BOROUGH OF TOTOWA
PLANNING BOARD
PASSAIC COUNTY
NEW JERSEY

MINUTES – OCTOBER 23, 2025

Chairman Hanrahan called the Planning Board meeting of Thursday, October 23, 2025 to order at 7:30 p.m. for the Borough of Totowa.

PRESENT:

Commissioner Zarek	Commissioner Murphy	Commissioner Sabatino	Commissioner Niland
Councilman D'Angelo	Mayor Coiro	Commissioner Coyle	Vice Chairman Coiro
Chairman Hanrahan	Commissioner Schell	Paul Danner, ESQ	Mike Cristaldi, Engineer
Tom Czerniecki, Planner			

The clerk read the statement of the meeting as follows: The meeting of the Planning Board to be held on the 23rd day of October 2025 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

Total Quality Trucking LLC	Block 166.04 – Lot 1	Minor Site Plan Approval
999 Riverview Drive	(Suite 303)	Certificate of Occupancy

Mr. William C. Saracino, Esq. appeared requesting the approval for occupancy of approximately 3,000 square feet to operate a trucking company. Mr. Saracino informed the Board that has been in Totowa for ten years, and is located at the current address, 999 Riverview Dr., for the past five years. Mr. Saracino was asked why the Applicant had not previously come before the Planning Board to obtain the requisite approval(s). Mr. Saracino relayed that the Applicant was unaware of the obligation to do so.

Mr. Saracino advised that the Applicant has two reserved parking spaces, and four full-time employees. The Applicant has not made any changes to the interior of the leased space. The anticipated hours of operation are 8:00 a.m. to 5:00 p.m., Monday through Friday. The signage is limited to a door sign on the leased space.

A motion was offered by Commissioner Murphy 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 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 states proposed signage will be consistent with the other tenants in the complex and with the ordinance requirements.
4. There will be no outside storage of equipment or materials.

Nine agreed to a roll call vote… 9-0

ITEM #2

Golden Hour Aesthetic	Block 43 – Lot 25	Minor Site Plan Approval
251 Union Blvd.		Certificate of Occupancy

Mr. Jared Drill, Esq. and Christen Apolito, an owner, appeared requesting approval for occupancy of approximately 1,000 square feet to operate a spray tan and beauty service business at the leased space. The anticipated hours of operation will be 11:00 a.m. to 8:30 p.m., Monday through Saturday, and it will be closed on Sunday. There will be two employees. The Applicant has access to nineteen shared parking spaces.

Ms. Christen Apolito testified that there will be two spray tan rooms and separate spaces for teeth whitening and redlight therapy. This will require some minor interior alterations, including the erection of walls. Ms. Apolito confirmed that the business will not require any special waste disposal or exhaust and that no licenses are required to perform the offered services to the public. As for signage, Ms. Apolito testified that the business will utilize the existing sign box. Following some discussion with the Planning Board, the Applicant stated that the colors of the sign will be black and white.

A motion was offered by Commissioner Murphy 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 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 states proposed signage will utilize the existing sign box and comply with the ordinance requirements.
4. There will be no outside storage of equipment or materials.

Nine agreed to a roll call vote… 9-0

ITEM #3

Wayne Housing Senior Develop. Corp.	Block 12 – Lot 2	Preliminary/Final Site Plan Approval
140 Shepherds Lane		Renovation/Affordable Housing

Mr. Jerome Vogel, attorney for the applicant introduced the application explaining that the Applicant seeks approval to renovate the property, which is approximately eight acres, commonly referred to as “The Little Sisters of the Poor” complex, into a one hundred- and forty-one-unit senior facility of which 136 of units will be reserved for low-and moderate-income senior housing. The project, which Mr. Vogel described as a “win-win” for the Borough and the residents, would remain within the footprint of the existing structure and involve interior renovations with some site modifications related to drainage, parking, utilities, and landscaping.

Mr. Struyk testified that for 34 years he worked for Christian Health and previously served as CEO and President. He is currently the CEO emeritus. Christian Health, a licensed home health care operator, offers senior living and other services in New Jersey, including two current locations in Wayne. Mr. Struyk testified that the Applicant plans to convert the currently unused structure into independent senior living comprised of four studio apartments, one hundred and twenty-seven one-bedroom units, and ten two-bedroom units.

It will not be an assisted living facility nor a licensed health care facility. Thus, the Applicant anticipates a staff of no more than six to eight employees on the property at any one time. Mr. Struyk further testified that based on Christian Health's existing facilities he expects the average age of the residents will range from 74 to 78 years old. As for the application process, Mr. Struyk advised that it is handled with the State and is strict, but fair.

Mr. Provencher, a licensed civil engineer in New Jersey, testified there will be one parking space per unit, which will more than accommodate the residential population. No parking waiver is required as part of the application. The Applicant will also install two new patio spaces, retaining walls for grading, and new stormwater infrastructure for parking. Some existing parking spaces will also be pulled away from the existing building to accommodate walking paths and other new elements.

Mr. Provencher provided greater detail referencing the proposed site plan. There will be one hundred and fifty-four spaces as follows: one hundred and forty parking spaces at the portion of the building facing Cumberland; five ADA spaces in the same area; one ADA space at the rear of the building; and eight additional spaces. As for landscaping, Mr. Provencher testified they will remove approximately nine trees and replace them with twenty-two new trees as well as other shrubs. The lighting plan will utilize the existing poles and LED lights and reuse the lighted bollards. Mr. Provencher acknowledged that there may be a few isolated locations where the light levels exceed the permissible levels and the Applicant will work with its professionals to reduce all levels to within the ordinance. Upon questioning from the Borough's Engineer, Michael Cristaldi, with Alaimo Group, Mr. Provencher further acknowledged that the houses on the south side of the property are somewhat more susceptible to light from the property, but there is thick vegetation along Cumberland, which will help with any such disturbance.

Planning Board Member discussed with Mr. Provencher and the Applicant about existing non-conformities on the property regarding bulk standards and setoffs, including the walls' lengths as follows: (a) front (Cumberland Avenue) permits 75 feet and 177 feet currently present; (b) side permits 35 feet and the existing structure is 60.4 feet; and (c) side-to-rear and side-to-front wall length is currently 64.1 feet where 40 feet is permitted. These existing conditions will not be altered. Another existing non-conformity relates to the location of the existing sign which currently sits on the property line abutting Cumberland Avenue. Mr. Provencher discussed Sketch A-1, noted the existing non-conformity, but testified that there would be no changes to its location. The new sign (placed at the same location) would be lit by shielded floodlights.
The Applicant does seek a design waiver for purposes of placing a second sign at the rear entrance to the property on Shepards Lane. This new sign, which would be like the sign on Cumberland Avenue, would be located more than ten feet from the property line and would not exceed forty square feet. Mr. Provencher testified that while one sign is permitted by ordinance, the intent of the provision will be satisfied since the property abuts two residential streets, and one sign will be located at each entrance.

Mr. Fowles, an expert architect, testified concerning the architectural plans and more specifically the interior spaces by referencing A-1.1 (first floor) through A-1.4 (fourth floor/top floor). He testified that each unit would have at least one bathroom, a kitchen, and laundry. The studio units would be approximately 530 sq. ft, the one-bedroom units 550-585 sq. ft., and the two-bedroom units about 918 sq. ft. All existing fire codes are satisfied; the building has multiple existing access points to stairs and will have elevators. A new roof will be installed and any newly installed mechanicals on the roof will not exceed the current height of what is present on the roof. There was discussion of garbage disposal, and Mr. Provencher returned to testify that it would be moved by the Shepards Lane entrance but would be naturally screened by evergreens.

There was some discussion of traffic impact on the local community. The Applicant represented that residents of such facilities generally do not drive during rush hour and, to the extent they do, it will be via Cumberland Avenue. The Applicant will provide shuttle services for its residents.

Mr. Fowles, an expert architect, was the Applicant's third witness. He testified concerning the architectural plans and more specifically the interior spaces by referencing A-1.1 (first floor) through A-1.4 (fourth floor/top floor). He testified that each unit would have at least one bathroom, a kitchen, and laundry. The studio units would be approximately 530 sq. ft, the one-bedroom units 550-585 sq. ft., and the two-bedroom units about 918 sq. ft. All existing fire codes are satisfied; the building has multiple existing access points to stairs and will have elevators. A new roof will be installed and any newly installed mechanicals on the roof will not exceed the current height of what is present on the roof. There was discussion of garbage disposal, and Mr. Provencher returned to testify that it would be moved by the Shepards Lane entrance but would be naturally screened by evergreens.

There was some discussion of traffic impact on the local community. The Applicant represented that residents of such facilities generally do not drive during rush hour and, to the extent they do, it will be via Cumberland Avenue. The Applicant will provide shuttle services for its residents. Finally, the Applicant discussed that a new two-floor apartment will be constructed over the existing garage for a superintendent. This unit, which will not exceed thirty feet in height, will not count toward the Borough's affordability calculation(s).

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

Nine agreed to a roll call vote… 9-0

NO PUBLIC TO BE HEARD

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

Nine agreed to a roll call vote… 9-0

A motion was offered by Commissioner Murphy and seconded by Commissioner Niland to approve the preliminary and final site plan approval with variances and a design waiver 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. Applicant shall comply with any terms and conditions set forth in either the Borough Board Engineer, Michael Cristaldi's report, from Alaimo Engineering or testimony regarding this application.
4. The border between the Borough of Totowa and City of Paterson runs down the middle of Cumberland Avenue, which borders the property on one side. While the Borough has approved this application, to the extent that any such approval(s) is required from the City of Paterson, it remains the Applicant's responsibility to obtain same.
5. Subject to all other applicable rules, regulations, ordinances and statutes of the Borough of Totowa Planning Board, County of Passaic, State of New Jersey, or any other agency having jurisdiction hereunder.

Nine agreed to a roll call vote… 9-0

ITEM #4

Totowa Med Urban Renewal, LLC Block 154 – Lot 1.07 Request for Extension to file
202-225 Minnisink Road corrective major final subdivision plat

Chairman Hanrahan read a letter from the attorney requesting the Board grant a 90 day extension from the granting of the Resolution affording the Subdivision Plat being accepted and recorded by the Passaic County Recording Office, however, there were certain minor technical deficiencies with the recorded Subdivision Plat per the requirements of the Map Law, N.J.S.A. 46:26b-l et seq..

A motion was offered by Commissioner Murphy and seconded by Commissioner Niland to approve the extension of 90 days as presented. This approval is subject to and contingent upon the following conditions and will be memorialized in a Resolution at a future date:

> All terms and conditions of the Planning Board's previous resolutions in connection with the Property shall remain in full force and effect except as satisfied or modified by and not in conflict with this Resolution granting an extension of time.

Nine agreed to a roll call vote… 9-0

MINUTES:

A motion was offered by Commissioner Murphy and seconded by Commissioner Niland to approve the Planning Board regular Meeting Minutes of September 25, 2025 as presented.

All agreed to a roll call vote… 9-0

RESOLUTION:

A motion was offered by Commissioner Murphy and seconded by Commissioner Niland to approve the resolution for Paw Couture Block 147 – Lot 1 as prepared.

Nine agreed to a roll call vote… 9-0

A motion was offered by Commissioner Murphy and seconded by Commissioner Niland to approve the resolution for Pink Sugar Spa Block 173 – Lot 32.01 as prepared.

Nine agreed to a roll call vote… 9-0

A motion was offered by Commissioner Murphy and seconded by Commissioner Niland to approve the resolution for Gio's Block 147 – Lot 1 as prepared.

Nine agreed to a roll call vote… 9-0

A motion was offered by Commissioner Murphy and seconded by Commissioner Niland to approve the resolution for Totowa Med Urban Renewal, LLC Block 154 – Lot 1.07 as prepared.

Nine agreed to a roll call vote… 9-0

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

All in favor………9-0

Respectfully submitted,

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Anthony Murphy, Secretary

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Patricia Paulson
Board Clerk

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Date Approved