

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

PASSAIC COUNTY
NEW JERSEY



MINUTES – AUGUST 13, 2015

Chairman Hennion called the Planning Board meeting of Thursday, August 13, 2015 to order at 8:05 p.m. in the Municipal Building of the Borough of Totowa.

PRESENT:

Commissioner Campilango	Commissioner Festa	Councilman D'Angelo
Commissioner Murphy	Commissioner Paese	Commissioner Niland
Chairman Hennion	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 13th day of August 2015 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 and a copy has been on file in the Construction Official's Office.

ITEM #1

AJM Limo, LLC	Block 178- Lot 3.01	Minor Site Plan
490 Riverview Drive		Certificate of Use

Mr. Antonio J. Martins appeared requesting approval for occupancy of approximately 150 sq ft of office space of the second floor to operate a Car Service for mostly business travel clients. Mr. Martins testified that he is the owner of AJM.

Chairman Hennion read a letter of intent into the record. The office will be the office for the limousine/car service. There will be one administrative office employee. The drivers who will be hired will report to the office to pick up vehicles and paperwork as needed. There are three (3) parking spaces allocated for the use of this business. The hours of operation are Monday thru Friday from 9:00am to 5:00pm.

Mr. Martins represented that he owns one Lincoln TownCar and he hopes to expand his business so that he can add another one or two vehicles. Mr. Martins represented that a full-time driver will take the vehicle home with him and the part-time driver will leave the car onsite. There will be no signs on the exterior of the building. The only signage will be inside the building, in the lobby, and a sign on the door to the entrance of the suite.

A motion was offered by Commissioner Paese and seconded by Commissioner Campilango 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 in regards to all alarms and security devices.
3. The anticipated hours of operation would be Monday through Friday from 9:00am to 5:00pm.

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

ITEM #2

International Popcorn & Confections
490 Riverview Drive

Block 178 - Lot 3.01

Minor Site Plan
Certificate of Use

Mr. Terry Prekas appeared requesting approval for occupancy of approximately 1,150 sq ft of space to operate an International Popcorn & Confections business at this location. The operation consists of the packaging of gourmet popcorn and other confectionary goods into various types of bags, tins and gift boxes for wholesale distribution, charity and fundraising events.

Chairman Hennion read a letter of intent into the record. The anticipated hours of operation would be Monday through Sunday 9:00am – 9:00pm, but will vary seasonally. There will be 2-3 employees, however, the number of employees may increase during holiday seasons. There are two shared common parking lots consisting of 11 spaces on one side and 19 on the other side for a total of 30 parking spaces.

Mr. Prekas testified as to the nature of the business and that he is the owner of International Popcorn. The Applicant also indicated that customers will be able to come to the site to pick up their orders. The Applicant is proposing a freestanding sign, double sided with a sign area of 20 square feet per side. This freestanding sign shall not exceed 15 feet in height and will be setback a minimum of 10 feet from the property line. Additionally, the Applicant will change the text on a sign on the building façade to reflect the name of the business. The Applicant also indicated that two signs are to be removed from other tenants (Karate sign and BCS sign to be removed).

A motion was offered by Commissioner Paese and seconded by Commissioner Murphy 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 in regards to all alarms and security devices.
3. There will be no outside storage of materials.
4. The anticipated hours of operation would be Monday through Sunday 9:00am – 9:00pm
Seven agreed to a roll call vote... 7-0

ITEM #3

Window Gallery
266 Union Blvd.

Block 30 – Lot 10

Minor Site Plan
Certificate of Use

Mr. Shadi Elzahy, the manager of Window Gallery appeared requesting approval for occupancy of approximately 1,150 sq ft of space to operate a wholesale and retail operation servicing both construction professionals and homeowners. Window Gallery sells products including, but not limited to, wood windows, vinyl windows, aluminum windows, skylights, entrance doors, storm doors, patio doors, interior doors, railing, fencing, columns, interior trim, exterior trim, aluminum capping, siding and roofing.

Chairman Hennion read a letter of intent into the record. The anticipated hours of operation would be Monday through Friday 7:00am – 7:00pm and on Saturday from 8:00am-5:00pm. There are two full-time employees and 2 part-time employees. Currently there are 4 parking spaces as well as a long driveway on the right hand side of the building. There are no changes contemplated to the current parking layout.

Mr. Elzahy testified that Window Gallery has been in existence for approximately 27 years and they are located at 1372 Main Avenue, Clifton, New Jersey. It is the Applicant's intent to relocate its business from Clifton, New Jersey to Totowa, New Jersey. This new facility will include a showroom which will occupy

approximately 60% of the first floor. There will be no manufacturing or fabricating of windows onsite, however, windows will be stored on site. There will be three offices on site where business operations will be conducted. Mr. Elzahy also testified that there will be a dumpster on site approximately 4 cubic yards in size for garbage. The Applicant stipulated that deliveries for the business will occur onsite and will not be on the street. The Applicant also agreed that there will be no outside storage of equipment or materials onsite.

The Applicant is not proposing signage at the time of the application, however, the Applicant stipulated that any signage will comply with the ordinance requirements for signage.

A motion was offered by Commissioner Paese and seconded by Commissioner Murphy 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 in regards to all alarms and security devices.
3. There will be no outside storage of materials.
4. The anticipated hours of operation would be Monday through Friday 7:00am – 7:00pm and on Saturday from 8:00am-5:00pm.

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

ITEM #4

Mars Livery, LLC
999 Riverview Drive

Block 166.04 – Lot 1

Minor Site Plan
Certificate of Use

Mr. Marcelino Marte appeared requesting approval for occupancy of approximately 100 sq ft of office space to operate a livery business.

Chairman Hennion read a letter of intent into the record. The anticipated hours of operation would be 8:30am-5:00pm Monday through Saturday. There is one employee.

Mr. Marte testified as to the nature of the business and that the subject building has a total of 190 parking spaces of which 10 parking spaces will be allocated for use to this business. The Applicant currently has one vehicle, a Chevrolet Tahoe and is the sole employee of the business. Signage will be consistent with other tenants at this location.

A motion was offered by Commissioner Paese and seconded by Commissioner Murphy 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 in regards to all alarms and security devices.
3. There will be no outside storage of materials.
4. The anticipated hours of operation would be 8:30am-5:00pm Monday through Saturday

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

ITEM #4

Mars Livery, LLC
999 Riverview Drive

Block 166.04 – Lot 1

Minor Site Plan
Certificate of Use

Mr. Stanley W. Hladik appeared requesting occupancy of approximately 2,320 square feet of space to operate a retail property and casualty insurance company at this location.

Chairman Hennion read a letter of intent into the record. The anticipated hours of operation would be Monday through Friday from 9:00 a.m. to 6:00 p.m. The Applicant will also have Saturday hours by appointment only. There will be approximately six full-time employees and two part-time employees. The Applicant has been allocated ten on-site parking spaces.

Mr. Hladik testified as to the nature of the business indicating that the office suite has four offices along with a conference room. The offices, reception area and service area have adequate room for all of the staff and customers in order to provide a comfortable working environment. Nevertheless, a large majority of transactions are done either by phone, mail, internet or at the client's location. The Applicant will have a sign on the door to the entrance suite and the name of the business will be located on the directory inside the building.

A motion was offered by Commissioner Paese and seconded by Commissioner Murphy 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 in regards to all alarms and security devices.
3. There will be no outside storage of materials.
4. The anticipated hours of operation would be Monday through Friday from 9:00 a.m. to 6:00 p.m. The Applicant will also have Saturday hours by appointment only.

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

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the Minutes of July 9, 2015 as prepared.

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

Commissioner Festa & Councilman D'Angelo abstained

RESOLUTIONS:

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the resolution for Oxbow Childcare Center – Blk. 10 – Lot 3 as presented.

Three agreed on a roll call vote.....3-0

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the resolution for Cellucom Group, Inc.-Blk 40-Lot 20 as presented.

Three agreed on a roll call vote.....3-0

A motion was offered by Commissioner Campilango and seconded by Commissioner Murphy to approve the resolution for Spirit of Halloween – Blk. 174 – Lot 12 as presented.

Three agreed on a roll call vote.....3-0

VOUCHERS:

A motion was offered by Commissioner Campilango and seconded by Commissioner Festa to approve a series of vouchers for Alamo Engineering Professional services as listed below:

Invoice 084294 Meeting Attendance (5/14 & 5/28/15) in the amount of \$380.00

Invoice 084295 Digital Totowa, Blk 173-Lot 17 in the amount of \$270.95

Invoice 084952 Meeting Attendance in the amount of \$190.00

Invoice 084953 Digital Totowa, Blk 173-Lot 17 in the amount of \$213.45

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

VOUCHERS con't:

A motion was offered by Commissioner Campilango and seconded by Commissioner Festa to approve a series of vouchers for Weiner Lesniak Professional services as listed below:

- Invoice 183398 TOT-729L Charles Bressman in the amount of \$133.00
- Invoice 183402 TOT-837E Trapanese & Trapanese in the amount of \$190.00
- Invoice 183403 TOT-838E Scrubs & Beyond, LLC in the amount of \$190.00
- Invoice 183404 TOT-839E The Chicken Company in the amount of \$190.00
- Invoice 183405 TOT-840E Santoro's Italian Market in the amount of \$190.00
- Invoice 183407 TOT-842E Aldin Transportation in the amount of \$190.00
- Invoice 183408-TOT-843E North Jersey Chamber of Commerce in the amount of \$190.00
- Invoice 183409-TOT-844E Shorty's Seafood Corp. in the amount of \$190.00
- Invoice 184571 TOT-729L Charles Bressman in the amount of \$370.50
- Invoice 184575 TOT-841E Oxbow Childcare Center in the amount of \$190.00
- Invoice 184576 TOT-847E Cellucom Group, Inc. in the amount of \$190.00
- Invoice 184577 TOT-848E Spirit Halloween in the amount of \$190.00

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

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

All in favor.....7-0

Respectfully submitted,

Pete Campilango, Secretary

Patricia Paulson
Planning Board Clerk

Date Approved