

PLANNING BOARD MINUTES  
**PUBLIC MEETING**  
JANUARY 13, 2022- 7:00 P.M.  
HELD AT THE OAKLAND SENIOR CENTER  
20 Lawlor Drive, Oakland, NJ  
[www.oakland-nj.org](http://www.oakland-nj.org)

Pursuant to Chapter 231, Public Law 1975 (Open Public Meetings Act) adequate notice of this meeting has been provided by:

- ❑ Adoption of an annual schedule of meetings
- ❑ Posting a copy of same at Borough Hall and the Borough's website
- ❑ Advertised in The Record more than 48 hours in advance of the meeting
- ❑ Mailing a copy to any person requesting same

**\*\* MEETINGS CONCLUDE AT 10:30 P.M., THEREFORE, NO TESTIMONY WILL BE TAKEN AFTER 10:00 P.M.**

**PLANNING BOARD MEMBERS:**

Sarah Michel, Andrea Levy, Gregory Liss, Joseph Marscovetra, Michael Rose, Thomas Connolly, Lee Haymon, John Morris, Councilman Kulmala, Mayor Linda H. Schwager and Chairman Thomas Potash.

**FLAG SALUTE, MEETING OPENED AT 7:06 P.M., ROLL CALL:**

Present Members: Mmes. Michel and Levy Messrs. Liss, Rose, Marscovetra, Haymon, Councilman Kulmala and Chairman Potash.

Absent Members: Connolly, Morris and Mayor Schwager\*(Entered the meeting at 8:09)

**EXCUSE ABSENCES:**

Motioned by Mr. Connolly and seconded by Councilman Kulmala, to excuse the absence of Messrs. Connolly, Morris and Mayor Schwager.\*

Mr. Joseph Russo, Esq., Board Attorney, Mr. John Yakimik, Boswell Engineering and Mr. Steve Lydon were in attendance.

**BOARD PROFESSIONALS SWORN IN:**

Mr. Lydon and Mr. Yakimik were sworn in.



Absent: Messrs. Connolly, Morris and Mayor Schwager.

SECRETARY:

Chairman Potash entertained a motion.

Motioned by Mr. Rose and seconded by Councilman Kulmala, to nominate Greg Liss as the Board Secretary.

Roll Call Vote:           Ayes: Mmes. Levy and Michel, Messrs. Marscovetra, Rose, Haymon,  
                                  Councilman Kulmala and Chairman Potash.  
                                  Nays: None  
                                  Abstain: None  
                                  Absent: Messrs. Connolly, Morris and Mayor Schwager.

ATTORNEY:

Chairman Potash reminded the Board that at the last meeting, a committee was formed to review the RFQs. The committee met before the meeting to go over two proposals submitted for Board Attorney from Uscher, Quiat, Uscher and Russo and Reiner Law Group. Both law firms had impressive experience however, the committee's recommendation was to continue with Mr. Russo's firm with 30+ years of experience with Oakland Planning Board and Borough. He entertained a motion.

Motioned by Ms. Levy and seconded by Mr. Rose, to nominate Mr. Joseph Russo with Uscher, Quiat, Uscher and Russo as Board Attorney.

Roll Call Vote:           Ayes: Mmes. Levy and Michel, Messrs. Liss, Marscovetra, Rose, Haymon,  
                                  Councilman Kulmala and Chairman Potash.  
                                  Nays: None  
                                  Abstain: None  
                                  Absent: Messrs. Connolly, Morris and Mayor Schwager.

ENGINEER:

Chairman Potash explained that two proposals were submitted for Board Engineer from Boswell Engineering and Neglia Engineering. Both firms were qualified, experienced and fees were comparable. The committee's recommendation was to maintain the services of Boswell Engineering with John Yakimik as the representative due to his many years of experience with Oakland. He entertained a motion.

Motioned by Mr. Rose and seconded by Mr. Liss, to nominate Mr. John Yakimik with Boswell Engineering as Board Engineer.

Roll Call Vote: Ayes: Mmes. Levy and Michel, Messrs. Liss, Marscovetra, Rose, Haymon, Councilman Kulmala and Chairman Potash.  
Nays: None  
Abstain: None  
Absent: Messrs. Connolly, Morris and Mayor Schwager.

#### PLANNER:

Chairman Potash explained that two proposals were submitted from for Board Planner from Burgis Associates and Neglia Engineering. Both firms were qualified, experienced and fees were comparable. The committee's recommendation was to maintain the services of Burgis Associate with Steve Lydon as the representative due to his many years of experience with Oakland. He entertained a motion.

Motioned by Mr. Rose and seconded by Mr. Marscovetra, to nominate Mr. Steve Lydon with Burgis Associates as Board Planner.

Roll Call Vote: Ayes: Mmes. Levy and Michel, Messrs. Liss, Marscovetra, Rose, Haymon, Councilman Kulmala and Chairman Potash.  
Nays: None  
Abstain: None  
Absent: Messrs. Connolly, Morris and Mayor Schwager.

#### ADMINISTRATIVE SECRETARY:

Chairman Potash entertained a motion.

Motioned by Mr. Rose and seconded by Ms. Levy, to nominate Ms. Gurney as Administrative Secretary to the Board.

Roll Call Vote: Ayes: Mmes. Levy and Michel, Messrs. Liss, Marscovetra, Rose, Haymon, Councilman Kulmala and Chairman Potash.  
Nays: None  
Abstain: None  
Absent: Messrs. Connolly, Morris and Mayor Schwager.

#### OFFICIAL NEWSPAPER:

Chairman Potash entertained a motion.

Motioned by Mr. Haymon and seconded by Ms. Levy, to nominate The Record as the official newspaper.

Roll Call Vote: Ayes: Mmes. Levy and Michel, Messrs. Liss, Marscovetra, Rose, Haymon, Councilman Kulmala and Chairman Potash.  
Nays: None  
Abstain: None  
Absent: Messrs. Connolly, Morris and Mayor Schwager.

#### PUBLIC HEARING:

1. DFLP – 17 Van Vooren Drive, Block 3203, Lot 2. Public hearing for a Preliminary and Final site plan.

Mr. Ben Cascio, Esq. was before the Board to represent the applicant. He explained that the application is for a Preliminary and Final Site Plan to construct a single story office building approximately 21,780 square feet. He introduced Mr. Peter Dobric the Project Manager. Mr. Dobric was sworn in and offered his credentials and the Board accepted his qualifications.

Mr. Dobric introduced himself as the Project Manager for DFLP. He is in charge of overseeing the development. Currently, the property consists of a wooded lot approximately 2 acres. They are proposing to construction a 21,780 square foot multi-tenant building.

Chairman Potash confirmed there would be no outdoor storage. Mr. Dobric responded that there will be no outdoor storage. They are proposing 4 to 5 identical rental units for businesses needing storage space such as a plumber, electrician, etc. Mr. Russo confirmed the owner. Mr. Dobric responded that the property was purchased back in May of 2021 and deeded to DFLP. No further questions of Mr. Dobric.

Mr. Cascio introduced Mr. Robert Weissman, the applicant's engineer. Mr. Weissman offered his credentials and the Board accepted his qualifications.

He explained to the Board that the property is a vacant, wooded lot sloping from the rear to the front. The surrounding properties are developed such as a PSE&G facility and other light industrial type buildings. An exhibit was entered.

Exhibit A-1, Site Plan page 3 of 6 dated August 25, 2021 revised December 29, 2021 prepared by Robert J. Weissman P.E. & L.S.

The proposed building size, a small warehouse, will be approximately 21,780 square feet. Parking will be located on the southwest portion of the property. A driveway to access the property will be located on Van Vooren Drive. Test holes have been completed and the septic system will be installed in the front yard setback. The applicant will comply with the state mandated drainage requirements. All setbacks and building height will comply with the Borough's building code.

The applicant is proposing 36 parking spaces where 17 spaces are required. Each unit will have a loading space. It was confirmed that no tractor trailers will access the property. A trash enclosure

will be located in the side yard. Utilities will run from Van Vooren underground to the building. All building mechanics will be placed on the rooftop of the building out of view. The only waivers being requested are for parking size in the loading area and the elimination of sidewalks. A lighting plan with no spillage is being proposed. Mr. Weissman informed the Board that he has met with Shade Tree concerning their landscape plan.

Mr. Yakimik referred to his report and requested that details and location of the fire protection system and fire lanes comply with Oakland's fire code and be added to the architectural plans. An incomplete soil move application needs to be completed with the number of cubic yards being moved/filled and list any environmental constraints or hazards on the property if any.

A grading plan detailing the barrier free routes at a scale of 1"= 5-feet and dimensions of parking spaces need to be added to the plans. Mr. Yakimik confirmed that no tractor trailers will access the site. Mr. Weissman responded that nothing larger than an Amazon truck will access the site.

Mr. Yakimik explained that the applicant will be required, by state statute, to make provisions for charging electric cars and this detail too should be added to the plans. He referenced a newly enacted ordinance requiring vehicle parking areas shall be separated from sidewalks and pedestrian walkways by a physical barrier such as bollards or other safety devices approved by the Planning Board. A discussion ensued concerning vehicles maneuvering over sidewalks to access garage doors being proposed. Chairman Potash pointed out that bollards are designed more for commercial/retail properties and believes that there would not be much pedestrian traffic at this site.

Mr. Yakimik suggested that no trees be planted in the water main easement and be replaced by grass. Lighting changes can be required up to 6 months after approval and stormwater management is under review. Mr. Weissman entered an exhibit.

Exhibit A-2, Landscape Plan dated December 31, 2021 prepared by Urban Farms Landscape & Design consisting of 1 sheet.

Mr. Lydon suggested that a small area in the northern portion of the property have plantings run along parking area to provide buffer. He explained that the required loading space dimensions are 15-feet by 25-feet and the proposed 10-feet by 18-feet will require a variance. A discussion ensued concerning loading spaces interrupting vehicle circulation. Mr. Lydon confirmed that ADA requirements will need to be met which also needs to be added to the plans. He advised that the 106.5 height elevation on first-floor needs to be listed consistently on the plans.

Mayor Schwager entered the meeting at 8:09 p.m.\*

A monument sign is shown on the architectural drawings but will need to be listed on the engineering plans along with detailed landscape plan. In addition, Mr. Lydon confirmed that the concrete slab and PVC fencing for the dumpster area and parking size detail will also need to be included on the engineering plans. A discussion ensued concerning forklifts and types of trucks

accessing the loading aisle and whether there would be enough room for a box-truck and forklift to maneuver. No further questions.

Mr. Cascio offered John Saracco, Architect, to offer testimony. Mr. Saracco gave his credentials and the Board accepted his qualifications.

Mr. Saracco explained that the applicant is proposing a pre-cast concrete exterior, 12' X 14' overhead doors and signage. He entered exhibits.

Exhibit A-3, PB 100 prepared by John Saracco Architect LLC dated August 27 last revised December 28, 2021.

Exhibit A-4, PB 101 prepared by John Saracco Architect LLC dated August 27, 2021 last revised December 28, 2021.

The proposed building will include 5 individual tenant's spaces. Each of the units will have warehouse space of approximately 4,056 square feet and a 300 square foot office space. The units each will have a 12' X 14' overhead door. The proposed monument sign will be located 32.6-inches off the property line. Mr. Saracco entered an exhibit.

Exhibit A-5 PB 102 Elevations prepared by John Saracco Architect LLC dated August 27, 2021 last revised December 28, 2021.

The proposed building height of 39.10-feet will comply with the Borough's ordinance. The building warehouse will be semi-heated with no air conditioning being proposed except for a small split system for the office. Building mechanics will be located in the middle of the roof out of sight. The roof pitches towards the back of the building and drains will be installed on the rooftop to capture rain water. The building will be equipped with a fire suppression system.

Chairman Potash questioned the number of parking spaces being proposed. Mr. Saracco responded that 11 parking spaces are required and 36 are proposed. Chairman Potash questioned if the monument sign would require a variance. Mr. Yakimik responded no variance needed. Mr. Lydon requested that the sign be included on the plans. Councilman Kulmala verified that there was roof access, a fire suppression system, fire alarm and annunciator panel outside of the building. Mr. Saracco confirmed Councilman Kulmala's question. No further questions.

Chairman Potash announced for the record that there was no public to open the meeting to.

Chairman Potash recommended a meeting recess.

Meeting recessed at 8:40 p.m.

Meeting resumed at 8:48 p.m.

Chairman Potash suggested that they review all variances and conditions. Conditions as follows:

- Variance for 5 loading spaces, 15' X 18' required 15' X 25'.

- Preliminary and Final Major Site plan.
- Soil Movement application permitted of 2,370 cubic yards of fill and 558 cubic yards cut.
- ADA compliant curb cuts and handicapped parking (add to plans).
- Curbing running adjacent to Van Vooren Drive shall be repaired.
- Grading plan detailing the barrier-free routes, scaling 1" = 5', to demonstrate federal standards compliance.
- Landscape plan with Shade Tree Commission, Engineering and Planning approval.
- Omit all the trees planted in the easement area and replace with grass.
- Irrigation system for all landscaped areas.
- Dumpster/Recycle pad detail and adequate enclosure (add to plans)
- Area for charging electric vehicles with details (add to plans).
- Curbing around perimeter of parking lot (on plans).
- Monument sign details (added to plans).
- No bollards will be required.
- Fire lanes subject to Fire Prevention comments.
- Parking and loading dock dimensions added to site plan.
- Lighting changes can be made up to 6 months after approval
- Bergen County Soil Conservation District permit if needed
- Shade Tree approval.
- Appropriate approvals or permits necessary construction and installation of the septic system.
- Provide appropriate easement for water main so that it can easily be located.
- No mezzanine being proposed.
- No sidewalks along Van Vooren Drive will be required

No further conditions. Chairman Potash entertained a motion.

#### MEMORIALIZATIONS:

1. Karni – 637 Ramapo Valley Road, Block 1301, Lot 40. Approval for a major subdivision.

Motioned by Councilman Kulmala and seconded by Mr. Liss, to approve the Karni application.

Roll Call Vote:           Ayes: Ms. Levy, Messrs. Liss, Marscovetra, Haymon, and Councilman Kulmala.  
                                   Nays: None  
                                   Abstain: None  
                                   Absent: Messrs. Connolly and Morris



PAYMENT OF BILLS:

Motioned by Mr. Rose and seconded by Ms. Levy, to approve the bills list subject to the availability of funds.

Roll Call Vote:           Ayes: Mmes. Michel and Levy, Messrs. Liss, Marscovetra, Rose, Haymon  
                                  Councilman Kulmala, Mayor Schwager and Chairman Potash.  
                                  Nays: None  
                                  Abstain: None  
                                  Absent: Messrs. Connolly and Morris

APPROVAL OF MINUTES:

Motioned by Mr. Haymon and seconded by Ms. Levy, to approve the December 9, 2021 Minutes.

Roll Call Vote:           Ayes: Ms. Levy, Messrs. Liss, Marscovetra, Rose, Haymon  
                                  Councilman Kulmala, and Chairman Potash.  
                                  Nays: None  
                                  Abstain: Ms. Michel and Mayor Schwager  
                                  Absent: Messrs. Connolly and Morris

NEW BUSINESS:

None

OLD BUSINESS:

Chairman Potash announced that there will be a Downtown Committee meeting beginning at 6:30 p.m. before the regular meeting.

PUBLIC MEETING ADJOURNED AT 9:11 P.M.

Motioned by Councilman Kulmala and seconded by Mr. Rose, to adjourn the meeting by a unanimous vote by the Board.

Respectfully Submitted by,

Kathlyn Gurney, Administrative Assistant

\*Next meeting on February 10, 2022