

**WYCKOFF PLANNING BOARD
JANUARY 10, 2018 PUBLIC WORK SESSION 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 Joseph C. Perconti, Attorney:

“The regular January 10, 2018 Public Work Session 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.

Members of the public are welcome to be present at this meeting. However, in accordance with Section 7(A) of the Open Public Meetings Act, participation on the part of the public at this meeting will not be entertained.

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; Gary Ascolese, Boswell Engineering Representative; Susan McQuaid, Board Secretary. Peter Ten Kate, Boswell Engineering Representative, arrived at 8:10 p.m.

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Joseph C. Perconti, Attorney 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. Oath of office to Board Members
Board Attorney Perconti administered oaths of office to Mayor Scanlan, Township Committee Representative Boonstra, Board Member McNamara, Board Member Purvin and Board Member Homaychak.
2. Roll call of Board Members
3. Election of Officers: Chairman, Vice Chairman
Board Member Sietsma made a motion to nominate Robert Fortunato as Chairman of the Wyckoff Planning Board for the year 2018. Second, Board Member McNamara. Voting in favor: Ms. McNamara, Mr. Purvin, Mr. Homaychak, Mr. Fisher, Mr. Sietsma, Mr. Boonstra

and Mayor Scanlan.

Board Member Fisher made a motion to nominate Kevin Hanly as Vice Chairman of the Wyckoff Planning Board for the year 2018. Second, Township Committee Member Boonstra. Voting in favor: Ms. McNamara, Mr. Purvin, Mr. Homyachak, Mr. Fisher, Mr. Sietsma, Mr. Boonstra, Mayor Scanlan and Chairman Fortunato.

4. Resolution 18-001 for: Appointment of Planning Board Attorney

Township Committee Member Boonstra made a motion to reappoint Joseph C. Perconti, Esq. as the Wyckoff Planning Board Attorney for the year 2018. Second, Board Member McNamara. Voting in favor: Ms. McNamara, Mr. Purvin, Mr. Homyachak, Mr. Fisher, Mr. Sietsma, Mr. Boonstra, Mayor Scanlan and Chairman Fortunato.

5. Appointment of Secretary

Board Member Fisher made a motion to re-appoint Susan McQuaid as the Board Secretary for the year 2018. Second, Board Member Homyachak. Voting in favor: Ms. McNamara, Mr. Purvin, Mr. Homyachak, Mr. Fisher, Mr. Sietsma, Mr. Boonstra, Mayor Scanlan and Chairman Fortunato.

6. Compliance with Open Public Meeting 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

Mayor Scanlan made a motion to accept compliance with the Open Public Meeting Act. Second, Board Member Homyachak. Voting in favor: Ms. McNamara, Mr. Purvin, Mr. Homyachak, Mr. Fisher, Mr. Sietsma, Mr. Boonstra, Mayor Scanlan and Chairman Fortunato.

Chair Fortunato read into the record a letter of recognition to Richard Bonsignore that will be signed by the Mayor which states the following: Dear Rich, On behalf of the Township Committee and the Township of Wyckoff we would like to thank you for your extraordinary service on Wyckoff's land-use boards and let you know that your tenure of seventeen years is deeply appreciated. From 2000 to 2009, you served on the Wyckoff Board of Adjustment. Then from 2010 to 2017, you served as Chair of the Planning Board. The Township of Wyckoff has benefitted greatly from your insights and knowledge over the past seventeen years as the quintessential land-use board member. Wyckoff thanks you! Signed by Brian D. Scanlan, Mayor

OLD BUSINESS

Approval of the December 11, 2017 Work Session and Regular Business Minutes

Township Committee Member Boonstra made a motion to approve the December 11, 2017 work session and regular business minutes. Second, Board Member Sietsma. Voting in favor: Ms. McNamara, Mr. Purvin, Mr. Fisher, Mr. Sietsma, Mr. Boonstra and Chairman Fortunato. Abstain: Mayor Scanlan, Mr. Homyachak.

RESOLUTION TO APPROVE VOUCHERS FOR PAYMENT

RESOLUTION #18-01

Mayor Scanlan made motion to approve Resolution #18-01 for payment of vouchers. Second, Board Member Homyachak. Voting in favor: Mr. McNamara, Mr. Purvin, Mr. Homyachak, Mr. Fisher, Mr. Sietsma, Mr. Boonstra, Mayor Scanlan and Chairman Fortunato.

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

Board Member Fisher made a motion to hire Joseph C. Perconti to defend the Wyckoff Planning Board in the lawsuit William DiSenso vs. Township of Wyckoff Planning Board. Second, Board Member McNamara. Voting in favor: Ms. McNamara, MR. Purvin, Mr. Homyachak, Mr. Fisher, Mr. Sietsma, Mr. Boonstra and Chairman Fortunato. Abstain: Mayor Scanlan since his property is located within 200' of the proposed subdivision.

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).*

This resolution will be memorialized at the public hearing meeting.

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).*

Township Engineer DiGennaro said the subject properties are located in the RA-25 residential zone owned by the same owner and have existing non-conforming components. The applicant plans to modify the existing lot lines in order to create improved lot line configurations consistent with the existing neighborhood. The application also proposes to replace the existing functionally obsolete single family dwelling and accessory structure with a new single family home. In addition, the applicant is proposing to perform a privately funded sanitary sewer extension along Hillside Avenue in order to serve the proposed dwelling as well as their current dwelling located on Paul Court. The proposal will result in the abandonment of 2 active septic systems. Wyckoff sanitary sewer main construction and sewer laterals must be Ductile Iron Pipe to the cleanout. Any approval should be conditioned upon the following: The applicant must submit a final deed and property survey for review and approval prior to recording; the applicant shall submit an original final subdivision map for signature by the Planning Board Chairman, Secretary and Township Engineer; all costs associated with filing and amending tax maps shall be borne by the applicant. The Board may consider this application complete for items required to be reviewed by the Township Engineer. Testimony may be obtained to address the remaining items during the public hearing.

Mayor Scanlan said the 10 houses which may benefit from the extension of the sewer line would pay for their own connection but would not have to contribute to bringing the sewer line up the

street. Township Engineer DiGennaro said there is no expectation that the neighbors would contribute to the sewer line installation but would need to pay for their own connection. He added that the dry sewer in Paul Court would flow in 2 directions due to the topography of the land and there is an easement in the rear of Paul Court which may have underground piping.

Board Member Sietsma made a motion to deem the application complete. Second, Mr. Fisher. Voting in favor: Ms. McNamara, Mr. Purvin, Mr. Homaychak, Mr. Fisher, Mr. Sietsma, Mr. Boonstra, Mayor Scanlan and Chairman Fortunato. This application has been scheduled for the Wednesday, February 14, 2018 public hearing meeting at 8:00 p.m.

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).*

Chairman Fortunato said this application is for an expansion of the existing warehouse with new office space in another warehouse area. He said this use is a permitted use.

Gary Ascolese, in the absence of Peter Ten Kate, Boswell Engineering Representative, said Mr. Ten Kate has reviewed the application for interior modifications for the Sport Pros USA application. The applicant proposes to renovate approximately 2000 square feet of existing warehouse space in the building to expand the Sport Pros USA floor area of using the building and convert their current floor space back to warehouse use. The applicant is seeking minor site plan approval to install a new door sill and slab, new exterior window for the proposed floor area along with exterior lighting and signage. After review by the Board Members it was decided that the following will need to be submitted in order for this application to be deemed complete: ownership disclosure statement; a statement stating there are no protective covenants or deed restriction in an affidavit certified by the owner of the property; proposed exterior signage for Sports Pro USA; location of existing exterior lighting in the area and at the door of the tenant space; parking table listing building tenants and square foot area of occupancy, required number of parking spaces per tenant, number of ADA compliant parking spaces on the site and estimate number of employees for Sport Pros USA.

Board Member Fisher made a motion to deem this application incomplete. Second, Board Member McNamara. Voting in favor: Ms. McNamara, Mr. Purvin, Mr. Homaychak, Mr. Fisher, Mr. Sietsma, Mr. Boonstra, Mayor Scanlan and Chairman Fortunato.

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).*

This application will begin testimony at the 8:00 p.m. 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 8:15 p.m.

Respectfully submitted,

Susan McQuaid, Secretary
Wyckoff Planning Board