

**Borough of Ho-Ho-Kus
Bergen County, New Jersey
Planning Board Minutes
Combined Meeting
February 20, 2014**

Meeting Called to Order at: 7:35PM

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, Corriston (absent), Pierson, Reade, Cirulli, Newman (absent), Councilman Rorty (absent), Chairman Hanlon, Mayor Randall (absent)

Also in Attendance: Mr. Gary Cucchiara, Board Attorney; Ms. JoAnn Carroll, Board Secretary

Mr. Edmund Iannelli was sworn in by Mr. Gary Cucchiara, Board Attorney, as a Class IV, Alternate #1 member of the Planning Board. Mr. Iannelli's term expires on 12/31/15.

Chairman Hanlon: stated the order of business would be changed and the Hollows at Ho-Ho-Kus application would be heard first. Chairman Hanlon stated this was a major subdivision application.

Mr. Bruce Whitaker, McDonnell and Whitaker, Applicant's Attorney: stated he represents Chamberlain Developers; Mr. Matthew Frasco is the principal of Chamberlain Developers; plans prepared by Mr. Mark Palus have been submitted; Mr. David Hals, Board Engineer has submitted two reports regarding this application; purpose of this hearing is to proceed with the review of this application to determine if it is complete; if deemed complete, a public hearing will be scheduled.

Chairman Hanlon: advised the Board that this is an early discussion; not an in depth discussion; public has not been notified; counsel is here just to get the application started.

Mr. Whitaker: stated the proposed land is located in an R2 zone; on the basis of Mr. Hals' reports, he had originally specified certain waivers and variances that would be required; 11 lot subdivision; do confirm that all of the lots are conforming where area is concerned, as well as, bulk requirements based upon Mr. Hals' supplemental letter dated this date

pertaining to the frontage issue; certain revisions will be made to the plan; the driveway setback to a property line will be corrected so that will not require a variance or waiver; revisit the slope areas to take a look at what can be done there; as far as sidewalks requirements, a waiver will be sought; as it pertains to RSIS requirements; the residential site improvement standards require sidewalks anytime you develop property; the applicant proposed to develop and install sidewalks as Mr. Hals suggests on West Saddle River Road and Van Dyke Drive; no sidewalks would be provided on the new street or on Van Dyke Drive; not on there now; typical waiver that is requested under the RSIS standards; the balance of this report can be complied with and the revision will be done for the public hearing.

Chairman Hanlon: asked for an arrangement for the DPW/Sewer Dept., Water Department, Police Department, Fire Department, Shade Tree Commission, Borough Planner and the Ho-Ho-Kus Board of Education to receive a copy of the plans and for their input to be submitted to the Board; in addition, Chairman Hanlon informed Mr. Whitaker that under utilities, there is a major line of AT&T that goes along West Saddle River Road heading north and south; if you put a water line, gas line and/or sewer line these would be perpendicular to this cable system; transmission system with AT&T; travels up and down West Saddle River Road.

Mr. Whitaker: thanked Chairman Hanlon for alerting him to this fact.

Chairman Hanlon: asked if the Board members would be allowed to visit the property.

Mr. Whitaker: stated the Board members could visit the property and he would confirm this agreement in writing.

Chairman Hanlon: asked if the applicant had tried to contact the neighbors.

Mr. Whitaker: stated that Mr. Frasco's approach in the past has always been to contact neighbors, but he does not attempt to do that until the application has been deemed complete; when speaking to neighbors, they are advised as to when the public hearing will be so the first thing they do not get is the certified letter from an attorney.

Please Note: Mayor Randall has arrived at this point of the meeting.

Chairman Hanlon: stated the application has been deemed complete and the "clock starts"; asked for a discussion regarding dates; difficult

month coming shortly; some discussion has been had between counsel regarding the Public hearing to be held on March 20 at 7:30PM.

Mr. Whitaker: stated the applicant is set for March 20th and their professional will be available as well.

Chairman Hanlon: discussed future dates; April is difficult due to religious holidays and school closings; asked for members to consider meeting on April 10th which is the second Thursday in April; will check with the Zoning Board Chairman regarding possibly meeting on the 3rd; discussion has been had with the Board Secretary regarding keeping a log of the number of people who visit Borough Hall to view the application so the Board has an idea of how many people will be in attendance and what venue we will use for the hearing; the Council Chambers can be used as well as an overflow room for additional members of the public.

Mr. Frank Berardo, Vice Chairman: stated April 3rd he is available; March 20th he is available; he is not available on April 10th.

Chairman Hanlon: stated Mr. Berardo could listen to the recordings of any meeting missed; the Board will set the public hearing date as March 20th; will work out a date for the following month; will shoot for the 10th; will check with the Zoning Board Chairman about possibly meeting on the 3rd as well since this is the night the Zoning Board meets.

Mr. Whitaker: stated the plans that the applicant has now would be the ones to be distributed to the various municipal agencies; will be supplying revised plans but only to tweak the plan based on the comments made by David Hals.

Chairman Hanlon: stated that he doesn't believe this will be a problem.

Mr. Whitaker: stated the applicant would like to be able to insert a street name for the new street proposed; would like a list of current street names in the Borough; in addition, Mr. Whitaker asked if the Board had any suggestions for a street name.

Chairman Hanlon: stated he had an idea for a name but was not ready to discuss it at this time.

Mr. Whitaker: stated the water line would be left the way it is at this time until a response from the DPW is received.

Chairman Hanlon: stated that was acceptable; believes there will be no negative comments received regarding the water line.

Mr. Whitaker: stated Mr. Hals stated to take the loop off, but the plans will be left the way they are until a response is received from the DPW.

Chairman Hanlon: stated the hearing for this application is scheduled for March 20, 2014.

Motion on Completeness: Cirulli, Berardo

Roll Call Taken; all Board members approve completeness of application

Approval of Minutes: January 9, 2014

Chairman Hanlon: asked for a correction to be made on the combined session minutes; the heading states “reorganization” it should read “combined.”

Motion to approve minutes as corrected: Pierson, Reade
All Board members approve minutes as corrected

Approval Letter: Mr. Mark Gentile, Ho-Ho-Kus Bakery (other possible name: Ho-Ho-Kus Bake Shop) 187 E. Franklin Turnpike, Block 1010, Lot 10: approval to open a bakery; new business application.

Chairman Hanlon: stated that when the new bakery is open; the owner would be in touch with the Board Secretary in regards to his sign.

Master Plan

Chairman Hanlon: stated a paragraph was inadvertently omitted from the Master Plan; it is listed on the electronic version but not on the hard copy; the paragraph concerns “Washington Elm.; when the County submits their paperwork, the Master Plan will be amended and the paragraph will be reinserted; in addition, Chairman Hanlon spoke regarding photos to be added on line to the Master Plan; the task was harder than originally thought; money was found in the budget to hire a consultant; the fee is not to exceed \$1,000.00; the consultant’s name and business is Mr. Jeffrey Steccato, Photography by Haviland.

Motion to hire Mr. Steccato; fee not to exceed \$1,000.00: Reade, Barto

Roll Call Taken

All Board members approve motion to hire Mr. Steccato; fee not to exceed \$1,000.00.

Chairman Hanlon: stated there has been a big discussion in town regarding a new synthetic field at the public school; Chairman Hanlon has spoken to the school board; someone should have informed the Planning Board when the Master Plan was being created of this proposed project; someone thought the school had to handle this situation on their own and not involve the town; the Planning Board needs to be involved; Chairman Hanlon spoke with the Council and Mr. Hals; there is an absolute drainage problem; not far from the town well; a discussion is needed regarding this proposed project; the School Board needs to go for funding.

Vice Chairman Berardo: asked if they are going by referendum.

Chairman Hanlon: stated they haven't gotten that far yet; if the Planning Board is involved, information needs to be sent to the Board engineer; they want a grant and the paperwork needs to be submitted by April 1; they are tentatively scheduled to appear before the Board on March 13; the Superintendent may not be able to do that; they may just want to build the track; the Board is just to discuss the field; they also wanted to get a grant also from the County; the town is putting in for a grant to the County as well; can't have two grants submitted to the County; neither will receive the funds; the school board has to appear before the Planning Board; pros and cons to this project; public has the right to come and speak during the presentation.

Vice Chairman Berardo: asked if the BOE would have a meeting to discuss.

Chairman Hanlon: stated that he didn't know if there would be a BOE meeting.

Vice Chairman Berardo: stated he believes they would need support from the Mayor and Council.

Chairman Hanlon: stated the school may still have to come back to the Planning Board for a public hearing.

Mayor Randall: stated they would have to come back at least for the consulting and advice.

Chairman Hanlon: stated they would have to come back to the Board regarding the drainage system; the Water Department would have questions as well; feels an informal meeting wouldn't be appropriate; they are on the calendar for March 13th.

Motion to Adjourn: Berardo, Pierson

Roll Call Taken

All Board members approve motion to adjourn.

Meeting adjourned at: 8:00PM

Respectfully submitted by:

JoAnn Carroll
Planning Board Secretary
February 25, 2014