

**PLANNING BOARD  
MINUTES OF MAY 2, 2018**

The Planning Board Meeting of Sparta Township was held in the Sparta Township Municipal Building and was called to order by Chairman George Zacsek at 7:30 PM with announcement that adequate notice of this meeting has been given to the public and the press under provisions of the "Open Public Meeting Act", N.J.S.A. 10:4-1 et seq.

Members Present: Mr. Prol, Mrs. Quinn, Mrs. Gabay, Dr. Parker, Mr. Gibbs, Mr. Gall, and Ch. Zacsek

Members Absent: Mr. Henderson, Mr. Maldonado, Mr. Kollar and Mr. Curcio

Others Present: Thomas Collins, Esq.  
David Manhardt, P.P.

**MINUTES APPROVED:**

Mr. Gall made a motion to approve the meeting minutes of April 18, 2018. Mr. Prol seconded the motion and the roll was as follows:

|            |     |            |     |
|------------|-----|------------|-----|
| Mr. Prol   | Yes | Mrs. Quinn | Yes |
| Mr. Gall   | Yes | Mr. Gibbs  | Yes |
| Ch. Zacsek | Yes |            |     |

**PUBLIC HEARING:**

**LAKE MOHAWK COUNTRY CLUB # 2371  
WOODBINE TERRACE**

Ch. Zacsek announced that this application has been adjourned to June 6, 2018 and the date of action has been extended to July 11, 2018.

**MASTER PLAN AMENDMENT DRAFT  
PCED ZONE**

Mr. Manhardt reviewed the revisions marked in red on the draft and referred to the comments from Dave Simmons. Paragraph two on page 1 was eliminated as well as on pages 6 & 7. Item #3 in Goals was revised to add multi-tenant language for offices on the second floor.

Mrs. Quinn advised that a resident expressed concerns of the lighting from the project and requested a standard be set. She further stated her concerns of the multi-tenant buildings have changed if the building has a residential appearance similar to "Lifestyles" design which would be a good fit.

The Board discussed this and Mr. Collins advised that the architectural style standards can require a residential appearance and the language could say 2 to 4 tenants.

A suggestion was made to add "Hair and Nail Salons" to Prohibited uses.

Ch. Zacsek asked if the parallel road can be an access drive or a road? He also asked if the setbacks were changed from the road?

Mr. Manhardt explained it could be an access drive or private access. The language can be changed on page 7 item # 16 and on page 8 to state this and the setback from Route 15 was changed on page 9 of the ordinance. The front yard setback from the access road was also changed in two sections since they contradicted each other. The ordinance will require 100 feet of “green space” from Route 15 to the buildings.

Dr. Parker asked if the standards for the street lights and fixtures are included and if underground parking is permitted?

Mr. Collins explained that a uniform design and lighting plan is required in the ordinance.

Mr. Manhardt will add a Pedestrian section or unified Streetscape design and also stated underground parking will not be permitted due to the aquifer. The typos referenced in Mr. Simmons memo will also be corrected. He will revise the draft for the June meeting.

Mr. Collins advised that the Hearing can be scheduled for June 6<sup>th</sup> and notice will be provided.

Mrs. Quinn requested a copy be sent to the Township Council prior to their meeting.

Mr. Manhardt announced his resignation from the Planning Board at this time and will finish up the pending projects until the end of June. The Board thanked him for his 15 years of service as a full-time employee and a Consultant to the Board.

### **PLANNING GOALS 2018 & SUB-COMMITTEE APPOINTMENTS**

Ch. Zacsek explained that the last Town Center Master Plan Amendment was done in 1997 and the original in 1984 with various updates for Housing Elements, Circulation and Highlands. He recommended the Board form Sub-committees to study the various sections to determine what changes should be made to reflect the decrease in population as stated in the County Economic Study and look at Quality of Life issues including Housing, Transportation and Lifestyle Changes. The Sub-committees could include a Visioning Committee and an Economic Growth Committee that could recommend changes to the Board.

The Board discussed this and Mr. Gibbs suggested the Sub-committees be formed at the next meeting since four members are absent tonight.

Mr. Collins advised that the entire Master Plan does not need to be rewritten but the focus could be on the Amendments and Elements for one Zone. He recommended they plan for growth and decline using tools from the State Planning Commission and the Highlands Master Plan. The Board could also use Community outreach as a tool.

Ch. Zacek suggested they focus on the Town Center where growth should be encouraged since there is sewer for a compact walk-able center including housing and services. The Township currently has 80% single family homes, which may not be in-line with Smart Growth Principles for the future and multi-family housing should be encouraged in the Town Center.

The Board discussed this and agreed to form the Sub-committees at the next meeting.

With no further business, the meeting was adjourned at 10:20 PM.

Respectfully submitted,

Maureen R. Donnelly  
Land Use Administrator

**PLANNING BOARD  
SUB-COMMITTEE  
MAY 2, 2018**

Members Present- Mr. Gall, Dr. Parker, Mrs. Quinn and Mr. Prol

**1. Homebridge Financial Services – 18 Sparta Avenue – new tenant**

Dan Corrigan, the owner and Broker of Re-Max explained that Homebridge has been part of their business for the last 14 years and was with them in the last two locations. The company is a part time “in house” Mortgage Representative who was included in the parking calculation for employees when the Realtor office received approval from the Board last year. The space is located on the second floor and includes one desk.

Dr. Parker asked about the lettering on the door?

Mr. Corrigan explained that the name was added to the door next to Re-Max but it will not be added to the freestanding sign.

Mr. Prol asked if the company is Independent from the Realtor office?

Mr. Corrigan replied yes and they service other Realtor offices.

Mr. Gall made a motion to waive site plan for the In-house Mortgage Representative in the Re-Max offices as described in the testimony and the lettering as indicated in the photo submitted. Mr. Prol seconded the motion and all voted in favor.

**2. Sparta Medical Campus- 376 Lafayette Road – field revisions**

Mark Konarski, the owner of the building described the addition of a sidewalk at the rear of the building for an employee entrance through the maintenance area. He explained that the plan is more practical for employees to enter without walking around the building. They will remove 60 feet of concrete from a patio on the other side of the building and add 60 feet to the right side to meet the new sidewalk which will be 4 feet wide.

Mr. Gall asked if there is a sign for the employee parking?

Mr. Konarski replied no since the parking is shared for all users but this will provide a secondary egress for the employees.

Mrs. Quinn made a motion to waive site plan for the proposed sidewalk with the removal of 60 sq feet on lot 11 and addition of the new sidewalk on lot 10 according to the plans and testimony provided. Mr. Prol seconded the motion and all voted in favor.

**3. Soccer Town LLC – 115 Sparta Avenue – new tenant**

Linda Malmstrom the owner of the building explained that the new tenant is operating the same recreational use in the Fieldhouse and they offer Soccer and Lacrosse training as well as summer camps. No signs are proposed.

Mrs. Quinn asked if there is any change to the parking?

Ms. Malmstrom replied no there are no parking changes since they are operating the same programs as were previously there and they have been there for some time.

Mr. Prol made a motion to waive site plan for the tenant as proposed for the same recreational use as before. No signs are proposed. Mr. Gall seconded the motion and all voted in favor.