

Approved, March 22, 2023

**RE-ORGANIZATION MEETING  
OF  
THE TENAFLY PLANNING BOARD  
MINUTES  
JANUARY 11, 2023**

2022 Chairwoman MaryBeth Wilmit called the meeting to order at 8:05 p.m.

The announcement was made regarding compliance with the Sunshine Law.

**OATHS OF OFFICE**

Planning Board attorney Ryan Duffy administered the Oath of Office to the following Planning Board members into their respective positions:

Mary Beth Wilmit, Member, Planning Board  
Jeffrey Grossman, Council Member (Class III Member), Planning Board  
Darren Esser has declined to be reappointed to the Planning Board.

**ROLL CALL**

The secretary was asked to call the roll:

Voting members present: Mary Beth Wilmit, Nichole Osborne, Jon Warms, Craig Feinberg,  
Julia Park, Ted Nevins, Sima Mandelzis, Dan Oelsner, Councilman Jeff  
Grossman & Mayor Mark Zinna

Others present: Ryan Duffy, Esq., & David Novak, P.E.

**ELECTION OF OFFICERS FOR 2022**

• **Nominations for Chair:**

A motion was made by Mrs. Osborne and seconded by Councilman Grossman to nominate Mrs. Mary Beth Wilmit as Chair of the Planning Board. The nominations were closed. A voice vote carried the motion unanimously. Mrs. Wilmit is the Chair of the 2023 Tenafly Planning Board.

• **Nominations for Vice Chair:**

A motion was made by Mrs. Park and seconded by Councilman Grossman to nominate Mrs. Nichole Osborne as Vice Chair of the Planning Board. The nominations were closed. A voice vote carried the motion unanimously. Mrs. Osborne is the Vice Chair of the 2023 Tenafly Planning Board.

**APPROVAL OF MINUTES**

A motion was made by Mayor Zinna and seconded by Mr. Nevins to approve the minutes of the Regular Public Meeting of September 28, 2022 and Work Session Meeting of October 12, 2022. A voice vote carried the motion. All eligible members voted in favor of the motion; none were opposed.

**APPOINTMENTS: Board Attorney, Board Planner, Board Engineer, Special COAH Counsel and Planning Board Secretary**

• **Planning Board Attorney:**

A motion was made by Mrs. Osborne and seconded by Mayor Zinna to approve the resolution to appoint and contract with Jeffrey Zenn, Esq., Cullen and Dykman LLP, as Attorney to the Planning Board. A voice vote carried the motion. All eligible members voted in favor of the motion; none were opposed. Jeffrey Zenn, Esq. is the attorney for the Tenaflly Planning Board for the 2023 calendar year.

• **Planner:**

A motion was made by Mr. Nevins and seconded by Councilman Grossman to approve the resolution to appoint and contract with Joseph Burgis, Burgis Associates, Inc., as well as David Novak, Burgis Associates, Inc. as Planners to the Planning Board. A voice vote carried the motion. All eligible members voted in favor of the motion; none were opposed. Joseph Burgis and David Novak are the planners for the Tenaflly Planning Board for the 2023 calendar year.

• **Planning Board Engineer:**

A motion was made by Mayor Zinna and seconded by Mr. Warms to approve the resolution to appoint and contract with David Hals, P.E., Schwanewede/Hals Engineering, as Engineer to the Planning Board. A voice vote carried the motion. All eligible members voted in favor of the motion; none were opposed. David Hals is the engineer for the Tenaflly Planning Board for the 2023 calendar year.

• **Special COAH Attorney:**

A motion was made by Mrs. Osborne and seconded by Councilman Grossman to approve the resolution to appoint and contract with Edward Buzak, Esq., The Buzak Law Group, as Special COAH Attorney to the Planning Board. A voice vote carried the motion. All eligible members voted in favor of the motion; none were opposed. Edward Buzak is the Special COAH attorney for the Tenaflly Planning Board for the 2023 calendar year.

• **Planning Board Secretary:**

A motion was made by Mr. Warms and seconded by Mrs. Osborne to appoint Ms. Amanda Booth as Secretary to the Planning Board. The nominations were closed. A voice vote carried the motion. All eligible members voted in favor of the motion; none were opposed. Ms. Amanda Booth is the secretary to the Tenaflly Planning Board for the 2023 calendar year.

**COMMITTEES:**

**2023 Planning Board Committees**

- **SITE PLAN REVIEW COMMITTEE**
  - Nichole Osborne, Jon Warms, Mary Beth Wilmit and Mayor Mark Zinna
- **LDR COMMITTEE**
  - Julia Park, Nichole Osborne, Mary Beth Wilmit, VACANT SEAT
- **OPEN SPACE/RECREATION COMMITTEE**

- Craig Feinberg, Ted Nevins, Mary Beth Wilmit and Dan Oelsner
  
- **JOINT COAH COMMITTEE**
  - Mary Beth Wilmit, Jon Warms, Mayor Mark Zinna, Councilman Jeff Grossman and Sima Mandelzis (alternate)
  
- **MASTER PLAN COMMITTEE**
  - Mary Beth Wilmit, Ted Nevins, Councilman Jeff Grossman and Mayor Mark Zinna
  
- **DOWNTOWN REVITALIZATION COMMITTEE**
  - Mary Beth Wilmit, Craig Feinberg, Councilman Adam Michaels and Councilman Jeff Grossman
  
- **CANNABIS COMMITTEE**
  - Craig Feinberg, Ted Nevins, Councilman Jeff Grossman, Councilwoman Julie O'Connor, Councilman and Venugopal Menon
  
- **ENVIRONMENTAL COMMISSION REP**
  - Jon Warms
  
- **HISTORIC PRESERVATION COMMISSION REP.**
  - Councilman Jeff Grossman and Dan Oelsner (alternate)

### **RESOLUTION OF APPROVAL**

#### **255 County Road, LLC, 255 County Road, Block 1308, Lot 5**

A motion was made by Mrs. Park and seconded by Mr. Nevins to approve the Resolution of Approval for site plan approval together with certain variances for application PB#1-22-13, Applicant: 255 County Road, LLC, Block 1308, Lot 5, located at 255 County Road. The roll was called and the motion carried. Voting YES: Mrs. Wilmit, Mr. Warms, Mr. Feinberg, Mrs. Park, Mr. Nevins and Mayor Zinna. Voting NO: None.

#### **25 George Street, LLC, 25 George Street, Block 903, Lot 12**

A motion was made by Mrs. Park and seconded by Mrs. Osborne to approve the Resolution of Approval for the minor subdivision together with certain variances for application PB# 1-22-11, Applicant: 25 George Street, LLC, Block 903, Lot 12, located at 25 George Street. The roll was called and the motion carried. Voting YES: Mrs. Wilmit, Mrs. Osborne, Mrs. Park, Mr. Nevins, Councilman Grossman and Mayor Zinna. Voting NO: None.

### **OLD BUSINESS**

#### **Adoption of the Open Space & Recreation Plan**

Mr. Duffy swore in Mr. David Novak, Planner, Burgis Associates, Inc. gave his qualification to the board. Mr. Novak gave a brief recap of the project stating that this Plan was comprised from input from various departments and commissions over the last two years. This Plan which is an optional element of the Master Plan will provide accountability for Open Space in the future.

Mr. Novak stated at the last Planning Board meeting of December 21, 2022 during public comment, Paul and Pamela Caine asked to have the description of Griffin Park changed. Mr. Novak read the wording submitted by the Caine's into the record and noted that it was perfectly written.

Mrs. Wilmit opened the meeting to the Board for questions or comments about the testimony heard. Board members asked about the open space around Hastings Drive and the number of Little Leagues participants.

Mrs. Wilmit opened the meeting to the Public for comment about the review of Open Space & Recreation Plan. There were no members of the Public present, there were no comments from the Public, and this portion of the meeting was closed.

Mr. Duffy stated the changes that would be made to the Plan and would be attached as Exhibit A. These changes would include the yearly number of Little League participants, the wording for Griffin Park, update the Board membership page and the date. Mr. Novak thanked everyone for all their efforts this evening.

A motion was made by Mayor Zinna and seconded by Mr. Nevins to adopt the Open Space and Recreation Plan with the changes listed by Mr. Duffy. Voting YES: Mrs. Wilmit, Mr. Warms, Mr. Feinberg, Mrs. Park, Mr. Nevins, Councilman Grossman and Mayor Zinna. Voting NO: None.

#### **COMMITTEE REPORTS**

Mrs. Wilmit stated that the Mayor and Council has hired an engineering firm to perform a study at the traffic circulation patterns of the downtown. They will be gathering data from traffic cameras over a three day time span during different periods of time throughout the day. Mayor Zinna added that the town now has sixteen cameras all around town to check license plates.

The next Planning Board Meeting will be on Wednesday, January 25, 2023 at 8pm, there are no applications scheduled at this time, however minutes may be approved. A motion was made by Councilman Grossman and seconded by Mr. Warms to adjourn the meeting at 8:41pm. A voice vote carried the motion. All voted in favor; none were opposed.

Respectfully submitted,

Amanda Booth  
Planning Board Secretary