

ORDINANCE 2025-3

ORDINANCE REPEALING CHAPTER 2 “ARCHITECTURAL REVIEW COMMITTEE” AND AMENDING CHAPTER 102 “DEVELOPMENT REGULATIONS” OF THE CODE OF COLTS NECK TOWNSHIP, COUNTY OF MONMOUTH, AND STATE OF NEW JERSEY

WHEREAS, in 1999 Colts Neck Township (“Township”) created an Architectural Review Committee for purposes of preserving the architectural heritage of the Township; and

WHEREAS, with the passage of time, it is clear to the Colts Neck Township Committee that there is no significant concern regarding the preservation of the Township’s architectural heritage; and

WHEREAS, the Township Committee finds that the continued existence of the Architectural Review Committee is no longer necessary.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of Colts Neck Township, County of Monmouth, and State of New Jersey, as follows (additions to text indicated by **bold italicized underline**; deletions to text indicated by ***bold italicized strikeout***):

SECTION 1. Chapter 2 “Architectural Review Committee” of the Colts Neck Township Code shall be repealed in full as follows:

~~§ 2-1 Purpose.~~

~~The Architectural Review Committee is hereby established to promote the general welfare by preserving the exterior architectural heritage of the Township of Colts Neck, specifically by:~~

~~A. Encouraging the rejuvenation and maintenance of all structures built prior to 1875 in concert with the Historical Preservation Committee.~~

~~B. Stabilizing and improving property values.~~

~~C. Fostering civic pride and beauty.~~

~~D. Encouraging the private sector's involvement with restoring and preserving certain traditionally significant structures.~~

~~E. Providing advisory architectural reports pertaining to new exterior construction.~~

~~F. Providing advisory architectural reports to the Planning Board and Board of Adjustment.~~

~~§ 2-2 Applicability of regulations.~~

~~The regulations of this chapter shall apply to newly proposed subdivisions, site plan and variance applications.~~

~~§ 2-3 Membership and terms.~~

~~A. The Township Committee shall appoint an Architectural Review Committee consisting of nine residents of the Township, one of whom shall be a member of a business association or the owner or operator of a commercial business located in the Township, and one of whom shall be a member of the Colts Neck Historical Preservation Committee. Each member shall serve for a term of three years commencing January 1 of each year and until their successors are appointed and qualified. In January of each year, the Architectural Review Committee shall elect a~~

~~Chairperson and Vice Chairperson from its members and elect a Secretary who may or may not be a municipal employee.~~

~~B. A member of the Township Committee shall be appointed as a liaison to the Architectural Review Committee for a one-year term.~~

~~C. Initial appointments shall be staggered so that three citizen members shall be appointed for three-year terms, three citizen members shall be appointed for two-year terms, and two citizen members appointed for one-year terms.~~

~~§ 2-4 Scope of review.~~

~~All applications to the Planning Board or Board of Adjustment shall be referred to the Architectural Review Committee, which Committee shall make a report within the time prescribed by the Planning Board's referral schedule. Said report shall be advisory, with no final authority over any land use, zoning or planning decisions. If no such report is received within 35 days of such referral, the obligation to make such a referral shall be deemed satisfied.~~

~~§ 2-5 Application procedures and requirements.~~

~~A. All applications filed with the Planning Board or Board of Adjustment Secretary will be referred automatically to the Architectural Review Committee.~~

~~B. Upon the receipt by the Architectural Review Committee of such a referral, the Committee shall either issue a letter of no interest or a written report, as previously described, within the time period prescribed by the Planning Board Secretary, but in no case later than 35 days of such referral.~~

~~C. The following exhibits may be required to be filed with each application:~~

- ~~(1) An overall site plan of the proposed project.~~
- ~~(2) Building elevations of the subject property.~~
- ~~(3) Architectural drawings, candid photographs or commercial photographs showing details of construction, including exterior fixtures, signs or furnishings.~~
- ~~(4) Photographs of the subject property and adjacent properties.~~
- ~~(5) Any other information or displays which clarify the visual and physical impact of the proposed project.~~

~~D. It shall be the duty of the applicant to inquire as which of the above exhibits are necessary. Such inquiry shall be made in writing to the Architectural Review Committee upon the initial submission of such application to the Planning or Zoning Board of Adjustment. The Architectural Review Committee may then determine which submissions are necessary. The Architectural Review Committee will review all applications submitted and issue a report or a letter of no interest. Any deficiencies in an application will be noted in said report indicating the impact, if any, of such deficiencies.~~

~~§ 2-6 Guidelines.~~

~~In furtherance of the purposes set out herein, the Architectural Review Committee shall be guided by the following in their review of any application referred to them by the Planning Board or Board of Adjustment:~~

~~A. Proposed exterior construction and signage may be reviewed and specifically its impact on the streetscape and character of the neighborhood may be considered in assessing its appropriateness.~~

~~B. Exterior colors of structures may be considered. The Committee may recommend a new color in those instances where three or less colors will appear within four neighboring dwellings or one color will appear within two neighboring dwellings situated on the same or opposite side of the street within 300 feet of each other's property lines.~~

~~C. The Committee may consider, among other things, the materials, general design, lighting, arrangements, structure and exterior features, and the relationship of such features to similar features of other structures in the immediate surrounding area, as well as the position of such structures to the public way.~~

~~D. There shall not be two dwellings which are neighboring, situated on the same or opposite side of the street within 300 feet of each other's property lines which are substantially alike in exterior design and appearance.~~

~~E. To the extent not inconsistent with the Development Regulations chapter, § 102-107, there shall not be less than four separate basic house designs in every housing development containing eight or more houses.~~

~~§ 2-7 Meetings.~~

~~The Architectural Review Committee shall hold its regularly scheduled meeting monthly, at which time the applicant may appear and present unsworn testimony and such other evidence deemed relevant.~~

~~§ 2-8 Annual organization meeting.~~

~~The Architectural Review Committee shall hold its annual organization meeting in January of each year~~

SECTION 2. Section (A) of §106 of Chapter 102 of the Code of Colts Neck Township shall be amended as follows:

§ 102-106 Signs.

A. All signs, except temporary real estate signs, require approval from the approving authority unless specifically exempted by other provisions of this chapter. Modification or relocation of existing signs requires approval of the Zoning Officer and/or Code Enforcement Officer. ~~The Planning Board shall submit all applications for sign approval to the Architectural Review Committee pursuant to Chapter 2, Architectural Review Committee, and more specifically §§ 2-4, 2-5, and 2-6.~~

SECTION 3. Section (A) of §8 of Chapter 102 of the Code of Colts Neck Township shall be amended as follows:

§ 102-8 Zoning Board of Adjustment.

H. To be considered for discussion at a regular meeting of the Zoning Board of Adjustment, the application and supporting documents, including required plats, checklist(s), W-9 taxpayer's identification number and certification, developer's escrow agreement, hold harmless indemnification, ~~Architectural Review Committee form~~, plot plan drawing, to scale, showing the proposed land improvement as well as all existing site improvements, including building, signs, driveway parking areas, pool, sheds, patio, etc., floorplans and elevations of all existing and proposed buildings and all other information required under the provisions of this chapter, and certification from the Township Tax Collector stating that all taxes levied against the property in question have been paid to date, together with the fee, shall be submitted to the administrative officer at least 10 working days prior to the meeting and in the following quantities:

- (1) Request for relief under Subsection B(2)(a), (b) (c), (e) and (f) of this section: three copies of each required document.
- (2) Requests for relief under Subsection B(2)(d) of this section: four copies of each required document.
- (3) Request for relief under Subsection F of this section: four copies of the application plus the number of copies of supporting documents and plats as required by this chapter for the types of applications and developments involved.

RECORD OF VOTE										
	First Reading					Second Reading				
	January 8, 2025					January 29, 2025				
	M S	Yes	No	NV	Ab	M S	Yes	No	NV	Ab
Mayor Buss		X					X			
Deputy Mayor Viola		X					X			
Buzzetta		X				S	X			
Fitzpatrick	S	X					X			
Rizzuto	M	X				M	X			
M - Moved	S - Seconded	X - indicates vote			NV - Not Voting		Ab - Absent			