

BOROUGH OF CALDWELL
PLANNING BOARD MEETING MINUTES

February 25, 2026

A Public Meeting of the Caldwell Planning Board was held in-person at 7:00 PM Wednesday, February 25, 2026 at 14 Park Avenue, Caldwell, New Jersey, Caldwell's Health and Senior Services Building.

OATH OF OFFICE:

The Oath of Office was administered to Mayor Jones, Mr. Paserchia and Mr. McDevitt.

ROLL CALL: Mr. Mihalik, Mr. Pocelinko, Mr. Paserchia, Mr. Bambrick, Mayor Jones, Councilwoman Hunkele, Mr. Natale, Mr. Byrne, Mr. Lawshe and Mr. McDevitt. Mr. Trembulak and Mr. Cutroneo from T and M Associates were also present.

ABSENT: Mr. Sandor.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES:

The meeting minutes from January 14, 2026 were approved by the Board.

Mr. Paserchia, Mr. Bambrick and Mayor Jones abstained from voting.

APPROVAL OF INVOICES:

Neglia Group invoice #2506348 dated 1/14/2026 for review of **Application P25-001 6 Brookside Avenue** in the amount of \$395.00 was approved by the Board.

Neglia Group invoice #2600221 dated 2/17/2026 for review of **Application P25-001 6 Brookside Avenue** in the amount of \$573.50 was approved by the Board.

REVIEW OF PROPOSED AMENDMENTS TO THE BOROUGH OF CALDWELL'S HOUSING ELEMENT AND FAIR SHARE PLAN, AS PART OF THE BOROUGH'S MASTER PLAN

Mr. Cutroneo, from T and M Associates, provided background information to the Board Members regarding the proposed amendments to the Housing Element and Fair Share Plan.

- All municipalities were required to pass their 4th Round Affordable Housing Plans by June 30th of last year. The Borough adopted their plan at their June 11, 2025 Council Meeting.

- The process allowed for challenges to be filed from June 30, 2025- August 31, 2025.
- The Borough's Plan was challenged by the Fair Share Housing Center, as were the plans of many other municipalities in the State of New Jersey.
- Challenges typically require additional documentation to be submitted and sometimes revisions are needed to show that the town has met objective standards and prove that the plan is compliant with the Mount Laurel Doctrine.
- The amendments proposed are all minor in nature, changes required to the cover page, credits page and the appendixes. Some are updates that reflect requirements outlined by the State of New Jersey.
- One of the affordable units had to be removed since it was identified as not credit-worthy during this process.
- There is still a surplus from the Borough's Round 3 Affordable Housing Plan that carries over into Round 4. Even with the elimination of one of the affordable units counted, the plan still addresses the town's unmet need and far exceeds what is required by the State of New Jersey.
- The deadline to submit the amended plan is March 15, 2026.

Mr. McDevitt asked Mr. Cutroneo what the Borough's Round 4 Obligations are.

Mr. Cutroneo reported that the Borough's obligation number for Round 4 is 35 affordable units;

Councilwoman Hunkele asked for clarification if the Borough's Round 4 Obligations have been met.

Mr. Cutroneo responded that the Borough has met its Round 4 Obligations;

Mayor Jones commended all of T and M Associate's hard work in preparing the Borough's plan.

OPEN TO PUBLIC:

There were no public comments or questions.

Mr. Bambrick made a motion to approve the proposed amendments to the Borough of Caldwell's Housing Element and Fair Share Plan. The motion was seconded by Councilwoman Hunkele.

Upon a roll call, the votes were as follows:

Mr. Mihalik	yes
Mr. Pocelinko	yes
Mr. Paserchia	yes
Mr. Bambrick	yes
Mayor Jones	yes
Councilwoman Hunkele	yes

Mr. Natale	yes	
Mr. Byrne	yes	
Mr. Lawshe	yes	(9 – 0 – 0) Approved.

CONSISTENCY REVIEW OF PROPOSED AFFORDABLE HOUSING ORDINANCE FOR THE BOROUGH OF CALDWELL

Mr. Cutroneo provided background information regarding the Affordable Housing Ordinance to the Board Members:

- Part of the role of the Planning Board is to review any changes proposed concerning the Master Plan. Any new ordinances or amendments proposed must be approved by the Board and found to be consistent with the Borough of Caldwell’s Master Plan.
- The ordinance changes are based off of a template from the State of New Jersey. All New Jersey municipalities were required to update their Affordable Housing Ordinances and their Development Fees in order to be in compliance with the new Uniform Housing Affordability Controls (UHAC) requirements.
- The ordinance is required to detail the Borough’s Mandatory Set-Aside, bedroom distributions, income distributions and development fees.
- The changes proposed in the ordinance are not significant and basically technical in nature. Some of the setbacks and bedroom counts have been revised. In addition, the Affordable Housing Ordinance and the Development Fee Ordinance were consolidated together, instead of being two separate ordinances.

Mayor Jones asked if any other towns were at zero requirements for Round 4.

Mr. Cutroneo reported that he did not know of any other towns that were at zero requirements for this round;

OPEN TO THE PUBLIC:

There were no public comments or questions.

Councilwoman Hunkele made a motion to find that the proposed amendments to the Borough of Caldwell’s Affordable Housing Ordinance are consistent with the town’s Master Plan. The motion was seconded by Mayor Jones. Upon a roll call, the votes were as follows:

Mr. Mihalik	yes
Mr. Pocelinko	yes
Mr. Paserchia	yes

Mr. Bambrick	yes	
Mayor Jones	yes	
Councilwoman Hunkele	yes	
Mr. Natale	yes	
Mr. Byrne	yes	
Mr. Lawshe	yes	(9-0-0) Approved

Mayor Jones made a motion to adjourn the meeting, seconded by Mr. Lawshe.

The meeting adjourned at 7:20 PM.

Respectfully Submitted,

Kim Conlon

Planning Board Secretary