

**WYCKOFF PLANNING BOARD  
SEPTEMBER 12, 2018 PUBLIC BUSINESS MEETING MINUTES**

Public Work Session: 7:30 p.m. Second Floor Court Room, Memorial Town Hall  
Public Business Meeting: 8:00 p.m. Second Floor Court Room, Memorial Town Hall

The meeting commenced with the reading of the Open Public Meeting Statement by Robert Fortunato, Chairman:

“The regular September 12, 2018 Public Business Meeting of the Wyckoff Planning Board is now in Session. In accordance with the Open Public Meeting Act, notice of this meeting appears on our Annual Schedule of Meetings. A copy of said Annual Schedule has been posted on the bulletin board in Memorial Town Hall; a copy has been filed with the Township Clerk, The Record, The Ridgewood News and the North Jersey Herald and News – all newspapers having general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting the Agenda thereof was similarly posted, filed and mailed to said newspapers.” Formal action may be taken.

Chairman Fortunato read this statement into the record: *“All applicants are hereby reminded that your application, if approved, may be subject to the terms, conditions and payment of the Affordable Housing Development Fee requirements of the Township. Information can be obtained from the Code of the Township of Wyckoff, Chapter 113-8 on the Township’s website, [www.wyckoff-nj.com](http://www.wyckoff-nj.com)”*

*“This meeting is a judicial proceeding. Any questions or comments must be limited to issues that are relevant to what the board may legally consider in reaching a decision and decorum appropriate to a judicial hearing must be maintained at all times.”*

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**Board Member Attendance:** Robert Fortunato, Chairman; Kevin Hanly, Vice Chairman; Brian Scanlan, Mayor; Rudy Boonstra, Township Committee Representative; Michael Homaychak, Scott Fisher; George Alexandrou; Glenn Sietsma; Drita Haznedari-McNamara, Alt.; John An, Alt.

**Staff Present:** Joseph Perconti, Planning Board Attorney; Mark DiGennaro, Township Engineer; Peter Ten Kate, Boswell Engineering Representative; Susan McQuaid, Board Secretary; Denise Capparelli, Board Secretary.

**OLD BUSINESS**

Approval of the August 8, 2108 Work Session and Regular Business Minutes at the work session meeting as amended.

**RESOLUTION TO APPROVE VOUCHERS FOR PAYMENT**

**RESOLUTION #18-09**

Resolution #18-09 was approved at the work session meeting as amended.

**RESOLUTION(S) TO BE MEMORIALIZED**

**MICHELE A. GIUFFRE-SHORE** BLK 245 LOT 42.02 (RA-25); 551 Overlook Drive. (The applicant proposes to install a fence along the second front yard along Franklin Avenue).

Board Member Boonstra made a motion to memorialize said resolution. Vice Chairman Hanley second the motion. Voting in favor: Mr. Homaychak, Mr. Boonstra, Mr. Hanly, Mayor Scanlan and Chairman Fortunato.

**CJM PROPERTIES CORP.** BLK 498 LOT 96.20 (R-15); 28 Ravine Avenue. (The applicant proposes to subdivide the existing single lot into two proposed lots where one lot will be conforming in lot size and the second lot will require a minor variance for minimum lot depth).

This Resolution will be memorialized at the October 10, 2018 meeting.

**FRANKLIN MONROE REALTY, LLC** BLK 239 LOT 2 (B1); 345 Franklin Avenue. *(The applicant proposes to renovate and rehabilitate the existing structure for bank use with a drive-thru on the ground floor and 2 residential apartments on the second floor).*

Mayor Scanlan made a motion to memorialize said resolution. Second Vice Chairman Hanly, Voting in favor: Mr. Homaychak, Mr. Boonstra, Mr. Hanly, Mayor Scanlan and Chairman Fortunato.

#### **FOR COMPLETENESS REVIEW**

**DAIRY QUEEN** BLK 219 LOT 14 (B1-CORNER); 299 Franklin Avenue. *(The applicant proposes to install a generator in the second front yard along Godwin Avenue).*

This application was deemed incomplete at the work session meeting.

**INTERNATIONAL CENTER FOR MINIMALLY INVASIVE SURGERY** BLK 492 LOT 18.01 (B2); 461 Goffle Road. *(The applicant proposes to erect an 8' x 20' storage shed in the rear yard within the setback line).*

This application was deemed incomplete at the work session meeting.

**143 ELMWOOD PLACE, LLC** BLK300 LOT 9.01 (R-15); 143 Elmwood Place. *(The applicant is proposing to subdivide the property and to retain the existing single family home on one lot and to build a new single family home on the created lot).*

This application was deemed complete at the work session meeting and has been scheduled for a public hearing on Wednesday, October 10, 2018 at 7:30pm

**ROBERT A. MILANESE** BLK 235 LOT 18.02 (B1); 406 Highland Avenue. Site plan. *(The applicant proposes to remove the existing garage, construct an addition to the side of the building and construct four (4) parking spaces).*

This application has been carried to the October 10, 2018 public hearing meeting at the request of the applicant. An extension of time letter has been received by the applicant.

**FOR PUBLIC HEARING AND CONSIDERATION**

- 1. AMENDMENT TO REEXAMINATION REPORT**
- 2. TOWNSHIP OF WYCKOFF MASTER PLAN AMENDMENTS– 2018 THIRD ROUND HOUSING ELEMENT AND FAIR SHARE PLAN AND LAND USE PLAN ELEMENT AMENDMENT**
- 3. VOTE(S) TO ADOPT MASTER PLAN AMENDMENTS (2018 THIRD ROUND HOUSING ELEMENT AND FAIR SHARE PLAN AND LAND USE PLAN ELEMENT AMENDMENT) AND AMENDMENT TO REEXAMINATION REPORT- AND TO MAKE RECOMMENDATION TO THE TOWNSHIP COMMITTEE TO ENDORSE 2018 THIRD ROUND HOUSING ELEMENT AND FAIR SHARE PLAN**

Ms. McKenzie, Professional Planner for the Township of Wyckoff, first stated that Wyckoff will be asked to have a Special Public Hearing in October to approve a brand new Housing Element and Fair Share Plan and approval of the following documents. Planner McKenzie explained she is still working on the document and her goal today is to bring the Board members up to date on how they arrived at this process and what to expect since the Planning Board will be asked to approve the document.

A one page document currently in the works is expected to reply to a court order that explains what the town will adopt after the Public Hearing on Oct. 15, 2018

1. Amendment to the Township existing Periodic Reexamination Report (PRR)
2. Adoption of 2018 Third Round Housing Element and Fair Share Plan (FSP)
3. Adoption of 2018 Element History of the Land Use Plan Element (LUPE)

Planner McKenzie outlined the purpose of including the Periodic Reexamination amendment to avoid the necessity of super-notification by the Township Committee of the various zoning amendments that will be needed to implement the Third Round Housing Element Fair Share Plan. This will aid in avoiding unnecessary costs and time to the Township.

Planner McKenzie stated that the Periodic Reexamination Report and the Land Use Plan Element will be short amendments to the existing Master Plan. The Third Round Housing Element and Fair Share Plan will be greater in content as it will consist of a number of appendices, some of which will be documentation such as: the town's vacant land analysis, demographics, housing and employment profile, existing Affordable Housing units, Affirmative Marketing Plan, zoning ordinances, the Fair Share Rehabilitation Manual to be updated, settlement agreements with Fair Share Housing and Canterbury as well as the judge's order approval and final compliance. The Periodic Reexamination Report and Land Use Plan Element will consist mostly of ordinances, resolutions, manuals and the spending plan needed to implement the Third Round Housing Element.

Planner McKenzie created a "summary sheet" for Board members to apprise themselves of the Housing Element and will provide a draft shortly. The draft will contain the text of what the Board will vote on. Appendices will not be included.

Chairman Fortunato asked if this document had gone before the counsel and had been

recommended. Mayor Scanlan responded that he and Councilman Boonstra have comprised a subcommittee on the Fair Share Housing Litigation and Canterbury Corporation and have been in discussions with the Township Committee in closed sessions as part of the litigation with the Fair Share Housing Center and Canterbury Corp. As a result, intervention from Canterbury Developer led to mediation and discussions ultimately resulting in a settlement on August 3, 2018. An agreement was formed with Canterbury Developers to develop 61 units of which nine (9) units (15 %) are set aside for Affordable Housing rental units. Wyckoff will purchase the remaining twenty (20) acre property for open space.

Planner McKenzie clarified the total number of required Affordable Housing units and the court has already accepted the mechanisms the Township of Wyckoff has put into place to meet these needs. Planner McKenzie said she will provide the full package to the Board by early October.

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There being no further business, a motion to adjourn the meeting was made and seconded and passed unanimously. The meeting concluded at 10:43 p.m.

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Denise Capparelli,  
Administrative Support Assistant  
Wyckoff Planning Board