

**BOROUGH OF WESTWOOD
PLANNING BOARD MINUTES
PUBLIC MEETING AGENDA
REGULAR PUBLIC MEETING
October 27, 2011**

APPROVED 12/15/11

1. OPENING OF THE MEETING

The meeting was called to order at approximately 8:00 p.m.

Open Public Meetings Law Statement:

This meeting, which conforms with the Open Public Meetings Law, Chapter 231, Public Laws of 1975, is a Regular Meeting of the Planning Board.

Notices have been filed with our local official newspapers and posted on the municipal bulletin board.

2. PLEDGE OF ALLEGIANCE

3. SWEARING IN OF MEMBERS:

4. ROLL CALL:

PRESENT: Jaymee Hodges, Chairman
William Martin
Philip Cerruti
Daniel Olivier
Richard Bonsignore
Councilwoman Cynthia Waneck
James Schluter, Vice-Chairman
Ann Costello (Alt. #1)
Keith Doell (Alt. #2)

ALSO PRESENT:

Thomas Randall, Esq., Board Attorney
By Steven Paul, Esq.
Ed Snieckus, Burgis Associates, Board Planner
Louis Raimondi, Brooker Engineering,
Board Engineer

ABSENT: Mayor John Birkner (excused absence)
Thomas Constantine (excused absence)

(WWPB 10/27/11)

5. MINUTES: The Minutes of 10/13/11 were approved as amended on motion made by Mr. Martin, seconded by Ms. Costello, and carried.

6. CORRESPONDENCE:

1. Master Plan Re-Examination Memoranda by Ed Snieckus, Burgis Associates, as stated below under Discussion.

7. RESOLUTIONS: None

8. VOUCHERS: A motion to approve vouchers totaling \$4,337.50 was made by Ms. Costello, seconded by Mr. Cerruti, and carried unanimously on roll call vote.

9. VARIANCES, SUBDIVISIONS AND/OR SITE PLANS:

SWEARING IN OF BOARD PROFESSIONALS FOR PUBLIC HEARINGS
The Board Professionals were sworn in

1. Lipkin Properties, LLC - 345 Old Hook Rd, Block 2103, Lot 2 - Carried to 11/3/11 as the request of the applicant.

10. DISCUSSIONS:

Master Plan Re-Examination:

(A) Memo of Ed Snieckus, Burgis Associates, dated 2/14/11, updated 10/25/11, RE: R-1, R-2 and R-3 Residential Zones;

Mr. Snieckus reviewed the additions and changes to his Memo as discussed and highlighted as follows:

(e) Accessory structures should remain capped at 200 sq. ft., as clarified this evening.

(f) Ability to rent out a garage is not recommended

(h) All walls over 4' in height shall require review and approval of the Borough Engineer

4. (a) Roofed Open porch or entranceway - this feature is a component of the principal building, and therefore, it is included in the calculation of building coverage.

(WWPB 10/27/11)

Residential single family temporary handicapped accessibility ramps - as deemed necessary by a physician, podiatrist or chiropractor, same shall be permitted to project into side or rear yard, provided the setback is reduced to no less than 5' to the adjacent side or rear lot line.

Building Height - Since building construction needs to also be in compliance with the International Building Code, the following are related definitions of this regulation:

Grade Plane - A reference plane representing the average of finished ground level adjoining the building at exterior walls. Where the finished ground level slopes away from the exterior walls, the reference plane shall be established by the lowest points within the area between the building and the lot line or, where the lot line is more than 6' (1829 mm) from the building, between the building and a point 6' (1829mm) from the building.

Height, Building - the vertical distance from grade plane to the average height of the highest roof surface.

(B) Memo of Ed Snieckus, Burgis Associates, dated 5/26/11, updated 10/25/11, RE: Outdoor Dining Regulations;

Mr. Snieckus pointed out the changes from the last meeting:

Dining permits should be expanded to allow the provision of one food service window or doorway for dispensing of ice cream or similar in the CBD and CBD/SPE zones, in accordance with the requirements of the outdoor dining development regulations. The permission of such a window or doorway shall be in accordance with the permitted uses of the zone where located and shall not imply the permission of a specific use in a zone.

(C) Master Plan - Background Analysis - Mr. Snieckus distributed a document entitled, Westwood Master Plan Re-Examination Report 2011, updated with information from 2010 census to the extent that there have been significant changes in the assumptions, policies, and objectives forming the basis for the Master Plan or developmental regulations as last revised, with particular regard to specific planning issues and governmental policy. Included were sections on age characteristics, average household size, which has been reduced, housing characteristics, various tables, place of residence,

(WWPB 10/27/11)

income characteristics, resident employment characteristics, Mr. Martin asked and Mr. Snieckus advised the margin of error with the census was 5%.

Mr. Snieckus continued, describing the charts:

Table 1, Age Characteristics, indicated median age increased from 38.6 to 41.8 years. Table 6, The Units in Structure, decreased in the single family detached category from 2706 units in 2000 to 2511 in 2005-9. In Chart 3, the number of Certificates of Occupancy has fluctuated. Table 7, Non-Residential Development showed 129,291 units. In Table 8, Place of Residence, it showed 90.6 % of the people have stayed in the same house. Median Household Income has increased from \$59,868 to \$76,891. Table 9, Household Income showed employment concentrated in two categories: managerial ad professional occupations (46.1%) ad sales and office occupation (29%). Table 13 Means of Transportation to Work, showed the number of people that drove to work has reduced. Table 14 Commuter Public Transit Usage showed bus usage at 5.59% and train at 3.24%.

Mr. Snieckus recapped and discussed State Development and Redevelopment Plan. The recently released State Strategic Plan identified various goals set forth in the Memo. Mr. Snieckus touched on Municipal Land Use Law Amendments, COAH (which has been abolished), Smart Growth Principals of Development, Residential Site Improvement Standards, which included 6/15/09 and 5/16/11 Amendments.

The discussion was concluded, and Mr. Snieckus recommended the dates of 11/17/11 or 12/1/11 for the public hearing on the Master Plan and adoption. The Board would need to notice 10 days prior to the hearing. The document will be compiled and ready for review next Thursday, 11/3/11. The Board discussed scheduling it for hearing on 11/17/11 at the 11/3/11 meeting.

Mr. Bonsignore commented that although he has been away from the Board for an injury since May, he has read all the minutes, but felt that he would not vote on the Master Plan.

11. ADJOURNMENT - On motions, made seconded and carried, the meeting was adjourned at approx. 9:20 p.m.

(WWPB 10/27/11)

Respectfully submitted,

**MARY R. VERDUCCI, Paralegal
Planning Board Secretary**