BOROUGH OF TOTOWA
PLANNING BOARD

PASSAIC COUNTY
NEW JERSEY

MINUTES – JUNE 11, 2026

Vice Chairman Coiro called the Planning Board meeting of Thursday, June 11, 2026, to order at 7:30 p.m. for the Borough of Totowa.

PRESENT:

Mayor Coiro	Vice Chairman Coiro	Commissioner Coyle	Commissioner Zarek
Commissioner Murphy	Commissioner Sabatino	Commissioner Schell	Councilman D'Angelo
Mike Cristaldi, PE	Danny Sagan, ESQ		

The clerk read the statement of the meeting as follows: The meeting of the Planning Board to be held on the 11th day of June 2026 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

Brogan Cadillac	Block 179 – Lot 3	Amended Site Plan Approval
112 Rt. 46 East		Accessory Structure - Variance

Mr. David J. Ruitenberg, Esq., and Mr. Joseph Sterba, Architect appeared requesting approval for an amended site plan approval with variance and design waiver relief to construct a new maintenance structure, which will prompt the total coverage on the property to reach 20.63% of the lot, where only 20.00% is allowed. Additionally, the Applicant seeks design waiver relief allowing the Applicant to use metal for the new structure.

Mr. Sterba testified that the Applicant plans to add a maintenance structure to the southern portion of the lot. The newly proposed structure will house equipment, such as snowplows, and salt to be stored inside. Mr. Sterba explained that this will be a more efficient use of the property and will make it safer. The Applicant will be able to expeditiously clean the premises during a snowstorm. The lot coverage will cover 20.63% of the property, whereas only 20.00% is allowed. Mr. Sterba explained that the Applicant will only be displacing three parking spaces; therefore, the proposed amount of parking spaces will be three hundred fifty-eight spaces, where only three hundred spaces are required. Mr. Sterba also explained that the metal proposed for the structure is commonly associated with these types of buildings and it will not have a negative aesthetic impact. Moreover, the area where the new structure will be located abuts a wooded area, which will avoid any intrusion to neighboring properties.

During the testimony, there was a conversation regarding potential conditions, including some revisions to the original plans. The Applicant agreed to relocate the manhole, and to move it to outside the building. The Applicant also agreed to revise the plan to extend water and sanitary into the building with a floor drain and oil separator inside the building. The storage of any batteries in the new structure will comply with all regulations from the State and/or any other governmental agency.

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

Eight agreed to a roll call vote… 8-0

No Public to be heard

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

Eight agreed to a roll call vote… 8-0

A motion was offered by Commissioner Murphy and seconded by Commissioner Sabatino to approve the amended site plan with variance 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. Design waiver relief is GRANTED for a new structure that will increase the proposed lot coverage to 20.63%, where only 20.00% is allowed and the structure may be constructed with metal siding.
2. The Applicant will relocate the manhole, and to move it to outside the building.
3. The Applicant will revise the plan to extend water and sanitary into the building with a floor drain and oil separator inside the building.
4. The storage of the batteries will comply with any regulations from the State or any other governmental agency.
5. The construction related to the new structure will be submitted by and through the normal building process for the Borough of Totowa.

Eight agreed to a roll call vote… 8-0

ITEM #2

FedEx	Block 174 – Lot 1	Minor Site Plan Approval
275 Rt. 46		Certificate of Occupancy

Raymond B. Reddin, Esq, attorney for the applicant, and Timothy Garrett, District Manager of the Applicant appeared requesting approval for the occupancy of approximately 2,304 sq. ft. to open a FedEx store, where they will offer a print, document, and shipping service. The anticipated hours of operation will be 9:00 a.m. to 7:00 p.m., Monday through Friday, and 10:00 a.m. to 7:00 p.m. on Saturdays.

Mr. Garrett, testified the customer drop-off and pick-up area will be located at the side of the building. There will be no loading docks. There are expected to be up to three employees at the premises. Mr. Garrett testified that there are sixty-eight on-site parking spaces available. The Applicant plans to have signage with Applicant's business name that will comply with Borough requirements. There are three current signs on the property, and the Applicant will replace the three with its own logo. There will be no exterior renovation to the building. There will only be minor adjustments to the interior of the building. There will be no illuminated lights that will reach drivers on the roadway.

A motion was offered by Commissioner Murphy and seconded by Commissioner Sabatino to approve the minor site plan and 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. The existing signage on the façade and pylon will be changed to reflect the new tenant but remain the same size.
4. There will be no outside storage of equipment or materials.

Eight agreed to a roll call vote… 8-0

ITEM #3

Tele Tax Express, Inc. Block 31 – Lot 13 Minor Site Plan Approval
77 Jefferson Place Certificate of Occupancy

Mr. Santiago Orozco, Esq. and Mr. Andrew Romero, the owner of Tele Tax Express, Inc. appeared requesting approval for the occupancy of approximately 3,200 sq. ft. to open an accounting firm. The Applicant currently owns an accounting firm in Passaic, and is looking to relocate. Applicant will often operate in a virtual setting and does not expect any issues relating to traffic.

Mr. Romero testified that the Applicant plans to have five employees; however, only three will need parking spaces. The anticipated hours of operation will be 9:00 a.m. to 7:00 p.m., Monday through Friday, 10:00 a.m. to 5:00 p.m. on Saturdays, and by appointment only on Sundays. Mr. Romero testified that the property is a multi-use property with a driveway located at the premises, which will have three reserved parking spaces. The The Applicant plans to have a sign with Applicant's business name that will comply with the Borough's signage requirements. The signage will not be bigger than the current sign located at the property.

A motion was offered by Commissioner Murphy and seconded by Commissioner Sabatino to approve the minor site plan and 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. The existing signage on the façade and pylon will be changed to reflect the new tenant but remain the same size.
4. There will be no outside storage of equipment or materials.

Eight agreed to a roll call vote… 8-0

ITEM #4

Review of Non-Condemnation Area Block 177 - Lot 2.01
In need of Redevelopment Study Public Hearing
1 Route 46 West

Mr. Robert Hudak provided testimony in connection with the review if a non-condemnation area located at 1 Route 46 West (Block 177 - Lot 2.01). Mr. Hudak explained that the purpose of the application was to provide the Planning Board with information regarding the Planning Board's potential recommendation as to whether the subject property should be deemed as a non-condemnation area in need of redevelopment. Mr. Hudak cited two criteria (subparagraph D- site layout and access and subparagraph H- smart growth planning principles).

The property owner, Mahesh Ratanji, was present and represented by Thomas Dolan, Esq. After the matter was open to the public, Mr. Dolan, on behalf of the owner, stated that the owner was opposing any such designation.

The Planning Board agreed to look into expanding the scope and carry the recommendation for review and any redevelopment study to a future date.

Eight agreed to a roll call vote… 8-0

MINUTES:
A motion was offered by Commissioner Sabatino and seconded by Commissioner Zarek to approve the regular Planning Board Minutes of June 11, 2026, as presented.

Six agreed to a roll call vote… 6-0
Mayor Coiro and Commissioner Murphy abstained

RESOLUTIONS:
A motion was offered by Commissioner Zarek and seconded by Commissioner Sabatino to approve the resolution for Sandy's Bagel & Coffee Co. Block 174 – Lot 4 as prepared.

Five agreed to a roll call vote… 5-0

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

All in favor………8-0

Respectfully submitted,

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Anthony Murphy, Secretary

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Patricia Paulson
Board Clerk

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Date Approved