

**HIGHLAND PARK PLANNING BOARD  
HIGHLAND PARK BOROUGH HALL  
221 South Fifth Ave.  
Highland Park, NJ  
MINUTES - - APRIL 20, 2017**

**Call to Order**

The April 20, 2017 regular meeting of the Highland Park Planning Board was called to order in accordance with the rules for the Open Public Meetings Act by Vice Chairperson Kim Hammond at 7:35 pm; Ms. Hammond indicated the location of the fire exits.

**Roll Call**

Present	Kim Hammond, Rebecca Hand, Paul Lanaris, Padraic Millet, Judi Shade Monk arrived at 7:37 PM, Stephen Nolan, Susan Welkovits, Allan Williams
Absent	Scott Brescher, Alan Kluger, Roger Thomas, Esq., Jim Constantine, Planner, Bruce Koch, Engineer
<u>Board Professionals</u>	Roger Thomas, Esq. Board Attorney Jim Constantine, Board Planner Bruce Koch, Borough Engineer

**Approval of Minutes:  
November 10, 2016**

It was MOVED by MILLET and seconded by WILLIAMS that the November 10, 2016 minutes with revisions be approved, and with a voice vote from all present five (5) ayes and three (3) abstentions from Mr. Nolan, Ms. Hand and Ms. Welkovits the minutes were approved.

**December 8, 2016**

It was MOVED by WILLIAMS and seconded by NOLAN that the December 8, 2016 minutes with revisions be approved, and with a voice vote from all present seven (7) ayes and one (1) abstention from Ms. Welkovits the minutes were approved.

**January 12, 2017 Reorganization/Regular Meeting**

It was MOVED by WILLIAMS and seconded by MILLET that the January 12, 2017 Reorganization/Regular Meeting minutes be approved, and with a voice vote from all present the minutes were approved.

**Memorization of Resolutions**

321 Donaldson Street LLC  
321 Donaldson Street  
Block 79, Lots 24-27

P2016-09  
Minor Subdivision and Variances

Ms. Hammond said she had some minor modifications on page 2, paragraph 2 they are describing the exterior treatment stating it will have a partial stone façade with siding either siding or hardy board or upscale vinyl treatment and thinks it would be more accurate to say a hardy board or solid vinyl. In the paragraph after that, it reads: each of the different exterior facades will have the same floor plan but would prefer it read: each of the units will have different exterior facades and similar floor plans. All agreed.

Ms. Hand indicated that the resolution states that we are granting all variances originally requested by the applicant when in fact we are not issuing the rear yard setback variances with the elimination of the pergola and the deck. She suggested including the language with the exception of the rear yard setback that the applicant withdrew during the hearing. All agreed.

Mr. Williams said that on page 1, 2<sup>nd</sup> paragraph it states that the application was deemed complete on March 6, 2017 and according to the rules of order only the Board can deem an application complete and suggested in read March 9, 2017 the date of the Planning Board meeting. All agreed.

It was MOVED by WILLIAMS and seconded by NOLAN that the Resolution with revisions/modifications be approved.

ROLL CALL: Ayes - Ms. Hand, Mr. Lanaris, Mr. Nolan, Ms. Welkovits, Mr. Williams, Ms. Hammond  
Nays – None

There being six (6) ayes and no nays, the Resolution passed.

**Correspondence and reports:**

Mr. Williams indicated that on April 27, 2017 PSE&G will be redoing the tree inventory at the Solar Array project and the Environmental Commission will be present.

Ms. Hammond said that Judi Monk and herself attending the newly formed screening committee meeting which is made up of two members from the Planning Board, Zoning Board, Redevelopment Agency, Main Street Highland Park, Jim Constantine, the Mayor and chaired by Susan Welkovits. The purpose of the committee is for when a downtown applicant is bringing a project that they can get some informal feedback from the various Boards before they put a lot of money and time into architectural plans etc. and make fewer obstacles. She said that it worked pretty well, they saw two applications and one had been spinning wheels for a long time and not getting a lot of traction and by coming to the screening committee there was a better sense of what it is that the Borough is looking for and what is being looked at.

Ms. Monk said that the applicants do get a sense of the feedback they are going to get and the things that the Borough is looking to achieve generally and guidance on conditions that are non-conforming but could be acceptable. She said that she thinks that it provides a valuable service to people.

Ms. Welkovits said that Ms. Monk and Ms. Hammond stepped right up on the design aspects on two very different designs, one being the international store and he was going completely in the opposite direction, and that could have gone in a completely different direction. She said that the meeting is very informal but was very consistent.

Ms. Hammond said that she wanted to let everyone that the committee has been formed and met and the proceeding hear at the Planning Board level will continue as they have been but when people come they will have received a little more feedback.

Mr. Nolan asked if International Foods was back because he believes this would be round 5 and that this has been going on at least 10 years. Ms. Hammond said that she believes this is just one long round.

Ms. Monk said that he has an interior demolition permit on the building and the recorded footprint of the expansion sprayed out. Ms. Welkovits indicated he has a new architect.



Mr. Williams said that this is an informal committee and asked if there were minutes kept. Ms. Hammond said that the meeting would be noted but no official minutes, just notes from the meeting so we can discuss with our respective entities what occurred. She said that the meetings are noticed and open to the public.

Mr. Williams asked if the notes were archived. Ms. Monk said that it is non-binding; everything discussed is non-binding and does not restrict the operations.

Ms. Hammond said during the process they have checked in with Council to really understand how we can actually meet, whether you take minutes, etc. She said that they had the conversation early in the meeting and does not recall.

Mr. Nolan said he know that you can take notes to keep track, but doesn't know if they were considered public records and had to kept or not. Ms. Santiago said that anything created becomes a public record, and being that they are not minutes and just notes believes they are considered general correspondence.

**Action of any other business and work session:** None

**Public comment on any item not on the agenda:** None

Ms. Hammond opened the floor to the public. No one appearing Ms. Hammond closed the public discussion.

**Adjournment**

There being no further business a motion was made to adjourn from Mr. Nolan with a second from Mr. Williams and at 8:04 PM, the meeting was adjourned.

Respectfully submitted,

  
Jennifer Santiago, Board Clerk