

HUNTERDON COUNTY PLANNING BOARD
Minutes – December 3, 2015

MEMBERS PRESENT: Page Stiger, Carol Hoffmann, Andy Borkin, Dana Desiderio, Tom Kacedon, Ken Novak, Phil Greiner,

ABSENT: Jim Martin, Freeholders King and Lanza

STAFF PRESENT: Sue Dziamara, Carrie Fellows, Ken Bogen, Bill Millette, Rick Steffey, Josie Glynn
Shana Taylor, County Counsel

Chair Page Stiger read the Open Public Meetings Act notice and called the meeting to order at 8:35 A.M.

"This meeting is being held in accordance with the provisions of the Open Public Meetings Act. Adequate notice has been provided by prominently posting and maintaining so posted throughout the year in the Office of the County Clerk, Hall of Records, Main Street, Flemington, New Jersey, a public place reserved for such announcements, and by mailing on or before January 9, 2015 to The Hunterdon Democrat, The Express Times, Courier News, The Trenton Times, and Star Ledger, newspapers designated by the Hunterdon County Planning Board to receive such notices. Notice has also been posted on-line in the Hunterdon County News"

MINUTES OF THE November 4, 2015 MEETING:

Motion to approve by Ken Novak, with changes, seconded by Carol Hoffmann. Abstained: Tom Kacedon, Phil Greiner. Motion carried.

Page suggested that between now and the end of January that each Planning Board member pick up momentum on their municipal outreach responsibilities in order to introduce themselves and discuss briefly and general the CEDS and any other interests the municipalities may have. Page will within the next week, write up what he expects to say in January and will share it with the Board. You may change, add to and then perhaps collectively we could put a good document together. Andy suggested we need a uniformed approach coming from the Planning Board; perhaps a "cheat sheet". Sue said we do not have to "bring something" – just go and introduce yourself, let them know we are interested in what they are doing, we are there if they need help, we want to hear from them and work with them, collaborate with them if there is an opportunity.

Sue will circulate the dates that Freeholders Holt and Lagay will be presenting CEDS to the municipalities to the PB members so if you are available, you may attend.

Sue mentioned she has enjoyed being the Liaison to the Board for many years and now with the additional responsibilities she has recently picked up she is now turning over that role to Ken Bogen. In January he will start to fill that role and become the Planning Board contact. She wanted to thank the Board in advance for their participation – the municipal assignments seem like a daunting task; but the message we want to get out is that the County does not want to interfere with anything our municipalities are doing; we just want to keep the lines of communication open. Josie distributed Municipal Directories to the members.

COMMITTEE REPORTS:

DRC Committee: Andy Borkin gave the DRC Report. As shown on the DRC applications summary spreadsheet, Andy described the 4 DRC applications being reviewed at today's DRC meeting:

- A preliminary and final major subdivision application to create 2 new lots with 1 lot remaining in Clinton Township
- A lot line adjustment in Alexandria Township
- A Site Plan for the construction of a Medical Office building on Route 22 in Readington Township
- A Site Plan for the expansion of a church located on County Route 523 in Franklin Township

The DRC meeting scheduled for November 19th was cancelled due to no reviewable applications being received.

The actions taken by the DRC at the November 4th meeting are listed on the DRC summary spreadsheet along with the next steps needed.

DRC Meetings:

December 3, 2015: Dana, Tom
 December 17, 2015: Andy, Tom

DIRECTOR'S REPORT:

Staff Report: Included in the packet; no questions

Chamber Expo: Ken hosted a table at the November 5th Chamber Business Expo. Information about CEDS was displayed at the table. There were quite a few people that stopped by the table and picked up the information.

2016 Calendar meeting dates: Ken referred to the proposed 2016 Meeting Dates for Planning Board and DRC Meetings. Ken asked everyone to please review the schedules for any date changes and then we will move forward to approve the dates at the January 2016 PB meeting.

Strategic Parks Plan/OSTF Update:

On November 4th the Freeholders introduced the Open Space Trust Fund Plan. This is specifically a plan geared toward the spending of the Open Space Trust Fund and the goals and recommendations on the direction that the trust fund should take. The public hearing date was set for December 1st, which was last Tuesday. There was quite an outpouring of emotion and concern about the direction of the plan and the phrasing that the people interpreted as the county taking a new direction in terms of open space funding. The Freeholders decided to postpone adoption of the plan. Now we will take the comments and make some changes to clarify that there won't be a shift in focus of the direction of the Trust Fund and the county will continue on with the grant programs just as we have. We are excited about the success it's had and want to continue with that. At the same time, we should have a plan in place to make sure that we are in compliance with state statutes specifically in regards to the maintenance of our parks. We are going to send the revised draft plan out to municipalities and ask for any additional comments.

Another concern that was brought up by the public was regarding why there was a reference to the CEDS in the Trust Fund Plan. The Trust Fund Plan does mention the CEDS because a big portion of the CEDS is marketing and emphasizing the strengths of Hunterdon County; one of the strengths that everyone is most proud of the rural nature of the County. The Plan mentions that the Trust fund can help in those efforts by creating trail networks, linking up existing open space with strategic open space purchases to make those trail networks.

Bill said he would circulate with the Planning Board members a spreadsheet he created that has a list of the comments received, who made them, what page of the Plan it was on and how the comments were addressed.

We also received the BIDs for the Strategic Parks Plan and have been circulating and reviewing them to make sure we get the best appropriate consultant involved. We are aiming to get a bid approved and started by January, 2016.

DRC Fee Recommendations: At the Freeholder meeting on December 1st, an ordinance was introduced which proposes the waiving of the DRC application fees for subdivision site plans, but keeping in the need for Escrow fees for outside consulting. There will be a public hearing at the December 15th Freeholder meeting and will go up for adoption at that meeting.

FREEHOLDER UPDATE:

Freeholder Lagay discussed the ongoing CEDS transition to the implementation stage:

CEDS Steering Committee Meeting: November 19th – our first meeting of this group was a very successful, energized meeting. They are very eager to get things moving.

CEDS PODS: This group of private/public partners will be meeting for the first time on December 7th.

CEDS Presentation Meetings: A presentation was given to the Raritan Township Council on December 1st. We are still in the process of scheduling Holland Township and Clinton Township presentations.

Freeholder Lagay thanked everyone for the expertise and the sincerity in which they do what they do.

OLD BUSINESS / NEW BUSINESS:

Dana Desiderio made a motion to set the 1st meeting date in January 2016, January 7th, Ken Novak seconded. Motion approved.

Planning Board Subcommittees: For next year, the recommendation is to have only 2 Subcommittees: 1) An Executive Committee and 2) A DRC Committee. The Executive Committee would be Page, Carol, Andy, along with Sue and Ken. The DRC committee would be Ken Novak, Dana, Tom and Phil along with Ken Bogen and Adam. The intent is to consolidate the current subcommittees. This will result in a reduction of the number of meetings needed.

Page said we are still in need of a member to replace Elaine Niemann.

There was no further business to be brought before the Board. Ken Novak made a motion to adjourn; Dana Desiderio, seconded. Meeting was adjourned at 9:43 AM.

NEXT MEETING DATE: January 7, 2016, 8:30AM

Josie Glynn for Secretary, Andy Borkin