

**Borough of Ho-Ho-Kus  
Bergen County, New Jersey  
Planning Board Minutes  
August 13, 2015  
Combined Session**

**Meeting Called to Order at: 7:30 PM**

**Open Public Meetings Statement: Read into the record by the Board Secretary.**

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

**Also in Attendance:** Gary J. Cucchiara, Esq., Board Attorney; Ms. JoAnn Carroll, Board Secretary

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**New Business:**

**Citco Fund Services, 22 Hollywood Avenue, Block 101, Lot 4:** new business application.

**Mr. Anthony Fundaro, Global Head, Facility Engineering/Real Estate:** his company will be utilizing the space for disaster relief purposes; main office located in Jersey City; in the case of an emergency, approximately 80-120 employees will use the Hollywood Avenue facility; the only time this location will be used is in the case of an emergency.

**Chairman Hanlon:** stated the Police Department and the other Borough emergency services should be notified as to this application especially because of the amount of people who would be coming into the Borough at one time; instructed the Board Secretary to forward a copy of this application all emergency services in the Borough.

**Mr. McVey:** asked if there would be adequate parking if that many employees came to the site at one time.

**Mr. Fundaro:** stated most of the employees would be using mass transportation or private busing.

**Mr. Corriston:** asked if there were generators at the site.

**Mr. Fundaro:** stated yes; this site is currently being renovated; there will be a small equipment room and some table and chairs.

**Mr. Reade:** asked how often the site would be checked upon.

**Mr. Fundaro:** stated approximately every two months; maintenance staff will take care of service points.

**Motion to approve Citco Fund Services application:** Pierson, Reade  
**Ayes:** Pierson, Reade, Corriston, McVey, Chairman Hanlon

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**New Business:**

**Mr. Eric Altomare, 15 Sheridan, Block 1007, Lot 6:** sign application.

**Mr. Eric Altomare, 618 N. Maple Avenue, Block 1015, Lot 7:** new business/location application and sign application.

**Mr. Eric Altomare:** stated he has an existing business at 15 Sheridan Avenue; sign is black and white and not visible; trying to increase visibility; decal on door proposed as well.

**Mr. Reade:** stated the sign submitted for 15 Sheridan Avenue is suitable for that location.

**Mr. Mike Placko, Sign-A-Rama:** described the sign; 2'x6'; colors; frosted vinyl decal for the door; dimensions of the decal are 12"x16"; there is no lighting involved with this sign.

**Mr. Reade:** stated the sign complies with the ordinance.

**Mr. Corriston:** asked if there was any wording on the window or canopy.

**Mr. Placko:** stated no.

**Chairman Hanlon:** asked if it was an existing canopy.

**Mr. Altomare:** stated yes; it was there when he moved into that space.

**Mr. Placko:** stated he will ask the landlord if the address can be placed on the canopy.

**Mr. Corriston:** stated this is helpful for the Police and Fire departments.

**Mr. Altomare:** stated he is opening up another salon on North Maple Avenue; basically the same idea as the business at 15 Sheridan; awning would be black and white stripes; vintage look; same decal on door and across the bottom of the window; very understated; existing lighting above it.

**Mr. Reade:** stated that it looked like the landlord occupies both spaces, the two shops; the transom across the top is all wood and there is stained glass at the top of each of the windows; asked if that is why they are opting for a similar awning next door.

**Mr. Altomare:** stated yes; he wants it to match.

**Mr. Reade:** stated the sign would line up with the existing signage along the street.

**Chairman Hanlon:** asked if the street number would be placed on this awning.

**Mr. Placko:** stated the address will be put on both ends of the awning.

**Mr. Reade:** asked about the small decal and if anything would be placed on the two big panes.

**Mr. Placko:** stated there will be a decal at the bottom of the two windows; a 6” band with 3” tall letters; if it were etched it would be hard to see; the awning is an aluminum frame; will match the neighbor next door; black and white striped canvas; address will be put on both sides; there is existing lighting; not sure if it works at this time.

**Chairman Hanlon:** stated if the light were to be fixed, it would have to have a timer attached to it.

**Mr. Corrison:** asked if there would be any differences in the services offered at both locations.

**Mr. Altomare:** stated they are basically the same; small difference is the new location would have a couple of blow dry stations.

**Mr. Placko:** asked if it would be acceptable to the Board to have a black and white awning at both locations as long as the landlord was okay with it.

**Mr. Corrison:** stated the Board does not have the right to dictate the color of the awning.

**Chairman Hanlon:** asked how many employees would be at the new location on Maple Avenue.

**Mr. Altomare:** stated potentially 6; which would include himself, a salon manager and 4 stylists.

**Chairman Hanlon:** stated there is a parking problem at the North Maple location; suggested the applicant make arrangements with the Borough to buy parking passes for his employees; there is a parking lot approximately one block north of where his business will be located.

**Mr. Altomare:** stated he is aware of the parking situation and intends to purchase parking passes for his employees; wants to save the street parking for his customers.

**Motion to approve new business/location at 618 North Maple Avenue:**

Corrison, Pierson

**Ayes:** Pierson, Reade, Corrison, McVey, Chairman Hanlon

**Motion to accept application for the carved wood sign above the 15 Sheridan Avenue location and the canvas awning sign at 618 N. Maple Avenue with the numbers on the awning and the etching applique:** Reade, Corriston

**Ayes:** Pierson, Reade, Corriston, McVey, Chairman Hanlon

**Mr. Placko:** stated he will speak with the landlord regarding the striped awning at the Sheridan location and asked if the applicant would have to appear before the Board again.

**Mr. Cucchiara:** stated that would be a different application; it is not before the Board at this time; the Board can't control or restrict colors or styles as long as it conforms to the ordinance.

**Mr. Corriston:** stated we could give a contingent approval assuming it is the same design as the one on Maple with the addition of the numbers.

**Mr. Cucchiara:** stated the Board could authorize a green or black and white striping, provided all other aspects conform.

**Motion amended to permit the substitution of a black and white awning at the applicant's option on Sheridan Avenue based upon it being the same in writing and dimension and also having the address:** Corriston, Reade

**Ayes:** Pierson, Reade, Corriston, McVey, Chairman Hanlon

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**Approval of Minutes:**

May 14, 2015

June 18, 2015

May 21, 2015

February 19, 2015

June 11, 2015

November 13, 2014

**Chairman Hanlon:** reviewed the above minutes; approval of minutes taken as a voice vote; all Board members present approve the above referenced minutes;

**Ayes:** Pierson, Reade, Corriston, McVey, Chairman Hanlon

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**Chairman Hanlon:** stated the Board's next meeting will take place on September 10, 2015 in the Ambulance Room due to the fact the Board of Adjustment will be meeting that same evening; stated the Board will have a new member, Mr. William Jones, who is the new Borough Administrator.

**Chairman Hanlon:** stated Mr. Corriston will be meeting with the Board of Adjustment, along with Mr. Berardo and Pierson, to discuss the Board of Adjustment's 2014 Annual Report.

**Mr. Corriston:** stated he will get in contact with Mr. Rutherford.

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**Discussion:**

**Board Vice Chairman Committee update**

**Chairman Hanlon:** asked if Mr. Corriston had any updates for the Board in regards to a Vice Chairman.

**Mr. Corriston:** stated he had no updates for the Board at this time and that he is still working on this issue.

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**Discussion:**

**Mr. Justin Ross, Beautiful Bodies Boot Camp, 217 First Street; Block 1016, Lot 5:** sign application; applicant seeks approval to place two free standing signs on property/Sign Committee update.

**Mr. Reade:** stated Beautiful Bodies Boot Camp is currently located in the space behind St. Eve's restaurant; 217 Front Street; it is the building well behind the parking lot in the back; the applicant had taken it upon himself to put up a couple of banner signs tacked to the building and a couple were standing ground signs to help direct patrons to his establishment; an application for these signs was never made to the Board; it was brought to their attention by the Zoning Officer with the recommendation to submit an application to the Board; the Board currently has an application; the Board's recommendation was for the applicant to simply change the existing sign which is above a bay towards the back of the building, but it is their front door; the actual door that faces Front Street is their emergency exit door; they do not use that; the recommendation was for them to change the existing sign above the bay door and also that they needed to remove the banner signs which were tacked up on the side of the building because they were never approved, nor would they be approved by the Board; the application which is currently before the Board shows their marquee signage; there is a sign above the bay which is backlit and it is plexiglass, presumably.

**Mr. Pierson:** asked if the sign on the wall compliant or not.

**Mr. Reade:** stated the sign on the wall needs to be removed; stated the applicant's dilemma, as they saw it, was that because of the location of the building, they had indicated patrons were having difficulty locating their facility; they want to put ground signs out; they had, this past winter, taken one of the signs and put it on Maple Avenue right near the entrance between Granny Attic's driveway and St. Eve's restaurant; it was out by the sidewalk; they have two of them; one in the front and one at the rear; the applicant believed they would have leeway to place signage the same as Granny's Attic; the applicant is looking for some kind of relief; Mr. Reade asked the applicant to ask his landlord if they would be able to place a sign with an arrow pointing to the Beautiful Bodies Boot Camp location; the applicant never got back to Mr. Reade; the application is requesting some sort of sign close to their curb; perhaps a placard or portable/permanent structure; that application is dated May 21, 2015.

**Mr. Corriston:** asked for clarification that the applicant is seeking approval for one sign and guidance as to additional signs.

**Mr. Reade:** stated that was correct.

**Mr. McVey:** stated the applicant has been given guidance and is non-compliant with the guidance he has been given going back several months; stated he has been monitoring the situation and the pictures that Mr. Reade has shown, the free standing signs are essentially redundant to the banner signs; the applicant has double signage to address the concern he has; another issue is the other training place, which is further behind the property, has signs out and the applicant is questioning his need to be compliant when other businesses aren't; there is inconsistency with businesses being compliant with the sign ordinance.

**Ms. Carroll, Board Secretary:** gave a brief overview of her discussions with the Property Maintenance Officer and the Zoning Officer in regards to the signage in the Borough.

**Mr. Corrison:** stated business owners whose locations are difficult to find should be applying for a variance instead of placing signs that are not permitted; it may be reasonable for directional signs at certain locations.

**Chairman Hanlon:** stated the purpose of this discussion was to provide guidance to Mr. Reade and Mr. McVey regarding the Beautiful Bodies Boot Camp sign issue.

**Mr. Corrison:** stated the owners of Beautiful Bodies Boot Camp should be informed that their one sign is permitted and if he has a plan for other signs, or other signs to be added to the building, smaller signs for directional purposes, he would have to file an application with the Board of Adjustment for a variance.

**Chairman Hanlon:** stated the other issue is regarding the other A-frame signs in the Borough.

**Mr. Corrison:** stated maybe the ordinance needs to be updated; we want to help the businesses in town but the signs must be placed in a safe manner and during business hours only; it might be helpful to check the sign ordinances in surrounding towns.

**Chairman Hanlon:** stated it would be helpful to do some research regarding sign ordinances in other towns.

**Mr. Corrison:** stated the sign ordinance could be amended or the A-frame signs would be conditional; stated the owners of Beautiful Bodies Boot Camp can be told that the Board is working on the issue of the sidewalk signs, but on the other ones they would have to get a variance.

**Mr. McVey:** stated the issue with the signs for Beautiful Bodies Boot Camp has been an ongoing issue for some time; they were told at one meeting that the banner sign did not comply and needed to be removed; that was three months ago.

**Chairman Hanlon:** stated the Borough Officials involved should be told that the applicant has not come before us and they need to be told the signs are not compliant.

**Motion to approve the current Beautiful Bodies Boot Camp sign application, date received May 21, 2015, limited to the replacement of the prior sign only; insert:** McVey, Corriston

**Ayes:** Pierson, Reade, Corriston, McVey, Chairman Hanlon

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**Closed Session:**

Litigation: Chamberlain Developers, Inc. a New Jersey Corporation v. Borough of Ho-Ho-Kus, et al.; Docket No. BER-L 4253-15

Litigation: Chamberlain Developers, Inc. vs. Borough of Ho-Ho-Kus, Laura Borchers, Clerk of the Borough of Ho-Ho-Kus, Planning Board of the Borough of Ho-Ho-Kus.

**Motion to go into Closed Session:** Corriston, Pierson

**Ayes:** Pierson, Reade, Corriston, McVey, Chairman Hanlon

**Meeting went into Closed Session at 8:17PM.**

**Meeting reconvened at 8:40PM.**

**Motion to Adjourn:** Pierson, McVey

All in Favor

**Meeting adjourned at 8:40PM.**

Respectfully submitted by:

JoAnn Carroll  
Planning Board Secretary  
August 18, 2015