

**MINUTES OF THE AUGUST 20, 2019  
MEETING OF THE SOMERSET COUNTY PLANNING BOARD  
HELD AT 4:45PM  
FREEHOLDERS MEETING ROOM  
COUNTY ADMINISTRATION BUILDING**

Following the Pledge of Allegiance, the August 20, 2019 meeting of the Somerset County Planning Board convened at 4:45pm in the Freeholders Meeting Room. The meeting was held in compliance with the Open Public Meetings Act.

**Pledge of Allegiance**

**Open Public Meetings Statement**

**The Roll was called and the following were in Attendance:**

Bernie Navatto, Jr, Chairman  
Marian Fenwick, Member  
Al Ellis, Member  
John Schneider, Member  
Dennis Quinlan, 1<sup>st</sup> Alternate  
Brian Gallagher, Freeholder Liaison  
Matthew Loper, Secretary/County Engineer

John Lore, Esq., Deputy County Counsel

**Absent**

Christopher Kelly, Vice Chairman  
John Lindner, Member  
William Zeigler, 2<sup>nd</sup> Alternate  
Director Freeholder Levine

**Also Present:**

Walter Lane, Director of Planning  
Anthony McCracken, Assistant Director  
Thomas D'Amico, Supervising Planner  
Laurette Kratina, Chief of Strategic Planning  
Andras Holzmann, Senior Planner  
James Ruggieri, Principal Community Planner  
Ken Wedeen, Supervising Transportation Planner  
Kate Katzer, Principal Planner  
Cynthia Mellusi, Office Manager

**Approval of July 16, 2019 Meeting Minutes**

Chairman Navatto, Jr. asked for the motion to approve the minutes of the July 16, 2019 Planning Board Meeting. The motion was made by Freeholder Gallagher and seconded by Matt Loper. A Voice Vote was called and the motion moved unanimously.

### Montgomery LIHTC LLC, Montgomery

Nora Fekete reported that Montgomery LIHTC has submitted an application for an 86 unit four-story apartment building located on Hartwick Drive (a local road) in Montgomery Township. The project is located within the 518 Corridor Improvement Area which location triggers a pro-rata monetary contribution obligation for improvements in this project area.

Utilizing the formula in the study, the developer's obligation has been calculated to be \$5,910.07. The developer, Montgomery LIHTC LLC, has paid the contribution and a development agreement has been drafted formalizing the assessment and has been signed by the applicant. Deputy County Counsel for Planning has reviewed and approved the development agreement.

The Committee conceptually approved the agreement and recommended that the full County Planning Board conceptually approve the agreement and transmit it to the Board of Chosen Freeholders for their action.

### First Time Submissions

The Committee reviewed all first time submissions for the month of July 2019. During the month, the County Planning Board reviewed a total of 29 submissions. There were five new lots proposed and 33 new lots created. Of the site plans proposed during the month there was 20,440 square feet of non-residential building space proposed and 230 multi-family units proposed. There was \$974,629 in improvement value paid and there was \$11,545 in development review fees paid to the County Planning Board. Bernard V. Navatto, Jr did not participate in any discussion or take any action on the First United Methodist Church in Somerville site plan.

Chairman Navatto, Jr. asked for a motion to approve the August 2019 Land Development Report. The motion was made by Al Ellis and seconded by Freeholder Gallagher. The Roll was called and the motion passed unanimously.

### 2020 Census Update

Ken Wedeen, Supervising Transportation Planner reported County staff has been meeting internally with different County Departments such as the Superintendent of Schools Office, Work Force Investment Board and Census Partnership Specialist. County staff has been working with the NY Census office staff, Cultural and Heritage Commission, County PIO, and County Graphics to prepare a census infographic including a Somerset County Census logo. County staff also handed out the infographic and Census coloring books in English and Spanish at the 4-H Fair. County staff coordinated with NY Census Bureau staff to work at a table in the Government tent at the County 4-H fair to distribute Census materials including job applications. Invitations were sent to County departments, municipal governments and outside stakeholders to serve on the County's 2020 Census Complete Count Committee.

The first meeting will be on September 5<sup>th</sup> for internal county departments and the second meeting on September 19<sup>th</sup> a kickoff meeting of the Somerset County Complete Count

in the County. He outlined several of his concerns. There have been additional discussions with the Office for Planning Advocacy about this issue as well as how the County could be a pilot project for a County led process to gain plan endorsement for the County as well as all of the municipalities with designated centers. Chairman Navatto stated the County should work to ensure center boundaries remain in a manner consistent with the municipalities' and the County's planning framework. Director Lane will also be speaking to NJDEP officials regarding this issue.

**Public Comments**

Chairman Navatto, Jr. opened the meeting to the public. There being no comments, the Public Comment Period was closed.

**Committee Reports**

The Committee Reports were included in the meeting packet.


Director Lane reported there will be a Creating Vibrant Neighborhoods Workshop on September 13, 2019, cohosted the Somerset County Energy Council, regarding how municipalities can apply sustainability, resiliency and energy efficiency strategies to the numerous housing projects being implemented as part of the affordable housing settlements. He also informed the Board he asked Kaitlin Bundy, Manager of the Cultural and Heritage Commission, to update the Board on the Commission's various initiatives at the next Board Meeting. He mentioned that over the last few years there has been a much higher level of coordination and collaboration between the Commission and the Planning Board.

**Next Meeting Date:** September 17, 2019 @4:45pm

**Adjournment:**

There being no further business before the Board, Chairman Navatto, Jr. asked for a motion to Adjourn. The motion was made by Matt Loper and seconded by Freeholder Gallagher. A Voice Vote was called and the motion moved unanimously.

Respectfully submitted,

  
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Matthew D. Loper, Secretary