

**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ  
TOWNSHIP COMMITTEE  
REGULAR SESSION AGENDA  
January 25, 2017  
7:30 PM OPEN SESSION, Closed Session 6:45 PM**

*A draft of the Township Committee Regular Session Agenda is posted on the Township website at [www.longhillnj.us](http://www.longhillnj.us) on the Monday preceding the meeting.*

**STATEMENT OF ADEQUATE NOTICE**

"In compliance with the Open Public Meetings Law of New Jersey, adequate notice of this meeting was electronically sent to the Echoes Sentinel and posted in the January 12th, 2017 edition, and electronically sent to the Courier News and posted in the January 6, 2017 edition. The notice was posted on the bulletin board in the Municipal Building on January 4, 2017 and has remained continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk."

**EXECUTIVE SESSION**

**RESOLUTION #17-057  
EXECUTIVE SESSION**

**BE IT RESOLVED**, pursuant to the Open Public Meetings Act, that the Township Committee of Long Hill Township meets in closed session to discuss the following matters:

Attorney Client

- Affordable Housing

Personnel

- Boards/Committees

**BE IT FURTHER RESOLVED** that the minutes of this executive session meeting will be released to the public in a timely fashion pursuant to the Open Public Records Act and other applicable laws and regulations.

**MOVED** by: \_\_\_\_\_ of the Township Committee of the Township of Long Hill that Resolution #17-057 is hereby approved for Executive Session. **SECONDED** by:

**ROLL CALL VOTE:**

\*\*\*\*\*

**OPEN PUBLIC MEETING:**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Clerk will call the Roll

**COMMITTEE LIAISON REPORTS:**

\*\*\*\*\*

**CONSENT AGENDA RESOLUTIONS:**

*The following items are considered to be routine by the Township Committee and will be acted upon in one motion. There will be no separate discussion of these items unless a Committee member so requests. In this event, the item will be removed from the Consent Agenda and considered in the normal sequence of the Agenda.*

**MOVED** by: \_\_\_\_\_ of the Township Committee of Long Hill Township, that Resolution #17-058 through #17-068 are hereby approved. **SECONDED** by: \_\_\_\_\_. **ROLL CALL VOTE:**

\*\*\*\*\*

**TOWNSHIP OF LONG HILL  
RESOLUTION 17-058  
APPROVING PAYMENT OF BILLS**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill does hereby approve the payment of the bills as presented by the Chief Financial Officer.

**BE IT FURTHER RESOLVED**, that the bills list be appended to the official minutes.

\*\*\*\*\*

**TOWNSHIP OF LONG HILL  
RESOLUTION 17-059  
APPROVAL AND RELEASE OF MINUTES**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill does hereby approve and release the Township Committee Minutes of the January 11, 2017 Township Committee Meeting.

**BE IT FURTHER RESOLVED** that the Township Committee hereby approves the January 11, 2017 Executive Session Meeting Minutes as redacted by the Township Attorney.

\*\*\*\*\*

**TOWNSHIP OF LONG HILL  
RESOLUTION 17-060  
In Grade Advancement - Sutton**

**BE IT RESOLVED**, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey upon the advice and recommendation of Police Chief Michael Mazzeo, does hereby approve the grade advancement of Officer Ronald Sutton to Officer Grade X, effective January 28, 2017 at an annual salary of \$53,892.00.

**BE IT FURTHER RESOLVED**, that this advancement is consistent with the current PBA 322 Collective Bargaining Agreement.

\*\*\*\*\*

**TOWNSHIP OF LONG HILL  
RESOLUTION 17-061  
AWARDING CONTRACT FOR OLD TOWN HALL/MILLINGTON SCHOOLHOUSE  
INTERIOR REHABILITATION**

**WHEREAS**, bids were received for Interior Rehabilitation Phase III of the Millington School House/Old Town Hall project on December 15, 2016; and

**WHEREAS**, a total of 11 bids were received; and

**WHEREAS**, the low bidder was AB Contracting LLC., located at 10 Theodore St., Wharton, New Jersey for a total bid of \$146,500.00; and

**WHEREAS**, a certification of availability of adequate funds has been filed by the Chief Financial Officer, in accordance with the requirements of N.J.S.C. 5:30-14.5;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey as follows:

1. The contract for Interior Rehabilitation of the Millington School House/Old Town Hall is hereby awarded to AB Construction., in accordance with its bid dated December 15, 2016, for a lump sum total of \$ 146,500.00.
2. The Mayor and Clerk are hereby authorized to execute a contract with AB Contracting LLC. Upon receipt of all other documentation required pursuant to the bid specifications and the Local Public Contracts Law.
3. This contract shall be charged to budget line item Historic Open Space Trust. The certification of available funds by the Township Chief Financial Officer shall be attached to the original of this resolution and shall be maintained in the files of the Township Clerk.

\*\*\*\*\*

**TOWNSHIP OF LONG HILL  
RESOLUTION 17-062  
AUTHORIZING RELEASE OF ESCROWS- Pipia**

**WHEREAS**, the Planning & Zoning Administrator, Board Engineer, Board Attorney, Township Planner have certified that there are no outstanding invoices and have approved the release of the following escrows.

**NOW, THEREFORE, BE IT RESOLVED, BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY**, that appropriate municipal officials be and are hereby authorized to release the following escrows as per N.J.S.A. 40:55D-53.1.

**Developer's Escrow**

<b>Frank Pipia - #16-05Z</b>	<b>\$7,540.89</b>
------------------------------	-------------------

\*\*\*\*\*

**TOWNSHIP OF LONG HILL  
RESOLUTION 17-063  
AUTHORIZING THE TOWNSHIP OF LONG HILL TO ACCEPT THE GRANT AWARD  
FROM THE STATE OF NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY,  
DIVISION OF STATE POLICE, FOR THE EMERGENCY MANAGEMENT  
PERFORMANCE  
GRANT PROGRAM FOR EMAA FY 2016**

**WHEREAS**, the Township of Long Hill Office of Emergency Management ("OEM") submitted an application to the State of New Jersey, Department of Law and Public Safety, Division of State Police (the "Division") to receive funding from the 2016 Emergency Management Performance Grant Program; and

**WHEREAS**, the Township of Long Hill Office of Emergency Management has made application for #FY16-EMPG-EMAA-1430 from the New Jersey State Police Office of Emergency Management. The sub-grant consisting of a total of \$18,876.00 including \$9,400.00 Federal award and \$9,476.00 Local Matching Funds, is for the purpose of enhancing the Township of Long Hill's ability to prevent, protect against, respond to and recover from acts of terrorism, natural disasters and other catastrophic events and emergencies; and

**WHEREAS**, the sub-grant award incorporates all conditions and representations contained or made in the application of award #FY16 EMPG-EMAA-1430; and

**WHEREAS**, the Township of Long Hill Office of Emergency Management, designated by the New Jersey State Police, Office of Emergency Management has submitted an application for Sub-grant Award that has been required by the said New Jersey State Police Office of Emergency Management for the sub-grant award period of July 1, 2016 through June 30, 2017; and

**WHEREAS**, the application for Sub-grant Award calls for a match in the amount of \$9,476.00 which the Long Hill Township Office of Emergency Management adequately satisfied through the 2016 Township of Long Hill approved budget for division salaries, wages and fringe benefits and will not add any additional expense to the Township.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Long Hill, County of Morris, in the State of New Jersey that the Township Committee agrees to accept, if selected, the \$9,400.00 award for the Long Hill Township "OEM" for emergency management purposes and agrees to the \$9,476.00 in matching funds for EMAA FY 2016.

\*\*\*\*\*

**TOWNSHIP OF LONG HILL  
RESOLUTION 17-064  
APPROVE CONFERENCE REQUEST  
Public Works Director**

**WHEREAS**, the Township Committee approved Resolution 08-375 which requires Township Committee approval of all overnight conference requests; and

**WHEREAS**, the Township Committee has received a request by the Department of Public Works Director to attend the Public Works Conference on March 15 & 16, 2017; and

**NOW, THEREFORE, BE IT RESOLVED** by, the Long Hill Township Committee hereby approves the request of the Director of Public Works, Tom Sweeney to attend the Public Works Conference as outlined in his memo

\*\*\*\*\*

**TOWNSHIP OF LONG HILL  
RESOLUTION 17-065  
RESOLUTION TO CANCEL OUTSTANDING CHECKS**

**WHEREAS**, the following checks issued from the Township of Long Hill bank accounts have been outstanding for more than 6 months and are now stale-dated; and

**WHEREAS**, it is necessary to formally cancel the outstanding checks:

**NOW, THEREFORE, BE IT RESOLVED** by the Committee of the Township of Long Hill, the following outstanding checks issued from the Township of Long Hill bank accounts be cancelled:

Current Fund  
CK#11010 - \$100.00  
CK#11699 - \$100.50  
CK#11780 - \$333.85  
CK#11795 - \$40.70

Payroll Account  
CK#30591 \$264.87  
Ck#30682 \$78.31  
CK#30804 \$404.04  
CK#31166 \$305.76  
CK#3218 \$404.06  
CK#31192 \$1,946.53

\*\*\*\*\*

**TOWNSHIP OF LONG HILL  
RESOLUTION 17-066  
APPROVING SPECIAL EVENT LICENSE  
[Stirling Street Fair]**

**BE IT RESOLVED**, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey upon the advice of the Township Clerk, that all documents have been reviewed and are in good order, does hereby authorize the Township Clerk to approve and sign the application and approve the license for the event to the "Sponsor" Long Hill Chamber of Commerce, for their Special Event to be held on April 23, 2017 on Main Ave in Stirling: from 10:00 AM – 5:00 PM.

**BE IT FURTHER RESOLVED** that the Police Department Patrols will monitor vehicle and pedestrian traffic for the event.

\*\*\*\*\*

**TOWNSHIP OF LONG HILL  
RESOLUTION 17- 067  
RESOLUTION AUTHORIZING MORRIS COUNTY TO REMOVE TWO TREES ON THE  
NORTH SIDE OF VALLEY ROAD IN THE VICINITY OF THE GILLETTE SCHOOL  
CROSSWALK**

**WHEREAS**, County Engineer Christopher J. Vitz, P.E., has recommended that two trees near the Gillette School crosswalk be removed because they “effectively block sight distance between a pedestrian and a motorist and vice versa from the northern side of the crosswalk . . .”; and

**WHEREAS**, with Township approval, the County will remove those trees at County expense; and

**WHEREAS**, the Township Committee agrees that the two trees in question create a safety hazard and should be removed;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey, that it approves hereby the removal of the two trees in the vicinity of the Gillette School crosswalk as described in the preamble.

\*\*\*\*\*

**TOWNSHIP OF LONG HILL  
RESOLUTION 17- 068  
AMENDING RESOLUTION 17-056 – ABOLISHING THE LAND USE PROCESS  
IMPROVEMENT COMMITTEE CREATED BY RESOLUTION 16-58 AND ESTABLISHING A  
NEW COMMITTEE TO STUDY THE LAND USE APPLICATION PROCESS**

**WHEREAS**, the Township Committee established the Land Use Efficiency Committee through adoption of Resolution 17-056;

**BE IT HEREBY RESOLVED** by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey, that it approves the addition of a Township Committee Member Appointment to the Land Use Efficiency Committee.

\*\*\*\*\*

**Mayoral Committee Appointment:**

Land Use Efficiency Committee – Brendan Rae – Township Liaison  
- Alan Pfeil – Planning Board Rep.

\*\*\*\*\*

**Township Committee Appointment:**

Watchung Hills Municipal Alliance – Ashil Jhaveri

**MOTION TO APPOINTMENT:**

**On motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Township Committee does hereby appoint Ashil Jhaveri to the 2017 Watchung Hill Municipal Alliance.**

**ROLL CALL VOTE:**

\*\*\*\*\*

**ORDINANCES:**

**ORDINANCE INTRODUCTION:**

**ORDINANCE #377-17**

**AN ORDINANCE ADOPTING AMENDMENTS TO THE PERMANENT SIGN REGULATIONS IN THE TOWNSHIP LAND USE ORDINANCE AS RECOMMENDED BY THE PLANNING BOARD AND AMENDING SECTION 155 OF THE TOWNSHIP CODE ENTITLED "SIGNS"**

***STATEMENT OF PURPOSE:** To make the Township’s permanent sign regulations clearer and easier to understand and to reduce the regulatory burden on property owners.*

**WHEREAS,** the Planning Board has recommended extensive revisions to the Township’s permanent sign regulations as outlined in a January 18, 2017 memorandum from Planning Board Planner, Kevin O'Brien, for the express purpose of making those regulations clearer and easier to understand, and reducing the regulatory burden on property owners;

**NOW THEREFORE BE IT ORDAINED** by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey that Section 150 of the Township Land Use Ordinance (1996) entitled, "Development Design Standards" is hereby amended as follows:

**Section 1.** Section 155 of the Township Land Use Ordinance entitled "Signs" is hereby repealed in its entirety and is replaced by a new section 155 entitled "Permanent Signs" which reads as follows<sup>1</sup>:

---

<sup>1</sup>Additions in text indicated by underline; deletions by strikeouts.

## 155 PERMANENT SIGNS

### 155.1 Purpose

Signs constitute a separate and distinct use of the premises upon which they are placed and also affect the use of adjacent roads, streets, walkways and other properties. The provisions of this Sign Ordinance are made to establish reasonable and objective regulations for all Permanent signs in this municipality which are visible to the public, in order to protect the general public health, safety, welfare, convenience and aesthetics. This Ordinance is also intended to serve the public's need to be given helpful directions, and to be informed of available products, businesses, and services.

### 155.2 Definitions

The following sign definitions are specifically applicable to this part:

**Abandoned Sign** — a sign which identifies a business, service, or activity that has not operated for at least 90 days; a sign which is damaged, in disrepair, or vandalized; a sign which advertises a nonexistent event, use, product or service.

**Animated Sign** — a sign having action, motion or flashing lights; signs with spinners, pennants, streamers and similar displays; signs that glow or have reflective qualities.

**ATM Sign** - a sign that is mounted, painted or otherwise attached to a device that dispenses cash.

**Awning Sign** — a sign that is mounted, painted or otherwise attached to an awning or window or door canopy. The area of awning signs shall be calculated by multiplying the largest horizontal and vertical dimensions of any lettering, display or graphic on the awning.

**Bench Sign** — a sign located on or attached to any part of the surface of a bench, seat or chair placed on or adjacent to a public roadway.

**Billboard Sign** - any sign which directs attention to a use which is conducted, sold or offered at a location other than the lot on which the sign is located.

**Canopy Sign** — *see awning sign.*



**Design enhancement feature** — any portion of a sign structure intended to improve the physical appearance of a sign, including roofs, columns, railroad ties, lattice and other decorative features.

**Directory of Occupants Sign** — a sign listing the tenants or occupants of a building and their respective professions or business activities.

**Electronic Message Board Sign** — a sign that displays an image, video or text using a device that is capable of changing the message. Electronic message boards include but are not limited to signs also known as electronic reader boards and electronic message center signs.

**Flashing Sign** — an Illuminated Sign in which the artificial light is intermittent or is not maintained in a stationary position or constant intensity.

**Gasoline Service Station Sign** — any sign used to display the products, services and prices available at an automobile service station.

**Ground Sign** — a freestanding sign which is supported by one (1) or more columns, uprights, poles or braces that have been secured in the to the ground; a sign which is supported by a base constructed in or upon the ground. Also commonly known as a Monument Sign.

**Illuminated Sign** — A sign characterized by the use of artificial light, either projecting through its surface(s) [internally illuminated]; or reflecting off its surface(s) [externally illuminated].

**Inflatable Sign** — an air or *other gas* filled sign used to advertise a product or event. Inflatable signs include all manner of balloons used for any display purpose.

**Marquee Sign** — a sign designed so that characters, letters, illustrations or other graphics may be changed or rearranged without altering the face or surface of the sign.

**Municipal Purpose Sign** — a sign used for official purposes as an aid to safety or community service; a sign required by law. Examples include town entrance and exit signs, health notices, posted permits and signs to recognize historic sites.

**Off-Premises Sign** — a sign whose message directs attention to a business, product, service, event or activity that is not sold, produced, furnished, or conducted on the property upon which the sign is located.

**On-Premises Sign** — a sign whose message and design relate to an individual business, profession, product, service, event, point of view, or activity that is sold, offered, or conducted on the same property where the sign is located.

**Permanent Sign** — a sign that is fixed or intended to remain for an indefinite period of time.

**Residence designation Sign** — a sign or plate indicating the name of a single family residential property or its occupants.

**Roof Sign** — a sign erected above or on the roof of a building, any part of which extends more than six (6) inches above the facade of a building.

**Sequential Sign** — a series of signs each bearing a portion of the message or information to be conveyed and intended to be read in sequence.

**Shingle Sign** — a wooden, unlighted sign attached to a principal building and located perpendicular to the front facade of the structure.

**Sign** — an object, device, display, or structure, or part thereof, situated outdoors or indoors, which is used to advertise, identify, display, direct, or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means, including words, letters, figures, design, symbols, fixtures, colors, illumination, or projected images.

**Sign area** — the total square foot content of the background upon which sign lettering or display is presented. If there is no background, the sign area shall be computed as the product of the largest horizontal width, “a” and the largest vertical height, “b” of the lettering or display. This shall not be construed to include the support or design enhancement features of any signs which are used solely for such purpose. Design enhancement features that provide sign functions of any kind shall be included in the sign area calculations. For signs with two (2) display faces, the maximum area requirement shall be permitted on each side.

**Sign height** — the vertical distance from the average ground elevation around the base of ground sign to the highest level of any portion of the sign, including support and design enhancement features.

**Snipe Sign** — a sign tacked, nailed, posted, pasted, glued, or otherwise attached to trees, poles, stakes, fences, public benches, streetlights, or other objects, or placed on any public property or in the public right-of-way or on any private property without the permission of the property owner. A sign attached to a utility pole in conformance with state and utility regulations is not a Snipe Sign.

**Support** — any portion of a sign structure designed to elevate, suspend, anchor, brace or hold up a sign or design enhancement feature.

**Temporary Sign** - any sign constructed of cloth, canvas, fabric, paper, plywood, corrugated material, plastic or other light material, including, sidewalk signs, portable signs, searchlights and inflatable signs and designed or intended to be displayed for a short period of time.

**Wall Sign** —a sign attached to, painted upon or erected against the wall or facade of a building or structure and not extending more than six (6) inches from the building face or facade of the structure, except that signs exceeding thirty-two (32) inches in height shall be permitted to extend up to ten (10) inches from the building face. Also commonly known as a facade sign.

**Window or Door Sign** — a sign attached to or painted upon a window or door which is visible to the general public from an out-of-doors position.

### 155.3 General Provisions

- a. Permanent Signs shall not be altered, erected or maintained except in conformity with the provisions of this Section.

- b. It shall be unlawful to erect or display a new sign or make any changes to an existing sign without first filing an application for a sign permit with the Administrative Officer unless such sign is exempted by this Ordinance.
- c. No sign shall be placed in such a position that it will cause confusion or danger to street traffic by obscuring the view or by simulating official, directional or warning signs maintained by any governmental body, railroad or public utility concerned with the protection of public health or safety. This shall include any sign visible from the public right-of-way which imitates or simulates a traffic control device.
- d. No sign shall be placed in any required sight triangle unless specifically permitted by the approving authority. Signs placed in a sight triangle must comply with the provisions of Section 157.5.
- e. An abandoned sign shall be repaired, replaced or removed within thirty (30) days upon written notification by the Construction Official or Code Enforcement Officer. Any visible area where a sign is replaced or removed shall be repaired and/or painted to match the remaining structure. All cracked, warped or broken members of a sign shall be replaced. Deteriorated surfaces which evidence rusting, flaking or cracking shall be replaced or repaired. All broken or cracked glass shall be replaced.
- f. All illuminated signs shall be either indirectly lighted or be of the diffused lighting type. Ground signs, if illuminated, shall be illuminated by an exterior source only in accordance with subsection 155.11b, except that ground signs in the B-3 zone may be internally illuminated. No sign shall be lighted by using any unshielded light source, unshielded incandescent bulbs, mirrors reflecting a direct light source or similar devices. Buildings or structures, including doors and windows may not be outlined by tubing or strings of lights for advertising purposes.

#### **155.4 Permitted signs**

The following signs are permitted in all zone districts:

- a. Municipal Purpose signs.

- b. Flags, emblems or other insignia of a nation, State, County, municipality, school, business, or religious group, provided that no more than one (1) such flag, emblem or insignia shall be permitted for each entity, and that no such individual display exceed twenty-four (24) square feet in area. No more than three (3) flags or similar displays shall be permitted on the property. These regulations shall not apply to flags of the United States of America.
- c. Customary identification signs of recognized nonprofit service organizations. Such signs shall not exceed eight (8) feet in height nor be more than nine (9) square feet in area.
- d. Signs for public and semipublic facilities such as schools, churches, libraries and public recreational facilities. The Construction Official may consult with the approving authority to determine suitable height and area limitations on signs in this category. The approving authority in determining the area and height limitations to be imposed shall be guided by the standards established in this Section.
- e. Residence designation signs not exceeding two (2) square feet in area.
- f. Signs indicating the private nature of a road, driveway or other premises, and signs controlling the use of private property such as prohibition of hunting or fishing.
- g. A single ground sign or wall sign indicating a permitted home office. It shall not exceed four (4) feet in height or four (4) square feet in area.
- h. A single ground sign and a single wall sign for private clubs, private recreational facilities and multi-family residential structures. The ground sign shall not exceed eight (8) feet in height and nine (9) square feet in area. The wall sign shall not exceed nine (9) square feet in area.
- i. Signs directing and guiding traffic and parking on private property, providing the sign(s) contains no advertising matter or messages. Such directional signs shall be excluded from any sign area limitations established by this Section, provided that the approving authority and its Engineer consent to the location, size and number of signs.
- j. Vending machine signs shall be permitted in all nonresidential zones; all such signs shall subtract the aggregate vending machine sign area from the permitted sign area for wall, ground and other permitted sign types.
- k. Historic or Dedication Signs are permitted if approved by the Township Committee.

## 155.5 Prohibited Signs

Any sign not specifically permitted by this Ordinance is prohibited. The following signs and design enhancement features are unlawful and specifically prohibited:

- a. Marquee signs. Public Agency, Emergency Services and Community Service uses are exempt.
- b. Abandoned signs.
- c. Snipe signs.
- d. Vehicular signs. No vehicle containing advertising displays shall be parked where visible from any public right of way in any zone district if the effect of such parking would be to create a permanent sign or other advertisement not permitted by Section 155 of this Ordinance. This regulation does not restrict the use of business logos, identification or advertising on vehicles primarily and actively driven(operated) for business purposes
- e. Mechanical movement signs, including revolving signs.
- f. Electronic Message Board signs.
- g. Pennants, strings, inflatable devices, signs and streamers, and animated signs.
- h. Signs which prevent free ingress or egress from any door, window or fire escape. No sign other than a Code required safety placard shall be attached to a standpipe or fire escape.
- i. Signs which emit smoke, visible vapors, particulate matter, sound, odor or contain open flames.
- j. Off-premises signs.
- k. Portable signs.
- l. Sequential signs.
- m. Roof signs.
- n. Billboard signs
- o. Temporary signs, except those permitted by Section 3-12 of the Long Hill Ordinance.

- p. Signs erected without the permission of the property owner, with the exception of those authorized or required by local, state, or federal government.
- q. Any sign containing information which states or implies that a property may be used for any purpose not permitted under the provisions of the Long Hill Township Zoning Ordinance.

### **155.6 Signs requiring a permit**

Except when it is shown on an approved site plan, a permit is required for the following signs:

- a. Home office sign
- b. Private club and multi-family sign
- c. Private Directional sign
- d. Bank ATM sign
- e. Wall sign
- f. Ground sign
- g. Directory of Occupants sign
- h. Gasoline Service Station sign
- i. Shingle sign
- j. Awning sign
- k. Canopy sign
- l. Bench sign

## **155.7 Signs Permitted in Village Business Zones and Public Zones**

In the B-1-5, B-1-20, M, M-H and P zones the following signs shall be permitted in addition to those permitted in all zones:

- a. Each permitted use may have one (1) wall sign, provided that the sign shall not exceed an area equal to five (5) percent of the area of the facade upon which it is erected, or fifty (50) square feet, whichever is smaller. In computing permitted sign area, only one (1) face of a building may be used as the principal face. In the case of a use located on the ground floor of a multi-story building, only the first floor facade area shall be used for the purposes of calculating the permissible sign area. In the case of a multi-occupancy structure, the allowable sign area shall be distributed among occupants having street level frontage. Single tenant structures shall use the first floor facade area for the purposes of calculating the permissible sign area.
- b. For all permitted uses providing at least a fifteen (15) foot principal building setback, one (1) ground sign not exceeding sixteen (16) square feet in area and eight (8) feet in height shall be permitted per lot, provided the permitted wall sign area in paragraph a. is reduced to two and one-half (2-1/2) percent of the facade area, or twenty-five (25) square feet, whichever is smaller.
  1. The ground sign shall not be placed within any required sight triangle and shall be a minimum of ten (10) feet from any property line. Such ground sign is eligible for Site Plan Waiver provided it meets all requirements stated above.
- c. Each multi-occupancy structure may display one (1) directory of occupants sign not exceeding eight (8) square feet in area, provided that the directory is located within a side or rear yard or attached to the principal building facing the major street and provided the property contains five (5) or more tenants. Permitted uses on corner lots are allowed to have a second directory sign for use on the minor road. The sign shall be no more than eight (8) square feet in area and shall be attached to the principal building on the side facing the minor street.
- d. Window and door signs, not exceeding a total of ten (10) square feet in total area of all such signs for each permitted use, of which up to two (2) square feet may be used for signs of neon or similar materials.



- e. Signs for automobile service stations, where such uses are permitted as nonconforming uses, provided that the total area of all signs does not exceed fifty (50) square feet and further provided that the requirements of paragraphs a., b., d. and f. of this Section are met.
- f. One (1) shingle sign not exceeding six (6) square feet in area for each permitted use, provided the permitted wall sign area is reduced by the size of the shingle sign, and further provided that no ground sign is used on the property.
- g. Awning signs, provided the total area of said signs is consistent with the provisions of paragraph a. above, and further provided that no wall or shingle signs are used on the property.
- h. In addition to all other permitted signs, banks shall be permitted up to two (2) wall signs indicating automatic teller machine services, provided that the aggregate area of the signs does not exceed twelve (12) square feet.
- i. A bench sign provided the entire sign area is no larger than 7" by 4 feet.
- j. The above requirements shall apply to all conditional uses and nonpublic uses located in the P zone, and shall not apply to any publicly owned use in the P zone.

### **155.8 Signs Permitted in General Commercial Areas (B-D Zone)**

In the B - D Downtown Valley Commercial zone, the following signs shall be permitted in addition to those permitted in all zones:

- a. One (1) wall sign for each permitted use provided that the area of the wall sign shall not exceed one and one-half (1-1/2) percent of the gross floor area of the use, nor exceed fifty (50) square feet in area, whichever is less and further provided that the length of said sign does not exceed sixty (60) percent of the width of the front facade of the use. In computing permitted sign area, only one (1) face of a building may be used as the principal face. In the case of a use located on the ground floor of a multi-story building, only the first floor facade area shall be used for the purposes of calculating the permissible sign area. In the case of a multi-occupancy structure, the allowable sign area shall be distributed among occupants having street level frontage. Single tenant structures shall use the first floor facade area for the purposes of calculating the permissible sign area.

- b. As an alternative to the signs permitted in paragraph a. above, each permitted use, or group of permitted uses, may erect one (1) ground sign not exceeding sixteen (16) square feet in area and eight (8) feet in height, provided that the permitted use or group of permitted uses represented by the ground sign have a lot frontage of at least one hundred (100) feet in length, and that the permitted total area of permitted wall, awning, and door and window signs is reduced to fifty (50) percent of the maximum permitted sign size permitted in paragraph a. above.
- c. Directory of occupants signs not exceeding eight (8) square feet in area provided that the directory located within a side or rear yard of the property or attached to the principal building facing the major street and provided the property contains five (5) or more tenants. Permitted uses on corner lots are allowed to have a second directory sign for use on the minor road. The sign shall be no more than eight (8) square feet in area and shall be attached to the principal building on the side facing the minor street.
- d. Awning signs, provided the total area of the signs is consistent with the provisions of paragraph a. and further provided that no wall sign is used on the property.
- e. Window and door signs, not exceeding a total of ten (10) square feet in total area of all such signs for each permitted use, of which up to two (2) square feet may be used for signs of neon or similar materials.
- f. Signs for automobile service stations, where such uses are permitted as nonconforming uses, provided that the total area of all signs does not exceed fifty (50) square feet and further provided that the requirements of paragraphs a., b., and d. are met.
- g. In addition to all other permitted signs, banks shall be permitted up to two (2) wall signs indicating automatic teller machine services, provided that the aggregate of the signs does not exceed twelve (12) square feet.
- h. For all permitted uses providing the minimum required front yard setback, one (1) ground sign not exceeding sixteen (16) square feet in area and eight (8) feet in height shall be permitted per lot, provided that it shall not be placed within any required sight triangle and shall be a minimum of ten (10) feet from any property line, and provided that the permitted total area of allowed wall, awning, and door and window signs shall be reduced to fifty (50%) percent of the maximum permitted sign size allowed otherwise. Such ground sign is eligible for Site Plan Waiver provided it meets all requirements stated above.

- i. A bench sign provided the entire sign area is no larger than 7" by 4 feet.

### **155.9 Signs Permitted in Planned Shopping Zones (PSO Zone)**

In the PSO Downtown Valley Planned Shopping Overlay zone, the following signs shall be permitted in addition to those permitted in all zones:

- a. For each permitted use of three thousand (3,000) or fewer square feet, one (1) wall sign the area of which shall not exceed two (2) percent of the gross floor area of the use.

For each permitted use over three thousand (3,000) square feet and up to ten thousand (10,000) square feet, one (1) wall sign the area of which shall not exceed one and one-half (1-1/2) percent of the gross floor area of the use, except that uses between three thousand (3,000) and four thousand (4,000) square feet shall be permitted a sign with an area of sixty (60) square feet.

For all permitted uses of ten thousand (10,000) or fewer square feet, wall signs shall not be greater than thirty-two (32) inches in height, except that wall signs utilizing two (2) lines of copy shall be permitted up to forty (40) inches in height, provided each individual line of copy provides an overall height of between sixteen (16) and eighteen (18) inches. The length of the wall sign shall not exceed sixty (60) percent of the width of the front facade of the use.

For each permitted use over ten thousand (10,000) square feet in gross floor area, one (1) wall sign the area of which shall not exceed one-half (0.5) percent of the gross floor area of the use. No such sign shall be greater than forty-eight (48) inches in height, nor shall the length of said sign exceed forty (40) percent of the front facade of said use.

In the case of a pharmacy, liquor store or restaurant located within a supermarket, each such use shall be permitted a separate wall sign provided the dimensions of each wall sign are in accordance with this subsection and further provided that each such use is permitted a minimum sign area of at least twenty-five (25) square feet.

- b. Each use may have one (1) awning sign for each entrance sign provided the sign is located perpendicular and adjacent to the entrance. No awning sign shall exceed five (5) square feet in area.

- c. One (1) ground sign not exceeding one hundred (100) square feet in area nor fifteen (15) feet in height, except that no individual tenant sign used for ground shall exceed twenty (20) square feet in area. The approving authority may, at its sole discretion, impose additional controls on the size, dimensions and number of individual tenant signs used for all ground signs in the B-3 zone.

For shopping centers located on corner lots, a second ground sign shall be permitted for use on the secondary road. The sign shall identify the shopping center name only, shall not exceed fifteen (15) square feet in area and shall be no more than three (3) feet in height.

- d. Directory of occupants signs not exceeding eight (8) square feet in area provided they are located in the side or rear yard of the property and provided the property contains five (5) or more tenants.
- e. In addition to all other permitted signs, banks shall be permitted up to two (2) wall signs indicating automatic teller machine services, provided that the aggregate area of the signs does not exceed twelve (12) square feet.
- f. Window and door signs, not exceeding a total of ten (10) square feet in total area of all such signs for each permitted use, of which up to two (2) square feet may be used for signs of neon or similar materials.
- g. A bench sign provided the entire sign area is no larger than 7" by 4 feet.

### **155.10 Signs Permitted in Office and Industrial Zones**

In the O, VIO and LI-2 zones, the following signs shall be permitted in addition to those permitted in all zones:

- a. In the O zone, each permitted primary use may have one (1) wall sign, provided that the sign shall not exceed an area equal to five (5) percent of the area of the facade upon which it is erected.
- b. Each permitted primary use may have one (1) ground sign which does not exceed a total of ten (10) square feet in area nor exceed a height of eight (8) feet.

- c. One (1) directory of occupants sign not exceeding eight (8) square feet in area, provided that it is located in the side or rear yard of the property or attached to the principal building facing the major street, and further provided the property contains five (5) or more tenants. Permitted uses on corner lots are allowed to have a second directory sign for use on the minor road. The sign shall be no more than eight (8) square feet in area and shall be attached to the principal building on the side facing the minor street.
- d. In addition to all other permitted signs, banks, where permitted, shall be permitted up to two (2) wall signs indicating automatic teller machine services, provided that the aggregate area of said signs does not exceed twelve (12) square feet.
- e. Window and door signs, not exceeding a total of ten (10) square feet in total area of all such signs for each permitted use, of which up to two (2) square feet may be used for signs of neon or similar materials.
- f. In the VIO and LI-2 zone each permitted use may have one (1) wall sign, provided that the sign shall not exceed an area equal to five (5) percent of the area of the facade upon which it is erected, providing the property contains five (5) or more tenants.
- g. In the VIO and LI-2 zone a property with more than one (1) principal building may erect one (1) directory sign on each face that has an entrance of each principal building providing the building contains five (5) or more tenants. Such directory signs shall be located no further than ten (10) feet from the entrance door.

### **155.11 Design Standards**

The following design standards shall apply to all signs:

- a. The use of carved or sandblasted painted wood signs or foam board-type materials that appear to be carved or sandblasted painted wood signs shall be required for all ground and wall signs throughout the B-1-5, B-1-20, M, *M-H*, P, B-2, O and LI-2 zones, and shall be encouraged in all other zones of the Township.
- b. Sign lighting shall be arranged and shielded to reflect light and glare away from adjoining properties and area travelers. Ground signs shall be illuminated from ground mounted sources or gooseneck lamps only, unless otherwise permitted by this Section, and all such illumination of signs shall be landscaped with evergreen plantings and shall provide no more than *3500 lumens total* per sign.

- c. Internally lighted signs shall provide a dark background and light lettering; in no case shall internally lighted signs use stark white graphics of any kind. Whenever necessary, the approving authority shall require a sample of the material to be used for any sign.
- d. Ground signs shall be supported by one (1) or more columns or uprights which are firmly embedded in the ground. Exposed guy wires, chains, piping, conduit or similar materials shall not be used to support any ground sign.
- e. New sign plans for existing development shall consolidate and improve existing signs whenever possible. All changes to existing signs shall conform to all applicable provisions of this Section.
- f. The contents of any sign shall be limited to property and occupant identification, company emblem and logos, and concise messages identifying the use, product or service of the property. Unnecessarily detailed messages, descriptions and graphics are prohibited.
- g. The total area of all columns, beams, bases and design enhancement features used in connection with a sign shall not exceed the total area of the subject sign. For the purposes of this requirement, the area of all sign support and design enhancement features shall be considered the product of the maximum horizontal and vertical measurement of the total sign structure minus the sum of the sign area and any air space located between the sign and the support and design enhancement sign features.
- h. Signs for multi-occupancy structures shall use common sign sizes, colors, graphics and shapes whenever possible.
- i. In addition to the sign size restrictions established by this Section, the depth of any sign or related support or design enhancement feature shall not exceed two (2) feet.

## 155.12 Administration and Review

### a. Site Plan Review.

1. Prior to the issuance of a building permit for any sign, a site plan shall be reviewed and approved, or waived as hereinafter provided, by the approving authority. It is the specific intent of this paragraph that any site plan review relating solely to a sign or signs shall be limited by the approving authority exclusively to the signage, and shall not include any review of other conditions on the property under consideration. Applications for site plan review of signs shall include the sign application; a property survey and building elevation, if necessary, showing the location of existing and proposed signs; scale drawings of all proposed signage; a summary of the dimensions and area of all existing and proposed signs; and other plan notes or diagrams indicating sign materials, lighting, landscaping and all other information needed to review the subject application.
2. When a sign application is made to the Township the Construction Official may issue a building permit without site plan review and approval, provided that the proposed signage is permitted by this Section, meets all area, dimensional and other requirements, and meets the design standards provided in subsection 155.11. The Construction Official may consult with the Township or Board Planner on any sign application under this subsection before issuing a permit.

### Section 111 (terms to be removed from general definitions)

~~*Advertising billboard sign* — any sign which directs attention to a use which is conducted, sold or offered at a location other than the lot on which the sign is located.~~

~~*Awning sign* — any sign or message that is mounted, painted or otherwise attached to an awning or other window or door covering that is permitted by this Ordinance. The area of awning signs shall be calculated by multiplying the largest horizontal and vertical dimensions of any lettering, display or graphic on the awning.~~

~~*Bench sign* — a sign located on or attached to any part of the surface of a bench, seat or chair placed on or adjacent to a public roadway.~~

~~*Canopy sign* — any display attached to the underside of a canopy or other roof overhang and intended primarily for viewing by pedestrians.~~

~~*Directory of occupants sign* — a sign or plate listing the tenants or occupants of a building and their respective professions or business activities.~~

~~*Facade* — the total wall surface, including door and window area, of a building's principal face. In computing permitted sign area, only one (1) face of a building may be used as the principal face. In the case of a use located on the ground floor of~~

~~a multi-story building, only the first floor facade area shall be used for the purposes of calculating the permissible sign area. In the case of a multi-occupancy structure, the allowable sign area shall be distributed among occupants having street level frontage. Single tenant structures shall use the first floor facade area for the purposes of calculating the permissible sign area.~~

~~*Flashing sign*—an illuminated sign in which the artificial light is intermittent or is not maintained in a stationary position or constant intensity.~~

~~*Ground sign*—a freestanding sign which is supported by one (1) or more poles or braces or by a base in or upon the ground.~~

~~*Illuminated sign*—a sign lighted by an interior light source.~~

~~*Marquee sign*—a ground sign designed so that characters, letters, illustrations or other graphics may be changed or rearranged without altering the face or surface of a sign and designed for permanent display as a freestanding sign located along a public roadway.~~

~~*Naked light display*—any use of unshielded lights used individually or in strings to attract the attention of the general public.~~

~~*Permanent sign*—A wall sign or ground sign on the subject lot which requires site plan approval. See General Ordinance Section 3-12 for temporary signs which are regulated in that section. (Ord. No. 367-2015)~~

~~*Portable sign* (Removed by Ord. No. 367-2015)~~

~~*Real estate sign* (Removed by Ord. No. 367-2015)~~

~~*Residence designation sign*—a sign or plate indicating the name of a single family residential property or its occupants.~~

~~*Roof sign*—a sign erected above or on the roof of a building, any part of which extends more than six (6) inches above the facade of a building.~~

~~*Search light display*—any use of lighting intended to attract the general public by the waving or moving of light beams.~~

~~*Shingle sign*—a wooden, unlighted sign attached to a principal building and located perpendicular to the front facade of the structure.~~

~~*Sidewalk sign* (Removed by Ord. No. 367-2015)~~

~~*Sign*—any object, device, display, or structure, or part thereof, situated outdoors or indoors, which is used to advertise, identify, display, direct, or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means, including words, letters, figures, design, symbols, fixtures, colors, illumination, or projected images.~~

~~*Sign area*—the total square foot content of the background upon which sign lettering or display is presented. If there is no background, the sign area shall be computed as the product of the largest horizontal width and the largest vertical height of the lettering or display. This shall not be construed to include the support or design enhancement features of any signs which are used solely for such purpose. For~~



~~signs with two (2) display faces, the maximum area requirement shall be permitted on each side.~~

~~*Sign height* — the vertical distance from the average ground elevation around the base of ground sign to the highest level of any portion of the sign, including support and design enhancement features.~~

~~*Temporary sign* (Removed by Ord. No. 367-2015)~~

~~*Vehicle advertising* — the use for advertising purposes of any vehicle not involved in the transportation needs of the business being advertised.~~

~~*Wall sign* — any sign attached to, painted upon or erected against the wall or facade of a building or structure and not extending more than six (6) inches from the building face or facade of the structure, except that signs exceeding thirty two (32) inches in height shall be permitted to extend up to ten (10) inches from the building face.~~

~~*Window and door sign* — a sign maintained in or painted upon a window or door which is clearly visible to the general public from an out-of-doors position.~~

#### **124.4 Garages and Parking of Commercial Vehicles in Single Family Residential Zones.**

- a. There shall be provided a garage for each single family dwelling as follows:
  1. In the C, R-2, or R-3 zones, garage space shall be provided for at least two (2) but not more than four (4) automobiles.
  2. In the R-4 and R-5 Zones, garage space shall be provided for at least one (1) but not more than three (3) automobiles.
- b. No commercial vehicle shall be parked out-of-doors overnight in any single family residential zone. Not more than one (1) commercial vehicle not exceeding a loading capacity of one and one-half (1 1/2) tons may be garaged on each lot in a residential zone, and no commercial vehicle exceeding such loading capacity may be stored or garaged.
- c. No vehicle containing advertising displays thereon shall be parked in any single family residential zone ~~district~~ if the effect of such parking would be to create a sign or other advertisement not permitted by Section 155 of this Ordinance.

#### **125.6 Professional Offices**

Professional offices shall be a permitted conditional use in the P Zone subject to the following conditions:

- d. Signs: Ground and wall signs shall be permitted in accordance with Section ~~155.4~~ 155.7 and the design standards of Section ~~155.8~~ 155.11 shall control.

**Section 2.** Any and all other ordinances or parts thereof in conflict or inconsistent with any of the terms hereof are hereby repealed to such extent as they are so in conflict or inconsistent.

**Section 3.** In case any article, section or provision of this ordinance shall be held invalid in any court of competent jurisdiction, the same shall not affect any other article, section or provision of this ordinance except insofar as the article, section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

**Section 4.** This ordinance shall take effect immediately upon final passage and publication as required by law.

### NOTICE

The foregoing ordinance having been introduced and passed on first reading by the Township Committee of the Township of Long Hill, in the County of Morris on Wednesday, January 25, 2017, will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, February 22, 2017 at the Municipal Building, 915 Valley Road, Gillette, New Jersey when and where or at such time and place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance.

\_\_\_\_\_  
Debbie Brooks, RMC, CMR, Clerk

*1st Reading and Introduction: January 25, 2017*

*1st Publication:*

*Referral to Planning Board:*

*Notice to County Planning Board Prior to Adoption:*

*Notice to Clerks of Adjoining Municipalities (if required):*

*Notice to Affected Property Owners (if required):*

*2nd Reading and Adoption:*

*2nd Publication:*

*Filing with County Planning Board:*

**MOVED** by \_\_\_\_\_ of the Township Committee of the Township of Long Hill, that Ordinance #377-17 is hereby approved on first reading. The Open Public meeting for final approval is scheduled for February 22, 2017. **SECOND** by: \_\_\_\_\_. **ROLL CALL VOTE:**

\*\*\*\*\*

**DISCUSSION / ACTION ITEMS:**

- Oaks Road - Closure
- Lackawanna Road – Closure
- Somerset Road – No Parking Zones
- Kevin O’Brien memo – Clean up ordinance

**OLD BUSINESS:**

**NEW BUSINESS:**

**Announcements/Correspondence:**

- Dog License Renewals are due by January 31 per state law. Rabies must be current thru Nov. 1, 2017.
- Scholarship Opportunities for High School Seniors - [www.200clubofmorriscounty.com](http://www.200clubofmorriscounty.com)

**MEETING OPEN TO THE PUBLIC:**

- Remarks and Statements Pertaining to Any Matter
- Comments and remarks will be limited to 3 Minutes

**ADJOURNMENT**



## **SHAMROCK ENTERPRISES, LTD**

**Land Use Planning and  
Transportation Consulting**

Madison House, Ste B 866 Madison Avenue Rahway, NJ 07065  
732/388-4765 FAX 388-7938 Shamrock\_KOB@Comcast.net

# MEMO

**TO: Ms. Debby Brooks, Township Clerk, and Mayor  
Schuler and the Township Committee  
Township of Long Hill**

**FROM: Kevin O'Brien, P.P.**

**DATE: 18 January 2017**

**SUBJECT: Permanent Sign Ordinance V3**

In January 2016 the Township Committee reviewed the draft sign ordinance that the Planning Board recommended in December 2015. In early 2016 the Ordinance Subcommittee reworked the draft to address the concerns raised by the Township Committee. The Planning Board made minor revisions and by unanimous vote in July 2016, recommended the draft to the Township Committee as substantially consistent with the Land Use Element of the Master Plan.

The Planning Board believes that this revised ordinance (copy enclosed) will increase the efficiency of the land use process, eliminate practical difficulties, lower costs to property owners, reduce the regulatory burden and simplify the Ordinance to require less oversight.

The following suggestions by the Township Committee have been addressed in the current draft:

- 1) Illustrations were removed from the draft
- 2) Section 153.3.f was revised to remove the phrase: *except that all buildings shall be permitted strings of lights displays between November 15 and January 15 of each year.*
- 3) Section 155.4.a was revised to remove: *Interior signs placed further than five (5) feet from a window or door and which do not attract the attention of the public from a right-of-way or an adjoining property.*
- 4) Section 155.5.g - i were combined into one entry.

- 5) Section 155.5.s was removed: *Signs on vehicles when they are parked on public or private property primarily for the purpose of displaying the sign.*
- 6) Section 155.6 was revised to add the phrase: *Except when it is shown on an approved site plan.*
- 7) Section 155.11 was revised to remove the phrase: *All lighted signs shall provide automatic shutoff devices that discontinue sign illumination no later than one-half (1/2) hour after business closing.*
- 8) And, Section 122.12 Nonconforming Signs was removed entirely.

The removed items may be seen in the original draft sent to the Township Committee on 30 December 2015 (copy enclosed).

On 30 November 2016 the Township Committee adopted the Valley Road Ordinance, which had been recommended by the Planning Board. Because the Sign Ordinance draft uses the former zone names the draft has been revised to show the new zone districts.

Please let me know if you have any questions.

# **MEMORANDUM**

**PRIVILEGED & CONFIDENTIAL**

**From:** John R. Pidgeon  
**To:** Township Committee  
**Re:** Oaks Road  
**Date:** November 22, 2016

The status of Oaks Road has come up several times during Township Committee meetings, so I decided to do some quick research to ascertain its legal status. As I thought, that portion of Oaks Road which runs from the middle of lot 10 in block 12402 (101 Oaks Road) to Semerad Road is not a public right-of-way. That portion of the road that runs through lot 10 is labelled on the tax map as a "50' roadway easement." The latest deed for lot 10 and it refers to that portion of the road as "Oaks Road (Private)." At the boundary line between lot 10 and lot 11, which is owned by the Township, Oaks Road becomes a "20' roadway easement." Lot 11 is included in the Township's Recreation and Open Space Inventory (ROSI), and is therefore subject to Green Acres' restrictions.

Based on my preliminary research, it is not clear whether that portion of Oaks Road which runs through lot 10 after the public right-of-way ends is a public or private easement, but regardless of its status, the Green Acres restrictions will probably prevent the improvement of that road as a public thoroughfare. Even just paving the road to a width of 20 feet would probably amount to a diversion, and anything wider than that would clearly be a diversion. Please let me know if you have any questions or if you want me to research this matter further.

**cc:** Neal Henry, Township Administrator  
Debbie Brooks, RMC, Township Clerk

**From:** Officer Scala T. [mailto:[SCALA@longhillpolice.US](mailto:SCALA@longhillpolice.US)]  
**Sent:** Wednesday, January 11, 2017 8:16 AM  
**To:** 'administrator@longhillnj.us'  
**Cc:** Lieutenant Brown  
**Subject:** FW: Somerset Street (East)

Neil,

As per our prior discussion, we were unsure when those signs were put up. However, I do recommend that an ordinance should be enacted prohibiting vehicles from being parked on Somerset St. east of Main Ave. on the entire length of the south side and the dead end portion. This would prevent any vehicles backing out of the parking lot on the north side from striking any vehicles parked on the south side. If you have any questions, please let me know.

Thanks,  
Tom



**SHAMROCK ENTERPRISES, LTD**

**Land Use Planning and  
Transportation Consulting**

Madison House, Ste B 886 Madison Avenue Rahway, NJ 07065  
732/388-4765 FAX 388-7938 Shamrock\_KOB@Comcast.net

disc 9/28/16

**MEMO**

**TO: Ms. Cathy Reese, Township Clerk, and Mayor  
Meringolo and the Township Committee  
Township of Long Hill**

**FROM: Kevin O'Brien, P.P.**

**DATE: 14 July 2016**

**SUBJECT: Recommended Ordinance changes from the Planning  
Board and the Ordinance Subcommittee**

Over the last several months the Ordinance Subcommittee has been diligently reviewing the Land Use Ordinance for possible changes which will increase the efficiency of the land use process, eliminate practical difficulties, lower costs to property owners, reduce the regulatory burden and simplify the Ordinance to require less oversight. The Ordinance Subcommittee reviewed suggestions from Planning Board members, staff and the Zoning Board of Adjustment.

After receiving the draft from the Ordinance Subcommittee, the Planning Board reviewed the draft and made minor revisions. The Planning Board, by unanimous vote, recommends the draft to the Township Committee as substantially consistent with the land use plan element of the Master Plan.

The suggested changes appear below in numerical order from the Land Use Ordinance. ~~Strikethroughs~~ indicate language to be removed, underlining means language to be added.

**111. DEFINITIONS:**

**"CRITICAL AREA" the combined area of any portion of a site having an average slope of 15% or greater measured across ten vertical feet of contour; and/or an area of special flood hazard; and/or any wetlands area. ~~Topographic slope of fifteen (15%) percent grade or greater as measured across ten (10) foot contours, ; ; and any surface retention and detention basins, wet basin, dry well and underground detention basin.~~**



### **133 YARD AND BUILDING REQUIREMENTS**

~~133.7 — Surface retention and detention basins shall meet all required setback regulations for a principal structure for the zone in which they are located.~~

~~133.9 — Surface retention and detention basins are considered critical areas and all new development shall adhere to the critical area setback requirements.~~

### **SECTION 134.7 RESIDENTIAL SHEDS**

These regulations are applicable to one and two family homes in residential zone districts.

- a. Each property shall be limited to one shed.
- b. Maximum shed size is 100 SF. )
- c. Shed must be setback from the side and rear property lines a minimum of 10 feet, measured from its dripline.
- d. The shed area will not count as lot coverage provided that a minimum of 8 inches of crushed stone is placed under the structure and two feet beyond the dripline.
- e. Sheds are not allowed in any front yard.

### **SECTION 136.2.g (DECKS IN RESIDENTIAL ZONES)**

These regulations are applicable to decks for one and two family homes in residential zone districts.

- 1) If a deck is not covered, it is eligible for a 50% reduction in lot coverage provided it meets the following requirements. )
  - a. Decks shall conform to all principal structure setbacks.
  - b. Homes with nonconforming side setbacks shall provide a minimum deck setback of six feet from the side plane of the home. Decks shall provide a minimum 30% aggregate side yard setback.
  - c. Homes with conforming side setbacks shall place the deck no closer than the required side yard setback.
  - d. There must be a minimum gap of 3/16 of an inch between any adjoining floor boards of the deck.

- e. To accommodate storm water drainage one of the following shall be installed:
  - 1. Uniformly graded crushed stone, in a bed eight inches deep under the deck, with any necessary filter fabric to prevent clogging of the stone; or
  - 2. A dry well with an effective volume equal to eight inches of uniformly graded crushed stone times the area of the deck, with any necessary piping and filter fabric to prevent clogging of the stone.

### **151.2 PARKING AREA DESIGN STANDARDS**

~~h. Except in the case of single-family residences (including those with accessory apartments, porous asphalt pavement and modular paving block systems may be used for parking areas and driveways only when allowed by the approving authority. Such degree of perviousness shall be deducted from lot coverage calculations. (Ord. No. 208-07 § 3; Ord. No. 230-08 § 7)~~

### **SECTION 162.2.a.6 GENERATORS**

Permanent Generators are allowed for conforming nonresidential uses in all commercial (non one and two family residential zones) zone districts if they conform to all of the standards listed below. If any of the conditions are not met, Minor Site Plan approval is required.

- a. Maximum pad size of 64 SF.
- b. Pad shall be placed a minimum 75 foot distance from any adjoining residential zone.
- c. Required buffer - a visually solid fence with a minimum height of four feet up to the height of the generator shall enclose the generator. A row of plantings with a minimum 4 foot height at planting shall buffer the enclosure.
- d. The generator may only be run between 8 am and 6 pm on nonholiday weekdays for maintenance purposes.
- e. Generators are not allowed in any front yard.
- f. Permanent Generators are eligible for Site Plan Waiver Committee review if all items above are met. The Site Plan Waiver Committee Resolution shall provide information on all of the above items.

**167 LAND USE APPLICATION CHECKLIST**

~~The Land Use Application Checklist is hereby adopted by the Township as Section 167, Exhibit A.~~

~~(Ord. No. 300-12 § 1; Ord. No. 367-2015 § 4; Ord. No. 389-2016)~~

- A. ~~The Land Use Application Checklist is Exhibit "A" in this Section.~~
- B. ~~The Land Use Application Checklist Limited to Bulk Applications is Exhibit "B."~~  
~~The final determination as to whether this checklist is suitable for use with a specific application shall be made by the Planning and Zoning Coordinator.~~

(Checklist appended to document)

**173.3 MINUTES**

Minutes of every regular or special meeting shall be kept and shall include the names of the persons appearing and addressing the Board and of the persons appearing by attorney, the action taken by the Board, the findings, if any, made by it and reasons therefor. The minutes shall thereafter be made available for public inspection during normal business hours at the office of the Township Clerk. Any interested party shall have the right to compel production of the minutes for use as evidence in any legal proceedings concerning the subject matter of such minutes. Such interested party may be charged a fee for reproduction of the minutes. ~~In addition to keeping minutes, the Township will also retain a certified shorthand reporter to appear at every hearing of the Planning Board and the Board of Adjustment.~~

**182. FEE AND ESCROW DEPOSITS**

Line 20 Bulk Variances: Escrow deposit for all bulk variances  
Currently: \$4,000 Recommendation: \$2,800

Line 21 Each All Use Variances: Escrow deposit Currently: \$5,000  
Recommendation: \$3,500

Line 22 Each All use variances: three and more family residential

Line 23 Each All use variances: Nonresidential

**TOWNSHIP OF LONG HILL  
CHECKLIST FOR LAND USE APPLICATIONS "B"  
LIMITED TO BULK VARIANCES**

*(Not to be used for Site Plan, Subdivision or Use Variance Applications)*

ITEM NO.	ITEM DESCRIPTION	HOW TO DO IT	COMPLY	N/A
1	Place the following information on any plan or other submission to the Board: Name of Applicant; Property Address, Block and Lot.			
2	For each item that is listed as "N/A", on a separate sheet of paper, list the items and explain why you believe each item does not apply to your application.			
3	Copy of Letter of Denial by the Zoning Officer of intended use, occupancy, or construction.	You will receive this from the Zoning Officer.		
4	Certification from the Township Tax Collector that all taxes and assessments are paid to date.	FORM INCLUDED. Complete top portion only. The Planning & Zoning Coordinator will submit the request to the Tax Office at the appropriate time.		
5	Color photograph(s) no smaller than 4" X 6" showing the property as it currently exists from the front, back, both sides and the area of proposed development.	You will need to take a minimum of five 4" X 6" color photos. Label each photo (e.g. "Front," "Left Side," etc. ).		
6	Copy of completed application form to the Morris County Planning Board. Upon <u>Completeness Review</u> , other applications to other agencies may be required.	FORM INCLUDED. Complete Sections I, II, and III. The Planning & Zoning Coordinator will complete the remainder		
7	Copy of completed Soil Erosion and Sediment Control Certification form. Upon <u>Completeness Review</u> , other applications to other agencies may be required.	FORM INCLUDED. Please check off one of the options at the bottom of the form and sign.		
8	A plan with the location of all proposed improvements drawn to scale and dimensioned to the front, rear, and side yards.	Generally, your builder or architect will need to complete this requirement.		
9	An aerial view or map showing the entire tract and its relation to the surrounding area, including at least one roadway intersection, and including all zone district boundaries within 200 feet of property, at a scale of 1 inch equals not more than 800 feet (such as a Google map).	Go to Google Maps <a href="https://www.google.com/maps">https://www.google.com/maps</a> , zoom into your property.		
10	A Boundary and Existing Conditions survey showing the existing structures on the property with North arrow, scale, date of survey and the name, signature and embossed seal of the preparer of the survey.	You should have received a sealed copy when you purchased your home. Your mortgage company might also have a copy.		
11	A Zoning Table including zone district with all area and bulk requirements, comparing existing and proposed conditions.	FORM INCLUDED. The Zoning Application you filled out prior to this application will have that information.		
12	Obtain Certified Tax List from Tax Assessor listing names of all property owners within 200 feet for notification prior to hearing date. (\$10 fee)	FORM INCLUDED. Complete the top portion. The Planning & Zoning Coordinator will submit the request to the Tax Office at the appropriate time.		
13	Completed "Owner's Letter of Consent" form if the Applicant is not the Owner.	FORM INCLUDED.		
14	A copy of any protective covenants, deed restrictions, or easements applying to the land being developed. Any information necessary to fully describe the proposed development, such as floor plans, architectural elevation, lighting, construction details, building and lot cover dimensions, product/promotional pamphlets and similar information.	These can be found in your deed or on a survey.		
15		Generally, your builder or architect will need to complete this requirement.		

**TOWNSHIP OF LONG HILL  
CHECKLIST FOR LAND USE APPLICATIONS "B"  
LIMITED TO BULK VARIANCES**

*(Not to be used for Site Plan, Subdivision or Use Variance Applications)*

ITEM NO	ITEM DESCRIPTION	HOW TO DO IT	COMPLY	N/A
16	All existing and proposed wooded and landscaped areas and proposed buffering and screening to be shown (such as a Google map).	Generally, your builder or engineer will need to complete this requirement.		
17	A plan of any proposed landscaping including details as to the size, number, location and type of vegetation and method of planting to be used.	Generally, your builder or engineer will need to complete this requirement.		
18	A site grading plan if any changes in grading are proposed.	Generally, your builder or engineer will need to complete this requirement.		
19	For applications that disturb more than 5% or 1,000 sq. ft. of lot area (whichever is less), or create a net increase of more than 400 sq. ft. of impervious surface, stormwater calculations consistent with Sec. 146 must be provided.	Generally, your builder or engineer will need to complete this requirement.		
20	The location and size of all existing and proposed utilities for both undeveloped and developed lots that are part of the application.	Generally, your builder or engineer will need to complete this requirement.		
21	For sites with no critical areas, a plan note, signed by the preparer of the plan, indicating the site contains no critical areas. For sites with critical areas, provide a map noting the location of all critical areas, as defined in the Land Use Ordinance (Section 110), with the source of critical area delineation noted. The map shall also note: 1. The square footage of critical areas 2. The square footage of non critical areas 3. The square footage of impervious lot coverage of non critical areas 4. Setback dimensions from all principal buildings to any critical area.	Generally, your builder or engineer will need to complete this requirement.		
22	For properties that contain a special flood hazard area, any information required by Chapter 143, Flood Damage Prevention.	Generally, your builder or engineer will need to complete this requirement, if necessary.		

**DEFINITIONS**

**COMPLETENESS REVIEW** - a review of the application and accompanying checklist documents by the Board Planner, Board Engineer and Planning and Zoning Coordinator to ensure that all the necessary information has been provided for the appropriate board to make a qualified decision.

**CRITICAL AREA** - The combined area of any portion of a site having an average slope of fifteen percent (15%) or greater measured across ten vertical feet of contour; and/or an area of special flood hazard; and/or any wetlands areas.

**FLOOD HAZARD AREA** — the areas of any project as identified by the map referred to in Section 143.3b. of the Land Use Ordinance. The term "flood hazard area" includes the terms "area of special flood hazard" and "floodplain."

**IMPERVIOUS LOT COVERAGE** - anything such as a building, pavement, walkways, patios, pools, gravel (with the exception of decorative gravel), decks, etc. which prevents or limits infiltration of water into the soil. (See Land Use Ordinance Section 110 "Definitions" - Lot Coverage)

**DESCRIPTION OF CONCERN #2:**

Complainant states that there are vehicles speeding on Lackawanna Blvd. and vehicles are using the street as a cut-thru with no speed limit signs. He wants Lackawanna Blvd. to be turned into a cull-da-sac and wants a decoy parked on Lackawanna Blvd.

**ACTION TAKEN/RESULTS:**

Patrol conducted several radar posts and that location and took appropriate action when conducting motor vehicle stops. The radar trailer was also set up on Lackawanna Blvd. A speed study conducted by the radar trailer from 10/21/16 to 10/27/16 for northbound traffic indicated that the 85<sup>th</sup> percentile for vehicular speed is 19.45mph. A speed study conducted by the radar trailer from 11/17/16 to 11/27/16 for southbound traffic indicated that the 85<sup>th</sup> percentile for vehicular speed is 20.4mph. The speed limit for a residential area is 25mph. I also conducted a motor vehicle crash analysis and there was only one accident on Lackawanna Blvd. which was on 2/05/14 when a fire truck struck a parked vehicle. We are unable to place a decoy vehicle on Lackawanna Blvd. because it would violate the township ordinance (see below).

7-12 PARKING TIME LIMITED ON CERTAIN STREETS.

Lackawanna Boulevard	Both	2 hrs.	Mon. to Fri.	Valley Road north to Jersey Avenue.
----------------------	------	--------	--------------	-------------------------------------

At this time I do not recommend making any changes on Lackawanna Blvd.

*Michael J. Mazzeo  
Chief of Police  
Long Hill Township Police*