

BOROUGH OF TOTOWA PLANNING BOARD

PASSAIC COUNTY
NEW JERSEY



MINUTES – AUGUST 11, 2016

Chairman Hennion called the Planning Board meeting of Thursday, August 11, 2016 to order at 8:04 p.m. in the Municipal Building of the Borough of Totowa.

PRESENT:

Commissioner Campilango	Commissioner Murphy	Councilman D'Angelo	Commissioner Zarek
Mayor Coiro	Chairman Hennion	Mike Cristaldi, PE	Rich Briigliodoro, ESQ

The clerk read the statement of the meeting as follows: The meeting of the Planning Board to be held on the 11th day of August 2016 is in accordance with the Schedule of Annual Notice, which is posted, and in accordance with Chapter 231 P.L. 1975 of the State of New Jersey. The agenda for this meeting has been prepared and distributed to the members of the Planning Board and a copy has been on file in the Construction Official's Office.

ITEM #1

Fontanella Assoc. 142 Totowa Road	Block 116- Lot 10	Minor Site Plan Certificate of Use
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Mr. Alfred Fontanella, sole member of Fontanella Associates, LLC appeared requesting approval of approximately 2,185 square feet of space to operate his certified public accounting firm at this location.

A letter of intent was read into the record. The anticipated hours of operation will be 9 a.m. to 5 p.m. Monday through Friday for the period of April 16, 2016 through December 31, 2016. However, during tax season, from January 1 through April 15, the office will be open from 9 a.m. to 9 p.m. with hours on Saturday.

Mr. Fontanella testified that the subject premises is a commercial condominium within a building that has sixteen residential units above eight commercial units. The building currently has sixteen parking spaces designated for the residential apartments. There are eighty-nine additional parking spaces including four handicapped spaces which are shared in common with the commercial uses on-site. Mr. Fontanella indicated that he will install a building façade sign no larger than the existing sign. He anticipates providing lettering on the window & on the entrance door identifying the business. Any lettering on the window or entrance door shall not exceed 20% of the area of the window and entrance door.

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the minor site plan as presented. This approval is subject to and contingent upon the following conditions and will be memorialized in a Resolution at a future date:

1. The construction of internal partitions, exits, entrances and fire safety devices are subject to and require the approval of the fire sub-code official, the fire inspector and the building inspector.
2. The applicant will supply the Chief of Police with an emergency contact list and will also obtain the approval of the Police Chief in regards to all alarms and security devices.
3. There will be no outside storage of equipment or materials except that which has been identified.
4. The applicant will comply with the Totowa Sign Ordinance.

Six agreed to a roll call vote... 6-0

ITEM #2

Corbion
25 Madison Road

Block 169- Lot 8

Minor Site Plan
Certificate of Use

Mr. Mike Coughlin, President of Distribu Tek, a consultant assisting the applicant in opening and operations in the warehouse, and Andrew Moss, on behalf of the owner of the building at 25 Madison Road appeared requesting approval for occupancy of approximately 66,157 square feet of space at 25 Madison Road, Totowa in order to create a new Raw Materials Distribution Center to support its existing productions operations at 100 Adams Drive, Totowa. The internal division of space, approximately 6,000 square feet of space will be dedicated to office use and a Quality Control Lab.

Mr. Mike Coughlin testified that the new Raw Materials Distribution Center will store and distribute various food ingredients including flour, grains, salt, sugars, enzymes, minerals, and related ingredients used in the production of bakery products. All items will be palletized, stored and shipped in full unit load capacity, i.e. no repacking. The items are Commodity Code Class Type 1 or 2.

Planning Board Attorney, Rich Briigliodoro read a letter of intent into the record. The anticipated hours of operation will be Monday through Friday from 6:00 a.m. to 6 p.m. There will be a split shift format employing approximately 10-12 people to support the Raw Materials Distribution Center. There are more than thirty-five existing parking spaces on the property and that parking is sufficient to meet the needs of the Applicant.

Mr. Coughlin represented that the 25 Madison Road facility will receive and ship approximately 10-12 trailers per day of raw materials to the Applicant's 100 Adams Drive Production Facility. Mr. Coughlin further explained the nature of the operation. More specifically, inbound receipts will be scheduled as needed to support production. The trailers will be off-loaded and the received products will be tested for quality assurance and stored in either industrial storage racks or bulk floor storage locations. The height of storage will not exceed 22'. The clear ceiling height in the proposed space is 25' above finished floor. All storage locations will be clearly identified with bar codes and all products will be scanned for lot code verification and FEFO stock rotation. Daily orders will be generated, picked and staged proximate to Shipping Doors for shipment to the 100 Adams Drive Production Facility.

The Applicant is proposing two 30"x 54" signs and will comply with the Totowa Sign Ordinance.

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the minor site plan as presented. This approval is subject to and contingent upon the following conditions and will be memorialized in a Resolution at a future date:

1. The construction of internal partitions, exits, entrances and fire safety devices are subject to and require the approval of the fire sub-code official, the fire inspector and the building inspector.
2. The applicant will supply the Chief of Police with an emergency contact list and will also obtain the approval of the Police Chief in regards to all alarms and security devices.
3. There will be no outside storage of equipment or materials except that which has been identified.
4. The anticipated hours of operation will be Monday through Friday from 6:00 a.m. to 6 p.m.
5. There will be a split shift format employing approximately 10-12 people to support the Raw Materials Distribution Center.

Six agreed to a roll call vote... 6-0

A motion was offered by Commissioner Campilango and seconded by Chairman Hennion to excuse Commissioner Murphy from the remainder of the meeting.

Five agreed to a roll call vote... 5-0

ITEM #3

Gyro Platter & Crepes.
79 Union Blvd.

Block 11- Lot 6.01

Minor Site Plan
Certificate of Use

Mr. Sami Morina appeared requesting approval of approximately 1,400 square feet of space to operate a retail store for the sale of gyro platters and crepes at this location.

Chairman Hennion read a letter of intent into the record. The anticipated hours of operation will be 10 a.m. to 10 p.m. seven days per week. There will be approximately 3-4 employees on-site.

Mr. Sami Morina represents that parking spaces will be shared with other tenants at this location. Mr. Morina testified that he will install a building façade sign in the space provided in conformance with other signs on the building.

A motion was offered by Commissioner Campilango and seconded by Commissioner Zarek to approve the minor site plan as presented. This approval is subject to and contingent upon the following conditions and will be memorialized in a Resolution at a future date:

1. The construction of internal partitions, exits, entrances and fire safety devices are subject to and require the approval of the fire sub-code official, the fire inspector and the building inspector.
2. The applicant will supply the Chief of Police with an emergency contact list and will also obtain the approval of the Police Chief in regards to all alarms and security devices.
3. There will be no outside storage of equipment or materials except that which has been identified.
4. The applicant will provide a text change only to the existing sign and will comply with the Totowa Sign Ordinance.

Five agreed to a roll call vote... 5-0

ITEM #4

Otocity
379 Union Blvd.

Block 96- Lot 13
change of owner

Minor Site Plan
Certificate of Use

Mr. Ameer Khalaifeh and Mohammad Kamal. Mr. Khalaifeh appeared requesting approval for continued occupancy of the property as a used car dealership. The subject property has been used and occupied as a used car dealership for many years. The property is approximately 11,000 square feet in area. The existing building on the site is approximately 350 square feet in area. The Applicant intends to continue the use of the lot as a luxury used car dealership involving the storage, display and sale of pre-owned upscale automobiles and light trucks.

Chairman Hennion read a letter of intent into the record. The anticipated hours of operation will be 10:00 a.m. to 7:00 p.m. Monday through Saturday. The dealership will have approximately 3-4 employees and parking spaces for employees, customers and approximately 50 automobiles.

Mr. Khalaifeh testified that the detailing of cars will not occur on-site, but rather will occur at the local car wash on Union Boulevard in Totowa. Mr. Khalaifeh also testified that the vehicles stored on-site will not encroach onto the sidewalk. Regarding signage, the applicant will change the text on the two existing freestanding signs and on the one building façade sign to reflect the name of the new business. Any other signs shall be removed. The proposed signs shall also conform to the requirements of the Totowa Borough Sign Ordinance.

A motion was offered by Commissioner Paese and seconded by Commissioner Zarek to approve the minor site plan as presented. This approval is subject to and contingent upon the following conditions and will be memorialized in a Resolution at a future date:

1. The construction of internal partitions, exits, entrances and fire safety devices are subject to and require the approval of the fire sub-code official, the fire inspector and the building inspector.
2. The applicant will supply the Chief of Police with an emergency contact list and will also obtain the approval of the Police Chief in regards to all alarms and security devices.
3. There will be no outside storage of equipment or materials except that which has been identified.
4. The granting of this application is subject to and conditioned upon the Applicant preventing cars from encroaching onto the sidewalk.
5. All terms and conditions of the Board’s prior resolutions remain in full force except as satisfied or amended and not in conflict with this approval.

Five agreed to a roll call vote... 5-0

A motion was offered by Commissioner Campilango and seconded by Commissioner Paese to approve the Planning Board Minutes of July 14, 2016 as presented.

Five agreed to a roll call vote... 5-0

RESOLUTIONS:

A motion was offered by Commissioner Campilango and seconded by Councilman D’Angelo to approve the resolution for Spirit Halloween. – Blk. 174 – Lot 12 as presented.

Four agreed on a roll call vote.....4-0

A motion was offered by Commissioner Campilango and seconded by Commissioner Zarek to approve the resolution for Kristi Lauren Photography. – Blk. 117 – Lot 59 as presented.

Four agreed on a roll call vote.....4-0

A motion was offered by Commissioner Campilango and seconded by Commissioner Zarek to approve the resolution for Totowa Reflex Spa, LLC. – Blk. 39 – Lot 1 as presented.

Four agreed on a roll call vote.....4-0

A motion was offered by Commissioner Campilango and seconded by Commissioner Zarek to approve the resolution for J&J Cycle. – Blk. 179 – Lot 2.02 as presented.

Four agreed on a roll call vote.....4-0

VOUCHERS:

A motion was offered by Commissioner Campilango and seconded by Commissioner Zarek to approve a series of vouchers for Alaimo Engineering, Professional services as listed below:

Invoice 090785 – Meeting Attendance in the amount of \$360.80

Invoice 090787 – 458 S. Riverview Drive Blk. 128 – Lot 4.03 in the amount of \$2,171.07

There being no other business, a motion was offered by Commissioner Paese and seconded by Commissioner Zarek to adjourn the meeting.

All in favor.....5-0

Respectfully submitted,

Pete Campilango, Secretary

Patricia Paulson
Planning Board Clerk

Date Approved