

Town of Dover Planning Board

- Robert Hooper - Chairman
- Paul McGrath - Vice Chairman
- William B. Gilbert
- Jose Yamoza
- William Shauer
- John R. Frister
- Joan Bocchino
- Harry Ruiz

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- Javier Marin - Mayor
- William Shuler - Alderman
- Lewis Fico- Alternate I
- Kay Walker- Alternate II
- Lee Greb - Board Attorney
- Michael Hantson - Town Engineer
- Regina Nee - Clerk/Secretary
-

PLANNING BOARD REGULAR MEETING MINUTES FOR MAY 26, 2004

CALL TO ORDER Commissioner Gilbert, filling in for Chairman Hooper, called the meeting to order at 8:00PM

ROLL CALL: PRESENT: Commissioner Gilbert, Shauer, Frister, Bocchino, Ruiz, Alternate II Walker arrived at 8:05, Alderman Shuler

ABSENT: Commissioner Yamoza, Alternate I Fico, Vice-Chairman McGrath, and Chairman Hooper

ALSO PRESENT: Present this evening is Board Attorney Lee Greb and Town Engineer Michael Hantson.

PLEDGE OF ALLEGIANCE was recited by all.

ADEQUATE NOTICE OF MEETING was read by Secretary Nee

PLEASE NOTE THE FOLLOWING:

CASE

SD-03-04 – Randolph Knolls; Block 316, Lot 3, also known as 12 Baker Ave. located in the R-3 Zone. The application is a two (2) lot Minor Subdivision to create one (1) building lot and the remaining single family dwelling, a side yard setback variance and any other variances and waivers that may be required.

Due to a notification problem, this application is being carried to the June 23rd meeting. The applicant will re-notice.

MINUTES: A motion to approve the minutes for the April 28th, 2004 meeting was made by Chairman Frister, seconded by Commissioner Shauer and followed with a Roll Call vote.

ROLL CALL: Ayes: Commissioner Shauer, Frister, Bocchino, and Alderman Shuler
Noes: None

CORRESPONDENCE: Anyone wishing to view correspondence since the last meeting can do so after the meeting. Please see the clerk.

Town of Dover Planning Board

Regular Meeting

PUBLIC PORTION

Commissioner Gilbert opened the meeting to the Public. Anyone from the public wishing to discuss any business with this Board, other than the applications to be heard this evening, was asked to please come forward at this time. Seeing no hands, this portion of the meeting was closed to the public.

REPORTS

Chairman's Report: Secretary Nee advised that Chairman Hooper asked her to notify the Master Plan Committee that he will set up another meeting and will E-Mail the members this weekend with the date and time.

Treasurer's Report: Commissioner Frister advised that the budget was adopted and the Board has adequate funds to continue operations.

Budget & Finance: Nothing to report at this time.

Master Plan: Nothing at this time.

RESOLUTIONS: None

CASES:

SP-02-04 – Valley National Bank; Block 1902, Lot 2.01, also known as 96 E. Blackwell Street located in the C-1 Zone. The application is a Preliminary and Final Major Site Plan for a 1,426 SF one (10 story addition with associated site improvements, a variance for off-street loading and any other variances and waivers that may be required.

Mr. Henry Larner, Attorney for the applicant was present. Mr. Larner was advised by Commissioner Gilbert that we have a quorum this evening although the full board is not present, There are only seven voting members present and Mr. Larner stated that was acceptable. The applicant is seeking approval for a one story addition to an existing two story branch bank building on East Blackwell Street. (Notices were sent and taxes were paid.) J. Michael Petry, 17 John Street, Fairfield, NJ, was sworn in. Mr. Petry presented his qualifications and was accepted as an expert in his field. Mr. Petry was engaged by Valley National Bank to prepare a site plan for the proposed addition to the Valley National Bank. Mr. Petry advised that they prepared a survey as well as the site plan. Attorney Larner entered A-1, photos numbered 1-4; A-2, Boundary and Topographic Survey; A-3, Layout sheet; A-4, Grading and drainage plan; A-5, Lighting and Landscape Sheet. Mr. Petry reviewed the photos that were submitted. The property is designated as Lot 2.01 and Block 1902, located at 96 E. Blackwell Street. The property is zoned C-1. Mr. Petry reviewed the uses in the immediate area. The property includes a total of 1.12 acres. The site improvements include a parking lot that surrounds the building for a total of forty-eight vehicles. There is an entry driveway at the westerly side of the property that acts as a double loaded corridor. There is a parking area for twenty cars immediately behind the building and cubing lanes along the easterly right of way, or three drive-up lanes and an exit lane. The egress driveway is on the easterly end of

Town of Dover Planning Board

Regular Meeting

the property. The site lighting on this property is limited and directed mostly around the building itself with a series of globe fixtures. The drainage on this property is collected in a pair of inlets on the easterly parking area and a single inlet on the westerly parking area all of which is connected to the public system on East Blackwell. Virtually, this entire property is located within the flood hazard limits of the Rockaway River with elevations varying on the site slightly between a foot and a foot and a half over the subject property. Anything that we do on this property, including this application, is subject to NJDEP approval. Valley National is proposing to take the existing eight parking spaces that are immediately adjacent to the entry façade, eliminate them, and construct an addition in that area. By eliminating the parking area, it will extend the curb length in front of the building so that we can provide safe pedestrian access to this facility, a handicap ramp immediately in front of the door so that we can provide handicap accessibility to the structure. The parking stall along the easterly property line will be re-striped and the spaces will include two handicap slots, closest to the door. There is adequate room for circulation through there. Please note that this is the westerly side of the building, not the easterly side. In addition, we propose a two-way drive lane into that dead end parking area to improve circulation. By doing that we hope to eliminate K-turn movement. These changes result in fifty-one parking spaces and improved the circulation pattern and we have reduced impervious at this site by virtue of the construction of the additional islands and landscaping by a total of fourteen hundred square feet. We have included in our proposal a refuse and pavement area that will be enclosed with a six foot high board on board fence which will be screened by plantings. The rear parking area will be lit to provide safety and stylistically we are blending with what is going on in the downtown district. We did not provide a designated loading area because of the type of business that we have; a full size tractor trailer space is not required. We request a waiver of the C-2 criteria per your ordinance. The drainage improvements are minimal and the drain pipes around the proposed addition will be re-routed. Drainage requires DEP approval. Mr. Hantson's report regarding this application was reviewed. The Board was advised that the lighting fixtures will be blacked out to prevent glare on to the residential site bordering the property. The retaining wall along the easterly side of the property will be repaired. A memo from the Shade Tree Committee suggested Zelkova or Linden trees for planting and the applicant was in agreement. A Knox Box will be installed. Mr. Hantson requested that the applicant use the Type J Eco style heads on the inlets, the type that control the amount of solid waste that goes into the inlet.

This portion of the meeting was opened to the Public. Seeing no hands, this portion of the meeting was closed to the public.

Robert Ring, 26 Columbia Turnpike, Florham Park, NJ, was sworn in, gave his qualifications as an architect; and was accepted as an expert witness. Mr. Ring advised that the proposal is for a one story addition and is strictly for the bank. The addition is an additional twenty-three feet of width to give more space for banking business, such as a conference room. A new vestibule, a staircase to the second floor along with a new entry into the first floor is what is being proposed. The exterior of the building will be updated. There will be no increase in the height of the building. The proposed addition will meet the existing in the rear. In Mr. Hantson's report, signage was questioned. The Board was advised that the signs that presently exist will remain as they now exist. However, the entry sign at the front of the building will be relocated to the new roof. The bank will remain open during renovations. Fire Official, Marty Reynolds, suggested that a fire alarm system must be installed. The Board was advised that the bank does require an alarm system. Handicap accessibility is not required to the second floor. It was suggested that a "No Left Turn" sign be installed at both exits. The applicant agreed to limit, at the westerly side exit, a "No Left Turn" sign.

Town of Dover Planning Board

Regular Meeting

Mr. Hantson asked if the applicant received any comment from Morris County regarding the plan since this is a county road. The applicant advised they have not received anything.

Mr. Hantson advised that the applicant had submitted an application for sign permits. We had a discussion with the sign company regarding the issue and the basic problem is that you have certain grandfathered signage on the site; a free standing sign, a building sign on the front of the building, and a building sign at the entrance on the westerly side of the building. Building signs, in accordance with our code, are only permitted at the main entrance to the building. The sign, along Blackwell Street, is currently on the building and is a pre-existing, non-conforming sign. From a planning perspective, the presence of the free standing sign in the front should be more than sufficient. Mr. Hantson asked that the building sign on the front of the building be removed in deference to the one to be mounted over the entrance way, which is where the ordinance says it should be. The applicant felt that all the signs were needed. After discussion, Mr. Hantson advised that the Board seemed to be making a determination that the pre-existing, non-conforming sign is not out of place on this building; it is not excessive. Alderman Shuler inquired about the tree that would be removed. Mr. Hantson advised that any tree that is being planted, in order to minimize root intrusion, should require a root barrier to be installed.

This portion of the meeting was opened to the Public. Seeing no hands, hearing no voices, this portion of the meeting was closed to the Public.

Commissioner Frister made a motion to accept the application, with discussed adjustments. Attorney Greb reviewed the adjustments: Knox Box will be installed, retaining wall will be redone to match the existing, No Left Turn Symbol from westerly driveway will be installed, a tree root barrier will be installed for each of the specimen trees, the Town will have the right to ticket for no parking on the easterly side and the inlets will be Type "J" Eco units. The light fixtures along Blackwell Street are JCP & L standard acorn fixture. The applicant will provide a similar period fixture. The motion was seconded by Commissioner Ruiz and followed with a Roll Call vote.

ROLL CALL: Ayes: Commissioner Shauer, Frister, Bocchino, Ruiz, Walker, Alderman Shuler, and Commissioner Gilbert

Noes: None

The meeting was adjourned for a ten minute recess at 9:29PM.

The meeting was called back to order at 9:44PM.

ROLL CALL: Present: Commissioner Shauer, Frister, Bocchino, Ruiz, Walker, Alderman Shuler, and Commissioner Gilbert

Still present is Board Attorney Lee Greb and Town Engineer, Michael Hantson

EWSP – None

OLD BUSINESS: Commissioner Gilbert advised that a letter, dated May 11, 2004, regarding the Edward Murray application was received from William P. Byrne. Commissioner Gilbert read the letter which requested an extension of fees until the June 23rd Meeting. The engineer had a delay

Town of Dover Planning Board

Regular Meeting

and was unable to supply the drawings to the applicant. The applicant was supposed to provide the new drawings by this afternoon and we did not receive them.

Commissioner Walker made a motion not to carry the fees for the Murray application, seconded by Commissioner Bocchino and followed with a Roll Call vote.

ROLL CALL: Ayes: Commissioner Shauer, Frister, Bocchino, Walker, Alderman Shuler
Noes: Commissioner Ruiz and Gilbert

Commissioner Bocchino stated that a letter was received from the Shade Tree Commission that said they wanted input into that site plan. The applicant had asked for a waiver from putting in a landscape plan. If the applicant comes back with a new application, the commission will be able to provide comment. The Board had previously suggested that the applicant speak with an engineer to make sure that any proposed improvements were realistically going to be permitted by the DEP.

Discussion: Proposed Steep Slope Ordinance and Development Checklist

The first draft ordinance has been changed to provide for a restriction of how much land could be disturbed in building a driveway through the steep slope. That has been incorporated into the ordinance, a copy which you have been given, on the second page of the ordinance, paragraph No. 2, Sub-paragraph A, now reads, “ driveways however must be designed and constructed with a maximum grade of fifteen percent at any point and disturb no more than twenty-five feet of width parallel to the driveway.” A second ordinance goes along with this and it does two things. It adds the criteria that the applicant must provide the information provided in the Steep Slope Ordinance. In addition, added to the checklist, was the requirement of a Certificate of Compliance for the property in question that indicates that new certificates of compliance shall be required if existing certificates of compliance are dated more than sixty days prior to the filling of the land use application. Mr. Hantson advised that Commissioner Yamoza had requested some more examples of how this ordinance would impact certain properties in town; basically, how would this ordinance apply to certain properties in town. Referencing the slide show, Mr. Hantson advised that he added a couple of examples. Mr. Hantson reviewed the examples. The first step in having this ordinance passed is to have the Board of Alderman introduce it. If you are inclined to go with it, Alderman Shuler should advise the governing body with the Planning Board’s opinion. It will have to come here, unless there are any changes that the Board might have. This is a generic ordinance that applies to any property that would have this slope on it and applies to undeveloped areas. Mr. Hantson also noted that by February 2nd there will be a significant change in our storm water regulations as mandated by the state. We have to prepare a Storm Water management plan, it will have to go to the Master Plan Committee, and it has to be approved by this Board. It will require, for any major development, disturbance of more than one acre, you must achieve one hundred percent infiltration on your property and you have to treat the run-off to remove a minimum of eighty percent of total suspended solids. It addresses volume of run-off, infiltration, and water quality. Every town in the state of New Jersey is mandated to have a Storm Water /Pollution Prevention Plan and a Storm Water Management in place within twelve months of our storm sewer permit that we got from the state which was dated April 3, 2004. We will have to adopt those two or we will be fined by the state. Then we have twelve months to adopt the regulatory ordinance

Town of Dover Planning Board

Regular Meeting

requirements and pet waste, leaf pick-up, catch basins that we talked about today and the town has been using the special heads, we have to map our entire sewer out falls, we have to come up with a plan to investigate illicit connections. An ordinance has to be passed that requires leaf and brush pick-up. Overall, this is to improve water quality.

Mr. Hantson advised that he received information from Commissioner Bocchino on the elements of steep slope ordinances which came from the Rockaway River Panel along with a model ordinance. We are very close to this. Minimum disturbance to ridge lines and scenic vistas is included in that ordinance.

NEW BUSINESS: None

***REGULAR MEETING TO BE HELD MAY 26, 2004.
AT 8:00PM. WORKSHOP SAME NIGHT AT 7:00PM***

ADJOURNMENT: A motion to adjourn was made by Commissioner Ruiz, seconded by Commissioner Frister, with all in favor. The meeting adjourned at 10:25PM.

IF ANY MEMBER CANNOT ATTEND, PLEASE CALL CLERK AT 366-2200-ext.115

Respectfully submitted,



Regina Nee
Clerk/Secretary
Planning Board