



## MILLSTONE TOWNSHIP PLANNING BOARD SPECIAL MEETING MINUTES

June 27, 2024

Virtual Meeting conducted remotely using Zoom Conferencing Platform

The Millstone Township Planning Board Special Meeting was called to order by Chairman Newman on Thursday, June 27, 2024 7:30 p.m. and held virtually using the “Zoom” Conferencing Platform. Notice of this meeting was provided in accordance with the Open Public Meetings Law.

Ms. Sims read the Open Public Meetings Act Statement.

There was a salute to the Flag.

Roll call for the below members was called:

Present: Chairman Newman, Vice-Chairman Pado, Mayor Ferro, C/W Zabrosky, Mr. Kotby, Mr. Lambros, Mr. Pepe and Ms. Sinha (late arrival).

Absent: Mr. Beck, Mr. Parrino and 1 vacant seat (Alt. II).

Attending: Michael Steib, Esq., Board Attorney; Matt Shafai, PE, PP, Board Engineer; McKinley Mertz, AICP, PP, Board Planner; Danielle B. Sims, Board Secretary.

Secretary Sims confirmed the Board has a quorum.

### **PUBLIC COMMENTS:**

Chairman Newman opened the meeting up to members of the public for comments on matters not before the Board, noting they can use their “raise hand” feature or open their microphone.

With no members of the public coming forward, Chairman Newman closed the public comments session.

### **MINUTES:**

None.

### **RESOLUTION(S):**

None.

### **APPLICATION(S) BEFORE THE BOARD:**

#### **27 Burnt Tavern Road, LLC (Affordable Housing Alliance)**

#### **Block 57, Lot 16.03 – 27 Burnt Tavern Rd.**

#### **Preliminary and Final Major Site Plan Application # P24-04**

Proposal to construct 67 affordable apartments/townhomes within four buildings (13 x 1BR units, 40 x 2BR units and 14 x 3 BR units), a community clubhouse, parking spaces and related site improvements on an undeveloped 13.68-acre lot. This project is 100% municipally sponsored affordable housing project and is subject to affordable housing restrictions.

Mr. Kenneth Pape, Esq. appeared on behalf of the applicant.

Board Attorney Steib noted that he reviewed the public notice in advance of the meeting, which is in proper form, so that the Board has jurisdiction to hear the application.

Attorney Steib reviewed the exhibits that were submitted as part of the application and review and read them into the record:



### APPLICANT'S EXHIBITS

- A-1 Jurisdictional Notice (Proof of Service)
- A-2 Application, Checklist(s) and Administrative Forms
- A-3 Correspondence
- A-4 Submission Waiver Request, prepared by MidAtlantic, dated 4/24/24
- A-5 Witness List
- A-6 Outside Agency Approvals
- A-7 Traffic Impact Analysis, prepared by McDonough & Rea Associates, Inc., dated 4/4/24
- A-8 ALTA/NSPS Land Title Survey, one (1) sheet, prepared by MidAtlantic Engineering Partners, dated 4/18/24
- A-9 Fire Truck-Truck Turning Exhibit, one (1) sheet, prepared by MidAtlantic Engineering Partners, dated 4/24/24
- A-10 Statement of Environmental Impact and Assessment, prepared by MidAtlantic Engineering Partners, dated 4/24/24
- A-11 Stormwater Management Report, prepared by MidAtlantic Engineering Partners, dated 4/24/24
- A-12 Architectural Floor Plan & Elevations Set, eight (8) sheets, prepared by Clark Caton Hintz, dated 4/11/24
- A-13 Preliminary and Final Major Site Plan, twenty-two (22) sheets, prepared by MidAtlantic Engineering Partners, dated 4/24/24
- A-14 Overall Aerial, one (1) sheet, prepared by MidAtlantic, dated 6/27/24
- A-15 Overall Site Plan, one (1) sheet, prepared by MidAtlantic, dated 6/27/24
- A-16 Site Plan Rendering, one (1) sheet, prepared by MidAtlantic, dated 6/27/24
- A-17 Residential Building Rendering, one (1) sheet, prepared by Clark Canton Hintz, dated 6/25/24
- A-18 Clubhouse Color Elevations, one (1) sheet, prepared by Clark Caton Hintz, dated 6/25/24
- A-19 Tanks/Pumps/Generator Enclosure Main Elevation, one (1) sheet, prepared by Clark Caton Hintz, dated 6/25/24
- A-20 Existing Conditions Exhibit, one (1) sheet, prepared by MidAtlantic, dated 6/27/24

### BOARD'S EXHIBITS

- PB-1 Engineer's Review dated 6/4/24
- PB-2 Planner's Review dated 6/25/24
- PB-3 Environmental Commission's Review 6/27/24
- PB-4 Fire Bureau's Review dated 5/30/24

The following witnesses were sworn in and were under oath:

- Matt Shafai, PE, PP – Board Engineer
- McKinley Mertz, PP, AICP – Board Planner
- Luis Zuegner, PE – Applicant's Engineer
- George Hibbs, AIA – Applicant's Engineer

Mr. Pape gave an opening statement regarding the proposed project. The application is for a 100% affordable housing project.

Louis Zuegner was sworn in and has appeared previously before the Board and his credentials were accepted as a licensed professional engineer. Mr. Zuegner described the surrounding area, referring to Exhibit A-14. This area includes another AHA property in the immediate area, as well as the Millstone Elks Lodge.



The property is located in the BP zoning district and municipally sponsored affordable housing is a permitted use. There are 67 proposed apartments withing 4 buildings and a clubhouse proposed on the site. The grading flows from the road to the rear of the site and are collected in the two bio-retention basins, on site. This complies with the stormwater management requirements. The site will be management by the owner/managing company and the Operations and Maintenance Manual will be filed with the County.

Ms. Sinha joined the meeting.

Mr. Zuegner reviewed the proposed landscaping and lighting plans. There are two points of entry to the site, which has a two-way circulation pattern. There are sidewalks provided for pedestrian access. Crosswalks will be provided. The applicant has met with the Fire Bureau and will comply with Exhibit PB-4, Fire Bureau review memo, dated May 30, 2024. There are 136 parking spaces provided on the site, including electric vehicle (EV) spaces.

The site will operate on well and septic and will require NJDEP permits for both. The septic fields will be to the left of the site. The buildings will be sprinklered. The applicant is providing community mail areas on site. There is a "tot-lot" provided near the proposed clubhouse and an open area for older children.

Mr. Pape stated that the applicant is prepared to comply with the Engineer's technical comments. Engineer Shafai stated that the environmental investigation information that the Environmental Commission is requesting was done with the prior application for "CKV", prior to the Township purchasing the property.

Mr. George Hibbs, AIA, was sworn in. He provided his credentials as a licensed architect. The Board accepted him is a professional architect. Referring to Exhibit A-17, Mr. Hibbs described the proposed housing design. Each of the units would be hooked up to the fire tanks and fire water to be held on-site. Laundry units will be provided individual hookups in each of the units, instead of what was shown on the plan as being placed in the community building.

Mr. Hibbs stated that there will also be a generator proposed 400 KW on the site.

Mayor Ferro asked if the site would be solar ready. Mr. Hibbs would confirm the site would be solar ready. The well and septic will be reviewed by the NJDEP and Mr. Pape does not believe they would be required to have a backup of either. The site landscaping beds would have a drip irrigation system for watering.

Mr. Kotby inquired about the traffic study. Mr. Shafai confirmed that the applicant would be widening the roadway in front of the proposed development. The proposed parking spaces are 100% compliant.

The applicant met with the Board's Engineer in advance of the meeting. The applicant will comply with the technical comments in the Board Engineer's review memo. There may be some changes to the site for drainage based on the septic design. If there are major changes, the applicant would need to return to the Board.

Mayor Ferro confirmed that the application complies with the stormwater regulations.

Chairman Newman opened the matter to the public.

Mike Cunningham of the Millstone Elks Lodge appeared asked if the applicant would meet with the Elks Lodge to explain what is proposed. Mr. Pape offered to meet with the members.

Mr. Kevin Abernethy, Township Administrator, appeared and offered to also attend the meeting with the Elks Lodge, on behalf of the Township.



Mr. Zuegner was asked to review the introduction of his testimony for the benefit of Ms. Sinha, who joined a few minutes late. Mr. Zuegner reviewed his opened description of the site area and Exhibit A-14.

With no other members of the public appearing, Chairman Newman closed the matter to the public.

Chairman Newman asked if there were any other comments or questions from the Board. Attorney Steib reviewed the conditions discussed. With no further comments, Mr. Pepe made a motion to approve the application subject to the conditions previously noted on record. Mr. Lambros second the motion to approve with the conditions placed on record. The application was approved with the following votes in favor: Chairman Newman, Vice-Chairman Pado, Mayor Ferro, C/W Zabrosky, Mr. Kotby, Mr. Lambros, Mr. Pepe, Ms. Sinha; Approved 8-0.

**NEW/OLD BUSINESS:**

None.

**BOARD DISCUSSION/CORRESPONDENCE:**

None.

**ADJOURNMENT:**

With no further business and with all in favor, Chairman Newman closed the meeting.

Respectfully submitted,

  
Danielle B. Sims, Board Secretary