

**MAYWOOD PLANNING BOARD  
MINUTES  
October 24, 2024**

A regular meeting of the Maywood Planning Board was held on Thursday, October 24, 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**

**Call to Order**

The meeting was called to order at 7:31pm with the following members present:

Councilperson Ryan Ullman  
Chairperson Charlotte Panny  
Vice Chairperson Anthony Klymenko  
Secretary Gary Neumann  
Cynthia Petersen  
John Gargagliano  
Harry Hillenius  
Douglas Herrick  
Thomas Lindenau  
Thomas Anzevino  
Rick DeHeer  
Board Attorney John Ferraro  
Board Engineer Gregory Polyniak

**Approval of Minutes**

Thomas Lindenau made a motion to accept the minutes from the September 26, 2024 meeting.

Cynthia Petersen seconded the motion.

All eligible members present voted in favor of the motion.

Douglas Herrick made a motion to accept the minutes from the October 3, 2024 meeting.

Rick DeHeer seconded the motion.

All eligible members present voted in favor of the motion.

**Bills**

Rick DeHeer made a motion to accept payment of the bills.

John Gargagliano seconded the motion.

All eligible members present voted in favor of the motion.

## Correspondence

1. 10/7/24 letter from Board Engineer Gregory Polyniak Re: Megaleaf 231 West Passaic Street Revised Completeness, Planning & Engineering Review
2. 10/11/24 letter from Board Engineer Gregory Polyniak Re: JW Congregation Support 439 Maywood Avenue Resolution Compliance Review
3. 10/17/24 letter from Board Planner Michael F. Kauker Re: Filip Kristani 44 Parkway Planning Review
4. 10/18/24 letter from Russell P. Trocano Re: Area in Need of Redevelopment Investigation Public Hearing

## Resolution

### Tesla

1 Bergen Town Center  
Block 2, Lot 9

### Calendar #2024-01

### Variance & Site Plan Applications

1. Maximum Impervious Coverage (25% maximum permitted vs. more than 25% existing/proposed-proposing additional 1,555 square feet of impervious cover)
2. Permit Less than 10' Planting Buffer Along Property Line Abutting A-1 and A-2 Residential Zone (Pre-Existing Non-Conformity)
3. Minimum Front Yard Setback for Accessory Structures Along Spring Valley Avenue (75' minimum required vs. 42' proposed)
4. Minimum Front Yard Setback for Accessory Structures Along Forest Avenue (25' minimum required vs. 10' proposed)
5. Permit an Accessory Structure Closer to the Front Lot Line than the Main Building
6. Permit Non-Electric Vehicles to Use EVSE Spaces

Rick DeHeer made a motion to memorialize the resolution.

Cynthia Petersen seconded the motion.

All eligible members voted in favor of the motion.

## Completeness Hearing

None

## Application Hearing

### TRB Associates

145 West Passaic Street  
Block 83, Lots 15 & 16

### Calendar #2022-03A

### Amended Site Plan Application

Reduced the number of parking spaces from 8 to 7  
Revised parking lot layout

Councilperson Ryan Ullman recused himself from the hearing as the previous application included a use variance.

Frank DeVito represented the Applicant, TRB Associates:

- He advised that Board Engineer Polyniak recommended eliminating one parking space which required the Applicant to seek amended site plan approval
- He emphasized that the number of proposed parking spaces would comply with the Borough Ordinance (7 parking spaces proposed vs. 6 parking spaces required)
- Chairperson Charlotte Panny confirmed with Board Engineer Greg Polyniak that an EV charging space would not be required
- Board Engineer Polyniak explained that the proposed ADA parking space access aisle would have been used as a turning area which is not allowed per code so the space was removed

Chairperson Panny invited the public to comment on the application:

- Karen McDonald of 131 West Passaic Street lives next door to the subject property and questioned if her driveway would be impacted by the proposed development
  - Board Engineer Polyniak advised that her driveway would not be affected by the Applicant replacing their entry driveway with a planting buffer
- She then asked if there was a fence proposed between the rear of the subject property and the municipal parking lot behind the Maywood Inn
  - Board Engineer Polyniak answered that there will be a 6' board-on-board fence installed on the north side of the subject property and Mr. DeVito confirmed the fence information

Mr. DeVito asked if the Board had any questions but there were no questions from the Board.

Harry Hillenius made a motion to approve the amended site plan application.

Thomas Anzevino seconded the motion.

All eligible members voted in favor of the motion.

Councilperson Ryan Ullman rejoined the meeting.

**Informal Hearing**                      None

**Old Business**                         None

**New Business**

- 2025 Meeting Schedule
  - Board member reviewed the proposed 2025 meeting schedule and recommended not having a meeting on 7/3/25
    - Board Recording Secretary Tara Grunstra will amend the schedule and list it on the 11/7/24 agenda

**Open Meeting to the Public**

**Closed Session**

Chairperson Charlotte Panny made a motion to go into Closed Session. Rick DeHeer seconded the motion. All eligible members present voted in favor of the motion.

**BOROUGH OF MAYWOOD PLANNING BOARD**  
**Closed Session Resolution # 2024-07**

BE IT RESOLVED by the Planning Board of the Borough of Maywood, pursuant to the provisions of the Open Public Meetings Act, that the Maywood Planning Board met in closed session to discuss the following subject matter(s): Personnel matters

which subject matter(s) is (are) permitted to be discussed in closed session pursuant to the following designated sub-section(s) of Section 7 of the Open Public Meetings Act:

- Sub-section 1 dealing with material rendered confidential by express provision of Federal or State law
- Sub-section 2 covering a matter in which release of information would impair a right to receive federal funds
- Sub-section 3 involving disclosure of material that would constitute an unwarranted invasion of privacy, including material related to an individual's personal and family circumstances, without the express written consent of the individual involved
- Sub-section 4 pertaining to collective bargaining agreements and the terms, conditions and negotiations thereof
- Sub-section 5 dealing with the acquisition of real property, the setting of bank rates, or the investment of public funds where discussion thereof would adversely affect the public interest
- Sub-section 6 dealing with tactics and techniques used in protecting the safety and property of the public where disclosure could impair such protection or investigation of violation of the law
- Sub-section 7 dealing with pending or anticipated litigation, contract negotiations, or matters falling within the attorney-client privilege
- Sub-section 8 concerning personnel matters dealing with employment, appointment, termination, or terms and conditions of employment of any person or persons, or the evaluation, promotion or disciplining of employees unless all employees involved consent to disclosure thereof
- Sub-section 9 involving deliberations after public hearing on a matter which may result in the imposition of a civil penalty or the suspension or loss of a license

AND BE IT FURTHER RESOLVED that, as precisely as can be determined at this time, the discussion conducted in the said closed session can be disclosed to the public upon taking final action thereon, provided disclosure shall not violate the attorney-client privilege or constitute an undue invasion of privacy; and

BE IT FURTHER RESOLVED that the Planning Board of the Borough of Maywood

- Will return to open session after this meeting.
- Do not envision that they will return to open session after this meeting but reserves the right to do so.

Date of Passage: 10/24/24 Time: 7:53pm

Respectfully submitted,

Tara Grunstra  
Planning Board Recording Secretary