

**Borough of Ho-Ho-Kus  
Bergen County, New Jersey  
Planning Board Minutes  
April 13, 2023  
Regular Meeting**

**Meeting Called to Order at 7:00PM by Chairman Hanlon**

**Open Public Meeting's Act Statement: Read into the record by the Board Secretary.**

**Salute to the Flag**

**Roll Call:** Messrs. Jones (absent), Madden, Ms. Willkomm, Messrs. Thomas (absent), Hart, Councilman Policastro, Chairman Hanlon, Mayor Randall (absent)

**Also in Attendance:** Gary J. Cucchiara, Esq., Board Attorney; Ms. JoAnn Carroll, Board Secretary

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**New Business:**

**Docket #04-23: Mr. Ray Fallon, Ski Barn Inc., 1 Hollywood Avenue, Block 603, Lot 1, IP1 Zone:** new business application; warehouse; storage of outdoor furniture and ski equipment.

**Mr. Michael Dalton:** appeared on behalf of Ski Barn, Inc.; Ski Barn has been in business for 53 years; additional warehousing space needed; will store rental skis and boots and overflow of furniture; letter from owner submitted; no customers on site; only employees; 3 employees total; ample parking.

**Chairman Hanlon:** stated the address number needs to be made brighter so that the unit is easier to find.

**Councilman Policastro:** stated the Fire Department has a lock box program; information can be found on the Department's website; the Fire Department will be the only agency which has a key; will be used to enter the unit in case of an emergency; can enter peacefully without any damage occurring; the expense of installing the lock box is covered by either the tenant or the building owner.

**Motion to approve application:** Willkomm

**Seconded by:** Councilman Policastro

**Ayes:** Madden, Willkomm, Hart, Councilman Policastro, Chairman Hanlon

**Nays:** None

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**Docket #: 05-23: Mr. Jeff Alexander, Dus Sale, Inc., 1 Hollywood Avenue, Block 603, Lot 1, IP1 Zone:** new business application; wholesaler of ultrasound diagnostic equipment

**Mr. Jeff Alexander:** stated the business name stands for "Diagnostic Ultrasound Sales and Service"; over 35 years in business; sell and service

diagnostic ultrasound equipment to hospitals and individual doctors in the tri-state area; letter from owner submitted; the persons on site are predominately employees and delivery people.

**Chairman Hanlon:** asked if any of the signals from the equipment could interfere with emergency signals in the area.

**Mr. Alexander:** stated no; the signals from the equipment are sound waves only; no “leakage.”

**Chairman Hanlon:** asked for the address number to be brightened up so the unit can be easily found.

**Councilman Policastro:** reiterated the information regarding the lock boxes.

**Chairman Hanlon:** suggested Mr. Alexander become involved with the Chamber of Commerce.

**Motion to approve application:** Hart

**Seconded by:** Madden

**Ayes:** Madden, Willkomm, Hart, Councilman Policastro, Chairman Hanlon

**Nays:** None

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**Docket #6-23: Borough of Ho-Ho-Kus, 333 Warren Avenue, Block 1005, Lot 6, R2 Zone:** sign application for front of Municipal Building

**Councilman Policastro:** stated the sign was a concept originated by the Borough’s Shade Tree Committee and Beautification Committee, in partnership with the Contemporary Club; fully funded through private sponsorships; the fund drive will be initiated by the Contemporary Club; taxpayer money not used; private donors; gave description of sign which will measure 23’ x 21”; goose neck lighting; color will match planters and other signs downtown; hyphens will be included; lighting will be on a timer; the lights will be directly above the sign and beneath the picture window; 5 goose neck lights in total; no interior illumination; 100% wood sign; the lights will be proportionate to the sign.

**Motion to approve application:** Councilman Policastro

**Seconded by:** Hart

**Ayes:** Madden, Willkomm, Hart, Councilman Policastro, Chairman Hanlon

**Nays:** None

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**Chairman Hanlon:** stated Ho-Ho-Kus Dental has agreed to add hyphens to their approved signage; would like the Board Secretary to send a letter to Ho-Ho-Kus Dental thanking them for doing so; (all Board Members agreed).

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**CJM Properties Corp., 225 Wearimus Road, Block 502, Lot 37, R1 Zone:** Preliminary Major Subdivision application with variances; 4 lots proposed; applicant seeks relief from Section IV, Article 85-9 D (2) for proposed lots 37.01 and 37.03, lot frontage not to be less than 200 ft.

**Chairman Hanlon:** stated for the record, the CJM Properties application has been withdrawn.

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**Chairman Hanlon:** stated Master Plans were first required by law in 1977; at that time the Plan was to be updated every 5 years; due to costs, etc., the State changed the requirement to every 7 years; in approximately 2011/2012, the requirement was changed to every 10 years; the Board felt this was too long a time to wait to update the Master Plan, so the Board decided and voted to update the Master Plan every 7 years; if the Borough needed to go to court for any reason, it is prudent to have the Master Plan updated sooner than every 10 years; there is currently a new element required for Master Plans which is climate control; the Mayor & Council has provided funding to help; meetings have taken place with Chairman Hanlon, the Board Secretary and Mr. Snieckus; will present additional information in the near future; will meet with the DPW, Water Department, engineering, OEM and the Zoning Code Official; this meeting will be informal; will ask each agency to return to the Board with ideas; at that time, the Board will get involved with the next steps to put this element together; Prospect Park was the first town in the State to update their Master Plan with the climate control element; it consisted of 205 pages; in the early stages, Mr. Snieckus reviewed our Master Plan and felt we had already incorporated some climate control items, including stormwater management and flooding; the Master Plan must also be updated for the HHK Crossing, First Street townhomes, low income housing on Brookside, change of the VFW location, the school project, new library, Orvil Court development, history of the North Field and Brewster Estates and the abolishment of the Shade Tree Commission; asked the Board to review the current Master Plan; each Board Member will have a subject to work on either alone or as a team; the entire Board will be involved with the climate control element; public hearings will be held.

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**Docket #03-2023: Ho-Ho-Kus Board of Education, 70 Lloyd Road, Block 705, Lots 6 & 8, R3 Zone:** review of proposed addition to the Ho-Ho-Kus Public School per N.J.S. 40:55D-31a and N.J.S. 18A:18A-16

**Mr. Cucchiara:** reviewed the application and resolution; at the time the resolution was submitted to the Board Secretary for distribution to the Board, Mr. Cucchiara was having computer issues; the version submitted was not the latest version; the following are the additions which were included in the latest version but not distributed to the Board; they are as follows: compliance with all comments contained in Mr. E. Snieckus' and Mr. D. Hals' reports; stormwater management compliance; ADA compliancy, lights to be shielded, with no spillage onto residential properties; trucks should not use Lloyd Road or side roads as part of their routes; all signs proposed must obtain Planning Board approval; an additional lightning alarm to be located at the north end of the new building; installation of a new fire hydrant at the corner of Lloyd Road

and Rich Court which can be used for mutual aid assistance if necessary; Police Department to ensure the school's security system is technically compatible with the Police Department's system; the motion to adopt the resolution should include the items stated above.

**Motion to adopt resolution with the additions outlined by Gary J.**

**Cucchiara, Esq., Planning Board Attorney:** Councilman Policastro

**Seconded by:** Madden

**Ayes:** Madden, Councilman Policastro, Chairman Hanlon

**Nays:** None

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**Chairman Hanlon:** stated the Board has received a copy of the Board of Adjustment's 2022 Annual Report; Mr. Snieckus has also received a copy; asked the Board to review; the report contains recommendations by the Board; asked both Member Madden, who is the Vice Chairman of the Zoning Board, and Mr. Cucchiara, who is the Zoning Board's Attorney, to review the 2022 Annual Report at the next meeting.

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**Motion to approve the February 9, 2023 Minutes:** Councilman Policastro

**Seconded by:** Hart

**Ayes:** Willkomm, Hart, Councilman Policastro, Chairman Hanlon

**Nays:** None

**Motion to approve the February 16, 2023 Minutes:** Councilman Policastro

**Seconded by:** Madden

**Ayes:** Madden, Councilman Policastro, Chairman Hanlon

**Nays:** None

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**Motion to Adjourn:** Councilman Policastro


**Seconded by:** Willkomm

**All in Favor**

**None Opposed**

**Meeting adjourned at 7:30PM.**

Respectfully submitted by:

  
JoAnn Carroll  
Planning Board Secretary  
April 14, 2023

**APPROVED ON MAY 18, 2023**