

**WYCKOFF PLANNING BOARD**  
**APRIL 10, 2019 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 Vice Chairman Hanly.

“The regular April 10, 2019 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.

Mr. Hanly 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](http://www.wyckoff-nj.com)”*

*“This meeting is a judicial proceeding. Any questions or comments must be limited to issues that are relevant to what the board may legally consider in reaching a decision and decorum appropriate to a judicial hearing must be maintained at all times.”*

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**Board Member Attendance:** Kevin Hanly, Vice Chairman; Tom Madigan, Mayor; Rudy Boonstra, Township Committee Representative, Board Members Kevin Purvin, Scott Fisher, Glen Sietsma, Michael Homaychak, Sarah Caprio and John An.

**Board Members Absent:** Robert Fortunato, Chairman and George Alexandrou.

**Staff Present:** Joseph Perconti, Planning Board Attorney; Eileen Boland, Boswell Engineering Representative and Maureen Mitchell, Board Secretary.

**OLD BUSINESS**

Approval of the March 13, 2019 Work Session and Regular Business Minutes

Board Member Sietsma made a motion to approve the March 13, 2019 Work Session and Regular Business Meeting minutes. Second, Ms. Caprio. Voting in favor: Mr. Purvin, Mr. Fisher, Mr. Sietsma, Mr. Homaychak, Mr. An, Ms. Caprio, Mr. Boonstra, Mayor Madigan and Vice Chairman Hanly.

**FOR REVIEW AND RECOMMENDATION**

**ORDINANCE #1874** – AN ORDINANCE TO AMEND CHAPTER 186, “ZONING”, OF THE CODE OF THE TOWNSHIP OF WYCKOFF, ARTICLE III, “PERMITTED USES”, SECTION 186-9, “USES IN THE R-15 RESIDENCE ZONE”, SECTION 186-10 “PERMITTED USES IN THE B-1 CENTRAL BUSINESS ZONE” AND SECTION 186-13, “PERMITTED USES IN THE B-3 OFFICE ZONE”.

Vice Chairman Hanly gave a summary of the Ordinance and asked the Board Members for comments and/or recommendations. Board Member Caprio made reference to 186-9f which states “No vehicle used in connection with the home occupation which has commercial lettering or markings and/or requires a commercial driver’s license to operate is allowed to be parked on the premises or on any street adjacent to the residentially zoned property.” She asked if it would be permissible to park on the premises if the vehicle was garaged. Mayor Madigan stated that this has been a long standing Ordinance in the Township however he would not object to having that point clarified in the Ordinance. Vice Chairman Hanly asked for a motion to recommend the passage of the Ordinance with the condition that section 186-9f add language to clarify that commercial vehicles may be parked on the premises overnight if they are garaged. A motion was made by Ms. Caprio to recommend the passage of the amended Ordinance with the Board’s recommendation to add verbiage to clarify that vehicles with commercial lettering or markings may be parked overnight on the premises if they are garaged. Second, Mr. Homaychak. Voting in favor: Mr. Purvin, Mr. An, Mr. Fisher, Mr. Sietsma, Mr. Homaychak, Ms. Caprio, Mr. Boonstra, Mayor Madigan and Vice Chairman Hanly.

**FOR COMPLETENESS REVIEW**

**726 WYCKOFF NORTH, LLC** BLK 216 LOT 10.01 (RA-25) 726 WYCKOFF AVE.  
Minor Subdivision

Vice Chairman Hanly lives within the 200’ radius of the property therefore he recused himself and stepped down from the dais. Board Member Sietsma assumed Mr. Hanly’s role.

Boswell Engineering Representative Eileen Boland gave an overview of the application by citing Engineer Peter Ten Kate’s report dated March 29, 2019.

The existing lot is 51,185.1 square feet in size. The applicants are proposing to subdivide the lot into 2 lots conforming in size. The existing lot (10.01) will be 26,138.9 square feet in size and the newly proposed lot (10.02) will be 25,046.2 square feet. Existing lot 10.01 contains a garage and an asphalt driveway. The applicant proposes to demolish the existing garage, shed and a portion of the driveway. A new garage will be constructed on lot 10.01 in conformance with Township Code Section 186-23A. Ms. Boland added that the minor subdivision cannot be perfected until the new garage is constructed on lot 10.01 or this would be a variance condition. She also stated that the applicants need to provide clarification of the following open items:

1. The trees that are mapped are all between 12 and 15 inches in diameter. The applicant needs to map all trees 4 inches in diameter and above.
2. The square footage of the existing dwelling is listed as 1,183 which is below the 1200 square foot requirement therefore a variance condition exists. The applicant needs to verify the square footage of the existing dwelling.

3. The applicants should provide testimony regarding the proposed utility easement on the proposed lot 10.02.

In light of the important items that need clarification, Board Member Boonstra made a motion to deem this application incomplete. Second, Mr. Purvin. Voting in favor of deeming the application incomplete: Mr. Homaychak, Mr. Fisher, Mr. Sietsma, Mr. Purvin, Ms. Caprio, Mr. An, Mr. Boonstra and Mayor Madigan.

Vice Chairman Hanly returned to the dais to conduct the remainder of the meeting.

**403 GOFFLE PARTNERS, LLC** BLK 491 LOT 11 (B-2) 403 – 411 Goffle Road

The applicant proposes to renovate the above referenced property by repairing and line striping the existing parking lot, renovating the façade including a new parapet and 2 monument signs when 1 is permitted.

Upon reviewing Peter Ten Kate's engineering report, Vice Chairman Hanly addressed the items listed as incomplete as follows:

1. The applicant shows areas of proposed landscaping on the site plan and requests a waiver for submitting a separate landscape plan. Board Member Sietsma stated that there does not appear to be much room for plantings. He feels that since the plantings are minor the applicant should not need to provide a separate landscape plan.
2. All trees over 8 inches in diameter or type of planting are not noted on the site plan.
3. Lighting contours and point by point analysis of proposed site lighting must be clarified as the site is adjacent to a residential zone. Vice Chairman Hanly expressed concerns about how the lighting will affect the adjoining property owners stating that there is insufficient information to clarify this.
4. The site plan fails to provide the dimensions of the curb cut openings along the curb lines to the parking lots on Goffle and Wyckoff Avenues. Section 186-26D(2)(a) requires the entrances and exits shall not be more than 25 feet in width. The applicant needs to show the dimensions on the site plan.
5. The applicant should provide testimony as to why there are no ADA parking spaces proposed along the front side of the building on Goffle Road. Board Member An voiced concern about the fact that there are no ADA parking spaces proposed in the front of the building where most of the parking exists.
6. The applicant proposes 6 new HVAC units along the rear (west) side of the building. Testimony must be presented with regard to any noise generated by the exterior HVAC units and if they will meet NJDEP noise standards at the property line.
7. The applicant proposes a 4 foot high vinyl fence on the north and east sides of the property and around the property lines of the adjoining gas station. The fence is partially located at the current edge of the pavement on the adjacent lot 12.01. The applicant should provide testimony if they have an easement with the adjoining property. The applicant should provide at minimum, evidence that they have written permission from the adjoining property owner to install the fence on lot 12.01.

Finally, Vice Chairman Hanly stated that the applicant submitted information regarding a variance that was granted to the property back in 1954 to add 50 parking spaces. The applicant also submitted a letter requesting that the Board approve their request for 50 spaces however the submitted site plan does not include the 50 parking spaces. He added that this should be addressed at the time of the Public hearing. With that said, Vice Chairman Hanly asked for a motion to deem this application incomplete due to all of the items discussed at the Work Session. Mayor Madigan added that the application is being deemed incomplete as a result of numerous deficiencies in the submitted "Development Application Review Checklist" and it should be noted as such.

Board member An made a motion to deem the application incomplete due to incomplete information as outlined by the Completeness Checklists Section 46-40B, C and E of the Township Code and all items discussed by the Board at this evenings work session meeting. Second, Board Member Sietsma. Voting in favor of deeming the application incomplete: Ms. Caprio, Mr. Purvin, Mr. Homyachak, Mr. Fisher, Mr. Sietsma, Mr. An, Mr. Boonstra, Mayor Madigan and Vice Chairman Hanly.

**GALASSO ENTERPRISES, LLC** BLK 203 LOT 3.04 (L-2) 825 Windham Court North.

Amendment to Existing Site Plan. Applicant proposes to add 56 additional parking spaces to the site which currently has 50 parking spaces.

The application will be heard during the Public Meeting.

There being no further business, a motion to adjourn the Work Session meeting was made, seconded and passed unanimously. The meeting concluded at 8:10 p.m.

Respectfully submitted,

Maureen Mitchell, Secretary  
Wyckoff Planning Board