Road.

Mr. Murray replied that is showing the existing striped area and double yellow line. That would be interrupted to allow movement of traffic entering and existing.

Mr. Wagner asked if movement left and right is proposed. He said a little further down the road narrows down to one lane.

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Mr. Murray said the Kohl's entry driveway is offset far enough to the east so not to cause any crossing conflicts on Falcon Road. If they were close, they would look to align them.

Committeeman Suraci raised the point of the access location and potential queueing issues.

Mr. Murray said a traffic study will need to be done for the formal application, which should address all queueing concerns.

Mr. Peason asked for information on tree removal and mitigation.

Mr. Murray said he did not have an estimate at this time as to how many of the deciduous trees would need to be removed but noted the property is mostly wooded at this time. He said they would be looking to balance removal of deciduous vegetation from the east by supplementing Evergreen, in the areas that are rather thin now. The wall and parking activity would be screened.

Secretary Hesthag asked for more information regarding statistics for queueing.

Mr. Murray said the study has not been performed yet. If there is a sense that the application can proceed, the study will be done, which will include projections for drop off, accounting for the current volume and traffic activity at the intersection.

Mr. White questioned having a right-in/right-out access due to extensive queueing that goes back past the driveway.

Mr. Murray said that is to be determined, but that he is inclined to represent that the left-turn out would be requested since there should be gaps in traffic to accommodate the movement. However, if the study proved otherwise, the issue would need to be considered.

Acting Chairman Julian concurred that the safety of the children and public is paramount.

Mr. Murray said he understood the Boards concerns.

Committeeman DelCore asked for more information on the parking and staff accommodations.

Mr. Murray said 49 parking spaces is above their standard 45 spaces. He reviewed his assessment of how the parking would be used for 20 employee parking spaces and 20-25 spaces for pick-up and drop-off. Mr. Murray said he is very comfortable with the design, which has been proven out many times. Two handicap spaces will be near the door.

Mr. Gorman asked if there will be any buses or commercial vans at the property.

Mr. Taylor said they have not fully vetted the program at this school, but that there could be a potential for a short-wheeled bus at the property. A mini-bus can be accommodated within a standard parking space.

Committeeman DelCore asked if they anticipate the perimeter being fenced.

Mr. Taylor said they focus on safety. The whole perimeter of the play area is secured and fenced with a 6 foot aluminum fence. If a child were to get out of one of the adjacent doors, there is no way for a child to get out of the play area. The same occurs anywhere there is a door adjacent to a sidewalk. The children are supervised at all times.

Mr. Skobo asked about the lighting.

Mr. Taylor said this type of facility ends its day fairly early so the lighting is pretty unobtrusive, but will meet the criteria of the ordinance. Typically, only the perimeter building lighting is on; the parking lot area would be off at a reasonable time.

Committeeman DelCore asked for information on the building.

Mr. Taylor said it will be a one-story building, which he described as an oversized executive ranch. It is designed as a low slope, three-pitch roof on a single story. The building is designed for a maximum capacity for a total 196 maximum enrollment across all age groups.

Mr. Wagner asked the age groups.

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Mr. Taylor said the facility would accommodate infants, from 6 weeks of age; and potentially a school-aged program, which would run up to 12 years of age. The school would provide transportation, and a parent could pick-up and drop-off as well.

Committeeman DelCore asked if the school ages are standard.

Mr. Taylor said it used to be, but a lot of the school districts that they work in offer excellent after school care. He said they find school aged programs are not always needed.

Mr. Himelman asked Mr. Murray to talk about deliveries and loading.

Mr. Taylor said the facility would get deliveries two to three times a week during off-hours, in vehicles that are no bigger than a UPS truck.

Mr. Taylor said he believes the building complies with the standards, but further details will be looked at as the planning goes forward. The design will have stone wainscot at the lower level with hardy-plank siding above that, with white trim and accents. It is a very attractive building and will meet the standards.

Acting Chairman Julian asked Mr. Gorman about the zoning.

Mr. Gorman explained the HS, Highway Service District has its own standards. However, highway properties are also within the ASD, Architectural and Site Design Overlay District, which has additional standards for what the town wants new development to look like in this area, particularly the Route 206 corridor. He said the applicant will need to look at the standards when designing the building to see what applies and what does not.

Committeeman Suraci asked if the sidewalk might be better on the opposite side, to allow for queueing.

Mr. Taylor said there is no reason they could not do that. He said they were looking for connectivity to the right-of-way, and also ensure a safe ingress and egress.

Committeeman Suraci said the parking is limited. He asked if there are any plans for evening activities.

Mr. Taylor said they are limited when they happen, and often happen for particular age groups for that very reason.

Acting Chairman Julian mentioned the need to be aware of proper buffering to the adjacent neighbor.

Mr. Taylor said they want to be sensitive to the neighbors. These are long term, multi-decade franchised operations. He said they vet their franchisees pretty significantly. He said they will work to be a good neighbor.

Mr. White had no further comments.

Mr. Gorman said the key points are the buffering, parking, traffic study, stormwater, and the raised site for this project.

Mr. Taylor thanked the Board for hearing the presentation and providing the valuable exchange of ideas.

Committeeman DelCore asked if they had an idea as to when a formal application might be submitted.

Mr. Taylor said they are hoping to submit soon after the New Year.

- ***Dr. Albert Internoscia*** - File 18-PB-11-INF - Block 199, Lot 57 - 419 Route 206. INFORMAL REVIEW requested for construction of additions to the existing building, in two phases: Phase I - 243 sf.; Phase II - 1,163 sf, one additional handicapped parking space, and design waivers, on property in the TC, Town Center Zoning District, and ASD, Architectural and Site Design Overlay Zone.

**Michael O'Grodnick, Esq. of Savo, Schalk, Gillespie, O'Grodnick, Aquilio & Fisher, P.A.** said his client is Dr. Al Internoscia, whose dental practice is Towne Centre Dental. The informal review proposal is to

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construct an addition to the existing family dentistry practice. The property is known as Towne Centre Plaza. The lot is directly behind Peapack Gladstone Bank. Towne Centre Plaza has shared parking with the Alfonzo's, Dunkin' Donuts, and rest of the strip center. The proposed is for a two-phased construction; the first being a 243 sf. addition to the staff lounge and meeting room. Phase II is proposed to be a 1,163 sf. expansion of the waiting area, office area, reception area, and bathroom for the reception area. This application will necessitate design waivers for 18 ft. parking spaces. There are four existing nonconformities: lot area; front yard setback; lot width; and building height. The application also proposes updated signage. Variances will be required for the proposed freestanding sign.

**Michael K. Ford, PE of Van Cleef Engineering**, said by ordinance, an informal is required for property located in the TC Zone, prior to submitting a formal application. The existing building is approximately 6,000 sf. Construction is proposed to be phased for the purposes of being able to enhance the operations of the facility. Right now the main access is at the rear of the building, immediately adjacent to the trash enclosure and rear parking area. The applicant proposes to relocate the primary entrance to face the shared parking (Alfonzo's side). The dental facility encompasses the entire building. The existing entrance and walkway would be removed along with another walkway. The first addition would be constructed over the walkway areas, which is existing impervious coverage.

Mr. Ford said the 243 sf. addition would be done first so that when the existing entrance is disturbed by the Phase II addition, the first phase would already be prepared and suited for the main entrance, to allow for the continuation of facility operations. There are no changes to parking other than some re-stripping to bring back the third handicap space that somehow disappeared over the years. The requirement is to have 30 parking spaces in total for the existing building and the bank. The parking is well over parked at 60 spaces.

Mr. Ford said there is a minimal amount of impervious coverage, with a negligible impact. A full stormwater report will be provided as part of the formal application. There is a detention basin on Lot 59 immediately adjacent to this site that handles stormwater runoff. The formal application has already been fully engineered and prepared to be submitted as a minor site plan.

Mr. Ford said the reports from Mr. White and Mr. Gorman made comments that have already been mentioned. He described the additions using the exhibit display. Acting Chairman Julian questioned whether the formal application would be a major application, rather than a minor site plan. He asked the Board's professionals for clarification.

Mr. Gorman said the designation pertains to the entire property. The applicant can always request waivers from submitting reports and such, which the Board can grant, as it sees appropriate.

Mr. Ford said the only criteria the proposed does not qualify for is that the total impervious cover on the site is less than 50%. The total will be about 60% impervious. Therefore, technically, the application would be submitted as a major site plan, but waivers would be requested.

Committeeman Suraci asked if there is any intention to host outside conferences in the expanded meeting room, which may impact parking.

Mr. O'Grodnick said there is not. The practice is relatively large so the expanded staff area would include a meeting room and bathroom. The waiting room and reception areas would also be expanded.

Mr. Peason said he thinks it is an improvement and has no issue with the proposal. He commented that the building across the parking lot, which has nothing to do with this project, has one of the most dangerous situations that there is a through lane of traffic which people have to traverse, rather than the situation here where the parking is in front of the building.

Mr. O'Grodnick said the application will also involve a complete renovation of the exterior of the building to make it much more updated.

Mr. Peason said he would defer to the professionals, but has no issues with the variances.

Acting Chairman Julian noted the applicant will need to be cognizant while doing construction, not to clog those routes Mr. Peason spoke of.

Mr. Gorman asked why multiple signs are proposed.

Mr. O'Grodnick said the one monument sign by the road is there. An OPRA request was done but no record of the monument sign was discovered for the former Ace Hardware site. The building is tucked in the back.

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The monument signs are not intrusive. Signage on the building will be enhanced by the architectural features of the building, but variances will need needed.

Mr. Gorman said a variance will be needed for having two monument signs; one sign is for the bank, the other would be for the dental practice. There is an additional freestanding sign towards the back of the parking lot; two signs on the building, and one more freestanding sign next to the building.

Mr. White asked why the handicap space is so far from the entrance.

Mr. Ford said the main entrance will have steps because of the grade. The second handicap space will be right next to a level access route that is straight onto the porch. There will be entrance doors right onto the porch. This access will also be used for patients who have had a procedure done in which they are being picked up and need to be wheeled out, rather than have to go through the main waiting room. The porch leads to the main entrance as well.

Acting Chairman Julian spoke in favor of the project, saving it was well designed and will increase the capacity of the business.

**CORRESPONDENCE**

Acting Chairman Julian noted receipt of outside agency reports for the MAAC Development application.

Mr. Bernstein mentioned next week's meeting is for an affordable housing project. The zone had been changed to approve mixed-use. Mr. George will be attending the next meeting in his absence.

**ADJOURNMENT**

A motion to adjourn was made and seconded. All were in favor; motion carries.

The meeting adjourned at 8:46 p.m.

*Submitted by:  
Debora Padgett  
Planning Board Clerk*