

**MAYWOOD PLANNING BOARD  
MINUTES  
February 24, 2022**

A regular meeting of the Maywood Planning Board was held on Thursday, February 24, 2022 via the “Zoom” online meeting platform at 7:30pm. “This Virtual Meeting is called pursuant to the provisions of the Open Public Meetings Act. Both adequate and electronic notice of this virtual meeting has been provided by way of publication in the Our Town and The Record newspapers on or about December 16, 2021. In addition, notice of the meeting was posted on the door of the Maywood Municipal Building located at 15 Park Avenue and any handicapped-accessible entrances thereto; posted on the municipal website; provided to the municipal Clerk and distributed to all persons, if any, requesting copies of same. 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. The public commenting policy for electronic public meetings will also be followed as noted on the Borough website ([www.maywoodnj.com](http://www.maywoodnj.com)).”

**Flag Salute**

**Call to Order**

The meeting was called to order at 7:38pm with the following members present: Councilperson Ryan Ullman, Gary Neumann, Chairperson Charlotte Panny, Vice Chairperson Paul Kuhn, Secretary Anthony Klymenko, John Montel, Harry Hillenius (arrived @ 7:44pm), Douglas Herrick, Derek Eisenberg, John Gargagliano and Geoffrey Smith. Board Attorney Kara Kaczynski and Board Engineer Gregory Polyniak were also present.

**Approval of Minutes**

John Gargagliano made a motion to accept the minutes from the January 27, 2022 meeting. Vice Chairperson Paul Kuhn seconded the motion. All eligible members present voted in favor of the motion.

**Bills**

Vice Chairperson Kuhn made a motion to accept payment of the bills. John Montel seconded the motion. All eligible members present voted in favor of the motion.

**Correspondence**

1. 2/2/22 letter from Paul Cowie, Shade Tree Commission Arborist Re: Duke Realty Landscape Plan Review and Commentary
2. 2/3/22 letter from Zoning Officer Dina Lynch Re: Martin Santini 145 West Passaic Street Denial Letter
3. 2/4/22 letter from Joseph C. Petriello Re: SHDK, LLC 24-30 West Pleasant Avenue Revised Site Plan
4. 2/7/22 letter from Michael J. Hubschman of Hubschman Engineering Re: Maywood Sherwood Village, LLC 11 West Passaic Street Revised Site Plan for Resolution Compliance
5. 2/10/22 Traffic Engineering Proposal from Brian A. Intindola of Neglia Engineering for Duke Realty 149-151 Maywood Avenue
6. 2/11/22 memorandum from Board Planner Michael F. Kauker Re: Maywood Sherwood Village, LLC 11 West Passaic Street Resolution Compliance Review



- Board Attorney Kaczynski reminded that the Board that the completeness ordinance requires a certain number of paper copies to be submitted
  - She suggested reviewing the ordinance and making any changes to the completeness checklist and application checklist in the ordinance at the next meeting on 3/3/22
- Vice Chairman Paul Kuhn requested that Board Recording Secretary Grunstra email the ordinance to the Board

### **Open Meeting to the Public**

- Councilperson Jacqueline Flynn of 47 Orchard Place requested that the Planning Board Zoom meeting recordings be posted to the Borough website for public review
  - Board Attorney Kaczynski suggested that the Board review this procedure along with the completeness ordinance previously discussed
- Miguel Morel of 106 Maywood Avenue requested that the hearing adjournment be included in the Borough E-Newsletter

### **Adjournment**

A motion to adjourn the meeting was made by Harry Hillenius. John Gargagliano seconded the motion. All members present voted in favor of the motion. The meeting was adjourned at 7:59pm.

Respectfully submitted,

Tara Grunstra  
Planning Board Recording Secretary