

REGULAR MEETING

Meeting called to order by Chairman Gilbert Foulon with a salute to the flag at 8:00 P.M.

READING: Open Public Meeting Announcement

This is the Regular Meeting of the Wanaque Planning Board and adequate notice has been given and it has been duly advertised by the placement of a notice in the Suburban Trends and Herald News on January 25, 2012 and a notice thereof has been posted on the bulletin board in the Municipal Building in the Borough of Wanaque and a copy thereof has been on file with the Borough Clerk.

ROLL CALL: Chairman Gilbert Foulon, Vice Chairman Joseph Graceffo, Mayor Daniel Mahler, Councilman Cortellessa, Members Kevin Platt, Mark Reuter, Michael Ryan, Eugene Verba and David Slater.

PRESENT: Attorney Steven Veltri and Engineer Michael Cristaldi.

MINUTES: from the September 20, 2012 Meeting

MOTION TO APPROVE: made by Councilman Cortellessa, seconded by Member Ryan. Voting yes were Vice Chairman Graceffo, Mayor Mahler, Councilman Cortellessa, Members Platt, Ryan and Verba. Chairman Foulon, Members Reuter and Slater abstained.

COMMUNICATIONS REPORT: Request for a Leave of Absence received from Member John Shutte, which Chairman Foulon accepted and granted.

APPLICATION STATUS REPORT (Engineer's Report): Application is on the agenda.

NEW BUSINESS APPLICATION: Bagel Shop

587 Ringwood Avenue, Wanaque, NJ – Block 232/Lot 14

Owner of Property: Lewis Qarmout, 45 Merriam Avenue, Newton, NJ

Owner of Business: Taymour Samiz, 22 Railroad Avenue, Wanaque, NJ

Taymour Samiz of 22 Railroad Avenue, Wanaque, advised that he is going to be opening a bagel shop and selling wholesale bagels and basic breakfast items, gourmet coffee, a few

lunch items and hoping to have a few healthier organic dishes and drinks. Besides take out, I am thinking about having four tables and eight chairs for eat-in service. There are nine parking spaces.

MOTION TO APPROVE NEW BUSINESS: made by Councilman Cortellessa, seconded by Member Reuter. Voting yes were Chairman Foulon, Vice Chairman Graceffo, Mayor Mahler, Councilman Cortellessa, Members Platt, Reuter, Ryan, Verba and Slater.

**APPLICATION #PB2012-04 “Borough of Wanaque”, Block 232 Lots 2,4,6,8
Property Address: 565 – 579 Ringwood Avenue, Wanaque, NJ
Application For Site Plan Approval On Construction of a New Municipal Building**

Thomas Carroll, Borough Administrator discussed the new Municipal Building. This is a public hearing and we have notified all the property owners with 200 feet by certified mail.

There were quite a few residents that attended the meeting two weeks ago when a presentation was given to the Mayor & Council

This process started a little over a year ago when the Mayor & Council formed a committee to move forward with the possible construction of a new municipal building. We have been looking for sites over the years and came to the conclusion of purchasing the two houses next door, demolishing those houses and building the new building on those lots. We put together a committee that included myself, Mayor Mahler, Councilman Cortellessa, Councilman Willse, Bob Benecke our Economic Development Consultant, Members of the Police Department, Borough Staff, Ken Albert our Planner, Jeff Brusco and sought input from many people inside and outside of the borough organization.

Through the RP process, we selected MRA Architects from Maryland and we now have a layout for the building, a site plan and some drawings as to what the building will look like.

We did meet with the Passaic County Planning Board today, December 20, 2012, at 5pm and they did give us their approval with some minor modifications.

The south side of the building will have an entrance and parking. The parking lot will be essentially where the present building is. The front of the building will be facing Ringwood Avenue, which has no entrances, but we will have an electronic message board out in front of the building. The Police Department is on one side of the building and Borough Offices on the other. There is also a separate entrance to the Police Department in the rear. As far as landscaping, we are only looking to do bushes, no trees because we don't want to hide the building itself; although the County suggested we put a couple of trees in. Also, the color schemes will essentially look like what is on the colored architectural drawing. There will be three seals on the building: the Police Seal, the Court Seal and the Borough Seal. The architect wanted to draw something out of the Borough History, and the arches and stone are representative of the arches on the Raymond Dam.

As for the building layout, you will enter on the south side of the building. The lobby area is where screening will occur during court time. The Construction Office is also located in the lobby area since this office sometimes operates outside normal business hours and, if we ever get into shared services for construction code, the office will be right inside the main door. There is also an elevator and stairway located in this area. Then there will be a door that will lock off the borough offices. Borough Offices will be down the center corridor with windows to the various offices. This is modeled after the Borough of Waldwick's Municipal Building, which we visited several times and were impressed with. Administrator's Office, Clerk, Nurse, Health, Tax Assessor and Tax/Water/Sewer Collector will be located on the first floor. There will be a door at the end of the corridor, which will lead into the Police Department. There is an entrance at the rear of the building that will be a 24-hour public entrance/exit for the Police Department, especially to be used after normal operating hours. This is an unsecured area with two toilets, and a meeting room. The interior of the Police Department has been designed by them, and we are not actually putting that plan out for the public.

The second floor has stairs, elevator, lobby, the Court Administrator, public bathrooms, mediation/prosecutor's conference room, Finance Department, Mayor's Office, Council Chambers, Courtroom and a Break Room. There will be approximately 125 chairs in the Courtroom so it will be almost double the capacity as to what we presently have. There will also be an Emergency Operations Center and a Training Room, which will be available on both the Police side and on the public side. The Police Department also has offices on the second floor. There are two elevators; one on the Police side and one on the Borough side.

The basement will contain a gym for the Police to outfit themselves, locker rooms and bathrooms. The big empty space is all going to be for storage, or for future expansion.

There will be a courtyard on the southern side of the building and we are still working on what that will look like.

Chairman Foulon questioned if there were any secondary meeting rooms? Right now, if we want to have a special meeting, we are controlled by what is available. Mr. Carroll stated that there is an additional conference room, similar to what we have now upstairs. The Training Room will also be available.

J. Michael Petry of Petry Engineering, LLC was sworn in by Attorney Veltri. He is the Borough's Site Plan Engineer

The Borough has worked a long time on developing this project and part of that was consolidating a series of lots. The Municipal Building is on Lot 8, which is the largest lot of the four; the former County Lot, Lot 6 in the center which building was already demolished; and the two residences near the corner of Ringwood and Pellington, which were recently acquired by the Borough. Combined, the property is L-Shaped and contains just less than 1-1/2 acres of land. There are presently 47 parking stalls and we will be increasing that number to 74. There will be handicap spaces located to the closest proximity to the entrance per ADA requirements. Slightly more than 1 acre of the total

land is impervious today and there are no drainage improvements within the property itself. The drainage flows from this site either to Ringwood, Pellington or Rhinesmith. Pellington takes a small amount of the drainage, ultimately, that is tributary to the Ringwood Avenue drainage system. The drainage system in Rhinesmith is a 48" pipe and has been properly sized to handle drainage within the area. The County system in Ringwood Avenue is old and only an 18" pipe and is undersized and over used. Our charge from the County when we started this project was to do everything we could to reduce runoff to that system and direct it to an area where there was sufficient capacity in the rear of the property.

The plan is to re-orientate the building embracing the frontage of Ringwood Avenue so the building is located in a position that is parallel to Ringwood and is located 21' at its closest point from the right-of-way line. The existing building is about 23'. There is relief within the front façade; it is not a flat façade so there are some areas that are greater than that 21'. There are three peaks in the elevation. The entrance faces the south with a plaza outside of that and will be accessed from pedestrians either from the sidewalk on Ringwood or from the parking lot. The rear portion of the parking lot is very similar to what is there today in terms of proximity and the location of the pavement. We have tried to design this with both cost in mind and limitation of disturbance so that the existing building can continue to function throughout the development of the new structure. We will have to close the existing entry driveway that services the parking lot in the rear, but the exit driveway will be able to remain throughout construction. The parking behind the building will remain during construction. We will be maintaining the driveways out to Rhinesmith, which will be slightly relocated to work with the new parking layout, which layout will all be perpendicular. The existing exit driveway will be expanded to the north and will become a two-way driveway. The curb line will remain along the monument and the new driveway will be 24' wide to allow for two-way traffic coming in and out from Ringwood Avenue. We will have a two-way traffic circulation pattern throughout with the exception of the area behind the building. The police parking is serviced by an entrance off of Pellington, right where the existing driveway is today that serviced the house there. We are going to allow for two-way traffic within the police parking area and that parking area contains 15 spaces. There will be an exit only driveway from the police parking area out to Ringwood and that parking area is likely to be gated. There are two angled parking spaces on that one-way drive that traverses the rear of the building. Those two spaces are located immediately adjacent to the entrance. The drive aisle does come through and connects to the main parking lot so you can circulate throughout the parking lot and the police can come through to either the main driveway off Ringwood or to the Rhinesmith driveways as well.

Overall, we are increasing impervious coverage on the property about three hundredths of an acre, about 1200 square feet roughly so we have a very minor increase in run off. We have taken the roof leaders from the municipal building and directed them to the rear so we have reduced the drainage that is tributary to Ringwood Avenue system, satisfying the County, and put the water directly into the 48" pipe on Rhinesmith. We don't need to provide detention because we haven't disturbed greater than an acre and we are not adding more than a 1/4 of an acre of new impervious, so we are not a major development.

The lighting plan contains light fixtures for the parking lot that are LED. They are mounted on 20' poles, which total height includes the base, and they are all shoebox type fixtures that direct the light downward. The wattage on the LED lights is 106 watts for the singles and 212 watts for the dual heads. These types of fixtures are considered environmentally friendly because they cost less to run and maintain.

Overall, we have increased parking spaces from 47 to 74; incorporated landscaping within the existing parking area; provided fencing and landscaping along the perimeter of the parking lot; addressed drainage; addressed lighting; have a circulation pattern that continues to function well both during construction and after construction; and we have obtained Passaic County Planning Board approval for the overall plan. The minor modifications requested by the County had to do with some additional Stop signs, but nothing that is going to change the layout or anything substantial within the site plan.

Vice Chairman Graceffo questioned the County approving the two exits on Ringwood Avenue with the intersection on Pellington. Mr. Petry stated yes they did. We had met with the County before tonight's meeting, while we were developing the plan, and at that time we discussed this and they were content because it is only serving the Police Department and it is an exit-only driveway. The entrance off of Pellington is open at all times. The Police Department lot itself is to be fenced.

Vice Chairman Graceffo questioned if there was any thought, instead of having the right-of-way directly in front of the building, which means people coming from the parking lot have to cross either incoming or outgoing traffic, of moving that walk basically to the plaza and directing everything around since you have so many entrances? If you had the roadway towards the back of the building on Rhinesmith, you would have a plaza where you can walk directly up a walkway and not cross any traffic and walk into the building? Mr. Petry commented that schemes were looked at that included cutting the driveway off, or eliminating one of the two driveways, but from a overall circulation perspective, this plan was the one that was favored because it gave the police the opportunity to access directly through to this end of the building and parking area.

Vice Chairman Graceffo commented that there were five entrances and exits. I would think there are a lot of ways to get in and out. Mr. Petry stated there were four entrances and four exits. There are five driveways, but one is one way in and one way out. Mr. Carroll also clarified that the entrance on Pellington is for police only, so the police will be the only ones coming through or going out Pellington. The main entrance for the public will be on the south side of the building.

Member Slater questioned if the 15 police parking spaces were included in the 74 total? Mr. Petry said yes. Member Slater also questioned what the entrance on the north side of the building was for? Mr. Petry advised it is the employee entrance for the police department. There is no public access at this entrance. Member Slater questioned what percentage of the building was for police? Without counting the basement, it is about 50/50. Member Slater stated why are we committing 50% of something since we might be

getting into shared services and may have no need for it? Mr. Carroll stated that we are very fortunate that, since I have been here, we have not been sued for ADA compliance. If you look the roof, we are looking at hundreds of thousands of dollars to repair it. Our electrical system that is greatly substandard. I have areas of the building I can't heat or air condition. We need a new building. We are looking at shared services, but in many cases we may be the municipality providing those services.

The Police Department area is controlled by mandates. Because we are building a new municipal building, we are now going to need two cells plus a juvenile cell. The other mandate is the sally port where they have to be able to drive into a secured area, close the door and take a prisoner out. There has to be separate areas for alcohol testing. Our IT and radio areas are growing because of the amount of computers, etc. that the state and federal government are mandating. When we redid the dispatch area five or six years ago, we anticipated being able to do shared services and are still looking into that. The present records room is grossly undersized. We also have male/female issues.

Member Reuter questioned if Mr. Carroll had any more details on the ideas you have for shared services? I am very much in favor of shared services. Mr. Carroll stated construction code at some point, and I am just talking next 10 to 15 years, as the Highlands takes more hold there is going to be less construction and there has to be a willingness on our neighboring communities which is why we placed the construction code office where we have. We are a little bit more central in talking about the four upper county municipalities, excluding West Milford. We have had discussions on regionalizing the court, which is why the court is on the second floor and that office is now larger in order to accommodate another court or two courts. The State is just passing legislation that is going to make it easier to do a shared court. Within the next ten years, we will be having a number of retirements in the building and we are going to look more and more to see how we can do things on a much more shared basis, but there has to be willing participants, and there has to be a savings. Member Reuter only wishes that it was more community orientated. Maybe consolidate all services, the library, fire departments, community center, etc. Mr. Carroll stated that revenue and the 2% cap is what held us back from doing a larger project.

CHAIRMAN ENTERTAINED A MOTION TO OPEN THE HEARING TO THE PUBLIC ON THIS APPLICATION: made by Member Slater, seconded by Member Ryan. Voting yes were Chairman Foulon, Vice Chairman Graceffo, Mayor Mahler, Councilman Cortellessa, Members Platt, Reuter, Ryan, Verba and Slater.

Linda Orsini, Owner of 566 Ringwood Avenue, Wanaque, New Jersey

When does this construction start and how long is it going to take?

Mr. Carroll stated that they were hoping to have the bids out in February, take the bids in March and looking at construction hopefully to be started sometime in July and will take about 14 months.

What type of confusion will it create on Ringwood Avenue?

Mr. Carroll stated that our construction will not impact Ringwood Avenue. The Ringwood Avenue construction will impact Ringwood Avenue.

Mrs. Orsini stated it sounds very nice and if I understand correctly, you will be taking down the two houses on the corner and that is where the complex will be going? Mr. Carroll stated that is correct and the building will also be on part of the empty lot. Once we are in the new building, the present building will be demolished and the plaza and parking will be completed.

CHAIRMAN ENTERTAINED A MOTION TO CLOSE THE PUBLIC HEARING PORTION OF THIS APPLICATION: made by Member Reuter, seconded by Member Platt. Voting yes were Chairman Foulon, Vice Chairman Graceffo, Mayor Mahler, Councilman Cortellessa, Members Platt, Reuter, Ryan, Verba and Slater.

MOTION FOR PRELIMINARY AND FINAL SITE PLAN APPROVAL: made by Member Reuter, seconded by Member Platt. Voting yes were Chairman Foulon, Vice Chairman Graceffo, Members Platt, Reuter, Ryan, Verba and Slater. Mayor Mahler and Councilman Cortellessa abstained. Motion Carried

PUBLIC DISCUSSION: None

RESOLUTION: None

VOUCHERS: submitted by Steven Veltri, Esq. for attendance at the August 16, 2012, September 20, 2012 and December 20, 2012 meetings for \$900; and submitted by Richard Alaimo Engineering Associates for Attendance at Meetings For The Period Ending 10/24/2012 in the amount of \$190, on the Meyer-McCrum-Kennedy Application for \$334.75, and on the Greentree at Wanaque, LLC/Parkside Application for \$930.

MOTION TO APPROVE VOUCHERS: made by Member Verba, seconded by Member Slater. Voting yes were Chairman Foulon, Vice Chairman Graceffo, Mayor Mahler, Councilman Cortellessa, Members Platt, Reuter, Ryan, Verba and Slater.

MOTION TO ADJOURN AT 8:46 P.M.: made by Member Verba, seconded by Member Slater. Carried by a voice vote.

Jennifer A. Fiorito
Planning Board Secretary