

**BOROUGH OF WESTWOOD
PLANNING BOARD MINUTES
REGULAR PUBLIC MEETING
June 25, 2020**

APPROVED 9/24/2020

1. OPENING OF THE MEETING

<https://us02web.zoom.us/j/86303774332?pwd=c0ZKQTkycVF6djJBR3NBWHg1YUNnZz09> - Meeting ID: 863 0377 4332 - Password: 602237

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 Public 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
Robert Bicocchi, Councilmember (8:09 pm)
William Martin
Anthony Zorovich
Ann Costello (8:15 pm)
Yash Risbud
Lauren Letizia (Alt. #1)
Kristy Dougherty (Alt. #2)

ALSO PRESENT:

Thomas Randall, Esq., Board Attorney
Ed Snieckus, Burgis Associates, Board Planner

ABSENT: Keith Doell

NOT REQUIRED: Louis Raimondi, Board Engineer

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4. OPEN TO PUBLIC ON NON-AGENDA ITEMS:

A motion to **open to public** was made by Dan Olivier, seconded by Lauren Letizia, and carried. There were no questions or comments, and the matter was **closed to the public** on motion made, seconded and carried.

5. MINUTES: The Minutes of the **6/11/2020** meeting were approved on motion made by Dan Olivier, seconded by Anthony Zorovich, and carried unanimously on roll call vote.

6. CORRESPONDENCE: None

7. RESOLUTIONS: None

8. PENDING NEW BUSINESS: None

9. VARIANCES, SUBDIVISIONS AND/OR SITE PLANS: None
SWEARING IN OF BOARD PROFESSIONALS FOR PUBLIC HEARINGS

Recess taken from 8:07-8:15 for start time of hearing

10. DISCUSSION:

1. 2020 Borough of Westwood Re-examination Report of the Master Plan - Public Hearing for Review and Approval - Board Planner Ed Snieckus reviewed the power point presentation he prepared of the 2020 Periodic Re-Examination of the Master Plan dated 6/4/2020, which he screen-shared with the Board. The presentation included the following:

Master Plan Re-examination Review-Update:

1. Major issues at the last 2011 Re-examination Report and updates to 2019 Interim Report. This document will replace those documents;

2. Major land use issues currently facing the Board; and

3. Specific changes for master plan or development regulations, including objectives, policies and standards, and recommendations for redevelopment areas.

Master Plan Review Cycle:

- Re-examination every 10-years;
- Recommend 5-year intervals to address contemporary needs;
- Last re-examination 2019;
- Last comprehensive MP in 1993.

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Prior Re-examination Issues - Reaffirmed:

Prior Development and Revitalization Issues:

1. Need to reinforce uniform development pattern;
2. Need to protect environmentally sensitive land;
3. Economic Vitality of the Central Business District;
4. Development of Balanced Housing;
5. Protection of Local Housing Supply;
6. Two-family Homes;
7. Business Area Zoning Regulations;
8. Residential Lot Over Building or "McMansions";
9. Historic Preservation Plan;
10. Steep Slopes;
11. Senior Population;
12. Stormwater Management Rules;
13. LM, LB and RW zones;
14. Mass-transit and connectivity;
15. Hackensack University Medical Center at Pascack Valley;
16. Sustainable Design and Related Land Use Issues;
17. Floodplain and Stream Flooding;
18. Economic Recession (2008) and Impacts to Land Use Viability.

Current Major Land Use Issues Facing the Borough:

Development and Revitalization Issues:

1. Continued Economic Vitality of the Central Business District;
2. Updates Recommended to the Permitted Land Uses and Related Development Regulations;
3. 2020 COVID-19 Pandemic.

2020 COVID-19 Pandemic:

The Borough has been severely impacted by the worldwide Coronavirus (COVID-19) pandemic health crisis. This pandemic has caused significant economic, physical and social disruptions by the efforts to control the spread and impacts of the virus. These disruptions will require immediate, short-term and long-term responses to assist in the Borough's recovery. It is anticipated that numerous land use efforts will be necessary.

The Planning Board finds many recommendations in this report remain relevant to this effort and should be implemented as soon as possible. Furthermore, it is recognized by the Board, there will be other ongoing recommendations as the needs and ideas for recovery come to the forefront, requiring special planning and land use efforts to further this recovery.

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Demographic Analysis: 2010 Census, 2016 ACS 5-year estimate:

Topics:

- Population
- Housing
- Income
- Employment

Current Land Use and Policy Issues:

State Level Changes:

- MLUL-Inherently beneficial list of uses, solar
- COAH-Mount Laurel IV -Borough DJ Action
- LRHL 2013 and 2019 Revisions - Non-Condensation opt

Goals and Policies:

Municipal Land Use Law:

Municipal master plans shall set forth a statement of objectives, principles, assumptions, policies and standards upon which the master plan recommendations are based.

13 Goals and Policy Statements

- All reaffirmed*

Amendments to Regulations:

Recommendations: CBD/SPE Zone District:

Restricted Second Floor Uses to Any Floor:

- Brokerage houses, Stockbrokers;
- Finance companies;
- Business and professional offices (not medical);
- Custom packaging and retail mail services;
- Tailor shops,
- Travel and ticket agencies.

Retail Uses:

- Houseware sales;
- Merchandise showrooms;
- Retail merchandise pick up locations.

Educational and Lifestyle:

- Personal instruction or learning center;
- Personal training or instructional-studios;
- Yoga or personal physical training studios (maximum sf-1,750sf)
- Arts and crafts sales;
- Life coach, therapists;
- Weight loss center;

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- Language arts center;
- Co-working offices or study cafés;
- Dance studios.
- Recording studio;

Service uses:

- Personal care cosmetic or beauty salons (excluding massage parlors);
- Internet website design and hosting services;
- Locksmith;
- Pet grooming;
- Personal shopper service
- Restaurants:
- Winery or brewery affiliated tasting room.

Residential: Permit limited residential as a conditional use (SAME):

- Permitted only above the first, street level or ground floor;
- No parking required for retrofitted units into the existing building up to a density of 25 units per
- Parking beyond 25 du/ac R.S.I.S.
- Subject to the maximum building height requirements.

Conditional Uses: Permit Limited Brewery

- Specifically defined to regulations & distinguish from "brew pub" use;
- Minimum 500 ft. to another facility;
- Maximum square footage: 4,000 sf;
- Minimum to R-1 Detached Single-Family Residential district: 100ft;
- No residential uses in the same building;
- Maximum retail area of 10 percent of the facility.
- Other "non-conditional" requirements

Conditional Use: Commercial Roof Top Use

- Specifically defined to regulations & distinguish from "brew pub" use;
- Associated with permitted use in floor below;
- Use shall conform with all applicable building code regulations;
- Habitable enclosed rooftop are included in building story limits;
- Rooftop appurtenances no more than 10 percent of rooftop area;

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- Total area shall not exceed more than 75 percent of total rooftop;
- Patron area shall be setback minimally 6 feet from the edge of roof;
- Not in use between 11:00 pm to 10:00 am;
- Setback a minimum of 100 feet from the R-1 zone.
- Other design standards.

Recommendations for the CBD Zone District:

- Adult day care facilities as a permitted conditional use;
- Mixed-use concept-southerly area of the CBD;
- Health Care Support Services;
- Tattoo studios;
- VR Simulation Centers;
- Refine and consolidate similar uses, clarify or update outdated uses;
- Consider shared parking, ride share service and valet parking options.

Recommendations: CO-Central Office Zone District:

- Adult daycare as a conditional use;
- Multi-family residential in recognition of existing Multi-family residential;
- General commercial (non-retail) uses;
- Learning/educational uses.

Recommendations: O-Office Zone District:

- O-Office Zone as three separate zones to recognize unique conditions of each area:
- O-1 Zone: existing O-Zone area north of Irvington Street;
- O-2 Zone: the remainder except for the southerly side of Jefferson Ave. between Broadway and Old Hook Road;
- O-3 Zone: Southerly side of Jefferson Ave. between Broadway and Old Hook Road;
- Adult Daycare and Learning/Educational;
- Zoning Map to recognize historic area.

Recommendations: LB-1, LB-2 and LB-3 Limited Business Zone:

- LB-RM Limited Business -Residential Multifamily Affordable Housing Overlay Zone to LUP;
- Farmer's market permitted principal or conditional use;
- Micro-brewery, micro-winery or micro distillery facility in LB-1 and LB-2;
- Commercial catering kitchens.

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Recommendations: H-Hospital Zone:

- Importance of the continued modification and improvement to the hospital recommends the following for consideration:
- Zone purpose: community & regional hospital and/or medical center;
- Adjust height limits from 5 stories 65 feet, to 6 or 7 stories subject to:
- Evaluation of height increase to consider additional stories above 5 stories to include a graduated setback;
- Require a sun shadow study.
- Minimum setback of parking garages adjusted from 95 to 50 feet;
- Rezone the Center for Women's on Lot 65 to H-Zone.

Recommendations: HSO Health Service Office Zone:

- Adult daycare as a conditional use;
- Rezone the area of Old Hook Road and Kinderkamack Road, as a second HSO zone.

Recommendations: LM-Light Manufacturing Zone:

- Adult daycare as a conditional use;
- Micro-brewery, micro-winery or micro distillery use;
- Permitting surface parking areas as a principal permitted use.

Recommendations: R-1, R-2, R-3 Zone:

- Hold -Short Term Rental considerations;
- Implement regulations for solar mounted panels for residential areas in order to both permit their installation and to provide appropriate regulations.

General Recommendations:

- Shared Parking: Permit shared parking and ride share service parking;
- Outdoor Dining:
- Add a clarification the outdoor dining area can span the length of the related businesses entire storefront;
- Amend regulations requiring only chairs removed after business hours.
- Signs:
- Adjust amount and color regulations;
- Small illuminated "open" signs be permitted;
- Adjust description of sign background;
- Permit small barbershop pole signs;
- Refine Landscaping Requirements for Parking Areas;

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- Historic Preservation:
- Revise Zoning Map to indicate area of historic zone;
- Recognize in HPE Westwood Train Stations designation on the National Register of Historic Places.
- Public workshop summary: programing and functional recommendations.
- Sustainability in development regulations;
- Sustainable construction practices;
- Permeable/Pervious Pavements;
- Renewable Energy Systems.

The foregoing summarized Mr. Snieckus' overview of the 2020 Master Plan Re-Examination report, to be followed by any discussion and adoption.

Chairman Hodges thanked Mr. Snieckus for a job well done. Commentary by the Board followed. Mr. Risbud thanked Mr. Snieckus for his expertise and guidance over the years, adding he enjoyed the process and being part of it. Mr. Snieckus stated it was a group effort with the Board. Ms. Dougherty thanked Mr. Snieckus and the Board and was proud to be part of the process, adding she hopes it continues to build up the community and town. Ms. Letizia and Mr. Zorovich had no comments. Ms. Costello thanked Mr. Snieckus and members of the public that continue to come out for meetings. Councilmember Bicocchi echoed the sentiments of the Board and also thanked Mr. Snieckus. Mr. Martin commented he holds Mr. Snieckus in high regard and thanks him. He wonders if the recognition of the Westwood Downtown as one of the best downtowns, as received by the American Planning Association, NJ Chapter, should be added to the document. Mr. Martin also noted this was largely due to the efforts of Ms. Letizia and thanked her as well. Board Attorney Randall saw no problem with adding this in, as it is a fact and recognition of the Borough. Mr. Snieckus would add this accordingly. Mayor Arroyo commented it should be noted that this was suggested by Mr. Martin as the Citizen of the Year, and that should also be added. The Mayor also extended thanks and commented, noting this was all being done during the challenging time of the pandemic. Mr. Olivier echoed all the thanks for the hard work, adding it shows a great commitment to the town we love. This is the second one he has been involved in, and it makes him feel enlightened and honored to be on the Board. We did everything we could looking forward into the future for the downtown. Chairman Hodges emphasized what the Mayor and Mr. Olivier just stated.

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The public has been kind to come out and give opinions, which are valuable. The goals of our community are recognized. We will try to continue carrying on what our forefathers set in motion for us. This document has an appropriate vision and goals to make our downtown thrive and make people want to visit and be a part of it. The Chairman also thanked all his colleagues past and present and for their vote of confidence in him as Chairman.

A motion to **open to the public** was made by Dan Olivier, seconded by Anthony Zorovich and carried. The following members of the public commented: Leslie and Fred Mechanic-Lind commented in favor and asked about the approximate time line. They appreciated the work of the Board and hoped that their proposed yoga tenant could open at their site. Mr. Randall advised this is the work of the Planning Board, and it is up to the Governing Body as to what they would accept and adopt into law and put into their ordinances. The efficacy is really up to the Mayor and Council. This document is an outline/road map. The ultimate say is with the Governing Body. Charles Weinfeld, property manager, was happy with all that the Board has recommended for the downtown and future of Westwood. Karen Foote commented she is excited about the future of the downtown. Nina Bianco, NIA Realty, thanked the Board, saying this will make her job easier. There were no further questions or comments, and **the matter was closed to the public** on motion made by Dan Olivier, seconded by Ann Costello and carried.

The Chairman called for a motion. **A motion for approval of the 2020 Borough of Westwood Re-examination Report of the Master Plan** was made by Yash Risbud and seconded by Dan Olivier with the addition of the recognition of the Borough of Westwood added as stated. There were no further questions, comments or discussions. On roll call vote, Dan Olivier, William Martin, Anthony Zorovich, Ann Costello, Yash Risbud, Lauren Letizia, Kristy Dougherty, and Jaymee Hodges voted yes. Councilmember Robert Bicocchi and Mayor Ray Arroyo abstained procedurally, as they will be voting with the Mayor and Council in Council Chambers. Chairman Hodges extended thanks.

A motion to go back into the regular public portion of the meeting was made by Dan Olivier, seconded by Ann Costello and carried. There were no further questions, comments or discussions.

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11. ADJOURNMENT - On motion made by Mayor Arroyo, seconded by Mr. Risbud, all in favor, none opposed, the meeting was adjourned at approx. 9:10 p.m.

Respectfully submitted,

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