

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

PASSAIC COUNTY  
NEW JERSEY



MINUTES – SEPTEMBER 26, 2019

Chairman Hennion called the Planning Board meeting of Thursday, September 26, 2019 to order at 8:00 p.m. in the Municipal Building of the Borough of Totowa.

**PRESENT:**

Vice Chairman Coiro	Commissioner Campilango	Chairman Hennion	Commissioner Niland
Commissioner Zarek	Councilman D'Angelo	Richard Briigliadoro, ESQ	Tom Lemanowicz, PE

The clerk read the statement of the meeting as follows: The meeting of the Planning Board to be held on the 26th day of September 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**

Taft Realty Assoc. 4 Taft Road	Block 170.03 - Lot 7	Amended Site Plan
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Raymond Reddin, Attorney and Kevin Dipiano, applicant, appeared requesting amended site plan approval in order to install two new loading dock doors and two man doors on the subject premises. The use of the facility will be for warehouse use with accessory office use. The Applicant will also be making interior retro-fitting changes to the existing building.

Mr. Kevin Dipiano stated he is the owner of Taft Realty. The Applicant intends to divide the space into four tenant spaces. The proposed tenant spaces have been identified on the plans as Tenant A - 6,003 sq ft, Tenant B - 24,747 sq ft, Tenant C - 14,44 sq ft and Tenant D - 759 sq ft. There will also be a common area of approximately 607 square feet. Mr. Dipiano further testified that he intends to install two new loading dock doors and two man doors. One new loading dock door will allow trucks to drive into the building. The other proposed loading dock door will allow trucks to back up to the loading dock for loading and unloading purposes. There are currently 65 parking spaces on-site, with the proposed improvements, the number of on-site parking spaces will be reduced to 61 parking spaces. The Applicant also proposes a free-standing sign with a sign area of approximately 49.6 square feet which will provide space for the name of each of the four proposed tenants.

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

All In Favor... 6-0

Mr. Greg Kelman, 6 Golf Ave., Maywood, New Jersey - commenced asking questions which were related to a lawsuit involving the Applicant and this property. The Board found that the questions were not relevant to the nature of the application pending before it. Mr. Kelman then had no further questions.

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

All In Favor... 6-0

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to approve the amended 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 on the premises.
4. The applicant will comply with the Totowa Sign Ordinance. The applicant intends to install a free-standing sign not to exceed 49.6 sq ft of sign area in order to accommodate the names of each tenant to occupy the building.

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

**ITEM #2**

Scalp & Brows NJ  
290 Union Blvd

Block 30 - Lot 9

Minor Site Plan  
Certificate of Use

Nataly Castillo appeared requesting the approval for occupancy of approximately 650 sq. ft. operate a business that provides micropigmentation services for scalp and eyebrows. This process is also known as micro-blading or permanent makeup. Ms. Castillo also stated that she has received certification from the American Academy of Micropigmentation.

Chairman Hennion read a letter of intent into the record. The anticipated hours of operation are Monday through Saturday from 10:00 a.m. to 7:00 p.m. The only employees will be Ms. Castillo and her husband. Ms. Castillo also submitted as part of the application package various certificates that she has obtained in regard to courses she has completed including, but not limited to, a certificate of completion issued by the Allure Micro-blading Academy (AMA) which certifies that she has received 100 hours of micro-blading and shading training.

Ms. Castillo represented that the procedures are cosmetic in nature, non-surgical using sterile and disposable equipment along with special techniques. She stated that the disposal of used needles would be in accordance with all applicable laws regarding their disposal. In regard to signage, the Applicant will place the name of her business on the entry door to her business suite.

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. 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.
2. There will be no outside storage of equipment or materials except that which has been identified.

3. The applicant will comply with the Totowa Sign Ordinance and intends to install a sign on the entrance door to the Tenant's space to reflect the name of the new business.

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

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**ITEM #3**

Envy On Union  
155 Union Blvd.

Block 38 - Lot 18

Minor Site Plan  
Certificate of Use

Jennifer Rae Kordja appeared requesting approval of a 1,450 sq. on the first floor for a full service hair salon. There will be no nail care for patrons.

Chairman Hennion read a letter of intent into the record. The anticipated hours of operation are Monday through Saturday from 9:00 a.m. to 7:00 p.m. and on Sunday from 9:00 a.m. to 3:00 p.m.

Ms Jennifer Rae Kordja testified as to the nature of the business. The applicant anticipates commencing this business venture with four employees. She further anticipates that she may reach a total of 12 employees. She also indicated that there are ten usable parking spaces in the rear parking area, where the employees will park. In addition, she represented that her landlord also owns a parking lot across the street and that she would have the use of any available parking spaces on that lot.

With respect to signage, the Applicant intends to install a black awning with the address on the awning in white letters. The Applicant will install signage in conformance with the Ordinance requirements or the Applicant will need to return to the Planning Board to obtain relief if the proposed signage does not conform to the Ordinance requirements.

The Applicant was also advised that if the Applicant seeks to install any signage in the windows shall not exceed 20% of the glass area of the window.

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.
4. The business and employees will obtain and maintain all appropriate certifications and/or licenses.
5. The Applicant will comply with the sign ordinances of the Borough of Totowa. Signage in the windows shall not exceed 20% of the glass area of the window.

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

**ITEM #4**

My Salon Suite  
195 Route 46 West

Block 174 - Lot 12

Minor Site Plan

Mario Pastilha appeared requesting the approval for occupancy to operate a national franchise consisting of turnkey salon suite studios and related services featuring upscale modern decor where professionals can provide health and beauty services to their own respective clients. The primary market for the leasing

and management of turnkey salon space is comprised of hair stylists, estheticians, nail technicians and other salon professionals.

Chairman Hennion read a letter of intent into the record. The anticipated hours of operation will be 8:00 a.m. to 8:00 p.m. Monday through Friday and 8:30 a.m. to 8:30 p.m. on Saturday. The business will be closed to the public on Sunday. There are also a total of 521 parking spaces in the existing parking lot which shall be shared in common with other tenants of the shopping center.

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Mr. Pastilha testified that My Salon Suite has approximately 150 locations nationwide. He further stated that they are regulated by the New Jersey State Board of Cosmetology and hairstyling. Mr. Pastilha testified that there will be approximately 30 cubicles. Each cubicle will be equipped with a sink and cabinetry. One person will occupy each cubicle. Each salon professional that subleases an individual suite is solely responsible for collecting its own revenue and scheduling its own appointments.

With respect to signage, the Applicant will replace a building facade sign with a new sign to reflect the name of the new business. In addition, there is an existing free-standing pylon sign and the Applicant will place a sign in the space provided to reflect the name of the new business.

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. The Applicant will comply with the sign ordinances of the Borough of Totowa. The Applicant is permitted to install a building façade sign no larger than the previous building facade sign to reflect the name of the new business. The Applicant is permitted to install signage in the space provided on the existing free-standing pylon sign to reflect the name of the new business.
4. There will be no outside storage of equipment or materials.
5. The business and employees will obtain and maintain all appropriate licenses including, but not limited to, the New Jersey State Board of Cosmetology and Hairstyling.

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

#### **MINUTES:**

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to approve the Planning Board Meeting minutes of September 12, 2019 as presented.

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

Councilman D'Angelo abstained

#### **RESOLUTIONS:**

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to approve the resolution for Meadows Lash & Brow Academy – Blk. 38 – Lot 1 as presented.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to approve the resolution for Spirit Halloween – Blk. 177 – Lot 2.01 as presented.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to approve the resolution for Elle's Dream Salon – Blk. 103 – Lot 14 as presented.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to approve the resolution for India Bazaar – Blk. 173 – Lot 32.02 as presented.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to approve the resolution for Durisan – Blk. 169 – Lot 6 as presented.

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

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

All in favor.....6-0

Respectfully submitted,

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Pete Campilango, Secretary

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Patricia Paulson  
Planning Board Clerk

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Date Approved