

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

PASSAIC COUNTY
NEW JERSEY



MINUTES – AUGUST 10, 2023

Chairman Hennion called the Planning Board meeting of Thursday, August 10, 2023, to order at 7:30 p.m. for the Borough of Totowa.

PRESENT:

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

The clerk read the statement of the meeting as follows: The meeting of the Planning Board to be held on the 10th day of August 2023 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, posted on the Borough's website and a copy has been on file in the Construction Official's Office. The Planning Board Agenda has also been posted on the entrance doors to the Municipal Building including the entranceway for handicapped individuals.

ITEM #1

Vespi	Block 94 – Lot 1	Site Plan Approval
361 Union Blvd.	(carried from 7/13)	Variances for signage and site improvements for parking lot.
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Mr Raymond Reddin, attorney for the applicant and Robert Weissman, PE appeared requesting the preliminary and final site plan approval for signage and design waiver approval.

Mr. Weissman introduced into evidence site plan Exhibit A-1, dated June 16, 2022 with revisions through August 8, 2023. Mr. Weissman reviewed traffic circulation on the site. He confirmed that vehicles would enter off of the driveway on Union Boulevard and exit the site on Rosegren Avenue. Angled parking is proposed because traffic circulation would work well with ingress from Union Boulevard and egress out to Rosengren Avenue. The parking aisle width is 11.1 feet which is sufficient for this parking lot arrangement. However, the Board notes that a parking aisle width of 12 feet is required, therefore, a design waiver is necessitated.

Mr. Weissman addressed on-site parking. Nineteen parking spaces are required, and the Applicant proposes twelve parking spaces. However, there is a 10-foot-wide stormwater right-of-way along the rear of the property and the Applicant currently has three parking spaces occupying a portion of that right-of-way. The Board and the Applicant engaged in a discussion regarding the location of three parking spaces within the 10-foot-wide stormwater right-of-way.

The Board recommended that the Applicant request that the Mayor and Council grant permission to permit the three parking spaces to remain thereby increasing the total number of on-site parking to fifteen parking spaces. The Applicant requires a design waiver in regard to the number of on-site parking spaces.

The Applicant, Damon Vespi, Esq testified that his law firm has ten full-time employees. He also indicated that the office has two conference rooms. Mr. Vespi also confirmed that appointments are staggered in order to have appointments with two or three clients per hour.

Mr. Edward DeZuzio, a representative of Butler Sign Company indicated the Applicant is proposing five signs where two signs are permitted. Mr. DeZuzio reviewed with the Board Exhibit A-2, which is a sign plan prepared by Butler Sign Company and dated January 6, 2023. Mr. DeZuzio testified that the Applicant is proposing five signs because the building is located at the corner of Union Boulevard and Rosengren Avenue. Mr. DeZuzio testified that the signs are to enable motorists and pedestrians to more easily identify the location of the Vespi Law Firm. Mr. DeZuzio also testified that the signs are not illuminated. The total square footage of the five signs measures 86.2 square feet. The Applicant requires design waiver relief because the Applicant is proposing five signs where two signs are permitted. In addition, the Applicant requires design waiver relief for the area of the signage where 15 square feet is allowed, and 86.2 square feet is proposed. The Board and the Applicant engaged in a discussion regarding the elimination of one building façade sign. The Applicant agreed to eliminate one building façade sign. Thus, the Applicant seeks approval for four signs with a total sign area of 62.2 square feet.

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

All agreed to a roll call vote... 8-0

No public to be heard.

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

All agreed to a roll call vote... 8-0

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the preliminary and final site plan and Design Waiver Relief 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 Applicant will comply with all terms and conditions set forth in the Board Engineer's Review Report prepared by Michael Cristaldi, P.E. of Richard A. Alaimo Engineering Associates dated August 10, 2023.
2. The Applicant will install the numerical address for this property on the building which shall be subject to the review and approval of the Board Engineer.
3. The Applicant will install four building façade signs as approved by the Board and in substantial conformance with a sign plan prepared by Edward DeZuzio of Butler Sign Company and dated January 6, 2023 including the elimination of one building façade sign on the marked up copy of the Butler Sign Company Plan thereby confirming four building façade signs at a sign area not to exceed 62.2 sq. ft.
4. All terms and conditions of the Board's prior Resolution shall remain in full force and effect except as satisfied or amended and not in conflict with this approval.

All agreed to a roll call vote... 8-0

ITEM #2

Tri Strux, LLC
11B Commerce Way

Block 166.03 – Lot 12

Site Plan Approval
Certificate of Occupancy

Mr Raymond Reddin, attorney for the applicant and Applicant Scott Palmenberg appeared requesting occupancy of approximately 5,100 sq. ft. of space to operate a fiber optic construction project management business including billing and collections. The business installs circuits to various commercial business sites consisting of splicing and testing and all necessary work involved in keeping communication systems up and running including new construction, maintenance services, emergency restorations, municipal work and electrical repairs.

Mr. Palmenberg testified that his company services major customers such as Verizon and AT&T. He testified that the office staff at this location will consist of eight employees. In addition, there will be 5 to 6 technicians that will come to the site in the morning, pick up their vehicle and proceed to the job site. The hours of operation are primarily Monday through Friday from 7:00 a.m. to 5:00 p.m. although there are occasions when work is performed on Saturdays.

Mr. Palmenberg stated that the Applicant will occupy approximately 5,200 square feet of space at this location. He further represented that they have a business at 150 Ryerson Avenue in Wayne, New Jersey. The Wayne facility is where equipment and materials will be stored. However, in the Totowa facility there will be a small warehouse area where splicing equipment will be kept in the building in a locked area. Mr. Palmenberg further represented that the heavy construction equipment would stay in the Wayne facility. He also represented that no customers would come to the Totowa site. Further, the Applicant is not proposing any signage but will have its name on the directory within the building.

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the site plan for occupancy 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 requires 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 pertaining to all alarms and security devices.
3. There will be no outside storage of equipment or materials on the premises.

All agreed to a roll call vote... 8-0

ITEM #3

Center For Family Services Inc.
999 Riverview Drive

Block 166.04 – Lot 1

Site Plan Approval
Certificate of Occupancy

James P. Pierson, Esq and Charles Ansert the Vice President of Center for Family Services, Inc. appeared requesting approval for occupancy of approximately 14,072 sq. ft. of space to provide counseling services in the community as a part of providing statewide social services. Mr. Ansert also represented that the counseling services assist local school districts. The counseling services primarily operate 5 days per week. Monday through Friday from 8:00 a.m. to 9:00 p.m. The number of parking spaces reserved for employees will be 6 parking spaces. However, the Applicant is also permitted to utilize the extensive non-reserved parking spaces that are located on the site.

Mr. Ansert testified that there are approximately 6 case managers. The case managers will go out into the community to provide counseling services. Mr. Ansert testified that no group counseling sessions would occur onsite. He further confirmed that no clients would come to the office. Mr. Ansert also testified that the Applicant will occupy approximately 1,472 square feet of space at this site. He further stated that the Center for Family Services, Inc. has approximately 1,500 employees statewide. Mr. Ansert also confirmed that the landlord has performed a tenant fit-out for the space to be occupied by the Applicant. Mr. Ansert represented that there will be approximately 10 to 15 employees onsite at any given time.

Mr. Ansert testified that there will be no exterior signage, but the Applicant's name will be placed on the directory within the building.

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the site plan for occupancy 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 requires 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 pertaining to all alarms and security devices.
3. There will be no outside storage of equipment or materials on the premises.

All agreed to a roll call vote... 8-0

ITEM #4

WJC Holding, LLC
272 Route 46 East

Block 173 – Lot 31.02

Extension of Minor Subdivision
Approval with associated Variances

The Applicant seeks an extension of minor subdivision approval with associated variance relief in regard to this matter where the Planning Board granted minor subdivision/lot line adjustment approval with associated variance relief on December 8, 2022, which approval was memorialized in a Resolution adopted by the Planning Board on January 2, 2023.

The Applicant diligently pursued but encountered delays in obtaining legally required approvals for the construction of the project from other governmental agencies, which delayed the perfection of the subdivision approval.

The Applicant requests that the Planning Board grant an extension of the subdivision approval from July 21, 2023 to September 21, 2023 pursuant to N.J.S.A. 40:55D-47 to allow the Applicant additional time to perfect the subdivision approval.

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the request for an extension of time in regard to the granting of minor subdivision/lot line adjustment approval with ancillary "c" variance relief by the Planning Board on December 8, 2022 and memorialized in a Resolution adopted by the Planning Board on January 12, 2023.

All agreed to a roll call vote... 8-0

ITEM #5

Three Crown
1 Otilio Terrace
101 Forest Ave

Block 9 – Lots 1 & 3

Extension of Final Major Site Plan
Approval with associated Variances

The Applicant seeks an extension of the previously granted approvals in regard to this matter which the Planning Board granted preliminary and final major site plan approval with ancillary "c" variance relief, design

waiver relief and lot merger approval on June 24, 2021, which approval was memorialized in a Resolution adopted by the Planning Board on August 12, 2021.

Counsel for the Applicant represented to the Board Attorney that the Applicant is diligently pursuing approvals through the City of Paterson regarding sanitary sewer conveyance. The Applicant therefore requests that the Planning Board grant a one year extension of time from August 12, 2023 through August 12, 2024 in order to allow the Applicant to move forward with this development project.

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the extension of time for preliminary and final major site plan approval with ancillary “c” variance relief, design waiver relief and lot merger approval is granted by the Planning Board subject to the following terms and conditions:

1. The extension of time relative to the granting of preliminary and final major site plan, ancillary “c” variance relief, and design waiver and lot merger approvals shall be extended from August 12, 2023 through August 12, 2024.
2. All terms and conditions of the Planning Board’s previous Resolution shall remain in full force and effect except as satisfied or amended and not in conflict with this approval granting an extension of time.

MINUTES:

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the Planning Board Minutes of July 13, 2023, as presented.

Seven agreed to a roll call vote... 7-0
Commissioner Sabatino abstained.

RESOLUTIONS:

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the resolution for The Pup Hut, Block 147 – Lot 1 as prepared.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the resolution for WJC Holding, LLC, Block 173 – Lot 31.01 & 31.02 as prepared.

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

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

All in favor.....9-0

Respectfully submitted,

Pete Campilango, Secretary

Patricia Paulson
Board Clerk

Date Approved