

BOROUGH OF TOTOWA P L A N N I N G B O A R D

PASSAIC COUNTY
NEW JERSEY



MINUTES – FEBRUARY 25, 2021

Chairman Hennion called the Planning Board meeting of Thursday, February 25, 2021 to order at 7:30 p.m. via a Zoom Meeting for the Borough of Totowa.

PRESENT:

Councilman D'Angelo	Vice Chairman Coiro	Commissioner Sabatino	Commissioner Campilango
Mayor Coiro	Commissioner Niland	Commissioner Murphy	Commissioner Zarek
Chairman Hennion	Mike Cristaldi, PE	Richard Briigliodoro, ESQ	

The clerk read the statement of the meeting as follows: The meeting of the Planning Board to be held on the 25th day of February 2021 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.

The Agenda for tonight's meeting was posted on the Borough website. Notice of the hearing and the Planning Board Agenda were also posted on the entrance doors to the Municipal Building including the entranceway for handicapped individuals. The Notice of the remote public meeting was published more than 48 hours before tonight's meeting as is required under the Open Public Meetings Act.

ITEM #1

Hello Fresh	Block 158 – Lot 4	Site Plan Approval
8 Vreeland Ave		Certificate of Use

Planning Board Attorney, Rich Briigliodoro informed Board Members and public that the Attorney for Hello Fresh has requested that this matter be carried to our next regular meeting of March 11, 2021 at 7:30pm without further notice our next regular meeting of March 11, 2021 at 7:30pm without further notice.

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to carry this matter to

Nine agreed to a roll call vote... 9-0

ITEM #2

United Federated Systems	Block 179 – Lot 2.02	Amended Site Plan Approval
10 Gordon Ave.	(carried from 11/12/2020)	1 Story Addition

Mr. Anthony Fiorello, attorney for the applicant provided an overview of the project. Mr. Fiorello testified that the building will contain 9,000 square feet of space on the ground floor with an additional 9,000 square feet of space on the upper floor. Thus, the total building size will be 18,000 square feet. Mr. Fiorello also represented that the loading dock and storage area would consist of approximately 1,700 square feet in area. Mr. Fiorello also represented that in terms of Floor Area Ratio, the maximum floor area ratio allowed in the I-3 Zone is .55 and existing is 0.22 which would be increased to 0.24 as a result of the proposed improvements. Therefore, the proposed FAR is significantly below the maximum permitted FAR in the I-3 Zone.

Mr. Fiorello also stated that at the present time there are twenty-seven parking spaces provided and the Applicant is proposing to increase the number of parking spaces for a new total of sixty-three parking spaces on-site.

Mr. Fiorello reviewed the Board Engineer's review report dated February 23, 2021 with the Planning Board. Testifying on behalf of the Applicant was Jeffrey L. Morris, P.E., L.S., P.P. Mr. Morris testified that the site plan previously submitted by Coppa Montalbano Architects was being withdrawn and is superseded by the Boswell Engineering plans which were prepared by him. Mr. Morris reviewed the request for waivers as outlined on page 2 of the Board Engineer's February 23, 2021 report. The Applicant requests a design waiver which requires on-site curbing to be Belgium Block. Mr. Morris testified that the existing curbing is concrete and the Applicant seeks approval in order to install concrete curbing which will be consistent with the existing concrete curbing on the site. The Board agreed to the request for a design waiver.

The Applicant also sought design waiver relief for light levels which are at 2.0 footcandles where the maximum is 0.5 footcandles at the property line. Mr. Morris testified that there are no residential areas anywhere near this site. However, the Board Engineer recommends that shields at the light head be installed in order to address this situation. The Applicant agreed to install shields. However, to the extent the waiver is still required, the Board agreed to grant the waiver request.

The Applicant also sought design waiver relief with respect to the loading docks. The Applicant represented that the layout as proposed requires trucks to mix with automobiles when the trucks back into the driveway which they must do in order to access the loading dock. Further, the new loading dock faces and is visible from the Gordon Drive street frontage. The Applicant represented that there is very little traffic in this area and there is no reasonable alternate location within which to construct the loading dock. Thus, the Board agreed to grant design waiver relief.

The Applicant sought a design waiver for aisle width, where the minimum two-way parking aisle width is required to be 24 feet. The Applicant generally proposes a 24-foot aisle width, but an approximate 5-foot section at the end of the one-way driveway entrance from King Road is 23 feet. The Board considered this reduction in width for the short section of the driveway to be *de minimis* and thereby agreed to grant design waiver relief.

Totowa Borough Code Section 415-108A requires that each site plan provide for temporary on-site storage of all solid waste materials in enclosed containers in accordance with the plan approved by the Board. The plans do not provide for exterior trash storage. Mr. Morris testified that the type of trash is essentially office type trash which would be retained in the building and would be collected by a private hauler. As a result, the Board agreed to grant design waiver relief from Section 415-108A.

Section 415-109B of the Borough Code requires retaining walls over 5 feet in height to be provided with a fence or other approved barrier at the top of the wall to prevent accidental falls. The Applicant agreed to install a fence or other approved barrier so as to be in conformance with Section 415-109B, thus eliminating the request for a design waiver.

The Board Engineer in his review report dated February 23, 2021 delineated proposed conditions in the event the Board were to approve the applications. Mr. Morris reviewed the proposed conditions of the approval. The Board Engineer requests verification to demonstrate that the existing monument sign and vehicles parked in the proposed parking spaces near the intersection of Gordon Drive and Kings Road will not conflict with the line of sight. Mr. Morris testified that the sign has been at this location for many years. He also represented that due to the elevation of the roadway there would be no conflict with the line of sight. The Applicant agreed to comply with a condition of approval that all curbing be replaced along the property frontage on both King Road and Gordon Drive. The Applicant will replace the curbing with concrete curbing. Mr. Morris represented that the Applicant has agreed to obtain a Wetlands Letter of Interpretation from the NJDEP.

The Applicant has also agreed that the design engineer of the retaining wall would be obligated to provide a certification to the Borough Engineer that the walls were constructed in accordance with the design.

The Board Engineer indicates that at least eight replacement trees are required for tree removal along the property frontages and five for the rear parking lot area. The Applicant represented that it would replace on-site whatever number of trees the site is able to accommodate. Further, for any trees that are not able to be planted on-site, the Applicant will either offer to plant trees offsite at public locations selected by the Borough or to make a payment to the Borough in lieu of planting trees in accordance with the ordinance.

The Applicant agreed to provide additional lighting fixtures for the drive aisle and parking spaces at the King Road access driveway and to provide appropriate shielding, as well as to provide an updated lighting plan for review and approval by the Board Engineer. The Applicant also agreed to provide a lighting plan to show a maximum light color temperature of 3,000⁰K. Finally, the Applicant agreed to provide a revised Stormwater Management Plan that will be subject to the review and approval of the Board Engineer.

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to open the public portion of the meeting.

Nine agreed to a roll call vote... 9-0

NO PUBLIC TO BE HEARD

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to close the public portion of the meeting.

Nine agreed to a roll call vote... 9-0

After a discussion, a motion was offered by Commissioner Campilango and seconded by Commissioner Niland to approve the amended site plan and design waivers 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, regarding all alarms and security devices.
3. There will be no outside storage of equipment or materials.
4. The applicant will comply with the Totowa Sign Ordinance. The Applicant shall locate a placard above the door to the entrance suite identifying the name of the business.
5. The Applicant shall comply with all terms and conditions set forth in the Board Engineer's review report dated, February 23, 2021 prepared by Michael Cristaldi, P.E. and as testified to during the hearing process.
6. The Applicant shall submit a lighting plan which shall be subject to the review and approval of the Board Engineer. Further, the Board Engineer recommends an additional lighting fixture for the drive aisle and the parking spaces at the King Road access driveway and appropriate shielding shall be provided if necessary, all of which shall be subject to the review and approval of the Board Engineer. The Applicant shall provide a lighting plan showing a maximum light color temperature of 3,000⁰K.
7. The Applicant shall verify that the existing monument sign and vehicles parked in the proposed parking spaces near the intersection of Gordon Drive and Kings Road will not conflict with the line of sight, which shall be subject to the review and approval of the Board Engineer.
8. The Applicant shall install concrete curbing along the property frontage on both King Road and Gordon Drive which shall be subject to the review and approval of the Board Engineer.
9. The Applicant shall obtain a Wetlands Letter of Interpretation from the NJDEP, which shall be subject to the review and approval of the Board Engineer.

10. The design engineer of the retaining walls shall provide a certification for the Board Engineer that the walls were constructed in accordance with the design.
11. The Applicant shall provide replacement trees on-site in accordance with proposed condition of approval no. 5 contained in the Board Engineer's review report dated February 23, 2021. More specifically for any trees that cannot be planted on-site, the Applicant shall either offer to plant trees off-site at public locations selected by the Borough or to make a payment to the Borough in lieu of planting trees in accordance with the ordinance.
12. The Applicant shall submit a stormwater management plan which shall be subject to the review and approval of the Board Engineer.

Nine agreed to a roll call vote... 9-0

ITEM #3

Studio 409
409 Minnisink Road

Block 171 – Lot 17

Site Plan Approval
Certificate of Use

Mr. Thomas DePasquale appeared requesting approval for the occupancy of approximately 1,098 sq. ft. of space to operate personal pilates training studio. He testified that under existing COVID 19 restrictions, he is limiting occupancy to 25%, which results in having two clients at one time plus one trainer. Mr. DePasquale further stipulated that at most it would be five people present in the facility.

Mr. DePasquale also testified that his business creates videos and provides a vehicle for online training. He also has You Tube videos for pilates training. The anticipated hours of operation are seven days per week by appointment only with hours from 5:00 a.m. to 10:00 p.m. The Applicant has also been provided with three parking spaces.

In regard to signage, the name of the business will be located on a placard above the entrance door to the Applicant's tenant space.

After a discussion, a motion was offered by Commissioner Campilango and seconded by Commissioner Niland 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:

13. 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.
14. The applicant will supply the Chief of Police with an emergency contact list and will also obtain the approval of the Police Chief regarding all alarms and security devices.
15. There will be no outside storage of equipment or materials.
16. The applicant will comply with the Totowa Sign Ordinance. The Applicant shall locate a placard above the door to the entrance suite identifying the name of the business.

Nine agreed to a roll call vote... 9-0

ITEM #4

Ardwyn Binding Products
21 Campus Road

Block 10.01 – Lot 2

Site Plan Approval
Certificate of Use

Mr. Jason Rubin, Esq., Attorney for the applicant, Kathy Naegle, President and Robert Adams appeared requesting approval for occupancy of approximately 56,000 sq. ft. of space for the manufacture and distribution of narrow trim. Ms. Neagle stated that the manufacturing process includes rolls of cloth, vinyl and yarn materials, which are used for the automotive, marine and outdoor furniture industries. These materials are then biased and split into smaller pieces. The pieces are then put through machines that do some or all of the following: insert cords, glue, fold and stitch. Ms. Neagle stated that the materials are used in the manufacture of convertible tops, seats, outdoor furniture and car mats.

Ms. Naegle, further indicated that the anticipated hours of operation are from 7:00 a.m. to 5:00 p.m. Monday through Friday. There are approximately eight office staff employees on site and approximately sixty-two warehouse and production staff employees. Ms. Neagle testified that most of the warehouse staff and production staff carpool to work. Ms. Neagle testified that there are fifty-five parking spaces on-site and the Applicant currently uses 30 to 35 parking spaces. Therefore, she informed the Board that on-site parking is sufficient for the number of employees and the proposed occupancy of the building.

Mr. Robert Adams testified regarding the proposed signage on the building. There is an existing building façade sign, which is raised. Mr. Adams testified that the Applicant would replace the text on sign to reflect the name of the business. He also stated that the Applicant would retain the red color of the sign similar to the signage that existed in regard to the previous tenant at this space.

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland 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.
4. The applicant will comply with the Totowa Sign Ordinance. The Applicant shall utilize the existing raised portion of the building façade sign but will change the text to reflect the name of the new business. The sign will also be red in color similar to the color of the signage by the prior occupant of the building.

Nine agreed to a roll call vote... 9-0

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to approve the Planning Board Minutes of February 11, 2021 as prepared.

Seven agreed on a roll call vote.....7-0

Chairman Hennion and Commissioner Murphy abstained

RESOLUTIONS:

A motion was offered by Commissioner Campilango and seconded by Commissioner Zarek to approve the resolution for Sub Palace – Blk. 96 – Lot 1 as presented.

Seven agreed on a roll call vote.....7-0

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

All in favor.....9-0

Respectfully submitted,

Pete Campilango, Secretary