

**MINUTES**

**7:30 PM**

**PRESENT:** R. Dodds  
L. Frank  
D. Haywood  
J. Mathieu  
S. McNicol  
L. Riggio  
M. Synchronick  
L. Voronin  
S. Harris, Alt #1  
K. Kocsis, Alt #2  
T. Decker, Engineer  
D. Pierce, Attorney

**ABSENT:** C. Ely

**CALL TO ORDER**

The meeting was called to order by L. Riggio at 7:31 PM.

**NOTIFICATION**

In order to ensure full public participation at this meeting, all members of this Board, and members of the public are requested to speak only when recognized by the Chair so that there is no simultaneous discussion or over-talk, and further, all persons are requested to utilize the microphones which are provided for your use by the Township. Your cooperation is appreciated.

Notification of the time, date and place of this meeting has been published in the Hunterdon County Democrat and Courier News on January 25, 2018, and has been posted in the Kingwood Township Municipal Building on January 22, 2018 and has been filed with the Municipal Clerk.

**NEW AND PENDING MATTERS**

Rowan University – Final Presentation – NJ Map Buildout

J. Hasse, Rowan University, was present this evening to demonstrate the NJ Map Building Out program. He stated Kingwood is one of eight pilot communities in New Jersey. The model is designed as if the development patterns are built out to the municipality's zoning. The project was funded by the NJDEP. The project tried to create visual tools to assist municipalities. Kingwood's maps have been the most enjoyable to develop. The Township has provided Rowan University with so much of the data. The Township's planning/zoning regulations actually surpass the New Jersey dilution rules. The Township can be utilized as an example of how zoning can work to protect water quality. There are many different layers to the web mapping. He reviewed the different layers that were available. Kingwood Township has two watershed areas. Each one of the watersheds have a nitrate dilution module that will be calculated for the individual watershed. Nitrate is used as an indicator pollutant which indicates other pollutants. The model takes into account the geology, the land use and the number of septic systems and other items that are polluting the watershed areas. Kingwood does not have any large areas of sewer service. According to zoning, a total build out will contain 1700 units. The buildout is based on a nitrate dilution model for the non-sewer service areas. The DEP model does not require the units by parcel to be allocated. The model should be used as a planning and visualization tool. The model

has been provided free of cost. The model is live right now. The project was developed by students of Rowan University.

R. Dodds inquired if the coloring could be changed. J. Hasse stated the black mask cannot be changed. The model has several other factors that are much more logically colored.

J. Hasse requested if the Township would be willing to write a letter of appreciation indicating the project is a valuable tool.

M. Palmquist inquired if FEMA layers are available. J. Hasse responded the model will have the actual FEMA outlines in their layers.

It was moved by J. Mathieu, seconded by R. Dodds to authorize M. Synchron to write the letter to Rowan University that the project is a fantastic tool. All members present voted **AYE**.

### **2018-09 – Dalrymple, Block 6, Lots 26 and 26.01 – Route 12 – Amending Approval**

D. Pierce stated to the Board that this is something that has come back to the Board in connection with an application for the Dalrymple property to be preserved as farmland. The SADC requires that the two lots be merged together as part of the preservation project and a condition of funding. When these lots were created in 1999, there was a concern because the property was both residentially and commercially zoned. The conditions of approval provided for the improvement of the driveway if the property should transfer ownership and the recordation of the existence of a common driveway if there was ever a change in ownership outside of the family. The SADC has indicated that they need those conditions excised from the approval in order to proceed with the preservation. The Township attorney, K. Campbell, has indicated that the Attorney General has approved this form of a resolution with respect to Board's actions seeking to remove conditions of approval. The approval will be moot since they are merging the two lots. The resolution provides that the conditions will be null and void upon the filing of the deed to merge the lots.

It was moved by J. Mathieu, seconded by R. Dodds and carried to amend Resolution No. 99-17, by removing the following conditions:

- 2. When Lot 26 is further developed, the 50 foot flag stem for Lot 26.01 shall be merged back into the frontage for Lot 26 and all lots developed from Lot 26 and 26.01 shall be served by a common driveway utilizing the existing driveway serving Lot 26", and*
- 3. When any portion of Lot 26 and lot 26.01 is transferred to any owner outside the immediately Dalrymple family, then the existing driveway serving Lot 26 and Lot 26.01 shall be improved to meet standards of the Class III Common driveway", and*

All members present voted **AYE** on **ROLL CALL VOTE**.

It was moved by M. Synchron, seconded by D. Haywood and carried to adopt Resolution No. 2018-09:

### **RESOLUTION NO. 2018-09**

### **KINGWOOD TOWNSHIP PLANNING BOARD RESOLUTION OF MEMORIALIZATION**

**Approved: November 8, 2018**  
**Memorialized: November 8, 2018**

**IN THE MATTER OF  
RICHARD K. DALYRMPL  
BLOCK 6, LOTS 26 AND 26.01  
MINOR SUBDIVISION APPLICATION WITH VARIANCE**

**WHEREAS**, the Planning Board of the Township of Kingwood approved a minor subdivision for Lots 26 and 26.01, Block 6 on the Tax Map of the Township of Kingwood, a copy of which is attached to this Resolution, and

**WHEREAS**, the Resolution of Memorialization included conditions as follows:

2. When Lot 26 is further developed, the 50 foot flag stem for Lot 26.01 shall be merged back into the frontage for Lot 26 and all lots developed from Lot 26 and 26.01 shall be served by a common driveway utilizing the existing driveway serving Lot 26”, and
3. When any portion of Lot 26 and lot 26.01 is transferred to any owner outside the immediately [sic] Dalrymple family, then the existing driveway serving Lot 26 and Lot 26.01 shall be improved to meet standards of the Class III Common driveway”, and

**WHEREAS**, the Planning Board of the Township of Kingwood (hereinafter known as the “Planning Board”) received a request from Liz Schmidt, member of the Kingwood Open Space Committee. She requested information concerning the status of these conditions and whether or not the Planning Board would be willing remove these conditions from deeds recorded in deed book 1241, page 235 and deed book 1241, page 241 of the Hunterdon County Clerk’s Office based upon the desire of the County of Hunterdon to purchase the property’s development rights for preservation purposes using County and State money, and

**WHEREAS**, the intent of the Resolution conditions at the time of the approval was to prevent the newly created lots from being sold outside the Dalrymple family without improving the driveway; and

**WHEREAS**, the preservation of the lots for farmland preservation purposes would make the conditions unnecessary as the landowner is being required to merge by deed Lot 26 and Lot 26.01 immediately prior to and contemporaneously with the preservation closing, and

**WHEREAS**, the Planning Board Members have reviewed the facts presented in this case by Ms. Schmidt, Kingwood’s Township Attorney, Katrina Campbell and Planning Board Attorney, David Pierce and find that the conditions contained in the Resolution regarding the common driveway can be removed in light of the intention of the County of Hunterdon and State of New Jersey to preserve the property.

**NOW, THEREFORE, BE IT RESOLVED** that the Planning Board of the Township of Kingwood does hereby determine that conditions “2” and “3” regarding a common driveway are null and void upon the filing of a merger deed prior to and contemporaneously with the preservation of Lots 26 and 26.01.

The undersigned does hereby certify that the foregoing is a true copy of the action taken by the Kingwood Township Planning Board at its regular meeting of November 8, 2018.

All members present voted **AYE** on **ROLL CALL VOTE**.

**Block 34, Lots 10, 10.01, 10.02, 10.03 – Milltown Road – Boundary Line Adjustment**

D. Pierce stated for purposes of establishing the procedure, the Board would first determine if the application is complete and then proceed with the application.

T. Decker reviewed the following memo on the application:

Our office recently received documentation in support of a proposed Boundary Line Adjustment for Block 34, Lots 10, 10.01, 10.02 and 10.03. The applicant proposes to divide all of Lot 10.01 and merge the portions with Lots 10, 10.02 and 10.03. Lot 10.01 is not currently improved and will no longer exist after the merger. Documentation provided consisted of the following:

1. Plan titled "Boundary Line Adjustment Plan for Arthur Andrews" as prepared by Patrick H. Fatton Land Surveying, LLC, dated October 22, 2018.
2. Subdivision Application Form executed on October 22, 2018.
3. Letter dated November 3, 2018 providing certification from the owners of Lot 10.03, Rick and Stacey Falkenstein authorizing the application submission.
4. Letter dated November 3, 2018 providing certification from the owners of Lot 10.02, Michael and Nicole Palmquist authorizing the application submission.
5. Kingwood Township Subdivision Checklist executed on October 22, 2018.
6. Letter dated October 21, 2018 from Patrick H. Fatton Land Surveying, LLC requesting checklist waivers.
7. The following Deeds and Descriptions:
  - a. Deed dated March 26, 2012 for existing Lot 10, Block 34 as recorded with the Hunterdon County Clerk as Book 2287, Page 691.
  - b. Deed dated September 7, 2018 for existing Lot 10.01, Block 34 as recorded with the Hunterdon County Clerk as Book 2448, Page 438.
  - c. Deed dated December 20, 2010 for existing Lot 10.02, Block 34 as recorded with the Hunterdon County Clerk as Book 2261, Page 888.
  - d. Deed dated May 24, 2005 for existing Lot 10.03, Block 34 as recorded with the Hunterdon County Clerk as Book 2124, Page 776.
  - e. Proposed Deed and Description for a Portion of Tax Map Block 34, Lot 10.01 to be merged with Block 34, Lot 10 dated October 22, 2018.
  - f. Proposed Deed and Description for a Portion of Tax Map Block 34, Lot 10.01 to be merged with Block 34, Lot 10.02 dated October 22, 2018.
  - g. Proposed Deed and Description for a Portion of Tax Map Block 34, Lot 10.01 to be merged with Block 34, Lot 10.03 dated October 22, 2018.
  - h. Proposed Deed and Description for Block 34, Proposed Lot 10 dated October 22, 2018.
  - i. Proposed Deed and Description for Block 34, Proposed Lot 10.02 dated October 22, 2018.
  - j. Proposed Deed and Description for Block 34, Proposed Lot 10.03 dated October 22, 2018.
8. Escrow Agreement executed on October 24, 2018.
9. Township of Kingwood Account Balance dated October 29, demonstrating that property taxes are current for the four (4) existing lots.

10. Ownership Disclosure Form dated October 28, 2018.

**Completeness Review**

Our office has reviewed the above submitted documentation for completeness in accordance with the current Kingwood Township Subdivision Checklist as last amended February 7, 2013. The following items have been identified as being deficient. All other checklist requirements have either been provided or are not applicable for a lot merger.

A. Administrative

12. Proposed Block and Lot numbers as approved by the Tax Assessor

*Elimination of Lot 10.01 creates a break in the lot sequencing. The Tax Assessor should provide approval of the numbering as a condition of any approval. We have no objection to granting a waiver for completeness purposes.*

14. Proof of submission of application and fee to NJDEP for Freshwater Wetlands Letter of Interpretation or presence/absence determination.

*Applicant requests a waiver. See discussion below regarding environmental constraints.*

15. Proof of submission of application and fee to the County Planning Board.

*Lot 10.01 currently has two Hunterdon County Bridge Maintenance Easements for culverts K177 and K178. After the merger these easements will be located on Lots 10 and 10.02. Application should be made to the County for their review. We have no objection to granting a waiver for completeness purposes with the understanding that submission to the County Planning Board will be a condition of any approval granted.*

17. Proof of Submission to the D&R Canal Commission.

*Applicant requests a waiver. No improvements are proposed as part of this application. We have no objection to granting a waiver.*

20. Threatened/Endangered Species Survey Data Sheet

*Applicant requests a waiver. No new lots or improvements are proposed as part of this application. We have no objection to granting a waiver.*

21. Environmental Impact and Assessment

*Applicant requests a waiver. No new lots or improvements are proposed as part of this application. We have no objection to granting a waiver.*

22. Threatened and Endangered Species Investigation

*Applicant requests a waiver. No new lots or improvements are proposed as part of this application. We have no objection to granting a waiver.*

B. Plan Requirements

21. Date of approval of most recent previous subdivision.

*The four (4) subject lots were created by a previous subdivision of Lot 10 in 2004. Reference to the subdivision should be added to the plans as a condition of any approval. We have no objection to granting a waiver for completeness purposes.*

27. Location of natural features to be preserved, including conservation easements.

*Absent a waiver, freshwater wetlands, transition areas, Category One streams and riparian buffers need to be delineated. See discussion below regarding environmental constraints.*

28. Location and details of Conservation Easement Markers

*Absent a waiver, the natural features and conservation easement identified in Item 27 above are required. See discussion below regarding environmental constraints.*

32. Depiction of freshwater wetlands on and within 150 feet of the property.

*Should the Board not waive Item 27 above, on site delineation of wetlands is required to determine the conservation easement. See discussion below regarding environmental constraints.*

33. Depiction of Category One Streams and tributaries on and within 300 feet of the property.

*There are unlabeled lines on the plan that appear to be the Category One stream alignment and portion of the 300ft riparian buffer. Lines should be clarified on the plan. We have no objection to granting a waiver for completeness purposes.*

### **Completeness Discussion**

As previously mentioned, checklist Items A14, B27, B28 and B32 require mapping of freshwater wetlands, transition areas, Category One streams and riparian buffers for the purpose of establishing a conservation easement and markers. As shown in Photo #1, the NJDEP GeoWeb database indicates that a Category One stream traverses existing Lot 10.01 placing all of Lot 10.01 within the 300 foot riparian buffer. Significant portions of the riparian buffer also extend into the rear yards of Lots 10, 10.02 and 10.03.

Regardless of the proposed lot merger, Lots 10, 10.02 and 10.03 are currently encumbered by the riparian buffer. Based on topography and existing improvements, it is likely that any field delineated wetlands and transition areas are located in proximity to the stream and within the limits of the riparian buffer. The improved lots are currently subject to NJDEP regulations for activities within the riparian buffer and wetlands. If required, a conservation easement would roughly follow the limits of the riparian buffer and be in very close proximity to the homes on Lots 10.02 and 10.03. The Board needs to determine if granting waivers for Items A14, B27, B28 and B32 are appropriate for the subject application.



Photo #1 - Category One Stream per NJDEP GeoWeb

**Plan and Deed Description Review**

1. The division and merger of Lot 10.01 among existing Lots 10, 10.02 and 10.03 increases the lot areas, lot depths and building envelopes for each lot. Remaining Lot 10 is in accordance with the bulk requirements of the AR-Agricultural Residential Zone for lots fronting on a public road that existed as of April 30, 1996.
2. The bearing in the deed description for Proposed Lot 10 is incorrect. The bearing of North 04°46'16" West should be North 04°46'16" East.
3. Should they be deemed required by the Board during completeness determination, freshwater wetlands delineation and conservation easements should be shown on the plan and deeds revised accordingly.
4. Deed language is subject to review and approval by Board Attorney David Pierce.

This concludes our review of the application at this time. Should there be any questions, please contact our office.

It was moved by J. Mathieu, seconded by S. McNicol and carried to determine the application complete, grant waivers for A14, A17, A20, A21, A22, B27, B28, B32, and B33 and grant waivers for A12, A15 and B21 for completeness purposes only. All members present voted **AYE** on **ROLL CALL VOTE**.

M. Palmquist, owner of Lot 10.02, A. Andrews, owner of Lots 10 and 10.01, and P. Fatton, Engineer, were present for the hearing this evening. P. Fatton prepared the plans and descriptions.

P. Fatton stated in regard to A16, they have submitted an application to the County Planning Board and the Board has reached out to them. They were missing the letters of authorization to move forward on the application.

A. Andrews inquired if the conditions have to be satisfied first before recording the deeds. D. Pierce responded they would not be able to record the deeds until the conditions have been satisfied.

It was moved by R. Dodds, seconded by J. Mathieu and carried to approve the application for Block 34, Lots 10, 10.01, 10.02 and 10.03 – Boundary Line Adjustment – Milltown Road. All members present voted **AYE** on **ROLL CALL VOTE**.

It was moved by J. Mathieu, seconded by L. Frank and carried to adopt **Resolution No. 2019-10**:

**RESOLUTION NO. 2019-10**

**MEMORIALIZING RESOLUTION  
FOR  
KINGWOOD TOWNSHIP PLANNING BOARD  
BOUNDARY LINE ADJUSTMENT APPROVAL  
ARTHUR ANDREWS  
BLOCK 34, LOT 10.01  
PATRICIA ANDREWS  
BLOCK 34, LOT 10  
MICHAEL AND NICOLE S. PALMQUIST  
BLOCK 34, LOT 10.02  
AND  
RICKY AND STACY FALKENSTEIN  
BLOCK 34, LOT 10.03**

**WHEREAS**, Arthur Andrews, owner of Block 34, Lot 10.01, Patricia Andrews, owner of Block 34, Lot 10, Michael and Nicole S. Palmquist, owner of Block 34, Lot 10.02 and Ricky and Stacy Falkenstein, owner of Block 34, Lot 10.03, (collectively, the “Applicants”) submitted an application for a boundary line adjustment with respect to Block 34, Lots 10, 10.01, 10.02 and 10.03 to the Kingwood Township Planning Board; and

**WHEREAS**, said application was determined to be complete and the Planning Board professionals have reviewed the application and the plats submitted therewith; and

**WHEREAS**, the Planning Board considered the application at a hearing held during its public meeting on November 8, 2018; and

**WHEREAS**, the following documents were submitted with regard to the application, are on file with the Board, and are a part of the record in this matter:

1. Subdivision application, dated October 22, 2018;
2. Subdivision checklist, dated October 22, 2018;
3. Plat entitled “Boundary Line Adjustment Plan for Arthur Andrews” prepared by Patrick H. Fatton, N.J.L.S. of Patrick H. Fatton Land Surveying, LLC, dated October 22, 2018 (the “Plat”);
4. Letter from David R. Pierce, Esq. of Lindabury, McCormick, Estabrook & Cooper, P.C. to Diane Laudenbach, dated October 31, 2018;
5. Description of portion of Lot 10.01 to be merged with Lot 10 prepared by Patrick H.

- Fatton, N.J.L.S. of Patrick H. Fatton Land Surveying, LLC;
6. Description of portion of Lot 10.01 to be merged with Lot 10.02 prepared by Patrick H. Fatton, N.J.L.S. of Patrick H. Fatton Land Surveying, LLC;
7. Description of portion of Lot 10.01 to be merged with Lot 10.03 prepared by Patrick H. Fatton, N.J.L.S. of Patrick H. Fatton Land Surveying, LLC;
8. Description for proposed Block 34, Lot 10 prepared by Patrick H. Fatton, N.J.L.S. of Patrick H. Fatton Land Surveying, LLC;
6. Description for proposed Block 34, Lot 10.02 prepared by Patrick H. Fatton, N.J.L.S. of Patrick H. Fatton Land Surveying, LLC;
7. Description for proposed Block 34, Lot 10.03 prepared by Patrick H. Fatton, N.J.L.S. of Patrick H. Fatton Land Surveying, LLC;
8. Escrow agreement dated October 24, 2018;
9. Ownership Disclosure Statement;
10. Tax account ledger for Block 34, Lots 10, 10.01, 10.02 and 10.03;
11. Letter from Patrick H. Fatton, N.J.L.S. of Patrick H. Fatton Land Surveying, LLC to Kingwood Township Planning Board requesting checklist waivers, dated October 21, 2018;
12. Deed dated March 26, 2012 from Arthur T. Andrews, III and Patricia M. Andrews to Patricia M. Andrews for Block 34, Lot 10;
13. Deed dated September 7, 2018 from Steven A. Zdepski to Arthur Andrews for Block 34, Lot 10.01;
14. Deed dated May 24, 2005 from Steven A. Zdepski to Erik A. Falkenstein and Stacy Falkenstein for Block 34, Lot 10.03;
15. Deed dated December 20, 2010 from Galleria Construction, Inc. to Michael and Nicole Santowasso Palmquist for Block 34, Lot 10.02;
16. Letter from Thomas Decker, P.E. of Van Cleef Engineering Associates to Diane Laudenbach, dated November 7, 2018; and

**WHEREAS**, from the testimony and other proofs presented, the Board made the following findings of fact:

1. The properties in question are known as Block 34, Lots 10, 10.01, 10.02 and 10.03.
2. Lot 10 is located in the AR-2 zone, fronts on Milltown Road and contains approximately 2.132 acres.
3. Lot 10.01 is located in the AR-2 zone, fronts on Picnic Grove Road and contains approximately 2.218 acres.
4. Lot 10.02 is located in the AR-2 zone, fronts on Milltown Road and contains approximately 2.288 acres.
5. Lot 10.03 is located in the AR-2 zone, fronts on Milltown Road and contains approximately 2.096 acres.
6. The Applicants propose to divide up Lot 10.01 and add a portion thereof to each of Lots 10, 10.02 and 10.03. Lot 10.01 will cease to exist.
7. The Applicants propose to add 0.783 acres from Lot 10.01 to Lot 10, 0.834 acres from Lot 10.01 to Lot 10.03 and 0.602 acres to Lot 10.02 from Lot 10.01, making Lot 10 2.915 acres in size, Lot 10.03 2.930 acres in size and Lot 10.02 2.890 acres in size.

8. In all other respects, as shown by the Plat, proposed Lots 10, 10.02 and 10.03 comply with the bulk requirements of the Kingwood Township zoning ordinance.

**WHEREAS**, the Board voted after due deliberation, on a motion properly made and seconded, to grant boundary line adjustment approval, subject to conditions (if any) set forth below by a vote of 9 to 0;

**IT IS THEREFORE RESOLVED** on this 8<sup>th</sup> day of November, 2018 that the foregoing application for boundary line adjustment approval be, and the same hereby is, approved subject to satisfaction of the following conditions:

1. Review and approval by the Board's professionals, and recordation within 190 days, of deeds perfecting the boundary line adjustment.
2. Receipt of approval from the Hunterdon County Planning Board.
3. Receipt of approval for the proposed lot numbers from the Kingwood Township tax assessor.
4. Submission of a Plat revised to include a note listing the date of the last subdivision of the properties.
5. Neither the Board nor its employees or professionals will perform any service in furtherance of this approval if there is a deficiency in any escrow or inspection fee account. The applicant shall be under a continuing duty to maintain a positive balance in all accounts until all conditions have been satisfied and all charges have been paid. Approved Deeds shall not be released for recordation unless all outstanding escrow fees have been paid and the applicant's escrow account contains sufficient funds to cover anticipated unbilled expenses.
6. The within approval and the use of all property subject to the within approval are conditioned upon and made subject to any and all laws, ordinances, requirements, and/or regulations of and/or by any and all Municipal, County, State and/or Federal governments and their agencies and/or departments having jurisdiction over any aspect of the property and/or use of the property. The within approval and the use of all property subject to the within approval are also conditioned upon and made subject to any and all approvals by and/or required by any and all municipal, county, State and/or Federal governments and their agencies and/or departments having jurisdiction over any aspect of the property and/or the use of the property. In the event of any inconsistency(ies) between the terms and/or condition of the within approval and any approval(s) required by the above, the terms and conditions of the within approval shall prevail unless and until changed by the Board upon proper application.
7. The Township of Kingwood Planning Board reserves the right to revoke and withdraw any approval hereby granted in the event that there is any deviation from or alterations of the plan hereby approved, unless prior written approval for any such deviation or alteration has been obtained from the Planning Board. Minor deviations and field changes may be authorized in writing by the Township Engineer.
8. All improvements shall conform to building standards and other regulations as set forth in Federal, State, County and Municipal Statutes, Regulations, Codes and Ordinances, at the time of installation of the said improvement.
9. The acceptance by the applicant of this approval and reliance thereon by the applicant for

the purpose of commencement of construction of improvements within the project in accordance with the approval, shall operate as an acknowledgment and agreement by the applicant, its successors and assigns, that it accepts the official action herewith memorialized as being subject to the terms and conditions as contained herein, and agrees to fully comply and be bound thereby.

**MOVED:** MATHIEU

**SECONDED:** FRANK

**THOSE IN FAVOR:** DODDS, FRANK, HAYWOOD, MATHIEU, MCNICOL, RIGGIO, SYRNICK, VORONIN, HARRIS

**ABSTAINED:** NONE

**INELIGIBLE:** NONE

**ABSENT:** ELY

The within memorializing resolution was adopted on the 8<sup>th</sup> day of November, 2018, by the following vote of those Board Members who voted in favor of the approval:

<u>Members</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>	<u>Ineligible</u>
DODDS	X				
ELY				X	
FRANK	X				
HAYWOOD	X				
MATHIEU	X				
MCNICOL	X				
RIGGIO	X				
SYRNICK	X				
VORONIN	X				
HARRIS	X				
KOCSIS					X

**Review of Kingwood Manual of Ground Sign Design Standards**

The Board discussed removing Chapter 132 Zoning, Article V. Graphics, Subsection 132-91 – Ground Sign Style standards which reads:

*All new ground signs shall conform to, and be rendered in one of the forms, styles and designs of ground signs contained in the Kingwood Manual of Ground Sign Design Standards which is maintained by the Clerk of the Township and is incorporated herein by reference.*

R. Dodds stated the Township does need some design standard for signs. The sign style in the manual were probably good 20 years ago. The Township could consider being a little more flexible in the design but require a certain number of square feet and certain types of lighting. The Township does not have to give examples if there is a good parameter available.

T. Decker stated a lot of ordinances restrict the maximum height, face size, illumination from within and landscaping. If you have those types of design elements, the Township will not get anything that is overly wide. The Township ordinances do not allow signs that are mobile. The Township can structure what is allowed in size but allow flexibility in design.

J. Mathieu stated he was on the sign committee 20 years ago and the issues at that time were waving banners and pinwheels. When one establishment in the Township had a sign that encompassed everything above the ground floor windows, a lot of people were concerned. There should an allowable area to building size, such as a percentage of the facade and where it can be located on the building.

D. Pierce stated the Township has a provision in the ordinance that limits the size of the sign. T. Decker stated he is not sure how it is worded but the façade can be measured in two different areas, the letters being one and the background being another.

S. McNicol stated the Township currently has an ordinance and a manual in place.

R. Dodds stated the three pages of the manual have suggestions of nine choices that look very similar and really limit an applicant's choices.

D. Pierce suggested the Township amend the ordinance to describe that façade signage be measured by drawing a box around it. If it isn't a boxed sign or rectangular and just letters, the area is determined by drawing a box around the entire area.

R. Dodds suggested that the secretary review the wording in the ordinance and provide a draft of the wording suggested by D. Pierce. If the Board is in favor of the change to the ordinance, they can recommend adoption to the Township Committee.

It was suggested that the zoning officer and planner should be involved for their input.

## **APPROVAL OF MINUTES**

It was moved by R. Dodds, seconded by L. Frank and carried to approve the minutes of October 11, 2018 and place on file. All members present voted **AYE** on **ROLL CALL**, except D. Haywood, S. McNicol, L. Riggio, M. Syrnick and S. Harris, who **ABSTAINED**.

## **ADJOURNMENT**

It was moved by R. Dodds, seconded by J. Mathieu and carried to adjourn the meeting at 8:37 PM. All members present voted **AYE**.

**Respectfully submitted,**

**Diane Laudenschick, Secretary**