

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

PASSAIC COUNTY  
NEW JERSEY



MINUTES – MAY 25, 2017

Vice Chairman Coiro called the Planning Board meeting of Thursday, May 25, 2017 to order at 8:00 p.m. in the Municipal Building of the Borough of Totowa.

**PRESENT:**

Commissioner Murphy	Commissioner Campilango	Commissioner Zarek	Commissioner Paese
Councilman D'Angelo	Vice Chairman Coiro	Commissioner Ferraro	Richard Briigliadoro, ESQ
Nordan Murphy, PE			

The clerk read the statement of the meeting as follows: The meeting of the Planning Board to be held on the 25th day of May 2017 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***

Elite Spine & Sports Care  
351 Union Blvd.

Block 93- Lot 7

Amended Site Plan  
*Sign-Exceeds Allowed Sq. Ft.*

Mr. Sean Santagato, one of the principals of Elite Spine & Sports Care of Totowa appeared requesting a design waiver for sign area. The Applicant currently occupies a physical therapy facility at this location and will now be leasing two storefronts. The Applicant seeks to provide one façade-mounted sign on the premises as presented on a Sign Plan prepared by JMS Signs & Awnings. The Applicant proposes to install a channel letter sign with the name of the business "Elite Spine & Sports Care of Totowa" with a logo. The "Elite Spine & Sports Care" section of the sign will be 17 inches in height and 264 inches in length. The "of Totowa" portion of the sign will be 12 inches in height and 100 inches in length and the logo portion of the sign will be 36 inches by 36 inches which signage is characterized as being a circular logo sign. The Applicant stipulated that all signage will cease to be illuminated after 10:00 p.m.

After a discussion, a motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the amended site plan and grant a design waiver 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 granting of this application is subject to and conditioned upon the Applicant complying with the Sign Ordinances of the Borough of Totowa. Sign approval is hereby granted to permit the Applicant to install one façade-mounted sign on the building to reflect the name of the business. The proposed signage consists of a channel letter sign with the name of the business "Elite Spine & Sports Care of Totowa" with a logo. The "Elite Spine & Sports Care" section of the sign will be 17 inches in height and 264 inches in length; the "of Totowa" portion of the sign will be 12 inches in height and 100 inches in length, and the logo portion of the sign will be 36 inches by 36 inches which signage is characterized as being a circular logo sign in accordance with a Sign Plan prepared by JMS Signs & Awnings and submitted to the Board as part of the application package. All signage will cease to be illuminated after 10:00 p.m. Any window signage shall not exceed 20% of the window area.

2. All terms and conditions of the Board's prior resolutions remain in full force and effect except as satisfied or amended and not in conflict with this approval.

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

**ITEM #2**

Aspire Studio  
394 Union Blvd.

Block 103- Lot 14

Minor Site Plan  
*Certificate of Occupancy.*

Ms. Alicia Khamis, appeared requesting the approval for occupancy of approximately 1,100 square feet of space for the Paint and Sip Art Studio classes and another 500 square feet of space in the basement for storage.

Vice Chairman Coiro read a letter of intent into the record. The anticipated hours of operation would be 7:00 p.m. to 9:00 p.m. Monday through Thursday. Friday nights 7:00 p.m. to 10:00 p.m. Saturday 10:00 a.m. to 10:00 p.m. and Sunday from 10:00 a.m. to 8:00 p.m. There will be three local Artists employed by the owner of the business. The classes are designed to run mainly in the evening during the week and during the days and evenings on the weekend. The minimum class size will be six people, but anticipate twenty people for the Friday and Saturday evening classes. The classes are 2 hours and 3 hours in duration.

Ms. Khamis further testified as to the nature of the business indicating that customers will register for the course and pay online. Customers are permitted to bring their own snacks and beverages. Customers will be instructed by trained Artists to paint a painting which the customer is permitted to keep at the conclusion of the session. The Applicant will provide the canvas, paint, brushes and everything needed to allow the customer to create a painting. The Applicant will also sell frames for customers to purchase for their painting. Classes are open to the public, but there will also be private parties, fundraisers as well as kid/family classes. The property has sixteen parking spaces plus one handicapped space for use. Regarding signage, there is an existing sign box within which a sign to reflect the name of the business is to be located. The Applicant will also comply with the Totowa Borough Sign Ordinance regarding the color of the sign.

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.
4. The applicant will comply with the Totowa Sign Ordinance.
5. The anticipated hours of operation would be 7:00 p.m. to 9:00 p.m. Monday through Thursday. Friday nights 7:00 p.m. to 10:00 p.m. Saturday 10:00 a.m. to 10:00 p.m. and Sunday from 10:00 a.m. to 8:00 p.m.

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

**ITEM #3**

Postalagic, LLC  
110 Maltese Drive

Block 170.03- Lot 6

Minor Site Plan  
*Certificate of Occupancy.*

Mr. Brian Parker, appeared requesting the approval for occupancy of approximately 22,147 square feet of space to operate a finishing company serving the printing industry in the tri-state area. Postalagic's customers provide flat printed press sheets and Postalagic, LLC converts them into finished goods through various processes which include die cutting, folding, binding, packaging, addressing, mailing and hand-assembly.

Vice Chairman Coiro read a letter of intent into the record. The anticipated hours of operation would be 7:00 a.m. to 5:00 p.m. Monday through Friday. The Applicant's business may be opened beyond the stated hours in the event it becomes necessary to fulfill customer orders.

Mr. Parker testified that there is more than sufficient on-site parking to accommodate the needs of twenty-seven employees. Mr. Parker represented that many of his employees carpool to work. As a result, he is satisfied that there is sufficient on-site parking for the proposed use of the premises. Mr. Parker also stipulated that there would be no outdoor storage of trucks overnight. Regarding signage, the Applicant will replace the existing freestanding sign facing Taft Road and a second freestanding sign near the Maltese Drive intersection with signs of substantially similar size and dimension, but not to exceed the existing sign area.

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.
4. The applicant will comply with the Totowa Sign Ordinance.
5. The anticipated hours of operation would be 7:00 a.m. to 5:00 p.m. Monday through Friday. The Applicant's business may be opened beyond the stated hours in the event it becomes necessary to fulfill customer orders.

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

**ITEM #4**

Raquel Nails  
560 Union Blvd.

Block 139- Lot 4

Minor Site Plan  
*Certificate of Occupancy.*

Ms. Raquel Arias, appeared requesting the approval for occupancy of approximately 1,000 square feet of space to operate a Nail Salon. Services will include, but are not limited to manicures, pedicures, as well as waxing.

Vice Chairman Coiro read a letter of intent into the record. The anticipated hours of operation will be 9:00 a.m. to 9:00 p.m. Monday through Saturday and 11:00 a.m. to 5:00 p.m. on Sunday. There will be four employees; a Manager, Nail Technician/Waxing Professional, a Hair Stylist and a Receptionist.

The Applicant proposes to install a building façade sign not to exceed 6 square feet in sign area and a freestanding pylon sign not to exceed 12 square feet in sign area.

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.
4. The applicant will comply with the Totowa Sign Ordinance.
5. The anticipated hours of operation will be 9:00 a.m. to 9:00 p.m. Monday through Saturday and 11:00 a.m. to 5:00 p.m. on Sunday.

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

**ITEM #5**

Edgar Anthony Studio  
388 Union Blvd.

Block 103- Lot 14

Minor Site Plan  
*Certificate of Occupancy.*

Mr. Edgar Anthony Montanez, appeared requesting the approval for occupancy of approximately 1,000 square feet of space to operate Salon Services. Mr. Montanez is a hairdresser and indicates that the business is operated with his wife and three additional employees.

Vice Chairman Coiro read a letter of intent into the record. The anticipated hours of operation will be Monday, Tuesday and Thursday from 9:00 a.m. to 6 p.m.; Wednesday and Friday from 9:00 a.m. to 8 p.m. and on Saturday from 8:00 a.m. to 5 p.m. Mr. Montanez also represented that the business may be opened on a Sunday for special occasions.

Mr. Montanez testified that they have a skin care room where services consists of facials, waxing and body treatments. In addition, the Applicant also carries a full line of organic hair and skin care products for sale. Applicant plans on replacing an existing building façade box sign, as well as a smaller sign on the premises. In addition, the installation of any signage in the glass windows shall not exceed 20% of the window area.

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.
4. The applicant will comply with the Totowa Sign Ordinance.
5. The anticipated hours of operation will be Monday, Tuesday and Thursday from 9:00 a.m. to 6 p.m.; Wednesday and Friday from 9:00 a.m. to 8 p.m. and on Saturday from 8:00 a.m. to 5 p.m.
6. The Applicant will obtain and maintain all licenses, and/or permits that are required to operate a hair salon at this location.
7. All terms and conditions of the Board's prior resolutions remain in full force and effect except as satisfied or amended and not in conflict with this approval.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Zarek to approve the Planning Board Minutes of April 27, 2017 as prepared.

Four agreed to a roll call vote... 4-0  
Commissioner Murphy and Ferraro abstained  
Vice Chairman Coiro abstained

A motion was offered by Commissioner Campilango and seconded by Commissioner Ferraro to approve the Planning Board Minutes of May 11, 2017 as prepared.

Four agreed to a roll call vote... 4-0  
Commissioner Paese, Zarek and Campilango abstained

**RESOLUTION:**

A motion was offered by Commissioner Campilango and seconded by Commissioner Paese to approve the resolution for 95 Shepherds Lane -Block 11 - Lot 9.01 as presented.

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

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

All in favor.....7-0

Respectfully submitted,

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Pete Campilango, Secretary

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Patricia Paulson  
Planning Board Clerk

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Date Approved