



**PASSAIC COUNTY PLANNING BOARD
MINUTES OF A REGULAR MEETING
Thursday, December 3rd, 2020
WebEx Meeting**

Chairman Miguel Diaz opened the meeting at 5:02 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: Miguel Diaz, Chairman; Nakima Redmon, Vice Chair; Steve Martinique, Commissioner; Joseph Metzler, Commissioner; Kenneth Simpson, Commissioner; Steve Edmond, Alternate Commissioner (voting for Commissioner Gervens); County Engineer Jonathan Pera, Freeholder Pat Lepore.

OTHERS PRESENT: John Abdelhadi, Planning Board Counsel; Michael Lysicatos, Planning Director and Board Secretary; Andras Holzmann, Supervising Planner; Jason Miranda, Senior Planner; Salvatore Presti, Assistant Planner.

MINUTES: A motion to adopt the minutes of the November 23rd, 2020 meeting was made by Commissioner Metzler and seconded by Vice Chair Redmon. The motion passed unanimously.

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

- The Planning Department is working with the Open Space Committee to review applications so that recommendations may be made to the Freeholders in January.
- The Planning Department will be updating all processes and documents that come from the Planning Board to reflect the new title change of "Freeholder" to "Commissioner". Relevant changes will be brought to the board.
- The Planning Department has applied for a grant from the NJDOT and Federal Highway Authority for the Highlands Rail Trail Phase II to close additional funding needs. The application is asking for approximately \$750,000, and the department anticipates hearing back from the organizations in the coming months.
- The County has received a direct technical assistance grant from Together North Jersey, which is managed by Rutgers and the NJTPA, to create a linear arts plan for the Morris Canal Greenway. The Planning Department will be cooperating with the Department of Historic and Cultural Affairs to document opportunities for public art along the greenway, and to start engaging community groups and expose them to the history of the greenway for these projects.
- The Agricultural Development Board will be conducting a virtual meeting in January.
- The Corridor Enhancement Program is continuing to be reworked in cooperation with the Engineering Department, and updates will be coming to the board soon.

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

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

DEVELOPMENT REVIEW

SP-20-037 – Amoroso Tree Service – 1132 Greenwood Lake Turnpike, Ringwood

Staff explained that this is a new site plan application in which the applicant has proposed to construct a 2,150 sq. ft. addition to an existing commercial structure. The applicant has indicated that the proposed addition will cover existing concrete and gravel areas and will be a garage and storage area for equipment. No demolition has been proposed.

The applicant has proposed to replace an existing gravel driveway and parking lot with an asphalt driveway and parking lot. The driveway will continue to have full access to and from Greenwood Lake Turnpike. There will be a total of 17 parking spaces. The applicant has also proposed to replace an approximately 9,593 sq. ft. gravel area at the rear of the site with turf. There is no existing curbing or sidewalk along the frontage of the site, nor along the Greenwood Lake Corridor in the vicinity of the site.

Regarding the drainage, the applicant has indicated that a trench drain will be installed adjacent to the newly constructed addition to collect roof runoff. The trench drain will be linked to an on-site drywell. The driveway is sloped towards the County right-of-way; the plans do not indicate any drainage collection at this location. Staff have observed an existing stone swale along the frontage of the property, which is not indicated on the plans. There is existing landscaping along the site's frontage; the applicant has proposed to plant an additional red maple to the west of the driveway.

There are conditions that must be addressed before the application can be granted unconditional approval. The existing right-of-way width and Master Plan right-of-way width (66 feet) of Greenwood Lake Turnpike must be noted on the plans. The plans must show existing features within the County right-of-way, including the landscaping and stone swale. The applicant must provide more information on the swale. The driveway must be dimensioned, with a maximum width of 30 feet. The curb radii must also be dimensioned. At the driveway, the applicant must install a stop sign, stop bar, and double yellow centerline. All striping shall be thermoplastic. The applicant must verify the size of the largest vehicles that will be using the driveway. Turning templates must be submitted. The applicant must submit drainage calculations. The driveway is shown to be sloped towards Greenwood Lake Turnpike, with stormwater allowed to flow overland into the County right-of-way. The applicant must collect all stormwater on-site, prior to overflow. The applicant shall provide the Corridor Enhancement Fee of \$4,081.00 payable to Passaic County.

Freeholder Lepore entered the meeting.

Commissioner Edmond asked that a comment be made to make a 10 foot separation between the applicant driveway and the next adjoining driveway.

Bruce Whitaker, attorney for the applicant, asked that Jeffery Doolittle, engineer for the applicant be sworn in. After swearing in Jeffery Doolittle addressed the comment regarding the separation between the applicant driveway and the adjoining driveway. Commissioner Edmond discussed with Jeffery Doolittle moving the driveway to be 10 feet away from the adjoining driveway, perpendicular to the road. Jeffery Doolittle also commented on the drainage swale in front of the county right of way.

Commissioner Metzler inquired about the lack of drainage calculations. Jeffery Doolittle spoke to the removal of the gravel in the site and its replacement with turf, which would reduce the amount of impervious area. Commissioner Edmond asked about the amount of water flowing from the parking lot. Jeffery Doolittle stated that the water flowed away from the county right of way, which would then be collected in a swale. Mark Annunziato, contractor for the applicant, was sworn in. He inquired about getting a waiver for the driveway modifications. Staff informed him that he would have to submit a written waiver request explaining the hardship, if any, that the comment would encumber on the applicant.

No comments were made by the public.

Commissioner Metzler made a motion to **withhold approval** of this site plan application. The motion was seconded by Commissioner Martinique. The motion passed unanimously.

SP-20-026 – West Broadway Realty – 490 Chamberlain Avenue, Paterson

Staff explained that this is a previously withheld site plan application in which the applicant has proposed to divide retail space at an existing strip center for new tenants. No new exterior construction or demolition is proposed. A Dunkin' will occupy a unit with an existing drive-thru facility. A DaVita Dialysis location will occupy another unit in the existing building. An additional 8,120 sq. ft. retail space does not have a proposed tenant. The site has frontage along Chamberlain Avenue, a City street, and West Broadway, a County road. The application was withheld by the Board on September 24th, 2020.

Both public driveways are along Chamberlain Avenue. A loading driveway is located along West Broadway. Per staff inspection, the driveway does not have sufficient space for trucks to avoid backing into or out of the County right-of-way. Please see the attached Truck Access Agreement regarding use of the loading dock. The applicant has agreed to install a raised driveway apron and detectable warning surfaces at the driveway. There is also an existing fire lane along West Broadway, which is gated at the building. No changes to the existing driveways or sidewalk are proposed. The plans do not include any information on drainage. There is existing landscaping on the site.

There are conditions that must be addressed before the application can be granted unconditional approval. Two signed and sealed copies of the referenced survey must be submitted. The applicant must follow the procedure for short term road closures (see attached procedures) when trucks back into the loading dock. This will require an agreement that must be submitted for County review. A draft agreement has been provided for Board review. The agreement requires flaggers to be used for deliveries using the West Broadway loading driveway. The applicant has since provided additional information on the size of trucks being used and requested that flaggers only be required for large delivery vehicles.

Commissioner Edmond asked if each tenant would be required to sign the agreement. Planning Director Lysicatos responded that the preference would be that an agreement would be with the owner so that any tenant changes in the future are still held to the agreement. Planning Counsel Abdelhadi stated that an addendum should be added to all current and future lease information to be signed by the tenant acknowledging the restricted use and flaggers for the loading bay.

Paul Maniaci, applicant, was sworn in. He stated that a small and medium sized vehicle could turn around on site, and that large vehicles would not be able to turn around on site. Planning Counsel

Abdelhadi asked Paul Maniaci if there were any restrictions that he was aware of that would prevent tenants from complying with the requirement. Planning Counsel Abdelhadi also asked that Paul Maniaci get an addendum signed by each tenant. Senior Planner Jason Miranda inquired about the size of the trucks involved, specifically what denoted a “small”, “medium”, and “large” truck. Commissioner Edmond asked that the applicants engineer and the county engineer agree on a maximum truck size that would be permitted before triggering a flagger requirement.

No comments were made by the public.

Vice Chair Redmon made a motion to **conditionally approval** of this site plan application. The motion was seconded by Commissioner Metzler. The motion passed unanimously.

SP-18-053 – NBS Realty – 442-446 10th Avenue, Paterson

Staff explained that this is a previously withheld site plan application in which the applicant has proposed to operate an auto sales business in an existing building. The parking lot will be striped to accommodate both customer parking and spaces for vehicles that are on sale. The existing liquor store and 2nd floor apartment will remain. The site has frontage along 10th Avenue in Paterson. The application was withheld by the Planning Board on August 27th, 2020 with 3 conditions.

There will be a total of 10 on-site parking spaces, four (4) of which will be set aside for vehicles that are on sale. The two spaces closest to the right-of-way are to be signed for use by employees only. There will be driveways on both 10th Avenue and East 27th Street; an existing gate is to remain along 10th Avenue, which will be closed when the business is not open. There is an existing curb cut along 10th Avenue, where a gate separates the site from the County right-of-way. The applicant has proposed to relocate the curb cut away from the property line, and will provide new curbing and sidewalk along the remainder of the 10th Avenue frontage.

The applicant submitted an encroachment permit application for the existing cellar door, canopy, and 2nd floor overhang along the 10th Avenue frontage. There are also stairs within the right-of-way. The encroachment application has been authorized by the Board of Chosen Freeholders. The applicant has proposed to install a trench drain at the 10th Avenue driveway. The trench drain will connect into three seepage pits beneath the parking lot. Interior curbing is proposed to prevent stormwater from bypassing the trench drain. The applicant has agreed to grade the parking lot to provide up to an inch of on-site ponding. The applicant has proposed to plant two “Black Gum” *Nyssa sylvatica* trees along the 10th Avenue frontage of the site.

The revised plans have been reviewed by staff and the applicant has addressed all remaining conditions. It is recommended by staff that the condition requiring a maintenance agreement be removed due to the non-residential nature of the application. The maintenance requirements for the site can be included in the resolution approved by the Board.

No comments were made by the board or the public.

Commissioner Martinique made a motion grant **unconditional approval** of this site plan application. The motion was seconded by Commissioner Metzler. The motion passed unanimously.

SU-20-011 – Congregation Tifereth Israel – 170-180 Passaic Avenue, Passaic

Staff explained that this is a new minor subdivision application in which the applicant has proposed to adjust an existing lot line. The applicant has proposed to modify the lot line between Lot 38 (existing residential lot) and Lot 1 (existing synagogue and parking lot). This will shift the property line of Lot 38 approximately 7.18 feet into existing Lot 1, annexing a total of 838 sq. ft. to Lot 1. No other divisions or modifications to the property lines or lot lines are proposed. The lot line currently runs through the middle of a driveway serving Lot 38, and the proposed lot line adjustment will result in the entire driveway being part of Lot 38. The properties in question do not have any frontage along a County roadway. Passaic Avenue is a municipal roadway along this section of the corridor.

Staff have reviewed the submitted plans. As the proposed subdivision does not pose any impact to County facilities, it is recommended that the application be approved.

No comments were made by the board or the public.

Commissioner Martinique made a motion to grant **unconditional approval** of this site plan application. The motion was seconded by Commissioner Simpson. The motion passed unanimously.

OLD BUSINESS – None.

NEW BUSINESS – None.

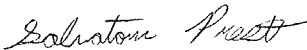
CORRESPONDENCE – None.

RESOLUTIONS – None.

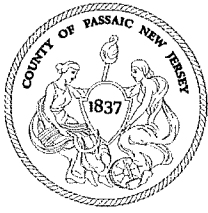
ADJOURNMENT: Commissioner Metzler made a motion to adjourn the meeting at 6:06 PM that was seconded by Vice Chair Redmon. The motion passed unanimously.

Respectfully submitted,

Salvatore Presti for



MICHAEL LYSCATOS



County of Passaic

Department of Planning & Economic Development
401 Grand Street, Room 417
Paterson, New Jersey 07505

www.passaiccountynj.org

Michael Lysicatos AICP, PP
Director

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

December 7th, 2020

Ringwood Planning Board
60 Margaret King Avenue
Ringwood, NJ 07456

Re: Site Plan Review – Amoroso Tree Service; 1132 Greenwood Lake Turnpike, Ringwood;
Block 311, Lot 2.02 (Passaic County File Number SP-20-037)

Members of the Board,

The above referenced site plan dated December 19th, 2019 was reviewed by the Passaic County Planning Board on December 3rd, 2020 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 all plans and technical reports. Signed and sealed copies of all plans and technical reports must be submitted to the Department of Planning & Economic Development at 401 Grand Street, Room 417, Paterson, NJ 07505.

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

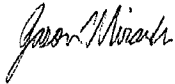
1. The existing right-of-way width and Master Plan right-of-way width (66 feet) of Greenwood Lake Turnpike must be noted on the plans.
2. The plans must show existing features including the stone filled trench and pipe; a separate, large diameter pipe that appears to run through the property and discharges into an inlet in the driveway of the adjacent self-storage facility to the south; the self-storage facility driveways, along with the three inlets and all pipes into and out of those inlets; and the existing landscaping.
3. The applicant must provide more information on the stone filled trench and pipe.
4. The following comments pertain to the driveway:
 - a) The driveway must be dimensioned, with a maximum width of 30 feet.
 - b) The curb radii shall also be dimensioned.

Passaic County Planning Board
Amoroso Tree Service (SP-20-037)
1132 Greenwood Lake Turnpike, Ringwood
Block 311, Lot 2.02

- c) The driveway apron must be a minimum of 10 feet from the side property line at the edge of pavement.
5. At the driveway, the applicant must install a stop sign, stop bar, and double yellow centerline. All striping shall be noted as thermoplastic.
6. The applicant must verify the size of the largest vehicles that will be using the driveway. Turning templates must be submitted for the largest vehicle type that will use the driveway.
7. The applicant must submit drainage calculations.
8. The driveway is shown to be sloped towards Greenwood Lake Turnpike, with stormwater allowed to flow overland into the County right-of-way. The applicant must collect all stormwater on-site, prior to overflow.
9. The applicant shall provide the Corridor Enhancement Fee of \$4,081.00 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 considered incomplete.

Best Regards,



Jason Miranda
Senior Planner

Cc: Passaic County Engineer
JGLJG, LLC
Jeffrey B. Doolittle, P.E.

Amoroso Tree Service, Inc.
Bruce E. Whitaker, Esq.
File



County of Passaic

Department of Planning & Economic Development
401 Grand Street, Room 417
Paterson, New Jersey 07505

www.passaiccountynj.org

Michael Lysicatos AICP, PP
Director

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

December 11th, 2020

Paterson Planning Board
125 Ellison Street
Paterson, NJ 07505

Re: Site Plan Review – West Broadway Realty; 466-490 Chamberlain Avenue, Paterson; Block 1006, Lots 3 & 4 (Passaic County File Number SP-20-026)

Members of the Board,

The above referenced site plan dated April 14th, 2020, revised as of August 11th, 2020, was reviewed by the Passaic County Planning Board on December 3rd, 2020 pursuant to the provisions of the Passaic County Site Plan Resolution.

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

1. The name and address of the applicant and the owner must be noted on the plans. **Complete.**
2. Two signed and sealed copies of the referenced survey must be submitted. **Complete.**
3. The applicant must follow the procedure for short term road closures (see attached procedures) when trucks back into the loading dock. This will require an agreement that must be submitted for County review. The agreement must be drafted by the applicant and submitted for review by County staff. The agreement shall include an overview of standard operating procedures for the loading dock, and address vehicle stacking at the intersection of West Broadway and Chamberlain Avenue. The standard procedure for short term road closures is attached. **The applicant must stipulate the maximum truck size that is able to turn around in the loading area, and the agreement must be updated to include a requirement that all larger vehicles be required to use flaggers as outlined elsewhere in the agreement. The applicant must also submit an addendum to the agreement that is signed by the tenants acknowledging the restrictions of their use of the loading docks.**
4. A raised sidewalk, per the attached detail, must be constructed across the truck loading driveway on West Broadway. **Complete.**

Passaic County Planning Board
West Broadway Realty (SP-20-026)
466-490 Chamberlain Avenue, Paterson
Block 1006, Lots 3 & 4

5. Detectable warning surfaces must be provided at the northerly West Broadway curb cut for each direction. **Complete.**
6. The applicant must submit the Corridor Enhancement Fee of \$4,315.00 payable to Passaic County. **Complete.**

Best Regards,



Jason Miranda
Senior Planner

Cc: Passaic County Engineer
Paul Maniaci
File

West Broadway, LLC
Matt Evans



County of Passaic

Department of Planning & Economic Development
401 Grand Street, Room 417
Paterson, New Jersey 07505

www.passaiccountynj.org

Michael Lysicatos AICP, PP
Director

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

December 7th, 2020

Paterson Board of Adjustment
125 Ellison Street
Paterson, NJ 07505

Re: Site Plan Review – NBS Realty; 442-446 10th Avenue, Paterson; Block 3310, Lot 1 (Passaic County File Number SP-18-053)

Members of the Board,

The above referenced site plan dated December 11th, 2016, revised as of September 28th, 2020, was reviewed by the Passaic County Planning Board on December 3rd, 2020 pursuant to the provisions of the Passaic County Site Plan Resolution.

This site plan application has been granted **unconditional approval**. This approval is based on all improvements being installed and maintained as shown. The applicant should be aware that they shall bear the liability for any damages if the project is not constructed and maintained as approved.

Prior to this project being constructed, the applicant will need to obtain any and all necessary permits from the Passaic County Road Department at 307 Pennsylvania Avenue, Paterson, NJ 07503, (973) 881-4500. Road Department staff will determine the required permits for the proposed work impacting the County right-of-way of 10th Avenue and the amount of bonds that must be posted in order to do work within the County right-of-way. The applicant may be required to submit a traffic control plan to the Road Department as part of the permit application package; questions on this matter may be directed to the County Traffic Engineer at (973) 881-4453.

Best Regards,

Jason Miranda
Senior Planner

Cc: Passaic County Engineer NBS Realty, LLC
GB Engineering, LLC File

Alan J. Mariconda, Esq.



County of Passaic

Department of Planning & Economic Development
401 Grand Street, Room 417
Paterson, New Jersey 07505

www.passaiccountynj.org

Michael Lysicatos AICP, PP
Director

PLANNING BOARD

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

December 7th, 2020

Passaic Planning Board
330 Passaic Street
Passaic, NJ 07055

Re: Minor Subdivision Review – Congregation Tifereth Israel Lot Line Adjustment; 170-180 Passaic Avenue, Passaic; Block 3229, Lots 1, 1.01 & 38 (Passaic County File Number SU-20-011)

Members of the Board,

The above referenced subdivision plat dated April 16th, 2020, revised as of November 9th, 2020, was reviewed by the Passaic County Planning Board on December 3rd, 2020 pursuant to the provisions of the Passaic County Subdivision Resolution. This minor subdivision application has been granted **unconditional approval**.

Best Regards,

Jason Miranda
Senior Planner

Cc: Passaic County Engineer
Congregation Tifereth Israel

Joseph F. Vince, P.E.
File