

HUNTERDON COUNTY PLANNING BOARD
Minutes – October 1, 2015

MEMBERS PRESENT: Page Stiger, Carol Hoffmann, Andy Borkin, Tom Kacedon, Ken Novak, Jim Martin

ABSENT: Dana Desiderio, Phil Greiner, Freeholders Lagay, King and Lanza

STAFF PRESENT: Sue Dziamara, Carrie Fellows, Ken Bogen, Bill Millette, Rick Steffey, Adam Bradford,
Josie Glynn
Aaron Culton, County Counsel

Chair Page Stiger read the Open Public Meetings Act notice and called the meeting to order at 8:31 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 JULY 2, 2015 MEETING:

Motion to approve by Andy Borkin, seconded by Carol Hoffmann. Abstained: Page Stiger, Tom Kacedon, Ken Novak. Motion carried.

COMMITTEE REPORTS:

Municipal Outreach: Page updated the Board on Municipal Outreach. Freeholder King invited the Planning Board to a meeting with NJDEP on October 2nd; Page will be attending. This meeting is an opportunity for us to bring any issues or challenges regarding NJDEP activities within our communities. In preparation, an email was sent to all municipal Mayors and Planning Board chairs asking if there are any issues/challenges that they would like to have brought to the meeting. Page received several responses on issues they need help with from East Amwell, Holland, Frenchtown, Flemington and Kingwood. Page will share with the liaisons of each of these municipalities what their township issues were and what the outcome/feedback of the meeting was. Page felt it would be best if the liaisons were the ones to take it back to the community.

Sue added another tool in our toolbox is the CEDS Brochure (handout). It was written to be distributed to the public, and we will provide copies so each of the members may bring it to your municipalities. It contains good information and is a "snapshot in time". As we have more discussions on the CEDS, we will have more information to share. Page also asked that we have a listing of the people involved on the Steering committee (think tank). The purpose of the steering committee is not to do implementation, but to hear what we are doing and provide insight along the way. A list of this committee was provided with contact information but, Page asked if we could provide instead, a "snapshot" of who they are and where they are from. All information will also be included on the website.

Sue went over the POD (Point of Direction) Leaders – the subcommittee of the Steering committee:

- Business Development & Retention - Chris Phelan/Hunterdon County Chamber
- Transportation – Tara Shepherd/Hart Commuter Information Services
- Municipal Outreach – County Planning Board Members
- Tourism – Mike Beneduce, Beneduce Vineyards
- Infrastructure – John Anderson/JCPL
- Education – TBD

These people will then select a team of similar people involved in their areas, and they will begin to look at the action plans and decided how to begin implementation in 2016.

Sue went to Clinton Township's Council meeting. Sue introduced herself at the Public Comment session; letting them know that the County Planning Board is beginning a new assignment, as Liaison to our Townships, and Tom Kacedon, is the Clinton Township Board representative. She let them know that, a part of the Economic Development Plan, the Board will serve as liaisons to our communities and extended an invite for them to work through us and with us moving forward on any issues that may concern all of us. They were very receptive.

CEDS Pens and member business cards were ordered for each of the members to take to the meetings with them.

DRC Committee: Andy Borkin went over the DRC Report outlining applications that were reviewed at the last meeting and their actions. There were no applications being reviewed at today's meeting. Summary along with the actions and next steps were included with the packet.

DRC Meetings:

October 1, 2015: Cancelled

October 15, 2015: Tom

Parks Committee: Bill said a Requisition for Proposal has been prepared for a consultant to put together our Strategic Parks and Open Space Plan. It has been forwarded to Director King to get his final approval. The next step is to review, score and rank the bids.

DIRECTOR'S REPORT:

Family Farmland Event: In the packet is the press release that outlined all the highlighted activities of the meeting on Wednesday September 25th. We have been getting many inquiries about issues that have been going on in our communities' involving farms and right-to-farm issues. We invited the SADC (State Agriculture Development Committee) who oversees the Right-to-Farm program, to provide a refresher in terms of what the process is and who does what. County and municipal representatives were invited to come together to learn more about the Right-to-Farm process. Presenters included Brian Smith, Esq., Counsel for the SADC, and David Kimmel, Coordinator of the Right-to-Farm & Agricultural Mediation Program at the SADC. SADC counsel asked that the municipalities try to resolve matters within their municipalities, rather than engage the CADB right away.

Strategic Parks Plan, OSTF Update: The RFP for the Strategic Parks Plan has gone out for bid with a deadline of October 22nd for bids to be returned. This will give us a better understanding of 1) How much it will cost and 2) to provide feedback as to whether or not our proposal is realistic. We are aiming to get a bid approved and started by January, 2016. To coincide with this we have been updating the Open Space Trust Fund plan which is the county's plan and framework for how we allocate our Open Space Trust Fund monies. The current OSTF Plan was adopted in 2000. The revised Plan will include an update on our Historic Preservation Plan to keep current with our existing grant programs and will also include a Recreation Development and Maintenance Plan that will outline our plans for development and stewardship of our Parks through the OS Trust Fund.

FREEHOLDER UPDATE:

Ken spoke about the CEDS presentations:

July 9th – Flemington Borough Council - Freeholders Lagay and Holt

August 6 – HART Annual Meeting – Freeholders King and Lagay

Sept 22 – Town of Clinton and the Clinton Guild - Freeholders Lagay and Holt

Each of the presentations has been customized for the audience. In October meetings will be scheduled with Clinton and Raritan Townships.

Sue also mentioned the Freeholders received a Planning Award from the NJ Planning Officials for our Comprehensive Economic Development Strategy (CEDS) at a Breakfast meeting held on September 18th.

OLD BUSINESS / NEW BUSINESS:

DRC Fee Schedule Discussion – spreadsheet was handed out with current fee schedule, comparisons to other County's and recommended changes – see attached.

The DRC subcommittee met in March to discuss recommendations for changing our current DRC fee structure. This was also looked at 4 years ago, and those numbers were taken into consideration along with updated figures. The committee looked at current fees being charged by other counties and came up with their recommendations.

Minor Subdivision Fees:

Current - \$85.00

Recommended - \$50.00 not on County Road

\$100.00 – on County Road

Ken Novak moved, 2nd – Andy Borkin - Approved

Major Prelim Subdivision Fees:

Current – \$100.00 + \$5.00/lot

Recommended - \$350.00 + \$10.00/ lot Not on County Road

\$350.00 + \$20/lot on County Road

Ken Novak moved, 2nd – Andy Borkin - approved

Residential Site Plan Fees:

Current – \$100.00 + \$5.00/unit

Recommended - \$100.00 + \$10.00/unit not on County Road

\$150.00 + \$15.00/unit – on County Road

Ken Novak moved, 2nd – Andy Borkin - approved

Major Final Subdivision Fees:

Current – \$85.00

Recommended - \$150.00

Andy Borkin moved, 2nd – Ken Novak - approved

Non Residential Site Plan Fees:

Current – \$75.00 + \$5.00/1,000 sq ft

Recommended - \$350.00 + \$5.00/parking space - not on County Road

\$500.00 + \$10.00/parking space - on County Road

Andy Borkin moved, 2nd – Ken Novak - approved

Ken will be sure to include under each section the last change and update. It was also recommended by the Board that the fee structure be put in place effective January 2016.

Ken Novak brought up the question to Adam if there was anything new with COAH. Adam said in the beginning of July, NJ municipalities had the opportunity to follow the NJSC COAH ruling and file a declaratory judgment with a current affordable housing plan. The Court originally proposed a six month time period, (June 8th – December 8th) for municipalities to put together an updated affordable housing plan. The due date has now been extended to the first of the year 2016.

Planning Board staff continues to research affordable housing federal grant programs that can coincide with COAH regulations. The goal is to find a grant program that allows municipalities to rehab a number of their affordable housing units while earning COAH rehab credits.

There was no further business to be brought before the Board. Andy Borkin made a motion to adjourn; Tom Kacedon, seconded. Meeting was adjourned at 9:50 AM.

NEXT MEETING DATE: Wednesday, November 4, 2015, 8:30AM

Josie Glynn for Secretary, Andy Borkin