

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

PASSAIC COUNTY
NEW JERSEY



MINUTES – MAY 8, 2025

Acting Chairman Festa called the Planning Board meeting of Thursday, May 8, 2025 to order at 7:30 p.m. for the Borough of Totowa.

PRESENT:

Commissioner Sabatino	Commissioner Zarek	Mayor Coiro	Commissioner Festa
Councilman D'Angelo	Commissioner Schell	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 8th day of May 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

Ford Motor Company 80 Commerce Way	Block 166.03 – Lot 17 Suite D	Minor Site Plan Approval Certificate of Occupancy
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Jonathan A. Grippo, Esq. and Victoria Barrer, the Senior Project Manager for the Applicant, appeared requesting the approval of approximately 12,457 sq. ft. to relocate its Service Training Center to Totowa. The Applicant is relocating from Bloomfield, New Jersey to Totowa. The space will have commercial office space with open ceilings, and areas for additional lab work and technology, including three classrooms.

Ms. Barrer indicated the anticipated hours of operation will be 8:00 a.m. to 5:00 p.m., Monday through Friday. The Applicant will have about twelve students and a teacher per classroom. The Applicant has shared parking and has been allocated one-hundred and thirty-six parking spaces.

There was a discussion with the Board concerning signage. The Applicant agreed that the one sign it's proposing will comply with the Borough's regulations, and that it shall not exceed in the aggregate thirty (30) square feet or 15%, whichever is the lesser, of the wall area of the front façade of the building.

Ms. Barrer also testified that this property will not be used as a dealership. There will be no customers or vendors visiting the property and will only serve as a training facility for Ford employees, service technicians. Any deliveries, such as FedEx, will be directed to the back of the building. Regarding any flammable material that will be used for the lessons, they will be properly stored in a storage room that will be secured. There will be no outdoor storage. Any training cars will have less than an eighth of fuel in the vehicle. As for electric cars, there will be no battery storage on site. The building will be properly secured.

A motion was offered by Commissioner Sabatino and seconded by Commissioner Schell 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 in size to the existing signage, as applicable, and comply with the ordinance requirements.
4. There will be no outside storage of equipment or materials on the premises.

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

MINUTES:

A motion was offered by Commissioner Sabatino and seconded by Commissioner Schell to approve the Planning Board regular Meeting Minutes of April 10, 2025 as presented.

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

RESOLUTIONS:

A motion was offered by Commissioner Sabatino and seconded by Commissioner Schell to approve the resolution for Trace 'n Chase, LLC Block 177 – Lot 2 as prepared.

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

A motion was offered by Commissioner Sabatino and seconded by Commissioner Schell to approve the resolution for Moda Eleganza, LLC Block 91 – Lot 14 as prepared.

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

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

All in favor.....6-0

Respectfully submitted,

Anthony Murphy, Secretary

Patricia Paulson
Board Clerk

Date Approved