

**MINUTES**  
**MONMOUTH COUNTY PLANNING BOARD MEETING**  
Tuesday, February 18, 2014  
2:00PM

Planning Board Conference Room, Hall of Records Annex, 2<sup>nd</sup> Floor  
One East Main Street, Freehold, New Jersey

**1) CALL TO ORDER**

Chairman Domidion called the meeting to order at 2:10PM.

**2) PLEDGE OF ALLEGIANCE**

**3) OPEN PUBLIC MEETINGS ACT**

Counsel Aikins read the "Open Public Meetings Act" Compliance Statement.

**4) ROLL CALL**

Members Present: Vincent Domidion, Charles Casagrande, Jennifer DiLorenzo, Nancy Grbelja, Paul Kiernan, Joseph Ettore, Freeholder DiMaso, Freeholder Director Burry

Also Present: Mark Aikins, Esq., Edward Sampson, Joe Barris and JoAnn Denton

Members Absent: James Giannell

Alternate Absent: John Mele (Excused)

**5) CHAIRMAN'S REPORT**

Chairman Domidion referenced the article he shared with the Board concerning small living spaces. He feels it could be an alternative for municipalities who would prefer to build COAH units themselves. Discussion ensued on the topic. Mr. Casagrande questioned how DCA would view this option; whether ownership would remain with the town or a non-profit they hired to run the project; stated that there is a difference between developed and undeveloped towns and some towns, such as Avon, are now acting as their own GC on projects.

Chairman announced that he spoke at the Transportation Council meeting on February 11. He felt it went well and same was confirmed by Anthony Gamallo. Mr. Gamallo reported that the Transportation Council would be reaching out to the municipalities and would be bringing back information for the Transportation component of the Master Plan.

**6) MEETING MINUTES**

Vice-Chairman Kiernan offered a motion to accept the minutes of the December 16, 2013 meeting and was seconded by Freeholder Director Burry. Minutes were approved by all in attendance except Charles Casagrande, who abstained.

Freeholder Director Burry offered a motion to accept the minutes of the January 6, 2014 meeting and was seconded by Freeholder DiMaso. Minutes were approved by all in attendance except Paul Kiernan, who abstained.

## 7) CORRESPONDENCE

Chairman Domidion referenced the following documents in the members' packets:

- Letter to Mayor Gatto, Howell Township regarding Site Specific Amendment (SSA)
- Letter to Commissioner Martin, NJDEP, regarding Wastewater Management Plan rules
- Letter to local State Legislators in support of S3107 and A4531
- Letter from Harriet Honigfeld to Planning Board members concerning petitioned re-enrollment William Kohl, LLP, Middletown Township

Chairman gave the floor to Harriet Honigfeld, who explained that the letter referred to the Lincroft Christmas Tree Farm, which was in the program for 8 years and had expired. Because ownership had changed, the application could not roll-over and landowner has to re-apply. No action was needed by the Planning Board.

- Resolution from Colts Neck supporting S2324 and A3393, Business Personal Property Taxes

Freeholder Director Burry recommended tabling any action by the Planning Board and having Counsel review it. Mr. Aikins stated that on a preliminary review, it appears to be a municipally based issue.

## 8) COMMITTEE REPORTS

Chairman stated that the following documents were in the possession of the Secretary and available for review:

### a.) Development Review Committee

- Schedules 1193 A, B, C, D & E from the Monday, December 9, 2013 meeting
- Brickyard, LLC, Howell Twp. And Roy's Deli, Upper Freehold Twp as reviewed at Alternate Meeting, December 16, 2013
- Schedules 1194 A, B, C, D & E from the Monday, December 23, 2013 meeting
- Schedules 1195 A, B, C, D & E from the Monday, January 13, 2014 meeting
- Schedules 1196 A, B, C, D & E from the Monday, January 27, 2014 meeting

### b.) Monmouth County Agricultural Development Board update, Harriet Honigfeld

1. Ms Honigfeld reported that at the February 11, 2014 meeting, the public hearing for Seven Bridges Winery right-to-farm matter was reopened. The State Agricultural Development Committee asked that we re-visit income eligibility to see if we have jurisdiction. Little Silver does not allow farming in that zone, so the Ag Board must go back to another provision in the law which says the farm had to be established before 1998 and in continual operation. Ag Board felt it was, and will be memorializing the decision at the April, 2014 meeting.

2. On Friday, February 21, 2014, plan to close on the Cicalese Farm in Colts Neck.

### c.) Monmouth County Transportation Council update, Anthony Gamallo

Mr. Gamallo reported that the kickoff for the Bus Rapid Transit Feasibility Study occurred a few weeks ago. A Steering Advisory Committee is being put together and a member of the Transportation Council will be on that Committee.

## 9) OLD BUSINESS

**b.) CRS Guidelines, Joe Barris** (Chairman requested 9b reported first to accommodate Ms Brennen)

Board members were provided with Draft Community Rating System (CRS) Guidelines, which were prepared by Joe Barris, Meghan Leavey and Margaret Murnane Brooks of OEM. Mr. Barris reported that we are there to assist our municipalities in receiving their initial CRS

classification-we will not be administering their programs. Each municipality will need to provide a contact person to us. To date, most municipal requests have been for mapping. We presently have a CRS website, CRS e-mail and links on our website to the National Flood Insurance website. Mr. Casagrande asked several questions based on his experience in insuring municipalities and was pleased that the MC Planning Division was providing assistance concerning achieving initial points, as the Federal guidelines can be very daunting.

Mr. Sampson reported that Mr. Baris, along with Ms Murnane Brooks and Ms Leavey, recently did an excellent CRS presentation at the NJ Chapter of American Planning Association Conference.

#### **a.) Wastewater Management Plan update, Linda Brennan**

Ms Brennan reported that:

- ARC reorganization meeting was held on February 5, 2014.
- A4531, the bill that proposed extending the WMP rules including the site specific amendment process, was passed and signed into law on January 16, 2014.
- Howell Township is now prepared to come in with their WMP amendments and we are currently coordinating that effort.
- Plumsted Township, Ocean County, which is looking at treating wastewater either by connecting to the Joint Base or building their own treatment facility that would discharge to Crosswicks Creek just above our County Parks System property, received positive feedback from NJDEP on both options. They are continuing to pursue both options at this time.
- DEP has scheduled a stakeholder meeting with county coordinators for later this month concerning the rewrite of the AWQMP rules.
- Most likely will not be a March ARC meeting. If the Howell application is submitted and deemed complete, there will most likely be an April, 2014 meeting.

#### **c.) Master Plan update, Joe Barris**

Chairman Domidion thanked Mr. Barris for the excellent handout of Master Plan talking points he prepared for the Board members.

Mr. Barris reported that we are in the process of preparing a letter to go out to our towns to set up working groups and asking municipal officials to assign a representative.

Internally, staff members have been assigned to Master Plan work, in addition to their regular duties:

Anne-Marie Falkowski-mappings

Laura Kirby-Community Development and Economic Development

Brittany Ashman- Historical and "At a Glance" along with Laura Kirby

Mary Ellen Scott-Natural Resource Inventory

Anthony Gamallo-Transportation

**d.) Chairman Domidion** asked that members return their completed information sheets to the Board Secretary.

### **10) NEW BUSINESS**

#### **a.) 5 Year Plan update, Sharon Rafter**

Ms Rafter reported that every year Community Development submits plans to HUD. Every five years, HUD has us take a special look at priority needs and requires outreach. Our next plan is

due November, 2014. Mr. Barris stated that he assigned Laura Kirby to assist Sharon with the data collection analysis.

**b.) 2013 Profile Report, Laura Kirby**

Ms Kirby provided a power point demonstration on the highlights of the 2013 Profile Report. Included were: income trends; unemployment; assessed valuation; real estate trends; building permits; occupied retail space; retail construction; office market vacancy rates and office rental rates as compared to other counties; tourism. Medium income in Monmouth County for 2012 was \$81,308. Tourism produced \$2.9 billion for Monmouth County.

Chairman Domidion stated that the 2013 Profile Report will be adopted at the next Planning Board meeting and comments will be accepted until that time.

**c.) Preliminary Flood Insurance Rate Maps for Monmouth County, Staff**

Mr. Sampson reported that on January 31, 2014, FEMA released its preliminary flood insurance rate maps for Monmouth County. There will be a 90 day comment, appeal period that has not yet been established by FEMA. It is our understanding that the preliminary maps are basically the same as the working maps that were released in the summer, except for the addition of inland river flood hazard areas. There will be an outreach period that we are involved in and are putting together a press release with the assistance of Margaret Murnane Brooks from OEM and Laura Kirkpatrick to get the word out that residents need to check the location of their property with respect to the flood maps. If they have concerns, they need to pass it on to their municipal clerks/administrators, who will pass it on to FEMA. Residents can go online and check where their property is. Probably sometime late March, early April, will be the start of the 90 day appeal period.

**d.) Chairman Domidion** added that he wanted to thank the Board Secretary for the new name plates. Ms Denton reported that the name plates were produced in-house, with no additional expense to the Board.

**11)EXECUTIVE STAFF REPORT**

Mr. Sampson introduced new staff members to the Board:

Mary Ellen Scott-former intern and now in the Environmental & Sustainability Section

Brittany Ashman-Long Range and Strategic Planning Section

Both new staff members are Rutgers graduates and started in January, 2014.

Last March, MC Planning Board passed a Resolution supporting Sustainable State Funding for Preservation and Stewardship of Open Space, Parks, Farmland and Historic Sites in New Jersey. That legislation did not pass, but the subject is being discussed again in the state legislature and the new initiative is SCR-2. Mr. Sampson recommended that the Board pass a Resolution to restate its position on a sustainable source of funding for open space preservation and to support the new bill. Mr. Sampson read last year's Resolution and per Vice-Chairman Kiernan's input, will add language placing emphasis on potable water.

Planning Board Resolution 14-06: "Monmouth County Planning Board Resolution Supporting Senate Concurrent Resolution No. 2 and Assembly Concurrent Resolution No. 112 for Sustainable State Funding for Preservation and Stewardship of Open Space, Parks, Farmland and Historic Sites in New Jersey" was offered by Vice-Chairman Kiernan, seconded by Freeholder Director Burry and passed by all in attendance. Resolution will be distributed to: Governor Christie, the Monmouth County Legislative Delegation, Monmouth County Board of Chosen Freeholders, Monmouth County municipalities, the New Jersey State League of

Municipalities, the Monmouth Conservation Foundation and NJ Keep It Green. Freeholder Director Burry stated she will put forth support from the Freeholder Board.

Planning Board Resolution 14-07: "Resolution Recognizing Ruth Holmes Honadle's Contributions to the County of Monmouth". Read into the record and offered by Freeholder Director Burry, seconded by Freeholder Serena DiMaso and passed by all in attendance. Resolution will be distributed to: Monmouth County Board of Chosen Freeholders, Upper Freehold Township, honorees son George Holmes and daughter Ann Honadel Van Hise.

Mr. Barris referenced the notice from ArtPride, New Jersey concerning A2160 and S1133, introduced in the 2014 legislative session. These bills concern utilizing funds from hotel lodging fees to support arts, history and tourism in New Jersey. Mr. Barris will review these bills more closely before the next meeting.

Mr. Barris stated that MoCo (Monmouth County Arts Corridor Partnership) is going to be presented at the 52<sup>nd</sup> Annual Commission on Social Development at the United Nations, tomorrow. The Commission is part of Social and Economic Development at the UN. Tomorrow they will have a panel discussion about arts and conflict resolution, being sponsored by the American Psychology Association and the El Salvador Consulate. Mr. Barris is associated with the Center of Creative Placemaking at Bloomfield College, which was asked to participate on this panel. The President of this organization will be presenting two case studies on what areas are doing with the arts: 1. Cleveland, Ohio and 2. Monmouth County, NJ. MoCo produced a video for us in conjunction with the Board of Chosen Freeholders and the Monmouth County Office of Economic Development, that will be shown at the Commission. Freeholder Director Burry and Freeholder Arnone are in the film, which is to be presented at the February 27, 2014 Freeholder meeting.

Ms Grbelja commended the Directors of the Planning Division for their excellent work and the direction they are taking the Board and the Division. Freeholder Director Burry and Freeholder DiMaso also offered their commendations for the outstanding work products being produced, the positive work environment that now exists in the Division and are very pleased that the Planning Board is now very engaged, reflective of the great work of the Chairman.

## **12) PUBLIC COMMENTS**

None

## **13 ADJOURNMENT**

At 3:25PM Ms Grbelja motioned and Freeholder Director Burry seconded to adjourn the meeting. All were in favor and Chairman Domidion adjourned the meeting.