

January 21, 2010

A regular meeting of the Allendale Planning Board was held in the Municipal Building on January 21, 2010. The meeting was called to order at 8:05 p.m. by Chairman Quinn, who announced that the requirements of the Open Public Meetings Act were met by the required posting and notice to publications.

The following members answered roll call: Mr. Quinn, Mr. Fliegel, Mr. Herndon, Mr. Barra, Mr. Bernstein, Mr. Sirico, Ms. Sheehan, Mr. Zambrotta and Mr. Walters. Mr. Yevchak and Mr. Sasso were absent. Also present was Mr. Dunn, Board Attorney.

On a motion by Mr. Fliegel, seconded by Mr. Barra, the minutes of the regular meeting of December 17 were unanimously approved as amended.

Referral from Code Official – APTUIT – 75 Commerce Drive

Thomas Ashbahian, architect and engineer and Mr. Dresser, Sr. Facilities Manager for APTUIT were sworn.

Mr. Quinn said applicant appeared before the Board at Monday's work session and is back before the Board with some revisions.

Mr. Ashbahian said he collaborated with Mr. Yakimik who was very cooperative in expressing what he felt was necessary based on the Board's input. He said drawing X1 includes a number of details that were discussed with the Board including the striped area that would allow emergency vehicles to pass, the inclusion of two signs – “no standing at any time” and “Do not block”, the paint striping, grinding out the existing pavement striping, depiction of a 48 ft. maximum truck vehicle and its relationship to the striped area, removal of portions of curb and inclusion of small new piece of curb and a “No parking loading zone” sign on the face of the building immediate to the truck dock itself. The X2 drawing shows the same drawing in a smaller scale without those specific details. He asked that the Board consider a minor site plan waiver.

Mr. Quinn asked what is the distance of the striped area. Applicant stated they allowed a 16 x 50 ft. striped area that would be signed in two places with “no standing at any time – do not block” signs. They felt that was sufficient space for emergency vehicles to traverse around. It was discussed with John Yakimik who felt that was adequate.

Applicant said the Board was concerned on Monday whether a car would be able to circulate around a truck that might be parked in that area, particularly in an emergency. This area is in the rear of the building where virtually no parking occurs.

Mr. Sirico asked if the landlord is aware of this and has he seen the drawings. Applicant said the landlord is aware and this has been preapproved by them.

Mr. Sirico asked if there should be a sign at the corner saying “Caution – trucks entering” or something of that nature.

Mr. Yakimik said he did think about that when he went to the site. He also noted that the site itself is posted for a 10 or 15 mph speed limit in the front of the building and if the drivers do so, they should be able to react in time if there is a truck there.

Chief Herndon said he thought a sign “Caution – trucks ahead” or something of the nature would be helpful.

Mr. Bernstein asked if a truck would stay there overnight. Applicant stated that it would back in, unload, and pull away. Mr. Bernstein said if a person is not familiar with the premises and they come around at night it would be a very rude awakening to go head first into the side of a truck.

Applicant stated that in that area there is lighting on both the building and poles along the back. They would not keep anything overnight at that end of the building. Mr. Bernstein asked if it would impact the applicant if that was one of the conditions. Applicant replied that it would not.

Mr. Yakimik said he would prefer a speed limit sign at the corner of 10 mph to reconfirm the speed limit. It is his recollection that there is no other reminder of the speed limit so he would prefer another sign at that corner. Mr. Yakimik said he concurs with what Mr. Ashbahian has said and he concurs with the additional changes made this evening. Mr. Yakimik felt it appropriate for the applicant to post a \$500 escrow to cover his time spent on this matter.

Mr. Dunn said no public hearing is necessary on this matter.

The meeting was opened to the public for comments and there being none, the meeting was closed to the public.

Mr. Quinn said that procedurally this is a recommendation back to the Code Official with certain conditions as laid out by John Yakimik in his letter in addition to the condition as raised by Mr. Bernstein with regard to no overnight parking or a 1 or 2 hour parking limit.

Mr. Bernstein asked what are the normal hours of operation. Applicant said from 7 a.m. to 7:30 p.m. Mr. Bernstein said he would not want to prohibit applicant from using it while open for business. In other words, a truck can be backed up to the opening only during business hours or between 6 a.m. to 8 p.m. Applicant stated that it would be specific to only this dock because they have three others. He said he understands the concern is that someone may come around the corner and be confronted by a truck. He can limit it to this dock.

Mr. Dunn said he believes it would be appropriate to have a general form of resolution on referrals such as this. He said the motion would be to refer it back to the Construction Code Official because the Planning Board determines that the action can be handled by him without any adverse impact on the health, safety and general welfare of the Borough. Mr. Bernstein asked if there was a way for the Board to act and not hold up the applicant for the next month while waiting for a resolution.

Mr. Dunn said this does not require a resolution of memorialization. He will prepare a form for use in the future. It will be similar to the previous use permit procedure.

With regard to Mr. Bernstein's provision to have this loading dock operate only during the business hours of 6 a.m. to 8 p.m., Mr. Yakimik asked if it is the intent to have the loading dock signed. He suggested a small sign underneath the "no parking loading dock" sign with the hours on it. He will come up with something that is not overly burdensome.

Mayor Barra moved that the application of APTUIT Inc. be approved pursuant to the letter of Dewberry dated January 21, 2010 which references the two plans submitted by the applicant along with the conditions of there being a speed limit sign with a speed limit not to exceed 10 MPH at the corner and that there be a posted sign with respect to operations only during business hours from 6 a.m. to 8 p.m. and that the Construction Code Official be advised of this action by the Board Secretary.

Motion seconded by Mr. Sirico. On roll call, Mr. Barra, Mr. Bernstein, Mr. Fliegel, Mr. Quinn, Mr. Sirico, Mr. Herndon, Ms. Sheehan and Mr. Zambrotta voted yes.

The oath of office was administered by Mayor Barra to new member Michael Walters and Mr. Fliegel, Mr. Herndon, Mr. Quinn and Mr. Zambrotta, who were reappointed.

Chief Herndon moved to nominate the following slate of officers for the year:

- Mr. Quinn, Chairman
- Mr. Sirico, Vice Chairman
- Ms. Sheehan, Secretary

Motion seconded by Mr. Sirico. All members present voted in favor.

#### Appointment of Professionals:

Mr. Dunn said he has prepared a resolution for his reappointment as Board Attorney. Mr. Dunn said both Mr. Yakimik and Mr. Snieckus were appointed by the Mayor and Council as the Borough's engineer and planner.

Mr. Fliegel moved, seconded by Mr. Barra, to authorize the Board Attorney to prepare resolutions for the confirmation of the reappointment of John Yakimik, Borough Engineer and Edward Snieckus, Borough Planner at rates to be established by the Mayor and Council. Motion seconded by Mr. Barra. All present voted in favor.

#### Discussion – Master Plan Review

Mr. Snieckus said this evening he would like to recap a few specific features of the open space and recreation plan. He would like to see if there are any specific questions the Board may have. He said this becomes an element of that master plan and the Board is looking at it as a draft before it is presented to the public. It is necessary to have a public meeting to adopt any of these documents as a formal component of the master plan. It is a power solely of the Planning Board to adopt and approve the master plan and its elements. Once the master plan is certified it is good for six years.

There was some discussion about Item 6 on page 8 of his report with regard to conducting a survey on the Borough's migrant animal populations to determine what habitats are necessary for their survival. The Board questioned who does the survey, how involved is it and who pays for it. Mr. Snieckus said it can be rather involved and it is language that was carried over from the prior document. One of the Board members felt it should be stricken from the document.

Mr. Snieckus said under the description of goals and policies he was going to ask if there were any questions or comments. He talked to the Board at the last meeting about the vernal pools and that was clarified on page 26 of his report. Under item 8 on page 34 is the resource assessment for open space and recreation that was reviewed at the last meeting. The first item listed is the Levin property that is owned by the Borough and is going to be transferred to the Passaic River Coalition through grant funds. The future water tower site was also discussed at the last meeting and the majority of the site is zoned for the affordable housing component of the housing plan. Mr. Barra said under round 2 it was designated for 40 townhouses with 8 affordable. Under round 3 it has been scaled down to residential with 2 affordable. Mr. Snieckus said at the last meeting there was discussion about the Black Millwork parcel as to its value to the community because of its accessibility from the adjacent roadways. What he had offered the Board for consideration was that it could be a parcel for a small recreation facility or something that should be preserved. It is in the flood plain area but the flood plain does not preclude it from total development.

Mr. Snieckus said the next thing he will focus on is Item 9, Open Space and Recreation Needs analysis. On page 41 there are various methodologies to look at in order to make sure there is enough open space and recreation provided in the community. There are many different resources that offer guidelines. The key feature to keep in mind is the local need from the standpoint of the various recreation organizations. Mr. Snieckus said the methodology for determining the community's needs for open space/recreation purposes is described on page 41 of his report. The requirement for the Borough with 6,599 people is 66 acres of open space to accommodate the community's existing population, including 40 acres at the local level. This standard would suggest that Allendale has an adequate amount of open space in relation to its overall land area.

Mr. Snieckus discussed mini park concepts. He said a mini park is primarily a play lot area and it is recommended that they be provided within a walking distance. One-quarter mile is considered an appropriate distance. The acreage recommended in Allendale is between 1-1/2 to 3-1/2 acres. The number of facilities recommended by the criteria is two and the Borough's total acreage is about .75 acres. In Allendale, Hillside and Brookside Schools both have tot lots associated with them but the areas are also combined with other sporting activities so they do not generally add up to sufficient area based on the criteria. This is one of the only things he has identified in this report as being deficient based on national standards. He said that some of these guidelines were designed prior to the ability of people to be able to purchase and establish their own recreation facilities on their own properties.

Mr. Barra said the portion of the Levin property that was cut out could be appropriate for a tot lot and a portion of the water tower area could be used. Those areas are away from the central area. He asked if the town needs to identify potential tot lots at this point. Mr. Snieckus said he feels it

is not necessary to specifically identify the tot lot areas but if the Board has ideas of where they could be located that would be something he could list in this report.

Mr. Barra said the water tower site is referred to as the former farm in the Round 2 and 3 COAH reports. He asked if it would help the Borough if we identified it in the master plan as a potential tot lot. Mr. Snieckus said it would be best to be worded in the way that it is identified that there is a need to have more of these facilities provided in other locations than the central locations where they are provided now, such as the northwest or southeast location of the Borough.

Mr. Barra said the Passaic River Coalition said the Borough's recreation facilities are too centrally located so children cannot ride their bikes and mothers cannot walk their children to these facilities. There was discussion of putting a soccer field at the farm site as well as somewhere in the Commerce Drive area. He suggested that Mr. Snieckus talk with the sports association people or Council members White and Wilcynski who are very involved with sports in the Borough. Mr. Snieckus said he will list all of these issues as significant need issues, try to prioritize them and list them at the end of his report.

Mr. Snieckus said neighborhood park areas are larger areas but are more passive in nature. Facilities that fall within that category are Memorial Park and Orchard Common. Community parks are the larger parks such as Crestwood Park or Brookside Park. The Borough exceeds the need in the neighborhood park and community park categories.

Mr. Snieckus said the table on page 46 talks about the various athletic facilities and their space requirements, size and dimensions. It shows the population served by the various facilities. He commented that there are no lighted fields for baseball and there should be at least one in the community. Mr. Snieckus said that the tables are meant as guidelines and it is much more important to look at local need and local knowledge. He pointed out that the national standards are out of date because they are from 1990 and he will take out that section of the table across the board.

Mr. Snieckus said the amount of existing passive open space available is approximately 108 acres or 8.7% of the community. The 108 acres does not consider the other municipal tract identified as the Levin property. Factoring in that property we are at 130 acres which equates to 10.4% so the Borough is at almost double the amount of open space necessary. Factoring in what has been classified as the active recreation parcels of Crestwood Park and Brookside Park which is about 87 acres, the total becomes 217 acres or 17.4% of the community. He said one of the core issues to focus on is the actual utilization of the fields and the attributes of individual fields. The strong need for multipurpose type fields was identified in the prior open space and recreation plan. There was a discussion regarding artificial turf versus natural grass fields. Mr. Snieckus said he is open to the Board's comments on this issue and whether or not there should be a policy statement one way or the other in this document.

Mr. Snieckus said the next thing he was going to turn to is the actual field sports themselves. He has touched on the issue of the recommendations component. With that in mind he will get some input from the ASA Board which meets on the 25<sup>th</sup>. He is going to defer to their comments on these tables at a future meeting and get back to the Board and report on their comments.

Mr. Snieckus said he tried to cull out anything that was not appropriate in an open space and recreation plan from the prior document. From his standpoint he has addressed the issues although hearing the desires of the Board this evening there may be a few areas that he will tweak further.

Mr. Barra said with regard to the Ramsey Golf and Country Club, he feels it is not accurate to include the 18 hole golf course, platform tennis and swimming as an Allendale facility. A very small part of the facility is in Allendale. The club house with the platform tennis and the swimming is not in Allendale at all. He added that he believes there are 3-4 homes on the golf course that are physically in Allendale but the country club building and the platform tennis and swimming pool are in Ramsey. Mr. Snieckus said he included it to identify recreation opportunities that are available and it is noted in the usage column that it is not an Allendale facility. Mr. Snieckus said his point is that it is available as a source of recreation. Allendale residents can participate as non-residents in that source of recreation so it is something to identify in the report.

Mr. Snieckus said he will take the comments and the input he has received and amend his document. He will wait to see what other input there is from the other recreation components of the community which he will receive after the meeting on the 25<sup>th</sup>. He will probably have that information for the next Board meeting on the 15<sup>th</sup>. He plans to have the sustainability element for the next meeting as well as the updates to the recreation plan.

On a motion by Mr. Herndon, seconded by Mr. Bernstein, the meeting adjourned.

Respectfully submitted,

Barbara Knapp