

**BOROUGH OF WESTWOOD
PLANNING BOARD MINUTES
REGULAR MEETING
May 11, 2023**

APPROVED 5/25/23

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. ROLL CALL:

PRESENT: Jaymee Hodges, Chairman
Dan Olivier, Vice-Chairman
Mayor Raymond Arroyo
Christopher Montana, Councilmember
William Martin
Ann Costello
Keith Doell
Yash Risbud
Anthony Zorovich
Beth Staples, Alt. #1
Kristy Dougherty, Alt. #2

ALSO PRESENT:

Steven Paul, Esq. appeared on behalf of
Thomas Randall, Esq., Board Attorney
Michael Kauker, PP, appeared on behalf of
Ed Snieckus, PP, Burgis Associates, Board Planner
As Substitute Planner for 301 Center Property LLC
Bruce M. Rockwell, P.E. appeared on behalf of
Brandon Goldfine, P.E., Boswell Engineering
Board Engineer

ABSENT: None

4. OPEN TO PUBLIC ON NON-AGENDA ITEMS:

A motion to open to public was made by Mayor Arroyo, seconded by Yash Risbud, and carried. There were no questions or comments from the public, and the matter was closed to the public on motion by Yash Risbud, seconded by Mayor Arroyo and carried.

5. MINUTES: The Minutes of the **4/27/23** meeting were tabled for approval at the next meeting on motion of William Martin, seconded by Yash Risbud and carried unanimously. Dan Olivier stated he listened to the CD for the 4/27/23 meeting at which he was absent.

6. CORRESPONDENCE:

1. Memo of Michael D. Kauker, PP, dated 5/9/23, RE: Center Property, LLC;

2. Letter from Crawford & Halligan, Esqs. Dated 5/9/23, requesting a one-year extension of approvals granted on 11/3/22 RE: 58 Garden Place beyond the 190 days; Board Attorney Paul advised the Board can extend the approval for up to one year beyond the 190 days if it so wishes. The letter stated there were delays with the approval by the Borough Engineer and descriptions not being available. Councilmember Montana stated he has a problem with granting an approval beyond 30 days so, in the meantime, the Board can see what the issue is. Mayor Arroyo asked Mr. Paul if there was any downside with granting the extension requested. Mr. Martin commented he did not think there was an issue giving a six-month extension. Chairman Hodges commented we have had applicants come before us, explaining the reason for the request, and we granted it. He felt the Board should give more than 30 days. The Mayor suggested 90 days. Councilmember Montana agreed. Mr. Martin commented the Board approved this subdivision, so why not give them a year. Whatever the reason is, it does not hinge upon the request for an extension.

Dan Olivier, in the interest of moving forward, made a motion to extend for 90 days so the Board can look into it further. The motion was seconded by Councilman Montana. There were no further questions, comments or discussions. On roll call vote, Dan Oliver, William Martin, Anthony Zorovich, Ann Costello, Keith Doell, Yash Risbud, Councilmember Montana, Mayor Arroyo, and Jaymee Hodges voted yes. Alternate Members Beth Staples and Kristy Dougherty were not needed to vote.

7. RESOLUTIONS:

1. Substitute/Conflict Board Planner for 2023 - Michael Kauker - Board Attorney Paul read the Resolution of Approval into the record. There were no further questions, comments or

discussions. A motion for approval was made by William Martin, seconded by Dan Olivier and carried unanimously on roll call vote. Mr. Kauker was sworn in by Steven Paul, Esq.

8. PENDING NEW BUSINESS:

1. **PB-2307-96 Sand Road GH Development LLC - 96 Sand Road-Major Subdivision, Site Plan with Bulk Variances (3 lots and road extension)** - Carried to the next meeting on 5/25/23;

9. VARIANCES, SUBDIVISIONS AND/OR SITE PLANS:

SWEARING IN OF BOARD PROFESSIONALS FOR PUBLIC HEARINGS

1. **PB-2311-301 Center Property LLC-287 Center - Site Plan for a 386sf addition** - (Edward Snieckus recused; Michael Kauker is Substitute Planner) - John J. Lamb, Esq. represented the applicant and submitted the publication documents, which were found to be in order. Mr. Lamb presented the applicant and introduced their architect, Anthony Zampolin, of Zampolin Architects and the applicant.

Bruce Meisel of 301 Center Property, LLC, the applicant, was sworn in and gave an overview of the application. Mr. Meisel described the addition, which would be about beautifying the corner of Center South Plaza. They are replacing the current stucco end cap façade with brick and glazing. This would be a functional expansion of the interior space. There is no change to parking. They rented the space to a pasta use, which would entail mostly takeout of homemade pasta dishes. Currently there is only one sign, but there should really be two, of different colors. The trend is to have each sign different. The other will be a gooseneck sign. That store at present is only 14' wide, and here they are making it 20'. That is the minimum width needed. They are not making any changes to parking. The only change is taking away the tree for more sidewalk area. There are 72 metered spaces in the parking lot. All the revenue goes to the Westwood Parking Authority. This is the highest revenue yielded in the town. They turn over the spaces 8-10 times a day, totaling approx. cars at metered parking. The only dedicated spaces are the doctor's office spaces. The meters are set to give ten minutes complimentary parking. They have four dumpsters on site.

Mr. Kauker reviewed the application and presented his report dated 5/9/23, noting the application is pretty straightforward as a minor Site plan application to an existing building. The application is to construct a 368sf addition to an existing retail store. The site has frontage on both Center and Fairview Avenues with 81,561 sf in the CBD/SPE Zone. The plans reviewed were Minor

Site Plan by Stonefield Engineering & design dated 3/17/23, and Architectural Plans prepared by Zampolin & Associates, dated 2/24/23. There were no changes to parking and the addition does not result in any variances. He had no questions for applicant.

Bruce Rockwell of Boswell Engineering commented based on their review that use has not changed, going from restaurant to restaurant. He questioned the total time the meters give. Mr. Meisel responded two hours—the same as on Westwood Avenue. Councilman Montana asked about the windows, and Mr. Meisel stated they do not look into kitchen. Ms. Staples commented she counted all of the parking spaces and wanted to make sure what is on the books is accurate. She noted two spaces are taken by the Farmhouse Restaurant. Mr. Meisel advised they will be converted back to regular parking. They had been reserved for pickup during Covid. Also, he added, at night the doctors do not have reserved spaces. Mr. Lamb advised they requested a waiver of all other site plan requirements otherwise. Ms. Staples stated she would like to see the number of parking spaces included in the final approval and shown on the plan.

Mr. Martin asked if anyone from Stonefield Engineering was appearing, and the response was no. He saw errors on plan. They should correctly label the adjacent boundaries of adjacent properties and Lot 3, noting the description was completely wrong. Further, they should eliminate all extraneous information from the plan, so the plan is accurate, and the focus is the addition. This should not hold anything up. Mr. Martin commented on the sidewalk, having a 3.5' width is difficult for a wheelchair. He expressed concern that the parking spaces are very close to the sidewalk, and can they put in lighted bollards to protect the building and the outside diners. The space is very narrow. What they are proposing makes more sense, and the upgraded facade is good. Mr. Olivier commented the end cap is nice, asking if they will be doing the same on other end of the building. Mr. Meisel responded not at present, but they are considering it. Ms. Staples stated they should add handicapped spaces on engineering plan.

Anthony Zampolin sworn in, qualified and accepted. He prepared the architectural plans with Robert Zampolin for the proposed, simple 368sf addition. Mr. Zampolin recited the interior dimensions, noting there is a decrease in the impervious coverage calculation. Functionally, the addition will improve the space. Photo Exhibits were presented and described. Exhibit A2 was a photo of the proposed addition with zoning schedule. The architectural plans were marked A3, and the Pre-existing & Adjacent Signage Exhibit with photos was marked A4, giving a history of the prior

uses. For signage, Mr. Zampolin noted the Farmhouse Café has similar signs. The addition will provide aesthetic improvements. They are proposing brick on the end cap and a masonry design, per current trends. It is a lively block the addition will only improve it. Board Member questions followed. Ms. Dougherty asked if the sidewalk measurements of 3.4 and 3.6 include the curb, and the response was yes. Mr. Olivier commented they did a great job. Mr. Doell asked about sign lighting, and the response was it would be gooseneck. Ms. Staples noted Mr. Lamb asked for a waiver but was not specific. Mr. Lamb gave clarifying comments. Their interest is in beautifying the property and the downtown.

Mr. Lamb summed up and asked for approval with conditions as stated and a revised plan to be submitted, showing handicapped spaces 10 days prior to the next meeting. They do not want to hold up the tenancy. Mr. Meisel stated they are under a construction deadline, and this would be helpful.

Mr. Doell reiterated conditions. They needed to add bollards shielding the sidewalk and diners, add striping for handicapped spaces and revised the site plan per Mr. Martin's comments. The Farmhouse Cafe parking spaces will go back to regular use. Mayor Arroyo stated the Council is very interested in how parking operates and benefits the town. It is very important. There were no further questions, comments or discussions.

A motion for approval was made by Dan Olivier, seconded by Ann Costello with the conditions as stated. On roll call vote, Dan Oliver, William Martin, Anthony Zorovich, Ann Costello, Keith Doell, Yash Risbud, Councilmember Montana, Mayor Arroyo, and Jaymee Hodges voted yes. Alternate Members Beth Staples and Kristy Dougherty were not needed to vote.

2. PB-2308-10 Carver LLC-10 Carver -New construction for a baseball training facility - Site Plan approval with C variances -
Not heard; Carried to 5/25/23;

10. DISCUSSION:

1. Adoption of Procedural Rules and Bylaws - Board Attorney Randall had emailed the Procedural Rules. Councilman Montana stated he left his notes for comments at his office. The matter was carried to next meeting on 5/25/23;

2. Climate Change Related Hazard Vulnerability Assessment Study (HVAS) as part of the Borough's Master Plan - Update & Presentation - Scheduled for next meeting on 5/25/23;

3. Other items - Vouchers - Chairman Hodges stated the Board did not receive any vouchers tonight for review and approval for payment. Councilman Montana stated he had a lengthy discussion with Mr. Marino and was going to set up a meeting with the Borough Administrator and chairpersons to find a solution amenable to all parties. It was noted this it is the law in the MLUL for the Board to review and approve the vouchers. Carried to the next meeting.

Master Plan - Mr. Martin commented the House of Representatives has bill stripping towns rights to require parking, also on the local level, meaning no parking requirements at all for developers. We are going to lose control of parking in developments. Therefore, the Board needs to think of crafting language in the Master Plan to give them some control. Also, the FAR 2nd floor requirements, as well as height restrictions, need to be extended to other zones. We will lose our ability to control the size of developments. He will speak with Mr. Snieckus about putting language in the Master Plan. A brief discussion ensued.

11. ADJOURNMENT - On motions, made seconded and carried, the meeting was adjourned at approximately 10:25 p.m.

Respectfully submitted,

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