BOROUGH OF HOPEWELL
PLANNING BOARD PLANNING BOARD MEETING

WEDNESDAY, NOVEMBER 4, 2026 7:00 PM
VIA ZOOM VIDEO COMMUNICATIONS
As a courtesy, the Hopewell Borough Planning Board offers remote viewing of its meetings using the Zoom platform. Remote access is provided for viewing only and is not guaranteed. Questions and public comments cannot be made online at this time. Anyone who wishes to participate must attend the meeting in person

Hybrid Zoom Meeting Link

Passcode: 715921
Or Telephone: +1 929 205 6099
Webinar ID: 890 1747 4776 Passcode: 715921

1. **Call to Order and Roll Call**
2. **Open Public Meeting Statement**
3. **Roll Call**
4. **Approval of Minutes**
   a. August 5, 2026 PB Minutes
5. **Approval of Vouchers**
   a. Vouchers
6. **Open to the Public**
7. **Certificate of Appropriatness**
   a. Certificates Of Appropriateness
8. **Resolutions**
9. **Public Hearings**
   a. Highland Cemetery Application
10. **Discussion**
11. **New Business**
12. **Correspondence**

a. Correspondence

13. Adjournment

BOROUGH OF HOPEWELL
PLANNING BOARD
REGULAR MEETING
August 5, 2026
7:00 PM

The Hopewell Borough Planning Board Meeting was called to order at 7:00 PM on August 5, 2026, by Vice-Chair Ferrara.

Present: Mayor Kennedy, Paul Buda, Alison Baxter, Robert Donaldson, Brad Lyon, Lou Young, Carolyn Colella and Vice-Chair Marylou Ferrara.
Absent: Jacqueline Perri and Chairman Peter Macholdt.

Board Attorney Christopher DeGrezia and Anthony Todaro, Board Planner Joanna Slagle, Board Engineer Candice Davis, and Board Secretary Zuzana Karas were also present.

Approval of Minutes
June 10, 2026 –Special Meeting

A motion from Mr. Young, seconded by Mr. Donaldson, was moved to approve the June 10, 2026 Special Meeting minutes. All were in favor, and the motion carried.
(Abstained: Mayor Kennedy and Mr. Buda)

Approval of Vouchers
1. 1. Banisch Associates, Inc. – Hopewell Inn/ HVIB Holdings, LLC -15 E. Broad St -July - $83.50
2. Banisch Associates, Inc. – 24 Model Ave- Sawdust Construction –B 11, L26 -July - $292.25
3. Banisch Associates, Inc. – Professional Services -July - $709.75
4. Banisch Associates, Inc. – Professional Services -July - $250.50
5. Banisch Associates, Inc. – Hopewell 57 – B12 & 18, L7 & 1-July - $1,795.25
6. Faegre Drinker – 15 E. Broad St – HVIB Holdings – B28, L5 - June - $30.00
7. Faegre Drinker – 2 Voorhees Ave – June – $120.00
8. Faegre Drinker – 24 Model Ave -Sawdust Construction –B 11, L26 -June - $45.00
9. Faegre Drinker – Professional Services -June - $1,410.00
10. Faegre Drinker – Hopewell 57 – B12 & 18, L7 & 1-June - $3,180.00
11. Faegre Drinker – 58 Columbia Ave – B30, L16-July - $255.00
12. Faegre Drinker – Hopewell 57 – B12 & 18, L7 & 1-July - $4,050.00
13. Faegre Drinker – 15 E. Broad St – HVIB Holdings – B28, L5 -July - $90.00
14. Faegre Drinker – 24 Model Ave -Sawdust Construction –B 11, L26 -July - $30.00
15. Faegre Drinker – Professional Services -July - $1,530.00
16. Boswell Engineering, Inc. – Professional Services -June - $243.75
17. Boswell Engineering, Inc. – Hopewell 57 – B12 & 18, L7 & 1-June - $8,190.00
18. Boswell Engineering, Inc. – 24 Model Ave-Sawdust Construction –B 11, L26 -June - $1,170.00
19. Boswell Engineering, Inc. – 2 Voorhees Ave – June - $705.00
20. Boswell Engineering, Inc. – Hopewell 57 – B12 & 18, L7 & 1– July - $2,535.00
21. Boswell Engineering, Inc. – 15 E. Broad St – HVIB Holdings – B28, L5 – July - $243.75

DRAFT

With a motion from Mr. Young, seconded by Ms. Lyon, the presented vouchers were approved. All were in favor, and the motion carried.

Open to the Public – For questions on any items not listed on the agenda – (Limited to 15 minutes)

1. Susan Pollara, a Hopewell resident, inquired about the Planning Board's process for the distribution of reports and exhibits submitted by expert witnesses during public hearings. Specifically, concern was expressed regarding the timing of when such materials are provided to Board members and whether late-submitted reports allow adequate time for review prior to deliberation. The Board Attorney Mr. DeGrezia explained that application materials and supporting reports are submitted as part of the application process and reviewed by the appropriate professionals. During hearings, applicants may introduce exhibits and additional materials in support of testimony. Mr. DeGrezia further explained that there is no formal Township procedure requiring the Secretary to distribute reports submitted during a hearing to Board members, and that Board members may review such materials as part of the hearing process.
2. Henry Wittman, applicant of the Lumberyard/ Sawdust Construction Block 11 lot 26 application, addressed the Board regarding the status of an approved redevelopment project, expressing concerns about the project review process, the timing of professional reviews, and resolution compliance. The Board Attorney provided a general overview of the post-approval process, explaining that all conditions of approval, outside agency requirements, and professional review comments must be satisfactorily addressed before plans can be finalized and permits issued. Board Attorney Mr. DeGrezia noted that he was not familiar with the specific details of the project and encouraged the applicant and professionals to work together to identify and resolve any outstanding issues.

Seeing no further comments from the public, Vice-Chair Ferrara closed the public comment portion of the meeting.

Certificate of Appropriateness
Jennifer Jefferis – 15 Railroad Place
Certificate of Appropriateness application for exterior façade improvements, including replacement of existing siding, updated trim and accent materials, and related weatherproofing enhancements to the principal dwelling.

Alison Baxter, on behalf of the Historic Preservation Commission (HPC), came before the Board to comment on the application submitted by Jennifer Jefferis for 15 Railroad Place. Ms. Baxter explained that the proposal included replacement of the existing exterior siding, updated trim and accent materials, and related weatherproofing improvements to the principal dwelling. The HPC reviewed the application and found the proposed improvements to be appropriate and complementary to the historic character of the property. During the discussion, the Commission recommended that the installation of the replacement siding be completed in a manner that maintains proper alignment with the existing architectural features, including consistent

alignment at the tops and bottoms of windows and trim, to avoid irregular siding cuts and preserve the historic appearance of the structure. The HPC recommended approval of the application, subject to incorporation of this recommendation.

A motion was made by Mr. Donaldson, seconded by Vice-Chair Ferrara, to accept the HPC's recommendations regarding the application of Jennifer Jefferis for 15 Railroad Place, including the proposed exterior façade improvements consisting of replacement siding, updated trim and accent materials, related weatherproofing enhancements, and the recommendation that the replacement siding be installed to maintain consistent alignment with the existing architectural features of the dwelling.

Roll Call
Ayes: Mayor Kennedy, Mr. Buda, Ms. Baxter, Mr. Donaldson, Ms. Lyon, Mr. Young, Ms. Colella, and Vice-Chair Ms. Ferrara.
Abstain: None.
Absent: Chairman Mr. Macholdt and Ms. Perri.
Nayes: None.

Todd Hawthorne – 66 West Broad Street
Application to amend a previously approved application for exterior alterations, including the installation of additional windows and modification of second-floor window dimensions associated with the ongoing rehabilitation of the principal dwelling.

Alison Baxter, on behalf of the Historic Preservation Commission (HPC), came before the Board to discuss an application involving restoration work to a historic structure. Ms. Baxter explained that the HPC had identified concerns regarding replacement windows that had been installed at incorrect sizes, resulting in modifications to the original window openings that were inconsistent with the approved restoration plans. The Commission emphasized the importance of restoring the building in a manner that preserves its historic character and discussed revised application materials and corrections to the identified deficiencies. Following discussion, the HPC determined that the application remained incomplete and recommended that no Certificate of Appropriateness be issued until the required information was submitted and the proposed revisions were reviewed to the Commission's satisfaction.

Resolution
Application No. 2025-02 -Applicant Hopewell 57 Urban Renewal Entity, LLC for properties located at 57 Hamilton Avenue and 62 Somerset Street, identified as Block 18, Lot 1 and Block 12, Lot 7. The applicant is requesting preliminary and final major site plan approval.
Board Attorney Christopher DeGrezia and Anthony Todaro

Board Attorney Mr. DeGrezia explained the memorialization process, noting that only members who participated in the original vote were eligible to vote on the resolution. The Board also discussed that any future material changes to an approved project would require further review

by the HPC and, where applicable, the Planning Board, while minor field changes could be addressed administratively.

Following brief discussion and minor revisions to the resolution, a motion was made by Mr. Donaldson and seconded by Vice-Chair Ms. Ferrara to approve the memorializing resolution. The motion carried by those members eligible to vote: Mr. Donaldson, Ms. Perri, Ms. Colella, Vice-Chair Ms. Ferrara, and Chairman Mr. Macholdt.

Roll Call
Ayes: Mr. Donaldson, Ms. Colella, and Vice-Chair Ms. Ferrara.
Abstain: None.
Absent: Chairman Mr. Macholdt and Ms. Perri.
Nayes: None.

(Board Attorney Mr. DeGrezia left the meeting at 7:42pm, Board attorney Mr. Todaro took over the remaining of the meeting.)

Public Hearing
Application No. 2026-01 – Applicant Marcus Giuseppe for property located at 58 Columbia Avenue, identified as Block 30, Lot 16. The applicant is seeking variance approval for the construction of an in-ground pool that would result in lot coverage exceeding the permitted maximum.

Board attorney, Mr. Todaro, outlined the procedural history of the application, explaining that the matter had previously been heard by the Board in April, at which time the Board determined that the public notice requirements had been satisfied. Following the presentation of testimony, the application was carried with the applicant's consent to allow additional information and revised plans to be submitted. Mr. Todaro further explained that, because the application had been carried to a date certain with proper notice provided at the previous hearing, no additional public notice or republication was required. The applicant was then sworn in to continue the presentation of the application.

Applicant Mr. Giuseppe continued the presentation of the application by describing revisions made since the previous hearing in response to comments from the Board and its professionals. The applicant testified that the proposal had been modified to reduce the amount of impervious coverage by replacing portions of the originally proposed concrete decking with raised composite decking and by reducing the anticipated area of site disturbance. The applicant also proposed installation of a rainwater collection system utilizing cisterns to capture roof runoff for irrigation, landscaping, pool maintenance, and other non-potable uses as a means of mitigating the increase in impervious coverage. The applicant discussed the physical characteristics of the undersized lot, explained the need for the requested variance, and testified that the pool was intended to provide recreational opportunities for the applicant's family. The applicant further

described the proposed construction methods, access to the site, and revisions to the impervious coverage calculations and supporting exhibits.

The Board engaged in extensive discussion regarding the proposed revisions, including the calculation of impervious coverage, the Borough's interpretation of raised composite decking, the extent of the requested variance, and the applicability of the Borough's stormwater management requirements. Board members discussed the positive and negative criteria applicable to the requested variance, the characteristics of the surrounding neighborhood, the existing overage in impervious coverage on the property, and whether the proposed mitigation measures sufficiently addressed the impacts associated with the additional lot coverage. The Board also discussed alternative design options, the relationship between lot size and development intensity, and the overall intent of the zoning ordinance.

The Board Attorney, Planner, and Engineer provided comments regarding the application and responded to questions from the Board. The professionals explained the Borough's ordinance definitions relating to impervious coverage and stormwater management, discussed the distinction between the requested zoning variance and compliance with the stormwater ordinance, and advised that additional information would be necessary to fully evaluate the proposed cistern system. The Engineer noted that revised plans reflecting the modified proposal had not yet been submitted and recommended that updated calculations and professionally prepared, signed, and sealed plans be provided showing the revised impervious coverage, limits of disturbance, and proposed stormwater management improvements. The professionals also discussed the applicability of setback requirements and the need to verify compliance with all applicable ordinance standards.

During deliberations, the Board considered the testimony presented by the applicant, the comments of the Board professionals, and the applicable positive and negative criteria for the requested variance. Board members discussed whether the physical characteristics of the property justified the requested relief, whether the proposed mitigation measures sufficiently addressed the impacts associated with the increase in impervious coverage, and whether the requested variance could be granted without substantial detriment to the public good or impairment of the intent and purpose of the Borough's zoning plan. After considering the testimony and evidence presented, the Board concluded that the applicant had not satisfied with the burden of proof necessary to support the requested variance.

Vice-Chair Ms. Ferrara opened the meeting to the public for comments or questions regarding the application. Seeing none, the public comment portion of the hearing was closed.

A motion was made by Vice-Chair Ms. Ferrara and seconded by Ms. Lyon to deny the requested variance relief. Following roll call, the motion carried, and the application was denied.

Roll Call

Ayes: Mayor Kennedy, Mr. Buda, Ms. Baxter, Ms. Lyon, Ms. Colella, and Vice-Chair Ms. Ferrara.
Abstain: Mr. Donaldson.
Absent: Chairman Mr. Macholdt and Ms. Perri.
Nayes: Mr. Young.

Discussion
None.

New Business
None.

Correspondents
Board Secretary Ms. Karas announced that this would be her final Planning Board meeting and thanked the Board, professionals, and staff for the opportunity to work with them. On behalf of the Board, Vice-Chairperson Ms. Ferrara expressed her appreciation for Ms. Karas, noting the positive feedback consistently received from members of the public regarding her courteous and helpful assistance.

Adjournment
There being no more business, a motion from Mayor Kennedy, seconded by Mr. Buda, was moved to adjourn the meeting at 8:48 PM. All were in favor.

Meeting minutes prepared by Zuzana Karas.

_____
Planning Board Secretary

Approved:

DRAFT

Approval of Vouchers

1. Banisch Associates – HVIB - $417.50
2. Banisch Associates – Sawdust Construction - $83.50
3. Banisch Associates – Professional Planning Services - $1,336.00
4. Banisch Associates – Professional Planning Services - $584.50
5. Banisch Associates – Hopewell 57 – $167.00
6. Banisch Associates – Professional Planning Services -$125.25
7. Banisch Associates – Professional Planning Services -$1,878.25
8. Banisch Associates – Guiseppe-58 Columbia Ave.-B 30 Lot 16 -133.60
9. Banisch Associates – Hopewell Inn/ HVIB Holdings, LLC -15 E. Broad St. - $83.50
10. Banisch Associates – Hopewell 57 - $876.75
11. Boswell Engineering – Hopewell 57 - $2,535.00
12. Boswell Engineering – Hopewell 57- $2973.75
13. Boswell Engineering – HVIB - $197.07
14. Boswell Engineering – HVIB - $41.46
15. Boswell Engineering – HVIB - $951.47
16. Boswell Engineering – Hopewell 57 - $5,313.75
17. Boswell Engineering – Giuseppe - $390.00
18. Boswell Engineering – 33 West Broad – $585.00
19. Boswell Engineering – Sawdust Construction - $1,170.00
20. Boswell Engineering – Hopewell 57 - $6,435.00
21. Faegre Drinker Biddle - General Legal - $960.00
22. Faegre Drinker Biddle – Guiseppe - $510.00
23. Faegre Drinker Biddle – HVIB - $435.00
24. Faegre Drinker Biddle – General Legal - $495.00
25. Faegre Drinker Biddle – Guiseppe - $195.00
26. Faegre Drinker Biddle – HVIB - $210.00
27. Faegre Drinker Biddle – Hopewell 57 - $5,295.00
28. Faegre Drinker Biddle – Hopewell 57 - $525.00

HOPEWELL BOROUGH PLANNING BOARD
88 E. BROAD STREET
HOPEWELL, NJ 08525
PHONE: 609-466-2636

CERTIFICATE OF APPROPRIATENESS

TO: Todd Hawthorne DATE: 9/28/26

RE: BLOCK 13 LOT 18

This is to certify that the property located at **66 W. Broad Street** and designated at Block 13 Lot18 on the Hopewell Borough Tax Map is in the Historic District Zone or the Historic District Buffer Zone and the proposed: **exterior alterations including the installation of additional windows and modification of second-floor window dimensions associated with the ongoing rehabilitation of the principal dwelling.**

Complies with requirements of the Borough of Hopewell Zoning Ordinance provisions concerning historic preservation and all amendments thereto. Conditions related to revised application materials have been met to the Historic Preservation Commission's satisfaction.

Therefore, a Certificate of Appropriateness is hereby granted.

This certificate is issued on the express condition that the work authorized shall conform in all respects to the description certified to above (or attached). It does not in any way relieve the owner(s) or other persons from the responsibility of obtaining such other permits or licenses as may be required or prescribed by law for the uses or intended; nor from complying with any lawful order issued with the object of maintaining the building or land in a safe or lawful condition. Violation of any of the conditions of approval set forth above will result in the filing of a complaint in the municipal court for a violation of the Hopewell Borough Zoning Ordinance.

Christine Witt

Christine Witt
Hopewell Borough Planning Board Secretary

HOPEWELL BOROUGH PLANNING BOARD
88 E. BROAD STREET
HOPEWELL, NJ 08525
PHONE: 609-466-2636

CERTIFICATE OF APPROPRIATENESS

TO: Eric Holterman, HMR Architects DATE: 10/6/2026

RE: BLOCK 45 LOT 1

This is to certify that the property located at **45 Columbia Avenue** and designated at Block 45 Lot 1 on the Hopewell Borough Tax Map is in the Historic District Zone or the Historic District Buffer Zone and the proposed:

- demolish most of the existing rotted porch
- raise the porch several inches to meet the first floor
- rebuild the porch to match the original details using similar materials
- no change to the footprint

Complies with requirements of the Borough of Hopewell Zoning Ordinance provisions concerning historic preservation and all amendments thereto. Conditions related to revised application materials have been met to the Historic Preservation Commission's satisfaction.

Therefore, a Certificate of Appropriateness is hereby granted.

This certificate is issued on the express condition that the work authorized shall conform in all respects to the description certified to above (or attached). It does not in any way relieve the owner(s) or other persons from the responsibility of obtaining such other permits or licenses as may be required or prescribed by law for the uses or intended; nor from complying with any lawful order issued with the object of maintaining the building or land in a safe or lawful condition. Violation of any of the conditions of approval set forth above will result in the filing of a complaint in the municipal court for a violation of the Hopewell Borough Zoning Ordinance.

Christine Witt

Christine Witt
Hopewell Borough Planning Board Secretary

BOSWELL

Western New Jersey
180 Main Street P.O. Box 571
Chester, NJ 07930

O 908 879 6209
info@boswellengineering.com
boswellengineering.com

September 29, 2026

Christine Witt, Board Secretary
Hopewell Borough Land Use Board
88 E. Broad Street
Hopewell, New Jersey 08525
By email only: *cwitt@hopewellboroughnj.gov*

Re: **Highlands Cemetery Proposed Ground Sign**
Variance Application with Site Plan Waiver request
Block 2, Lot 1, Hopewell Borough (also Block 45, Lot 8, Hopewell Township)
95 Hopewell Wertsville Road
Our Project No. 26HBZ102

Dear Ms. Witt,

The proposed project to install a ground site sign within Lot 1, Block 2, in Hopewell Borough, by the Highlands Cemetery Association requires variance approval for the proposed sign area. The Applicant, the Highland Cemetery Association, also has requested a site plan waiver.

The subject property is a vacant, non-developable corner parcel of an existing cemetery, where most of the cemetery use is within Hopewell Township. Bounded by N. Greenwood Avenue (also Hopewell Wertsville Road) and Washington Avenue, the subject property is within a nonresidential zone and within the Historic District Buffer zone. This property is not mapped within a FEMA floodplain.

The following documentation has been received and reviewed in support of the above-referenced application:

- Correspondence from Mary Lynn Dupuis, President, Highland Cemetery Association, undated.
- Borough Application for Development, prepared by Mary Lynn Dupuis, signed September 1, 2026, with supporting statements related to the relief requested.
- Development Application Checklist for Variance and Site Plan Waiver Applications, completed.
- Escrow Agreement, signed by Mary Lynn Dupuis.
- Hopewell Borough Tax Account Detail Inquiry for Block 2, Lot 1, Tax year 2026, showing $0.00 billed and balance.
- Corporate Disclosure, unsigned, stating the Highland Cemetery Association is a 501C corporation with no shareholder controlling more than 10% of the stock.
- "Plan of Survey for Highland Cemetery Association", Lot 45, Block 8, Hopewell Township & Lot 1, Block 2, Hopewell Borough, prepared by Harris Surveying Inc., signed Thomas Harris Jr., NJPLS 34853, dated August 29, 2023.
- Plan of Proposed Cemetery Sign (detail of dimensions), undated.
- Two (2) plots of the southwest corner of survey showing proposed location of sign by sketch and with text (different drawing scales).
- Photos: Current Sign and Site of Proposed New Sign.
- Certified Property Owners lists within 200 ft., Hopewell Borough, Hopewell Township.

We have the following comments and recommendations relative to the Development Application Checklist (for Variance and Site Plan Waiver Applications):

Section A: Completeness Review

Checklist Item 1. A site survey showing the proposed and existing structures on the property, with north arrow, date of the survey and name and signature of the preparer of the survey.

The submitted property survey by Harris Surveying Inc., showing the existing conditions, to August 9, 2023, has not been sealed. Two (2) plots of the southwest corner of this survey (at different unknown scales) also have been submitted to show the sketch of proposed sign location with text. This office has verified the feasibility of the proposed sign setbacks on a scaled version of the survey. As the Applicant has requested a waiver from providing a Site plan, we recommend a partial waiver, with additional testimony to be provided to the Board in support of a full Site Plan waiver at the time of the hearing (see the following technical comments).

Checklist Item 2. An indication of the current use of all structures located on the property.

Satisfied. The submitted application documents and property survey indicate the current use of the structures on the property.

Checklist Item 3. Any information necessary to review the proposed development, including floor plans, construction details, and similar information.

Satisfied. The submitted application documents and property survey present the proposed sign project for review. Additional information related to construction will be required at the time of the hearing (see the following technical comments).

Checklist Item 4. Zoning information, including zone classification and all area and bulk requirements, with a zoning table showing a comparison to the proposed development; and all dimensions and other site data needed to determine conformity with Borough ordinances.

The Applicant has provided zoning information by the submitted documents but not on a Site plan. As the Applicant has requested a waiver from providing a Site plan, we recommend a partial waiver with additional testimony to be provided to the Board at the time of the hearing (see the following technical comments).

Checklist Item 5. Existing and proposed buffer and landscaped areas as applicable, including an identification of all trees over ten (10) inches in diameter.

The Applicant has requested a waiver from this item. Ordinance requirements for buffers and landscape areas are not applicable to this project. The submitted photos show no existing trees within the limited construction area. We recommend a waiver from providing this checklist item.

Checklist Item 6. *The location of all environmentally sensitive areas, including flood hazard areas, freshwater wetlands, and wetland buffer areas, and slopes over fifteen (15) percent, with all such areas, excluding wetland buffer areas, shaded. For sites, with no critical areas, a plan note, signed by the preparer of the plan indicated the site contains no critical areas shall be provided.*

The Applicant has requested a waiver from this item. Based on our review of the submitted information, the available resources online and the scope of this project, we recommend a waiver from providing this checklist item.

Checklist Item 7. Certification form the Borough Tax Collector that all taxes and assessments are paid to date.

The Applicant provided a copy of the Hopewell Borough Tax Account Detail Inquiry for Block 2, Lot 1, Tax year 2026, showing $0.00 billed and balance. Based upon our review of the current

tax records, this parcel is designated as exempt per N.J.A.C. 54:4-3.9. We recommend a waiver from providing this certified checklist item.

Checklist Item 8. A listing of approvals required by other governmental agencies, and completed copies of applications made to any other governmental agency with jurisdiction over the application and/or status reports of said applications.

The Applicant has indicated that this is not applicable. Based on our review of the submitted information, this checklist item is not applicable to this project.

Checklist Item 9. A completed and signed application form and proof of payment of all required fees.

The Applicant has requested a waiver from this checklist item. However, this site is not mapped within a FEMA floodplain and this item is not applicable to this project.

Checklist Item 10. Any information required by the Borough Flood Plain Ordinance.

The Applicant has indicated that this information has been provided. However, this site is not mapped within a FEMA floodplain and this item is not applicable to this project.

Checklist Item 11. Where a variance is requested, the name, address and lot and block numbers of all property owners within two hundred (200) feet of the extreme limits of the tract as shown on the most recent tax list prepared by the Borough Tax Assessor.

Satisfied. The Applicant has provided the certified tax lists from Hopewell Borough and Hopewell Township. The Board Secretary should confirm that proofs of notice have been provided to the Board prior to the public hearing.

Section B: Technical Comments

The following technical comments are provided to assist the Board and the Applicant in the review of this proposal.

1. Ground site signs are regulated by Hopewell Borough Ordinance Section 12-17A, Signs.
2. The sign area is defined as the total square foot content of the background upon which lettering or display is presented. Based on the sign detail provided, the dimensions of the proposed sign face is 84" x 34" which equals 19.6 sq. ft.
3. No electrical service or conduit is proposed with this sign project.
4. The Applicant should provide testimony as to the location of the existing site sign to be removed. As the location of the new sign is not near a driveway entrance, will the proposed sign in Hopewell Borough become the only site sign for the cemetery? Based on the submitted plots, the proposed sign will be angled only to face the traffic that travels northerly along N. Greenwood Avenue.
5. The property limits and/or 5 ft. minimum setbacks should be staked by a NJ licensed surveyor prior to the start of construction to ensure compliance for this sign to the property limits. A NJ licensed surveyor should provide a location as-built to the Board Engineer at the completion of construction.
6. The provided sign detail does not provide information on the colors or the sign panel material. Will this design include reflective paint? Also, the dimension of the total height from the top of the sign to the ground level has not been dimensioned, where the sign height cannot exceed 7 feet. The depth of the footings also should be provided. Please confirm if this sign is one-sided or two-sided. The Applicants shall provide these details during testimony.
7. The sign detail should include the depth of the embedment of the posts.
8. Construction access shall be provided only through the interior of the site and not through Washington Avenue or N. Greenwood Avenue.
9. The sign must be installed at a location that does not adversely impact the intersection sight line.

10. A Borough zoning permit submittal will be required prior to any construction. We defer to the Construction Official as to the applicability of a construction permit for this project.

It is our recommendation that the application be deemed complete subject to the Board granting the above checklist waivers. Additionally, we trust that the above technical comments are useful to the Board in its review of the application.

Thank you for your attention.

Sincerely,



Candice Davis, PE, CME
Board Engineer

Cc: Anthony Todaro, Esq. (anthony.todaro@faegredrinker.com)
Joanna Slage, AICP (joannaslagle@banisch.com)

HighlandCemetery-cr.tr. 9.29.26.docx

SUPPORTING DETAILS

Item E.

The Highland Cemetery has a long history in Hopewell. It was established in 1877 and is the home of approximately 4,000 graves. The municipal ordinance permits cemeteries as a primary use within in the R75P zone. Unfortunately, the ordinance does not contemplate signs for cemeteries. The subject lot is located within both Hopewell Borough and Township. The existing 17 sf. non-illuminated sign will be removed and a new sign is proposed at the corner of Washington and Greenwood Avenues in Hopewell Borough. The proposed sign is comprised of granite and will be approximately 20sf. in area and 4ft. 5 in. in height. The sign will be setback 30 ft. from Greenwood Ave. and 34 ft. from Washington Avenue. The sign will be setback 15ft. from the western property line and 10 ft. from the southern property line. For comparison purposes the bulk standards for ground signs in nonresidential zones (R-),B-R and S Zones) the maximum size is 12 sf. and the height is 7 ft., the minimum setback is 5 ft. Comparatively the proposed sign complies with the bulk requirements for ground signs with the exception of size. Although the proposed sign is larger than the comparative non-residential ground sign, it is anticipated the large size of the lot (13.57 acres) and frontage (639 ft. on Greenwood Avenue and 910 ft. on Washington Avenue) as well as the setback from the corner will limit the negative effect on the street scape. The Cemetery is requesting variance relief to permit the sign under both the N.J.S.A. 40:55D-70 c 1 &2.

<u>“C 1” Support</u>

The municipal ordinance does not contemplate any signs for cemeteries. The lack of any signage opportunity is considered a hardship and a variance is required. An identification sign is necessary to direct the public to services The conditions causing the hardship are peculiar to the subject property and to the St. Alphonsus cemetery on East Prospect Ave. The variance can be granted without substantially impairing the Master Plan and the Zoning Ordinance.

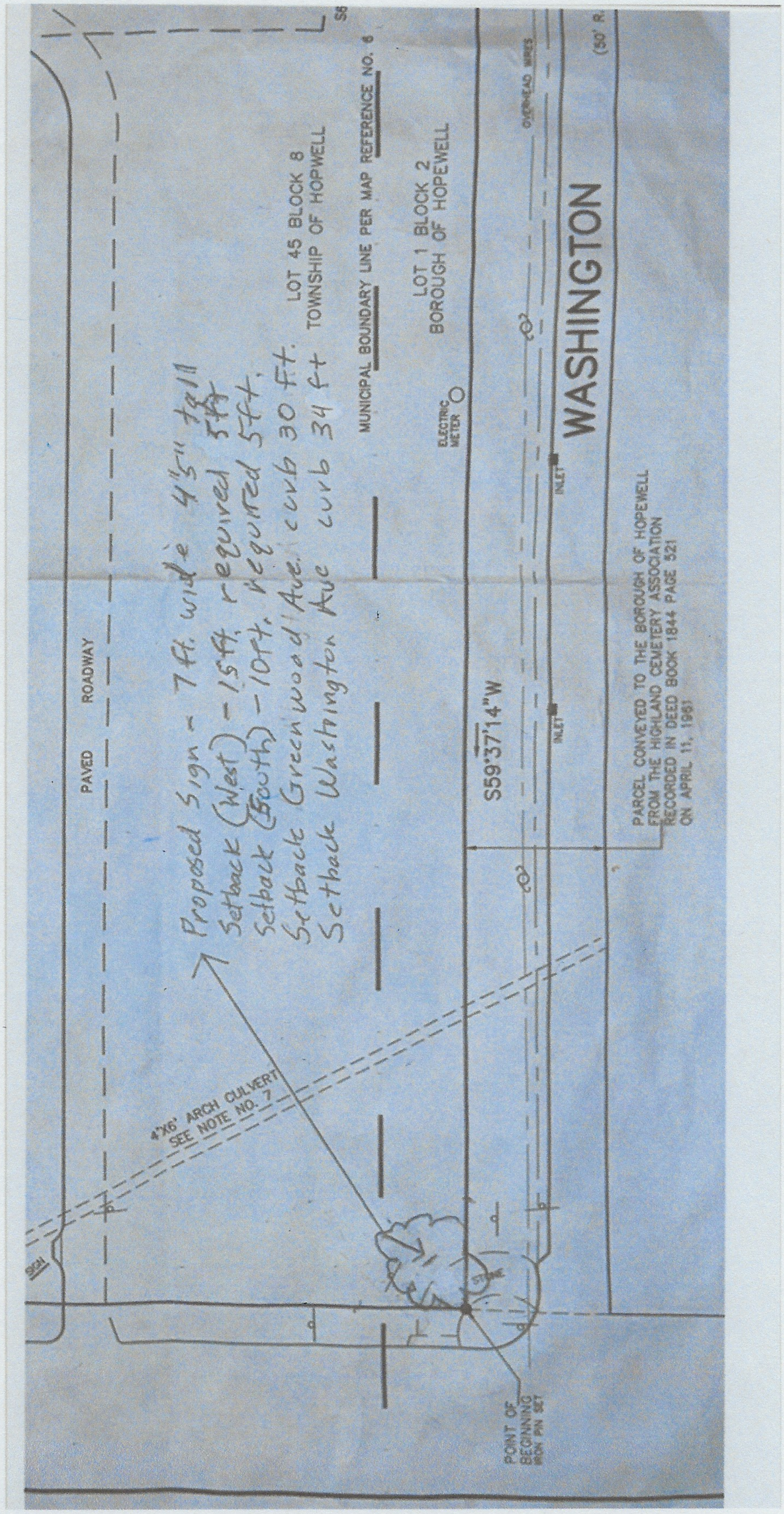
<u>“C 2” Support</u>

The proposed sign is considered a positive benefit for the site as it provides identification of the cemetery for services as well as visitation. Although the proposed sign exceeds the maximum size for signs in non-residential zones the site, frontage and setbacks are quite large in comparison. The proposed sign advances the following purposes of zoning pursuant to N.J.S.A. 40:55 D-2:

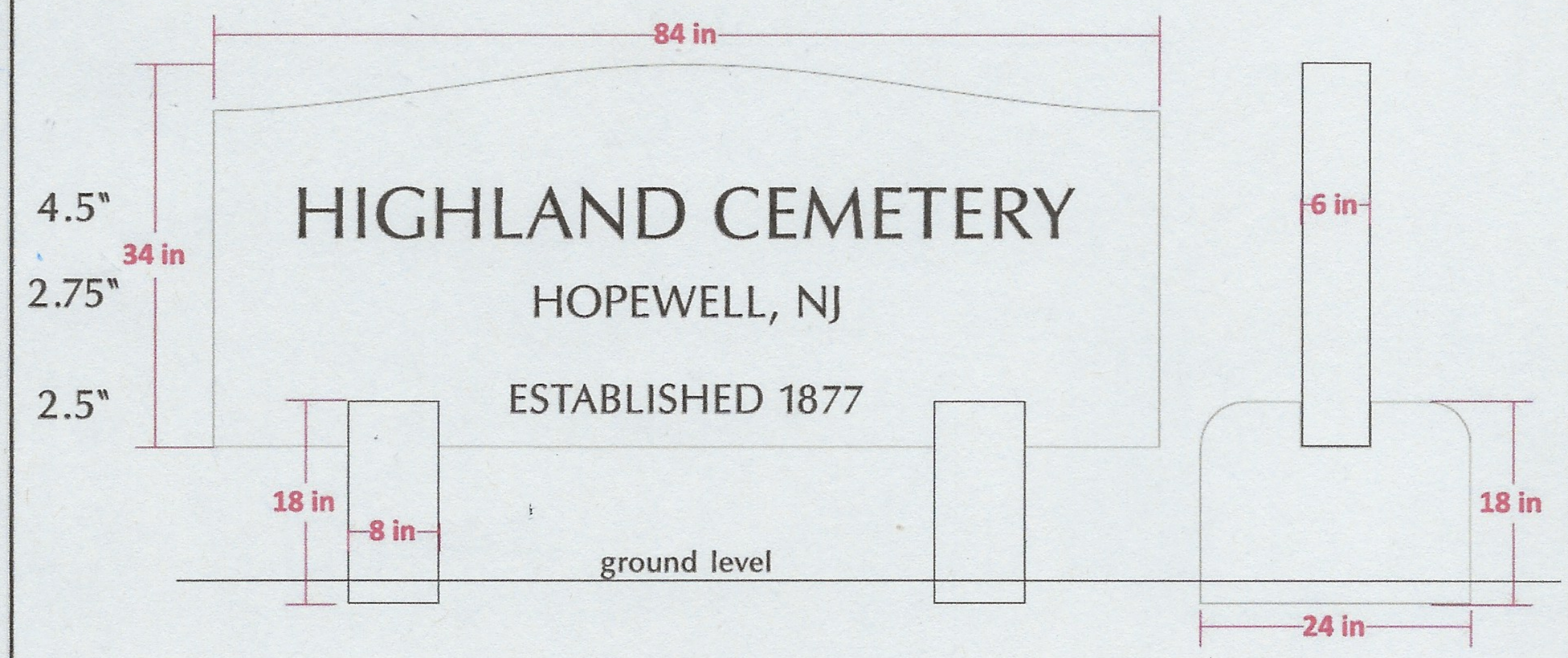
- Item a- To encourage municipal action to guide the appropriate use or development of all lands in the State, in a manner which will promote public health, morals and general welfare.

- Item i-To provide a desirable visual environment through creative development techniques and good civic design.

SOUTHWEST CORNER OF SURVEY – AREA OF PROPOSED NEW SIGN



PLANS OF PROPOSED CEMETERY SIGN



PLEASE PROVAL.

Ask AI Assistant
Simplify the document for me
By using AI Assistant, you agree to Generative AI User Guidelines.

GRAND VIEW AVENUE
(50' R.O.W.)

RALSTON AVENUE
(60' R.O.W.)
UNIMPROVED

MIDLAND AVENUE
(50' R.O.W.)
UNIMPROVED

EASTERN AVENUE
(50' R.O.W.)
UNIMPROVED

GREENWOOD AVENUE
(50' R.O.W. PER BOROUGH OF HOPEWELL'S TAX MAPS)

NORTH

WASHINGTON AVENUE
(50' R.O.W.)

LOT 44.02 BLOCK 8
N/F CHRIS J. KNEPPERS & ANGELA A. KNEPPERS
DEED BOOK 5761 PAGE 103

LOT 44.01 BLOCK 8

LOT 46 BLOCK 8
N/F WILLIAM QUIJANO
DEED BOOK 3637 PAGE 223

LOT 47 BLOCK 8
N/F FRIENDS OF HOPWELL VALLEY OPEN SPACE
DEED BOOK 4472 PAGE 22
FORMERLY ROBERT S. & MARY LOU ALBAHARY

LOT 45 BLOCK 8
TOWNSHIP OF HOPWELL

LOT 1 BLOCK 2
BOROUGH OF HOPEWELL

LOT 41.024 BLOCK 8
N/F JOSEPH RUGGIERI
DEED BOOK 4577 PAGE 41

LOT 2 BLOCK 2
N/F JOSEPH RUGGIERI
DEED BOOK 4577 PAGE 41

S29°46'00"E 880.0'

N56°29'00"E 450.97'

N60°14'00"E 250.00'

S29°46'00"E 28.59'

N60°16'15"E 208.85'

S29°43'45"E 315.00'

S29°43'48"E 331.09'

N29°43'45"W 365.00'

639.23'

N29°46'00"W 608.26'

S29°48'55"E 315.63'

S59°37'14"W 910.60'

S59°37'14"W 20.00'

N65°50'13"E 75.86'

S65°50'13"W 75.85'

S29°57'41"E 67.77'

N29°57'41"W 42.35'

N29°48'55"W 339.16' TO CENTER LINE

S29°48'55"E 334.83' TO CENTER LINE

N47°25'59"E 20.51'

S47°31'53"W 153.79'

N47°25'59"E 172.46'

N47°31'53"E 1.67'

30' WIDE WATER LINE EASEMENT
DEED BOOK 3084 PAGE 119

20' WIDE PERMANENT WATER MAIN EASEMENT
DEED BOOK 4270 PAGE 389

15' WIDE RIGHT OF WAY EASEMENT
DEED BOOK 2045 PAGE 114

15' WIDE PUBLIC ACCESS WALKING
TRAIL EASEMENT
DEED BOOK 3538 PAGE 212

20' WIDE RIGHT OF EASEMENT
DEED BOOK 2031 PAGE 694
TRAIL EASEMENT
DEED BOOK 6445 PAGE 1687

AREA
591,193 S.F.±
13.572 ACRES±

PAVED ROADWAY

MASONRY BUILDING

FLAGPOLE

STONE

WOODED

ELECTRIC METER

OVERHEAD WIRES

CENTER LINE

BLOCK CURB

INLET

CONCRETE MONUMENT FOUND

IRON PIN FOUND

IRON PIN SET

IRON PIPE FOUND

NAIL SET

4'x6' ARCH CULVERT
SEE NOTE NO. 7

MUNICIPAL BOUNDARY LINE PER MAP REFERENCE NO. 6

POINT OF BEGINNING IRON PIN SET

PARCEL CONVEYED TO THE BOROUGH OF HOPEWELL FROM THE HIGHLAND CEMETERY ASSOCIATION RECORDED IN DEED BOOK 1844 PAGE 521 ON APRIL 11, 1961

LEGEND

- IRON PIN SET
- IRON PIN FOUND
- IRON PIPE FOUND
- CONC. MON. SET
- CONC. MON. FOUND
- STONE FOUND
- UTILITY POLE
- SIGN
- WATER VALVE
- FIRE HYDRANT

TO:
HIGHLAND CEMETERY ASSOCIATION

I DECLARE THAT, TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF, THIS MAP OR PLAN IS THE RESULT OF A FIELD SURVEY MADE ON JULY 10, 2023, BY ME OR UNDER MY DIRECT SUPERVISION, IN ACCORDANCE WITH THE RULES AND REGULATIONS PROMULGATED BY THE "STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS".

THE INFORMATION SHOWN HEREON CORRECTLY REPRESENTS THE CONDITIONS FOUND AT, AND AS OF THE DATE OF THE FIELD SURVEY, EXCEPT SUCH IMPROVEMENTS OR EASEMENTS IF ANY, BELOW THE SURFACE AND NOT VISIBLE.

THIS DECLARATION IS GIVEN SOLELY TO THE ABOVE NAMED PARTIES EXCEPT AS FOLLOWS:
A. TO THE TITLE INSURER SO THAT IT MAY INSURE TITLE TO THE PREMISES SHOWN HEREON;
B. TO THE MORTGAGE HOLDER, THE DECLARATION SHALL SURVIVE TO ITS SUCCESSORS AND/OR ASSIGNS AS THEIR INTERESTS MAY APPEAR;

CAUTION:
IF THIS DOCUMENT DOES NOT CONTAIN A RAISED IMPRESSION SEAL OF THE PROFESSIONAL, IT IS NOT AN AUTHORIZED ORIGINAL DOCUMENT AND MAY HAVE BEEN ALTERED.

NOTES:
1. SUBSURFACE, FLOOD HAZARD, RIPARIAN AND ENVIRONMENTAL CONDITIONS WERE NOT EXAMINED OR CONSIDERED AS A PART OF THIS SURVEY.
2. EXCEPT AS SPECIFICALLY STATED OR SHOWN ON THIS PLAT, THIS SURVEY DOES NOT PURPORT TO REFLECT ANY OF THE FOLLOWING OTHER THAN POSSIBLE EASEMENTS WHICH WERE VISIBLE AT THE TIME OF MAKING OF THIS SURVEY; BUILDING SETBACK LINES; RESTRICTIVE COVENANTS; SUBDIVISION RESTRICTIONS; ZONING OR OTHER LAND-USE REGULATIONS, AND ANY OTHER FACTS WHICH AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.
3. ALL SETBACK LINES SHOWN HEREON ARE AS SHOWN ON FILED MAP AND MAY NOT BE IN CONFORMANCE WITH CURRENT ZONING REQUIREMENTS.
4. DATE OF FIELD WORK JULY 10, 2023.
5. SURVEY PREPARED WITH OUT THE BENEFIT OF AN ABSTRACT OF TITLE, AND IS SUBJECT TO THE FINDINGS OF A TITLE SEARCH.
6. PER CONTRACTUAL ARRANGEMENT, NO TOMBSTONES ARE LOCATED AND/OR SHOWN HEREON.
7. THE 4'x6' ARCH CULVERT SHOWN HEREON TRANSPOSED FROM MAP REFERENCE NO. 1.
8. NORTHWESTERLY LINE OF WASHINGTON AVENUE AS ESTABLISHED BY FERRIERO ENGINEERING, INC. (DEED BOOK 6270 PAGE 588) IS SOUTHEASTERLY OF THE NORTHWESTERLY LINE OF WASHINGTON AVENUE SHOWN HEREON. FERRIERO ENGINEERING, INC. STATES NORTHWESTERLY LINE OF WASHINGTON AVENUE PER TAX MAP.
9. BEARING DATUMS AS CONTAING IN DEED REFERENCES CONVERTED TO NAD83.

MAP REFERENCE

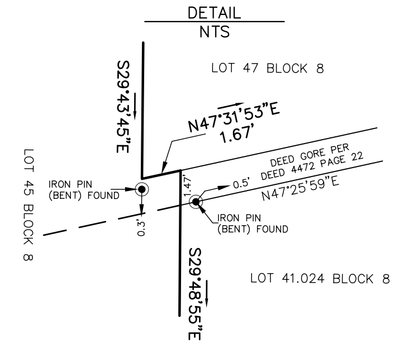
1. CULVERT LOCATION FOR HIGHLAND CEMETERY ASSOCIATION
HOPEWELL BOROUGH & TOWNSHIP MERCER COUNTY NJ
PREPARED BY FRANK B. QUINBY, PLS
DATED AUG. 16, 1976
2. EASEMENT EXHIBIT
TAX LOT 45 BLOCK 8, TOWHSHIP OF HOPEWELL
TAX LOT 1 BLOCK 2, BOROUGH OF HOPEWELL
WASHINGTON STREET, MERCER COUNTY
PREPARED BY FERRIERO ENGINEERING, INC.
APRIL 6, 2016
3. PLAN OF RALSTON HEIGHTS
FILED IN THE MERCER COUNTY CLERK'S OFFICE
ON JAN. 25, 1905, MAP NO. 163A
4. PLAN OF RALSTON HEIGHTS
FILED IN THE MERCER COUNTY CLERK'S OFFICE
ON JAN. 11, 1906, MAP NO. 163B
5. PLAN OF RALSTON HEIGHTS
FILED IN THE MERCER COUNTY CLERK'S OFFICE
ON APRIL 24, 1907, MAP NO. 163C
6. PARTIAL BOUNDARY SURVEY & TRAIL EASEMENT RELOCATION PLAN
FOR JOSEPH RUGGIERI
PREPARED BY HARRIS SURVEYING, INC.
DATED JAN. 17, 2022

DEED REFERENCE

DEED BETWEEN EDWARD L. VAN DYKE TO THE HIGHLAND CEMETERY ASSOCIATION
DATED MAY 17, 1877
DEED BOOK UNKOWN, PAGE 61

DEED BETWEEN WEBSTER EDGERLY TO THE HIGHLAND CEMETERY ASSOCIATION
DATED MAY 6, 1913
DEED BOOK UNKOWN, PAGE 299

DETAIL
NTS



GRAPHIC SCALE

40 0 20 40 80 160

(IN FEET)
1 inch = 40 ft.

HS
HARRIS SURVEYING, INC.

HARRIS SURVEYING, INC.
PROFESSIONAL LAND SURVEYORS & PLANNERS
2465 OLD YORK ROAD, SUITE B, BORDENTOWN, N.J. 08505
Phone No. 609-259-3007 * Fax No. 609-259-7189
E-mail - Tom@Harrissurvey.com Certificate of Authorization No. 24GA28060800

PLAN OF SURVEY
FOR
HIGHLAND CEMETERY ASSOCIATION

LOCATED AT
LOT 45 BLOCK 8 HOPEWELL TOWNSHIP & LOT 1 BLOCK 2 BOROUGH OF HOPEWELL
MERCER COUNTY NEW JERSEY
SCALE: 1" = 40' AUGUST 9, 2023

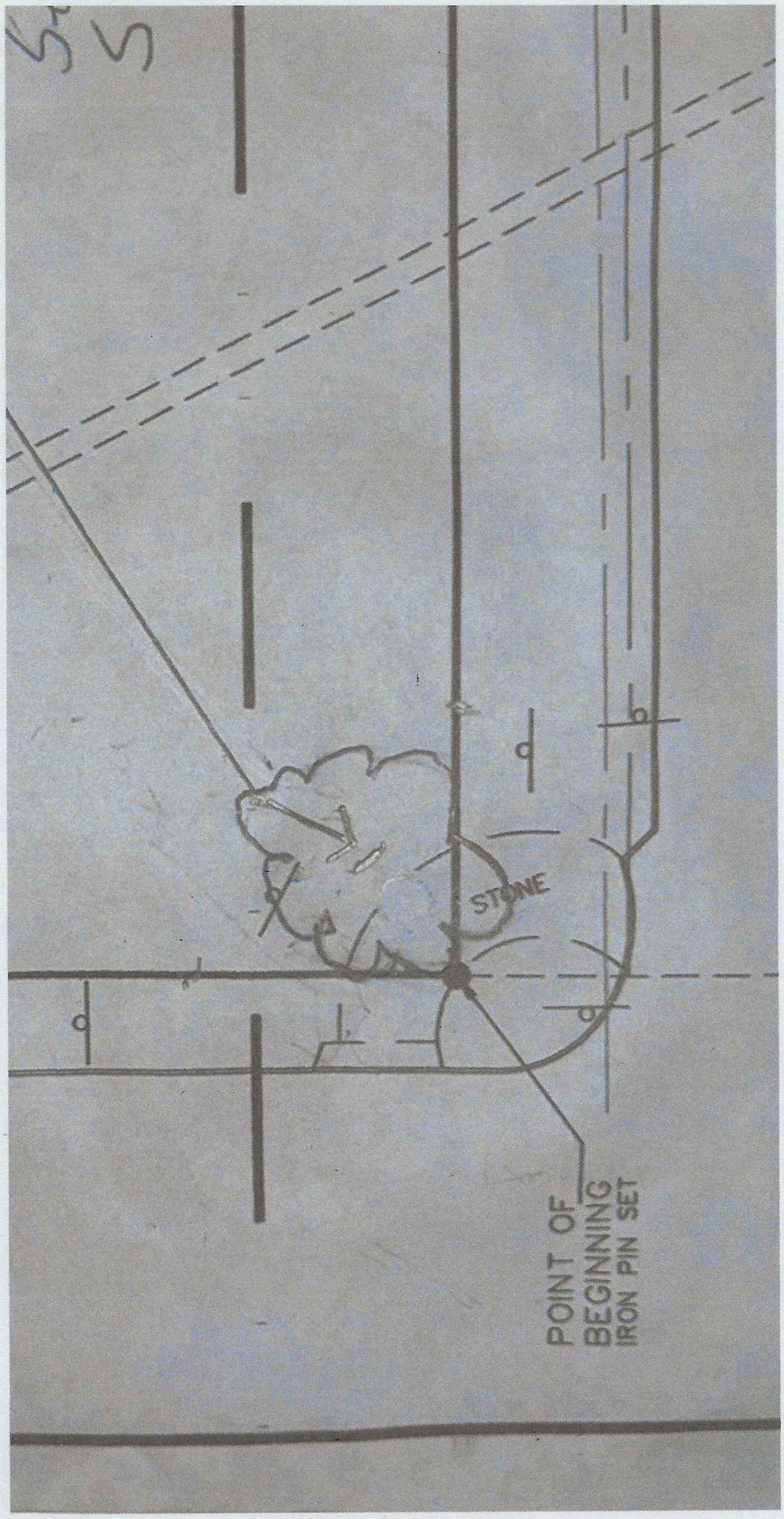
THOMAS A. HARRIS, Jr.
N.J.P.L.S. NO. 34858
P.P. NO. 4591

KEVIN P. HARRIS
N.J.P.L.S. NO. 34857
P.P. NO. 4618

THOMAS A. HARRIS, JR. DATE: 8/9/2023
PROFESSIONAL LAND SURVEYOR
N.J. LICENSE NO. 34858

DRAWN BY: TAH, JR	CHECKED BY: KK	TITLE NO.:	BK PG	JOB NO.: 2300065

SOUTHWEST CORNER OF SURVEY – AREA OF PROPOSED NEW SIGN



Correspondence

1. Letter from Boswell dated October 6, 2026 regarding resolution compliance review for The Yard Preliminary & Final Major Site Plan.
2. Letter from Boswell dated October 8, 2026 regarding As-Built & Review for CO for HVIB Holdings