

**WYCKOFF PLANNING BOARD
JANUARY 10, 2018 PUBLIC BUSINESS MEETING MINUTES**

Public Work Session: 7:30 p.m. Second Floor Court Room, Memorial Town Hall
Public Business Meeting: 8:00 p.m. Second Floor Court Room, Memorial Town Hall

The meeting commenced with the reading of the Open Public Meeting Statement by Robert Fortunato, Chairman:

“The regular January 10, 2018 Public Business Meeting of the Wyckoff Planning Board is now in Session. In accordance with the Open Public Meeting Act, notice of this meeting appears on our Annual Schedule of Meetings. A copy of said Annual Schedule has been posted on the bulletin board in Memorial Town Hall; a copy has been filed with the Township Clerk, The Record, The Ridgewood News and the North Jersey Herald and News – all newspapers having general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting the Agenda thereof was similarly posted, filed and mailed to said newspapers.” Formal action may be taken.

Board Member Attendance: Robert Fortunato; Brian Scanlan, Mayor; Rudy Boonstra, Township Committee Representative; Scott Fisher; Glenn Sietsma; Kevin Purvin; Michael Homaychak; Drita McNamara, Alt.

Board Member(s) Absent: Kevin Hanly; George Alexandrou; Justin Hoogerheyde, Alt.

Staff Present: Joseph Perconti, Board Attorney; Mark DiGennaro, Township Engineer; Peter Ten Kate, Boswell Engineering Representative; Susan McQuaid, Board Secretary.

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Chairman Fortunato read this statement into the record: *“All applicants are hereby reminded that your application, if approved, may be subject to the terms, conditions and payment of the Affordable Housing Development Fee requirements of the Township. Information can be obtained from the Code of the Township of Wyckoff, Chapter 113-8 on the Township’s website, www.wyckoff-nj.com”*

ORGANIZATIONAL BUSINESS/MOTIONS

1. Oaths of Office to be administered to the new and continuing members, where applicable.
2. Roll call of Planning Board Members
3. Election of Officers: Chairman and Vice Chairman
4. Resolution #17-001 for: Appointment of Planning Board Attorney
5. Appointment of Board Secretary
6. Compliance with Open Public Meetings Act:
 - Annual Notice of Meetings
 - Continuation of Current Rules and Regulations
 - Official Newspapers – The Record, The Ridgewood News and The North Jersey Herald and News
 - Acceptance of Annual Report

Organization business took place at the work session meeting.

OLD BUSINESS

Approval of the December 11, 2017 Work Session and Regular Business Minutes
The December 11, 2017 minutes were approved at the work session meeting.

RESOLUTION TO APPROVE VOUCHERS FOR PAYMENT**RESOLUTION #18-01**

Resolution #18-01 was approved at the work session meeting.

RESOLUTION TO APPOINT ATTORNEY TO DEFEND BOARD IN LAWSUIT

RESOLUTION #18-002 – Professional Service to appoint Joseph C. Perconti to defend the Wyckoff Planning Board in the lawsuit William DiSenso vs. Township of Wyckoff Planning Board

RESOLUTION(S) TO BE MEMORIALIZED

TD BANK, NA BLK 482 LOT 9 (B2); 8 Wyckoff Avenue. *(The applicant proposes to install sixteen (16) exterior protective bollards along the perimeter of the existing TD Bank).*

Mayor Boonstra made a motion to memorialize this resolution. Second, Board Member Sietsma. Voting in favor: Ms. McNamara, Mr. Purvin, Mr. Sietsma, Mr. Madigan, Mr. Boonstra and Chairman Fortunato.

FOR COMPLETENESS REVIEW

KUIKEN, DOUGLAS & MIRIAM BLK 354 LOTS 4.01 & 49 (RA-25); 207 Hillside Avenue & 304 Paul Court. Major Subdivision. *(The applicant is proposing a major subdivision application, extending the existing sewer system and the demolition of the existing house on Lot 4.01 and construct a new home on property that is non-conforming in lot area and side yard setback).*

The Board deemed this application complete at the work session meeting and scheduled for a Wednesday, February 14, 2018 public hearing meeting.

SPORT PROS USA, INC. BLK 222 LOT 1.01 (L1); 500 West Main Street. *(The applicant proposes to remove the existing office space and return that area to warehouse. A new office space will be obtained to include 5 offices, a conference room and 2 bathrooms so this business can remain in Wyckoff).*

The Board deemed this application incomplete at the work session meeting.

FOR PUBLIC HEARING – CARRIED

EHRlich, JOSEPH & ALLISON BLK 320 LOT 62 (RA-25 CORNER); 390 West Shore Drive. Minor site plan for a fence permit in a residential zone. *(The applicant proposes to install a 6' privacy fence on this corner lot).*

This application has been carried to the Wednesday, February 14, 2018 meeting at the request of the applicant.

BANK OF AMERICA BLK 239 LOT 1 (B1); 339 Franklin Avenue. Amended site plan. *(The applicant proposes to replace an existing drive-through teller lane with a drive-through ATM along with related site improvements).*

Diane Hickey, from the law firm of Riker Danzig, on behalf of the applicant Bank of America, attorney, said the applicant has revised their original site plan from July 2017 to replace the drive thru teller lane with drive up ATM with sight lighting. They would now like to install an ATM Kiosk on an existing landscape island along the existing drive thru lane at the southwest corner of the property. The site lighting is proposed to comply with light levels required by NJ State Statutes. The existing drive thru teller service under the canopy are to be removed.

James Kinonian, Stonefield Engineering, 92 Park Avenue, Rutherford, NJ was reminded by Board Attorney Perconti that he was sworn at a previous meeting and remains under oath. Mr. Kinonian asked that the following exhibit be marked as identification:

A-5 Aerial exhibit dated 1/8/18

Mr. Kinonian said this property has a full movement driveway along Main Street, an ingress only driveway branching off of Main Street and an egress only driveway along Franklin Avenue. He said the existing drive thru night drop deposit box will remain but the drive thru teller services on the south side of bank will be removed and the wall will be reconstructed the existing façade with brick to match the surrounding conditions. He said the area by the egress lane will have signs installed stating NO LEFT TURN or RIGHT OUT ONLY driveway. The applicant wanted to provide a drive thru service that would not conflict with pedestrian travel ways on the site, as well as maintaining a counter clockwise circulation that exists within the parking lot today. He said the applicant proposes to reconstruct the western corner of the parking lot in order to incorporate an independent unmanned kiosk structure. He then marked the following exhibit for identification as:

A-6 Colored version of the Kiosk

Mr. Kinonian said on Sheet C-4 dated 11/30/17 the western corner of the parking lot will be reconstructed in order to incorporate what will be a separate independent unmanned drive thru ATM structure or a kiosk which will be 3' deep by 8.8" wide by 12' tall with an overhead canopy to protect customers from the weather and reduce sun glare while they are performing transactions. The kiosk structure will have aluminum white panels with red trim around the exterior. Two (2) Bank of America signs will be located on the front and rear of the kiosk and will be 7.6 square feet which does comply with the maximum square footage however since there are 2 signs on one principle structure a variance is required. He said that 2 parking stalls will be removed on the outer limit of the parking lot to install the kiosk in this area. The kiosk exit will be directed through the existing parking lot. He said currently there are 44 parking stalls on site where 23 are required which are adequate to service the bank building. The kiosk will encroach 10' into the side yard setback where 20' is required. He added that there are 2 existing walk up ATM's currently available on the building. He said with regards to lighting the goal was to consider the township's lighting regulations as well as considering the New Jersey State lighting statute. He said the bank would like to balance what is required by the state and what is required by the township. He said the applicant revisited entire lighting scope of the property. They proposed to remove all the lights that are currently existing and replace with LED fixtures with a more uniformly distributed lighting pattern. All the light fixtures will be fully enclosed within the housing unit and not angled or exposed throughout the parking lot. The 4 light poles that are located nearest to the ATM have been placed on a low mounting heights of 12' and 15' with low wattage so the illumination values will keep the lights low to the ground to restrict and contain lighting within the property line while complying with the ATM regulations. He said a variance is being requested for exceeding the illumination over the property line of 5 foot candles where 0.5 foot candles are required. Also the ATM canopy lights will be oriented downward and will comply with 3000 kelvin temperature. He added that the lighting be reviewed for a period of time after construction has

been completed. Ms. Hickey noted that the variance requested for light levels at the property line is actually a waiver from site plan standards and not a variance.

Township Engineer DiGennaro asked if a fence will be installed along the property line. Mr. Kinoshian said currently a fence is not proposed. Board Member Fisher said currently a split rail fence is located along the property line but he would like to see a privacy fence installed because of the resident on Morse Avenue. He added that one tree is located along the property line and that there is a clearance bar for the height of vehicles to enter the kiosk. Mr. Kinoshian said the applicant can install a 6' vinyl fence the length of the driveway to the corner in the driveway which will be setback 20' from Clinton Avenue. Mayor Scanlan was concerned with the lighting on the front panel of the ATM. Mr. Kinoshian said trim lights will be in a recessed cove or channel around the front panel of the machine. The lights on the canopy will reflect downwards. Chairman Fortunato noted that the kiosk is 12' high and the fence will be 6' in height. He added that the lighting will project higher than 6'. Board Member Fisher asked if there will be signage on Clinton Avenue indicated this is an ATM drive thru only. Mr. Kinoshian said yes there will be a sign on Clinton Avenue. Township Engineer DiGennaro asked if all the site lighting will be upgraded with new LED 3000 kelvin fixtures. Mr. Kinoshian agreed. He added that the lights will be on from dusk to dawn. He said on Sheet C-8 cut sheets or specs of light fixtures the light poles are thin with 3000 kelvin and shorter on the perimeter of the property and go to 20' in height in closer to the bank building. He added that 3000 kelvin is more of a yellow tint and not a white light. Boswell Engineering Representative Ten Kate said the lighting under the kiosk canopy levels are high. He asked if they can be reduced. Mr. Kinoshian said the wattage can be reduced. Mayor Scanlan asked if the existing canopy and bollards will remain on the side of the building. Mr. Kinoshian said the drive thru window and teller signage will be removed and just the night deposit box will remain. Mayor Scanlan asked the applicant to describe the proposed landscaping. Mr. Kinoshian said the applicant is proposing a small row of shrubs and a mulch area. He added there will be no change to drainage on site. The Board asked that the applicant provide a 2 year maintenance plan for the proposed landscaping and the landscaping around the entire building since the bank is in a prominent location in town. The Board appreciated that all site lighting will be changed to 3000 kelvin. Township Engineer DiGennaro asked that any lighting be redefined in the field 9 months after installation and the right to require modifications and/or fixture replacement. Board Member Homaychak suggested that the applicant cut the drive thru turn 20' off the property line rather than following the existing roadway. The landscaping can be removed. Mr. Kinoshian said if the applicant was to consider a 2' setback they would lose additional parking spaces and lose the ability to have a full traffic circulation through the parking lot. Mr. Homaychak said the kiosk is 12' tall and the fence is 6' tall and there will be light overshoot into the neighbor's yard. Chair Fortunato said the light would be more intense at the property line. Township Committeeman Boonstra said the lighting in the kiosk canopy will be down lite and Mr. Kinoshian agreed. Township Engineer DiGennaro said the kiosk canopy is at an angle but the lighting will be parallel to the ground. Board Member Fisher asked how many parking spaces are provided on site and how many are required. Attorney Hickey said 23 parking spaces are required and 44 are provided. Mr. Fisher said the kiosk can be moved back within the side yard setback of 20', provide a second traffic lane, still have a safe traffic circulation pattern within the parking lot and eliminate a variance. He suggested the landscaping being eliminated. Boswell Engineering TenKate said there is not enough traffic queuing to require a setback of the kiosk. Mayor Scanlan said pulling the light further away from the property line is the reason to require the kiosk being setback further away from the property line. Mr. Kinoshian said this proposal is doable. He said the proposed fence will also be provided on the revised site plan.

OPEN TO THE PUBLIC

No one appeared.

CLOSED TO THE PUBLIC

The board unanimously agreed to carry this application to the Wednesday, February 14, 2018 public hearing meeting. The applicant will need to submit revised site plans at least 10 days before the public hearing meeting.

FOR PUBLIC HEARING – NEW

ROBERT A. MILANESE BLK 235 LOT 18.02 (B1); 406 Highland Avenue. Site plan. *(The applicant proposes to remove the existing garage, construct an addition at the rear of the building and construct four (4) parking spaces).*

This application has been carried to the Wednesday, February 14, 2018 meeting at the request of the applicant.

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There being no further business, a motion to adjourn the meeting was made and seconded and passed unanimously. The meeting concluded at 9:36 p.m.

Susan McQuaid, Secretary
Wyckoff Planning Board