PRESENT: Board Member Bergen, Board Member Putrino, Board Member Kistner,

Board Member Daloisio, Board Member Dalo, Vice Chairman Sirico,

Mayor Wilczynski, Chairman Quinn

ABSENT:

ALSO PRESENT: Board Attorney Christopher C. Botta, Esq.

Board Engineer Michael Vreeland

Land Use Administrator Linda Garofalo

The Initial Meeting of the Allendale Land Use Board was called to order at 7:30 pm by Chairman Quinn who read the Open Public Meetings Act statement and stated the requirements had been satisfied.

Chairman Quinn led those present in a salute to the flag.

Chris Botta, Esquire, swore in Mayor Wilczynski, Ron Kistner and John Dalo.

***OATHS OF OFFICE:***

Chris Botta administered the Oaths of Office for the following:

Class I – Mayor Amy Wilczynski (term corresponds with term of office)

Class II – Ron Kistner (term expiring December 31, 2023)

Class III – Joe Daloisio (term expiring December 31, 2023)

Class IV - John Dalo (term expiring December 31, 2026)

Class IV - Kevin Quinn (term expiring December 31, 2025)

Class IV – Melissa Bergen (term expiring December 31, 2025)

Class IV - Frank Putrino (term expiring December 31, 2023)

Class IV - Michael Sirico (term expiring December 31, 2023)

***ROLL CALL:***

Chairman Quinn asked for a Roll Call of the Land Use Board with the following members present:

Board Member Bergen - aye Board Member Daloisio - aye Mayor Wilczynski - aye

Board Member Putrino – aye Board Member Dalo – aye Chairman Quinn - aye

Board Member Kistner – aye Vice Chairman Sirico - aye

***ORDER OF VOTING AND ELECTION OF OFFICERS:***

**Resolution LUB 23-01/Order of Voting**

Motion by Vice Chairman Sirico, second by Board Member Kistner, that Resolution No. LUB 23-01 be approved.

On a roll call, the vote on Resolution No. LUB 23-01 was recorded as follows:

Board Member Bergen - aye Board Member Daloisio - aye Mayor Wilczynski - aye

Board Member Putrino – aye Board Member Dalo – aye Chairman Quinn - aye

Board Member Kistner – aye Vice Chairman Sirico - aye

**Page 2-LUB Minutes-January 18, 2023**

**Resolution LUB 23-02/Election of Land Use Board Chairman**

Motion by Board Member Kistner, second by Board Member Putrino, to nominate Kevin Quinn as Chairman of the Land Use Board for the year 2023. There were no other nominations. Resolution No. LUB 23-02 was approved.

On a roll call, the vote on Resolution No. LUB 23-02 was recorded as follows:

Board Member Bergen - aye Board Member Daloisio - aye Mayor Wilczynski - aye

Board Member Putrino – aye Board Member Dalo – aye Chairman Quinn - aye

Board Member Kistner – aye Vice Chairman Sirico - aye

**Resolution LUB 23-03/Election of Land Use Board Vice Chairman**

Motion by Board Member Kistner, second by Board Member Putrino, to nominate Michael Sirico as Vice Chairman of the Land Use Board for the year 2023. There were no other nominations. Resolution No. LUB 23-03 was approved.

On a roll call, the vote on Resolution No. LUB 23-03 was recorded as follows:

Board Member Bergen - aye Board Member Daloisio - aye Mayor Wilczynski - aye

Board Member Putrino – aye Board Member Dalo – aye Chairman Quinn - aye

Board Member Kistner – aye Vice Chairman Sirico - aye

**Resolution LUB 23-04/Election of Land Use Board Secretary**

Motion by Board Member Kistner, second by Board Member Putrino, to nominate Joseph Daloisio as Secretary of the Land Use Board for the year 2023. There were no other nominations. Resolution No. LUB 23-04 was approved.

On a roll call, the vote on Resolution No. LUB 23-04 was recorded as follows:

Board Member Bergen - aye Board Member Daloisio - aye Mayor Wilczynski - aye

Board Member Putrino – aye Board Member Dalo – aye Chairman Quinn - aye

Board Member Kistner – aye Vice Chairman Sirico - aye

Chairman Quinn announced that the next order of business pertained to the appointment of professionals to serve the board. The first position to be discussed was the Land Use Board Legal Counsel.

**Resolution LUB 23-05/Appointment of Land Use Board Legal Counsel**

Motion by Board Member Daloisio, second by Vice Chairman Sirico, was made to appoint Chris Botta, Esq., Botta Angeli, LLC as Land Use Board Legal Counsel for the year 2023. Resolution LUB 23-05 was approved.

On a roll call, the vote on Resolution No. LUB 22-05 was recorded as follows:

Board Member Bergen - aye Board Member Daloisio - aye Mayor Wilczynski - aye

Board Member Putrino – aye Board Member Dalo – aye Chairman Quinn - aye

Board Member Kistner – aye Vice Chairman Sirico - aye

**Page 3-LUB Minutes-January 18, 2023**

**Resolution LUB 23-06/Appointment of Land Use Board Engineer**

Motion by Mayor Wilczynski, second by Board Member Putrino, to appoint Mike Vreeland,

VanCleef Engineering Associates, LLC as the Land Use Board Engineer. Resolution LUB 23-06 was approved.

On a roll call, the vote on Resolution No. LUB 23-06 was recorded as follows:

Board Member Bergen - aye Board Member Daloisio - aye Mayor Wilczynski - aye

Board Member Putrino – aye Board Member Dalo – aye Chairman Quinn - aye

Board Member Kistner – aye Vice Chairman Sirico - aye

**Resolution LUB 23-07/Appointment of Land Use Planner**

Motion by Board Member Bergen, second by Board Member Putrino, to appoint Ed Snieckus, Burgis Associates as the Land Use Board Planner. Resolution LUB 23-07 was approved.

On a roll call, the vote on Resolution No. LUB 23-07 was recorded as follows:

Board Member Bergen - aye Board Member Daloisio - aye Mayor Wilczynski - aye

Board Member Putrino – aye Board Member Dalo – aye Chairman Quinn - aye

Board Member Kistner – aye Vice Chairman Sirico - aye

**Resolution LUB 23-08/Time and Place of Land Use Board Meetings for 2023**

Motion by Vice Chairman Sirico, second by Board Member Bergen, to set time and place of

meetings for 2023 as amended. Resolution LUB 23-08 was approved.

On a roll call, the vote on Resolution No. LUB 23-08 was recorded as follows:

Board Member Bergen - aye Board Member Daloisio - aye Mayor Wilczynski - aye

Board Member Putrino – aye Board Member Dalo – aye Chairman Quinn - aye

Board Member Kistner – aye Vice Chairman Sirico - aye

**Resolution LUB 23-09/Adoption of By Laws for the Land Use Board**

Motion by Board Member Daloisio, second by Vice Chairman Sirico, that Resolution LUB 22-09 be approved.

On a roll call, the vote on Resolution No. LUB 22-09 was recorded as follows:

Board Member Bergen - aye Board Member Daloisio - aye Mayor Wilczynski - aye

Board Member Putrino – aye Board Member Dalo – aye Chairman Quinn - aye

Board Member Kistner – aye Vice Chairman Sirico - aye

**Approval of Regular Minutes from the December 21, 2022 Land Use Board Meeting.**

Motion by Board Member Daloisio, second by Vice Chairman Sirico that the Minutes be approved.

On a roll call, the vote on the Minutes was recorded as follows:

Board Member Putrino – aye Vice Chairman Sirico - aye

Board Member Kistner - aye Chairman Quinn - aye

Board Member Daloisio - aye

**Page 4-LUB Minutes-January 18, 2023**

**Resolutions:**

**Application File #LUB 2022-23**

Resolution #23-10

Applicant: Andrew Nimmo & Jennifer Sedgley

Address: 39 Montrose Terrace, Allendale, NJ 07401

Block: 406 Lot: 18

Application: Renovation and expansion of second floor of a single family home.

Motion Board Member Daloisio, second by Vice Chairman Sirico that the Resolution be approved.

On a roll call, the vote on the Resolution was recorded as follows:

Board Member Putrino – aye Vice Chairman Sirico - aye

Board Member Kistner - aye Chairman Quinn - aye

Board Member Daloisio - aye

**Application File #LUB 2021-27**

Resolution #23-11

Applicant: Eric & Lisa Nef

Address: 47 Homewood Avenue, Allendale, NJ 07401

Block: 2005 Lot: 6

Application: Extension of Time

Motion by Vice Chairman Sirico, second by Board Member Daloisio that the Resolution be approved.

On a roll call, the vote on the Resolution was recorded as follows:

Board Member Putrino – aye Vice Chairman Sirico - aye

Board Member Kistner - aye Chairman Quinn - aye

Board Member Daloisio - aye

**Public Hearings:**

**Application File No: LUB 2023-01**

**Applicant: Gregory & Brianne Szep**

**Address: 79 Edgewood Road, Allendale, NJ 07401**

**Block: 1403 Lot: 2**

**Proposed: Two story addition at rear of existing house. Rear yard setback, 270-54D**

Gregory & Brianne Szep were sworn in by Chris Botta.

Chris Botta stated he has reviewed the public notice, mailings and taxes and this application is ready to proceed.

Mr. Szep stated the existing property rear setback is reduced to 34.7’. We’d like to push back and

**Page 5-LUB Minutes-January 18, 2023**

extend the master bedroom and create a home office. We just had a third child. This is a two story addition. It’s a ranch with a basement; most of the house is one story. This is a hardship variance request due to the unusual shape of the property.

Chairman Quinn asked if they will be excavating more basement?

Mr. Szep stated yes.

Chairman Quinn stated a Soil Moving Permit is required.

Chairman Quinn asked for questions from the Board.

Vice Chairman Sirico asked if there is vegetation in the rear?

Mr. Szep stated there are trees along the property line. The neighbors cannot see anything.

Board Member Daloisio stated the property is oddly shaped. There’s not much you can do.

Board Member Daloisio asked if there is lighting proposed?   
  
Mr. Szep stated there will be a flood light to the driveway.

Board Member Daloisio asked if the leaders go to the neighbors?   
  
Mr. Szep stated there is a drywell there. I will talk with the Engineer about the drainage. This will be handled.

Board Member Bergen asked what are the proposed finishes for the exterior?

Mr. Szep stated we will probably re-side the whole house or match what’s there.

Mike Vreeland stated the property is irregularly shaped. The addition gives them room for windows and office space.

Mr. Szep stated the neighbors know about the addition.

Chairman Quinn asked for questions from the public.

Jennifer Dolan, 123 Edgewood Road stated Congratulations to this couple. I live downhill from this property and there’s a lot of development in the neighborhood. How is the drainage monitored?

Mike Vreeland stated depending on the scope of the project, we get involved by asking the applicant for drainage plans to see if there will be any increased run off. I will be monitoring the inlet and driveway, downspouts and provide stormwater management.

Chairman Quinn asked are the applicants willing to comply with this?

**Page 6-LUB Minutes-January 18, 2023**

Mr. Szep stated yes.

Chairman Quinn asked Mike Vreeland if there is an impervious coverage issue.

Mike Vreeland stated no, they’re under the limits.

Ms. Dolan stated I’m being impacted by recent projects in the neighborhood.

Chairman Quinn stated not every project comes to this Board as not all projects require variance relief. We are always concerned with storm management for all applications presented at this Board.

Chairman Quinn asked if there are any other questions from the public?

Hearing and seeing none, it was brought back to the Board.

Chris Botta stated the applicant is required to work with the Borough Engineer in the field. A Soil Movement Permit may be required.

A motion to approve the application was by Board Member Kistner, seconded by Vice Chairman Sirico that the Application be approved.

On a roll call, the vote was recorded as follows:

Board Member Bergen - aye Board Member Daloisio - aye Mayor Wilczynski - aye

Board Member Putrino – aye Board Member Dalo – aye Chairman Quinn - aye

Board Member Kistner – aye Vice Chairman Sirico - aye

Chris Botta stated this application will be memorialized at the February 15, 2023 LUB Meeting. The permits can be applied for but not approved until after this date.

**Application File No: LUB 2023-02**

**Applicant: Andrew McVeigh & Jaclyn D’Arminio**

**Address: 900 Franklin Turnpike, Allendale, NJ 07401**

**Block: 502 Lot: 9**

**Proposed: Second floor addition. Pursuant to 270-37(A)4**

Andrew McVeigh & Jaclyn D’Arminio were sworn in by Chris Botta.

Chris Botta stated he has reviewed the public notice, mailings and taxes and this application is ready to proceed.

Ms. D’Arminio stated this lot is substandard in size and it is a corner lot. The building lot is unusual and small. The survey shows there’s not much we could build on the property

**Page 7-LUB Minutes-January 18, 2023**

that wouldn’t require a variance. There are two bedrooms upstairs and they are dormered, they’re five feet tall at the margins. The rooms are proposed to be full height and we are adding a bathroom. We are going into the rear by about five feet. The house is aluminum sided and we are going to try to match it or re-side the entire house. No additional lighting is proposed.

The house fronts on Franklin Turnpike. The driveway is off Iroquois.

Board Member Daloisio stated that was a good presentation.

Ms. D’Arminio stated I was a LUB Attorney for seven years.

Mike Vreeland stated there’s not much to say, there’s an expansion over the footprint of the building.

Chairman Quinn asked if there are any other questions from the public?

Hearing and seeing none, it was brought back to the Board.

A motion to approve the application was by Board Member Daloisio, seconded by Vice Chairman Sirico that the Application be approved.

On a roll call, the vote was recorded as follows:

Board Member Bergen - aye Board Member Daloisio - aye Mayor Wilczynski - aye

Board Member Putrino – aye Board Member Dalo – aye Chairman Quinn - aye

Board Member Kistner – aye Vice Chairman Sirico - aye

Chris Botta stated this application will be memorialized at the February 15, 2023 LUB Meeting. The permits can be applied for but not approved until after this date.

**OPEN TO THE PUBLIC FOR COMMENT:**

Chairman Quinn asked if there is any action on the World Class Wireless application denial?   
  
Chris Botta stated no.

Mayor Wilcyznski stated 220 W. Crescent Avenue closing was at the end of December. Asbestos abatement and demolition will be within two weeks. Our footings for the community center are part of it. Our Architect is Mike Scro, he’s 90% done and then we go out to bid.

Land Use Committee changes – Robert Forbes resigned and we added John Dalo to the Land Use Board.

Mayor & Council meeting – we vote on a council person soon and that person will be the Land Use Committee Chairperson.

**Page 8-LUB Minutes-January 18, 2023**

Ron Kistner stated we’ve been working on property maintenance concerns.

On a motion by Vice Chairman Sirico, seconded by Board Member Kistner, with all present members voting in favor, the meeting adjourned at 8:35 p.m.

Respectfully submitted,

Linda Garofalo

Linda Garofalo

Land Use Administrator