

Township of Hillsborough – PLANNING BOARD

Approved Public Meeting Minutes

February 5, 2026

Chairman John Ciccarelli called the Planning Board Regular Public Meeting of February 5 2026, to order at approximately 7:00 pm. The meeting was held in the Courtroom of The Peter J. Biondi Building. All stood for the flag salute.

NOTICE OF MEETING

Chairman Ciccarelli announced the meeting has been duly advertised according to Section 5 of the Open Public Meetings Act, Chapter 231, Public Law 1975 (“Sunshine Law”). Notice of the 2025 Annual Meeting Schedule has been provided to the officially designated newspapers, the Township Clerk, posted on the Township’s website and available at the Hillsborough Township Municipal Complex.

Application documents have been made available on the Township’s web site

<https://hillsboroughnj.portal.civicclerk.com/> . Complete applications files are available in the Planning and Zoning Department for inspection, in accordance with the public meeting notice.

ROLL CALL

Present - Mayor Catherine Payne

Absent - Robert Wagner, Jr

Present - Deputy Mayor Shawn Lipani

Present - Robert Peason, *Vice Chairman*

Present - Carl Suraci

Present - Jason Flagg

Present - Bruce Radowitz, *Secretary*

Present - Angelo Vitale

Present - John Ciccarelli, *Chairman*

Absent - Surajit Deb (*Alt. #1*)

Present - Jason Smith (*Alt. #2*)

Also in attendance: David Kois, PP, AICP, *Township Planning Director*; Samantha Ball, *Assistant Planner / Sustainability Program Manager*; Eric Bernstein, Esq., *Board Attorney (Eric M. Bernstein & Associates)*; Erin DeRocini, PLA covering *Board Engineer (Pennoni Associates)*; Michael Lombardozzi, CSR, CCR, *Board Court Reporter*; Alex Pallis, *Township Videographer (Fuerza Strategy Group)*

CONSIDERATION OF MEETING MINUTES

- December 11, 2025 regular meeting minutes are reviewed.

Mr. Bernstein states the members eligible to vote on the matter.

Motion: A motion to approve as written is made by Mr. Suraci, seconded by Deputy Mayor Lipani.

There are no further comments.

Roll Call:

Yes - Mr. Suraci

Yes - Mr. Radowitz

Yes - Mr. Vitale

Yes - Deputy Mayor Lipani

Yes - Vice Chair Peason

Yes - Chair Ciccarelli

Motion carries

CONSIDERATION OF RESOLUTIONS

- Harvard Way JM4, LLC – File 21-PB-09-MSPV (REMAND)

Mr. Bernstein lists the members eligible to vote on the matter.

Motion: Vice Chair Peason motions to approve, seconded by Mr. Suraci.

There are no further comments.

Roll Call:

Yes - Mr. Suraci
Yes - Deputy Mayor Lipani
Yes - Vice Chair Peason

Motion carries

- **Amended Sunnymeade Landfill Redevelopment Area** – Preliminary Investigation Report – Resolution of Recommendation

Mr. Bernstein lists the members eligible to vote on the matter.

Motion: Mr. Radowitz motions to approve seconded by Mayor Payne.

There are no further comments.

Roll Call:

Yes - Mr. Suraci	Yes - Mayor Payne
Yes - Mr. Flagg	Yes - Vice Chair Peason
Yes - Mr. Radowitz	Yes - Chair Ciccarelli
Yes - Deputy Mayor Lipani	

Motion carries

PLANNING BOARD BUSINESS

- Mr. Kois announces for the Board and public's awareness the 2025 Planning Board minutes are now complete.

BUSINESS FROM THE FLOOR (*public comment for matters not on the agenda*)

Chairman Ciccarelli opens to comments from the public. He reminds of the rules, comments only no questions (there will be an additional period for questions), no comments regarding warehousing direct or indirect*, and there is a five-minute limit per person. He asks that each person state their name and address for the record.

(*warehouse-related comments and questions should be expressed during the designated public hearing portion of the meeting)

None

CONSIDERATION OF ORDINANCES

- **Ordinance 2026-01** – Ordinance Amending Chapter 188 “Land Use and Development”, Article 1 “Title; Purpose; Definitions”, Section 188- “Words and Terms Defined” and Article V “Districts and Standards”, Section 188-106 “I-1, I-2, I-3 Light Industrial Districts” of the Code of the Township of Hillsborough, Somerset County, New Jersey.

Mr. Kois summarizes the ordinance. He states the ordinance is scheduled for public hearing and possible adoption by the Township Committee at the February 24, 2026 meeting.

Mr. Suraci asks if this is only applicable to the I-2.

Mr. Kois states it is applicable for the I-1, I-2 and I-3.

Mr. Suraci asks if he has a map to show where those zones are located.

Mr. Kois states he does not have a map with him but describes that they are spread over eight locations throughout the town such as along the CSX line, areas along rt 206 near Camplain Rd, near Duke's Farms, an area of Duke's Parkway East, Sunnymead Rd and Weston Road.

Mr. Suraci asks for clarification as to what is supposed to be happening in small-scale storage and distribution.

Mr. Kois explains why there are two separate permitted uses.

Mr. Suraci asks if there was any consideration to put limitation on hours.

Mr. Kois states there are no limitations in hours as it is not something that is typically found in the definitions and he is not aware of any rule the Township has on prohibition of hours.

Motion: Deputy Mayor Lipani offered a motion to recommend that Ordinance 2026-01 be forwarded to the Township Committee for adoption and that the Board find the Ordinance to be consistent with the Township's Master Plan. The motion was seconded by Mayor Payne. There are no further comments.

Roll Call:

Yes - Mr. Suraci

Yes - Mr. Flagg

Yes - Mr. Radowitz

Yes - Mr. Vitale

Yes - Deputy Mayor Lipani

Yes - Mayor Payne

Yes - Vice Chair Peason

Yes - Chair Ciccarelli

Motion carries

APPLICATIONS – PUBLIC HEARING

- **PA 206, LLC – File 26-PB-02-INF** – Block 199, Lot 63 – 403 Route 206. Applicant seeking Informal Review proposing a conceptual plan to partially demolish an existing vacant bank structure to renovate the remaining portion to consist of an approximate 2,250 square-foot Urgent Care facility; and a separate stand-alone 545 square-foot Seven Brew drive-thru coffeeshop which will include a 200 square-foot walk-in-cooler, on Property located in the TC, Towns Center District, and ASD, Architectural and Site Design Overlay District.

Participating: CherylLynn Walters, Esq. of Nehmad Davis & Goldstein, PC; James E. Henry, PE of Dynamic Engineering Consultants, PC; Priyank Agarwal, Applicant and Property Owner Representative; Alan Cafiero, Applicant and Property Owner Representative.

1. Approximately 7:28 pm start of hearing
2. Mr. Kois explains this is an informal hearing for information to provide to the applicant for their consideration on their next action.
3. Mr. Bernstein clarifies the Board will be giving recommendations and thoughts but their comments have no bearing on the ultimate application either as completeness and/or decision by the applicable Board.
4. **CherylLynn Walters**, attorney for applicants, introduces herself. For purposes of transparency she states for the record she is representing Vice Chair Peason's wife in a land

use matter. She does not have any concerns with Vice Chair Peason hearing this matter since no official actions will be taken.

5. Ms. Walters states they were asked to clarify the representative's title of the applicant on some of the forms submitted with the informal review. They submitted the documents this morning and presents a copy to the Ms. Ball.
6. Ms. Walters introduces their witness.
7. **James Henry**, civil engineer, is sworn in and states his educational and professional background.
8. Ms. Walters submits Mr. Henry as an expert in the fields of engineering and professional planning.
9. Chair Ciccarelli accepts him as a witness.
10. Mr. Henry describes and reviews the site concept plans. He discusses the drive-up and walk-up layout, how both will function and what Seven Brew offers. He discusses the two buildings that will be located on the site, main building and a refrigeration storage building, both are pre-fab buildings.
11. Ms. Walters asks him to discuss the comments on the memos they received.
12. Mr. Henry reminds this is preliminary concept, so they did not do a full zoning. He addresses the comments from the memos which include, but are not limited to, hours of operations (not 24-hours), supplemental planting, no speaker box or menu board, parking layout and spacing, and loading uses.
13. Deputy Mayor Lipani asks if they will be asking for input from the Board of Adjustments as well or using the Planning Board's comments to prepare for their BOA hearing, since the relief variance has to go before the Board of Adjustments.
14. Ms. Walters explains under the municipal land use law the zoning board cannot conduct informal review meetings but the Township's Town Center Ordinance requires informal review with the Planning Board for development within the town center.
15. In summary Mr. Henry states he believes this concept is a good use as it balances what the town is doing with the town center with a creative reuse of a existing building. He states they are open to making it more pedestrian friendly including providing pedestrian pathways to the urgent care center.
16. Mayor Paine states her support for the concept stating the pedestrian pathways are a priority along with the safety and the layout is well done.
17. Deputy Mayor Lipani asks if there is indoor seating.
18. Mr. Henry explains it does not, it is outdoor seating only with a covering over the area.
19. Chair Ciccarelli reminds the portion of hwy 206 it is on will become a township road and to the west and east there will be two high-density housing buildings so they may want to consider extending walk-ability.
20. Mr. Henry states they can get more creative with the outdoor seating and the walk-ability to accommodate.
21. Chair Ciccarelli asks what the impervious coverage will be.
22. Mr. Henry states it is 85% and discusses being aware of maintaining the natural buffering.
23. There is a discussion about adjusting the impervious coverage.
24. Deputy Mayor Lipani asks if there is coverage for the employees taking orders outside.
25. Mr. Henry reads information provided by the applicant about outdoor conditions.
26. Deputy Mayor Lipani asks Mr. Kois if a variance will be needed since the building will not be sitting as close to the road as the Town Center Ordinance requires.
27. Mr. Kois confirms it would need a variance.
28. Ms. Walters states she is aware and will be taking all comments back to the applicant for review.

29. Deputy Mayor Lipani asks if they have a client for the urgent care center.
30. Mr. Henry states they have a potential private client, AFC.
31. A Board member asks Mr. Kois if the stacking of the cars in the drive-in ports considered parking?
32. Mr. Kois states it would not be considered parking, just part of the stacking.
33. Mr. Suraci asks for clarification if the medical building will be an urgent care or doctors' offices. He questioned whether the proposed location and use are appropriate given the Township's vision for the Town Center as a more walkable, downtown-type area. He noted that the long-term goal includes slower traffic speeds and a more pedestrian-oriented environment.
34. Mr. Suraci expressed concern that a drive-thru use appears inconsistent with that vision and may be contrary to the intent of the zoning and Master Plan. He questioned whether the proposal, as presented, is a good fit for the Town Center.
35. Mr. Suraci also questioned the need for an additional urgent care facility, noting that there is an existing urgent care location in the Township that is currently vacant.
36. Mr. Henry states it will be an urgent care.
37. Mayor Paine states another urgent care in town would be appreciated.
38. Mr. Kois discusses his interpretation of the Seven Brew concept as it applies to the land use.
39. There are no further comments from the Board.
40. Chair Ciccarelli thanks them for coming before the Board for review.
41. Ms. Walters states appreciation for the feedback to bring to the applicant and praises Hillsborough's various Boards and its members.
42. Approximately 8:14 pm end of hearing

Mr. Kois states there is nothing currently on the agenda for the February 12, 2026 meeting and would like to have a Master Plan subcommittee meeting on February 26, 2026 in place of the business meeting

Motion: Mr. Suraci motions to cancel the February 12 and 26, 2026 meeting, seconded by Deputy Mayor Lipani. All are in favor, none oppose. Motion carries

Mr. Kois states there will be a Master Plan subcommittee meeting

ADJOURNMENT

A motion to adjourn was made by Mayor Payne, seconded by Deputy Mayor Lipani. Motion carries unanimously.

Approximately 8:15 pm meeting is adjourned.

*Submitted by Robyn Bittle-Abramo
Recording Secretary*

Approved 04-16-26 as amended (added comments 33, 34, 35 - balance renumbered). dp