

**HOPEWELL BOROUGH PLANNING BOARD**  
**April 5, 2017 – Meeting Minutes**

The Hopewell Borough Planning Board meeting was called to order at 7:30 PM by Chairman Macholdt who declared compliance with the Open Public Meetings Act. The meeting was taped and a copy of the tape is on file.

**Attendance Roll Call**

**Present:** Bob Donaldson  
Michele Hovan  
Brad Lyon  
Peter Macholdt – *Chairman*  
David Mackie  
Jacqueline Perri  
David Shymko  
Ruth Morpeth – *Alt. #2*  
Attorney DeGrazia  
Planner Slagle  
Engineer O’Neal

**Excused:** Ryan Kennedy  
Wyatt Pratt  
Lou Young – *Alt. #1*

Chairman Macholdt noted for the record that the two applications listed on the agenda will not be heard this evening. The RANPD application has been withdrawn and the NTM Controls applicant requested their application be carried to the Board’s 5/3/17 agenda.

**Approval of Minutes**

A motion by David Shymko, seconded by Jackie Perri to approve the Board’s minutes from 2/1/17 with no revisions noted was approved by voice vote with Mr. Donaldson abstaining.

**Approval of Vouchers**

A motion by David Shymko, seconded by David Mackie to approve the vouchers for payment as listed on the agenda was unanimously approved by voice vote.

**Open to the Public**

Chairman Macholdt opened the floor to public comment. Seeing no members of the public come forward, he closed the floor to public comment.

**Resolutions**

It was noted for the record that no resolution were listed on the agenda for approval.

**Certificates of Appropriateness**

Alison Baxter of the Historic Preservation Committee came forward and presented the following certificates, noting the Committee recommended approval of each:

Jim Baxter – 31 W. Broad Street – Block 25 Lot 73

The proposed project is for the construction of a covered side entry porch to replace the existing platform entry. A motion by Brad Lyon, seconded by David Shymko to approve the certificate of appropriateness was unanimously approved by voice vote.

Lyn Farrugia – 1 Railroad Place – Block 16 Lot 1

The proposed project is to renovate the existing 3 story frame building with a luncheonette on the first floor and 2 apartments on the second floor. The exterior staircase will be enclosed with a breezeway roof cover entrance at grade. The kitchen entrance will be expanded to the edge of the existing overhang. It was also noted that the signage, windows and siding will all be replaced and comply with the zoning regulations. A motion by Michele Hovan, seconded by David Shymko to approve the certificate of appropriateness was unanimously approved by voice vote.

**Applications**

**RANPD, LLC – Block 31 Lots 1 & 2 – 71 E. Broad Street: Preliminary & Final Major Site Plan Approval for Site Improvements**

The application was withdrawn as noted at the beginning of the meeting.

**NTM Controls, LLC – Block 9 Lots 43 & 44 – 130 W. Broad Street: Preliminary & Final Site Plan Approval with Variance(s)**

The application will be carried to the Board’s 5/3/17 as noted at the beginning of the meeting.

**New Business – Other**

**Discussion – Possible Amendments to the Fee Ordinance – Increase to Initial Escrow Fees**

It was noted that the initial escrow fee collected upon applications being submitted to the Planning Board is often not sufficient to cover the costs associated with the process. The lack of funding has resulted in staff constantly seeking additional funds to replenish the escrow accounts and in some cases the accounts remain deficient. In an effort to address this matter, a motion was made by David Shymko and seconded by Jackie Perri to recommend the Borough Council review the fee ordinance and consider increasing the escrow fees.

**Discussion – Determine/Prioritize Ordinances that Need Review/Amendments**

There was some discussion on issues that have been raised with the ordinances including: Mixed uses such as retail on the first floor with apartments on the second floor, the use of pervious pavers on a property and parking requirements and guidelines throughout the Borough. It was noted for the record that Planner Slagle will draft some proposed amendments for the Board to review at its next meeting.

**Unfinished Business**

**Redevelopment Investigation Study – Status Update on Next Steps**

Ms. Perri explained that the subcommittee continues to meet and discuss the redevelopment study. Additionally, one of the property owners has indicated they are actively searching for an architect to assist with the potential redevelopment of their property.

**Adjournment**

Chairman Macholdt adjourned the meeting at 8:50 PM.

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Maria Andrews, Planning Board Secretary