

**TOWNSHIP OF WEST MILFORD  
PLANNING BOARD**

**March 3, 2005  
WORKSHOP**

**MINUTES**

Meeting opened at 7:30 p.m. with the reading of the legal notice.

**ROLL CALL**

Present: Joseph Elcavage, Edward Orthouse, Michael Siesta, Clinton Smith, Leslie Tallaksen, Kurt Wagner. Alternate: Steven Castronova. Chairman: Michael Tfank. Planning Director: William Drew, P.P. Principal Planner: Linda Lutz, P.P. GIS Specialist: Robert Sparkes.

Absent: James O'Bryant, Douglas Ott. Planning Board Engineer: Robert Kirkpatrick, P.E.

**PUBLIC PORTION**

No one wished to speak.

**APPLICATIONS**

**HIGH CREST LAKE LODGE, INC.**  
**Minor Subdivision #0410-1932**  
**Bulk Variance #0430-0668**  
Block 13201; Lot 25  
12 Northwood Drive; LR & R-4 Zones  
Subdivide to create three (3) building lots.

COMPLETE: 12-17-04  
DEADLINE: 04-16-05

The applicant or their representatives were not present. Overview of application provided by Linda Lutz, P.P.

**DEMOTT POST**  
**Minor Subdivision #0410-1971**  
Block 12106; Lots 2 and 3  
802 and 810 Macopin Road; R-2 Zone  
Relocate lot line.

COMPLETE: 02-22-05  
DEADLINE: 04-08-05

The applicant or his representatives were not present. Overview of application provided by Linda Lutz, P.P.

**NEW YORK SMSA LIMITED PARTNERSHIP**  
**d/b/a VERIZON WIRELESS (MACOPIN FIRE HOUSE)**  
**Preliminary & Final Site Plan #0420-0201AB**  
Block 9301; Lot 6  
1362 Macopin Road; R-3 Zone  
Colocate antennas on an existing telecommunications facility.

COMPLETE: 02-25-05  
DEADLINE: 04-11-05

The applicant or their representatives were not present. Overview of application provided by Linda Lutz, P.P. Members suggested Michael Hakim, Landscape Architect, provide a report on the existing landscaping. At their request a map of the existing telecommunications facilities in the Township is to be included in the agenda packets.

**MASTER PLAN SUBCOMMITTEE**

Leslie Tallaksen advised that a meeting had been scheduled with the Recreation Advisory Committee.

Michael Tfank noted that the committee was requesting that High School students design the cover of the new Master Plan. Mr. Drew suggested that each individual element of the plan also have a picture designed by one of the students. The committee is hoping to involve local

artists, the High School and Board members in this endeavor. Members suggested that a contest be held. The possibility of offering monetary awards was to be explored. It was also suggested that the winning designs be framed and hung in Town Hall.

## **MINUTES**

**MOTION** made by Joseph Elcavage, seconded by Michael Siesta, to approve the minutes of the January 26, 2005 regular meeting. On voice vote all eligible members were in favor.

**MOTION** made by Joseph Elcavage, seconded by Kurt Wagner, to approve the minutes of the February 3, 2005 work meeting. On voice vote all eligible were in favor.

## **MISCELLANEOUS**

**Brownfields Program:** Robert Sparkes, GIS Specialist, reported that he had invited Debra Hoffman, Director, Department of Economic Development, Passaic County, who is also involved with the County Brownfields Commission, to the May 5, 2005 Planning Board Workshop to discuss the Brownfields Assessment Program. He further advised that he and William Drew would attend a March 22 seminar on brownfields regulations, remediation and financing.

**Tichenor House:** William Drew advised that the Historic Preservation Commission was in the process of applying for a grant to hire a professional to perform the detailed studies required in order to make application for State and Federal designation. This would enable the property owner to obtain funding to upgrade the structure. It was noted that the County had been requested to supply written verification that they approve of the grant application, but that a response had not been received.

Members noted that the fence had been damaged and a section of plywood covering the back door had recently been removed. After discussion the Board directed a memo be sent to the Township Council requesting they consider acquiring the entire Sandcap property from Passaic County and that they pursue the maintenance procedures outlined in the Township Property Maintenance Ordinance and Historic Preservation Ordinance to properly maintain and upgrade the building. They noted that it was imperative that this building remains secure if the hopes of restoring it are to be realized. The Board also requested that a copy of their previous resolution concerning the findings of the Board regarding the historic significance of this property be forwarded to the Council.

Members further requested that a letter be sent to the Passaic County Freeholders with a copy to the County Engineer and Administrator advising that the building needed to be re-secured and requesting a letter be forwarded advising that they approved of the grant request.

**Cross-Acceptance:** William Drew provided an update on the cross-acceptance process. He noted that the County web site stated that the County had decided not to forward the Township report to the State Planning Commission due to the fact the Township is located within the Highlands Preservation Area. He advised that the State Planning Act allowed for municipalities to send their reports directly to the Commission and he recommended that the Board consider doing that. After discussion the Board directed that the report be forwarded to the State Planning Commission with a cover letter advising that the County refused to send the report.

## **ADJOURNMENT**

Meeting adjourned by unanimous consent at 8:40 p.m.

Respectfully submitted,

Grace R. Davis  
Secretary