

**MAYWOOD PLANNING BOARD
MINUTES
January 25, 2024**

A regular meeting of the Maywood Planning Board was held on Thursday, January 25, 2024 in the Council Chambers of the Maywood Municipal Building, 15 Park Avenue, Maywood, New Jersey at 7:30pm. “This Meeting was called pursuant to the provisions of the Open Public Meetings Act. Notice of this meeting was published in the Our Town and The Record newspapers on or about December 7, 2023. In addition, copies of this notice were posted on the bulletin board in the Maywood Municipal Building at 15 Park Avenue, filed with the Borough Clerk and distributed to all persons, if any, requesting copies of same pursuant to said act. This meeting is being recorded with both audio and video and may be rebroadcast. This meeting is a judicial proceeding, any questions or comments must be limited to the issues that are relevant to what the Board may legally consider in reaching a decision and decorum appropriate to a judicial hearing must be maintained at all times.”

Flag Salute

Oaths of Office

Gary Neumann – Class II

Councilperson Ryan Ullman – Class III

Farhana Hassan Choudhury – Alternate #4

Board Attorney Kara Kaczynski administered the Oath of Office.

Call to Order

The meeting was called to order at 7:31pm with the following members present: Councilperson Ryan Ullman, Gary Neumann, Charlotte Panny, Anthony Klymenko, Cynthia Petersen, Harry Hillenius, Douglas Herrick, Thomas Anzevino, Rick DeHeer and Farhana Hassan Choudhury. Board Attorney Kara Kaczynski, Board Engineer Gregory Polyniak and Board Planner Michael Kauker were also present.

Reorganization of the Board

Elections

Thomas Anzevino nominated Charlotte Panny as Chairperson of the Board and Rick DeHeer seconded the nomination. All eligible members present voted in favor of the motion.

Thomas Anzevino nominated Anthony Klymenko as Vice Chairperson of the Board and Chairperson Charlotte Panny seconded the nomination. All eligible members present voted in favor of the motion.

Douglas Herrick nominated Gary Neumann as Secretary of the Board and Harry Hillenius seconded the nomination. All eligible members present voted in favor of the motion.

Professional Appointments

Rick DeHeer made a motion to appoint the following professional appointments:

- Kara A. Kaczynski (McNally, Yaros, Kaczynski & Lime, LLC) as 2024 Legal Counsel
- Gregory J. Polyniak (Neglia Engineering Associates) as 2024 Professional Engineer
- Michael Kauker (Kauker & Kauker, LLC) as 2024 Professional Planner
- Tara Grunstra as 2024 Recording Secretary

Vice Chairperson Anthony Klymenko seconded the motion. All eligible members present voted in favor of the motions.

Re-adoption of By-Laws Adopted 1/22/15

Chairperson Charlotte Panny made a motion to re-adopt the by-laws adopted 1/22/15 and Rick DeHeer seconded the motion. All eligible members present voted in favor of the motions.

Approval of Minutes

Harry Hillenius made a motion to accept the minutes from the December 7, 2023 meeting. Councilperson Ryan Ullman seconded the motion. All eligible members present voted in favor of the motion.

Bills

Douglas Herrick made a motion to accept payment of the bills. Councilperson Ryan Ullman seconded the motion. All eligible members present voted in favor of the motion.

Correspondence

1. 12/8/23 letter from Raymond Cywinski of Bergen County Soil Conservation District Re: JW Congregation Support, Inc. 439 Maywood Avenue
2. 12/11/23 letter from Board Engineer Gregory J. Polyniak Re: Maywood Sherwood Village 11 West Passaic Street Final As-Built Review
3. 12/12/23 cover letter from Borough Clerk Barbara L. Dispoto with Adopted Borough Ordinance #15-23
4. 12/13/23 letter from Eric V. Timsak of Bergen County Department of Planning & Engineering Re: JW Congregation Support, Inc. 439 Maywood Avenue
5. 12/19/23 City of Hackensack Adopted Ordinance #46-2023 Amending the Second Street Redevelopment Plan
6. 12/19/23 City of Hackensack Adopted Ordinance #47-2023 Amending the Prospect-Railroad-Essex-Beech Redevelopment Plan
7. 12/20/23 email from Eric V. Timsak of Bergen County Department of Planning & Engineering Re: Kine Buds Maywood 113 East Passaic Street No Further Action
8. 1/2/24 letter from Claudia Rocca of PSE&G Re: Application for an Extension of Flood Hazard Area Individual Permit for the Maintenance of Existing PSE&G Natural Gas Transmission System Right-of-Way to Permit Selective Herbicide Application within Riparian Zones
9. 1/9/24 letter from Board Engineer Gregory J. Polyniak Re: Kine Buds Maywood 113 East Passaic Street Resolution Compliance Review
10. 1/10/24 letter from Edward Mainardi, Jr. Re: Kine Buds Maywood, LLC 113 East Passaic Street Review Response
11. 1/12/24 letter from Board Engineer Gregory J. Polyniak Re: Filip Kristani 44 Parkway Revised Completeness & Engineering Review
12. 1/12/24 letter from Afton Savitz of Stonefield Engineering Re: JW Congregation Support, Inc. 439 Maywood Avenue
13. 1/15/24 letter from Fire Official Thomas J. Tuttle Re: Kine Buds Maywood 113 East Passaic Street Fire Prevention Review Comments
14. 1/23/24 letter from Board Engineer Gregory J. Polyniak Re: Filip Kristani 44 Parkway Revised Completeness & Engineering Review
15. 1/24/24 letter from Board Engineer Gregory J. Polyniak Re: JW Congregation Support, Inc. 439 Maywood Avenue Revised Completeness & Engineering Review

Resolution	None
Completeness Hearing	None
Application Hearing	None
Informal Hearing	None
Closed Session	None

New Business

- 2/1/24 Meeting Cancellation
 - Harry Hillenius made a motion to cancel the 2/1/24 meeting
 - Councilperson Ryan Ullman seconded the motion
 - All eligible members voted in favor of the motion

Old Business

- Board Attorney Kaczynski advised that the Board would need an extension on the time for the Board to act on the Filip Kristani 44 Parkway application through the end of April
 - Board Recording Secretary will follow up with Mr. Kristani
- Amended Application, Checklist and Fee Schedule
 - Rick DeHeer will email Board Attorney Kaczynski regarding the fee schedule
 - She advised that she will have a recommendation prepared for the 2/22/24 meeting

New Business (cont'd)

- Distribution of Calendar 2023-11 Filip Kristani 44 Parkway Architectural Plans Revised 1/17/24
- Distribution of Calendar #2023-15 JW Congregation Support 439 Maywood Avenue Additional Application Materials
- Revised Rules on Citizen Input During the Planning Board Meetings for Sustainable Jersey Certification
 - Rules were adopted on 11/3/16, revised in 2018 & re-adopted annually at the re-organization meeting
 - Revised to reflect the new Borough office hours (shaded)
 - Douglas Herrick made a motion to adopt the revised Rules on Citizen Input During Planning Board Meetings
 - Vice Chairperson Anthony Klymenko seconded the motion
 - All eligible members voted in favor of the motion
- Board Engineer Greg Polyniak advised that new Planning Board members should take the NJDEP Stormwater Training
 - He added that Borough Clerk Barbara Dispoto could provide the link and maintains a roster of certifications
- Board Planner Michael Kauker stated that there is new State legislation regarding COAH Round 4 changes
 - He noted that there is 1 year remaining on the Borough approval
 - He will provide a memo summarizing the changes

- Chairperson Panny asked if the Board should schedule a work session and Board Planner Kauker replied that this would be a good idea
- Board Attorney Kaczynski suggested that the information be distributed to the Board prior to the work session in March
- Chairperson Panny confirmed that the Borough Housing Element and Fair Share Plan has been posted to the Borough website
- Board member Farhana Hassan Choudhury advised that she is professionally involved in affordable housing
- Chairperson Panny announced that she had attended a hazard mitigation hearing the evening prior and most attendees were focused on stormwater

Open Meeting to the Public

Adjournment

A motion to adjourn the meeting was made by Harry Hillenius. Cynthia Petersen seconded the motion. All eligible members present voted in favor of the motion. The meeting was adjourned at 8:04pm.

Respectfully submitted,

Tara Grunstra
Planning Board Recording Secretary