

**Borough of Ho-Ho-Kus  
Bergen County, New Jersey  
Planning Board Minutes  
Combined Session  
December 12, 2013**

**Call to Order:** Open Public Meetings Act Statement – In compliance with the Open Public Meetings Act of the State of New Jersey, notification of this meeting has been sent to the Ridgewood News, our official newspaper in the Borough of Ho-Ho-Kus and notice has been posted on the bulletin board at Town Hall. **Read aloud by Board Secretary.**

**Roll Call:** Messrs. Berardo (absent), Corrison, Pierson (absent), Reade, Cirulli, Newman (absent), Councilman Rorty, Chairman Hanlon, Mayor Randall (absent)

**Jeanne Dube, 873 East Saddle River Road, Block 810, Lot 1 and Adam & Elizabeth Willkomm, 20 Powderhorn Road, Block 810, Lot 3:** applicants seek to transfer 30,642 sq. ft. from Lot 1 to Lot 3.

**Ms. Jeanne Dube identified herself to the Board.**

**Mr. Tibor Latincics, Conklin Associates, introduced himself to the Board, sworn in by Mr. Gary Cucchiara, Board Attorney; gave his background and his involvement with this application.**

**Exhibit A-1: application**

**Exhibit A-2: minor subdivision plan**

**Exhibit A-3: Mr. David Hals report dated 11/11/13**

**Exhibit A-4: joint report approval from County of Bergen**

**Department of Planning and Economic Development  
referencing Dube application #SD7783M**

**Exhibit A-5: Conklin Associates letter in response to Mr. Hals report; letter dated 11/14/13**

**Chairman Hanlon:** stated Mr. Latincics is an engineer who is known to the Board and is deemed qualified.

**Mr. Latincics:** discussed the subject properties; Lots 1 & 3; Lot 1 has frontage on East Saddle River Road; driveway provides access to property; Lot 2 separates Lot 1 from Powderhorn; to the east of Lot 1 is existing Lot 3 which is the Willkomm property; that is currently a 1.4 acre property; both properties are in an R1 zone which requires 1 acre; both lots are substantially undersized at this time; proposed configuration is very simple, natural subdivision; 30,642 sq. ft. of Lot 1

extends to the rear of Lot 3; essentially is the backyard of Lot 3; proposed part of Lot 1 to be transferred to Lot 3 by minor subdivision; will make Lot 3.3 become 3.01; proposed Lot 3.01 will be 2.99 acres; proposed lot 1.01 will become 4.44 acres; Lot 3 has some drainage and topographical features; extending the drainage easement of Saddle Brook the entire length of the stream on proposed Lot 3.01; also a sewer easement which will be extended; those easements do not currently exist on Lot 1; so when this land is conveyed those easements are extended; the easement descriptions have been provided to the Borough Engineer as well as the metes and bounds descriptions of the proposed lots; revisions will be made and submitted to Mr. Hals' office for review per his letter; County has requested a road widening easement along frontage of Saddle River Road.

**Chairman Hanlon:** asked if this commitment has been made to the County.

**Mr. Latincsics:** stated it has not been provided in the condition of their approval.

**Chairman Hanlon:** stated the Board has had discussions with the County previously and they have agreed, in almost every case, that the applicant will keep the property and will not make that conveyance; the Borough will also support that.

**Mr. Latincsics:** stated it is not a dedication but an easement.

**Chairman Hanlon:** stated he understood what the County is trying to do; there are historical homes along this roadway; there is a great deal of concern what is going on; there has already been a discussion with the County; down the street there was an identical situation; County backed off of this also.

**Mr. Latincsics:** stated he understood this issue; there is a very strong position against roadway widening by municipalities; this case is rather a peculiar right of way. (At this point Mr. Latincsics used the plans to describe the area to the Board.)

**Chairman Hanlon:** reiterated that he understood the situation; the Board has good dialogue with the County; there is a County representative for this area; always worked with the County; for the record, the Board will continue to protect the applicant and the area.

**Mr. Cucchiara:** stated that it can be stipulated that the applicant request the County not to pursue the road widening.

**Chairman Hanlon:** agreed and Chairman Hanlon will reach out to the County; the Board has always had a dialogue and was able to work any issues out.

**Mr. Latincsics:** stated that correspondence can be sent to the County to that regard and copy the Town on that letter.

**Chairman Hanlon:** stated that Mr. Willkomm was in attendance at the meeting last month; once this transfer of land is completed, the Willkomms property will be legal and they would not have to appear before the Zoning Board.

**Mr. Lantincsics:** recited the actual setback numbers.

**Chairman Hanlon:** stated that the Saddle Brook goes through this entire property; the Board does require that the current owner and future owner will keep the stream clear and take care of desnagging the stream; by doing so, they will not have to go to the DEP; cannot build along the stream without going through the DEP.

**Mr. Latincsics:** stated the Willkomms routinely maintain the stream.

**Chairman Hanlon:** stated he wanted the new owner to understand that this is part of their obligation.

**No questions from the Board at this time.**

**Mr. Latincscis:** stated he understood that his instructions were to contact the County which may result in a revised plan submitted without the easement; the resolution of approval will be at the next meeting; the application has 190 days to meet the conditions of the approval and file the deeds for the minor subdivision.

**Chairman Hanlon:** asked Mr. Latincsics to keep in contact with the Board Attorney and Board Secretary to make sure we can support the current applicant on East Saddle River Road; work together as a team to protect the property.

**Motion to Approve application subject to the stipulations:** Corriston, Rorty

**Roll Call Taken**

**Red Cedar Market, 611 North Maple Avenue, Block 1016, Lot 4:** sign application; approval.

**Chairman Hanlon:** stated Mr. Berardo submitted a note to the Board stating that he recommended the Board approve this sign application; at last month's meeting the new business application was approved for Red Cedar Market.

**Motion to Approve Sign Application:** Cirulli, Rorty  
**Roll Call Taken**

**Resolution: Miller Subdivision, 118 Blauvelt, Block 601, Lots 4 & 5:** approval of minor subdivision deed filing with the county recording officer extended to March 31, 2014.

**Chairman Hanlon:** described subdivision application and the current application for the extension to file the deed with the county; problems had occurred; time extension granted.

**Motion to Approve:** Rorty, Reade  
**Roll Call Taken**

**Chairman Hanlon:** spoke regarding an email sent from the Board Secretary regarding obtaining contact information for each Board member; asked the Board to please supply their information; reorganization meeting will take place next month; asked Mr. Corrison to work with Mr. Pierson on the Nominating Committee.

**Mr. Timothy Corrison:** stated he would be on the Nominating Committee with Mr. Pierson.

**Letter to Mr. Edward Vitti from Mr. Cirulli, Administrator, regarding parking situation at 21 Sheridan Avenue (Block 1007, Lot 4)**

**Chairman Hanlon:** stated that when the Allstate applicant appeared before the Board last month, he mentioned a parking problem in the back of his establishment; there was not enough parking for himself and his employees; Mr. Cirulli, Borough Administrator, sent a letter to the landlord, Mr. Edward Vitti, bringing his attention to this matter; **Mr. Donald Cirulli's letter was read aloud by Chairman Hanlon;** Mr. Cirulli received a phone call in regards to his letter.

**Mr. Cirulli:** stated that Mr. Vitti said he had not heard of any parking problem at and he wasn't going to do anything about it.

**Chairman Hanlon:** stated the Mayor and Council were notified, as well as the Police Chief.

**Councilman Rorty:** stated a pad had been placed under the dumpster which in turn took away a parking spot.

**Chairman Hanlon:** stated the Council was to notify the Zoning Officer and possibly send a letter to Mr. Vitti saying there needs to be a discussion; the tenants need to be taken care of.

**Mr. Corrison:** asked who alerted the Board to the problem with the parking.

**Chairman Hanlon:** stated the new tenant did.

**Mr. Cirulli:** stated the new tenant has 2-3 employees.

**Motion for the Board Attorney to correspond with the Borough's Zoning Officer regarding the parking situation at 21 Sheridan Avenue: All Board Members in favor of motion.**

**Resolution: Master Plan:** approval of the adoption and implementation of the Master Plan.

**Chairman Hanlon:** stated the Master Plan was adopted at last month's meeting; there were a number of changes made per people's requests; the consultant has been told to make just a handful of copies; there were a couple of minor changes; changes discussed; changes will not effect the resolution.

**Motion to A pprove:** Rorty, Reade  
**Roll Call Taken**

**Approval of Minutes:**

November 14, 2013

November 21, 2013

**Chairman Hanlon:** stated he wanted to have Mr. Berardo present to vote on the minutes, so they will be voted on at the next Planning Board meeting.

**Councilman Rorty:** asked if the minutes would be posted on the website once approved.

**JoAnn Carroll, Board Secretary:** stated approved minutes will be placed on the website and on the bulletin board outside of Council Chambers.

**Motion to Adjourn:** Rorty, Cirulli

**All Board Members present approve Motion to Adjourn.**

Respectfully submitted by:

JoAnn Carroll  
Planning Board Secretary  
December 17, 2013