Zoning Board of Adjustment

September 15, 2026
Meeting
Minutes

THESE PROCEEDINGS WERE HELD VIRTUALLY

CALL TO ORDER

7:05pm

ATTENDANCE

Present
Joseph Bianco, RA/PP- Chairman
Wayne Sabo- Vice Chairman
Leslie Brunell, PE- Secretary
Heena Dhorajia, EIT- Full Member
Dharamraj Baboo- Full Member
Evan Elias- Full Member
Kristie Davida- Full Member
Zachary Messinger- Alternate #1
Cochi Ho- Alternate #2
Yuval Tal- Alternate #3
Hani Samaan- Alternate #4
Christopher Cho- Council Liaison
Daniel Steinhagen, Esq.- Board Attorney (in conjunction with Charles Rabolli, Esq.)
Jeffrey Morris, PE- Board Engineer
Michael Pessolano, PP- Board Planner
Paul Demarest- Board Coordinator

Absent
n/a;

CORRESPONDENCE

The Board did not receive any correspondence since its July 15, 2026 Meeting.

OPEN TO PUBLIC

n/a;

MINUTES

A motion was made by Mr. Ho and seconded by Ms. Davida to approve the minutes for the July 15, 2026 Meeting. The motion passed (7-0-0):

Yes- Samaan; Ho; Davida; Dhorajia; Brunell; Sabo; Bianco;

No- n/a;

Abstain- n/a;

Late Arrival- Tal;

Unresponsive- Baboo;

Mr. Demarest reminded that being the August 19, 2026 Meeting was cancelled, no minutes were prepared.

RESOLUTIONS

n/a;

CASELOAD

#1 CASE Z-2026-09

APPLICANT:	ROBERT & MARGARET RINCKHOFF
SUBJECT PROPERTY:	521 CLOSTER DOCK ROAD
BLOCK/LOT:	1708/20
ZONING DISTRICT:	2 (RESIDENTIAL B)
REPRESENTATION:	SELF
REAL ESTATE TAX:	CURRENT THRU 2026/3RD QUARTER
AFFIDAVIT OF SERVICE:	AUGUST 27, 2026
AFFIDAVIT OF PUBLICATION:	AUGUST 31, 2026

Synopsis

The applicant is seeking Bulk Variance and Design Waiver Relief for the construction of an addition, (2) steps/landings, driveway expansion as well as patio (on-grade) and (2) walkway reconfigurations to supplement a 1-family house; the application was received August 11, 2026 and scheduled for the August 25, 2026 Work Session, at which time, it was deemed complete; pending the Board's receipt of requested items and public noticing requirements, the application was scheduled for the **September 15, 2026 Meeting**.

Relief Sought

1.) Bulk Variance: side yard <left-facing> setback (15' minimum required/10.02' provided);
2.) Bulk Variance: side yard <right-facing> setback (15' minimum required/10' provided);
3.) Bulk Variance: side yard setback aggregate (30' minimum required/20.02' provided);
4.) Bulk Variance: impervious coverage (30% maximum allowed/37.84% provided);
5.) Design Waiver: driveway setback (5' minimum required/0.50' provided);

Witnesses

1.) Robert Rinckhoff, 521 Closter Dock Road, Closter, New Jersey;
2.) Margaret Rinckhoff, 521 Closter Dock Road, Closter, New Jersey;
3.) Chris Blake, RA, 150 Engle Street, Englewood, New Jersey;

Exhibits

n/a;

Prior Subcommittee Requests

1.) click hyperlink below to access topographical maps prepared by Bergen County Department of Public Works (Engineering Division), in lieu of professionally-engineered site plan, and highlight/submit page depicting subject property: https://www.closterboro.com/documents/applications%2C-documents-%26-forms/tax-maps-and-related-documents/21905458;

2.) identify free-form structure hand-drawn on survey and incorporate it into applicable existing/proposed bulk calculations;
3.) correct Limiting Schedule, specifically, existing footage for both street frontage and lot width at building setback as well as their status to reflect “existing/nonconforming” along with status for side yard (left- and right-facing) setbacks, side yard setback aggregate and impervious coverage to reflect “variance required”;
4.) revise Limiting Schedule to indicate design waiver is required for proposed driveway setback deficiency (2’ minimum required);
5.) confirm accuracy of existing/proposed impervious coverage calculations;
6.) provide itemized calculation in determining existing front yard setback;
7.) provide linear dimensions of all structures in proposed scope of work;
8.) depict existing buildings located on adjacent side/left-facing parcel (517 Closter Dock Road), adjacent side/right-facing parcel (525 Closter Dock Road) and adjacent rear parcel (44 Chestnut Avenue) along with their distances to property lines shared with subject property;
9.) indicate new concrete curb and sidewalk will be installed along frontage of Closter Dock Road which is county thoroughfare (waiver of curb and sidewalk requirements may be obtained from Bergen County and Mayor and Council respectively);
10.) indicate existing/proposed electric and telecommunications utility lines will be installed underground (waiver of requirement may be obtained from Mayor and Council);
11.) design mandatory storm water management system for Borough Engineer’s approval prior to Building Department issuing construction permit;

Prior Board Requests
n/a;

New Board Requests
n/a;

Public Questions
n/a;

Public Comments
n/a;

Decision
A motion was made by Secretary Brunell and seconded by Ms. Dhorajia to approve the application. The motion passed (7-0-0):

Yes- Ho; Davida; Elias; Dhorajia; Brunell; Sabo; Bianco;

No- n/a;

Abstain- n/a;

Late Arrival- Tal; Messinger;

Unresponsive- Baboo;

Conditions
1.) reduce proposed impervious coverage by 2% via reconfiguring rear portion of proposed driveway expansion while providing walkway at side steps/landing;
2.) obtain Borough Engineer’s approval for mandatory storm water management system prior to Building Department issuing construction permit;

#2 CASE Z-2026-08

APPLICANT:	JI-SUNG KIM
SUBJECT PROPERTY:	137 CLOSTER DOCK ROAD
BLOCK/LOT:	1201/21
ZONING DISTRICT:	2 (RESIDENTIAL B)
REPRESENTATION:	MATTHEW CAPIZZI, ESQ.
REAL ESTATE TAX:	CURRENT THRU 2026/3RD QUARTER
AFFIDAVIT OF SERVICE:	AUGUST 31, 2026
AFFIDAVIT OF PUBLICATION:	AUGUST 31, 2026

Synopsis
The applicant is seeking Use Variance Relief for the construction of a new 2-family house and associated appurtenances; the application was received July 17, 2026 and scheduled for the July 28, 2026 Work Session, at which time, it was deemed complete; pending the Board's receipt of requested items and public noticing requirements, the application was scheduled for the **September 15, 2026 Meeting**.

Relief Sought
1.) Use Variance: 2-family use, whereby created as part of new construction and not conversion of existing structure, is not permitted in District 2 (Residential B);

Witnesses
1.) Sean Mc Clellan, PE, 84 Gettysburg Way, Lincoln Park, New Jersey;
2.) Michael Zampolin, RA (on behalf of Robert Zampolin, RA), 187 Fairview Avenue, Westwood, New Jersey;

Exhibits
BD-1: report prepared by Board Planner and dated September 10, 2026;
BD-2: email in response to request for proposal feedback required as per completeness review, prepared by Historic Preservation (Rose Mitchell on behalf of Timothy Adriance) and dated September 15, 2026;
A-1: colorized version of pre-filed architectural elevation page(s), prepared by Witness #2, dated June 19, 2026 and last revised June 30, 2026;

Prior Subcommittee Requests
1.) provide real estate tax certification confirming no delinquency;
2.) post $1,000.00 in engineering escrow for Board Engineer's review;
3.) post escrow for Planner to be retained by Board (amount to be determined);
4.) obtain approval, if applicable, from Historic Preservation Commission;
5.) provide documentation confirming all deed restrictions are recorded with Bergen County Clerk as per Resolution for Case Z-2006-09, memorialized November 13, 2006, which granted 3-family use ratification for subject property;
6.) obtain construction permit history of subject property;
7.) provide photographs of all existing/removed utility meters;
8.) provide existing survey map depicting all existing trees proposed for removal;

Prior Board Requests
n/a;

New Board Requests
1.) provide hard copy of Exhibit A-1 (not pre-filed);
2.) depict existing buildings located on adjacent left-facing parcel (125 Closter Dock Road) and adjacent right-facing parcel (143 Closter Dock Road) along with their distances to property lines shared with subject property;
3.) provide proposed fencing detail;
4.) provide soil analysis and percolation testing to determine best storm water management design based on groundwater table (seepage pits or drainage chamber system);
5.) confirm existing number of dwelling units in subject house given Borough records indicate history of 3- and/or 4-family uses (see Resolution for Case Z-2006-09 memorialized November 13, 2006);
6.) provide public re-noticing as courtesy (applicant is not obligated);
7.) explore reducing ~80' length of proposed house and/or reconfiguring its footprint to harmonize with historical character of housing in vicinity;

Public Questions
1.) Daniela Kelly, 238 West Street, Closter, New Jersey;
2.) Karen Garguilo, 207 West Street, Closter, New Jersey;

Public Comments
n/a;

Decision
The case was adjourned to the November 16, 2026 Meeting.

Conditions
n/a;

CLOSED SESSION

n/a;

MISCELLANEOUS

Chairman Bianco inquired about the status of Introduced Ordinance #2026-1396, which would replace the Borough's affordable housing ordinance(s) in accordance with New Jersey's 4th round of affordable housing requirements, specifically as it relates to the definition of an accessory apartment, and he reminded that the Board recommended the draft correct confusing language ("…a residential dwelling unit…located within a proposed preexisting primary dwelling…") and retain the existing ordinance which allows for the creation of an accessory apartment within an existing 1-family house located in District 2 (Residential B), fronting on a county thoroughfare, etc. Mr. Steinhagen said that the reason for the Borough's latest proposed ordinance change, when it already adopted the necessary changes to its code regarding accessory apartments, is a response to template ordinance(s) released by the New Jersey Department of Community Affairs and New Jersey Housing and Mortgage Finance Agency to assist municipalities with drafting their own; he informed that a vote on adoption by the Governing Body should be imminent.

As a follow-up to the Governing Body's Ordinance Committee drafting an ordinance concerning Chapter 176-2 of the Borough Code which has been amended, as per the Board's prior feedback, to require hardscape having a minimum width of 4' (excluding coping) around at least 2 sides/50% of a newly-constructed, in-ground swimming pool depending on whether the shape is right-angled or free-form. The Board endorsed the latest version, though, it reiterated that the text should be corrected to state the "Zoning Officer", not "Building Inspector", is the Borough official charged with issuing the associated Zoning Permit.

Mr. Demarest pointed out that Case Z-2026-08 (137 Closter Dock Road/Kim), if approved, is a prime example of what the Board has attempted to highlight as a burden for applicants in several prior Annual Reports to the Governing Body and Planning Board, mainly that if an applicant is before the Zoning Board of Adjustment for Bulk Variance Relief, Site Plan Approval, etc., it should be able to adjudicate that applicant's Major Soil Movement application rather than the Planning Board having sole jurisdiction over projects involving ≥250 cubic yards of soil movement within a 12-month period. The Board agreed such a process adds an unnecessary financial cost and loss of time for applicants; Councilman Cho agreed to bring the matter to the Governing Body's Ordinance Committee for discussion.

ADJOURNMENT

9:54pm