

WEST WINDSOR TOWNSHIP PLANNING BOARD MEETING  
REGULAR MEETING  
September 4, 2024

The Regular meeting of the Planning Board was called to order at approximately 6:33 pm by Chairman Karp in Meeting Room A in the Municipal Building.

**STATEMENT OF ADEQUATE NOTICE**

Pursuant to the Sunshine Law, a notice of this meeting’s date, time, location, and agenda was mailed to the news media, posted on the township bulletin board, and filed with the Municipal Clerk on August 27, 2024.

**ROLL CALL AND DECLARATION OF QUORUM**

Michael Karp, Chairman, Class IV  
Curtis Hoberman, Vice-Chairman, Class IV  
Hemant Marathe, Mayor, Class I  
Martin Whitfield, Councilman, Class III  
Anis Baig, Class IV  
Robert Loverro, Alt. #1

**ABSENT:** Jyotika Bahree, Class II  
Sue Appelget, Class IV  
Simon Pankove, Class IV  
Allen Schectel, Class IV  
Pankaj Patel, Alt. #2

**TOWNSHIP CONSULTANT STAFF PRESENT**

David Novak, PP, Planner, Burgis & Associates  
Sam Surtees, Land Use Manager and Zoning Officer

**PUBLIC COMMENTS**

Chairman Karp opened the meeting for public comment on non-agenda and non-pending application items. There were no comments from the public.

**MINUTES:**

August 21, 2024

Mayor Marathe made a motion to approve the August 21, 2024 minutes; seconded by Mr. Loverro. Approved by voice vote. Abstention(s) by: Baig

The final version of the minutes will be forwarded to the Administrative Secretary.

**MASTER PLAN WORK SESSION – 2<sup>nd</sup> Draft Berrien City Planning & Zoning Study Presentation – Dated September 4, 2024.**

Planner Novak introduced himself and explained the purpose of tonight’s presentation which will incorporate the comments that were received into the Study. He explained what the Master Plan is, the adoption process, and its purpose.

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He gave a recap of the power point presentation of the Study which included maps of the area, background, description, and impact. He reviewed the zoning with the proposed recommended changes including setbacks, floor area ratio (FAR), improvement coverage, building height, residential design standards, etc.

Accessory dwelling units (ADUs) were discussed. No action is recommended at this time, as State legislation has been introduced.

Vice-Chairman Hoberman stated that rebuilds/architectural changes that do not fit into the character of the neighborhood is not mentioned in the draft document. He distributed photos of different style homes from his hometown that are in one neighborhood. Planner Novak will create design standards to be incorporated into the ordinance.

Chairman Karp opened the meeting for public comment on the Draft Berrien City Planning & Zoning Study Presentation.

ISABEL KASDIN, 11 Scott Avenue: Ms. Kasdin said that they've formed a neighborhood sub-committee and email list to obtain residents' feedback. She listed several suggestions/concerns that were gathered at their meeting. She will send this list of concerns to Planner Novak.

JOHN CHURCH, 11 Princeton Place (Zoning Board member): Mr. Church stated there have been many zoning board applications from Berrien City and this Plan is very important.

SUSAN CONLON, 98 Harris Road: Ms. Conlon announced that there is an informational mailing list, and if any resident wanted to be added to let her know. Mr. Surtees added that there will be a township meeting regarding drainage in Berrien City.

PAUL MATTESON, 40 Montgomery Street: Mr. Matteson asked that a rear setback be included. He also commented on a disproportionate FAR for different size lots. He said that he did not agree with a proposal of strict design standards.

MARY KONDO, 6 Berrien Avenue: Ms. Kondo commented on the shoe repair house located on the corner of Alexander and Berrien, and asked that that location be changed from a commercial to residential zone. She asked that Judith Kenert's study be used when expanding Berrien City houses. Roof heights are important. An addition was put on her next door neighbor's home. Ms. Kondo showed photos from her telephone of what it looks like out her window which now blocks the view and sunshine on her bottom floor.

BONNIE JENSEN, 8 Berrien Avenue: Ms. Jensen said that she feels the proposed zoning is restrictive when growing families.

SUSAN ABBEY, 5 Scott Avenue: Ms. Abbey asked if the shoe repair house received a variance. Mr. Surtees responded it is pre-existing, non-conforming and is zoned residential. If sold, they would have to return to the zoning board. She asked about the overflow parking at the Arts Council building; weekends are free at the train station for West Windsor residents. She suggested that building ADUs should be permitted above garages. She asked that subdivisions and house colors be addressed in the plan. Tear-downs and renovations need definition and regulations—Mayor Marathe said that these are items addressed in the Uniform Construction Code. She thanked Planner Novak for all his work on the plan.

SAM JENSEN, 8 Berrien Avenue: Mr. Jensen apologized for the construction currently being done on his home, and said he was excited to join the community. He read an excerpt from a document by Burgis and Associates dated August 2023 Zoning Board Meeting regarding the lot sizes for smaller and larger families. He explained why his wife and he wanted to purchase in Berrien City, even though his home needed substantial renovations. Mr. Jensen said he supports zoning regulations for smaller lots sizes to build larger residences. However, he expressed his concern that there are barriers for properties with larger lot sizes that need to go through the costly process of obtaining a variance from the Zoning Board. Mr. Jensen also commented on the design standards.

KEVIN RANALLO, 106 Harris Road: Mr. Ranallo asked how the proposed changes would affect Harris Road (and adjoining streets) and the double lots located there (which is not technically part of Berrien City), and if it could be incorporated into the Plan. Pre-existing structures would be allowed to continue if a property was purchased. He gave some history on the ownership of homes on Harris Road, and said if they love the charm of the neighborhood, expanding a home at a reasonable size for a growing family is possible.

DAVE KIMMEL, 11 Scott Avenue: Mr. Kimmel said the character of the neighborhood is important and he is in support of the plan. Living in a small house is possible.

JEN WANG, 9 Scott Avenue: Ms. Wang asked that the Board not be strict and be reasonable. She asked that the distance between homes be considered. She asked about maximum lot size. Planner Novak responded when a variance was needed.

CHRISTOPHER DILKS, 40 Berrien Avenue: Mr. Dilks said that he purchased a home in Berrien City because they love it there, and now there are limitations and it is starting to feel like an HOA there. They want to do a small addition to their home, but the size is now problematic.

JOHN KORAN, 5 Scott Avenue: Mr. Koran thanked the Board for taking into consideration the residents' comments. He said there is a diversity within the uniqueness of the neighborhood.

Mayor Marathe said that all the comments will be processed and incorporated. Please email them to Sam Surtees.

Mr. Baig made a motion to close the public comment portion of the meeting; seconded by Mayor Marathe. Approved by voice vote.

**ADJOURNMENT**

The next meeting is tentatively scheduled for October 16, 2024.

With no further business, Chairman Karp adjourned the meeting at approximately 8:42 pm.

Respectfully submitted,

Cynthia Dziura  
RMC/CMR, Recording Secretary