



**BOROUGH OF BOUND BROOK  
PLANNING AND ZONING BOARD  
MINUTES**

**7:30 PM**

**THURSDAY, December 11, 2025**

**REGULAR MEETING**

1. **CALL TO ORDER:** The Planning and Zoning Board met on Thursday, December 11, 2025, virtually via the GoToMeeting Platform. The meeting was opened at 7:30 p.m. by Chairman Witt.
2. **SALUTE TO THE FLAG:** All attendees recited the Pledge of Allegiance.
3. **COMPLIANCE STATEMENT:** Chairman Witt read the Open Public Meeting Law Statement.
4. **OATH OF OFFICE FOR NEW BOARD MEMBER:** Chairman Witt swore in new board member Kristi Colbert.
5. **ROLL CALL**

**Board Members:**

Mike Witt	P	Jim Ayotte	P
Scott Sloan	P	Dominic Longo, Mayor	P
Trina Folkes	A	Linda Brnicevic, Council	P
Carrie Kitze	P	Wale Adewunmi, Alt. 1	A
Maralee Sanders	P	CathyAnn Baker Roll, Alt. 2	P
Kristi Colbert	P		

P = Present    A = Absent

**Staff:**

John Belardo, Board Attorney	P	Jacqueline M. Dirmann, Board Engineer	P
Allison Fahey, Acting Board Planner	P	Erin Santora LaGrua, Board Secretary	P

P = Present    A = Absent

Triana Folkes called into the meeting after roll call.

6. **MINUTES FOR CONSIDERATION**

A/ **November 6, 2025**

- Mover: Sanders
- Secunder: Kitze
- Ayes: All

- Nays: None
- Abstentions: None
- Result: **APPROVED**

7. **PUBLIC COMMENT (non-agenda items)** – No members of the public came forward.

8. **MAYOR’S MESSAGE:** Mayor Longo thanked the Board for their service throughout the year and wished all attendees happy holidays.

9. **PUBLIC HEARINGS:**

A/ PB#24-006 | MacPherson, Scott & Cheryl  
 794 Watchung Road  
 Block 95, Lot 31.01  
*C variance*

Ms. Cheryl McPherson, Owner/Applicant and Ms. Kathryn McPherson, came forward and were sworn in. The applicant was seeking variance relief for an accessory structure in the front yard. Ms. Kathryn McPherson presented the application and explained that the property is a single-family residence in an R-2 zone, approximately 7.71 acres in size. She noted that the original shed was installed around 2004 with informal guidance from the town and was replaced in 2023 due to deterioration. The new shed occupies the same location as the original, with only minor dimensional changes of about one foot larger in each direction. The property is bisected by a stone-walled brook, which limits placement options and creates land-related hardships. No trees or vegetation were removed, and the shed matches the house in color and materials. The shed is used for storage only, not as a garage, and there is no lighting or electrical connection.

Board members asked questions to confirm the shed’s history and placement. Professionals noted the need for compliance with any DEP or outside agency requirements and confirmed that no new lighting was proposed.

A neighbor, Dave Morris, spoke in support of the application, stating that the shed has been there for decades and posed no issues. No other members of the public commented.

After discussion, the Board agreed that the application was straightforward and reasonable.

Motion to **APPROVE:** Kitze | Second: Sloan  
 Discussion: None.

**VOTE:**

Mike Witt	Y	Kristi Colbert	Y
Scott Sloan	Y	Jim Ayotte	Y
Trina Folkes	Y	Dominic Longo, Mayor	Y
Carrie Kitze	Y	Linda Brnicevic, Council	Y
Maralee Sanders	Y		

Y = Yes      N = No      A = Abstain

**11. REQUEST FOR EXTENSION OF APPROVAL**

A/ PB# 25-004 (prev. 19-008) | Talmage Commons Urban Renewal LLC (formally Bound Brook Land Development, LLC )  
 118 Talmage Avenue  
 Block 5, Lots 12-18, 18.01, 22-26, 26A  
*Request for 1-year extension of Preliminary & Final Major Site Plan Approval until December 31, 2026 | Atty. – Joshua J. Koodray, Esq.*

Mr. Matthew P. Posada, Esq. appeared on behalf of the applicant, Talmage Commons Urban Renewal LLC, who was seeking a one-year extension of the statutory protection period for the approvals previously granted by the Planning Board under Application No. PB#19-08, which were scheduled to expire on December 31, 2025. The Board considered the request and voted to extend the approval until March 31, 2026. The Board Attorney directed the applicant to submit a letter confirming the Board’s action in lieu of memorializing a resolution.

Motion to **APPROVE** extension until March 31, 2026: Sloan | Second: Sanders  
 Discussion: None.

**VOTE:**

Mike Witt	Y	Kristi Colbert	Y
Scott Sloan	Y	Jim Ayotte	Y
Trina Folkes	Y	Dominic Longo, Mayor	Y
Carrie Kitze	Y	Linda Brnicevic, Council	Y
Maralee Sanders	Y		

Y = Yes      N = No      A = Abstain

The foregoing is a brief summary of the Board's actions. A transcript providing a detailed account of the Board's proceedings is attached herewith as Exhibit "A". I, Erin Santora LaGrua, Planning Board Secretary, hereby certify that the attached transcript is a true and accurate record of the proceedings.

**12. NEW BUSINESS**

A/ **Master Plan Consistency Review:** ORDINANCE NO. 2025-26 | AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 21, LAND USE, SECTION 21-10.14, “GENERAL BUSINESS (B-1) DISTRICT”, OF THE REVISED ORDINANCES OF THE BOROUGH OF BOUND BROOK TO PERMIT FOOD ESTABLISHMENTS IN THE B-1 ZONE

Planner Alison Fahey summarized the revision simply permits food establishments within the B-1 zone. Councilwoman Brnicevic explained that food establishments were never explicitly included in the MU2 zone, which was an oversight. When the zoning carried over to the B1 zone, only outdoor café benches were mentioned, not restaurants. The current ordinance aims to correct this by formally adding restaurant establishments, addressing a long-standing omission in both zones.

Motion to find the Ordinance **NOT INCONSISTENT**: Kitze | Second: Sloan

Discussion: Ms. Kitze expressed concern about piecemeal changes and suggested a full master plan review

Motion **TABLE**: Kitze

**VOTE:**

Mike Witt	Y	Kristi Colbert	Y
Scott Sloan	Y	Jim Ayotte	Y
Trina Folkes	Y	Dominic Longo, Mayor	Y
Carrie Kitze	Y	Linda Brnicevic, Council	N
Maralee Sanders	N		

Y = Yes      N = No      A = Abstain

B/ **Master Plan Consistency Review:** ORDINANCE NO. 2025-29 | ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 21, “LAND USE”, SECTION 21-10.5, “ZONING REGULATIONS”, OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF BOUND BROOK TO AMEND THE BUILDING HEIGHT REQUIREMENTS IN VARIOUS ZONES, DISTRICTS AND REDEVELOPMENT AREAS

Planner Alison Fahey summarized that revision removes square footage threshold for B/R district; set max height at 40 feet or 3 stories; eliminated height bonuses; reduced allowable height in RBSR zone from 85 feet to 50 feet for hotels and all other non-residential uses, senior citizen housing and nursing homes and assisted care housing.

Motion to find the Ordinance **NOT INCONSISTENT**: Kitze | Second: Witt

Discussion: Several members expressed frustration, noting discrepancies between the current master plan and the proposed changes, and concerns about piecemeal revisions instead of a comprehensive review.

Motion **TABLE**: Sloan

**VOTE:**

Mike Witt	Y	Kristi Colbert	Y
Scott Sloan	Y	Jim Ayotte	Y
Trina Folkes	Y	Dominic Longo, Mayor	Y
Carrie Kitze	Y	Linda Brnicevic, Council	N
Maralee Sanders	A		

Y = Yes      N = No      A = Abstain

Board Attorney Belardo clarified that if a member abstains from voting without stating a valid reason such as a conflict of interest or recusal, the abstention is counted with the majority vote. This rule exists because public and appointed officials have a legal duty to vote. Mr. Belardo emphasized this to prevent misunderstandings in future votes.

C/ **Master Plan Consistency Review:** ORDINANCE NO. 2025-30 | ORDINANCE AMENDING AND SUPPLEMENTING REDEVELOPMENT AREA 1 AND THE SUB-AREAS CONTAINED THEREIN OF THE BOROUGH OF BOUND BROOK

Planner Alison Fahey presented amendments to Redevelopment Area 1 reducing building heights across sub-areas for better scale and uniformity. Heights were lowered from six to four stories (80 ft to 50 ft) in sub-area 1.1, five to four stories (85 ft to 50 ft) in sub-area 1.2, and eight to six stories before standardizing at four stories or 50 ft in sub-area 1.4. Step-back requirements were removed, two lots were added, and a 10-ft rear setback was introduced for certain buildings. The changes aim to reinforce the eastern gateway character, support transit-oriented development, and maintain architectural continuity. She stated the amendments are not inconsistent with the master plan.

Motion to find the Ordinance **NOT INCONSISTENT**: Kitze | Second: Brnicevic

Discussion: Ms. Kitze asked why two specific lots (Block 7, Lots 25.01 and 26) were added to the redevelopment plan since most other properties listed are public or historic buildings. Ms. Fahey explained that this change came after subcommittee discussions, Councilwoman Brnicevic clarified that these lots are residential multifamily homes on Church Street within the BR zone. They were previously changed by a 2024 ordinance to maintain neighborhood character, but that update was never reflected in the redevelopment plan.

Motion **TABLE**: Sloan | Second: Colbert

**VOTE:**

Mike Witt	Y	Kristi Colbert	Y
Scott Sloan	Y	Jim Ayotte	Y
Trina Folkes	Y	Dominic Longo, Mayor	Y
Carrie Kitze	Y	Linda Brnicevic, Council	N
Maralee Sanders	A		

Y = Yes      N = No      A = Abstain

D/ **Master Plan Consistency Review:** ORDINANCE NO. 2025-31 | ORDINANCE AMENDING AND SUPPLEMENTING REDEVELOPMENT AREA 2 AND THE SUB-AREAS CONTAINED THEREIN OF THE BOROUGH OF BOUND BROOK

Planner Alison Fahey explained that the ordinance revises Redevelopment Area 2 by reducing maximum building heights in subarea 2.1 from six stories or 70 feet to four stories or 50 feet, removing a sentence about building setbacks, and revising subarea 2.2 to reduce height from four stories to three stories or 40 feet. References to step backs are removed, and subarea 2.3 is clarified to allow 40 feet for sections on both sides of Tallmadge Avenue. She stated these changes continue the vision of transitioning from larger buildings near the train station to a more neighborhood scale and found no inconsistencies.

Motion to find the Ordinance **NOT INCONSISTENT**: Sloan | Second: Folkes

Discussion: Chairman Witt and board members discussed the ordinance, acknowledging agreement with its purpose but questioning its consistency with the current master plan, which emphasizes density and building height. Councilwoman Brnicevic noted the master plan dates back to 1988 and that recent efforts aimed to create uniformity and scale in development. Members debated whether changes should be handled comprehensively rather than piecemeal and raised concerns about public input.

Motion **TABLE:** Kitze | Second: Ayotte

**VOTE:**

Mike Witt	Y	Kristi Colbert	Y
Scott Sloan	Y	Jim Ayotte	Y
Trina Folkes	Y	Dominic Longo, Mayor	Y
Carrie Kitze	Y	Linda Brnicevic, Council	N
Maralee Sanders	A		

Y = Yes      N = No      A = Abstain

Attorney John Belardo clarified that the board has until December 31, 2025, to act on referrals. Ordinances introduced in one year must be adopted in the same year; these will expire unless further action is taken.

**13. UNFINISHED BUSINESS – None.**

**14. UPCOMMING HEARINGS**

A/ PB#23-002  
 Talmage Urban Renewal LLC (Atty. - Michael P. O'Grodnick, Esq)  
 336 Talmage Avenue  
 Block 4, Lots 8.02, 9 & 10  
 Status: Pending redevelopers agreement.

B/ PB#24-006  
 MacPherson, Scott & Cheryl  
 794 Watchung Road  
 Block 95, Lot 31.01  
 Status: Under review.

C/ PB#24-008  
 Peterson, George & Diana  
 340 W. Second St.  
 Block 29, Lot 21  
 Status: Under review.

D/ PB#24-009  
Peterson, George & Diana  
342 W. Second St.  
Block 29, Lot 22  
Status: Under review.

E/ PB#25-001  
Times Square Holdings LLC (Atty.: Sean R. McGowan, Esq.)  
38-40 W. Main St.  
Block 1, Lots 38 & 38.01  
Status: Under review.

15. **MEETING ADJORNMENT** – Next meeting scheduled for January 8, 2026 (Reorganization Meeting). Chairman Witt thanked members and professionals for their service and wished all a happy holiday season. Meeting adjourned at 8:23 PM.