

Regular Public Meeting of the Englewood Cliffs  
Planning Board Minutes  
January 8, 2026

The Regular Meeting of the Englewood Cliffs Planning Board was called to order by Chairman Porrino at 8:03 pm.

Roll Call:

Present:

Chairman Porrino  
Vice Chairwoman Mrs. O'Shea  
Mrs. Correa  
Mr. Kim  
Mr. You  
Mrs. Zamecki – 2<sup>nd</sup> Alternate  
Mr. Lee – Borough Representative  
Councilwoman Biegacz

Absent:

Mrs. Villari  
Mrs. Rizvi – 1<sup>st</sup> Alternate  
Mayor Park

Present:

Thomas Randall Esq., of Randall & Randall, LLP, the planning board's attorney.  
Mr. Craig Zimmerman, of Colliers Engineering, the planning board's engineer.

Flag Salute

Public notice of this regular virtual meeting has been given in compliance with the Open Public Meeting Law by advertisement in The Record, notification to The Press Journal, and posting of notice on the municipal website at [www.EnglewoodCliffsNJ.org](http://www.EnglewoodCliffsNJ.org) and posting on the entrance of the borough hall building at 482 Hudson Terrace, Englewood Cliffs, NJ.

Chairman Porrino stated that the December 11, 2026, minutes will be carried to the February 12, 2026, meeting.

**Old Business:**

Application #345K - Commercial Site Plan Approval  
Englewood Hospitality, LLC – 495 Sylvan – Block 512 Lot 3  
**Resolution – Approval**

Chairman Porrino stated that the applicant has requested to have the resolution carried to the February 12, 2026, meeting to complete additional information requested by the board prior to adoption of the resolution.

Application #349K - Commercial Sign Variance  
45 Sylvan Ave., LLC – 45-47 Sylvan Ave. – Block 207 – Lot 5  
**Resolution – Approval**

Chairman Porrino stated that the resolution will be carried to the February 12, 2026, meeting.

Application #350K - New Home Construction Lot Coverage Variance  
Carisa Ferrari-Iannuzzi – 21 Van Nostrand – Block 207 – Lot 4

Mr. Capizzi attorney for the applicant gave an overview of the application. The applicant who owns the property and has lived there for many years are now able to build a dream home for themselves. They want to also provide a safe place to store some valuable motor vehicles in the home. The property is oversized having 12,000 + sq. ft. whereas 5,000 sq. ft. is required. They are seeking one variance for lot coverage due to the house size but meet all other zoning requirements.

Mr. Perry Frenzl civil engineer for the applicant gave an overview of the site plan of the proposed new home. The property is surrounded by the LG property. The property has a circular driveway now which will change into a single driveway. The garage will be accessed on the side of the new home. The proposed dwelling will be 2 ½ stories with a lower level partially below grade. There will be a stairwell in the northeast corner of the dwelling. We received the report from Colliers Engineering and would like to address some of the issues addressed. In the back of the property, we are proposing to install 14 cultec chambers to collect the stormwater from the impervious areas and was calculated by using a 3" rainstorm event. There was one ask on the letter which makes good sense and that is in the case of an extreme storm there was a suggestion of an overflow. We believe that we can install a pipe with sufficient slope for an efficient overflow. There was a question about utilities there is a power pole at the northeast that can be used. Regarding the street trees we are proposing two new trees to be planted. There was an issue about line of sight from the driveway. We checked into what we propose, and it will work for this site. Last issue regarding sidewalks currently there are no sidewalks and there are none on the entire street. Mr. Frenzl stated all setbacks and zoning for this property all conform except for lot coverage. The garage is approx. 35' from the curb. The backyard will remain flat as is today the front will be the same with just a slight raise at the entrance.

Mr. Lee questioned if the driveway will still be a circular driveway? Mr. Frenzl stated no it will be a singular driveway with a small court area for the cars to go into the garage and be able to back out and go down the driveway nose first. The curb cut will be 15' which is the same as today and abandoning the second curb cut of 15'. Mr. Lee questioned is it pitched from the curb? Mr. Frenzl stated yes slightly.

Mr. Zimmerman stated Mr. Frenzl gave a good overview, and I do not have any issue with the site line issues especially since it is a low volume street. The property grading is acceptable, and they have agreed to the installation of the overflow as we suggested. There will be one access driveway the other half of the circular driveway is to be removed and suggest a two 4' return on each side of the driveway. Mr. Zimmerman stated that there is a lot coverage variance for the structure whereas it exists with 16.04 % and they are proposing to go to 32.52% which goes over the 27% which is permitted. The current lot coverage is 17.6% and they are proposing to go up to 35% whereas 30% is the permitted. They will be over by 4.92%.

Mr. Lee stated that this is an oversize lot and they have to go with the schedule which is 27% the total lot coverage does not pertain, so it is only one variance they are seeking. Mr. Zimmerman agreed with Mr. Lee.

Mr. Zimmerman went over his review letter which Mr. Frenzl already addressed clearly and is fine with what they agreed to.

Mr. Fred Klenk architect for the applicant gave an overview of the architect plans of the new home. Exhibit "A1" a color rendering of sheet 1 of 9 plan sheets that were submitted with the application. Mr. Klenk gave a description of the exterior of the home. The client wanted a three-car garage, so this is what made the design of the home to be in a "L" shape. The garage is facing to the west of the property not directly to the street. There is an extension to the garage in the interior for a trophy vehicle to be housed inside. That is why we exceeded the coverage so that we can get more space for the interior of the actual home. Mr. Klenk went over the first and second floor plans showing what will be in the home. The three-car garage which has the extension for the trophy car will be two stories in height only for the trophy car area which will be able to be seen from the home office on the second floor. There will be 4 bedrooms in the home. Mr. Klenk described the exterior elevations of the sides and rear area.

Mr. You questioned the lot coverage permitted is 27% whereas you are at 32.5% which is 5.5% over. Is there a reason for such a large home. Mr. Klenk stated that the request for a three-car garage set us to this size of a home. Mr. Capizzi stated if they were to subdivide the lot since it is an oversized lot then you would have two structures that will most likely end up being even more lot coverage instead of us just building one house slightly over in lot coverage which would be less.

Mr. Lee questioned how many cars will be on the property inside and out. Mr. Klenk stated there will be 4 vehicles inside the three-car garage and then the one trophy car.

Chairman Porrino questioned will there be fire rated glass walls from the second floor to look down to the garage where the trophy car will be. The garage will be two stories in that one area.

Mr. Nicholas Graviano professional planner for the applicant gave an overview of the application which they are requesting a "C" variance. The prior professionals gave very good testimony about this application. Mr. Graviano gave some information about the applicant and the reason for the four-car garage. This application has shown 1% less of impervious coverage. This is a "C2" variance since there is no hardship due to the property. This property is a 12,000 plus sq. ft. property in the RB-1 zone. This property only borders a residential property on one side and the other two sides borders LG commercial property. This is a safety issue for this family due to vehicle theft that has happened to this applicant and want to protect their vehicles and neighbors. Mr. Graviano stated that there is no substantial detriment to the neighborhood and zone plan of the borough. This could be graded as per the "C2" standards of a variance.

Mr. Lee questioned if the applicant will be running his business from the home. Mr. Graviano stated no he has several locations that his business is at and will not be using the home for his business.

Chairman Porrino requested a motion to open to the public for this matter. A motion was made by Mrs. O'Shea seconded by Ms. Correa and carried unanimously by voice vote.

No Comments

Chairman Porrino requested a motion to close the public. A motion was made by Mrs. O'Shea seconded by Ms. Correa and carried unanimously by voice vote.

Mr. Capizzi gave a closing statement that our team has given all information about the property and what is designed here will be an added value to the borough.

Mrs. O'Shea questioned the seepage pits and remembered that there is a water problem in that area. Mr. Capizzi stated that Mr. Zimmerman has reviewed the system and feels it is substantially and will be sufficient.

Chairman Porrino questioned the windows on the lower level that are partially below grade and should be investigated in regard to window wells and side yard setbacks.

Chairman Porrino requested a motion of approval with the following conditions:

1. Shade Trees to be planted as per borough ordinance
2. Installation of overflow from cultec drainage system out to the front of the property
3. All curbs along front of the property & curb cut to be replaced as per borough ordinance.

A motion was made by Mrs. O'Shea seconded by Ms. Correa with a roll call vote. 8 Ayes (Mrs. O'Shea, Ms. Correa, Mr. Kim, Mrs. Zamecki, Mr. Lee, Mr. You, Councilwoman Biegacz and Chairman Porrino) No Nays

Chairman Porrino reminded the members of the 2024 Annual Report and went over the proposed narrative report with members. Chairman Porrino stated he wanted to get through this and pass a resolution so we can send it to the Mayor & Council to review. Chairman Porrino and members went over the report.

Chairman Porrino requested a motion to approve the narrative an resolution to submit the 2024 Annual report to the Mayor & Council. Motion was made by Mrs. O'Shea seconded by Mr. Kim with a roll call vote. 8 Ayes (Mrs. O'Shea, Ms. Correa, Mr. Kim, Mrs. Zamecki, Mr. Lee, Mr. You, Councilwoman Biegacz and Chairman Porrino) No Nays

Chairman Porrino requested a motion to open to the public for this matter. A motion was made by Mrs. O'Shea seconded by Mr. Lee and carried unanimously by voice vote.

No Comments

Chairman Porrino requested a motion to close the public portion and adjourn the meeting at 9:29 pm. A motion was made by Ms. Correa seconded by Mrs. O'Shea and carried unanimously by voice vote.

Respectfully submitted.



Caterina Scancarella  
Planning Board Administrative Secretary

**ENGLEWOOD CLIFFS PLANNING BOARD**  
**REGULAR MEETING – January 8, 2026 7:30 PM**

10 Kahn Terrace, Englewood Cliffs, NJ

**CALL TO ORDER**

The meeting of the Englewood Cliffs Planning Board will come to order this (date). The time is (time).

**FLAG SALUTE:**

**"OPEN PUBLIC MEETINGS ACT" STATEMENT**

This meeting which conforms with the Open Public Meetings law, Chapter 231, Public Laws of 1975, is a regularly scheduled Planning Board meeting by advertisement in The Record, notification to the Northern Valley Press Journal, the Suburbanite, posting of notice on the municipal website at [www.EnglewoodCliffsNJ.org](http://www.EnglewoodCliffsNJ.org), and at Borough Hall, 482 Hudson Terrace, Englewood Cliffs, NJ.

**ROLL CALL**

**APPROVAL OF MINUTES:**            December 11, 2025 – Regular Meeting

**OLD BUSINESS:**

Application #345K - Commercial Site Plan Approval  
Englewood Hospitality, LLC – 495 Sylvan Ave. – Block 512 – Lot 3  
**Resolution – Approval**

Application #349K - Commercial Sign Variance  
45 Sylvan Ave., LLC – 45-47 Sylvan Ave. - Block 207 – Lot 5  
**Resolution – Approval**

**NEW BUSINESS:**

Application #349K - New Home Construction Lot Coverage Variance  
Carisa Ferrari-Iannuzzi – 21 Van Nostrand - Block 207 – Lot 4

2024 Annual Report – Resolution Decision

**COMMUNICATIONS:**

**EXECUTIVE SESSION:**

**COMMITTEE REPORTS:**

**PUBLIC COMMENTS OTHER THAN HEARING ON THIS AGENDA**

**ADJOURNMENT**

400 Valley Road Suite 304  
Mt. Arlington, NJ 07856  
Main: 877 627 3772



January 02, 2026

Cathy Scancarella, Administrative Secretary  
Borough of Englewood Cliffs  
482 Hudson Terrace  
Englewood Cliffs, NJ 07627

**Engineering Review #1**

Carisa Ferrari-Iannuzzi (Applicant)  
21 Van Nostrand Avenue ( Block 207, Lot 4 )  
Application #350K: Single-family dwelling with variances  
Colliers Engineering & Design Project No. ECP-0186

Dear Ms. Scancarella,

As requested, our office has reviewed application #350K submitted by Carisa Ferrari-Iannuzzi (Applicant), seeking Site Plan approval and bulk variance relief to construct a single-family dwelling with an attached three-car garage.

The following documents, which were submitted in support of the Application, have been reviewed:

1. Planning Board Application Form and Checklists dated November 18, 2025, prepared by Matthew G. Capizzi, Esq., Attorney for the applicant, six (6) pages;
2. Borough of Englewood Cliffs, official 200 ft list regarding the subject property, dated October 20<sup>th</sup>, 2025, two (2) pages;
3. Engineering Plan prepared by Azzolina & Feury Engineering Inc. consisting of two (2) sheets dated July 1, 2025 and last revised as of November 12, 2025;
4. Boundary Survey Map prepared by Azzolina & Feury Engineering Inc. dated February 28, 2025; and
5. On-Site Retention Design prepared by Azzolina & Feury Engineering Inc. dated August 1, 2025;
6. Architectural Plan prepared by Fred Klenk consisting of twelve (12) sheets dated June 4, 2025 and last revised as of September 5, 2025.

**A. Existing Conditions**

The subject property, known as 21 Van Nostrand Avenue and located at Lot 4 of Block 207, is in the R-B1 (Single-Family Residential) zone district. The property has 80' of frontage along Van Nostrand Avenue without sidewalks. The property contains approximately 12,200 square feet in area and currently is improved with a single-family dwelling, shed, driveway, and related appurtenances.

## B. Proposed Development

The Applicant is seeking to construct a new single-family dwelling with an attached three-car garage, paver driveway, veranda in the rear, as well as other associated improvements at the Property (the "Application"). The Application requires variance relief as to Maximum Building Lot Coverage and Maximum Total Lot Coverage.

Below is the bulk table from the applicant's plan:

ITEM	REQUIRED	EXISTING	PROPOSED
MIN. LOT AREA	5,000 S.F.	12,200 S.F.	12,200 S.F.
MIN. LOT WIDTH	50.0'	80.0'	80.0'
MIN. FRONT YARD	20.0'	34.1'	20.2'
MIN. REAR YARD	20.0'	77.3'	34.8'
MIN. SIDE YARD - ONE	5.0'	12.1'	5.8'
MIN. SIDE YARD - BOTH	13.0'	28.2'	14.0'
MAX. LOT COVERAGE - BUILDING	27.0%	16.04% (1,957 S.F.)	32.52% (V)
MAX. LOT COVERAGE - ACC. STRUCT.	3.0%	1.64% (200 S.F.)	2.4%
MAX. LOT COVERAGE - TOTAL	30.0%	17.68% (2,157 S.F.)	34.92% (V)
MAX. IMPERVIOUS COVERAGE	51.0%	33.3%	50.1%
MAX. REAR YARD COVERAGE	60.0%	8.2%	1.0%
MAX. BLDG. HEIGHT - 8 POINTS	30.0'	<30.0'	29.66'
MAX. BLDG. HEIGHT - CURB	32.0'	<32.0'	31.70'
MAX. BLDG. HEIGHT - STORIES	2.5 STORY	1 STORY	2.5 STORY
MIN. FLOOR AREA - 1 FLOOR	1,000 S.F.	>1,000 S.F.	N.A.
MIN. FLOOR AREA - 2 FLOORS	1,200 S.F.	N.A.	SEE ARCH.'S PLAN'S
SHADE TREE (1 PER 35' FRONTAGE)	2	1	2

(V) = DENOTES VARIANCE REQUIRED

## C. Variances

The applicant is proposing and requesting two (2) variances.

Max. Lot Coverage – Building: 27% is allowed, 16.04 % exists, and 32.54 % is proposed.

Max. Lot Coverage – Total: 30 % is allowed, 17.68 % exists, and 34.92% is proposed.

## D. Engineering Comments

1. The plans propose removing one of the driveways. The applicant shall be prepared to provide testimony regarding the proposed sight distance and access.
2. The applicant shall be prepared to provide testimony regarding sidewalks.
3. The applicant has provided soil quantities calculations, and our office takes no issue with them.
4. The applicant has provided building height calculations, and our office takes no issue with them.
5. The plans are unclear regarding existing and proposed utilities. The applicant shall be prepared to provide testimony regarding utilities.
6. The applicant shall be prepared to provide testimony regarding the two proposed trees in the ROW.
7. Drainage:
  - a. Our office has reviewed the drainage calculations provided by the applicant's professionals, and our office takes no issue with them.
  - b. The applicant shall be prepared to provide testimony regarding the maintenance and long-term functionality of the proposed drainage treatment systems, including but not limited to:
    - i. Where the over-flows are to be located and directed. It is suggested the overflows be directed to the storm drains in the street.
    - ii. How the drainage areas have been changed as it appears the proposed conditions direct more impervious areas (and resulting runoff) to the rear of the property and onto adjacent properties.
    - iii. How the culvert chambers can be properly maintained with a side-yard setback of 8.2'.
  - c. Our office suggests the soil log permeability testing be completed prior to the demolition of the existing residence. If the proposed location is determined to be inappropriate, then alternative designs should be submitted to the board for review.
  - d. The applicant shall be prepared to provide testimony regarding any potential water discharge related to the sump pumps being connected to the infiltration system.
  - e. The appropriate Stormwater Maintenance Plans & Easements shall be provided to the Borough for Review and be filed in accordance with NJDEP standards.
8. Soil Erosion and Sediment Control: The plans include Soil Erosion and Sediment Control plans and details. This application will be subject to Bergen County Soil Conservation District review and approval.

## E. Miscellaneous Comments

1. The Applicant is hereby advised that if stormwater runoff drainage problems occur as a result of the site improvements that are detrimental to the property and/or neighboring properties as a result of this construction, it shall be the responsibility of the owner of the property to remedy that drainage issue to the satisfaction of the Building Department and/or Borough Engineer.
2. All excavated material shall be removed from the site unless approved for backfill by the Borough. Any soil disturbance shall be done as set forth by Borough Ordinance.
3. The Applicant shall be aware of their responsibility to repair any damage to improvements within the Borough Right-of-Way including, but not limited to, sidewalk, curb, and asphalt, caused by construction activities associated with the installation of the improvements on the subject lot. We defer to the Borough's Department of Public Works in regard to this item.
4. The Applicant shall determine the limits of disturbance and install appropriate soil erosion preventative measures as necessary prior to constructing the proposed scope in association with this application and as shown on the plans.
5. The Applicant shall obtain any and all applicable approvals required by the Borough Building Department as well as outside agencies, including, but not limited to, the NJDOT, NJDEP, BCUA, and Bergen County. It is the Applicant's responsibility to determine what outside agency permits are required. Copies of said approvals shall be provided upon receipt.
6. The Applicant shall be aware that posting of engineering escrow for construction administration oversight, plan review, and project closeout will be required at the time building permits are issued. Please be aware that unused escrow money will be returned to the property owner upon the issuance of a Certificate of Occupancy (C.O.).
7. The Applicant shall adhere to the building department's approved design plan. Any alterations and/or changes to the approved design plan(s) and contractor questions shall be brought to the attention of the Building Department for review prior to construction or installation on-site.
8. A signed and sealed "As-Built" site plan should be submitted as a requirement for this office to "sign off" on the issuance of the Certificate of Occupancy (C.O.). The provided "As-Built" should accurately show all installed site features including grading, spot elevations, structures, etc., and will be compared to the approved design plan in association with the application. The Applicant is hereby advised that deviations from the approved design plan without prior consent or approval by the building department are not acceptable. If in the event the As-Built deviates significantly from the approved design plan, the Building Department may not sign off on a C.O, especially if said deviation triggers or requires a zoning variance.



Should you have any questions concerning the above comments, please do not hesitate to contact my office.

Sincerely,

Colliers Engineering & Design, Inc.  
(DBA Maser Consulting)

A handwritten signature in blue ink, appearing to read "CZ" with a horizontal line extending to the right.

Craig Zimmermann, PE, CME  
Planning Board Engineer

cc: Russell Porrino, Englewood Cliffs Planning Board President  
Thomas Randall, Esq., Board Attorney (via email)  
Michael O'Krepky, PE, CME, Colliers Engineering (via email)  
Matthew G. Capizzi, Esq., Applicant's Attorney ([matthew@capizzilaw.com](mailto:matthew@capizzilaw.com))

**REPORT OF THE PLANNING BOARD  
OF THE BOROUGH OF ENGLEWOOD CLIFFS**

**2024 VARIANCE APPLICATIONS AND DISPOSITIONS MADE  
AND  
RECOMMENDATIONS FOR ZONING ORDINANCE AMENDMENTS AND REVISIONS**

---

---

Pursuant to N.J.S.A. 40:55D-70.1, the Planning Board of the Borough of Englewood Cliffs hereby renders its report and review of decisions on applications and appeals for variances during the calendar year 2024 and its recommendations for zoning ordinance amendments or revisions.

Annexed hereto is the schedule of applications and dispositions prepared by the Board's Administrative Secretary, Cathy Scancarella. They include case numbers, applicants' names, property identification by street addresses and lot/block designations, land use category, relief sought and dispositions.

Supplementing this list the Planning Board offers the following recommendations to the Mayor and Council pursuant to N.J.S.A. 40:55D-70.1:

**I. Residential Zones**

There were seven residential applications finalized by the Planning Board in 2024. One of the applications included an extension of a prior Planning Board resolution.

**The Planning Board recommends that the Governing Body evaluate introduction of an ordinance amending the length of time before Planning Board approval expires, it is currently a 9-month period.**

**II. Commercial Zones**

The Planning Board heard four applications in commercial zones. One of the applications involved site plan approval for a new building with site improvements. As mentioned in previous annual reports, there is no limit on impervious coverage in commercial zones.

**The Planning Board recommends that the Governing Body review and amend zoning ordinances to limit impervious coverage in**

**commercial zones.**

Other suggestions from the Planning Board include:

**Limiting changes to existing grades in commercial and residential zones**

**Limiting the height of retaining walls and prohibiting the construction of retaining walls adjacent to property lines**

**Revising the buffer ordinance to include protection for parks and streets leading to residential properties**

**Implementing enhancements to storm water management systems for commercial and residential properties**

**Offering incentives for commercial properties to reduce their impervious coverage and increase onsite retainage**

**Revising overlay zone ordinances to include buffer requirements between high density housing/mixed use properties and residential zones**

**Revising overlay zone ordinances to reduce commercial space within mixed use buildings**

**Consider reducing below ground parking in applicable residential zones to reduce neighborhood flooding**

**Respectfully submitted,  
ENGLEWOOD CLIFFS PLANNING BOARD**

**By:   
Russell Porrino, Chairman**

**Dated: January 8, 2026**

**RESOLUTION ADOPTING THE 2024 ANNUAL REPORT  
OF VARIANCE APPLICATIONS AND AMENDMENT RECOMMENDATIONS**

**WHEREAS**, the Planning Board of Englewood Cliffs in its capacity as Zoning Board of Adjustment has the authority and responsibility, pursuant to NJSA 40:55D-70.1 to prepare and review annually a report which reviews the applications and decisions for variances; and

**WHEREAS**, the Planning Board should review the zoning ordinances that were the subject of variance requests and make recommendations for zoning amendments or revisions, if any; and

**WHEREAS**, the Board has prepared and considered the report on January 8, 2026,

**NOW, THEREFORE, BE IT RESOLVED** that the Planning Board of the Borough of Englewood Cliffs on this 8<sup>th</sup> day of January 2026 adopts the annual report; and be it

**FURTHER RESOLVED** that the above-referenced report and this resolution be forwarded to the governing body.

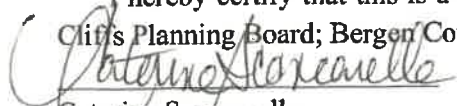
Introduced by: Mrs. O'Shea                      Seconded by: Mr. Kim

Roll Call:

Mrs. O'Shea	For <u>✓</u>	Against _____
Mr. Lee	For <u>✓</u>	Against _____
Ms. Correa	For <u>✓</u>	Against _____
Mr. Kim	For <u>✓</u>	Against _____
Mr. You	For <u>✓</u>	Against _____
Mrs. Villari	For _____	Against <u>Absent</u>
Ms. Rizvi	For _____	Against <u>Absent</u>
Ms. Zamecki	For <u>✓</u>	Against _____
Mr. Woo	For _____	Against <u>Absent</u>
Councilwoman Biegacz	For <u>✓</u>	Against _____
Chairman Porrino	For <u>✓</u>	Against _____

  
 \_\_\_\_\_  
 Russell Porrino - Chairman  
 Englewood Cliffs Planning Board

I hereby certify that this is a true copy of the Resolution appointing Planner for the Englewood Cliffs Planning Board; Bergen County adopted January 8, 2026.

  
 \_\_\_\_\_  
 Caterina Scancarella  
 Planning Board Secretary