

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

PASSAIC COUNTY  
NEW JERSEY



MINUTES – JANUARY 10, 2019

Chairman Hennion called the Planning Board meeting of Thursday, January 10, 2019 to order at 8:00 p.m. in the Municipal Building of the Borough of Totowa.

**PRESENT:**

Commissioner Festa	Councilman D'Angelo	Vice Chairman Coiro	Commissioner Ferraro
Commissioner Sabatino	Commissioner Campilango	Mayor Coiro	Commissioner Niland
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 10th day of January 2019 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**

Totowa Eye Care 169 Union Blvd.	Block 39 - Lot 1	Minor Site Plan Certificate of Use
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Mr. Rasraj Rana and Gustie Christopher appeared requesting approval for occupancy of approximately 1,150 square feet of space to operate a optometry business. Totowa Eye Care will perform eye exams and sell eyeglasses and contact lenses at this location.

Chairman Hennion read a letter of intent into the record. The hours of operation will be 10:00 a.m. to 6:00 p.m. Monday through Friday. The Saturday hours will be 10:00 a.m. to 3:00 p.m. There will be approximately four employees on site. Parking is shared with other tenants.

Mr. Rana testified that there is an existing optometry business located at 151 Union Boulevard, Totowa, New Jersey. The Applicant is purchasing that optometry business and relocating it to 169 Union Boulevard, Totowa, New Jersey.

A motion was offered by Commissioner Campilango and seconded by Commissioner Festa 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.
5. The applicant will obtain Totowa Borough Board of Health approval, if required.

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

**ITEM #2**

Senior Company  
434 Union Blvd

Block 103 - Lot 10.03

Minor Site Plan  
Certificate of Use

Mr. Brian Silvia, Attorney for the applicant and Mr. Michael Sincaglia appeared requesting occupancy of approximately 450 sq. ft. of administrative office space for a home healthcare and private duty nursing company. The business entity is licensed by the New Jersey Office of the Attorney General, Division of Consumer Affairs.

Chairman Hennion read a letter of intent into the record. The administrative hours of operation are Monday through Friday from 9:00 a.m. to 4:00 p.m. The Applicant employs six administrative employees who will regularly be at the office. There are three full time employees and three per diem employees. There are twelve on-site parking spaces and the Applicant has been allocated the use of six parking spaces.

Mr. Sincaglia testified that they employ approximately 30 to 40 home health aides who occasionally come to the office. The primary purpose of the office is for company administration, employee meetings and marketing events. Mr. Sincaglia testified that the home health aides are either certified nursing assistants (CNA) or certified home health aides (CHA). Mr. Sincaglia testified that he proposes to change the text on two existing signs and to place a sign on the door.

A motion was offered by Commissioner Campilango and seconded by Commissioner Festa 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.
5. The applicant will obtain Totowa Borough Board of Health approval, if required.

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

**ITEM #3**

The Secret Insurance Agency, LLC  
409 Minnisink Road

Block 171 - Lot 17

Amended Site Plan  
Sign Variance

Mr. Patrick Spina, Attorney for the applicant, John Janus of Butler Signs and Stanley W. Hladik, applicant, appeared requesting a "c" variance to install a 144 sq. ft. sign on the façade of the building.

Mr. Hladik testified that the building at 409 Minnisink Road consists of approximately 24,000 square feet of office space, and that his business occupies 5,000 square feet of office space. Mr. Hladik testified that there is no exterior signage on the building except for the building number 409 which provides the street address for the building. He also stated that there is a parking area in front of the building.

Mr. Hladik provided testimony in regard to the nature of his business. He stated that his business is a property and casualty company. Mr. Hladik testified that he has approximately 15 employees and that he services approximately 40 insurance carriers. Mr. Hladik represented that he has the most foot traffic of all the other tenants at the building. He further represented that all of the other tenants signed off on the proposed signage. Mr. Hladik testified that the owner of the building has consented to the filing of this application for the exterior signage. Mr. Hladik testified that there is no pylon or free-standing sign on the premises. The building is also set back approximately 40 feet from the road.

Mr. Hladik testified that there is no signage on the building and there is no opportunity to install signage any place else on the building because of the way the building is constructed with the number of windows on the front façade. Mr. Hladik also testified that the proposed signage is needed to promote visibility and for safety reasons. He stated that it is very difficult to identify the address of the building from various locations in the area. Mr. Hladik testified that the signage is necessary to promote visibility of the site from motorists exiting the Riverview Drive ramp as well as to promote visibility of the site from motorists traveling on Route 46 East and Route 46 West as well as from motorists traveling along Furler Street and making a left turn on to Minnisink Road.

John Janis, a representative of the Butler Sign Company. Mr. Janis testified that there is no other place on the building upon which to install a sign. He further represented that there is no place to put a monument sign or ground sign. Furthermore, there is no place to install signage on the lower portion of the building. Mr. Janis represented that the building height is approximately 30 feet and the width of the building is approximately 125 feet. Mr. Janis represented that the proposed signage is appropriate in size and scale for the building size, building setback and the fact that the building has windows everywhere.

Mr. Janis stated that the ordinance permits a 15 square foot sign. The signage is a raceway type of sign, 144 square feet in area with the text The Secret Insurance Agency along with the company logo. The proposed signage contains internally illuminated channel letters with white LEDs as reflected in the sign plan prepared by the Butler Sign Company and submitted as part of the application package. The proposed lettering is approximately 3 feet in height and the length of the sign is 48 feet. Each letter is about 5 inches in depth. In this instance, due to the factors previously stated, a 15 square foot sign would not be visible to the public. He further represented that a larger sign is necessary in order to promote public safety. Mr. Janis testified that the sign has been appropriately sized to be visible from a distance of 1,000 feet.

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

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

**NO PUBLIC TO BE HEARD**

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

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Festa to approve the amended site plan with a variance 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 there being no spillover lighting from the signage on to adjoining properties and that the lighting from the signage is in compliance with Ordinance standards.
2. The granting of this application is subject to and conditioned upon the signage being illuminated from dusk to dawn.
3. The granting of this application is subject to and conditioned upon the Applicant installing a dimmer switch on all signage which can adjust the illumination of the signage if determined in the sole discretion of the Zoning Officer.
4. The granting of this application is subject to and conditioned upon the Applicant installing a 144 square foot sign with text and logo for The Secret Insurance Agency in accordance with the sign plan submitted as part of the application package and prepared by Butler Sign Company.

- 5. The granting of this application is subject to and conditioned upon the continued approval of the landlord for said signage. If the landlord requests that the Applicant remove the sign, then the signage shall be removed.
- 6. The granting of this application is subject to and conditioned upon the signage being removed if The Secret Insurance Company vacates the premises.
- 7. All terms and conditions of the Board’s previous Resolutions remains in full force and effect except as satisfied or amended and not in conflict with this approval.

Seven agreed on a roll call vote.....7-2  
 Chairman Hennion voted against  
 Vice Chairman Coiro voted against

A motion was offered by Commissioner Campilango and seconded by Commissioner Festa to approve the Planning Board Minutes of December 13, 2018 as prepared.

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

**RESOLUTIONS:**

A motion was offered by Commissioner Campilango and seconded by Vice Chairman Coiro to approve the resolution for Dr. De La Torre – Blk. 103 – Lot 10.02 as presented.

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

A motion was offered by Commissioner Campilango and seconded by Vice Chairman Coiro to approve the resolution for 263 Studios, LLC – Blk. 174 – Lot 7 as presented.

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

A motion was offered by Commissioner Campilango and seconded by Vice Chairman Coiro to approve the resolution for NJDC Urban Renewal – BLK 154 – Lot 19.03 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 Festa to adjourn the meeting.

All in favor.....9-0

Respectfully submitted,

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 Pete Campilango, Secretary

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 Patricia Paulson  
 Board Clerk

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 Date Approved