

PASSAIC COUNTY PLANNING BOARD MINUTES OF A REGULAR MEETING Thursday, September 5, 2019 930 RIVERVIEW DRIVE, SUITE 200, TOTOWA, NJ 07512

Chairman Simpson opened the meeting at 5:04 PM and read the notice that the requirements of the Open Public Meeting Act had been met. He then proceeded to the roll call.

MEMBERS PRESENT: Kenneth Simpson, Chairman; Miguel Diaz (left at 6:10 PM), Vice Chairman; Steve Edmond, Alternate (voted for Vice Chairman Diaz after 6:10 PM); William Gervens; Stephen Martinique; Joseph Metzler; Nakima Redmon; County Engineer Jonathan Pera; Freeholder Deputy Director Cassandra Lazzara; Freeholder Terry Duffy.

OTHERS PRESENT: John Abdelhadi, Planning Board Counsel (arrived at 5:12 PM); Michael Lysicatos, Planning Director; Jason Miranda, Senior Planner; Salvatore Presti, Planning Intern.

MINUTES: The minutes of the August 22, 2019 meeting were read. There being no additions, corrections or deletions and upon motion being made by Commissioner Gervens and seconded by Commissioner Metzler the minutes as noted above are officially adopted.

PLANNING DIRECTOR'S REPORT: Planning Director Lysicatos reported on the following initiatives:

- A formal application has been filed to the North Jersey Transportation Planning
 Authority for a county-wide bicycle plan. Upon approval, work on the plan should begin
 around July of 2020, and continue through the fall. In preparation, the department is
 applying for technical assistance and partnership with Paterson in creating a city-wide
 bicycle plan to identify corridors for bikes and other high profile bicycle projects.
- The department has begun working on transportation planning projects funded through Highlands grants. This includes a preliminary engineering study to assist Ringwood in scoping and budgeting for a potential pedestrian bridge on Skyline Drive and potential green infrastructure installations on Main Street in Bloomindale. Public outreach will begin in September.
- Consultant Arterial Designs has continued to examine the conceptual engineering on Main Avenue in the City of Passaic. The study will take approximately two to three years.
- The first CBD Technical Advisory Committee (TAC) meeting for the Paterson-Newark Transit Market Study to examine the industrial rail corridor between Newark and Paterson will be held on September 10th.

Commissioner Edmond asked how many miles of bicycle lanes have been installed in the county. Planning Director Lysicatos responded that he would need to look up the precise number, but provided that the County's first bike lanes were installed on Ratzer Road in 2013.

PUBLIC PORTION: Vice Chairman Diaz made a motion to open the meeting to the public which was seconded by Commissioner Metzler. The motion passed unanimously.

Seeing no one present, Commissioner Gervens made a motion to close the public portion that was seconded by Commissioner Redmon. The motion passed unanimously.

DEVELOPMENT REVIEW

SP-19-032 - Proposed Dunkin' Drive-Thru - 475-495 High Mountain Road, North Haledon

Staff explained that this is a new site plan application in which the applicant has proposed to construct a Dunkin' drive-thru addition to an existing mixed-use residential-commercial structure. The building will have 6,456 sq. ft. of ground-floor retail on Lot 8. An existing 2-story, single-family, residential structure will remain unchanged on Lot 10. There is an existing fullaccess driveway along High Mountain Road on Lot 10. The applicant has also proposed to construct a full-access driveway on Lot 8, which currently has only a gravel driveway serving the residence. The applicant has proposed to construct an on-site drive aisle connecting Lots 8 and 10, with a total of 70 parking spaces proposed between both lots. There is also an existing driveway along Overlook Avenue (municipal road), which is to be restricted to left-in and rightout traffic only. The applicant has proposed to provide a drive-thru facility, which would be accessed from the southerly High Mountain Road driveway and would allow egress to Overlook Avenue (westbound only) or back to the southerly High Mountain driveway. The proposed drive-thru facility would utilize side-by-side queuing in order to minimize vehicle back-up. There are no proposed changes to the existing curbing and sidewalk on High Mountain Road. There is no existing or proposed interior curbing along the High Mountain frontage. The applicant has proposed to install a drainage pipe connecting from the High Mountain Road system to a headwall and stone rip-rap at the rear of the site, which will connect to a drainage ditch flowing to the west of the property. There is an existing trench drain adjacent to the two-story commercial building, which will connect into the pipe. An existing drainage pipe connecting to Lot 8 from the east is shown entering a stream running westerly through the property. The applicant has proposed to plant seven Little-leaf Linden trees along the High Mountain Road frontage of the site.

There are conditions that must be satisfied before the application can be granted unconditional approval. The applicant must submit signed and sealed copies of the referenced survey, last revised as of March 9th, 2017. General Note #8 states that Overlook Avenue is a County road. This note should be revised to reflect that is under Borough jurisdiction. The parking table must be revised to note the required number of parking spaces for the use, based on the zoning, in addition to the existing and proposed number of parking spaces. The parking along High Mountain Road appears to allow vehicles to overhang into the right-of-way. The parking must be revised to eliminate any potential overhang. The applicant must provide a justification for a second driveway along High Mountain Road. Egress at the southerly driveway should, at a minimum, be restricted to right turns only. It must be clarified why Lot 8 is proposed to be improved and connected to the existing retail center, despite also being proposed to remain as a residential use. The driveway crossings must include adequate ADA facilities, including curb ramps and detectable warning surfaces. The plans do not show adequate ADA access from the proposed handicapped parking spaces to the front walkway. The proposed guiderail along High Mountain Road must be maintained by the property owner, and shall be in accordance with all

Borough requirements. The applicant must submit a cross-easement and parking agreement, allowing for cross-access and shared use of parking between Lots 8 and 10, for review. There may be no sheet flow from the site into the High Mountain Road right-of-way. The plans must indicate all roof leaders, existing or proposed, and their connecting pipes. The applicant must submit any required NJDEP approvals, along with the NJDEP-approved plans. The applicant must provide the Corridor Enhancement Fee of \$9,355.00 payable to Passaic County.

Angelo Onello, civil engineer for the applicant, was sworn in and provided testimony. Mr. Onello presented exhibit A-1, a circulation map of the site, to attempt to address concerns that the Board may have about circulation. The applicant has received an NJDEP permit to convert the existing culvert to a storm water pipe. Mr. Onello proceeded to explain the proposed traffic pattern for the site across both lots, in addition to the layout of parking and the drive-thru window. The cross-access driveway between Lots 8 and 10 is proposed to allow employees of the retail uses to gain easier access to the site.

Commissioner Edmond asked how many parking spaces are required for the site. Mr. Onello responded that there are 70 parking spaces required, but a variance allowing for 62 parking spaces was granted by the North Haledon Planning Board. Commissioner Edmond asked about vehicle overhang into the County right-of-way. Mr. Onello stated that the spaces and wheel stops could be moved back slightly to eliminate any potential encroachment.

Commissioner Edmond asked about the left turn restriction on Overlook Avenue. Matthew Seckler, traffic engineer for the applicant, was sworn and explained traffic concerns at Overlook Avenue and High Mountain Road. The Borough's preference is to reduce traffic at the intersection. Mr. Seckler presented the traffic observations taken at the site, with the stipulation that these studies were taken during the summer when traffic to and from William Paterson University was light. Mr. Onello and Mr. Seckler agreed to consider possible solutions including signal re-timing to alleviate some of the concerns brought up by the Board. The Board asked for the applicant to submit copies of any existing traffic studies.

Commissioner Martinique made a motion to **withhold approval** of the site plan application. Freeholder Duffy seconded that motion. The motion passed unanimously.

<u>SP-18-050 – Prop. Child Care Facility – 315-321 Crooks Avenue, Paterson</u>

Planning Board Counsel Abdelhadi recused himself from the meeting.

This is a new site plan application in which the applicant has proposed to construct a three-story, 6,600 sq. ft. child care facility. The existing two-story dwelling will be demolished. The site will have two one-way driveways: vehicles will enter at the easterly driveway and exit at the westerly driveway. The easterly driveway will require the construction of an additional curb cut along Crooks Avenue. Both driveways are proposed within 10 feet of property lines. There will be nine on-site parking spaces, while 78 spaces are required. The applicant is acquiring a waiver for parking. The sidewalk will be replaced and widened. The front doors, which will swing outwards, are to be recessed. The site is relatively flat at the location of the proposed

driveways. The applicant has proposed to connect roof drainage from the building to rear seepage pits. Several shade trees are proposed to be planted along the site's frontage.

Staff explained that there are conditions that must be satisfied before the application can be granted unconditional approval. The applicant must note the square footage of the proposed area of disturbance on the site plan. The proposed pick-up and drop-off procedure is sufficient for drop-off, but may not be sufficient for pick-up procedures. The applicant must clarify how pick-up will occur, including availability of on-street parking on nearby side streets. The applicant has requested a waiver to allow for both driveways to be within 10 feet of the side property lines. Due to the general flatness of the site, the driveways must be graded at a minimum slope of 0.5% to allow stormwater to enter the proposed ponding area. The applicant must submit driveway profiles and note the high points of each driveway. The plans must be revised to show two "NO STOPPING OR STANDING" signs, one at the property line and one 25 feet to the east of the exit driveway. The plants must provide a landscaping table noting the species of the proposed shade trees, which should also be labelled on the plan. The applicant must provide the Corridor Enhancement Fee of \$2,000.00 payable to Passaic County.

Chairman Simpson asked about enforcement of pick-up/drop-off requirements at the site. Planning Director Lysicatos responded that the department would have to rely on local complaints to trigger enforcement. Commissioner Metzler raised concerns with fire access around the rear of the structure given the nature of the driveway layout and structure design. Planning Director Lysicatos noted that the local fire department did not raise concerns with the site's design. A comment will be added requiring the applicant to provide any correspondence or requirements received from the Paterson Fire Department.

Matt Seckler, traffic engineer for the applicant, was sworn in and explained the curated pick-up procedure the applicant intends to utilize to prevent overflow onto Crooks Avenue. Vehicle drivers will communicate with staff at the driveway entrance and the students will be readied for pick-up by the time the vehicles are at the exit driveway. Mr. Seckler confirmed that there will be no parking in front of the site at Crooks Avenue.

Commissioner Edmond asked how long the process of picking up a child from the site would be. Mr. Seckler responded that the process would take about 3 minutes. Zack Barkawi, a representative of the applicant, was sworn in and elaborated on the pick-up window and the thumbprint security required for pick-up at the site. The applicant was asked to submit the pick-up and drop-off plans. Commissioner Edmond asked if other schools use this system. Mr. Barkawi responded that three similar schools used the system.

Commissioner Martinique made a motion to grant **conditional approval** to the site plan application. Freeholder Duffy seconded that motion. The motion passed with Freeholder Deputy Director Lazzara and Commissioner Redmon voting against conditional approval.

<u>SP-19-037 – Mountain View Auto (Addition) – 96 Newark-Pompton Turnpike, Wayne</u> Planning Board Counsel Abdelhadi returned to the meeting. Vice Chairman Diaz left the meeting at 6:10 PM. Steve Edmond became a voting member.

Staff explained that this is a new site plan application in which the applicant has proposed to construct an addition to an existing auto repair facility. The building will have 30,969 sq. ft. of commercial space. No demolition is proposed. The addition will be constructed onto the existing two-story structure. The site does not have any frontage on a County road, but utilizes a driveway (with an easement) that connects to Newark-Pompton Turnpike. The site has driveway access to Newark-Pompton Turnpike through Lots 3 and 4 via a 30' ingress and egress easement. There are 73 proposed surface parking spaces, an increase from the existing 42 spaces. There is no sidewalk connecting the site to Newark-Pompton Turnpike. Regarding drainage, the plans show roof leaders connect to on-site seepage pits. Inlets along the road connect to a pipe heading towards Newark-Pompton Turnpike, although its connection is not shown on the plan. No sidewalk or landscaping changes are proposed.

There are conditions that must be satisfied before the application can be granted unconditional approval. The applicant must submit copies of the referenced easement. The plans must show all features of the site access driveway up to the intersection with Newark-Pompton Turnpike, including grading and drainage. There must be no sheet flow into the right-of-way of Newark-Pompton Turnpike.

Robert DeGroot, attorney for the applicant, explained the history of the site and elaborated on the function of the proposed addition.

Commissioner Edmond made a motion to grant **conditional approval** to the site plan application. Freeholder Duffy seconded that motion. The motion passed unanimously.

OLD BUSINESS - None.

NEW BUSINESS - None.

CORRESPONDENCE

Unconditionally Approved Planning Board Applications

Staff explained that the following applications have received unconditional approval since the previous Planning Board meeting on August 22, 2019:

- 1. Pie Holdings (SP-17-065) 735 Paterson-Hamburg Turnpike, Pompton Lakes;
- 2. Dayton Avenue Educational Campus (SP-18-009) 70 Parker Avenue, Passaic; and
- 3. Laurel Grove Cemetery (SP-19-033) 295 Totowa Road, Totowa

ADJOURNMENT: Commissioner Metzler made a motion to adjourn the meeting at 6:22 PM that was seconded by Freeholder Duffy. The motion passed unanimously.

Respectfully submitted,

Jason Minach

Jason Miranda for MICHAEL LYSICATOS



Department of Planning & Economic Development 930 Riverview Drive, Suite 250 Totowa, New Jersey 07512

www.passaiccountynj.org

Michael Lysicatos AICP, PP Director

PLANNING BOARD TEL (973) 569-4040 FAX (973) 812-3450

September 6th, 2019

North Haledon Planning Board 103 Overlook Avenue North Haledon, NJ 07508

Re: Site Plan Review – Prop. Dunkin' Drive-Thru; 475-495 High Mountain Road, North Haledon; Block 18.01, Lots 8 & 10 (Passaic County File Number SP-19-032)

Members of the Board,

The above referenced site plan dated June 5th, 2019, revised as of August 8th, 2019, was reviewed by the Passaic County Planning Board on September 5th, 2019 pursuant to the provisions of the Passaic County Site Plan Resolution.

<u>Passaic County Standards and Requirements</u>: All submissions must consist of 2 paper copies plus a PDF digital file of the plans on a standard compact disc media.

Approval of this site plan application has been **withheld** pending receipt in an acceptable form of the following:

- 1. The applicant must submit signed and sealed copies of the referenced survey, last revised as of March 9th, 2017.
- 2. General Note #8 states that Overlook Avenue is a County road. This note should be revised to reflect that Overlook Avenue is under Borough of North Haledon jurisdiction.
- 3. The parking table must be revised to note the required number of parking spaces for the use, based on the zoning, in addition to the existing and proposed number of parking spaces.
- 4. The parking along High Mountain Road appears to allow vehicles to overhang into the right-of-way. The parking must be re-designed to eliminate any potential overhang into the County right-of-way.
- 5. The applicant must submit a traffic impact study for County review.
- 6. The applicant must provide a justification for a second driveway along High Mountain Road. At a minimum, egress at the southerly driveway must be restricted to right turns only. The applicant must clarify why Lot 8 is proposed to be improved and connected to the existing retail center, despite also being proposed to remain as a residential use.

Passaic County Planning Board Proposed Dunkin' Drive-Thru (SP-19-032) 475-495 High Mountain Road, North Haledon Block 18.01, Lots 8 & 10

- 7. Both driveway crossings must include ADA-compliant facilities, including curb ramps and detectable warning surfaces.
- 8. The plans do not show ADA-compliant access from the proposed handicapped parking spaces to the front walkway. ADA-compliant access must be provided.
- 9. The proposed guiderail along High Mountain Road must be maintained by the property owner, and shall be in accordance with all Borough of North Haledon requirements.
- 10. The applicant must submit a cross-easement and parking agreement, allowing for cross-access and shared use of parking between Lots 8 & 10, for review.
- 11. There may be no sheet flow from the site into the High Mountain Road right-of-way.
- 12. The plans must indicate all roof leaders, existing or proposed, and their connecting pipes.
- 13. The applicant must submit any required NJDEP approvals, along with the NJDEP-approved plans.
- 14. The applicant must provide the Corridor Enhancement Fee of \$9,355.00 payable to Passaic County.

Subsequent submissions must include a cover letter indicating how each condition has been addressed. Plans submitted without a cover letter will be returned without review or comment.

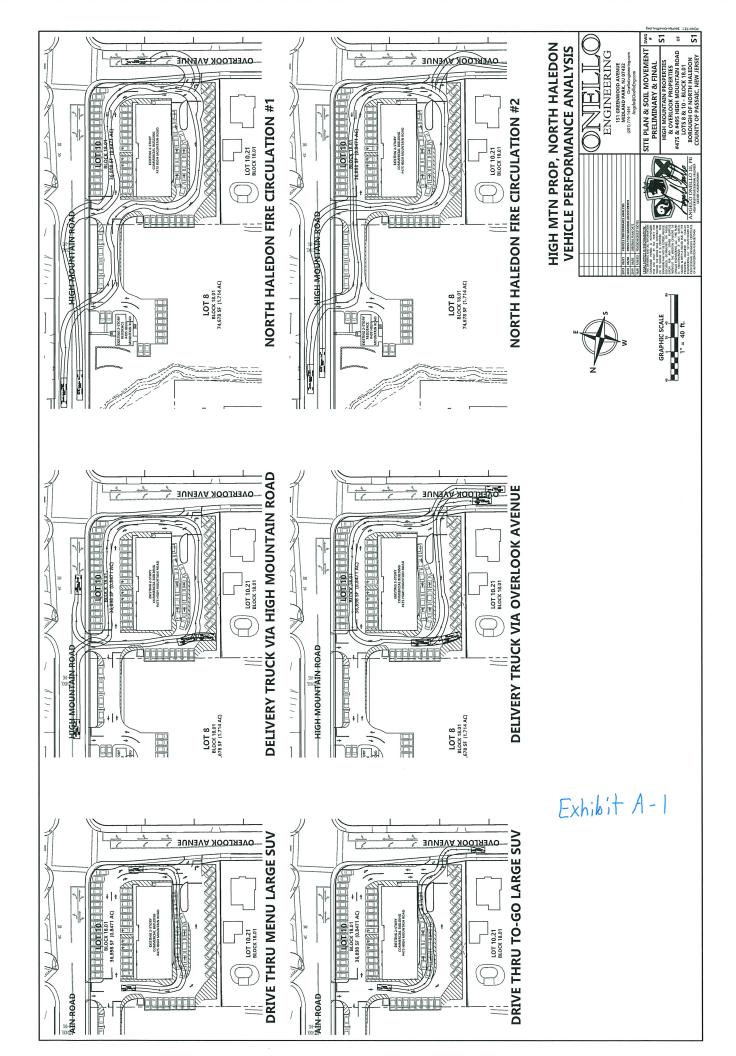
Best Regards,

Jason Miranda Senior Planner

Good Mirach

Cc: Passaic County Engineer Onello Engineering
High Mountain Properties, LLC & Overlook Properties, LLC

Stonefield Engineering GK&A File





Department of Planning & Economic Development 930 Riverview Drive, Suite 250 Totowa, New Jersey 07512

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Michael Lysicatos AICP, PP Director

PLANNING BOARD TEL (973) 569-4040 FAX (973) 812-3450

September 6th, 2019

Paterson Planning Board 125 Ellison Street Paterson, NJ 07505

Re: Site Plan Review – Prop. Child Care Facility; 315-321 Crooks Avenue, Paterson; Block 7712, Lot 11 (Passaic County File Number SP-18-050)

Members of the Board,

The above referenced site plan dated June 4th, 2018, revised as of February 25th, 2019, was reviewed by the Passaic County Planning Board on September 5th, 2019 pursuant to the provisions of the Passaic County Site Plan Resolution.

<u>Passaic County Standards and Requirements</u>: All submissions must consist of 2 paper copies plus a PDF digital file of the plans on a standard compact disc media.

This site plan application has been granted **conditional approval** pending receipt in an acceptable form of the following:

- 1. The total square footage of the area of disturbance must be noted on the plans.
- 2. The proposed pick-up and drop-off procedure is sufficient for drop-off, but may not be sufficient for pick-up procedures. The applicant must provide a written description stating how pick-up will occur and not adversely impact Crooks Avenue, including the availability of on-street parking on nearby side streets.
- 3. The applicant has requested a waiver to allow the proposed driveways within 10 feet of the side property lines. For this waiver to be considered by the Board, the applicant must provide information on delivery and fire vehicle access to the site. Additionally, any correspondence from the Paterson Fire Department must be submitted.
- 4. The plans must be revised to show two "NO STOPPING OR STANDING" signs, one on the applicant's side of the property line with Lot 12 and one 25 feet to the east of the exit driveway.
- 5. Due to the general flatness of the site, the driveways must be graded at a minimum slope of 0.5% to allow stormwater to enter the proposed ponding area. The applicant must submit driveway profiles and note the high points for each driveway.

Passaic County Planning Board Proposed Child Care Facility (SP-18-050) 315-321 Crooks Avenue, Paterson Block 7712, Lot 11

- 6. The applicant must provide clarification on the location of the proposed footings, which must not encroach into the Crooks Avenue right-of-way.
- 7. The plans must be revised to include a landscaping table noting the species of the proposed shade trees, which must also be labelled on the plan.
- 8. The applicant must provide the Corridor Enhancement Fee of \$2,000.00 payable to Passaic County.

Subsequent submissions must include a cover letter indicating how each condition has been addressed. Plans submitted without a cover letter will be returned without review or comment.

Best Regards,

Jason Miranda Senior Planner

Cc:

Passaic County Engineer Alan J. Mariconda, Esq.

315 Crooks Avenue, LLC Heritage Madison Architecture, LLC

File



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Michael Lysicatos AICP, PP Director

PLANNING BOARD TEL (973) 569-4040 FAX (973) 812-3450

September 6th, 2019

Wayne Planning Board 475 Valley Road Wayne, NJ 07470

Re: Site Plan Review - Mountain View Auto Addition; 96 Newark-Pompton Turnpike, Wayne; Block 1413, Lot 29.02 (Passaic County File Number SP-19-037)

Members of the Board,

The above referenced site plan dated November 13th, 2017, revised as of February 28th, 2019, was reviewed by the Passaic County Planning Board on September 5th, 2019 pursuant to the provisions of the Passaic County Site Plan Resolution.

Passaic County Standards and Requirements: All submissions must consist of 2 paper copies plus a PDF digital file of the plans on a standard compact disc media.

This site plan application has been granted conditional approval pending receipt in an acceptable form of the following:

- 1. The applicant must submit copies of the referenced access easement.
- 2. The site plan must show all features of the site access driveway up to the intersection with Newark-Pompton Turnpike, including grading and drainage.
- 3. There must be no sheet flow into the right-of-way of Newark-Pompton Turnpike.
- 4. All improvements must have been constructed, and in good working condition, in accordance with the approved plans (see attached) for subdivision application 14-005.

Subsequent submissions must include a cover letter indicating how each condition has been addressed. Plans submitted without a cover letter will be returned without review or comment.

Best regards,

Jason Miranda Senior Planner

Cc:

Passaic County Engineer Les Daniel & Dorothy Daniel Robert J. DeGroot, Esq.

Darles Realty, LLC William J. Darmstatter, P.E. File



DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT-930 Riverview Drive, Suite 250 • Totowa, New Jersey 07512-1167

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MICHAEL LA PLACE AICP, PP

Director

November 3, 2014

14 www.passaiccountynj.org

Wayne Planning Board Municipal Building 475 Valley Road Wayne, NJ 07470

Re:

Minor Subdivision, Les Dan, Block 1413, Lot 29, 92 Newark-Pompton Turnpike, Wayne (our file number 14-005)

Gentlemen,

The above captioned subdivision revised October 29, 2014 has been reviewed by the Passaic County Planning Board pursuant to the provisions of the Passaic County Subdivision Resolution.

<u>Passaic County Standards and Requirements</u> (All submissions must consist of 2 paper copies plus a PDF digital file of the plans on a standard compact disc media).

This subdivision has been approved in that it will not adversely affect any County facilities. This approval is based on all improvements being installed and maintained as shown. The applicant should be aware that he will bear the liability for any damages if the project is not constructed and maintained as approved.

Prior to connecting into the County drainage system, the applicant will need a storm drain connection permit. In order to receive the necessary form and a permit computation form listing the types of permits needed from and amount of bonds to be posted with the Passaic County Road Department to do work within the County right-of-way, he must send a stamped envelope addressed to the person he wants to receive the forms along with a copy of this letter to the County Engineer's office at 401 Grand Street, Paterson NJ 07505. Any questions concerning permits or bonds must be directed to the County Engineer's office since these do not come under Planning Board jurisdiction.

Very truly yours,

Elizabeth Newton, PP Principal Planner

EN:pc

cc: County Engineer
Leslie Daniel
Randall Enterprises LLC
Donald Matthews, Esq.
William Darmstatter

