

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

PASSAIC COUNTY
NEW JERSEY



MINUTES – APRIL 22, 2021

Vice Chairman Coiro called the Planning Board meeting of Thursday, April 22, 2021 to order at 7:30 p.m. via a Zoom Meeting for the Borough of Totowa.

PRESENT:

Councilman D'Angelo	Chairman Hennion	Commissioner Murphy	Commissioner Campilango
Mayor Coiro	Commissioner Niland	Commissioner Festa	Vice Chairman Coiro
Mike Cristaldi, PE	Richard Briigliadoro, ESQ		

The clerk read the statement of the meeting as follows: The meeting of the Planning Board to be held on the 22nd day of April 2021 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.

A motion was offered by Commissioner Campilango and seconded by Commissioner Festa to admit Chairman Hennion into the remainder of the meeting.

ITEM #1

Hello Fresh	Block 158 – Lot 4	Site Plan Approval
8 Vreeland Ave		Certificate of Use

Planning Board Attorney, Rich Briigliadoro informed Board Members and public that the Attorney for Hello Fresh has requested via letter that this matter be carried to our regular meeting of May 13, 2021 at 7:30pm without further notice.

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to carry this matter to our regular meeting of May 13, 2021 at 7:30pm without further notice.

Seven agreed to a roll call vote... 7-1
Vice Chairman Coiro voted against

ITEM #2

Petco Animal Supplies	Block 177 – Lot 2	Prelim/Final Site Plan Approval
1 Route 46 W		Interior Renovations

Victoria L. Siegel, Attorney for the applicant requesting preliminary and final site plan approval for minor improvements involving the reuse of a renovated space in the existing Petco Animal Supply Store building to accommodate a new veterinary tenant identified as Vetco.

The Applicant is not seeking approval for any signage at this time in regard to this development application. The Applicant represented that they would pursue signage for this building through the permitting process. The Applicant is proposing renovations within the existing Petco Animal Supplies Store, Inc. to accommodate the proposed 1,702 +/- square foot animal hospital facility which will include treatment rooms, exam rooms, and office space, a waiting area, an x-ray room, surgery area, and a day kennel area.

No modifications are proposed to the exterior of the existing building, except for a proposed exterior door to serve as a separate entrance for the animal hospital. The proposed interior finished floor elevation will match the exterior sidewalk elevation at the proposed exterior door.

Testifying on behalf of the Applicant was Jeff Isom, a licensed Architect. Mr. Isom testified that the veterinary space is replacing mercantile occupant load. He further represented that there is an opening between the retail store and the vet office, as well as access to the vet office via the front door of the store or through the retail section of the existing store. The hours of operation for Vetco would not exceed the hours of operation for Petco. Thus, Vetco would not be open if Petco wasn't open.

Ms. Donna Wagner Rago testified as the Area Operations Manager for Vetco. She further testified that she oversees the hospital managers and staff, and she works with a Doctor of Veterinary Medicine. Ms. Wagner Rago testified regarding the types of services that would be rendered at the animal hospital. The Veterinarians would conduct wellness visits, dental cleanings, spay, neuter, and also provide flea and tick services among other services. The hours of operation would be primarily from 8:00 a.m. to 7:00 p.m. Monday through Saturday. Sometimes the business may open on a Sunday for administering vaccines. Ms. Wagner Rago stipulated that there would be no overnight boarding of animals on-site. She represented that should an animal need overnight care, that animal would be transported to another hospital. Ms. Wagner Rago provided testimony regarding staff. She testified that there would be approximately 8-12 employees on-site at any one time which, includes Doctor of Veterinary Medicine and approximately 4-7 employees per shift.

Ms. Wagner Rago testified that there will be kennel space available to contain the pets and further, Petco has a leash policy so that pets will be on a leash. Ms. Wagner Rago further testified that controlled and non-controlled substances will be locked and will be disposed of pursuant to regulations of the DEA. She further represented that a private service picks up non-medical waste and that a crematorium picks up body parts.

Ms. Wagner Rago also testified that the animal hospital would obtain and maintain all required licenses. She further indicated that the animal hospital is regulated by numerous agencies including, but not limited to, the Division of Weights and Measures, DEA, OSHA and the Board of Health.

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

All In Favor 8-0

NO PUBLIC TO BE HEARD

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

All In Favor 8-0

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to approve the preliminary and final 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 pertaining to all alarms and security devices.

3. There will be no outside storage of equipment or materials.
4. The Applicant did not seek approval for any signage related to this application. Therefore, the Board did not grant approval for any signage in relation to this application for development. Should the Applicant require signage in the future, the Applicant will either conform to the Sign Ordinance requirements of the Borough of Totowa or return to the Planning Board to seek relief from the Sign Ordinances of the Borough of Totowa.
5. Applicant will obtain and maintain any and all licenses to operate an animal hospital at this location.
Eight agreed to a roll call vote... 8-0

ITEM #3

Bubbakoos Burritos
160 Union Blvd.

Block 32 – Lot 5

Minor Site Plan Approval
Certificate of Use

Mr. Walter Hanley, attorney for the applicant, and Steve Harrison appeared requesting the approval to occupy 2,000 square feet of space to operate a franchise restaurant. Mr. Harrison characterized the operation as a “grab and go” type of restaurant. Mr. Harrison also indicated that he has a great deal of experience with the business as he currently operates a Bubbakoos Burritos in Lincoln Park, New Jersey.

Mr. Harrison explained the operation of the business. He characterized the business as being a fast casual Mexican restaurant. He stated that typically a customer will go down the line ordering the ingredients for the type of food entrée that the customer is purchasing. The customer will end up at the cash register and will pay for the food item. There will be approximately 22 to 25 employees. He also stated that the number of employees per shift will range from four to seven employees. The anticipated hours of operation are 11:00 a.m. to 9:00 p.m. seven days per week.

Mr. Harrison testified that the restaurant will have traditional restaurant seating as well as high-top tables. Seating will be for approximately 45 patrons. Mr. Harrison also testified that generally there is a quick turnover of customers. Mr. Harrison also estimated that if patrons eat in the restaurant at one of the tables, typically they would be there for approximately 35-45 minutes.

Mr. Harrison also testified that his business generates very little disposable food that would be thrown out in the garbage. He also testified that the landlord provides a designated dumpster area, each tenant is responsible for a portion of the dumpster area. Mr. Harrison also reviewed with the Board the delivery service to the business. He stated that he receives a delivery from Imperial Dade, the paper delivery service, one time per week, Pepsi approximately one time every two weeks, and he receives a delivery from Cisco approximately two times per week. The deliveries are generally on Monday between 7:00 a.m. and 8:00 a.m. and on Thursday at approximately 10:00 a.m. He estimated that the deliveries are relatively quick and that the deliveries take approximately 10 minutes. Mr. Harrison also represented that there will no outdoor seating at this time.

Regarding signage, the Applicant is proposing a building facade sign approximately 36.9 square feet in area. The sign is designed to match the facade of the building. The sign will be backlit and will have a lime green background which is in conformance with the uniform signs for the Bubbakoos Burritos franchise. He also represented that there would be an open sign and a logo on the front door. It was explained to the Applicant that any signage on the windows or the door cannot exceed 20 percent (20%) of the glass door or glass window area. There are approximately 38 parking spaces on site which parking is shared with the other tenants at the facility.

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland 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 pertaining to all alarms and security devices.
3. There will be no outside storage of equipment or materials.
4. Applicant will install a 36.9 sq. ft. building façade sign, lime green in color to be in conformance with the franchise color scheme. The granting of this application is subject to and conditioned upon the Applicant complying with condition number 4 of the Planning Board Resolution adopted on May 11, 2017 regarding signage for this site. Condition number 4 of the 2017 Resolution permits the site to have a total of six building façade signs with a maximum of five signs on the larger building and one sign on the smaller building. The total sign area for the building façade signs for both buildings shall not exceed 189 sq. ft. Regarding the existing double-sided freestanding pylon sign, there shall be no increase from the existing sign area. The freestanding pylon sign shall also be on a timer with the sign not being illuminated between the hours of 11:00 p.m. and 6:00 a.m. The Applicant is also permitted to install an open sign as well as a logo for the business on the front door. Any signage on the door or glass windows shall not exceed 20 percent of the glass door or glass window area.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to excuse Vice Chairman Coiro and Mayor Coiro from the next application.

All In Favor ... 6-0

ITEM #4

Balloon Planet & Party Supply
594 Union Blvd.

Block 143.01 – Lot 3

Minor Site Plan Approval
Certificate of Use

Mr. David Naman, applicant appeared requesting the approval to operate a balloon and party supply store at this location. There will be one employee at this time, himself.

The anticipated hours of operation will be 11:00 a.m. to 7:00 p.m. Monday through Saturday and on Sunday from 12:00 noon to 5:00 p.m.. Regarding signage, there is an existing box sign, and the Applicant will change the text of the sign to reflect the name of the new business. The Applicant will also conform to the sign colors as permitted by Ordinance.

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland 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 pertaining to all alarms and security devices.
3. There will be no outside storage of equipment or materials.
4. The Applicant will change the text of the existing sign box to reflect the name of the new business. The Applicant also agrees to conform to the sign colors as permitted by Ordinance.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to readmit Vice Chairman Coiro and Mayor Coiro into the remainder of the meeting.

All In Favor ... 6-0

ITEM #5

D's Beauty Bar
269 Union Blvd.

Block 43 – Lot 29

Minor Site Plan Approval
Certificate of Use

Ms. Dina Almaani appeared requesting the approval to occupy 1,052 sq. ft. of space to operate a Beauty Bar. Ms. Almaani identified the services that D's Beauty Bar will be offering which include, but are not limited to, eyelash extensions and blowouts. However, in the future when a cosmetologist is hired the scope of services will expand to haircuts, styling and color.

The anticipated hours of operation will be open to the public Monday through Friday from 11:00 a.m. to 7:00 p.m. and on Saturday from 11:00 a.m. to 5:00 p.m. The business will be closed on Sunday. Ms. Almaani represented that initially there will be two employees including herself at this time. She also indicated that she would hire one other cosmetologist.

Ms. Almaani also represented that there are three parking spaces available. The Applicant will change the text on the existing sign to reflect the name of the new business.

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland 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 pertaining to all alarms and security devices.
3. There will be no outside storage of equipment or materials.
4. The Applicant will change the text of the existing sign box to reflect the name of the new business. The Applicant also agrees to conform to the sign colors as permitted by Ordinance.

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

ITEM #6

Snap N Shop Homes Corp.
239-241 Union Blvd.

Block 43 – Lot 22

Minor Site Plan Approval
Certificate of Use

Ms. Joann Tarabokija appeared requesting the approval to occupy office space to operate a real estate brokerage firm at this location. Ms. Tarabokija represented that this is a boutique real estate office with she and her partner operating the business.

The anticipated hours of operation are Monday through Sunday from 9:00 a.m. to 9:00 p.m. There will be two employees. There are three allocated parking spaces on the premises. Ms. Tarabokija indicated that very few clients would come to the office. Primarily, Ms. Tarabokija and her partner will meet the client at the property. Regarding signage, there is an existing box sign above the front entrance to the office and the Applicant will change the text and replace the sign in the space provided. Ms. Tarabokija represented that the signage will conform to the Ordinance requirements. Such that the background would be classic navy blue.

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland 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 pertaining to all alarms and security devices.
3. There will be no outside storage of equipment or materials.
4. The Applicant will change the text of the existing sign box to reflect the name of the new business. The Applicant also agrees to conform to the sign colors as permitted by Ordinance.

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

ITEM #6

Legacy Animal Hospital
785 Totowa Road

Block 10 – Lot 3

Minor Site Plan Approval
Certificate of Use

Mr. William C. Saracino, attorney for the applicant, and Kristin Potenzone, DVM appeared requesting approval for occupancy to operate a full-service veterinary hospital at this location.

Dr. Potenzone testified that the anticipated hours of operation will be Monday, Tuesday, Thursday and Friday from 10:00 a.m. to 7:00 p.m. In addition, Legacy Animal Hospital will be open on Wednesday and Saturday from 10:00 a.m. to 1:00 p.m. Further, Dr. Potenzone does not anticipate having Sunday hours at this time, but she may open up on Sunday in the future, if necessary.

Legacy Animal Hospital will offer a full range of medical services including, but not limited to general examination; internal medicine (including laboratory diagnostics); soft tissue surgery; orthopedic treatment; skin disorders; radiology; integrative medicine; dental care; home euthanasia; and geriatric care.

Dr. Potenzone represented that at this time there will a maximum of approximately fifteen employees with seven to eight employees on-site at any one time. Dr. Potenzone also provided the Board with an overview of the internal space to be occupied. She further testified that bio-hazard waste is picked up two times per week and controlled dangerous substances are safely secured on-site.

Regarding signage, the Applicant proposes a building façade sign above the entrance door to the Legacy Animal Hospital. The proposed sign is approximately 70 square feet in area. The building façade sign will be illuminated by goose neck lighting. The sign will also be a black and white sign. The Applicant requires design waiver relief for a building façade sign approximately 70 square feet in area. Furthermore, there is an existing pylon sign on the premises in this multi-tenant building. The Applicant is permitted to install a sign in the space provided on the existing pylon sign.

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland 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 pertaining to all alarms and security devices.
3. There will be no outside storage of equipment or materials.
4. Hazardous waste shall be disposed of in accordance with all local, county, state or federal regulations of any agency exercising such jurisdiction over an animal hospital.
5. The Applicant will obtain and maintain any/all licenses to operate an animal hospital at this location.
6. The applicant is permitted to install a building façade sign approximately 70 square feet in area in accordance with the Sign Plan for Legacy Animal Hospital prepared by Butler Sign Company and submitted as part of the application package to the Board. Any signage or lettering on the glass windows or glass door shall not exceed 20 percent (20%) of the area of the glass window or glass door.

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

Planning Board Attorney, Rich Briigliodoro indicated that a correction was needed for the months of May & June of the Planning Board's 2021 Annual Schedule.

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to approve the revisions to the Planning Board's 2021 Annual Schedule and have it republished.

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to approve the Planning Board Minutes of April 8, 2021 as prepared.

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

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

All in favor.....8-0

Respectfully submitted,

Pete Campilango, Secretary

Patricia Paulson
Board Clerk

Date Approved