

**BOROUGH OF OLD TAPPAN
PLANNING BOARD
REGULAR MEETING
WEDNESDAY, MAY 13, 2015
MINUTES**

In compliance with the Open Public Meeting Law, notification of this meeting has been sent to our official newspapers and other publications circulated in the Borough of Old Tappan, and notice posted on the bulletin board at Borough Hall as well as on the (www.oldtappan.net) web site.

Please note fire exits located at the main entrance to the Council Chambers and in the rear of the Council Chambers.

MEETING CALLED TO ORDER: 7:30 p.m.

ROLL CALL:

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|---------------|---|---|
| Present: | Nick Mamary Police Chief Shine Charles Maggio David Keil Karen Nilsson Thomas Gallagher Nicki Louloudis Daniel Eller | Vice Chairperson Alt. #1 Alt. #3 Alt. #2 |
| Also Present: | Robert Regan, Esq. Robike Noll Matthew Nalbandian Anna Haverilla Sean Moronski Thomas Skrable | Board Attorney Land Use Administrator Council Liaison Council Liaison Board Planner Board Engineer |
| Absent | Michael Alessi William Weidmann | Chairperson |

Mr. Keil arrived at 7:40; Ms. Louloudis arrived at 7:50

Mr. Mamary presided the meeting.

PLEDGE OF ALLEGIANCE

PUBLIC'S OPPORTUNITY TO SPEAK ON NON-AGENDA ITEMS

Motion to open the meeting to the public – Ms. Nilsson

Second – Council Liaison Nalbandian

On voice vote, all in favor, none opposed, the motion carried.

No Public Comment

Motion to close the meeting to the public – Mr. Maggio

Second – Council Liaison Nalbandian

On voice vote, all in favor, none opposed, the motion carried.

FINANCIAL SECRETARY REPORT

Ms. Nilsson reported that the bills are as follows: \$200.00 from the budget and \$322.50 from escrow for a total of \$522.50.

Motion to approve – Mr. Maggio

Second – Council Liaison Haverilla

On voice vote all in favor, the motion carried.

ENVIRONMENTAL COMMISSION REPORT

Ms. Noll, Land Use Administrator read the report provided by Mr. Keil who was absent.

COUNCIL LIAISON REPORT

Council Liaison Nalbandian reported that the Borough received a grant which will be applied to finish up sidewalk work. Areas to be completed are reviewed with the Borough Engineer. This year the Borough budgeted for road work repair; a priority list is being put together. Mr. Mamary inquired how the list is prepared commenting on streets with pot holes. Council Liaison Nalbandian responded that streets are identified with the assistance of the DPW Superintendent and the Police Department. The list will contain streets that have not been paved for a long time. Borough Engineer Thomas Skrable added that this past winter has been one of the most damaging to the roads. Mr. Mamary inquired about County Roads. The Borough Engineer will respond during his report this evening.

CONSTRUCTION OFFICIAL REPORT

Ms. Noll, Land Use Administrator read the Construction Official Report dated April 10, 2015 for January – March. There were 50 Building Permits, 22 CCO's, 3 Miscellaneous, 4 Soil Movement, 9 Road Opening and 14 Zoning permits issued. Mr. Mamary asked that a monthly statistics comparison on economic activity be prepared.

BOROUGH ENGINEER REPORT

Mr. Skrable had no report but responded to a question posed by Mr. Mamary earlier in the meeting pertaining to County Roads. He stated that the County conducts a review cycle about every 10 years on county roads. If there is a problem the Borough can contact them. He is not aware of any particular issues at this time.

MINUTES

Outstanding February 11, 2015 / April 8, 2015

COMMUNICATIONS

None

NEW BUSINESS

Board Planner, Sean Moronski reported that his firm submitted a proposal pertaining to Affordable Housing (COAH). There is a declaratory filing deadline. The time frame is no earlier than June 8th and no later than July 8th. Thereafter the Affordable Housing Plan is filed with the court. Mr. Moronski will provide more details at the next Planning Board meeting. Mr. Mamary asked about the Master Plan. Mr. Moronski responded that it is due again in 2016. The housing element is part of the Master Plan as a separate document. Brief Master Plan discussion ensued.

ADDITIONAL CONSTRUCTION OFFICIAL REPORT

Ms. Noll Land Use Administrator provided an additional Construction Official report dated May 12, 2015 for April. There were 25 Building Permits, 7 CCO's, 1 Miscellaneous, 6 Soil Movement, 1 Road Opening and 9 Zoning Permits issued.

Mr. Mamary asked if Mr. Keil would like to elaborate on his report read for the record in his absence earlier in the evening. Mr. Keil took the opportunity to thank the DPW and the Police Department for their assistance with the Earth Fair. He added that he is looking forward to Old Tappan hosting this successful event again in the future. Five towns rotate this event; next year Cresskill will host it.

OLD BUSINESS

Brennan Application – Mr. Keil asked for an update on tree replacement plans. Borough Engineer Thomas Skrable provided a brief update he included the mention of the developer's bond release which is being discussed between the Borough Attorney and the applicant's attorney.

APPLICATION

Jones, Block 1211, Lot 9 Side Yard / Front Yard / FAR

Council Liaison’s Haverilla and Nalbandian recused themselves and left the meeting. Mr. Regan explained that they are Class I and III and cannot participate in this application which is a FAR (Floor Area Ratio) D-4 Variance request requiring 5 votes out of 7 to be approved.

Applicants Andre Jones, Michele Jones and Architect William Severino, were sworn in by Board Attorney Robert Regan.

Ms. Noll Land Use Administrator discussed proof of service and notice in the newspaper. She reported that a property owners list within 200 ft. of the applicant’s property was provided to them. The list contained 64 names; 2 owned more than one property. Out of the 53 residents and 9 utilities required only 20 were received back. Mr. Regan explained that everyone needed to be noticed. He added that the notice published in the newspaper does not specify what the variance request is; that being a FAR D-4 Variance.

The applicant’s were told that they need to re-notice in the newspaper specifying the variance request and obtain a new property owners list from the Borough. Mr. Skrable mentioned that he thought the 200 ft list was a little too big, that while he is not sure 54 residents (and 8 utilities) needing noticing, it definitely was more than the 13 residents and 7 utilities noticed by the applicant.

Ms. Noll Land Use Administrator advised that Norwood’s boundary involves some Norwood homes. The applicant’s were told that they would need to obtain a property owner’s list from Norwood and notify those home owner’s as well. Mr. Regan and the Board Chairman Mr. Mamary questioned the architect and the applicant somewhat and highly recommended they retain legal counsel, particularly due to the nature of the FAR and variances sought.

The application is carried to the June 10, 2015 Planning Board meeting.

RESOLUTION

None

PUBLIC OPPORTUNITY TO SPEAK ON NON-AGENDA ITEMS

Motion to open the meeting to the public – Mr. Gallagher

Second – Ms. Nilsson

No Public Comment

Motion to close the meeting to the public – Mr. Gallagher

Second – Mr. Keil

On voice vote all in favor, the motion carried.

ADJOURNMENT

Upon motion, seconded, all in favor, the meeting was adjourned at approximately 8:20 p.m.

Respectfully submitted,

Sylvia Kokowski, Acting Recording Secretary

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Date Approved:

cc: Mayor and Council

Robert Regan, Board Attorney

Thomas W. Skrable, Board Engineer

Construction Official

Fire Official

Board of Health

Burgis Associates