

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

PASSAIC COUNTY
NEW JERSEY



MINUTES – SEPTEMBER 14, 2023

Commissioner Campilango called the Planning Board meeting of Thursday, September 14, 2023, to order at 7:30 p.m. for the Borough of Totowa.

PRESENT:

Councilman D'Angelo	Commissioner Zarek	Commissioner Hanrahan	Commissioner Campilango
Commissioner Festa	Commissioner Niland	Commissioner Murphy	Mayor Coiro
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 14th day of September 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

Moss Acres	Block 10 – Lot 3	Site Plan Approval
785 Totowa Road	<i>(carried from June 22nd)</i>	Certificate of Occupancy

Mr. James Fucetola, President of Moss Acres Biophilic Design Studio appeared requesting minor site plan approval and certificate of use approval of approximately 1,250 square feet of space at this location. All manufacturing will be done at the Pennsylvania facility.

Mr. Fucetola testified the company has been operating for over twenty years with their main facility being located in Pennsylvania. The company is a Moss Acre Biophilic Design Company. Mr. Fucetola further testified that moss is grown in their Pennsylvania facility. More specifically, the company has used moss in regard to indoor water features, as well as designing walls with live moss. Mr. Fucetola also stated that approximately half of the space will be utilized as a showroom and the remaining space will be utilized for workshop purposes. In addition, there will be space to entertain clients. Mr. Fucetola also represented that many customers come from New York City and Philadelphia and that this location is appropriate based on the needs of customers.

The anticipated hours of operation will be Monday through Friday primarily between 9:00 a.m. to 5:00 p.m. At the present time it is anticipated that there will be two to four employees on-site. In regard to signage, the Applicant will have a sign approximately twelve sq. ft. in area adjacent to the entrance door to the tenant space.

In addition, there is a free-standing sign and the Applicant's name will be placed in the available space on the existing free-standing sign, along with the names of other tenants in the building.

A motion was offered by Commissioner Festa 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..
4. The Applicant will install a building façade sign, twelve sq. ft. in area adjacent to the entrance door to the tenant space. The Applicant is also permitted to install a sign in the space provided on the existing free-standing multi-tenant sign.

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

ITEM #2

Dataprobe, Inc.
60 Commerce Way

Block 166.03 – Lot 16

Site Plan Approval
Certificate of Occupancy

Mr. Raymond Reddin, attorney for the applicant and Applicant George Foote, President of Dataprobe appeared requesting occupancy of approximately 7,000 sq. ft. of space to operate a warehouse that would be used to store incoming products and shipping of outgoing commerce. Dataprobe designs remote power management and control products. The departments include, but are not limited to, management, sales, engineering, quality assurance, testing and repair, warehouse and shipping, purchasing, accounts payable and accounts receivable. All manufacturing occurs off-site. However, on-site there will be some light assembly and some spot testing of products to make sure the products are suitable to be shipped to the purchaser.

Mr. Foote testified that there will be approximately thirteen employees on-site. The anticipated hours of operation will be Monday through Friday from 8:30 a.m. to 5:30 p.m. However, Mr. Foote stated there may be occasions when the business will be open on the weekend. In regard to signage, the Applicant will have a sign on the door of the tenant space.

Mr. Foote characterized the company as being essentially a research and design company which has been family owned since approximately 1969. He further related that manufacturing takes place in Taiwan. There are approximately 4-5 inventory deliveries per year. Mr. Foote explained that products come into the building and they are stored in the warehouse where they are broken down and then distributed to the purchasers.

A motion was offered by Commissioner Festa 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 device.
3. The Applicant will have a sign on the door of the tenant spaces.
4. There will be no outside storage of equipment or materials on the premises.

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

ITEM #3

Spirit Halloween
545 Route 46

Block 170 – Lot 3

Site Plan Approval
Certificate of Occupancy

Mr. Eric Peres, Zone Manager appeared requesting approval for temporary occupancy of approximately 12,000 sq. ft. of space to open a seasonal retail Halloween store selling costumes, accessories and decorations. The breakdown of space is approximately 10,000 sq. ft. dedicated to the sales floor and 2,000 sq. ft. for maintaining the seasonal stock of Halloween costumes and accessories.

The Applicant will be open from late August until November 2, 2023. The anticipated hours of operation will be 10:00 a.m. to 9:00 pm., seven days a week. There will be approximately 25 employees working in the store for the season. There are approximately 120 parking spaces allotted for employees and customers in the Totowa Commons Shopping Center.

The Applicant will install a temporary sign over the front entrance to the building and the Applicant will also place a sign in the space provided on the existing free-standing sign. The Applicant represents that upon evacuation of the premises, all signage will be removed.

A motion was offered by Commissioner Festa 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. The Applicant will install a temporary sign above the front entrance to the tenant space. In addition, the Applicant is permitted to install a sign in the space provided on the existing free-standing sign. All signage for Spirit Halloween shall be removed upon the termination of the tenancy at this location.

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

ITEM #4

LUV Bites
357 Union Blvd.

Block 94 – Lot 9

Site Plan Approval
Certificate of Occupancy

Ms. Saira Parvez appeared requesting approval for continued occupancy of approximately 675 sq. ft. of space to operate the restaurant previously known as Mona's Deli and Catering. Ms. Parvez is now the new owner of the business.

She testified the restaurant will have counter service consisting of approximately 16 to 20 seats. She will serve espresso beverages and breakfast will be served throughout the day until closing. Burgers and wings will be sold to the public in the afternoon and evening. The anticipated hours of operation will be 7 a.m. to 9 p.m. seven days per week. There will be 4 employees on-site. The Applicant represented that her business has the use of thirteen parking spaces.

The Applicant will retain the building façade signs with a text change to reflect the name of the new business. The Applicant also agreed that she will conform to the Totowa Borough Code relative to the colors of signage to be used on the building façade signs with frontage on Union Boulevard. Ms. Parvez also testified that the signs will be illuminated, but the signs will be shut off when the business is closed to the public.

A motion was offered by Commissioner Festa 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 device.
3. The Applicant will utilize the existing sign boxes on the front and side façade of the building with a change of text to reflect the name of the new business. The proposed signage shall be no larger than the existing signage, located in the same manner and shall conform to the Borough of Totowa Code..
4. There will be no outside storage of equipment or materials on the premises.

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

MINUTES:

A motion was offered by Commissioner Campilango and seconded by Commissioner Niland to approve the Planning Board Minutes of August 10, 2023, as presented.

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

Commissioner Hanrahan & Festa abstained.

RESOLUTIONS:

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the resolution for Center For Family Services, Inc., Block 166.04 – Lot 1 as prepared.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the resolution for Tristrux, LLC, Block 166.03 – Lot 12 as prepared.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the resolution for Vespi Law Firm, Block 94 – Lots 1 & 11 as prepared.

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

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

All in favor.....8-0

Respectfully submitted,

Pete Campilango, Secretary

Patricia Paulson
Board Clerk

Date Approved