

**TOWNSHIP OF WEST MILFORD
PLANNING BOARD**

MINUTES

March 26, 2015

Regular Meeting

Chairman Christopher Garcia opened the March 26, 2015 Regular Meeting of the West Milford Planning Board at **7:33 p.m.** with a reading of the Legal Notice, followed by the Pledge of Allegiance and Roll Call.

ROLL CALL

Present: Mayor Bettina Bieri, Linda Connolly, Councilwoman Ada Erik, Andrew Gargano, Warren Gross, Douglas Ott, Glenn Wenzel, Alternate Michael Siesta, Alternate Steven Castronova, Chairman Christopher Garcia, Board Engineer Paul Ferriero.

Absent: Geoffrey Syme, Board Attorney Thomas Germinario, Board Planner Chuck McGroarty.

Chairman Christopher Garcia requested Alternate Michael Siesta to sit on the Board for Geoffrey Syme, and advised that a quorum was present to hold this meeting.

PUBLIC PORTION

Chairman Garcia opened the Public Portion of the meeting. With no one present wishing to address the Board, the Public Portion was **closed** on a **motion** by Douglas Ott and a **second** by Glenn Wenzel.

PRESENTATIONS

Proposed West Milford Library Courtesy Review

Prior to Board and Township Engineer Paul Ferriero providing a courtesy review on the proposed new Library, Board members Mayor Bettina Bieri, Andrew Gargano, and Douglas Ott, Trustees on the Library Board, questioned whether or not they needed to be recused from this matter. The Board concurred that they would not be voting on the courtesy review, but if a vote is required, they would recuse themselves. Mr. Ferriero advised that the new Township Library project has been in development for quite some time, and has received Highland's approval. The site plans were prepared by his office, and the architectural plans were prepared by Arcari & Iovino. He stated that he would provide some basic information to the Board about the proposed plans and project, adding that the construction plans were currently being prepared for bidding. In review of the plans, Mr. Ferriero reported that the new Library would be under 17,000 s.f., with approximately 8,500 s.f. for each of the two floors. The traffic will enter the existing Town Hall entrance drive and park at the new Library, and they would exit onto Union Valley Road via the driveway proposed near the Presbyterian Church. He noted that the required stormwater plan will be included as part of the project, and a fire tank will be installed under the building for the fire suppression system. Michael Siesta commented that if there were no parking spaces available, people would have to exit onto Union Valley Road and go back into the parking lot to locate a space, and Mr. Ferriero noted that this was Passaic County's approved traffic flow plan for the site. Mr. Ferriero continued to report that all required approvals were received after about 5 years of planning and executing applications. He reviewed the interior First Floor (books, periodicals, mechanical room, offices) and Second Floor (Children's Room, Conference Room, Meeting Rooms, Program/Craft Room) plans, as well as the Elevation Drawings, which depicted the exterior façade of the 2 story gabled building. An emergency generator is also included in the project, and Mr. Ott advised the Board that the new Library would be ADA compliant and will include an elevator. Mr. Ferriero noted that the exterior would consist of stone and non-combustible siding attached to steel, with a steel roof. Andrew Gargano and Mayor Bieri advised that the exterior color choices would be generally neutrals and browns. They reviewed the room configurations and Mr. Gargano pointed out that half of the second story would consist of meeting rooms. One of the Board members inquired about the existing house that is in the front of the new Library property, and Mr. Ferriero advised that they would retain the house to be used for offices during construction, as they do not want to sacrifice the impervious surface at this time. Steven Castronova inquired about the new septic that was installed for the Library, and wondered if it would be large enough for the Library and the house to use concurrently. Chairman Garcia questioned the traffic flow exiting the new Library, and expressed concern that it would interfere with traffic exiting the Presbyterian Church property and the ball fields located to the rear. Mr. Ferriero responded that the chances of the Library and the Church having coinciding events was minimal, and stressed that Passaic County made the determination about the traffic pattern that they preferred for the site. Mr. Ott noted that there is a "No Left Turn" sign exiting the church parking lot. Warren Gross inquired about the water storage tank and the charge system for the fire suppression system, and Mr. Ferriero replied that the tank would be used for the sprinkler system, but he could not answer specifics about the system. Linda Connolly inquired about the number of computers they expect to have for the residents use, and Mayor Bieri responded that they will have WiFi and charging stations, and there will be more computers than they currently have available.

Mr. Ott interjected that the Library has laptops for people to use. With regard to vegetation and plantings, Mr. Ferriero advised that the existing vegetation along the church side would remain. Parking will include 36 spaces for the Library, which he maintained would be sufficient. Mr. Castronova inquired about a general standard for library parking and suggested that the number of proposed parking spaces may not be sufficient; Mr. Ferriero stated that the number would be adequate for a library. Chairman Garcia inquired if there is a specific traffic pattern proposed during construction, and Mr. Ferriero was not sure whether Passaic County made a determination on this. Mr. Ott observed that when the new septic was installed, there was quite a bit of truck traffic, but it did not impact the regular traffic flow on Union Valley Road. Mr. Ferreiro suggested installation of way finding signs, and Mayor Bieri concurred, adding that there should be signs in front of Town Hall directing traffic in one way. With regard to the architect's rendering of the building, Mayor Bieri commented that the rendering before the Board does not fully do justice to the structure that has been planned. Mr. Gargano reported that the process to get from concept to where they are at this point took a tremendous effort, and the architect has completed approximately 100 conceptual drawings based on their changes and requests. Mr. Ferriero observed that each time a change was made by the architect, he had to try to accommodate the changes with his site plan. Mr. Castronova inquired if there was any room in the back for additional parking, and Mr. Ferriero responded that there were wetlands at the back of the site and the parking is at the maximum permitted with this site. Mayor Bieri noted that if there are events at the Town Hall, i.e. rabies clinic, the overflow can use the new Library parking lot and vice versa. Michael Siesta inquired if the Police Dept. had any comments or input regarding the plan, and Mr. Gargano replied that this was the first time the plan was presented in public. Mr. Ferriero observed that they will need to provide the plans to the Police and coordinate some details with them, and Mr. Castronova suggested that, as a courtesy, a copy of the proposed plan should be provided to all the Township Departments for review. Mr. Gross inquired about a cross easement since the lots are separate, and Mr. Ferriero did not believe that it is required since the two separate lots are both owned by the same owner. He noted that for the same reason that he prefers to keep the former Finn property as a separate lot, he recommended keeping the new Library and Town Hall lots separate. Mr. Gargano advised that the existing Library will be given to the Township to use, and Mayor Bieri added that the plan is to move the Tax Dept. to the Health Dept., and move Health, Planning, Zoning and Building into the old Library. Mr. Ott observed that the Township's forestry consultant, Ron Farr, was working on the tree grant and would have trees available for planting, and Mr. Ferriero stated that there was room between the Library and the parking lot, as well as in front and at the side of the building for ornamentals and foundation plantings. It was noted that the NNL Grant only provides funds for trees, not shrubs. Following his review of the proposed new Library plans, the Board thanked Mr. Ferriero for the presentation.

EXTENSIONS OF TIME – None.

MEMORIALIZATIONS

**RESOLUTION NO. 2015 –
RESOLUTION OF THE TOWNSHIP OF WEST MILFORD PLANNING BOARD
ADOPTING THE LAND USE PLAN ELEMENT OF THE TOWNSHIP OF WEST
MILFORD MASTER PLAN**

(This matter has been carried in order to permit a review by the Zoning Board of Adjustment as requested by the Township Council)

NEW OR ONGOING BUSINESS

Chairman Garcia read the following memo from the Zoning Board of Adjustment regarding their review of the draft Land Use Plan Element, and he advised that this matter would be tabled until such time that comments are received from the Zoning Board of Adjustment and/or the Township Council:

“Please be advised that at the regular meeting of the Board of Adjustment on March 24, 2015 the above referenced matter was discussed by the Board. The Board directed me to advise the Planning Board that the request to review and comment on the draft Land Use Plan has been discussed at every Board meeting this year.

At the February meeting the Board's Planner provided a brief overview of the draft plan and preliminarily discussed the issue regarding the LR Zone. The Board instructed him to research past records and report at the March meeting. A planning report was prepared and distributed to the Board, and at the March meeting the Board discussed the findings outlined in the report. At the conclusion of the discussion, the Board requested a composite of prior variances that had been heard by the Zoning Board be prepared for analysis at the April meeting. This is to provide the further analysis that was recommended in the draft Plan.

The Board instructed me to advise the Planning Board that the offer to comment on the Draft Land Use Plan is appreciated and the Board intends to provide meaningful input based upon an analysis of the records maintained over the years. The Board anticipates providing recommendations in a timely manner within the next several months.”

The Board then reviewed the upcoming meetings and members were advised that the Inserra/West Milford Shop Rite Amended Preliminary & Final Site Plan application was scheduled for the following week. Mayor Bieri and Michael Siesta advised that they may be absent but would make every effort to attend. Linda Connolly and Steven Castronova advised that they would be absent for the hearing. Chairman Garcia requested that Board members contact the Board Secretary if they were unable to attend to insure that there is a quorum.

ORDINANCES FOR INTRODUCTION – None.

ORDINANCES REFERRED FROM COUNCIL – None.

BOARD PLANNER’S REPORT – None.

BOARD ATTORNEY’S REPORT – None.

BOARD ENGINEER’S REPORT – None.

MISCELLANEOUS

Approval Of Invoices – Board Professionals

A **motion** was made by Andrew Gargano with a **second** by Councilwoman Ada Erik to **approve** the invoices submitted by the Planning Board professionals for services performed during the months of January and February 2015. The Planning Board **unanimously approved** the invoices for payment.

MINUTES

The Minutes from the February 26, 2015 Planning Board Regular meeting would be available for review and approval at the April Planning Board meeting.

The following correspondence was reviewed by the Planning Board and filed:

Highlands Water Protection And Planning Act Correspondence

1. Notification from Omland Engineering, dated February 26, 2015, regarding an application for a Highlands Applicability and WQMP Consistency Determination for Shop Rite Amended Site Plan - Theater Building Renovation, seeking an Exemption #4. Project previously received Exemption #4 from the NJDEP/Highlands on March 27, 2009 for the proposed Shop Rite expansion/renovation. This application is seeking an exemption for the former theater building renovation.
2. Notification from Houser Engineering, dated March 11, 2015, regarding an application for a Highlands Applicability Determination for Buddy Forest, Larchmont Drive, Block 411; Lot 1, seeking an Exemption #2 for the construction of a single family dwelling on property that was denied a zoning permit for not having access to a public road and not meeting the required lot frontage.

NJ Department of Environmental Protection Correspondence

1. Notification of a General Permit #25 regarding 5 Keel Road, Block 7508; Lot 29, for the alteration of a septic system.
2. Notification from Synergy Environmental Inc., dated March 2, 2015, regarding their assessment of ongoing environmental conditions at 2 Lakeside Drive, a former service station, and requesting information on the current and potential groundwater uses through available municipal and water supply planning data.
3. Notice from the NJDEP regarding the Upper High Crest Lake Dam (NJDEP File No. 22-333), advising that the EAP (Emergency Action Plan) was acceptable, but revisions to the inundated area will need to be submitted following revisions to the inundation mapping, which was found to be unacceptable. This revised mapping is required for submission by April 30, 2015. Also advising that an EAP for the Lower Crest Lake Dam (NJDEP File No. 22-334) was overdue and must be submitted by June 30, 2015.

Miscellaneous Correspondence Received/Sent

1. None.

ADJOURNMENT

With no further business to come before the Planning Board, Chairman Garcia **adjourned** the Regular meeting of March 26, 2015 at 8:15 p.m. on a **motion** made by Andrew Gargano and a **second** by Councilwoman Ada Erik.

Approved: May 28, 2015

Respectfully submitted by,

Tonya E. Cubby, Secretary