



# CITY OF PLAINFIELD

**PLANNING BOARD**  
**515 WATCHUNG AVENUE**  
**PLAINFIELD, NJ 07061**



**ADRIAN O. MAPP**  
**MAYOR**

**Ron Scott Bey, Chairman**  
**William Toth, Vice Chairman**

**PLANNING BOARD REORGANIZATION MEETING**  
**THURSDAY JANUARY 19, 2017**  
**CITY HALL LIBRARY, 515 WATCHUNG AVENUE**

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## MINUTES

### I. CALL TO ORDER

**NOTE: Cellular phones are to be turned off during the Planning Board meeting, unless otherwise stated (Subject to change by the Board Chairman)**

City Planner Bill Nierstedt called the meeting to order at 7:32 p.m. at which time he read the following open public meeting statement:

### II. OPEN PUBLIC MEETING STATEMENT

The annual schedule of this meeting has been given to The Courier-News and The Star Ledger. In addition, a copy of the notice is posted in the City Clerk's office, the Planning Division office and the City's website in accordance to the regulations of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. This is a regularly scheduled meeting of the Board.

### III. ROLL CALL

Name													Term Of Office												
	Jan 19	Feb 2	Feb 16	Mar 2	Mar 16	Apr 6	Apr 20	May 4	May 18	Jun 1	Jun 15	Jul 6		Jul 20	Aug 3	Aug 17	Sep 7	Sep 21	Oct 5	Oct 19	Nov 2	Nov 16	Dec 7	Dec 21	
Ron Scott Bey, Chairman	P																								12/31/2020 (4 years)
Horace Baldwin, Vice Chairman	P																								12/31/2017 (4 years)
Mayor Adrian O. Mapp John Stewart (Designee)	P																								12/31/2017 (Term of Mayor)
Councilman Charles McRae	P																								12/31/2017 (1 year)
Anthony Howard	P																								12/31/2017 (1 year)
Siddeeq W. El-Amin	P																								12/31/2020 (4 years)
Gordon Fuller	P																								12/31/2018 (4 years)
Sean C. McKenna (succeeded Emmett Swan-resigned)	P																								12/31/2017 (4 years)
William Toth	P																								12/31/2019 (4 years)
Maritza Hall, Alternate No.1	A																								12/31/2017 (2 years)
Barry Person, Alternate No.2	P																								12/31/2018 (2 years)

LEDGER: Present (P): Absent (A): Excused (E): Vacancy (V): No Meeting (-)

### OTHERS IN ATTENDANCE

Name	Affiliation
Janine G. Bauer, Esq.	Planning Board Attorney
Bill Nierstedt	Planning Director
Rosalind Miller	Board Secretary

#### IV. REORGANIZATION

➤ **Election of a Chairperson**

- Planning Director Bill Nierstedt asked the Board Members for nominations for the position of Board Chairperson.
- A nomination was made by Board Member Siddeeq El-Amin and seconded by Mayor's Designee John Stewart to elect Board Member Ron Scott Bey. Hearing no further nominations offered, nominations were closed for the position of the Board Chairperson. The Board voted as follows to elect Chairman Ron Scott Bey as Chairman for the year 2017.

Scott Bey	Baldwin	El-Amin	Fuller	Howard	McKenna	McRae	Stewart	Toth	Person
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- Ten in Favor. None Opposed. None Abstained.
- Chairman Scott Bey thanked the board for their continued support.

➤ **Election of a Vice Chairperson**

- Chairman Ron Scott Bey asked the Board for nominations for the position of Vice Chairperson.
- A nomination was made by Board Member Siddeeq El-Amin and seconded by Mayor's Designee John Stewart to elect Board Member Horace Baldwin. Hearing no further nominations offered, nominations were closed for the position of the Vice Chairperson. The Board voted as follows to elect Vice Chairman Horace Baldwin as Vice Chairman for the year 2017.

Scott Bey	Baldwin	El-Amin	Fuller	Howard	McKenna	McRae	Stewart	Toth	Person
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- Ten in Favor. None Opposed. None Abstained.
- Vice Chairman Baldwin thanked everyone for their support.

#### V. EXECUTIVE SESSION: Review and Discuss Request for Proposals (RFP) submitted for Board Attorney and Board Engineer

➤ **Resolution No.1: Appointment of Board Attorney**

- Chairman Ron Scott Bey asked for nominations for the Board Attorney position.
- Board Member Gordon Fuller nominated Janine G. Bauer, Esq. as Board Attorney. The nomination was seconded by Mayor's Designee John Stewart. Hearing no further nominations offered Chairman Scott Bey closed the nominations for the position of the Board Attorney. The board resolved that Janine G. Bauer, Esq. of Lawrenceville New Jersey has been appointed Board Attorney of the Planning Board from January 1, 2017 through December 31, 2017 with fees not to exceed the amount provided in the budget of the Board unless authorized by resolution of the Board.
- All in Favor. None Opposed. None Abstained.

➤ **Resolution No.2: Appointment of Board Engineer**

- Chairman Scott Bey asked for nominations for the Board Engineer position.
- Mayor's Designee John Stewart nominated Pennoni Associates as Board Engineer. The nomination was seconded by Board Member Sean McKenna. Hearing no further nominations offered Chairman Scott Bey closed the nominations for the position of the Board Engineer. The board resolved that Pennoni Associates, of Newark New Jersey would be appointed Board Engineer of the Planning Board from January 1, 2017 through December 31, 2017 with fees not to exceed the amount provided in the budget of the Board unless authorized by resolution of the Board.
- All in Favor. None Opposed. None Abstained.

- **Resolution No.3: Appointment of Board Secretary**
  - Chairman Scott Bey asked for nominations for the Board Secretary position.
  - Vice Chairman Horace Baldwin nominated Rosalind Miller as Board Secretary. The nomination was seconded by Board Member Siddeeq El-Amin. Hearing no further nominations offered Chairman Scott Bey closed the nominations for the position of the Board Secretary. The board resolved that Rosalind Miller would be appointed Board Secretary of the Planning Board through and including the first month of the following year (January 2018) reorganization meeting of the Board with fees not to exceed the amount provided in the budget of the Board unless authorized by resolution of the Board.
  - All in Favor. None Opposed. None Abstained.
  - Board Secretary Miller thanked the board for their continued support.
  
- **Resolution No.4: Designation of the Official Newspaper of the Board**
  - Be it resolved that the Courier News be designated as the official newspaper of the Board for the publication of official notices. The Star Ledger serves as the second official newspaper to receive the annual calendar notice for the purpose of the Open Public Meetings Act.
  - On a motion by Mayor's Designee John Stewart and seconded by Board Member Siddeeq El-Amin, the board moved that the Courier News be designated as the official newspaper of the Board for the publication of official notices and the Star Ledger be designated to receive the annual calendar notices of the Board for the purpose of the Open Public Meetings Act.
  - All in favor. None opposed. No abstentions.
  
- **Resolution No.5: Adoption of Procedures, Forms and Bylaws of the Board**
  - Be it resolved that the Procedures, Forms and Bylaws for the year 2017 are hereby readopted as presented on a motion by Board Member Gordon Fuller and seconded by Vice Chairman Horace Baldwin.
  - All in favor. None opposed. No abstentions.

**VI. PUBLIC COMMENTS ON NON-AGENDA ITEMS** – Chairman Scott Bey opened the meeting for public comments on items that are not on the agenda. Hearing none, the public portion on non-agenda items was closed.

**VII. MINUTES** – On a motion by Board Member McKenna, seconded by Vice Chairman Baldwin, the board accepted the meeting minutes of November 3, 2016; November 17, 2016; and December 1, 2016 as presented by voice vote from eligible members. The minutes have been adopted into the record.

**VIII. RESOLUTION(S) (Memorialization)**

**IX. DEVELOPMENT APPLICATION(S)**

1)

Application No.	Applicant	Property Address	Block	Lot(s)	Zone
PB-2012-06	Latino Heat Bar & Grill, LLC	308 Watchung Avenue	840	1	TODD/CBD Transit Oriented Development/Central Business District

- John Sullivan, Esq. represented on behalf of the applicant. Mr. Sullivan explained that the applicant is requesting adjournment to meet the board's previous concerns regarding comments from New Jersey Transit and revisions to site plan. The Board carried this hearing to the March 16, 2017 board meeting with no further notice required.

2)

<b>Application No.</b>	<b>Applicant</b>	<b>Property Address</b>	<b>Block</b>	<b>Lot(s)</b>	<b>Zone</b>
PB-13-25	Shun Cheng, LLC	326-332 West Front Street / 4-6 Grove Street (corner lot)	248	5	TODD / CBD Zone Transit Oriented Development Downtown/Central Business District

- George Sincox, Registered Architect, of Sincox Associates & Architects, Westfield New Jersey remains under oath as he previously testified to original architectural drawings. He addressed original site plans vs. changes made to the property. He talked about the original plans indicated brick not stucco; cast iron columns not stone base. He talked about the door on the side of the building originally a decorative double door was proposed not a single door, but he explained because of the scale of the street the double doors were an issue and regarding the refuge area originally proposed was board on board not metal gate type fence with ventilation was used due to security.
- The Board, Board Attorney Bauer and Planning Director Nierstedt addressed the changes from the original site plan approval indicating four over one windows with neutral color, not twelve over six with white vinyl frame which changed the look of the building, elevator, exterior stone work instead of the brick, signage is good but prior to installation a development permit approval is required.
- Gabriel Landeverde, Project Manager, of Sincox Associates & Architects, Westfield New Jersey was sworn in to provide testimony on behalf of the original site plan vs. the changes. He explained that the cast iron columns did not allow for store front type windows with full glass in order to create an opening for retail and to achieve maximize
- After hearing no further testimony from the professionals, the meeting was opened for public questions and/or comments. Hearing none, the public portion of the hearing was closed.
- The Board made recommendations that the stone return to brick, indicate shaft of the elevator, depict a single decorative door for residential side of the building, provide floor plans depicting entrance to the lobby going to the residential and commercial side and window type if snap in/snap out. The board carried this application to February 16, 2017 subject to the revised architectural drawings and floor plans submission to Planning Director Nierstedt prior to the scheduled.

3)

<b>Application No.</b>	<b>Applicant</b>	<b>Property Address</b>	<b>Block</b>	<b>Lot(s)</b>	<b>Zone</b>
PB-2016-36	Neighborhood House Association	33 Westervelt Avenue	323	6.01	NC Neighborhood Commercial District Zone

- John Sullivan, Esq., represented on behalf of the applicant. Mr. Sullivan explained that the applicant is requesting retail use in a five-story building to a childcare center for up to 120 children. The applicant is proposing to utilize 6 of the 108 on-site parking spaces for pick-up/drop-off accessory to the childcare center.
- Planning Director Nierstedt addressed both the Planning Division and Police Division reports. He briefly addressed outstanding conditions in a 2007 board approved project regarding as-built plans, parking and lighting and that those conditions affects the day care center's application. He explained that there were two types of site plans and as built elevation drawings submitted by different architects.
- George Sincox, Registered Architect, of Sincox Associates & Architects, Westfield New Jersey testified on behalf of the application. Mr. Sincox explained that the original architectural drawing depicted a flat roof, his architectural/as-built drawing

depicts a raised/pitched roof, windows showing a decorative header, materials show ground level a base stone and upper floors stucco type material.

- Carol Presley, Director, of the Neighborhood House, 644 West Fourth Street, Plainfield New Jersey was sworn in to provide testimony on behalf of the application. Ms. Presley briefly stated her credentials as a licensed child care provider. She talked about the main child care office is located at 644 West Fourth Street and that breakfast and lunch is prepared at that site. She talked about the hours of operation are from 7:00 a.m. to 5:30 p.m., drop-off hours are between 7:00 a.m. to 9:00 a.m., pick-up hours are between 2:30 p.m. to 5:30 p.m. and that the hours are staggered for both staff/parents depending on the needs. She reported on the number of classrooms-8 and that the curriculum requirement is 15 children per classroom. She said that the playground is located across the street specifically for age group of 3 and 4 year olds. She addressed the number of employees a total of 17 including a maintenance crew for evening hours. Ms. Presley responded to questions regarding transportation and cars stacked in the parking lot while parents pick up/drop-off children and said she has had no issues, many parents use public transportation, vans and/or in walking distance. She reported in accordance to the New Jersey Department of licensed for child care center requirement an annual inspection is required. She replied in regards to special events, parent/teacher conferences are held at the main child care center located at 644 West Fourth Street, Plainfield.
- The Board asked about the child care at the East Front Street location and asked about the number of children at the current site and if that number will be move to the new location and the current location will be closed. Ms. Presley replied approximately 90 children, but continues to remain open. She reported that there is currently a waiting list of 200 children age 3 and 4 year olds are registered through the Board of Education.
- Robert Gazzale, Professional Licensed Engineer, of Fisk Associates, 631 Union Avenue, Middlesex New Jersey was sworn in to provide testimony on behalf of the application. Mr. Gazzale reported that he has previously testified before this board as a Licensed Engineer. The Board accepted his qualifications as a Professional Licensed Engineer. Mr. Gazzale addressed the parking requirements and the intensity of parking for day care center is less than retail use.
- Public questions/comments: Maria Herrera, of 20 Westervelt Avenue expressed concern if there will be additional parking on Westervelt Street. The answer was no. After there being no further testimony from the professionals, the meeting was opened for public comment/questions: Maria Herrera, of 20 Westervelt Avenue asked if any parking will be on Westervelt Avenue, because the parking is already crowded. The response was no. After there being no further public comments, the public portion of the hearing was closed.
- The Board made the following recommendations in regards to the playground provide for screening along residential sides. Also, in regards to the day care center parking include title 39 and provide shade trees in the parking. There being no further discussion, Chairman Scott Bey entertained a motion.
- On a motion by Board Member El-Amin and seconded by Mayor's Designee Stewart, the board voted as follows granting a childcare center for up to 120 children and designating 6 on-site parking space and screening of the playground area along the residential properties as stipulated.

➤	Scott Bey	Baldwin	El-Amin	Fuller	Howard	McKenna	McRae	Stewart	Toth	Person
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Ten in favor. None opposed. None abstained.

**IX. OLD BUSINESS - none**

- X. NEW BUSINESS** – Review and adoption of the board's 2017 annual calendar – Chairman Scott Bey made comment that the first Thursday of the month will be for business meetings and the second Thursday of the month will be for development applications. After there being no further discussion, he entertained a motion to adopt the 2017 board calendar. On a motion by Board Member Fuller and seconded by Board Member McKenna the 2017 annual calendar was adopted as presented by general consent.

**XI. ADJOURNMENT**

- There being no further business, the meeting was adjourned at 10:49 p.m. on a motion by Board Member Fuller, seconded by Board Member El-Amin.

Respectfully submitted,

Rosalind Miller  
Planning Board Secretary

PB reorganization meeting minutes.1-19-2017