

Planning Board

July 5, 2023
Work Session & Meeting
Minutes



THESE PROCEEDINGS WERE HELD VIRTUALLY

CALL TO ORDER

7:33pm

ATTENDANCE

Present

David Barad, MD- Class IV/Chairman
Dean Paltos- Class IV/Vice Chairman
John Glidden- Class I/Mayor
Tsun-Yam Tam- Class II/Borough Historian
Victoria Amitai- Class III/Councilperson/Council Liaison
Robert Di Dio- Class IV/Full Member
Ansar Batool- Class IV/Full Member
Angela Ferullo- Class IV/Full Member
Conway Wong- Class IV/Full Member/Environmental Commission Liaison
Zachary Messinger- Class IV/Alternate #2
Daniel Steinhagen, Esq.- Board Attorney
Nicholas De Nicola, PE- Board Engineer
Paul Demarest- Board Coordinator/Secretary

Absent

Avia Blum- Class IV/Alternate #1

CORRESPONDENCE

Chairman Barad read mail received by the Board into the record.

OPEN TO PUBLIC

n/a;



MINUTES

A motion was made by Mayor Glidden and seconded by Mr. Tam to approve the minutes for the June 7, 2023 Work Session. The motion passed (6-0-0):

Yes- Wong; Ferullo; Amitai; Tam; Glidden; Barad;

No- n/a;

Abstain- n/a;

Late Arrival- Messinger; Di Dio;

Mr. Demarest reminded that the June 29, 2023 Meeting was cancelled, therefore, no minutes were prepared.

RESOLUTIONS

n/a;

COMPLETENESS REVIEW**#1 CASE P-2023-06**

APPLICANT:	25 HALSEY, LLC
SUBJECT PROPERTY:	25 HALSEY LANE
BLOCK/LOT:	2207/13
ZONING DISTRICT:	1 (RESIDENTIAL A)
REPRESENTATION:	MATTHEW CAPIZZI, ESQ.
REAL ESTATE TAX:	CURRENT THRU 2023/2 ND QUARTER
AFFIDAVIT OF SERVICE:	N/A
AFFIDAVIT OF PUBLICATION:	N/A

Synopsis

The applicant is seeking Major Soil Movement Approval for the construction of a new 1-family house and associated appurtenances; the application was received June 8, 2023 and scheduled for the **July 5, 2023 Work Session**.

New Board Requests

- 1.) address all items in letter prepared by Board Engineer and dated June 13, 2023;
- 2.) clarify discrepancy between Board application and site plan as to cubic yardage of proposed soil movement;
- 3.) confirm which corporate entity owns subject property and revise both Board application and site plan accordingly;
- 4.) investigate condition of existing 12"-diameter pine located in rear yard for potential removal and revise both Board application and site plan accordingly;
- 5.) provide tree removal permit application, proposed mitigation plan and report prepared by Borough's Tree Expert;
- 6.) obtain administrative report prepared by Shade Tree Commission;
- 7.) revise site plan to better notate that existing underground heating oil storage tank will be removed;

Decision

A motion was made by Mayor Glidden and seconded by Councilwoman Amitai to deem the application complete and schedule it for the July 27, 2023 Meeting pending the receipt of requested items and public noticing requirements. The motion passed (8-0-0):

Yes- Wong; Ferullo; Batool; Amitai; Tam; Glidden; Paltos; Barad;

No- n/a;

Abstain- n/a;

Late Arrival- Messinger; Di Dio;

#2 CASE P-2023-08

APPLICANT:	GOLD COAST BUILDERS, LLC
SUBJECT PROPERTY:	333 RUCKMAN ROAD
BLOCK/LOT:	2004/41



ZONING DISTRICT: 1 (RESIDENTIAL A)
 REPRESENTATION: DONNA VELLEKAMP, ESQ.
 REAL ESTATE TAX: CURRENT THRU 2023/2ND QUARTER
 AFFIDAVIT OF SERVICE: N/A
 AFFIDAVIT OF PUBLICATION: N/A

Synopsis

The applicant is seeking Major Soil Movement Approval for the construction of a new 1-family house and associated appurtenances; the application was received June 22, 2023 and scheduled for the **July 5, 2023 Work Session**.

New Board Requests

- 1.) address all items in letter prepared by Board Engineer and dated June 26, 2023 (with exception of latter portion of Item #10 as it relates to contours which applicant addressed);
- 2.) provide both deed to subject property, which is recorded with County Clerk and indicates current ownership, and purchase contract between owner and applicant;
- 3.) provide proposed tree mitigation plan and report prepared by Borough's Tree Expert;
- 4.) provide soil analysis and percolation test;
- 5.) consider retaining existing 18"-diameter pine located in rear yard slated for removal by repositioning proposed retaining wall and/or seepage in vicinity and revise site plan accordingly;
- 6.) correct addendum to tree removal permit application to reflect 18"-, not 8"-, diameter pine is proposed for removal;
- 7.) consider installation of photovoltaic system being location of subject property qualifies it for solar energy via roof;
- 8.) eliminate 1 Garry Road from proposed front yard setback calculations and revise site plan accordingly;
- 9.) redesign curb cut/width of proposed driveway to ensure health of existing easterly 22"-diameter maple, given its shallow/exposed root system, and revise site plan accordingly;

Decision

A motion was made by Mayor Glidden and seconded by Ms. Batool to deem the application complete and schedule it for the July 27, 2023 Meeting pending the receipt of requested items and public noticing requirements. The motion passed (9-0-0):

Yes- Wong; Ferullo; Batool; Di Dio; Amitai; Tam; Glidden; Paltos; Barad;

No- n/a;

Abstain- n/a;

MEETING CASELOAD

#1 CASE P-2023-05

APPLICANT: DOMOTO, LLC
 SUBJECT PROPERTY: CLOSTER COMMONS UNIT D1
 BLOCK/LOT: 1607/3.32
 ZONING DISTRICT: 3 (BUSINESS)
 REPRESENTATION: BENJAMIN WINE, ESQ.
 REAL ESTATE TAX: CURRENT THRU 2023/1ST QUARTER
 AFFIDAVIT OF SERVICE: JUNE 23, 2023
 AFFIDAVIT OF PUBLICATION: JUNE 23, 2023

Synopsis

The applicant is seeking Site Plan Approval for the tenancy by a food establishment (restaurant), as well as 2 walkway installations, within a non-residential condominium unit of a shopping center; **NOTE:** landlord/shell construction to convert the subject property from a 1- to 7-tenant space unit is underway; the application was received May 24, 2023 and scheduled for the June 7, 2023 Work Session, at which time, it was deemed complete; pending the Board's receipt of requested items and public noticing requirements, the application was scheduled for the June 29, 2023 Meeting; being the applicant provided faulty public noticing, the case was postponed to the **July 5, 2023 Meeting**.

Relief Sought

- 1.) Site Plan Approval-
 - a.) Design Waiver: number of parking spaces <shopping center in its entirety> (373 parking spaces minimum required of which 25 are generated from proposed restaurant/333 parking spaces provided);



Witnesses

- 1.) Youngsam Yu, RA, Soyu Architecture, Inc., 185 Bridge Plaza North, Suite 309, Fort Lee, New Jersey;
- 2.) Harry Tuvel, PE/PP, 629 Ridge Court, Ridgefield, New Jersey (**NOTE:** Witness #2 appeared both as applicant's engineer, on behalf of Michael Hubschman, PE, 263(A), South Washington Avenue, Bergenfield, New Jersey, and as applicant's planner);

Exhibits

n/a;

Prior Completeness Review Requests

- 1.) address all items in letter prepared by Board Engineer and dated June 5, 2023;
- 2.) submit tree removal permit application accompanied by Borough Tree Expert's report and mitigation plan;
- 3.) confer with landlord on installation of several electrical vehicle charging stations in parking lot and revise site plan accordingly;
- 4.) confer with landlord on installation of traffic signage, speed bumps, etc. in parking lot to vastly improve on-site circulation and revise site plan accordingly;
- 5.) confer with landlord on enhancing existing accessible ramp for subject unit and/or its immediate surroundings (vegetation buffer, curbing, etc.) to curtail safety concerns about its proximity to driveway aisle and revise site plan accordingly;
- 6.) obtain administrative reports from Police Department and Fire Marshal;
- 7.) confer with landlord installing refuse collection enclosure to centralize dumpsters currently situated in parking spaces throughout subject property and revise site plan accordingly;
- 8.) consider providing outdoor dining accommodations near proposed storefront and revise site plan accordingly;
- 9.) verify existing loading dock remains functional in light of proposed walkway in its vicinity;
- 10.) provide impact protection for subject unit's utility meter bank and revise site plan accordingly;
- 11.) ensure red light identifying existing standpipe (Siamese connection) near loading dock is functioning;

Prior Meeting Requests

n/a;

New Meeting Requests

- 1.) revise architectural, both hard and digital copy, to reflect proposed number of customer seats being 52 rather than 50;
- 2.) provide vehicular impact protection for exposed utility piping near proposed loading area for deliveries and revise site plan accordingly;
- 3.) further explore how to shorten travel route of customers, especially those with disabilities, accessing proposed restaurant via both existing landing and ramp;
- 4.) revise site plan to depict proposed stop sign, to be installed at exit accessing Homans Avenue, will be on right, not left, side of curb cut;
- 5.) provide additional stop signs, stop bars and speed tables in both driveway aisles abutting subject corner condominium unit to discourage motorists from speeding and allowing them to better maneuver turns in vicinity and revise site plan accordingly;
- 6.) eliminate storage of construction trailers, snow removal equipment, etc. in several parking spaces throughout parking lot;
- 7.) provide shrubbery in grass strip at ramp near proposed restaurant as well as enhance vegetation in vicinity of Closter Commons Unit D2 and associated drive-through canopy and revise site plan accordingly;
- 8.) revise site plan to include 2nd dumpster to be utilized exclusively for recycling and situate it within same parking space where proposed 1st dumpster is located;
- 9.) provide lighting plan for travel route of customers accessing proposed restaurant via both existing landing and ramp;

Public Questions

- 1.) Steven Isaacson, 97 Columbus Avenue, Closter, New Jersey;

Public Comments

n/a;

Decision

A motion was made by Mr. Di Dio and seconded by Councilwoman Amitai to adjourn the application to the July 27, 2023 Meeting pending the receipt of requested items. The motion passed (6-3-0):



Yes- Ferullo; Di Dio; Amitai; Tam; Glidden; Paltos;

No- Wong; Batool; Barad;

Abstain- n/a;

Conditions

n/a;

LIAISON REPORTS

n/a;

MISCELLANEOUS

Mr. Demarest informed that he is in the process of revamping the Board's application packet which is lacking in all facets; he noted it should be ready to present to the Board in the coming weeks following feedback from both Mr. Steinhagen and Mr. De Nicola, with the former reminding that the Governing Body would be required to adopt the revised packet as per ordinance.

Chairman Barad reminded that all Board voting members were required to electronically-file their 2023 Financial Disclosure Statements with the State of New Jersey no later than April 30th; he said several have failed to do so according to Steven Roland, Chairman of the Board of Ethics.

ADJOURNMENT

10:29pm

