

**Borough of Ho-Ho-Kus
Bergen County, New Jersey
Planning Board Minutes
Public Session
November 21, 2013**

Call to Order: Open Public Meetings Act Statement – In compliance with the Open Public Meetings Act of the State of New Jersey, notification of this meeting has been sent to the Ridgewood News, our official newspaper in the Borough of Ho-Ho-Kus and notice has been posted on the bulletin board at Town Hall. **Read aloud by Board Secretary.**

Roll Call: Messrs. Berardo (absent), Corrison (absent), Pierson, Reade, Cirulli, Newman, Councilman Rorty, Chairman Hanlon, Mayor Randall (absent)

Chairman Hanlon: introduced new Board Secretary; Chairman Hanlon introduced the Allstate change of ownership application; Board Secretary informed Chairman Hanlon that the applicant was not in attendance at that time.

Miller Subdivision, 118 Blauvelt, Block 601, Lots 4 & 5: applicant seeks extension of approval.

Chairman Hanlon: recalled the discussion between the Board and the attorney for the Miller application; previously approved minor subdivision; unusual delays; trouble with demolition due to flea infestation and asbestos; applicant needs additional time to finish project; agreed to 3-month extension; the house is in the process of being taken down; brief discussion by Board members; no objections to extending the approval.

Motion to permit the applicant an extension to March 31, 2014:

Pierson, Reade

Roll Call Taken

Ho-Ho-Kus Bagels, Mr. Lemir Harfouch, 7 North Franklin Tpke, Block 1013, Lot 2: change of ownership application; business to continue as a bagel store.

Chairman Hanlon: stated Mr. Harfouch had come before the Board at previous meeting; he is the previous owner of the business and is once again taking it over; there will be two employees; the hours will be the same; no sign change; business to continue to operate as a bagel store.

Motion to Approve: Rorty, Pierson
Roll Call Taken

Bank of America, Orvil Court and Sycamore Avenue, Block 1008, Lot 4: approval of application; forwarding to Borough Council.

Chairman Hanlon: stated the applicant's engineer and attorney were present at the last meeting; Bank of America is required to improve the handicapped egress/ingress on the property; additional work on sidewalk and walkways; letter received from Borough Engineer stating he had no issue with the work to be done; normally this application could be approved by the Planning Board alone, but part of the work to be done is taking place on Borough property, the applicant must also obtain approval from the Borough Council; the Planning Board recommends the Council approve this application and will send a letter to the Mayor and Council stating this fact.

Motion to Approve: Reade, Cirulli
Roll Call Taken

Motion to Submit a Letter to the Mayor and Council approving this application: Pierson, Newman
Roll Call Taken

Mr. Jeff Lapoff, Allstate Insurance, JNL Financial Services, 21 Sheridan Avenue, Block 1007, Lot 4: new owner of Allstate business; continuing business as an insurance agency.

Chairman Hanlon: asked for an explanation of Mr. Lapoff's application.

Mr. Jeff Lapoff: stated the business is an existing Allstate insurance agency; the previous owner left the business without warning; Mr. Lapoff has worked for Allstate for the past three years; has submitted his application and the landlord's letter; there will be three employees; there is a parking issue; no parking spots will be taken that would be used for customers.

Chairman Hanlon: asked if there was adequate parking behind the building for himself and his employees.

Mr. Lapoff: stated that he did not believe there was parking in the back of the building; stated there is no assigned parking.

Chairman Hanlon/Mr. Phil Rorty: both stated that this was the first time they have heard of a problem with the parking at this location.

Mr. Lapoff: stated he was told to move his car by some of his neighbors; asked the landlord what he was entitled to.

Mr. Rorty: stated that the previous gentlemen running the Allstate business indicated that he had a parking spot.

Mr. Rorty: stated he would like to know where he is entitled to park.

Mr. Rorty: stated there was commuter parking on Brookside Avenue.

Chairman Hanlon: suggested Mr. Lapoff reach out to his landlord regarding the parking situation.

Mr. Lapoff: stated he had spoken with his landlord the previous day and he did not have an answer for him.

Mr. Rorty: stated he would look into the situation.

Mr. Donald Cirulli: stated he will address the landlord regarding this situation.

Chairman Hanlon: asked if there was to be a sign application filed for this business.

Mr. Lapoff: stated the previous sign was taken down and the same exact sign is being put back up; Mr. Lapoff also asked about signage in the window.

Chairman Hanlon: stated he would have Mr. Frank Berardo, who is the Sign Committee Chairman, get in touch with Mr. Lapoff to discuss signage; Mr. Lapoff's phone number was confirmed.

Mr. Lapoff: stated he would not be reachable by phone but provided his email address to the Board Secretary so it can be forwarded to Mr. Berardo; Mr. Lapoff also stated he was planning on opening his business on December 4, 2013.

Motion to Approve: Pierson, Rorty
Roll Call Taken

Ms. Janice Tinari, 23 Sheridan Avenue, Block 1007, Lot 4: awning application.

Ms. Tinari: identified herself to the Board; stated her awning would have the number "23" on both ends and would be onyx black.

Chairman Hanlon: stated that a letter from Mr. Frank Berardo, Sign Committee Chairman, was received indicating the Board should approve the awning application.

Motion to Approve: Rorty, Pierson
Roll Call Taken

Chairman Hanlon: asked Ms. Tinari if she had any information regarding the parking situation referred to by Mr. Lapoff. **Please note: Ms. Tinari's business and Mr. Lapoff's business are right next door to one another.**

Ms. Tinari: stated that cement block had been placed where the dumpsters need to go by order of the Board of Health; a parking space was lost when this occurred; the landlord informed Ms. Tinari that she could have the parking space behind the Allstate business; there is no room for parking up against the building.

Chairman Hanlon: thanked Ms. Tinari for the clarification.

Arthur Toufayan, Red Cedar Market, 611 N. Maple Avenue, Block 1016, Lot 4: new ownership/business application; gourmet market and catering.

Chairman Hanlon: stated the Red Cedar Market was planning on opening in the former location of the bakery at 611 N. Maple Avenue; presentation was made to the Board by Mr. Toufayan's associate at last week's meeting; letter received from landlord; business is acceptable per the Borough's Ordinance.

Motion to Approve: Rorty, Pierson
Roll Call Taken

Jeanne Dube, 873 East Saddle River Road, Block 810, Lot 1 and Adam & Elizabeth Willkomm, 20 Powderhorn Road, Block 810, Lot 3: applicants seek to transfer 30,642 sq. ft. from Lot 1 to Lot 3; hearing scheduled for December 12, 2013.

Chairman Hanlon: stated Mr. Willkomm appeared before the Board last week even though he is not the owner of the property; his house is non-conforming at this time; Ms. Dube arrived at the meeting shortly after; Ms. Dube did not have an attorney which caused a bit of confusion; in addition, Mr. Willkomm's attorney is David Rutherford who is the Zoning Board Attorney for the Borough; it was determined that the application

did not require a public hearing or public notice; the applicant needs to be present at the December 12, 2013 Planning Board meeting; owner has been notified of these facts; Mr. David Hals, Borough Engineer, has reached out to Ms. Dube's engineer to see if he could be present at the December meeting; the buyer of the property has nothing to do with the Board; once purchased, Mr. Willkomm's property will be conforming, so in the future if he would like to expand, he will not have to come in front of the Zoning Board; landlocked problem solved; meeting will be held on December 12, 2013; simple subdivision application.

No Comment from Board Members Present

Master Plan Public Hearing

Chairman Hanlon: stated a notice was advertised and distributed stating the Planning Board of Ho-Ho-Kus would be holding a public hearing this evening regarding its Master Plan; details were given; the Plan is on file; asked if the Board had any conflict at this point.

No Comment from Board Members Present

Chairman Hanlon: stated the Master Plan review was introduced to the public in August of 2012; and to the BOE, Zoning Board and Council; the notice for this evening's meeting was advertised in the Bergen Record (11/8/13), on the Borough's website, Ridgewood News (11/15/13), distributed in person by the Board Secretary to Hillsdale, Saddle River, Waldwick, Township of Washington and Ridgewood (11/8/13; signed acknowledgements received); Planner filed a copy with the County Planning Board (11/8/13); the Board has been working on the Master Plan for over a year; consultant to appear this evening.

Mr. Edward Snieckus, Burgis Associates, Inc.: sworn in by Mr. Gary Cucchiara, Board Attorney.

Chairman Hanlon: stated the guidelines for the public; Consultant makes his report; Board asks questions and additions and corrections will be made during this process; after presentation, public can ask questions of the Consultant on what was presented only; time limit; identify yourself with name and address; after that presentation, the public portion will be closed on that discussion, the Board may have additional questions of the Consultant; open to public one more time; the public can make a presentation; any person coming up during the 2nd portion will be sworn in; the following devices are prohibited: cell phones, pagers, radios, TVs, iPads or any other electronic devices; flip videos or

camera devices; no texting or emails; politeness is expected; meeting will not exceed 11PM.

Mr. Snieckus: made his presentation; provided an overview of the 2013 Master Plan; overview of the document; lots of information in document; Mr. Snieckus discussed: update from prior Master Plan done in 2007; some information carried forward; number of updates and important into the Master Plan document; every ten years the Master Plan can be reviewed; commends the Borough for choosing to review every six years; updated topics included; zoning amendments; reevaluate the website and policies concerning the website servicing the community; adding user friendly components and email service; dual fuel emergency community facilities; general business district; housing element; Borough awaiting COAH 3rd round plan; Board recommends historic markers at various locations; demographics; population; household size; median age; children below the age of 19; employment number reduced; residential dwelling has stabilized; socioeconomic issues; land use element; circulation and transportation component; community facilities; Police, Fire Department, OEM, DPW sections; library significant change; Ho-Ho-Kus Inn information updated; update to the Chamber of Commerce; Forestry updated; stormwater management; utilities element; solid waste issues; sanitary sewer; gas, electric; recycling updated; historic preservation element; song of Ho-Ho-Kus; Ho-Ho-Kus golf club has been added; trolley identified; updates to the Turhune Hopper House; racetrack history additional information added; Turhune Van Emburgh house; Cheel Croft section updated; no proposed changes to the land use element from the 2007 document; the document is a component prepared and approved by the Planning Board and is entirely under the jurisdiction of the Planning Board.

Chairman Hanlon: explained the problem with the County; County originally stated they would not be able to review the traffic; the County then replied on 8/11/13 that they would be able to review the traffic; when completed, which is estimated to be next year, the Master Plan may be opened up again and the data inserted at that time as an amendment.

Mr. Snieckus: stated the information would be handled as an amendment and a public hearing would be conducted.

Chairman Hanlon: stated that further information was received; public has stopped by and added information; Chairman Hanlon read aloud the changes/additions proposed to the Master Plan which included typos, deletions and email address corrections.

Mr. Rorty: stated that under Forestry, page 87, the number of resident volunteers is 5, not 3 people.

Mr. Michael Reade: stated he had revisions after reading over the copy received; correct context, verbiage and flood notations.

Chairman Hanlon: stated the meeting was now open to the public to question the Consultant directly about what was presented this evening.

Please Note: There were no questions from the public. Portion closed.

Please Note: The Board had an additional discussion and then the meeting was opened to the public for discussion.

Mr. Stanley Kober, Resident, 919 Washington Avenue, Ho-Ho-Kus: sworn in by Mr. Cucchiara, Board Attorney: sworn in by Mr. Cucchiara; thanked the Board for taking on this gargantuan task; has read the past Master Plans thoroughly; not able to take this copy home because of legal reasons; did not go through entire draft; did go through certain sections; community service section being one of them; did add a number of changes to his original recommendation document; stated two copies of the updated changes were given to the Board Secretary at the meeting this evening; has been involved with computers since 1979; commented on the email addresses; nixle account; registering on site for email notifications.

Chairman Hanlon: stated that all of Mr. Kober's information was received and many of his suggestions were changed in the Master Plan; in regards to the email addresses, two experts were consulted and they advised the addresses be changed to they way they had been changed this evening; in addition, when the website is updated, all of this information regarding the email addresses should fall into place.

Mr. Kober: stated the Police Department has added a Facebook page and that it should be added.

Chairman Hanlon: stated that he was instructed by the Police Department to not add the Facebook link.

Mr. Kober: stated that the Radio Club, is a "club" and not an organization and should be listed as such.

Chairman Hanlon: stated the OEM director had made the change.

Mr. Kober: thanked the Board for making the changes related to the Veterans of Foreign Wars; Railroad Club leasing a portion of the building is misleading; the lease is not for a portion.

Chairman Hanlon: stated he is not challenging Mr. Kober, but this statement has been reviewed and given to the Borough attorney twice; he has not commented on it and no information has been received from him by the Board; if a change needs to be made, it can be made when the Master Plan is opened and the amendment containing the County information is added.

Mr. Kober: once again thanked the Board for their efforts and for taking on such a huge task.

Chairman Hanlon: stated that 70 people were involved with this project, not including professional people.

The Public Portion of the meeting has been closed at this point.

Mr. Rorty: stated he found three items to be corrected which included a correction of equipment currently being used and typos.

No Comment from Board Members Present

Motion to approve the additions and corrections and to approve the

Plan: Reade, Rorty

Roll Call Taken

Chairman Hanlon: asked Mr. Snieckus to please call when he is ready to print out corrected copy.

Mr. Snieckus: stated he would be able to have the updated copies next week.

Mr. Reade: asked if the cover picture could bleed off the end of the page.

Mr. Snieckus: stated a full bleed can be done and will make a notation to do so.

Chairman Hanlon: stated that 50 copies will be made; everything else will be on line; formal presentations will be made to the BOE, Zoning Board and to the Council; various departments will have copies as well.

Mr. Snieckus: stated that he will file a copy with the County on behalf of the Borough.

Chairman Hanlon: thanked Mr. Snieckus.

Motion to Adjourn: Cirulli, Pierson

All Board Members present approve motion to adjourn.

Respectfully submitted by:

JoAnn Carroll
Planning Board Secretary
November 22, 2013