

**MINUTES OF THE NOVEMBER 20, 2018 PLANNING BOARD MEETING
BOROUGH HALL, BOROUGH OF HILLSDALE**

MEMBERS PRESENT: E. Lichtstein, E. Alter, Vice Chairwoman J. Miano, F. Franco
Mayor J. Ruocco, M. Kates, S. Riordan, S. Raymond, D. Burleson
Chairman M. Giancarlo

MEMBERS ABSENT: Councilman F. Pizzella

EMPLOYEES PRESENT: N. Nabbie, Esq., Board Attorney
C. Statile, P.E., Board Engineer
C. Chadwick, Deputy Secretary

Chairman Giancarlo called the meeting to order with a reading of the Open Public Meetings Statement at approximately 7:30pm.

OPEN TO PUBLIC (for matters not on the Agenda):
As no one wished to speak, the meeting was closed to the public.

MINUTES:
The *October 23, 2018 Meeting Minutes* were approved by the Board.

INVOICES:
Invoices from *C.P. Statile, P.A.* were approved by the Board.

COMPLETENESS REVIEWS:
*PZ-10-18; DM Roze Design Build Inc.; Block 1304, Lots 8, 9 & 10; 16 Fairview Avenue
Minor Subdivision Application and the construction of two new dwellings*

Board Engineer Statile announced the application is currently incomplete and not yet ready for a public hearing as the applicant is deficient on a few items and needs to submit revised plans.

RESOLUTIONS:
*Resolution No. 2018-20; Richard McCarthy, Jr.; Block 718, Lot 1; 20 Oak Street
Approval of variance application with FAR use variance for second story addition to existing single family dwelling*

Mr. Alter made a motion to approve the resolution, which was seconded by Chairman Giancarlo. The Board was polled and the motion passed. The resolution was approved.

PUBLIC HEARINGS:
*PZ-06-18; RJN 333, LLC; Block 1308, Lots 15 & 16; 333 Washington Avenue
Major Site Plan with Use Variance application for the construction of 10 housing units in the residential R-4 zone district*

Board Attorney Nabbie stated Mr. Urdang informed her that his client is meeting with the surrounding neighbors in attempt to address their concerns. Therefore, he is requesting a 60 day adjournment of the application. As the 2019 meeting schedule has not been adopted yet, the applicant will be required to re-notice. Furthermore, the applicant has extended the time frame for the Board to act.

BOARD BUSINESS:

Ordinance 18-21 To Amend Chapter 310 of the Borough Code Entitled "Land Use" to Prohibit Marijuana Establishments

Chairman Giancarlo and Ms. Nabbie stated the Board must review the ordinance for consistency with the Borough's Master Plan. Ms. Nabbie also explained what the ordinance entails, stating further action may be required in regard to the ordinance depending on State legislation once it is determined.

Deputy Secretary Chadwick will contact Board Planner Preiss, as the Board requests his presence, or the presence of a substitute professional planner, on November 27, 2018 to help guide them in this matter. The Board also requested a review letter on this matter be submitted no later than November 26, 2018.

Completeness Reviews

Chairman Giancarlo and Board Attorney Nabbie stated the Board should consider voting on whether or not they believe an application is complete after it is reviewed by Board Engineer Statile, and take the opportunity to ask questions during completeness reviews. Mr. Alter asked why, if Board Engineer Statile reviewed an application against the checklist and found it to be complete, the Board would then vote on or deem it to be incomplete. Board Attorney Nabbie responded stating because the Board is the only authoritative body who has the jurisdiction to determine if an application is complete or incomplete. She also stated just because an application is deemed complete does not mean the Board cannot request additional information from the applicant. Board Engineer Statile stated that in his review letters, when deeming an application complete, he always uses language which indicates the Board *may* schedule the application for a public hearing but never states that they must.

The Board will vote in December on whether or not they wish to vote on completeness reviews in the future.

2019 Calendar

Deputy Secretary Chadwick will provide the Board with suggested 2019 meeting dates at the next regularly scheduled meeting of November 27, 2018.

The meeting was adjourned at 9:30pm.

Respectfully submitted,

Caitlin Chadwick
Deputy Secretary