



## **TOWN OF CLINTON**

INCORPORATED APRIL 5, 1865

43 Leigh St., P.O. Box 5194

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### **PLANNING BOARD**

Minutes of the Town of Clinton Planning Board meeting held on September 5, 2006 at 7:30pm in the Municipal Building at 43 Leigh Street Clinton, New Jersey 08809

**Present:**

Gallagher  
Hendricksen  
Insel  
Jones-Holt  
Schaumburg  
Tranquilli  
Wiant

**Absent:**

Cagno  
McGuire

Attorney William Caldwell was present.

Chairman Hendricksen called the meeting to order at 7:30pm and read the "Administrative Statement" and the "Statement of Adequate Notice":

"Meetings are held on the first Tuesday of each month. Applications must be filed at least 21 days prior to the meeting date. In order to ensure that all applications receive complete and thorough consideration of the board, all meetings will adjourn no later than 10:30pm with all items not concluded to be carried over to next month's agenda".

"Adequate notice of this meeting has been provided indicating the time and place of the meeting with the proposed agenda, which notice was posted, made available to the newspapers and filed with the clerk of the Town of Clinton in accordance with Section 3(d) of the Public Laws of 1975".

**Oath of Office:**

Chairman Hendricksen welcomed Laurie Insel to the Planning Board. Laurie who was previously sworn in by Attorney Caldwell will replace Janice Kovach.

**Approval of Minutes:**

A Motion was made by Mayor Schaumburg, seconded by Mr. Gallagher, to approve the minutes of July 18, 2006.

**All Ayes.            Motion Carried**  
**Abstain             Insel, Wiant**

A Motion was made by Mayor Schaumburg, seconded by Mr. Gallagher, to approve the minutes of August 1, 2006.

**All Ayes.            Motion Carried**  
**Abstain             Gallagher, Insel, Tranquilli, Wiant**

**Exemption from Site Plan- Block 13 Lot 1- DeGroff**

Mr. Gallagher and Mrs. Insel stepped down from the board for this application.

Attorney Al Rylak, James DeGroff, applicant and Mr. Franko Reas, President of Regal credit Union were present.

Mr. James DeGroff was sworn in. He advised the board that he purchased the property in August 1996. He gave the board a brief history of the property. In the 1830 the property was used as a hotel, in the early 1900's it was converted to a bank on the first floor, offices and residential uses on the second. The bank closed in the mid-1950's. The building was then used as professional offices and residential. In 1982 the Electronic News gained Planning Board approval to occupy the first floor, the sidewalks and parking were added as part of the approval. The proposed Credit Union will occupy the same space that was occupied previously as a bank. The interior space is still laid out like the original bank, which includes the original vault. Mr. DeGroff advised the board that he was here tonight to request an exemption from site plan to allow him to lease space on the first floor to Regal Federal Credit Union.

Mr. DeGroff stated the entrance to the bank and the ATM will be on Leigh Street. Attorney Rylak added per the Town Planner's suggestion a pediment will be placed around the ATM machine so the façade would look more like the original door. Mr. DeGroff advised the board that the ATM will be protruding out from the building a few inches however, there is a double width sidewalk were the proposed ATM machine is so the protrusion should not interfere with pedestrian traffic. Mr. DeGroff stated that at previous meetings the board voiced concerns over the location of the ATM in regards to traffic and vehicles double parking. Mr. DeGroff advised the board that he believes the placement of the ATM is the best location in regard to safety, if moved onto Center Street side the ATM would be in a residential area and the parking lot side would be too isolated. Mr. DeGroff advised the board that the proposed signs will comply with the town ordinance and no additional lighting is proposed. Mr. DeGroff stated the lighting across the street that exists now is adequate. The Parking lot for the building is located on the southside of the building and Regal Federal Credit Union is proposing 3-4 dedicated parking spots in front for clients and parking for employees will be in the rear of the lot. Mr. DeGroff advised the board that the building will have 24 total employees of which 7 employees will be from Regal Federal Credit Union.

Mr. Wiant inquired how many parking spots are in the lot and Mr. DeGroff responded 30 spots. Mr. Wiant asked if any spots were allocated to any other uses other then the building and Mr. DeGroff responded that on occasion he has rented out parking spots on a monthly basis.

Mrs. Jones-Holt inquired if there would be any decorative lighting on top of the ATM and Mr. DeGroff stated that the only light by the ATM is the interior light around the pushboard. Mrs. Jones-Holt commented that she was concerned if there was enough light in the surrounding area, Mr. DeGroff responded that there are two major lights across the street and at times people have commented that there is too much light.

Mayor Schaumburg inquired if there will be any changes to the windows or doors for security purposes, Mr. DeGroff advised the board that Regal Federal Credit Union had requested that we keep the original doors and windows, which comply with their security requirements.

Mr. Wiant inquired how many total employees in the building, Mr. DeGroff advised the board between businesses and residential a total of 27 people will occupy the building. Mayor Schaumburg inquired if any other business will have clients coming in and out; Mr. DeGroff responded that the other businesses are mostly conducted through the internet. Mr. Wiant inquired about total SF of the building, Mr. DeGroff stated that the building is approximately 11,000SF of which 6,500SF is commercial. Mr. Wiant commented that if parking requirements were required it would be 4 spaces per 1000 which would be

equivalent to 27 spaces, and the building is close to the Water Street Parking lot that if parking became a problem you could encourage employees to use the Water Street lot.

A Motion was made by Mr. Wiant, seconded by Mayor Schaumburg, to open the meeting to the public for questions:

All Ayes. Motion Carried.

Whitney Wetherhill, 36 W. Main Street, advised the board that she was concerned with the location of the ATM in regards to being a traffic issue and also suggested to the board that the addition of the ATM would trigger site plan issues. Mr. DeGroff responded that any vehicles double parking by the ATM would be an enforcement issue.

There being no further questions, a Motion was made by Mr. Wiant, seconded by Mayor Schaumburg, to close the meeting for questions to the public.

Mr. Franko Rea, President of Regal Federal Credit Union was sworn in. Mr. Rea advised the board the Credit Union is looking to occupy the same space as the prior bank. The bank will not be seeking a drivethru; the ATM will be primarily used during off hours with 20-30 daily transactions. The hours of operation of the bank will be Monday-Wednesday 9am-5pm, Thursday 9am-6pm, Friday 9am-7pm and Saturday 9am- 12pm, with the busiest days being Thursday from 5pm-6pm, Friday 4pm-7pm and Saturday mornings. Mr. Wiant questioned how many customers during peak hours; Mr. Rea responded that during peak times approximately 35 transactions per hour of which a large percent would walk to the bank. Mr. Rea commented that in regard to the ATM he believed it was the safest location, that a lot of people use Leigh Street and the street is well lit.

A Motion was made Mayor Schaumburg, seconded by Mr. Wiant, to open the meeting to the public for questions and there being no questions a Motion was made by Mayor Schaumburg, seconded by Mr. Wiant, to close the meeting to the public.

All Ayes. Motion Carried.

Mr. Tranquilli questioned the site layout presented by the applicant, which shows two signs, where only one is permitted and Mr. DeGroff responded that they will comply with the Town Signage requirements.

Mrs. Jones-Holt questioned if the applicant could apply for an exemption from site plan if the addition of the ATM was considered a structural change. Mr. Wiant added that if the ATM were considered a structural change the board would not be able to grant an exemption. Mr. Tranquilli inquired what size opening the ATM machine would require and Attorney Rylak responded approximately 22" x 22". Attorney Caldwell stated that if an applicant were making any changes to the façade the application would trigger a minor site plan.

A Motion was made by Mr. Wiant, seconded by Mayor Schaumburg, to open the meeting to the public for testimony:

All Ayes. Motion Carried.

Whitney Wetherhill, West Main Street, inquired if the applicant had to apply for a minor site plan would the Police Department have to review the application, Chairman Hendricksen responded no but the board could ask them to review if necessary.

There being no further questions, a motion was made by Mr. Wiant, seconded by Mayor Schaumburg, to close the meeting to the public:

All Ayes. Motion Carried.

Chairman Hendricksen commented that the minor site plan checklist asked for a minimal amount of information of which the applicant could ask for waivers of certain items, however after the testimony given tonight not sure what else the board would gain from the applicant having to come back. Mr. Wiant responded that the board might get the number of parking spaces on site and Chairman Hendricksen responded that the applicant gave testimony on parking this evening and that he was not sure the board would want to control the parking spaces. Mr. Wiant added that it would make sense to have the transactional spaces closest to the building. Attorney Rylak commented that the applicant cannot present anymore to the board then what was represented tonight and realistically the ATM machine is just a hole in the wall. Mrs. Jones-Holt commented that she would like to get a formal statement from the Police Department regarding the placement of the ATM and parking.

Attorney Caldwell advised the board that based on the ordinance the applicant should apply for a minor site plan due to the change in the façade. Attorney Caldwell commented that the board tonight could grant a minor site plan and condition the approval on the applicant paying the correct minor site plan fees and escrow.

A Motion was made by Mrs. Jones-Holt, seconded by Mr. Tranquilli, to grant a minor site plan approval to allow Regal Federal Credit Union to occupy space in Block 13 Lot 1 with the following conditions:

- 1). Formal Letter from the Town of Clinton Police Department regarding the placement of the ATM machine on Leigh Street.
- 2). Applicant to comply with the Town of Clinton Sign Ordinance.
- 3). Pediment will be placed around the ATM machine as per the Photograph submitted as part of the application.
- 4). Six reserved parking spaces in the parking lot, three reserved for Credit Union Customers and three reserved for 15 minute parking only.
- 5). Payment of all additional application fees and escrow monies.

**Roll Call Vote:**

Ayes: Hendricksen, Jones-Holt, Schaumburg, Tranquilli, Wiant

Nays:

**All Ayes. Motion Carried.**

Mr. Gallagher and Mrs. Insel rejoined the meeting.

**Committee Appointments**

Site Plan: Chairman Hendricksen will serve as the alternate to the Site Plan Committee.

Members: Mr. Gallagher, Mr. McGuire, Mayor Schaumburg

Master Plan: Mrs. Insel will serve as Mrs. Kovach's replacement on the Master Plan Committee.

**Smart Growth Update Report:**

Mrs. Insel advised the board that the next meeting will be on Thursday to discuss obtaining grant money for the vision study. The vision study will take a look at the town to see what needs to be done and what makes sense in regard to growth in the future. The Pedestrian /Bikeway Study and the Streetscape Study are both part of the Vision Study, and once the entire Vision Study is complete it will come before the

Planning Board for their review and comments

The Board requested the Bike Study and Streetscape study be put on the October agenda for discussion.

**Voucher approval:**

A Motion was made by Mr. Gallagher, seconded by Mr. Wiant to approve the attached voucher list:

All Ayes.          Motion Carried.

There being no further business a Motion was made by Mr. Wiant, seconded by Mr. Tranquilli, to adjourn the meeting at 9:40pm.

All Ayes.          Motion Carried.

Respectfully submitted,

Allison McGinley  
Planning Board.