

**BOROUGH OF WESTWOOD
PLANNING BOARD MINUTES
PUBLIC MEETING AGENDA
WORKSESSION/REGULAR PUBLIC MEETING
May 10, 2012**

APPROVED 6/28/12

1. OPENING OF THE MEETING

The meeting was called to order at approximately 8:05 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 Worksession/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: Mayor Birkner
Thomas Constantine
Richard Bonsignore
Philip Cerruti
Councilwoman Ingrid Quinn
James Schluter, Vice-Chairman
Jaymee Hodges, Chairman
Ann Costello (Alt. #1)

ALSO PRESENT:

Thomas Randall, Esq., Board Attorney

Ed Snieckus, Burgis Associates, Board Planner
Louis Raimondi, Brooker Engineering,
Board Engineer

ABSENT: William Martin (excused absence)
Daniel Olivier (excused absence)
Keith Doell (Alt. #2) (excused absence)

4. MINUTES: The **Minutes of 3/22/12 and 4/12/12 were approved** on motions made, seconded and carried. The meeting of 4/26/12 was canceled due to lack of applications to process.

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5. CORRESPONDENCE:

1. Report of Louis Raimondi, Brooker Engineering, dated 4/13/12 RE: Nonpareil Group d/b/a Glow;

6. RESOLUTIONS:

1. 701 Broadway, Block 701, Lot 1 - Ruth Risman, Owner - Tenancy Review - Nonpareil Group C/O Marisol Rossi, d/b/a Glow 701 - Glow - the escrow account was reported to be up-to-date.

Mr. Rutherford read the Resolution of Approval into record. On discussion, Mr. Raimondi called attention to his report requesting certain items, such as a signed and sealed survey with two parking aisle dimensions. Nancy Saccente, Esq., attorney for the applicant was present and called to come forward stating they were surprised to receive the report after the application was approved. Being a C/C/O application, they did not have a currently sealed survey. Mr. Raimondi stated the ordinance requires a signed and sealed survey for site plan purposes to be submitted with the application. That is why he put that in his report. Ms. Saccente responded they never had to submit a new sealed survey for the last several tenant occupancy applications. The survey they have is from 1997, which was put on the site plan. She is also sure there is a copy in the Building Department files; otherwise, she indicated they would not have received the C/C/O's over the years. Mr. Raimondi was provided with a signed and sealed survey from 1997 made by Richard Eichenlaub at the dais. This was from Mr. Bonsignore's file.

Mr. Bonsignore commented there is a difference between that one and what is on the new site plan. Each time we reviewed it we should have had the original survey. Mr. Raimondi noted he observed two trucks parked diagonally on site. Per his report, he noted the application shows five parking spaces. The new plan shows five parking spaces along the side of the building, and the old survey showed four spaces in front of the door. Ms. Saccente stated the doors are not used, but were open for work being done and will be closed. There are actually six parking spaces. Also there will be no part time employees. Mr. Raimondi asked for clarification of the method of delivery of the tables and chairs and parking spaces two and three. The applicant, Mr. Risman, stated they are fold up tables and chairs and are carried in, and parking can be moved from spaces two and

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three to the back or front while they bring them in. Mr. Raimondi felt the plan could be updated. Ms. Saccente noted a site and sealed survey would be a costly endeavor. Chairman Hodges stated this began as a simple application, but in the future we would need a new plan, as they are only valid in the Borough for five years, and a floor plan would also be required. Mr. Bonsignore has to realize he has a hybrid building. The plan has been copied over many times. Ms. Saccente acknowledged and stated she was now aware of the five-year site plan law. Mr. Marini had passed it on to the Board to make sure there was enough parking since it became multi-tenanted, and at other times when it was empty, he felt there was sufficient space. They will follow procedures.

A motion for approval was made by Mr. Cerruti and seconded by Ms. Costello. On discussion, Mr. Bonsignore asked if it was conditioned upon a new site plan. It was stated that the Resolution was conditioned upon a revised plan, and Mr. Raimondi was in receipt of a sealed plan, but not with the dimensions of the two aisles. Ms. Saccente produced a sealed site plan, less than five years old, revised to 10/31/2008. Mr. Bonsignore commented he would not rely on the drawing. Councilwoman Quinn commented she was concerned about safety with the children.

There were no further questions, comments or discussions. On roll call vote, Mr. Constantine, Mr. Cerruti, Ms. Costello, and Chairman Hodges voted yes.

Chairman Hodges commented he takes a lot of advice from Mr. Bonsignore because of his years of experience on the Board and in his profession as an architect. The applicant's architect should have known better than to place this survey on the plan. Ms. Saccente commented she relies on the professionals and will advise the architect. The applicant commented as well. Mr. Snieckus advised for the future we should have a checklist for Mr. Marini and/or Mr. Raimondi as to procedure for coming before the Board. Chairman Hodges will ask the Planning Board Office to distribute a copy of the Site Plan Application form to the Board Members. A discussion ensued. Mr. Snieckus would provide a copy of a checklist at the next meeting. The process would be more streamlined and cost effective.

7. PENDING NEW BUSINESS: None

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8. **VOUCHERS:** None

9. **VARIANCES, SUBDIVISIONS AND/OR SITE PLANS:**
SWEARING IN OF BOARD PROFESSIONALS FOR PUBLIC HEARINGS
The Board Professionals were sworn in

10. **DISCUSSIONS:**

1. **Draft Zoning Ordinance Amendments to Sections of Article XIV, Chapter 195 - by Ed Snieckus, Burgis Associates:**

(1) Draft Ordinance 4-23-12 - Amending Sections:
195-153 entitled "Permit requirements-exceptions";
195-155A entitled "Temporary Signs";
195-156 entitled "Permanent Signs"; and
195-157 entitled "Lighting and Illumination".

Signs - Mr. Snieckus distributed Sample Regulations Relating to Temporary Signs from Atlantic City, South Hackensack, Berkley Heights Township, Bound Brook Borough, and Somerville for the Board's review of the different requirements and restrictions. Mr. Snieckus distributed an Amended Draft Ordinance for Temporary Signs, Permanent Signs and Lighting and Illumination with commentary as to the changes and/or additions. They would add the word "Seasonal" after "Temporary" for holiday decorations and lights on residential properties.

(2) Draft Ordinance 4-23-12 - Amending Sections:
195-42 entitled "Definitions" - adding Adult Senior Day Care and Health Clubs
195-124B - adding principal permitted uses in the LB-3 District;
195-124D - adding Adult Senior Day Care with conditions;
195-162 Table 1 - Adult Day Care Center - number of required off-street parking spaces.

(3) Draft Ordinance 4-23-12 Amending Sections:
195-125 entitled "LM Light Manufacturing District"
195-125B Adding to existing uses
195-125C Adding outdoor storage areas conforming as stated.

(4) Draft Ordinance 4-23-12 - Amending Sections:
195-128.1 entitled "CEM Cemetary District" - Setting forth uses minimum tract area and yard and setback requirements. Mr. Snieckus distributed an amended Draft Ordinance.

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A motion to recommend all four Ordinances to the Mayor and Council was made by Mr. Bonsignore and seconded by Mr. Schluter. There were no further questions, comments or discussions. On roll call vote, all members voted yes.

12. ADJOURNMENT - On motions, made seconded and carried, the meeting was adjourned at approx. 9:30 p.m.

Respectfully submitted,

MARY R. VERDUCCI, Paralegal
Planning Board Secretary