

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

PASSAIC COUNTY  
NEW JERSEY



MINUTES – APRIL 14, 2016

Chairman Hennion called the Planning Board meeting of Thursday, April 14, 2016 to order at 8:00 p.m. in the Municipal Building of the Borough of Totowa.

**PRESENT:**

Commissioner Campilango	Vice Chairman Coiro	Commissioner Murphy	Commissioner Paese
Chairman Hennion	Commissioner Zarek	Commissioner Festa	Mayor Coiro
Councilman D'Angelo	Richard Briigliadoro, ESQ		

The clerk read the statement of the meeting as follows: The meeting of the Planning Board to be held on the 14th day of April 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***

Primerica Inc. 265 Route 46 West	Block 174- Lot 7	Minor Site Plan Certificate of Use
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Chairman Hennion read a letter from the applicant dated April 12, 2016 requesting that this matter be carried to the regular Planning Board Meeting of May 12, 2016 at or about 8:00pm.

A motion was offered by Commissioner Campilango and seconded by Commissioner Paese to carry this matter to the regular Planning Board Meeting of May 12, 2016 at or about 8:00pm.

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

***ITEM #2***

Image Headquarters 380 Totowa Road	Block 91- Lot 14	Minor Site Plan Certificate of Use
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Yairelis Lopez and Stephanie Cintron appeared requesting the approval for occupancy of approximately 1,100 square feet of space at this location for a retail boutique establishment for the sale of women's clothing, jewelry, handbags, and related items, as well as to provide makeup services.

Chairman Hennion read a letter of intent into the record. The anticipated hours of operation will be 10 a.m. until 7 p.m. The business will operate seven days per week. There will be two business owners on-site and the business hopes to employ four employees. Parking for the business is on-street only

Yairelis Lopez and Stephanie Cintron testified as to the nature of the business; to operate a "one-stop portfolio development boutique." The Applicant testified that the boutique would include the sale of women's clothing, jewelry, handbags and related items. In addition, the Applicant will also provide makeup services and beauty enhancement with image consulting. The business will be known to the public as Image Headquarters (IHQ).

With respect to signage, the Applicant will utilize the existing sign box but change the text to reflect the name of the new business.

A motion was offered by Commissioner Campilango and seconded by Commissioner Paese 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 anticipated hours of operation will be 10 a.m. to 7 p.m., seven days per week.

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

**ITEM #3**

DMI Personal Care  
700 Union Blvd.

Block 180- Lot 5

Minor Site Plan  
Certificate of Use

Mr. Douglas A. Sylva, applicant, appeared requesting approval for occupancy of approximately 330,000 sq. ft. of space to operate a privately held Personal Care Product Innovator & Contract Manufacturer.

Chairman Hennion read a letter of intent into the record. The anticipated hours of operation will be 24 hrs per day, Monday thru Friday. Occasionally the business will be open on weekends. The applicant employs approximately 460 employees, over 3 shifts. Mr. Sylva represented that the weekends would not include a twenty-four (24) operation.

The Applicant further represented that there are 473 parking spaces on-site inclusive of 464 regular parking spaces and 9 handicapped accessible parking spaces. The Applicant represented that as a result of the three shifts, parking is spread out and parking is more than adequate to accommodate the needs of the Applicant at this site. The Applicant also represented that there would be a security booth on-site at the main entrance of the facility.

Mr. Sylva testified that the business has been in operation since 1973 and the business is a contract formulator of personal care products and cosmetics. Mr. Sylva identified certain customers of the Applicant including L'Oreal, Elizabeth Arden and Reckitt Benckiser. The Applicant manufactures products that are typically sold over the counter such as sunscreens, makeup and other cosmetic products. Mr. Sylva testified that the Applicant conforms to the Food and Drug Administration requirements and they are inspected by the FDA.

Mr. Sylva testified that the site is an ideal site for the Applicant because of its proximity to New York City, as well as being in an area where there will be a good pool of Applicants from which they can hire employees. With respect to signage, the Applicant intends to change the text on a monument sign to reflect the name of the new business. The new signs shall conform to the Sign Ordinance of the Borough of Totowa. The Applicant also represented that it would provide to the Board as a condition of approval an ALTA Survey prepared by Dynamic Surveyors dated December 16, 2015, and consisting of one (1) sheet.

After a discussion, 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 overnight storage of vehicles or materials.
4. The anticipated hours of operation will be Monday through Friday, 24 hrs per day, three shifts.
5. 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.
6. Application is subject to and conditioned upon the Applicant submitting an ALTA Survey prepared by Dynamic Surveyors, dated December 16, 2015 and consisting of one (1) sheet to the Board Engineer and to the Construction Code Official’s office, which ALTA Survey shall be subject to the review and approval of the Board Engineer.

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

**ITEM #4**

**Master Plan Re-Examination Report & Amendment**

Ms. Darlene Greene, Boro Professional Planner presented an overview of the Master Plan Re-Examination Report and recommendations which best reflect the Planning Board’s goal of smart growth and sustainable development. Current land use patterns as well as land use challenges that exist, and policy changes by the Department of Human Services regarding housing for developmentally challenged individuals, and Mount Laurel obligations were discussed.

The Borough of Totowa has been working diligently to voluntarily comply with its constitutional obligation to create a realistic opportunity for producing a fair share of the regional present and prospective need for housing low and moderate income families. The 2016 Master Plan Re-Examination has determined that there are four appropriate locations where inclusionary housing can be accommodated that will not cause a detrimental impact to the surrounding properties and will assist the borough in complying with its affordable housing obligation under Mount Laurel. These four locations are to be located in the R-AH Affordable Housing District and the R-AH-2 Affordable Housing-2 District.

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

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Paese to approve the 2016 Master Plan Re-Examination Report prepared by Darlene A. Green, P.P., A.I.C.P. of Maser Consulting, P.A. and determines that the Borough of Totowa Master Plan should be amended in accordance with and shall include the recommendations in the 2016 Master Plan Re-Examination Report.

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

**RESOLUTIONS:**

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the resolution for Shepherds 55 SG, LLC – Blk. 11 – Lot 7.01 as presented.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the resolution for Metro Taxi & Limo – Blk. 166.04 – Lot 1 as presented.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the resolution for Sankarz, LLC – Blk. 96 – Lot 13 as presented.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the resolution for Robert’s Scratch Kitchen – Blk. 174 – Lot 4 as presented.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the resolution for 2016 Master Plan Re-Examination Report and Amendment to the Totowa Master Plan as presented.

Eight agreed on a roll call vote.....8-0

Mayor Coiro abstained

**VOUCHERS:**

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

Invoice 088976 – Meeting Attendance in the amount of \$190.00

Invoice 088977– Gordon Drive & King Road in the amount of \$250.00

Invoice 088978– 55 Shepherds SG, LLC in the amount of \$962.50

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve a series of vouchers for Weiner Lesniak, LLC, Professional services as listed below:

Invoice 191520 TOT-877E – 55 Shepherds SG, LLC in the amount of \$332.50

Invoice 191519 TOT-841 – COAH in the amount of \$2,476.00

Invoice 191518 TOT-100 – General File in the amount of \$2,023.50

Invoice 191521 TOT-878E – Alex Oldja in the amount of \$570.00

Invoice 191522 TOT-879E – Robert’s Scratch Kitchen in the amount of \$190.00

Invoice 191523 TOT-880E – Metro Taxi & Limo in the amount of \$190.00

Invoice 191524 TOT-881E – Sankarz, LLC in the amount of \$190.00

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

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

All in favor.....9-0

Respectfully submitted,

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Pete Campilango, Secretary

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Patricia Paulson  
Planning Board Clerk

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Date Approved