

Holland Township Planning Board

Minutes of the Regular Meeting

January 14, 2019 (Reorganization)

The meeting was called to order by the Chairman Rader:

“I call to order the January 14, 2019 Reorganization Meeting of the Holland Township Planning Board. Adequate notice of this meeting was given pursuant to the Open Public Meeting Act Law by the Planning Board Secretary on December 13, 2018 by:

1. Posting such notice on the bulletin board at the Municipal Building.
2. Published in the December 13, 2018 issue of the Hunterdon County Democrat
3. Faxed to the Express Times for informational purposes only.

Flag Salute

Secretary Kozak asked all to stand for the Pledge of Allegiance

Appointments and Re-appointments

Secretary Kozak asked the 2018 Attorney John Gallina, to swear in the following members:

Dan Bush – Class I Member for a one year term 12/31/19

Carl Molter – Class II Member for a one year term 12/31/19

Duane Young – Class IV – Member for a four year term 12/31/22

Michael Keady – Class IV – Member for a four year term 12/31/22

Congratulations to our re-appointed Planning Board members.

We will administer the Oath at the February meeting for:

Thomas Scheibener – Class III Member for a one year term 12/31/19

The following two positions are vacant:

- Alternate #1 – Member for a two year term 12/31/20
- Alternate #2 – Member for a two year term 12/31/19

Nominations:

Secretary Kozak requested nominations for Chairman:

A motion was made by Dan Bush and seconded by Duane Young to nominate Dan Rader as Chairman. Dan Rader accepted the nomination as chairman. All present were in favor. Motion carried. Dan Rader is the 2019 Planning Board Chairman.

Secretary Kozak requested nominations for Vice-Chairman:

A motion was made by Dan Bush and seconded by Ken Grisewood to nominate Michael Keady as Vice-Chairman. Mike Keady accepted the nomination as Vice-Chairman. All present were in favor. Motion carried. Michael Keady is the 2019 Planning Board Vice-Chairman.

Secretary Kozak turned the meeting over to the Chairman:

Appointments:

A motion was made by Dan Bush and seconded by Duane Young to appoint John Gallina, Esq., as the 2019 Planning Board Attorney. All present were in favor. Motion carried.

Chairman Rader read the resolution to be adopted authorizing the award of a contract to the appointed professionals not utilizing the process defined in the third definition under N.J.S.A. 19:4A-20.7. These contracts are awarded without competitive bidding as a “Professional Service” in accordance with 40A:11-5-(1) (a) of the Local Public Contracts Law. This resolution shall be printed once in the Hunterdon County Democrat.

Appointment of the Planning Board Engineer. A motion was made by Dan Bush and seconded by Duane Young to appoint Maser Consulting as the 2019 Planning Board Engineer. All present were in favor. Motion carried.

Appointment of the Planning Board Professional Planner. A motion was made by Dan Bush and seconded by Duane Young to appoint Darlene Green of Maser Consulting as the 2019 Planning Board Professional Planner. All present were in favor. Motion carried.

Appointment of the Planning Board Highlands Council Subcommittee Professional Planner. A motion was made by Dan Bush and seconded by Duane Young to appoint Darlene Green of Maser Consulting as the 2019 Planning Board Highlands Council Subcommittee Professional Planner. All present were in favor. Motion carried.

Appointment of the Planning Board Secretary. A motion was made by Dan Bush and seconded by Michael Keady to appoint Maria Elena Jennette Kozak as the 2019 Planning Board Secretary. All present were in favor. Motion carried.

Appointment of the Planning Board Court Reporter. A motion was made by Dan Bush and seconded by Duane Young to appoint Lucille Grozinski as the 2019 Planning Board Court Reporter. All present were in favor. Motion carried.

Appointment of the Hunterdon County Democrat as the Official Newspaper. A motion was made by Dan Bush and seconded by Michael Keady. All present were in favor. Motion carried.

Announcement of the time, date, and location of monthly meetings. This was approved at a prior scheduled meeting. The schedule is posted on the bulletin board at the municipal building, has been published in the December 13, 2018 edition of the Hunterdon County Democrat and has been sent to the Express Times for information purposes only. A motion was made by Dan Bush and seconded by Duane Young to announce the 2019 time, date, and location of monthly meetings. All present were in favor. Motion carried.

Township of Holland
Planning Board

2019 Meetings

PLEASE TAKE NOTICE that the Planning Board, Township of Holland, County of Hunterdon, New Jersey, will meet to discuss or act upon public business on each of the dates set forth below, at the Municipal Building, 61 Church Road, Milford, NJ. Meetings are open to the public.

Time: If necessary, a Work Session will begin at 7:00 P.M. to discuss the Agenda of the evening.

Public participation during the work session will be prohibited.

The regular meetings begin at 7:30 P.M.

The cut-off time for meetings is 11:00 P.M.

Meeting Dates

January 14, 2019
February 11, 2019
March 11, 2019
April 8, 2019
May 13, 2019
June 10, 2019
July 8, 2019
August 12, 2019
September 9, 2019
October 14, 2019
November 11, 2019
December 9, 2019
January 13, 2020

Agenda Deadline

December 24, 2018
January 21, 2019
February 18, 2019
March 18, 2019
April 22, 2019
May 20, 2019
June 17, 2019
July 22, 2019
August 19, 2019
September 23, 2019
October 21, 2019
November 18, 2019
December 23, 2019

By ordinance the meetings of the Holland Township Planning Board are held the second Monday of the month, with the agenda deadline three weeks prior to the meeting.

Identification of those at the podium

Present: Dan Bush, Ken Grisewood, Dave Grossmueller, Michael Keady, Mike Miller, Carl Molter, Dan Rader, Duane Young, John Gallina, Esq., Court Reporter Lucille Grozinski, CSR and Maria Elena Jennette Kozak, Secretary.

Absent: Tom Scheibener

Excused Absent: Rick Roseberry/Bill Burr, Engineer, and Darlene Green (professionals excused per the Chairman as the meeting was only reorg).

Let the record show there is a quorum.

Minutes

A motion was made by Dan Bush and seconded by Michael Keady to dispense with the reading of the minutes of the December 10, 2018 meeting and to approve the minutes as recorded. All present were in favor of the motion. Motion carried.

There was no 2018 Attorney report needed.

Old Business:

There was no Old Business scheduled at this time.

New Business:

There was no New Business scheduled at this time.

Completeness Review:

There is no completeness review to discuss at this time.

Resolution

There are no resolutions to discuss at this time.

Public Hearings

Block 24 Lots 3 and 13 – Huntington Knolls LLC – Minor Subdivision & Final Site Plan – Phases 2, 3, 4 – Received into the office on July 24, 2018 and July 27, 2018 – The 45-day-completeness deadline is September 7, 2018. Deemed complete August 13, 2018 for Minor Subdivision & Final Site Plan – Phases 2 and 3 only. Revised Plans received September 19, 2018. Carried from September 10, 2018, October 8, 2018, November 12, 2018, December 10, 2018 to January 14, 2019 – Board Action Needed

For the record, Board Members Ken Grisewood and Mike Keady recused themselves and left the building at 7:40 pm.

Applicant’s Attorney William Caldwell was not present; however substitute attorney Anthony Ambrossio was present.

Exhibit B5 – Report prepared by Board Planner, Darlene Green dated January 8, 2019 (Secretary notes...this advisory memo is modified to be inserted into the minutes.)

January 8, 2019

PLANNING REPORT

Planning Board
Township of Holland 61 Church Road Milford, NJ 08848

Re: Huntington Knolls, LLC Milford Warren Glen Road

Dear Board Members:

Huntington Knolls, LLC (hereinafter “the Applicant”) has filed an application for minor subdivision and final site plan approval to construct a multi-family residential development comprised of 106 townhouses and 26 affordable housing units. (Note at the December 10, 2018 hearing, the Applicant increased the number of affordable units to 28.) The Applicant has appeared before the Board multiple times since 2003. Below is a history of approvals associated with the proposed development since 2003:

- May 12, 2003 – The Board granted preliminary overall planned development approval, preliminary major subdivision approval and Phase I preliminary site plan approval to the Applicant for a comprehensive age-restricted planned development, subject to the conditions of the Resolution. The development was named Huntington Knolls.
- June 12, 2006 – The Board granted final site plan approval for the initial phase of the development and minor subdivision approval to create Lot 13.01 in the western area of the property.
- September 12, 2011 – The Board approved the Applicant’s request to convert the previously approved age-restricted housing development to a non-age-restricted housing development pursuant to P.L. 2009, c.82, which authorized the conversion of the development.
- May 12, 2014 – In order to simplify the previous resolutions, the Board amended the above resolutions by adopting a new resolution that contained a list of conditions from all previous approvals that are still applicable to the current development. The revised list of conditions supersedes the conditions in the three previous resolutions.
 - September 8, 2014 – Additional changes to the May 12, 2014 resolution were adopted by the Board in a new “Master Resolution” that supersedes all conditions listed in the previous resolutions. This resolution also granted preliminary site plan approval for Phase II of the project, which involved the construction of a “farmette” (farmhouse and associated outbuildings) and open space/agricultural land.
 - November 10, 2014 – The Board granted preliminary site plan approval for Phases III and IV of the development. The preliminary approval was subject to the conditions of the Master Resolution and additional conditions contained in this resolution.

Many modifications to the site plans and phases of the development have occurred since the initial application in 2003. According to the Master Resolution, dated September 8, 2014, the development consists of five phases which are described below:

- Phase I: Subdivision of Lot 13 into Lots 13 and 13.01. The 20-acre Lot 13.01 was subsequently developed with a single-family dwelling. The dwelling is reported to be owned and operated as a group home.
- Phase II: The development of the farmette. Subdivision approval for the farmette and associated building was not approved and therefore is located on Lot 13.
- Phase III: The construction of 44 townhouse units and at least 11 affordable units and all the recreational facilities. The required buffering and stormwater detention facilities are also part of this Phase.

- Phase IV: The construction of 62 townhouse units and up to 15 affordable units.
- Phase V: The development of the the commercial portion of the project consisting of the restoration of the existing brick tavern and barn.

The following documents, which were submitted in support of the Application, have been reviewed:

1. Plans entitled “Minor Subdivision and Final Site Plan for Phases 2 and 3 of Huntington Knolls LLC. Huntington Knolls Development Project”, prepared by Andrew S. Holt, P.E. of Suburban Consulting Engineers, Inc., dated July 19, 2018, revised through September 17, 2018, consisting of 51 sheets. Sheet 34, “COAH Plan”, has been revised through January 2, 2019.
2. Plans entitled “Affordable Housing – Town of Holland Huntington Knolls”, prepared by Unlimited House Design, LLC, dated December 13, 2018, consisting of 5 sheets.
3. Plans entitled “New Townhouses: Huntington Knolls”, prepared by Unlimited House Design, LLC, dated March 8, 2018, consisting of 10 sheets.
4. Plans entitled “Proposed COAH Units at Huntington Knolls Holland Twp, NJ”, prepared by Ralph L. Finelli of Ralph L. Finelli Architect, LLC, dated January 31, 2014, consisting of 1 sheet.
5. Plans entitled “Water System Design and Permitting for Huntington Knolls – Phase III (90% Draft)”, prepared by Andres S. Holt, P.E., of Suburban Consulting Engineers, Inc., dated July 19, 2018, consisting of 6 sheets.
6. Plans entitled “Project: Structures”, prepared by Brian Sherry of Little Tikes Commercial, dated September 18, 2018, consisting of 2 sheets.
7. Affordable Buildings Architecture Floor Plans and Elevations, author unknown, no date, consisting of 6 sheets.
8. Planning Board Application and supporting documents, dated July 24, 2018.
9. Checklist for Determining Completeness of Application Minor Subdivision, no date.
10. Checklist for Determining Completeness of Application Final Major Site Plan, no date.
11. Letter entitled “Minor Subdivision & Final Site Plan for Huntington Knolls Development Project – Phases 2, 3, 4”, prepared by Andrew S. Holt, P.E., P.P., CME of Suburban Consulting Engineers, Inc., dated July 27, 2018, consisting of 37 pages.
12. Engineer Cost Estimate, prepared by Suburban Consulting Engineering, Inc., dated June 14, 2018.
13. Response Letter, prepared by Peter D. Chandler, P.E. of Suburban Consulting Engineers, Inc., dated September 19, 2018, consisting of 13 pages.

A. Existing Zoning and Surrounding Land Use

The property is located in the PCD/PSV Planned Commercial Development/ Planned Senior Village Development District on the south side of Milford Warren Glen Road. The property is surrounded by agricultural uses to the northeast, east and south. Single-family dwellings lie to the west of the property, while the Fox Hill townhouse development is situated to the north. See the image on the next page for the general

location of the site.¹ It should be noted that the approximate location of the existing property lines is shown in red and the proposed subdivision is shown in orange.

*****see the original letter for the google image as well as zoning information*****

B. Variances and Design Waivers

The Application does not require any variances or design waivers.

C. Comments

Based on our review of the above-referenced materials, we offer the following comments. It should be noted that text in italics reflects the current status of the comments, based on the submission of revised plans:

General

1. Pursuant to Richard Roseberry's Memorandum, dated August 10, 2018, the Board has only deemed Phases II and III complete. Therefore, this office has only reviewed the Plans associated with Phases II and III.

2. The phase lines on Sheet 5 of the Site Plans do not correctly represent the Phases of the development as stated in the Master Resolution dated November 10, 2014. The Applicant shall revise the phase lines to illustrate the correct phases of development.

The Phase Lines have been revised.

Site Plans

3. The Site Plans consist of 51 sheets. However, the Index of Drawings lists Sheets 52 and 53 as "reserved". The Applicant shall provide testimony on this.

The Applicant's Engineer provided testimony on this at the October 8, 2018 hearing. This comment has been satisfied.

4. Sheet 5 of the Plans indicate the farmette is proposed. However, the Board should note the farmette associated with Phase II of the development has been constructed. The proposed bio-retention basin along this driveway has not been constructed. The Applicant shall revise the Plans to indicate the features of Phase II that have been constructed and the features that are proposed.

Sheet 5 has been revised and indicates the farmette is existing while the bio-retention basin is proposed. This comment has been satisfied.

5. The Open Space plan illustrates dedicated open space areas that are closer than 20 feet to Claremont Drive. Pursuant to Section 100-91.9A., open spaces areas closer than 20 feet to any building, parking areas and roads shall be excluded from the open space calculation. Unless a previous variance was granted, the Applicant shall revise the open space to comply with the Ordinance. *The Applicant has revised Sheet 6 to illustrate compliance with the Ordinance. This comment has been satisfied.*

6. Sheet 7 of the Site Plans contains two zoning tables that reference the "PCD Zone". The Applicant shall clarify if this was a typo and the text should read "PCD/PSV Zone". Additionally, the tables contain proposed conditions that match the requirement. Many of these distances cannot be found on the Plan. The Applicant shall provide testimony on these discrepancies.

The Applicant has revised the zoning tables to reference the PCD/PSV Zone. However, the information within the tables has not been revised, excluding the proposed open space area. The Applicant's Engineer testified at the October 8, 2018 hearing this would be addressed during resolution compliance.

7. The trail leading to the recreation area is proposed to have a woodcarpet path surface. Will this be the same for the trail between the Phase III and Phase IV townhouse units? Testimony shall be provided.

Comment C.9 in the Response Letter indicates the trail between Phases III and IV will not be woodcarpet and will instead be stone aggregate. Sheet 43 contains a Trail Surface Detail illustrating the proposed stone aggregate surface. This comment has been satisfied.

8. Is the Applicant proposing any signage for the development? If so, the standards in Section 100-91.14E.(13) shall apply.

As per our October 4, 2018 letter, Sheet 7 illustrates the location of a 30-square-foot sign along Route 519. No details were provided. The Board should note that Section 100- 91.14E.(13) only permits 30-square-foot signs for assisted living facilities. This triggered a new design waiver. The Board discussed this during the October 8, 2018 hearing and the Mayor asked for additional information to be provided regarding the size of signs permitted within the Township. At the December 10, 2018 hearing, the Applicant indicated that they are not seeking approval for the sign at this time. A condition of approval should be the removal of the sign on all plan sheets.

9. Sheet 5 illustrates the Phasing Plan and the trail between Phase III and IV is partially in Phase IV. The Applicant should consider moving this small portion of the trail into Phase III.

The Applicant's Engineer testified at the October 8, 2018 hearing this would be moved entirely to Phase 3. The Applicant clarified at the December 10, 2018 hearing that this will be revised during resolution compliance.

10. There is a note on Sheet 5 that states that Building 2 and its amenities will be constructed in Phase IV. What "amenities" are being referred to?

The Applicant's Engineer testified at the October 8, 2018 hearing that the amenity is the sidewalk. This comment has been satisfied.

11. A condition of approval should be to revise all references and illustrations of the COAH Buildings in the Site Plans to match the revised COAH Plan on Sheet 34, dated January 2, 2019.

12. As the Board will recall, at the December 10, 2018 hearing the Applicant added two affordable units to Building #2 in Phase 4. However, it is unclear how the bigger building impacts impervious coverage and building coverage. Testimony shall be provided.

Parking and Circulation

13. A note on Sheet 5 of the Site Plans states "COAH Improvements such as parking and grading, as well as Building No. 1 shall be constructed as part of Phase 3. Building No. 2 along with its amenities shall be conducted as part of Phase 4." The Applicant shall clarify if the proposed dumpster area for the COAH units will be constructed during Phase III or Phase IV.

Comment C.12 of the Response Letter indicates the dumpster will be constructed as part of Phase III. The phasing also shows the dumpster area as part of Phase IV. This comment has been satisfied.

14. The Parking Calculation table on Sheet 7 indicates 105 parking spaces are proposed for Phase III. However, this number does not include the 58 affordable unit parking spaces. Therefore, the total Phase III parking is 163 parking spaces. Additionally, it should be noted that all affordable unit parking will be constructed during Phase III, but the construction of only 12 (or 14) affordable units will be completed.

The Parking Calculation table has been revised to indicate 163 parking spaces are proposed for Phase III. This comment has been satisfied.

Landscaping and Recreation

15. The Plant Schedule on Sheet 21 indicates 13 October Glory Maple trees are proposed, while only 12 are illustrated on the Plans. The Applicant shall eliminate this discrepancy.

The Plant Schedule has been revised accordingly. This comment has been satisfied.

16. The Plant Schedule on Sheet 21 indicates there are three Oakleaf Hydrangea shrubs proposed, while six are illustrated on the Plans. The Applicant shall eliminate this discrepancy.

The Plant Schedule has been revised accordingly. This comment has been satisfied.

17. Sheet 22 illustrates landscaping planted beyond the Phase III construction limit. It is unclear if those plantings are part of Phase III or Phase IV. Therefore, this office has not verified if the Plant Schedule quantities matches what is illustrated on the Plans.

This comment has been satisfied.

18. The proposed perimeter landscaping on Sheet 23 appears very congested. The Applicant should consider three rows of landscaping, rather than two rows.

The perimeter landscaping has been revised to illustrate three staggered rows of landscaping. This comment has been satisfied.

19. The Applicant shall provide the manufacture detail sheet for the large, medium and fitness facilities.

The Applicant has provided two sheets of details from Little Tikes Commercial. This comment has been satisfied.

20. Section 100-91.12B.(3)(g) requires evergreen trees to be planted at a height of at least four feet. On Sheet 23, the Applicant has provided the size of the proposed Colorado Blue Spruce and Eastern White Pine evergreen trees in caliper. The Applicant shall provide the height of the evergreen trees to confirm Ordinance compliance.

The Applicant's Engineer testified at the October 8, 2018 hearing that the plants will be five to six feet tall and amended during resolution compliance.

21. The size of the proposed Paper Birch trees has not been provided. The Applicant shall revise the Plant Lists on Sheets 21 and 22 to ensure Ordinance compliance.

The Applicant's Engineer testified at the October 8, 2018 hearing that the size will be two to 2.5 inches caliper and will be addressed during resolution compliance.

Architecture

22. The Applicant is requesting Preliminary and Final Site Plan approval but has submitted Architecture Plans for the Affordable Buildings that are **not** signed or sealed by a Licensed Architect. The Applicant shall submit signed and sealed plans.

The Applicant has submitted signed and sealed Architecture Plans for the 16-unit affordable building to be constructed during Phase III. This comment has been satisfied.

23. The Ordinance requires garbage to be stored inside for the townhome units. The smallest garage shown is approximately 18 feet deep by 11 feet wide.

Testimony should be provided on the sufficiency of space within the garage to store garbage, recycling and a vehicle if it was not previously provided.

Testimony was provided during the December 10, 2018 hearing. This comment has been satisfied.

24. We offer the following comments on the Affordable Buildings Architecture Plans:

a. The Plans do not illustrate the proposed building height. The Plans shall be revised to include the building height.

The new Architecture Plans illustrate the Affordable Buildings with a height of 29 feet from the top of the foundation to the roof peak. This comment has been satisfied.

b. The Plans only provide the front elevation. All four sides of the building shall be provided as the Applicant is seeking final approval for Phase III.

The new Architecture Plans provide elevations of each side of the building. However, the Site Plans illustrate two different buildings, a 12-unit building (50 feet wide by 120 feet long) and a 14-unit building (50 feet wide by 140 feet long), while these new plans illustrate a 16-unit building (82 feet wide by 94 feet long). It is now unclear if the second affordable building is a different size or the same as shown by the Architectural Plans. Furthermore, the dimensions on the Architectural Plans do not match the buildings on the Site Plans. These conflicts must be eliminated. The Applicant shall provide testimony on how many units are in each building and the total affordable units being proposed.

The Applicant testified at the December 10, 2018 hearing that a 16-unit affordable building, consisting of four one-bedroom units, eight two-bedroom units and four three-bedroom units, will be constructed during Phase III and a 12-unit affordable building, consisting of two one-bedroom units, eight two-bedroom units and two three-bedroom units, will be constructed during Phase IV. A revised COAH Plan (Sheet 34), revised January 2, 2019, has been submitted illustrating the 16-unit and 12-unit COAH buildings. The footprint and size of Building #1 matches on the Site Plan and Architectural Plan. This comment has been satisfied.

c. The floor plans shall be revised to show doors, windows, interior layouts and which units are handicapped accessible. Dimensions shall be provided.

The Architecture Plans illustrate doors, windows, interior layouts and note which units are handicap accessible. However, interior dimensions of the units were not provided. Additionally, the handicapped units must provide the radius circles to ensure the bathrooms are appropriately sized.

The Applicant has submitted new Architecture Plans, which illustrate doors, windows, interior layouts and dimensions, including a wheelchair radius circle in each type of dwelling unit. However, the wheelchair radius circle appears to overlap with the edge of the bathtub and sink, which would not provide enough space for proper wheelchair movement. Testimony shall be provided to confirm the bathrooms meet the ADA requirements.

d. The three-bedroom unit may ultimately house up to six persons as per the rules. This office strongly encourages the Applicant to add a powder room to the unit.

A powder room has been added to the three-bedroom units. This comment has been satisfied.

e. Under the UHAC rules, the number of one-bedroom units can not exceed 20% of the total affordable units. 26 units multiplied by 20% equals 5.2. Therefore, a maximum of 5 one-bedroom units is permitted. The rules also require a minimum of 20% of the units to be three-bedrooms. In this case,

the rules typically round up. The Board will need to decide if they are going to require 5 or 6 three-bedroom units. The plans currently provide 2 three-bedroom units.

At the December 10, 2018 hearing, the Applicant stated that there will be a 16-unit affordable building constructed during Phase III and a 12-unit affordable building constructed during Phase IV for a total of 28 affordable units. The 28 units will consist of six one-bedroom units, 16 two-bedroom units and six three-bedroom units. The Board agreed with this bedroom distribution. This comment has been satisfied.

f. The previous approvals indicate 12 affordable units will be constructed in Phase III. The Plans indicate 14 units per building. Testimony shall be provided.

The Applicant testified that a 16-unit affordable building will be constructed during Phase III and a 12-unit affordable building will be constructed during Phase IV. Additionally, a revised COAH Plan, dated January 2, 2019, was submitted illustrating the 16- and 12-unit buildings. This comment has been satisfied.

g. The Applicant shall revise the Architectural Plans to include a title block. A title block has been added to the Architecture Plans. This comment has been satisfied.

h. There are a total of eight interior units (four on each floor) where the Living/Dining room area has no windows. The Architect shall provide testimony if this conforms with all Building and Fire Codes.

The Applicant provided testimony that windows are not required in these areas at the December 10, 2018 hearing. This comment has been satisfied.

i. The new Floor Plans illustrate an 82 foot deep building while the elevations illustrate an 81 foot six inch deep building. The Applicant shall confirm which dimension is correct and revise the Plans.

The Applicant testified that Building #1 is 81 feet, six inches deep at the December 10, 2018 hearing. However, the revised COAH Plan and Architectural Plans illustrate an 82-foot deep dimension on the 16-unit building. As the plans now match, this comment has been satisfied.

Affordable Housing

25. If the Board is inclined to approve the Application, the following should be conditions of approval:

- a. The Applicant shall deed restrict the affordable housing units for a minimum of 30 years. The deed restriction shall indicate the unit or apartment number of the affordable units.
- b. The Developer shall be responsible for retaining a certified Administrative Assistant, subject to the review and approval of the Township.
- c. The below documentation shall be submitted to the Township's Municipal Housing Liaison at least 160 days prior to the issuance of any (market or affordable) Certificate of Occupancy for Phase III:
 - (1) Deed restriction.
 - (2) An affirmative marketing plan.
- d. The phasing of the affordable units shall comply with the affordable housing rules.

26. As per Mr. Roseberry's September 5, 2018 Memorandum, the Applicant has an obligation of 26.6 affordable units. The Applicant has the option of providing 27 affordable units or paying a pro-rated payment-in-lieu. We recommend a fee of \$150,000 for 2018. It should be noted the fee recommended by COAH in 2008 was \$145,903. \$150,000 multiplied by 0.6 equals \$90,000. Testimony shall be provided indicating which alternative the Applicant prefers and is willing to stipulate to.

As discussed in Comment 24.b above, the Applicant has agreed to increase the number of affordable units from 26 to 28. Therefore, no payment-in-lieu is required. This comment has been satisfied.

Details

27. A detail for the proposed trash enclosure has not been provided. The Applicant shall provide this information.

A Trash Enclosure Detail has been provided on Sheet 42. However, the color of the vinyl fence has not been noted. The Applicant's Engineer testified at the October 8, 2018 hearing that the color will be similar to the building color. This comment has been satisfied.

28. A detail for the proposed split rail fence has not been provided. The Applicant shall provide a detail of the fence.

A detail for the proposed split rail fence has been provided on Sheet 43. This comment has been satisfied.

29. A six-foot-tall board on board fence has been provided on Sheet 42. However, the Plans do not show a board on board fence. The Applicant shall eliminate this discrepancy.

The revised Site Plans contain a Trash Enclosure Detail illustrating a six-foot-tall board on board fence on three sides. Therefore, the detail for the board on board fence is necessary. This comment has been satisfied.

30. No detail was provided for the proposed pump station with generator pad north of the proposed stormwater basin. The Applicant shall provide this information.

Sheet 6 of the Water System Design and Permitting Plans (separate from the Site Plans), which was included in the previous submission, contains the details for the proposed pump station and generator pad. This comment has been satisfied.

31. Details shall be provided for the optional paver patios as indicated on the Architecture Plans.

A detail of the paver patio has not been submitted as of December 21, 2018. If the Board is inclined to approve this Application, this can be a condition of approval.

32. No detail has been provided for the crosswalks in Phase III. This shall be provided. *A crosswalk detail has been provided on Sheet 43. This comment has been satisfied.*

Should you have any questions with regard to the above comments please do not hesitate to contact my office. We reserve the right to make additional comments based upon further review or submission of revised plans or new information.

Exhibit A15 – Suburban Consulting Letter dated January 9, 2019
(Secretary notes...this advisory memo is modified to be inserted into the minutes.)

January 9, 2018

Via Electronic Mail (planningboard@hollandtownship.org) and Regular Mail

Township of Holland

61 Church Road
Milford, New Jersey 08848

Attn.: Maria Elena Kozak
Planning Board & Board of Adjustment Secretary

Re: Township of Holland, County of Hunterdon, State of New Jersey
Minor Subdivision & Final Site Plan for Huntington Knolls —
Phases 2 and 3 Block 24, Lots 3 & 13
Engineer/Planner Comments Response Letter
Our File No.: SCE-R09517.021

Dear Ms. Kozak:

SUBURBAN CONSULTING ENGINEERS, INC. (SCE), is providing the following summary and response to comments arising from an email request made by the Township of Holland Engineer, Rick Roseberry as well as a Comment #12 from the Township Planner's report dated January 8, 2019. It is anticipated that the Professionals will furnish their comments on the above referenced application directly to the Planning Board (the Board), however, in the essence of time, SCE is addressing those comments herein so as to complete the hearing and testimony at the Monday, January 14, 2019 Planning Board meeting.

At the Planning Board hearing on December 10, 2018, SCE provided as an Exhibit, the COAH plan as updated to reflect the current architectural plans. As a result of testimony provided and per request of the Township Planner, SCE submitted the revised COAH Plan, Sheet 34 of 53, to the Township dated January 2, 2019. The square footage of the COAH units has been maintained (14,000 square feet total for both buildings) despite the layout changes. Therefore, there are no impacts to building coverage nor impervious coverage for the application.

If you have additional questions or concerns, please do not hesitate to contact our office. Thank you.

Very truly yours,

SUBURBAN CONSULTING ENGINEERS, INC.



Peter D. Chandler, PE Project Manager

R:\Allolland\9517 Holland\9517.021 Huntington Knolls Development\Correspondence\9517.021 PDC LTR MKozak (2019-01-09).doc

Exhibit A16 – Suburban Consulting Letter dated January 10, 2019
(Secretary notes...this advisory memo is modified to be inserted into the minutes.)

January 10, 2018

Via Electronic Mail (planningboard@hollandtownship.org) and Regular Mail

Township of
Holland 61
Church Road
Milford, New Jersey 08848

Attn.: Maria Elena Kozak
Planning Board & Board of Adjustment Secretary

Re: Township of Holland, County of Hunterdon, State of New Jersey
Minor Subdivision & Final Site Plan for Huntington Knolls — Phases 2 and
3 Block 24, Lots 3 & 13
Engineer/Planner Comments Response Letter
Our File No.: SCE-R09517.021

Dear Ms. Kozak:

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SCE had previously issued a letter dated January 9, 2019 indicating the COAH building redesign maintained the same building area of 14,000 square feet. This figure was incorrect as the previously approved square footage is 13,000 square feet and that is what has been maintained and is shown on the current COAH Plan, Sheet 34 of 53, last revised January 2, 2019. Due to there being no increase in building area, there are no impacts to building coverage nor impervious coverage for the application.

If you have additional questions or concerns, please do not hesitate to contact our office. Thank you.

Very truly yours,
SUBURBAN CONSULTING ENGINEERS, INC.

/s/ /41

Peter D. Chandler,
PE Project Manager

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Exhibit A17 – Suburban Consulting Letter dated January 10, 2019
(Secretary notes...this advisory memo is modified to be inserted into the minutes.)

January 10, 2018

Via Electronic Mail (planningboard@hollandtownship.org) and Regular Mail

Township of
Holland 61
Church Road
Milford, New Jersey 08848

Onus

Attn.: Maria Elena Kozak
Planning Board & Board of Adjustment Secretary

Re: Township of Holland, County of Hunterdon, State of New Jersey
Minor Subdivision & Final Site Plan for Huntington Knolls — Phases 2 and
3 Block 24, Lots 3 & 13
Engineer/Planner Comments Response Letter
Our File No.: SCE-R09517.021

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Planner Green discussed her memo. Page 7 comment 11 the condition to revise all COAH reference of building in all other sheets in the plans and should be part of compliance. More discussion of comment 12 took place. Discussion of the January 10, 2019 letter from the applicant's Architect took place. The letter was submitted in an email with the original to be presented this evening. No one present has the hard copy of the letter. The applicant's attorney stated that the letter would be provided to Secretary Kozak for the file. Planner Green stated that the submittal of the letter can also be a condition of the resolution. Affordable housing as well as Affordable Housing Law was discussed. This is directly tied to the building of market value. If you are building 44 market values homes then when you pull 12 Certificate of Occupancy then 10% needs to be affordable and the construction office takes care of enforcing. Attorney Ambrosio agrees that this makes sense. All agreed that subdivision approval is still another discussion for a future date. Engineer Burr stated that many of the items discussed have been clarified and that there is a DCA letter from the applicant asking for a waiver. As of this meeting, there are no other outstanding issues of the Engineering letter of October 4, 2018 as well as the Planners letter of January 8, 2019 with the understanding of what the applicant agrees to comply with.

Board Member Molter expressed some concerns with the Planting schedule of Phase 3 and asked for consideration of more tree species tolerant to New Jersey as well as ones that are more deer resilient. Attorney Gallina will advise the applicant to revisit that with the understanding the applicant had agreed to working with the Township Engineer. This can be a condition of the resolution.

Onus

The public portion was opened for comment. No one present had any comments about the project. The public portion was closed.

Attorney Gallina questioned an extension discussion. The attorney is asking for five (5) years for Phase 4 and Attorney Gallina explained that the board can grant an extension but not the five (5) years the applicant is requesting. Dan Bush asked for the standard and Planner Green explained that this is more of a hybrid situation as this is all retro to November of 2014. Attorney Gallina reviewed the law and there is a provision for areas larger than 50 acres that enables the planning board to grant an extension for longer than five years. There is a history with the project so the applicant just needs to notice and ask the board for an extension. There needs to be a ten day notice. Property owners as well as the utility company (the 200' list can be obtained thru the tax assessor). This can be on the agenda for the February meeting. Attorney Ambrosio agreed with the discussion and all agreed that request would be for Phase 4 as it was not part of the public hearing. The other extension would be applicable to Phases 2 and 3 which is part of the public hearing. At the February 11th meeting, consideration of the resolution would be for final approval for phase 2 and phase 3, conditions outlined in the Engineering letter of October 4, 2018, conditions outlined in the Planner's letters of January 8, 2019 and December 5, 2018 as well as outside agency approval, RSIS waiver, COAH Plans

phased as noted by Planner Green, fees and escrow current, submission of the January 10, 2019 Applicant's Architect letter signed and sealed, with details being spelled out of COAH units being built relating to a Certificate of Occupancy. All present agreed to the above.

A motion was made by Dan Bush and seconded by Mike Miller to approve Block 24 Lots 3 and 13 – Huntington Knolls LLC – Minor Subdivision & Final Site Plan – Phases 2, 3 application with conditions outlined above and to approve Attorney Gallina to work with the board professionals to move forward with preparing the resolution for consideration and memorializing at the scheduled meeting in February. At a roll call vote, all present voted in favor of the motion. Motion carried. The resolution will be on the February 11, 2019 Planning Board agenda. As soon as a draft resolution is available all will receive for review.

Attorney Ambrosio thanked everyone for their supportive efforts and will review the resolution but will not be present for the February meeting as he will be out of town. He will be available via email.

Sub-Committee Status and Updates:

Ongoing work to be discussed – Holland Township Highlands Council Subcommittee –update – Work is moving forward with Highlands conformance. Mike Keady reported before leaving the meeting, now that the holidays are over we can move forward with The Stormwater & Wastewater Plan and Water Use and Conservation Plan. A revised draft of the Water Use and Conservation Plan prepared by CDM Smith should be available soon.

A chapter 101 checklist is being prepared by Planner Green and the Secretary Kozak has worked with the Highlands Council on approving grant monies to cover the expenses of the Planner and our Township Attorney. The scope of work was presented to the Highlands Council for acceptance. Moving forward, we can look at other projects such as stream restoration.

As a reminder, the checklist project still needs the approval of the Planning Board. Mike Keady reported that he is still working on creating a more informative Environmental checklist. More information to follow.

Public Comment

There were no public comments offered at this time.

Executive Session

There was no Executive Session scheduled at this time.

Adjournment

Dan Bush made a motion to adjourn. Motion approved. The meeting ended at 8:10 p.m.

Respectfully submitted,
Maria Elena Jennette Kozak
Maria Elena Jennette Kozak
Secretary