

**Frenchtown Planning Board  
Regular Meeting  
March 25, 2015**

Chairman Eckel called the Regular Meeting to Order at 7:30 P.M. and stated that all the requirements of the “Open Public Meeting Law” have been met. The meeting has been advertised, the Agenda has been posted in the Borough Hall and copies distributed to the designated newspapers.

**ROLL CALL**

|            |         |           |
|------------|---------|-----------|
| Present:   | Absent: | Dougherty |
| Case       |         | Sullivan  |
| Cooper     |         | Suttle    |
| DenBleyker |         |           |
| Dragt      |         |           |
| Eckel      |         |           |
| Musolino   |         |           |
| Scott      |         |           |
| Weeks      |         |           |

Chairman Eckel noted that Catherine Suttle has been excused for personal reasons and William Sullivan is still at work. John Dougherty will be joining us at the next meeting.

**APPROVAL OF MINUTES - Regular Meeting – February 25, 2015**

Jack Weeks moved to accept the minutes of the February 25, 2015 Regular meeting as amended (Remove Wright from roll call and add Scott and the last sentence on page 5 should read: Mayor Cooper confirmed that the space conforms with the definition of fast food restaurant.) Mayor Cooper seconded the motion. The minutes of February 25, 2015 Regular meeting were approved as amended by unanimous favorable roll call vote.

**PUBLIC COMMENTS**

Chairman Eckel announced that before we start the public comment section, comments are welcomed on matters not listed on the agenda. Comments related to agenda items should be held until that specific item comes up on the agenda. Chairman Eckel opened the public comment session.

Having no public comments, Chairman Eckel closed the public comments session.

**Sign Application – Block 41 Lot 7, 15 Race Street – River Gypsy**

Kim McGurly of River Gypsy noted that she is requesting permission to install an advertising sign. It is a painted sign that sits in the window. The colors of the sign are brown wood with blue and orange. The frame is brown, the background is blue and the lettering is orange. The material is wood. Chairman Eckel noted that the sign measures 21 inches by 15 inches for a total of 2.2 square feet. The signable area is 7’2” by 7’5” for a total of 53.8 square feet which is well within the allowable range. Ms. McGurly stated that the sign will not be illuminated. Chairman Eckel noted that there are 4 items of information. Gordon Dragt asked if the symbols are part of the signage. Ms. McGurly noted that the plastic cling ons are 8” by 16” representing the brands they carry in the store. They are less than a square foot. 4.2 square feet under 6% of signable

area. Sarah Scott noted that there is a sign that states the name of business inside the window and 3 additional stickers on the window. Can they change out the stickers if brands change? Chairman Eckel noted that there are no letters on the stickers that are greater than 3". Kim McGurly noted that the stickers will not cover the whole window. Chairman Eckel noted that on page 11 of 23 in the new book under signage, product identification, she sees the stickers as permanent window signs as an accessory to the business. Responding to Gordon Dragt, Chairman Eckel noted that the Board can approve the current stickers as submitted specifying that the lettering has to be under 3" and stickers must be under a square foot and cannot exceed the signable area. This will be approved as part of the application. On motion by Randi Eckel, seconded by Warren Cooper and carried by unanimous favorable roll call vote, the Planning Board approve the sign application for Block 41 Lot 7 and the following resolution:

### **RESOLUTION #2015-10**

#### **FINDINGS OF FACT, CONCLUSIONS AND RESOLUTION GRANTING APPROVAL FOR INSTALLATION OF A SIGN**

WHEREAS, Applicant Kim McGurly representing the River Gypsy has applied to the Planning Board for permission to install an advertising sign on the premises located at Block 41 Lot 7;

AND WHEREAS, after considering all the evidence presented, the Planning/Zoning Board has made the following findings of fact at its Regular Meeting on March 25, 2015:

1. The signs will read in accordance with the sketch attached hereto.
2. The sign inside the window will measure 15 inches high by 21 inches wide for a total of 2.2 square feet and the signable area is 53.8 square feet which meets the 50% signable area requirement.
3. The window sign will be a brown frame with a blue background and orange lettering.
4. There will be three vinyl stickers in the window of the brands sold in the store, measuring 8", 6" and 6".
5. The lettering on the stickers are less than 3" and the stickers are under one square foot and cannot exceed the signable area. If the stickers exceed the signable area, the applicant must come back to the Board for approval.
6. The window sign will not be illuminated.
7. The window sign contain a total of 4 items of information as defined in the Land Use Ordinance #564.

NOW THEREFORE, BE IT RESOLVED, that based upon the foregoing findings of fact and conclusions, the Planning Board of the Borough of Frenchtown does hereby grant to the above named applicant, permission to install an advertising sign on the above referenced premises.

I certify that the foregoing resolution was approved on March 25, 2015.

Votes on Adoption of Motion

\_\_\_\_\_ 8 \_\_\_\_\_ AYES  
\_\_\_\_\_ 0 \_\_\_\_\_ NAYS  
\_\_\_\_\_ 0 \_\_\_\_\_ ABSTAIN  
\_\_\_\_\_ 0 \_\_\_\_\_ RECUSED

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Brenda S. Shepherd, Secretary

**Sign Application – Block 41 Lot 7, 19 Race Street – Frenchtown Psychotherapy**

Richard Charwin of Frenchtown Psychotherapy stated that he is requesting permission to install an advertising sign. The sign is green with white lettering. The sign measures 6” by 22” and is located on the door. The lettering is less than 3 inches. The square footage of the door is 36” wide by 6’8” tall. Chairman Eckel noted that the signable area is 22.3 square feet and the sign is .92 square feet so the sign is 4.5% of the signable area. There is 1 item of information because of the graphic. Chairman Eckel noted that as a second story business, you can put a sign in the second floor window if it will be a similar size to this sign and will look like it. If the second story sign will be different, someone from the Board could meet with you to discuss it. Mr. Charwin noted that the sign is plastic and painted to look like wood. Chairman Eckel noted that in the Village Center Plan overlay, signs must be wood or wood like. She noted that the sign will not be illuminated. On motion by Warren Cooper, seconded by Gordon Dragt and carried by unanimous favorable roll call vote, the Planning Board approve the sign application for Block 41 Lot 7 and the following resolution:

**RESOLUTION #2015-11**

**FINDINGS OF FACT, CONCLUSIONS AND RESOLUTION  
GRANTING APPROVAL FOR INSTALLATION OF A SIGN**

WHEREAS, Applicant Richard Charwin of Frenchtown Psychotherapy has applied to the Planning Board for permission to install an advertising sign on the premises located at Block 41 Lot 7;

AND WHEREAS, after considering all the evidence presented, the Planning/Zoning Board has made the following findings of fact at its Regular Meeting on February 25, 2015:

1. The signs will read in accordance with the sketch attached hereto.
2. The door sign will measure 6 inches high by 22 inches wide for a total of .92 square feet and the signable area is 22.3 square feet which meets the 50% signable area requirement.
3. The door sign will be painted to look like wood and will be green with white lettering and the lettering will be less than 3 inches.
4. The door sign contain a total of 1 item of information as defined in the Land Use Ordinance #564.

5. The door sign will not be illuminated.
6. The applicant may put a sign in the second floor window if it will be a similar size to this sign and will look like it. If the second story sign will be different, someone from the Board could meet with the applicant to discuss it.

NOW THEREFORE, BE IT RESOLVED, that based upon the foregoing findings of fact and conclusions, the Planning Board of the Borough of Frenchtown does hereby grant to the above named applicant, permission to install an advertising sign on the above referenced premises.

I certify that the foregoing resolution was approved on March 25, 2015.

|                             |         |
|-----------------------------|---------|
| Votes on Adoption of Motion |         |
| _____8_____                 | AYES    |
| _____0_____                 | NAYS    |
| _____0_____                 | ABSTAIN |
| _____0_____                 | RECUSED |

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Brenda S. Shepherd, Secretary

Richard Charwin thanked Brenda Shepherd for all her help with his application.

**Sign Application – Block 59 Lot 4, 62A Trenton Avenue – Hard Core Pilates Studio**

Applicant David Gilhaney of Hard Core Pilates Studio noted that he is requesting permission to install advertising signs. There is one window sign and 2 ground signs. The window sign is a laminated 8 ½ inch by 11 inch paper taped on the window. The letters are less than 3 inches. The window sign has a white background with black lettering and graphics with an orange border. The glass measures 36 inches wide by 93 inches high. Chairman Eckel noted that the door is 21 square feet and the sign is less than 1 square foot. That sign is not illuminated. The 2 other signs are outdoor ground signs. The ground sign on the Trenton Avenue side is a wood sign in the Two Button sign measuring 8.75 inches by 15 inches. The lettering is pink the largest letter is 4 inches. Chairman Eckel noted that there are 5 items of information. David Gilhaney noted that the sign is illuminated with a ground light. Chairman Eckel noted that when Two Buttons got their approval the ground lighting was included with the stipulation that the light be focused on the sign and does not go off the property and the lighting was limited to 50 watts. David Gilhaney noted that the second ground sign is by the trail in the back. It is a wood sign with carved lettering. It is plain wood and the lettering is all less than 3 inches. The size of that sign is 7 ½ inches by 14 inches so it is less than a square foot.

Chairman Eckel noted that the rear ground sign issue has come up before. Technically, it is not multiple entrances. We had given Two Button permission to put a sign there because they have a defacto access from the towpath and they have a rear entrance. We approve it and this one should be approved as was Two Buttons. Sarah Scott asked if the sign facing the towpath is on the property or state property. Chairman Eckel noted that it is her recollection that the Board specified that the sign must be on the subject property. We can make the same stipulation for this sign. Based on the fact that we approved the Two Button sign and this sign is underneath that sign, the sign can be approved. The height has to be 5 feet or less from the ground.

Chairman Eckel stated that the sign looks like it can swing free in the wind. The Board will require that the sign be attached to the post on the sides. Mr. Gilhaney agreed to attach the sign. On motion by Warren Cooper, seconded by Jack Weeks and carried by unanimous favorable roll call vote, the Planning Board approve the sign application for Block 59 Lot 4 and the following resolution:

**RESOLUTION #2015-12**

**FINDINGS OF FACT, CONCLUSIONS AND RESOLUTION  
GRANTING APPROVAL FOR INSTALLATION OF A SIGN**

WHEREAS, Applicant David Gilhaney of Hard Core Pilates Studio has applied to the Planning Board for permission to install advertising signs on the premises located at Block 59 Lot 4;

AND WHEREAS, after considering all the evidence presented, the Planning/Zoning Board has made the following findings of fact at its Regular Meeting on March 25, 2015:

1. The signs will read in accordance with the sketch attached hereto.

**AS TO THE WINDOW SIGN**

2. The window sign will be a laminated 8 ½ inch by 11 inch white paper taped on the door with black letters and graphics and an orange border.
3. The signeable area is 21 square feet and the sign is less than 1 square foot which meets the 50% signable area requirement.
4. The window sign will not be illuminated.
5. The window sign contain a total of 1 items of information as defined in the Land Use Ordinance #564.

**AS TO GROUND SIGN #1 ALONG TRENTON AVENUE**

6. The ground sign is a wood sign measuring 8.75 inches by 15 inches with pink lettering located inside the existing Two Buttons ground sign.
7. The ground sign will be illuminated with an existing ground light and the light must be focused on the sign and not spill off the property. The lighting is limited to 50 watts.
8. The ground sign contain a total of 5 items of information as defined in the Land Use Ordinance #564.

**AS TO GROUND SIGN #2 ALONG THE TOWPATH**

9. The ground sign is a wood sign measuring 7 ¼ inches by 14 ¼ inches with carved lettering attached to the existing ground sign on the subject premises.
10. The ground sign will not be illuminated.
11. The window sign contain a total of 1 items of information as defined in the Land Use Ordinance #564.

NOW THEREFORE, BE IT RESOLVED, that based upon the foregoing findings of fact and conclusions, the Planning Board of the Borough of Frenchtown does hereby grant to the

above named applicant, permission to install an advertising sign on the above referenced premises.

I certify that the foregoing resolution was approved on March 25, 2015.

Votes on Adoption of Motion

|               |         |
|---------------|---------|
| _____ 8 _____ | AYES    |
| _____ 0 _____ | NAYS    |
| _____ 0 _____ | ABSTAIN |
| _____ 0 _____ | RECUSED |

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Brenda S. Shepherd, Secretary

**Sign Application Revision - Block 41 Lot 12, 33 Bridge Street – Patrick Legin (Early Bird)**

Applicant Carolyn Gadbodias, representative and manager of Early Bird, noted that she is requesting an amendment to the sign application approved last month. She stated that they want to make the sign bigger. They applied for a 20” by 20” sign and want to go to 24” by 24”. There are two other adjustments she is requesting. The wording from “Coffee and mercantile” to Espresso and mercantile. All those letters at the bottom of the sign are under 3 inches and there will be no black outline of the lettering. It will be just gold lettering on the window. In calculating the percentage for the signable area, she calculates the sign at 10.93% or 11% of the signable area. Those are the changes that she is requesting. On motion by Warren Cooper, seconded by Gordon Dragt and carried by unanimous favorable roll call vote, the Planning Board approve the amendment to the sign application for Block 41 Lot 12 and the following resolution:

**RESOLUTION #2015-13**

**FINDINGS OF FACT, CONCLUSIONS AND RESOLUTION  
GRANTING APPROVAL FOR INSTALLATION OF A SIGN**

WHEREAS, Applicant Carolyn Gadbodias representing Early Bird has applied to the Planning Board for permission to amend the previously approved advertising sign on the premises located at Block 41 Lot 12;

AND WHEREAS, after considering all the evidence presented, the Planning/Zoning Board has made the following findings of fact at its Regular Meeting on March 25, 2015:

1. The signs will read in accordance with the sketch attached hereto.
7. The window sign will measure 24 inches high by 24 inches wide and meets the 50% signable area requirement.
8. The window sign will be a window transfer in lettering of gold and the lettering on the bottom of the sign is less than 3 inches.
9. The window sign will not be illuminated.

10. The window sign contain a total of 4 items of information as defined in the Land Use Ordinance #564.

NOW THEREFORE, BE IT RESOLVED, that based upon the foregoing findings of fact and conclusions, the Planning Board of the Borough of Frenchtown does hereby grant to the above named applicant, permission to install an advertising sign on the above referenced premises.

I certify that the foregoing resolution was approved on March 25, 2015.

Votes on Adoption of Motion

|          |         |
|----------|---------|
| <u>8</u> | AYES    |
| <u>0</u> | NAYS    |
| <u>0</u> | ABSTAIN |
| <u>0</u> | RECUSED |

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Brenda S. Shepherd, Secretary

**Sign Application – Block 55 Lot 1, 10 Bridge Street – Rivernet Creative Industries**

Applicant David Cahill noted that Rivernet Creative Industries is a division of Rivernet Computers. He is requesting permission to install a sign at this new location, next door to Rivernet Computers. The sign contains the name and phone number and the alternate logo. On the left side of the door is a shade but instead of being white it is a version of the sign to block the sun. Responding to Chairman Eckel, David Cahill stated that he thinks the letter are less than 3 inches but the word Rivernet may be larger than 3 inches. Chairman Eckel stated that we need the signable area dimensions, how tall each line of text is and the dimensions of the sign. David Cahill stated that he can go measure it right now. Chairman Eckel noted that the Board will resume the application when David Cahill comes back with all the measurements.

**Informal Discussion – Block 17 Lot 6 – 11 Kingwood Avenue – Molly Sumner**

Molly Sumner noted that she is here to discuss an informal presentation for a proposed business. Molly Sumner thanked the Board for allowing the informal and noted that she submitted a draft variance application which looks complicated. She is proposing a dog daycare facility. The goal would be to put this business at 11 Kingwood Avenue for locals and commuters. She works with socialization and training of dogs and people would have the opportunity to stop with their pet and if the pet passes the health review, etc., they can leave their dogs and visit town. Chairman Eckel noted that she has had some discussion with Ms. Sumner and she also spoke with the Board attorney to get advice. Molly Sumner has some advice from the Board attorney. The Board attorney strongly suggested that Ms. Sumner get an attorney to apply for a variance. An attorney will help with what is applicable.

Chairman Eckel noted that there are some hurdles for a use variance. The Mayor and Council member on the Board will have to step down because if the Board, acting as the Board of Adjustment, denies the application, the only recourse is to go to the Council so the Mayor and Council member cannot sit on both bodies. For a use variance, the applicant would have to prove negative and positive criteria. One would be how this particular property is uniquely suited for this use.

Chairman Eckel noted that this is an informal application and nothing is binding. Any opinion is informal because we are not hearing testimony. Responding to Chairman Eckel as to reference on the last page mentioning training classes after hours and weekends, Molly Sumner noted that training would occur when the doggy daycare is not open. The daycare would be days and training hours would be hours in excess of the daycare. Chairman Eckel asked about the grassy area for dogs to use. Molly Sumner noted that the grassy area is owned by the landlord Jonathon Perlstein. Jonathon Perlstein noted that the grassy area is passed the parking lot. This parcel, 11 Kingwood Avenue, has two tenant spaces and behind the building are 14 parking spaces. The grassy area is between Creek Road and the parking lot behind Napolis. It is passed the parking lot. Molly Sumner noted that she will pick up the solid waste. Chairman Eckel commented that there will not be grass there for too long with 15 dogs. Molly Sumner responded that she can spray, put something on the grass, etc. There are things you can do. Since it is up higher than the pavement, there will be no leakage to the parking lot. Jonathon Perlstein commented that it does not have to be grass. It can be some pervious surface.

Chairman Eckel noted that parking will come up. There are parking standards, not set by the Borough of Frenchtown, but by the state. You will have to address how much parking and traffic the business will generate. Molly Sumner noted that the goal was to be minimal between the Hardware Store and H & R Block only. The business goal is never to take all the parking, only 2 or 3 at any given time.

Chairman Eckel stated that there is a reference about the dogs being walked multiple times a day. Molly Sumner noted that it is to the potty area. For the training aspect, dogs would be walked in town for training purposes.

Chairman Eckel commented that 15 dogs is a lot for that space. Molly Sumner replied that for the square footage, it is appropriate. She will gate off new dogs in a barrier area watching the dog's temperament. If the dog passes the behavior test, the dog is then put with the other dogs. She also noted that there are crates for nap time. She will have the owner's contact information and emergency contact. She wants the animals to be healthy and happy. The goal is to have 15 dogs. She will also make areas appropriate for dog sizes and behaviors. Mayor Cooper asked if she will do something to minimize the sound? Molly Sumner noted that the floor will be rubberized which dampens the sound. She will also install baffling in the ceiling if there is an echo. She may want to have background noise playing to encourage calm. You are not looking at dog park play but how dogs play in the living room. Mayor Cooper asked how the dogs will get from the backdoor to the grassy area. Molly Sumner replied that the dogs will be walked from the sidewalk in the back of the building, through the parking lot wherever it is safest during that time of day. All dogs are walked an hour before pick up, put in a crate and then clean up occurs. Mayor Cooper commented that the concern is safety for everyone. Molly Sumner responded that safety is a big issue. She likes this area because it is relatively quiet. Chairman Eckel noted that a point to address with a formal application is because you will share that space with other businesses, there are people that are mortally terrified. Molly Sumner noted that the goal is avoidance with the public. She does not know the dog so she does not socialize. Chairman Eckel noted that a concern is with pick up time. There is a lot of people at the pizza shop and during tax time. Now, you will have cross traffic with people and 4 legged animals. Chairman Eckel noted that you cannot have a kennel in Frenchtown. You cannot have that many dogs in one home in Frenchtown. That will be a hurdle. She recommended that Ms. Sumner read the definition of kennel and address the issue in the formal application. Mayor Cooper stated that people will be concerned that once the dog is no longer in your care, they may use the park. You will need to communicate that the park is not part of the service. Molly Sumner



noted that it will be in the contract. Chairman Eckel noted that the noise impact on the neighborhood, the size of the neighborhood around the area, walking across the parking lot, etc. is your burden to prove that it will not create a detriment to the neighborhood. Mayor Cooper stated that you have to address the positive and negative criteria. It is not an allowable business in this area so you must address the suitability of this space as opposed to other areas in town.

Chairman Eckel noted that sanitation is a big question. Make sure that there is no run off or lingering smells. This is a potential issue. She also anticipates that there will be noise questions from neighbors and the number of interactions between people and the animals. You must address parking required for the traffic and traffic issues. Jack Weeks recommended that Molly Sumner address the employee level of expertise and if they are certified behavioral consultants. Molly Sumner responded that all staff goes through training. She will require all employees at least having training and education. The goal is to have the employees get a professional certification within one year which will require continued education credits. Jack Weeks asked about flea detection. Molly Sumner noted that the animals will be required to be on flea or tick prevention. If something is noticed, the animal needs to be quarantined and the emergency contact will be called if she finds out the animal is not safe enough to be in the facility.

Chairman Eckel asked if Molly Sumner will do the inspections. Molly Sumner noted that she will do a once over before the animal comes into the building. There is a slight risk but nothing more than pet walking in any other establishment. Then, a behavioral and health review is done. Chairman Eckel asked about the inspection with other pedestrian traffic. Jonathon Perlstein noted that there is an alley way between the two buildings that is 3 to 4 feet wide. The intake area is in the back. He added that there are 19 parking spaces on Cathy's General Store side of the street that people can access. Chairman Eckel noted that the crosswalk is at the western end. Jack Weeks suggested that a separate front entrance that is closed off be created for intake as every day is not a sunny day. Mayor Cooper asked who monitors the health practices? Molly Sumner noted that it is a gray area. If it is considered a kennel, the County Health Department does it. She would be happy to be authorized by their standards. Chairman Eckel asked if dog training facilities are required to be inspected. Molly Sumner responded that it is not required.

Chairman Eckel noted that there are very specific proofs that are required. You have children in the park, food establishments, a C-1 stream with its own protections, etc. surrounding the area. An attorney will help you with that. Jack Weeks noted that as to the parking issue, assigned parking may help in this situation. Then there is not a problem of pick up and drop off. It would be short term parking. At certain times of the day, there is parking needed for the pizza place. Molly Sumner thanked Jack Weeks for the suggestion and added that as to the bathroom area, it will be clearly marked as a bathroom area with dispensers, etc. Chairman Eckel commented that it will need to be addressed as members of the community may frequent that area with children and children pick up rocks, etc.

Skye Van Saun asked if it would be better to have the bathroom area on the other side of Kingwood Avenue? Mayor Cooper responded that it would be a concern as there is going to be a development there. Chairman Eckel added that there would be a lot of walking across the street. Molly Sumner stated that multiple options will be presented. Sam Valsridge noted that he is going in on the venture and stated that as to corporate security, it has been brought to their attention that a customer may go to the park. We have to address it. Behavior prevention will be in the contract. We will install a system where we can watch that. Small cameras work well. We will also communicate it constantly. There will be signage, "No pets, No pet waste". We will write that plan carefully. Skye Van Saun added that people do not realize that dogs are not allowed in the park. Molly Sumner commented that she will clean up the area even if it is not

from her business. Chairman Eckel stated that there are pros and cons. Any time the Board issues a variance, it is creating a legal precedence. It will be specific and it will have all the “T”s dotted and “T”s crossed. Mayor Cooper stated that the challenge for the Board is that we have to justify our decisions. Sky Van Saun stated that Molly Sumner can present other daycare examples. She added that people may pick up a pizza when picking up or dropping off. Chairman Eckel noted that addressing exterior issues are important and the neighborhood and the proximity. Molly Sumner thanked the Board for the feedback.

**Resuming Sign Application – Block 55 Lot 1, 10 Bridge Street – Rivernet Creative Industries**

Applicant David Cahill noted that the sheet on the window just blocks the light. It is not different than a curtain. Chairman Eckel noted that the Board does not regulate curtains. David Cahill stated that every letter is less than 3 inches. The space in the middle is 7 inches. The sign is vinyl stick ons and measures 28 inches high by 26 inches wide for a total of 5.03 square feet. The signable area is the window inside the door and the door is a 36 inch door. Chairman Eckel noted that the sign area is 12.56 square feet and is 39.81% of the window area and does not exceed the 50% requirement. Responding to Chairman Eckel, David Cahill stated that the colors are purple, pink and gray with graphics. Chairman Eckel noted that there are 2 items of information. The design on the other side is a curtain to block the light and is not included in the calculations. On motion by Randi Eckel, seconded by Gordon Dragt and carried by unanimous favorable roll call vote, the Planning Board approve the sign application for Block 55 Lot 1 and the following resolution:

**RESOLUTION #2015-14**

**FINDINGS OF FACT, CONCLUSIONS AND RESOLUTION  
GRANTING APPROVAL FOR INSTALLATION OF A SIGN**

WHEREAS, Applicant David Cahill representing the Rivernet Creative Industries has applied to the Planning Board for permission to install an advertising sign on the premises located at Block 55 Lot 1;

AND WHEREAS, after considering all the evidence presented, the Planning/Zoning Board has made the following findings of fact at its Regular Meeting on March 25, 2015:

1. The sign will read in accordance with the sketch attached hereto.
2. The window sign will measure 28 inches high by 26 inches wide for a total of 5.03 square feet and the signable area is 12.56 square feet which complies with the 50% signable area requirement.
3. The window sign will be a vinyl transfer on the window in colors of purple, pink and gray and the letters are less than 3 inches.
4. The window sign contain a total of 2 items of information because of the graphic as defined in the Land Use Ordinance #564.
5. The window sign will not be illuminated.

6. The design on the other window is a curtain to block the light and is not included in the calculations.

NOW THEREFORE, BE IT RESOLVED, that based upon the foregoing findings of fact and conclusions, the Planning Board of the Borough of Frenchtown does hereby grant to the above named applicant, permission to install an advertising sign on the above referenced premises.

I certify that the foregoing resolution was approved on March 25, 2015.

Votes on Adoption of Motion

\_\_\_\_\_ 8 \_\_\_\_\_ AYES  
 \_\_\_\_\_ 0 \_\_\_\_\_ NAYS  
 \_\_\_\_\_ 0 \_\_\_\_\_ ABSTAIN  
 \_\_\_\_\_ 0 \_\_\_\_\_ RECUSED

\_\_\_\_\_  
 Brenda S. Shepherd, Secretary

**VOUCHERS**

Brenda Shepherd, Board Secretary, presented the following vouchers for approval:

**VOUCHER LIST 3/25/15**

|                        |  |          |
|------------------------|--|----------|
| Elizabeth McKenzie     | Professional Services for General Representation through 2/28/15 | \$ 43.75 |
| Archer & Greiner, P.C. | Professional Services for General Representation through 2/28/15 | \$ 60.00 |

**ESCROW ACCOUNT – BLOCK 34 LOT 1 – Michael Inspection Escrow**

|                       |   |             |
|-----------------------|---|-------------|
| Van Cleef Engineering | Professional Services for Michael through 2/28/15 | \$ 2,281.75 |
|-----------------------|---|-------------|

**ESCROW ACCOUNT – BLOCK 3 LOT 1 – Redevelopment Study**

|   |  |           |
|---|--|-----------|
| Elizabeth McKenzie                          | Professional Services for Redevelopment through 2/28/15  | \$ 218.75 |
| DiFrancesco, Bateman Coley, Yospin, Kunzman | Professional Services for Redevelopment through 12/31/14 | \$ 221.00 |

**ESCROW ACCOUNT – BLOCK 45 LOT 2 – Jackmarc**

|                       |  |           |
|-----------------------|--|-----------|
| Van Cleef Engineering | Professional Services for Jackmarc through 1/31/15 | \$ 756.00 |
|-----------------------|--|-----------|

|                       |  |           |
|-----------------------|--|-----------|
| Van Cleef Engineering | Professional Services for Jackmarc through 2/28/15 | \$ 952.50 |
|-----------------------|--|-----------|

**ESCROW ACCOUNT – BLOCK 57 LOTS 1 & 1.01 – Eugene Albert**

|               |                         |         |
|---------------|-------------------------|---------|
| Eugene Albert | Return of Escrow Monies | \$22.50 |
|---------------|-------------------------|---------|

On motion by Warren Cooper, seconded by Gerry Case, and carried by unanimous favorable roll call vote, the Planning Board approved payment of the above bills list.

**CORRESPONDENCE, COUNCIL REPRESENTATIVE REPORT AND OTHER RELATED ITEMS**

Chairman Eckel comment on the email that was distributed earlier and stated that when we have an informal before us we have no escrow so we pay our professionals from our budget. We asked Attorney Hirsch for guidance to properly advise the applicant and we did not ask for a formal memo. The positive and negative criteria is important for a formal variance application. She could not advise her strongly enough to get an attorney.

Mayor Cooper stated that he wanted to thank the board for meeting with council and members of the public. It was a productive meeting. He is hoping it will move forward with the ad hoc revitalization committee. Responding to Jack Weeks, Mayor Cooper noted that he did talk to Seth A. Grossman and he agreed to lead that effort.

Mayor Cooper reported that they have identified April 18<sup>th</sup> for the date of a town hall meeting in reference to the hilltop properties and have reach out to those property owners about the meeting. The Borough attorney and engineer will be on hand. We will get input from the property owners to see how viable a plan would be. We have identified a possible plan. Every property owner must sign a quit claim agreement with the borough so we have access and maintenance responsibility for the roadways. Responding to Chairman Eckel, Mayor Cooper stated that on the advice of the attorney, we decided it is all or nothing. It is too big a project and too complicated. Chairman Eckel commented that a lot of people are on wells and she does not know which property owners have septic systems. Mayor Cooper stated that it is a large expense to put a new septic system in. Those homeowners are operating on septic systems that are 30 to 40 years old. He is hoping all those factors help. The project involves a few dozen property owners. It will cost money and it will cost every taxpayer money.

Mayor Cooper also noted that as to sign applications, we agreed if the business owners get it in by March 28<sup>th</sup>, they will not be in violation. Zoning Officer, John Barczyk, sent the notices. Chairman Eckel stated that she is glad that people are responding. The Board will need to review the sign ordinance and tighten up some items such as the defacto rear access as discussed this evening, we need to deal with hanging signs, etc. Catherine Suttle has been collecting changes that have been discussed over the last few years. She would like to create a committee over the summer.

Mayor Cooper noted that after the joint Saturday meeting, he was approach by architect Michael Margulies and they had a discussion about establishing a historic preservation commission in

town. He would like it to be on the agenda. Chairman Eckel noted that there was a historic committee 20 some years ago. Sarah Scott commented that she works at the State Historic Preservation Office (SHPO) in the Department of Environmental Protection and the Frenchtown historic district is listed in the National Register of Historic Places and each property within that district is identified as key contributing, contributing or non-contributing. That was done by Ellen Fletcher Russell in 1993. One option for the municipal historic commission if the Borough is interested in establishing a historic preservation commission is to adopt those historic districts with recommendations. If the historic preservation commission meets certain standards, you can be certified by the National Park Service which makes you eligible for grants. She added that if there is interest in the commission, she can be a liaison but she is not an expert. Chairman Eckel noted that the impact of the report has declined over time. A lot of work went into it. The Walking Tour of Frenchtown pamphlet from years ago described the historic buildings and features.

Mayor Cooper noted that the County planning office has offered to help us in reviewing the municipal plan and ordinances and give us guidance on how we may want to update it and consider regional issues. He would like to take advantage of that if it is the pleasure of this body. They help with revisions with master plans. Mayor Cooper added that this Freeholder board said they want to be more open to shared services to the municipalities. We are going to enter into a shared service agreement for animal control services. That is something that was never offered before. They have agreed to charge us a prorated fee because they got us the information late so a decision by Council did not occur by the beginning of the term. The State has imposed a 2% cap and most expenses go up more than that.

Mayor Cooper noted that we had been trying to get the County to swap responsibility for Seventh through Twelfth Street with Milford Road. What we discovered was that the Council in 2005 agreed to take over Harrison Street in exchange for the County rebuilding that road. The County actually built a new road and Ron Sworen was able to get the County to do that in exchange for the Borough taking on future responsibility and maintenance. Council agreed at that time. Council will be asked to reaffirm that agreement on April 1<sup>st</sup>.

Chairman Eckel noted that the Technical Review Committee is meeting with the prospective developer of the Eighth Street property on April 2<sup>nd</sup>. There were rumors that the developer was having problems with the contract. Mayor Cooper stated that as of today, the current owner is satisfied that the current buyer has met his obligation.

Chairman Eckel noted that the same developer has a contract on the Petschauer property. My property abuts that. The Petschauer property is mentioned in our Master Plan along with the Thompson property where the Borough was trying to preserve these properties as farmland or open space. The Borough just wanted to have development in the center of town with a green belt around the town. There is still opportunities to preserve the Petschauer property as farm land or open space. The developer is looking for additional access to that 12 acre property. The current access is challenging. The whole property is slightly sloped with a shared driveway on a steep slope. Everyone says the price is too high. Chairman Eckel noted that she will reach out to the Hunterdon Land Trust. Mayor Cooper stated that it is a complicated situation. If we preserve that property, the Borough would have to contribute toward it and the property will be taken entirely off the tax rolls. Chairman Eckel responded that it has been in farmland assessment and 10 years ago was an active farm. It would not change the assessment. Chairman Eckel added that this property is in our Master Plan for preservation. The developer would run

into a problem with any application for development being consistent with the Master Plan. A gated community with 25 or 35 homes would not be consistent with the Master Plan.

**ADJOURNMENT**

Gerry Case moved adjournment at 10:15 PM, and Jack Weeks seconded. The motion passed on favorable voice vote.

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Brenda S. Shepherd  
Planning Board Secretary