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Mr. Kassis said then we would need another form for an affidavit for any plan that is more than 5 years old.

Ms Furio said we can just say that if we cannot read the plan then we will not hear the application.

Ms Westerfelt said to specify measurements including – and list pertinent things.

Mr. Olmo said that when he attended the meetings, most of the time it was the architect that was at fault and not the resident.

The members of the board discussed the measurements that were required on the plans.

Mr. Amicucci said that if we want an improvement we should not make it into a financial burden to the applicant.

Mr. Kassis said that we have seen plans that were 50 years old. Should be some criteria when a plan is outdated.

Mr. Van Horne said require an affidavit that what they are submitting to the board reflects the existing foot print of the structure.

Ms. Westerfeld asked what happens if there is an existing variance caused by an illegally built structure.

Mr. Kassis described an example of such an application.

Mr. Amicucci described another example of such an application.

Mr. Amicucci said that if the applicant got a permit and a C.O for the structure then there is nothing that the board can do.

Mr. Amicucci asked if a site plan is out of date how can it be updated.

Mr. Kassis said that it cost him about \$200 for an update from the original surveyor.

Mr. Amicucci said that he is not in favor of making people spend more money.

Mr. Olmo said to include an affidavit that the plan is accurate.

Mr. Kassis said that the instructions do not specify who does the site plan.

Mr. Van Horne said that banks have different standards for site plans, but they do want submission of an affidavit.

There was a discussion among the members concerning the various problems that they have encountered with site plans.

Mr. Kassis said that any town that he has dealt with will not accept anything more than 5 years old. They want a certified plan with a raised stamp that is not more than 5 years old.

Mr. Kassis said that there should be some criteria for the site plan.

Mr. Kassis stressed the vulnerability of the board, if it makes decisions based on incomplete site plans.

Mr. Olmo said that with an affidavit the burden is placed on the applicant.

Mr. Kassis said that still doesn't define what a site plan is supposed to be, and who is supposed to author it..

Mr. Olmo asked about the applicant with a low cost proposal.

Mr. Corona said that there could be a different specification for the site plan to accommodate for applicants with small variances.

Mr. Corona said that an updated site plan would typically cost much more than \$200.

Mr. Amicucci said that by the time an applicant appears before the board everything should be there and in order. Normally its the Building Dept that checks if the plans are complete. Usually

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applicants are prepared. When there are missing details that we need, we try to accommodate the applicant so that they do not have to wait another month.

Mr. Kassis said that he understands the concern over the cost, but he does not want to evaluate an application based on a plan that is 30 or 40 or 50 years old. He wants some sort of indication that the plan comes from a reliable source.

Mr. Kassis said that the plan should be professional. We should stipulate what we need. It should be legible and accurate and from a reliable source. Over the years we have spent hours on inadequate surveys.

Mr. Kassis said that the idea is to streamline the process, so that we can save on time and aggravation for us, for the applicant, and for the town.

There was a discussion between Mr. Kassis and Mr. Amicucci whether an amendment to the application forms was necessary.

Mr. Corona said that clarity in the application is important.

Mr. Kassis asked for a show of hands as to who wants a clarification of the rules.

The majority of the members held up their hands.

Mr. Corona said that he wants the Schedule of Proposed Construction to have the same format (4 columns) as the Letter of Denial. The 4 columns are Required, Existing, Proposed, and Variance.

The other members agreed to the change.

Mr. Van Horne said that he would draft a supplement to the application.

Meeting was adjourned at 9:12pm