

**TOWNSHIP OF SADDLE BROOK
PLANNING BOARD**

Following are the minutes of the Saddle Brook Planning Board's regular meeting, held on Tuesday, February 21, 2017.

1. FLAG SALUTE

2. ROLL CALL: Mr. Ambrogio, Mr. Compitello, Mr. Gierek, Mr. Hickey, Mr. LaGuardia, Mr. Verile, Mr. Maniscalco, Mayor White, Mr. Mazzone, Mr. Parisi and Mr. Browne – PRESENT Councilwoman Mazzer - ABSENT Also present were Stephen Pellino, attorney, Richard Brown, engineer and Gary Paparozzi, planner.

3. CHAIRMAN ANNOUNCES – OPEN PUBLIC MEETINGS ACT: Adequate notice of this meeting has been sent to all members of the Planning Board and to all legal newspapers in Accordance with the Provisions of the OPEN PUBLIC MEETINGS ACT, CHAPTER 231, P.L. 1975.

4. NEW BUSINESS

A.) Site Plan

Otto Home Goods, Inc., 4 Rosol Lane, Block 1717, Lot 1
Kevork Adanas, attorney for the applicant came forward.

Mr. Adanas – Otto Home Goods is a wholesaler of home improvement supplies, including vanities and bathroom countertops. We have a site plan, which was revised on 02/17/17, showing the addition of a van accessible parking spot, as required on the engineer's report.

Mr. Pellino reviewed notice and deemed it to be complete.

Mr. Adanas – We would like to put up a chain link fence to divide the interior premises, located at 4 Rosol Lane.

Mr. Pellino – For clarification, our ordinance says any structural change to the premises requires site plan approval. They are looking to subdivide the existing warehouse space. They do not have a copy of the original site plan approval. No variances are being requested. They are dividing the parking in a way that is not proportional to the space they will occupy inside.

Mr. Adanas – The tenant can't find the original site plan approval. There will, at most, be 3 employees at any time. It is not a showroom. It's a warehouse.

Mr. Pellino – You are proposing to have 5 parking spaces and fifty percent of the interior space.

Mr. Adanas – Yes. The warehouse area we use will be predominantly for storage. We are trying to base it on terms that my client and the original tenant had agreed to.

Mr. Compitello – How many employees are currently working in the warehouse?

Frank Hanikeh, president of Otto Home Goods, was sworn in.

Mr. Adanas – I don't know. We will have two employees.

Mr. Maniscalco – Is there a parking issue now?

Mr. Adanas – There hasn't been. The company that's there now seems to be downsizing their business.

Mr. Hickey – Do you have enough space for deliveries? How big is the delivery truck?

Mr. Adanas – Absolutely. The truck used is a U-Haul van size truck. It will deliver 2-3 containers worth of goods over a period of a month to the loading dock.

Mr. Maniscalco – Will any vehicles be parked overnight?

Mr. Hanikeh – One 16 foot long truck will park in the first spot, in front of the building by Rosol Lane.

Mr. Brown passed out Exhibit B-1. This is a 2016 Google Earth satellite image, 8-9 trucks parked in angle parking spaces.

Mr. Adanas – Those are not our trucks. We have nothing to do with that part of the building. Diaz is an international food company. I don't know how busy they are.

Mr. Brown – These trucks extend into the right of way.

Mr. LaGuardia – You will be storing household fixtures?

Mr. Adanas – Yes, bathroom and kitchen cabinets, vanities and countertops. We may get into small accessories, such as bathroom mirrors, etc. too.

Mr. LaGuardia – What are your proposed operating hours?

Mr. Hanikeh – Monday to Friday 8:00 – 6:00, a couple of hours on Saturday morning and closed on Sunday.

Mr. Pellino – Do you have the owner's consent for the application? I think that's critical. Also, they may have the original approval.

Mr. Adanas – No. To make this happen as quickly as possible, can we have whatever action is taken subject to approval by the owner?

Mr. Pellino – I recommend to the Board that any approval granted be subject to written approval from the property owner. Also, parking extends into the Rosol Lane right of way. A hold harmless agreement should be provided to the Township. The Board is not granting permission to park in the right of way. The Board should get a Fire Department review letter.

Mr. Brown – Is there going to be a sign?

Mr. Adanas – No, we will with draw that.

Steven Koestner, engineer for the applicant, was sworn in.

Mr. Koestner – The Site Plan, dated 01/06/17, revised 02/17/17, shows the 12' x 24' van accessible handicap parking next to the loading dock. Otto Home Goods will occupy 14,142 square feet of the 29,046 square foot warehouse. They will also have 850 square feet of the two-story office space. On the westerly side of the building, there is a loading dock and 8 parking spaces in front and 13 parking spaces (9 truck sized and 4 regular sized) along the easterly side of the building, with a right of way from Rosol Lane south.. There will be no change to the building foot print or paved area. There will be no increased runoff.

Mr. Brown – Which space is van accessible?

Mr. Koestner – Space number 1 alongside the loading dock, marked "Prop Track Pkg Area".

Mr. Brown – When you revise the plans you will need to double check the required size and add striping and signs.

Mr. Adanas – The truck will be out most of the day and parking at night.

Mr. Laguardia – Will there be fork lift traffic in the road?

Mr. Koestner – No.

Mr. Compitello – Will you be sharing a bathroom with the other tenant?

Mr. Koestner – Yes.

Mr. Compitello made a motion to open the meeting to the public. Mr. Hickey seconded the motion. All in Favor – YES

Clifford Cook – Is the office space already split?

Mr. Adanas – Yes. We will use the first floor, which is 850 square feet.

Mr. Compitello made a motion to close the meeting to the public. Mr. Verile seconded the motion. All in Favor – YES

Mr. Adanas gave his summation of the application.

Mr. Pellino - The applicant is requesting no variances and no change in use. You may want to put conditions on any approval as follows:

1. Fire Department review
2. Since the parking encroaches the right of way on Rosol Lane, there should be a hold harmless agreement for liability. The Board is not condoning this parking. The applicant will park there at their own risk.
3. Property owner's acknowledgement that he has consented to the application and that he will be bound by the conditions of the site plan
4. Parking to be mutually shared.
5. Site plan to be revised to show that the handicap parking space dimensions to meet the requirement and striping to be shown on plan
6. Provide a copy of original approval.

Mayor White made a motion to approve the application with the conditions listed by Mr. Pellino. Mr. Gierek seconded the motion. VOTE: Mr. Ambrogio, Mr. Compitello, Mr. Gierek, Mr. Hickey, Mr. LaGuardia, Mr. Verile, Mr. Maniscalco, Mayor White and Mr. Mazzone – YES

APPLICATION APPROVED

B.) Ordinance Review

Mr. Pellino – Due to some issues that have come up, we are reviewing the ordinances regarding checklists and fees. Currently, the ordinance regarding application fees and escrow amounts. Also, there is supposed to be a checklist for all applications. It is important that the engineer does a completion review all applications. The fee for that review is built into the proposed schedule of fees. An effort has been made to go easy on the fees for a residential application. I proposed the ordinance gives the engineer the authority to adjust the escrow if it is a more complicated application. If the Planning Board is pleased with this proposal, they would recommend it to the Council. Applicants are required to pay Board professionals. Each professional will have a separate escrow. I am also suggesting that you build into the ordinance, if an applicant owes escrow, the Board can stop working on the application or withhold approval and the Building Department can hold back on permits. Rick gave very detailed checklists for each type of application. The applicant is free to ask for waivers. You're being asked to review these recommendations and if you're in agreement, this would be forwarded to the mayor and Council for ordinance revision. I would propose that this is all put in one section.

Mr. Hickey – If a residential applicant has to come up with \$900 I think it's an extraordinary amount of money. I have a concern with that.

Mr. Paparozzi – Every community that I've worked with has always charged an escrow fee.

Mr. Pellino – For residential applications, I think we can have the engineer adjust the escrow when the application comes in.

Mr. Pellino – Maybe you can have the engineer calculate the engineering escrow at the time of the completeness review. So the applicant would post only the completeness review fee initially.

Mr. Brown – I can drop the completeness review fee for residential \$150.

Ms. Kapner – The schedule does not include special meeting fees.

Mr. Ambrogio – When a lot coverage variance is requested, we should have a requirement for onsite drainage.

Ms. Kapner – Also, the Zoning Board checklist currently states that the survey must be less than one year old.

Mr. Brown - 5 years should be good.

Mr. Pappozzi – Yes, 5 years is reasonable.

5. MISCELLANEOUS

Mr. Pellino stated that he reviewed and vetted the Caramanna Subdivision Deed, which need to be signed by the Board chairman and secretary.

Mr. Compitello made a motion to sign the subdivision. Mr. Gierek seconded the motion. All in Favor – YES

6. RESOLUTIONS

Mr. Compitello made a motion to adopt the following resolutions:

- Appointing Chairman
- Appointing Vice Chairman
- Appointing Secretary
- Compensation of Professionals
- Contract Authorization – Board Attorney
- Contract Authorization – Board Engineer
- Contract Authorization – Board Planner
- Designate Official Newspaper
- Authorize 2017 Meeting Schedule
- Completeness Determinations

Mr. Verile seconded the motion.

VOTE: Mr. Ambrogio, Mr. Compitello, Mr. Gierek, Mr. Hickey, Mr. LaGuardia, Mr. Verile, Mr. Maniscalco, Mayor White and Mr. Parisi – YES

Mayor White – I appointed Clifford Cook as the third alternate on the Planning Board.

7. MINUTES

Mr. Gierek made a motion to approve the minutes of the January 17, 2017 reorganization and regular meetings. Mr. LaGuardia seconded the motion. All in Favor – YES

8. CORRESPONDENCE

Mr. Compitello made a motion to accept and file the correspondence. Mayor White seconded the motion. All in Favor – YES

9. VOUCHERS

Mr. Gierek made a motion to approve the following vouchers provided funds are available:

- Basile Birchwale & Pellino, LLP, 02/01/17, 1st quarter retainer, \$607.75
- Basile Birchwale & Pellino, LLP, 02/01/17, Caramanna, \$52.50
- Carroll Engineering, 02/10/17, Otto Home Goods, \$810.75

Mr. Verile seconded the motion. All in Favor – YES

10. OPEN AND CLOSE THE MEETING TO THE PUBLIC

Mr. Gierek made a motion to open the meeting to the public. Mr. Compitello seconded the motion. All in Favor – YES

No public participation.

Mr. Compitello made a motion to close the meeting to the public. Mr. Gierek seconded the motion. All in Favor – YES

11. ADJOURN

Mr. Compitello made a motion to adjourn the meeting. Mayor White seconded the motion. All in Favor – YES

Meeting adjourned 9:03 p.m.

Respectfully Submitted,

Jayne Kapner
Planning Board Secretary