

BOROUGH OF TOTOWA PLANNING BOARD

PASSAIC COUNTY
NEW JERSEY



MINUTES – June 8, 2023

Chairman Hennion called the Planning Board meeting of Thursday, June 8, 2023, to order at 7:30 p.m. for the Borough of Totowa.

PRESENT:

Councilman D'Angelo	Commissioner Sabatino	Chairman Hennion	Commissioner Campilango
Commissioner Festa	Commissioner Niland	Mayor Coiro	Richard Briigliadoro, 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 8th day of June 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

Totowa Medical Imaging 472 Union Blvd.	Block 102 – Lot 11.02	Site Plan Approval Certificate of Occupancy
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William C. Saracino, Esq. of the law firm of Saracino & Saracino, LLC., appeared requesting the continued occupancy of approximately 2,200 sq. ft. of space to operate a MRI facility. The Applicant is taking over the location of a pre-existing MRI facility with no changes proposed other than a change of ownership and some minor cosmetic changes to the interior.

The anticipated hours of operation will be Monday through Friday, 9:00 a.m. to 5:00 p.m. and on Saturday from 10:00 a.m. to 3:00 p.m. It is estimated that there will be approximately 4 to 5 employees on-site. The Applicant will utilize the existing light box sign previously approved by the Planning Board. The Applicant will install a new sign in the space provided to reflect the name of the business. The colors of the sign will conform to the Ordinance requirements. Ms. Khan confirmed the information provided by Mr. Saracino.

A motion was offered by Commissioner Campilango and seconded by Commissioner Festa 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 comply with requirements of the sign ordinance as to color and other regulations of the Borough of Totowa. Sign approval is hereby granted to permit the Applicant to install a sign in the existing sign box.
5. All terms and conditions of the Board's prior Resolutions shall remain in full force and effect except as satisfied or amended and not in conflict with this approval.

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

ITEM #2

Convergent Technologies
40 Vreeland Ave

Block 158 – Lot 3.01
(carried from 5/11/23)

Site Plan Approval
Certificate of Occupancy

John P. Miller, Esq. from the law firm Inglesino Taylor and Applicant Alexander Wallis, Regional General Manager appeared requesting the occupancy of approximately 12,365 sq. ft. of space to operate a global systems technology business. Convergent is a global integrator of electronic security, CCTV and intercom systems for commercial and industrial applications. This office space will be the office for their New Jersey operation.

Mr. Wallis indicated that there are approximately 40 colleagues who will work out of this office. However, the Board further understands based on representations of Mr. Wallis that many of the employees will work remotely. It is anticipated that approximately 6 to 10 employees will be in the office each day. The Board further accepts the representations of Mr. Wallis that the Applicant's service department consists of approximately 10 to 12 employees who respond to service calls on a daily basis. The anticipated hours of operation are approximately 8:00 a.m. to 5:00 p.m. Mr. Wallis indicated that approximately once every three months, a client may come to the premises for a visit. Mr. Wallis characterized the business as a service-based business.

Mr. Wallis testified that the Applicant receives approximately two deliveries per day from common carriers such as UPS and FedEx. Further, approximately one time per week an 18-wheeler will come to the site for deliveries. The applicant also testified that the deliveries are not random but rather are scheduled for a particular date with an approximate time for the delivery.

In regard to parking, the property owner, Gamma Realty Company has issued a letter dated May 25, 2023 confirming 147 parking spaces in total on the site and that in accordance with its Lease with the Applicant nine parking spaces have been assigned to Convergent for its exclusive use. However, Convergent is also permitted to use up to 56 of the existing 147 parking spaces on the subject property for its use at any time. As a result, Convergent is permitted to use up to 65 parking spaces in total on the subject property.

The Applicant stipulated that the current location on the site for parking of the Applicant's vehicles which abuts the common property line with the D'Agostino residence, will be relocated to another portion of the site away from Ms. D'Agostino's property and the signs which delineate parking for the Applicant shall also be removed from that area of the site and relocated to another area of the site.

The Applicant indicated that there are two outside storage containers on-site which are being utilized while the tenant space for the Applicant is being renovated. The Board also accepts the representations of the Applicant that once the interior renovation is completed, the two outside storage containers will be removed from the site.¹ With respect to signage, the Applicant intends to install signage, which is characterized as a decal on the entrance door to the office space to be occupied by the tenant.

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

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

Brian Jeffers, Esq. attorney for the D'Agostino family who reside at 70 Vreeland Avenue, Totowa, New Jersey. Mr. Jeffers had questions in regard to the sufficiency of on-site parking, the number of parking spaces in the parking lot and the condition of the parking lot and other site-related issues. Mr. Jeffers also had questions in regard to another tenant on the site identified as ABCO and their parking requirements as well as issues related to the sufficiency of the buffer area.

Mr. Jeffers' client, Debra D'Agostino, 70 Vreeland Avenue, Totowa, New Jersey also testified before the Board. Ms. D'Agostino had similar questions and comments to those of her attorney, Mr. Jeffers. Ms. D'Agostino was particularly concerned about illumination from the site spilling over onto the property. In addition, Ms. D'Agostino had concerns regarding the location of vehicles of Convergent being parked on that portion of the lot which adjoins the common boundary with her property.

There were no other members of the public present who expressed an interest in this application.

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

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Festa 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 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 on the premises.
4. The Applicant will install a sign on the entrance doors to the two tenant spaces Units 101 and 104.
5. The Applicant is permitted to temporarily retain the two outdoor storage containers on-site but only until such time as the interior renovation of the tenant space is completed. At such time as the interior renovation of the tenant space is completed, the two outdoor temporary storage containers shall be removed as required by the permit issued by the Borough of Totowa Building Department.
6. The parking of vehicles for the Applicant which abut the common property line with the D'Agostino residence at 70 Vreeland Avenue, shall be moved to another area of the site farther away from the D'Agostino property. The signs which delineate parking for Convergent vehicles which are located on that portion of the lot that abuts the D'Agostino property will be removed and relocated to another section of the lot.
7. There shall be no spillover lighting onto any adjoining property.
8. The sufficiency of the buffer area between the D'Agostino property at 70 Vreeland Avenue and the subject property shall be reviewed by the property owner along with the Building Department and Board Engineer, the sufficiency of the buffer shall be subject to the review and approval of both the Building Department and Board Engineer.
9. The parking lot shall be lined depicting 9x18 parking spaces to verify 147 parking spaces on-site.
10. Any future tenants must comply with the Borough of Totowa Code §415-103D(3) and §415-103D(7) to demonstrate sufficiency of on-site parking before any future tenant may be permitted to occupy the premises.

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

MINUTES:

A motion was offered by Commissioner Campilango and seconded by Commissioner Sabatino to approve the Planning Board Minutes of May 25, 2023, as presented.

Six agreed to a roll call vote... 6-0
Commissioner Festa abstained.

RESOLUTIONS:

A motion was offered by Commissioner Campilango and seconded by Commissioner Sabatino to approve the resolution for Danner Sagan Law, LLC, Block 39 – Lot 1 as prepared.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Sabatino to approve the resolution for Hangry’s Sandwich Shop, Block 96 – Lot 1– Lot 1 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 Festa to adjourn the meeting.

All in favor.....7-0

Respectfully submitted,

Pete Campilango, Secretary

Patricia Paulson
Board Clerk

Date Approved