MILLSTONE TOWNSHIP PLANNING BOARD
SPECIAL MEETING MINUTES
May 13, 2025

Virtual Meeting conducted remotely using Zoom Conferencing Platform

The Millstone Township Planning Board Special Meeting was called to order by Chairman Newman on Tuesday, May 13, 2025 2:00 p.m. and held virtually using the "Zoom" Conferencing Platform. Notice of this meeting was provided in accordance with the Open Public Meetings Law.

Ms. Sims read the Open Public Meetings Act Statement.

There was a salute to the Flag.

Roll call for the below members was called:

Present:	Chairman Newman, C/W Zabrosky, Mr. Kotby, Ms. Sinha, Mr. Parrino (Alt.I) and Mr. Cipriano (Alt. II).
Absent:	Mr. Pado, C/M Ziner, Mr. Lambros, Mr. Pepe; 1 vacant seat.
Attending:	Michael Steib, Esq.; Matt Shafai, PE, PP, Board Engineer; McKinley Mertz, Board Planner; Danielle B. Sims, Board Secretary;

Mr. Parrino was seated for Mr. Lambros. Mr. Cipriano was seated for Mr. Pepe. Secretary Sims confirmed the Board has a quorum.

PUBLIC COMMENTS:

Chairman Newman opened the meeting up to members the public for comments on matters not before the Board. With no members of the public coming forward, Chairman Newman closed the public comments session.

MINUTES:

Minutes from March 12, 2025

Chairman Newman introduced the minutes. With no comments from the Board, Chairman Newman made a motion to adopt the Minutes from the March 12, 2025 Planning Board Meeting, which was seconded by C/W Zabrosky. The Minutes were adopted on a roll call vote: Chairman Newman, C/W Zabrosky, Mr. Kotby, Ms. Sinha, Mr. Parrino and Mr. Cipriano. Approved 6-0.

RESOLUTION(S):

Resolution of Approval
JLE, LLC
Block 20, Lot 3.13 – 530 State Highway 33
Settlement Agreement – Preliminary and Final Major Site Plan Application # P21-03 (S)

Chairman Newman noted the resolution was provided to the Board in advance of the meeting. Mr. Kotby made a motion to memorialize Resolution P21-03 in accordance with the settlement agreement, which was seconded by Ms. Sinha. Chairman Newman asked if there were any comments from the Board; with none, the resolution was adopted on a roll call vote in favor: Chairman Newman and Ms. Sinha. Approved 2-0.

APPLICATION(S) BEFORE THE BOARD:

Hexa Builders, LLC
Block 9, Lot 7 – 711 Perrineville Road
Preliminary Major Site Plan Application # P21-05 (Ext.)
Request for a One-Year Extension of Preliminary Site Plan Approval
Request for a one-year Extension of the Preliminary Site Plan Approvals granted on January 11, 2023 to develop a 36.5-acre property in the R-MF (Multi-Family) Zoning District with 122 market-rate townhouses across 16 buildings and 48 affordable units within two three-story apartment buildings with associated site improvements. Preliminary Site Plan Approval was granted on 1/11/23.

Attorney Stieb confirmed in advance of the hearing that notice was not required for an extension of time, so that the Board has jurisdiction to hear the application.

Mr. John Guinco, Esq. appeared on behalf of the applicant.

Attorney Steib indicated that the applicant has filed for a one-year extension of preliminary site plan approvals. The preliminary approvals were granted on January 11, 2023 and are due to expire on 1/11/2026. The one-year extension would extend the preliminary site plan approvals through January 11, 2027.

The Board received a resolution in advance of the meeting in support of this request for a one-year extension of preliminary site plan approvals.

With no further discussion from the Board, Chairman Newman made a motion to approve the one-year extension of preliminary site plan approvals and to adopt the corresponding resolution, which was seconded by Mr. Kotby. The motion passed and the resolution was memorialized with the following roll call vote in favor: Chairman Newman, C/W Zabrosky, Mr. Kotby, Ms. Sinha, Mr. Parrino and Mr. Cipriano. Approved 6-0.

Hexa Builders, LLC
Block 9, Lot 7 – 711 Perrineville Road
Final Major Site Plan Application # P21-05
Proposal to develop a 36.5-acre property in the R-MF (Multi-Family) Zoning District with 122 market-rate townhouses across 16 buildings and 48 affordable units within two three-story apartment buildings with associated site improvements. Preliminary Site Plan Approval was granted on 1/11/23.

Attorney Stieb confirmed in advance of the hearing that notice was not required for Final Site Plan, so that the Board has jurisdiction to hear the application.

Mr. John Guinco, Esq. appeared on behalf of the applicant. Also present was Jake Russo, Esq. and Chester DiLorenzo, Applicant's Engineer (did not testify).

The following witnesses were sworn in and were under oath:

- Matt Shafai, PE, PP – Board Engineer
- McKinley Mertz, PP, AICP – Board Planner

The following exhibits were marked as evidence (Applicant's Exhibits A-1 through A-48 and Board Exhibits PB1 through PB6b were contained in the preliminary resolution of approval, and were not reiterated in the reading of the exhibits:

EXHIBITS

A-49	Notice for hearing of Reconsideration on 1/11/2023
A-50	Application & Checklist for Final Approval rcvd. 10/31/23
A-51	Memo to Board, dated 10/18/21 (?), rcvd. 10/31/23, by Midstate Engineering
A-52	Basin Model (Hydrology Studio), 1 sheet, dated 10/4/22
A-53	Threatened and Endangered Species Survey Data Sheets (x5)
A-54	Stormwater Management Maintenance Manual, dated 6/6/22, prepared by Midstate Engineering
A-55	Environmental Impact Statement, rvsd. 2/27/23, prepared by Trident Environmental
A-56	Stormwater Management Report, rvsd. 6/6/22, prepared by Midstate Eng.
A-57	Soil Log & Soil Sample Location Map, rvsd. 9/22/22, prepared by Midstate Engineering
A-58	Drainage Area Maps, rvsd. 9/26/22, prepared by Midstate Engineering
A-59	Trees within LOD 10 in dbh Location Plan, dated 3/15/23, prepared by Midstate Engineering
A-60	Revised Site Plan, rvsd. 10/27/23, prepared by Midstate Engineering
A-61	Wastewater Recharge System Plan, dated 8/17/23, prepapred by G.Barkley Engineering, LLC
A-62	NJDEP permitting Transmittal to the Clerk, dated 8/22/23, prepared by G.Barkley Engineering, LLC
A-63	Hydrogeologic Evaluation for Wastewater Discharge, dated January 2022, prepared by Dwyer Geosciences, Inc.
A-64	Stormwater Management Report, rvsd. 10/27/23, prepared by Midstate Eng.
A-65	Apartment Floor Plans, prepared by Tekton Architecture Studio, LLC, 2 sheets, revised 1/10/23
A-66	Townhouse Floor Plans, prepared by Tekton Architecture Studio, LLC, 2 sheets, revised 1/12/23
A-67	Monmouth County PB Res.#R2023-15 Amend WQMP and Service Area Map
A-68	Updated Rendered Site Plan display, rcvd. 1-10-24
A-69	Freehold Soil Conservation District Initial Application Review, dated 2/23/24
A-70	Hexa to PB, Request for Reconsideration and Extension of Time to Adopt a Resolution, two (2) pages, dated 2/19/24
A-71	Transmittal letter of resubmission, two (2) pages, dated 3/1/24
A-72	Revised Site Plan, rvsd. 2/28/24, prepared by Midstate Engineering
A-73	Status of Approvals, as of 3/11/24
A-74	Freshwater Wetland Delineation Report, prepared by DuBois & Associates, dated 11/18/21
A-75	Draft Master Deed – Millstone Townhomes, A Condominium
A-76	Draft By-Laws of Millstone Townhomes Condominium Association, Inc.
A-77	Draft Purchase Agreement
A-78	2024 Bald Eagle Assessment, prepared by EcolSciences, Inc., dated 1/9/24
A-79	Soil Log & Soil Sample Plans, two (2) sheets, prepared by MidState Engineering, Inc., revised 2/28/24
A-80	Basin Soil Logs, prepared by Chester DiLorenzo, PE, PLS, through 2/2024
A-81	Freehold Soil Conservation District Review Revisions, dated 5/17/24
A-82	Monmouth County Planning Board, Request for Information, dated 5/13/24
A-83	DRCC Staff Report, dated 6/19/24
A-84	Monmouth County Planning Board, Request for Information, dated 1/2/25
A-85	DRCC Staff Report – Application Complete & Recommend Approval, 3/12/25
A-86	Monmouth County Planning Board, Conditional Approval, dated 4/28/25
A-87	Apartment Floor Plans, prepared by Tekton Architecture Studio, LLC, 2 sheets, revised 9/6/24

A-88	Wetlands Flag Location Map – Approved/Stamped by NJDEP, prepared by MidState Engineering, dated 1/29/20, last revised 5/16/23
A-89	WQMP Amendment Area Map – Final DEP Adoption and Notice of Adoption
A-90	Site Plan, thirty-eight (38) sheets, prepared by Midstate Engineering, last revised 4/25/25
A-91	Stormwater Management Report – Pipe Calculations, prepared by MidState Engineering, dated 4/25/25
A-92	Drainage Area Plans, five (5) sheets, prepared by MidState Engineering, dated 3/22/21, last revised 3/13/25

BOARD'S PROFESSIONAL'S REVIEW EXHIBITS

PB-7	Completeness Determination – Final Approval 12/11/23
PB-8	Engineer's Review dated 12/27/23
PB-8b	Engineer's Review dated 6/3/24
PB-8c	Engineer's Review dated 1/2/25
PB-9	Planner's Review dated 1/2/24
PB-9b	Planner's Review dated 6/3/24
PB-10	Environmental Commission review dated 1/2/24
PB-10b	Environmental Commission review dated 5/23/24
PB-10c	Environmental Commission review dated 1/2/25
PB-11	Shade Tree review dated 12/22/23
PB-11b	Shade Tree review dated 5/13/24
PB-11c	Shade Tree review dated 7/30/24

Mr. John Guico gave a summary about the application for Hexa Builders, LLC. It is an inclusionary development application. The property is subject to the Township's Third Round Housing Plan and was subject of the Settlement Agreement. The applicant received preliminary approval in January of 2023. There are 170 total units (122 market-rate and 48 affordable units). The application is without variances. Since the previous hearing, the applicant has since obtained the conditional approvals as required by the preliminary conditions of approval.

Attorney Steib reviewed the conditions of preliminary approval, noted that the Board wanted to make sure nothing would change before they considered granting final site plan approval. The applicant has now received the DRCC approval and the Monmouth County Planning Board approval. The remaining comments from the County are related to the road and drainage, nothing that would impact the site plan. The NJDEP approvals pending for the crossing should not affect any plan design. There are a few outstanding technical comments in Engineer Shafai's review memo. Engineer Shafai stated that he is satisfied with the comments provided by DRCC and Monmouth County Planning Board. Engineer Shafai is satisfied that the Board can move forward with a vote with the two outstanding approvals pending. Planner Mertz has also reviewed the most recent submission and it does not appear there would be any change in the site plan which would create a drastic change in design. There does not appear to be anything that would affect the overall site plan.

C/W Zabrosky asked if the draft of the master deed and the bylaws would be reviewed. Attorney Steib stated that the he has reviewed the draft and the review of these documents was covered under the conditions of the preliminary approval.

Chairman Newman opened the matter to the public. With no members of the public coming forward, Chairman Newman closed the matter to the public.

Mr. Guinco addressed the Board and provided a closing statement. He stated that there have not been any substantial modifications and are no outstanding conditions which can affect the site plan. He stated they will address the drainage comments from the Monmouth County Planning Board.

Attorney Steib confirmed that the conditions of the preliminary site plan are in effect of any final approval. With no further discussion from the Board, Chairman Newman made a motion to approve the application, in accordance with the conditions with the conditions put forth on record, which was seconded by Mr. Kotby. The motion passed with the following roll call vote in favor: Chairman Newman, C/W Zabrosky, Mr. Kotby, Ms. Sinha, Mr. Parrino and Mr. Cipriano. Approved 6-0.

EXECUTIVE SESSION (CLOSED TO THE PUBLIC):

Chairman Newman called for the Board to go into Executive Session in order to discuss pending litigation.

Chairman Newman made a motion to adopt a resolution under the Open Public Meetings Act to go into executive session; which was seconded by Ms. Sinha. With all Board in favor, members of the public were excused from the meeting room for the executive session. Being all members of the public had left the virtual meeting; the Board went into executive session.

The Board returned to the public session on a motion from Chairman Newman to end the Executive Session and continue with the meeting, which was seconded by Ms. Sinha, with all in favor.

CORRESPONDENCE/BOARD DISCUSSION:

There were Board no discussion matters.

NEW/OLD BUSINESS:

None.

ADJOURNMENT:

With no further business, Chairman Newman closed the meeting.

Respectfully submitted,

Danielle B. Sims

Danielle B. Sims, Board Secretary