



**PASSAIC COUNTY PLANNING BOARD
MINUTES OF A REGULAR MEETING
Thursday, October 22nd, 2020
WebEx Meeting**

Chairman Miguel Diaz opened the meeting at 5:05 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; William Gervens, Commissioner; Joseph Metzler, Commissioner; Kenneth Simpson, Commissioner; Steve Edmond, Alternate Commissioner (voting for Vice Chair Redmon); County Engineer Jonathan Pera, Commissioner; Freeholder Pat Lepore

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

MINUTES: A motion to adopt the minutes of the October 8th, 2020 meeting was made by Commissioner Metzler and seconded by Commissioner Martinique. The motion passed unanimously with Commissioner Gervens abstaining.

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

- The Planning Department will be relocating to 401 Grand Street in Paterson starting November 2nd.
- The Planning Department has advanced resolution of support to the Freeholder Planning and Economic Development Committee to request New Jersey Transit to advance the Paterson-Newark Study into the next phases of technical design. The request will advance the recommendations of the Paterson-Newark Transit Market Analysis completed this spring in coordination with Essex County, NJTPA and NJT Transit. The technical design will seek to fold these preliminary recommendations based on feasibility into New Jersey Transit's methods for developing alternatives, transit rider estimates, and preliminary engineering. This process can cost up to several million dollars to complete, and as such, the department is pushing to include the project in New Jersey Transit's 2021 Capital Program currently being reviewed by the NJTPA.

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

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

DEVELOPMENT REVIEW

SP-20-034 – Office & Multi-Family Building – 471 Totowa Road, Totowa

Staff explained that this is a new site plan application in which the applicant has proposed to construct a mixed-use office and multi-family residential building. The proposed office space will amount to 2,129 sq. ft. and there will have two (2) residential units on the upper floor. The site, at the intersection of Totowa Road and Masklee Court in Totowa, is currently vacant.

Access to the site will be via an entrance-only driveway along Totowa Road, which is under County jurisdiction. The driveway will lead to a six (6) space parking lot. A second exit-only driveway will connect to Masklee Court, a municipal street. The applicant has not indicated whether the existing sidewalk apron will be used, or if a new one will be installed.

The site slopes away from Totowa Road. Regarding the drainage, the applicant has indicated that all roof leaders and inlets on the site will connect to an on-site detention system. The detention system will connect to municipal stormwater system via Masklee Court, which connects into an inlet before the Union Boulevard intersection. Further drainage flow is not indicated on the plans. The applicant has stated that the existing sidewalk along the Totowa Road frontage is to remain. No changes to the curbing are proposed. Landscaping, but no shade trees, has been proposed along the Totowa Road frontage outside of the right-of-way.

There are conditions that must be met before the application can be granted unconditional approval. The name and address of the applicant and the owner shall be noted on the cover sheet. The zoning schedule shall be revised to include existing site information, in addition to required and proposed site information, where applicable. The existing right-of-way width and Master Plan right-of-way width (60 feet) of Totowa Road must be labelled in the plans. The applicant shall replace the sidewalk and curbing along the Totowa Road frontage of the site. The sidewalk shall be a minimum of five (5) feet in width. The applicant shall install a crosswalk across Masklee Court. The applicant shall remove the Totowa Road driveway from the plans, as there is sufficient space to provide a full-access driveway along Masklee Court.

Notes 1 and 2 on Sheet 2 must be removed. The roof leader system may not encroach into the right-of-way of Totowa Road. The applicant shall provide additional information regarding stormwater flow from the site. For example, the plans show a pipe from the site running along Masklee Court and connecting into an inlet. It should be clarified if the inlets connects into a separate drainage system. Masklee Court flows towards Union Boulevard, which is a County road. The plans shall include a footing detail. The footings of the building must not encroach into the Totowa Road right-of-way. The architectural plan indicates that a window will open into the County right-of-way. The plans must be modified to remove the encroachment. The applicant shall incorporate shade trees into the landscaping along the frontage of the building,

outside of the County right-of-way. The applicant shall provide the Corridor Enhancement Fee of \$1,000.00 payable to Passaic County.

Commissioner Edmond inquired if Masklee Court is a one-way road. County Engineer Pera responded that Masklee Court was indeed a one-way road.

Mark Semeraro, attorney for the applicant, asked for a comment letter detailing the county's comments from the staff.

There were no public comments on the professional testimony or any other aspect of the project.

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

SP-20-035 – Wireless Telecomm Facility – 114 Paterson Street, Paterson

Staff explained that this is a new site plan application in which the applicant has proposed to install an unmanned, rooftop wireless telecommunications facility on an existing data switch building. The plans indicate that an equipment platform and a total of nine (9) antennas will be added to the rooftop. No other improvements are proposed. The site has frontage along Paterson Street, Memorial Drive, and Bridge Street, all under City jurisdiction. The site does not have any frontage along any County roadways.

The submitted plans have been reviewed by staff. Staff do not recommend any conditions as the site does not pose any impact to county facilities.

Staff and board members had no comment on the application.

There were no public comments on the professional testimony or any other aspect of the project.

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

SP-20-036 – Pompton Student Housing – 438 Pompton Road, Wayne

Staff explained that this is a new site plan application in which the applicant has proposed to construct a student housing facility on a lot adjacent to William Paterson University. The applicant has proposed to demolish an existing structure on the site. The proposed housing facility will contain 242 bedrooms across 71 units in two (2) three-story buildings. It is not clear from the submitted materials if the housing facility will be affiliated with William Paterson University or if the units will be restricted to students of the university.

The site will have access via a single full-access driveway along Pompton Road, which is under County jurisdiction. The driveway will connect to a proposed surface parking lot which will contain a total of 144 parking spaces. The applicant has proposed to install concrete walkways that connect the parking lot, the buildings, and the existing sidewalk on Pompton Road. The applicant has not indicated whether the existing sidewalk or curbing will be replaced.

The applicant submitted a topographic plan, but the grading contours are not labelled. Based on observation, the site is steeply sloped towards the adjacent QuickChek site to the west. The submitted plans do not include any details regarding drainage. The applicant has not submitted a drainage report. The architectural plan indicates that there will be shade trees and other landscaping both along the frontage and throughout the site; however, a landscaping table has not been provided.

There are conditions that must be met before the application can be granted unconditional approval. The applicant must submit two signed and sealed (by a PLS) copies of the referenced surveys. The existing right-of-way width and Master Plan right-of-way width (66 feet) of Pompton Road must be labelled in the plans. Any variation in the right-of-way width must be noted in the correct location. The applicant must clarify the notes stating "approximate R.O.W. line to be finalized upon receipt of DOT maps" and "hatched area denotes apparent R.O.W. taking". The proposed use of the site shall be clarified in writing. Will the proposed student housing be affiliated with William Paterson University? Will there be any restrictions on who is able to live in the buildings. The applicant must submit a traffic study, including before and after analyses of the following intersections: Pompton Road and Paterson-Hamburg Turnpike; Pompton Road and Belmont Avenue; and Pompton Road and the site driveway. The plans must indicate all signing, striping, and driveways on Pompton Road between Paterson-Hamburg Turnpike and the William Paterson University driveway east of this site.

The applicant shall replace all sidewalk and curbing along the frontage of the site. The sidewalk shall be a minimum of six (6) feet in width. It is strongly recommended that the applicant provide a pedestrian connection from the rear of the site towards the main campus of William Paterson University. The applicant shall install a raised driveway apron at the proposed driveway. The sidewalk must be carried level across the driveway. The apron must include flares as on the detail. The driveway must include a centerline (double yellow), stop bar (12 inches, white), and stop sign. All striping must be thermoplastic. The driveway must also be dimensioned, with a maximum width of 30 feet for a two-way driveway. The plans must show the sight triangle, which must have adequate clearance per ASHTO standards, at the site driveway. The plans must indicate the dimension from the first parking spaces adjacent to the site driveway to the right-of-way line of Pompton Road. The plans must include a driveway profile. The slope of the driveway shall be no steeper than 2% for the first 50 feet back from the right-of-way line.

The site proposes 242 bedrooms, but only 144 parking spaces. 180 spaces are required for the use per the zoning table. The applicant shall address this discrepancy. The contour lines must

be labelled. The applicant must submit a drainage plan, indicating that there will be no runoff to Pompton Road. The plans must show all utilities and utility connections from the site. The plans must show all utilities and utility connections from the site. The landscaping from the architectural plans must be included in the engineering plan set. A landscaping table must also be provided. The plans must include cross-sections through the proposed retaining wall near Pompton Road, at 25-foot intervals. There is an existing fire hydrant at the location of the proposed driveway. The applicant must coordinate with the Wayne Fire Department to relocate the hydrant. The plans must include all necessary construction details. The applicant shall submit copies of any required NJDEP permits or waivers. It must be verified that the referenced FEMA map is current. The applicant shall provide the Corridor Enhancement Fee of \$5,329.00 payable to Passaic County.

Commissioner Edmond inquired if the applicant was a non-profit. Senior Planner Jason Miranda answered that it is uncertain because that information was not submitted. Commissioner Edmond asked that if the applicant is affiliated with the university, that the driveway be connected to the William Paterson University access road rather than Pompton Road. Commissioner Edmond asked that the applicant include the QuikChek driveway in the site plan. County Engineer Pera responded that the staff is asking the applicant to show all driveways between the William Paterson University Driveway and the Paterson-Hamburg Turnpike intersection.

There were no public comments on the professional testimony or any other aspect of the project.

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

OLD BUSINESS

The Board discussed the staff recommendation and asked that it be modified to reflect the soft costs (planning/engineering) of the green infrastructure mitigation as well as a cost associated with the property needed to construct such a facility. The Board understands that any recommendation would reflect potential impacts on future requests for reductions in fees and that the recommendation should reflect as accurate a cost estimate as possible.

The Board voted to table the second recommendation due to the stated fact that the staff is looking for more information on the total off-site improvements being invested by the applicant in order to provide a complete recommendation on a fee reduction. The Board also requested information on how the funds would need to be spent as it relates to mitigating the impacts of the developments in specific terms.

1. SP-20-022 – Pompton Lakes Towne Center – 1-55 Wanaque Avenue, Pompton Lakes
 - Request: Reduction of Corridor Enhancement Fee

A motion to table to old business item was made by Commissioner Martinique and seconded by Commissioner Gervens. The motion passed unanimously.

2. SP-20-023 – Prop. Retail Development (Manzo-Doren, LLC) – 809-813 Riverview Drive, Totowa
 - Request: Reduction of Corridor Enhancement Fee

A motion to table this old business item was made by Commissioner Metzler and seconded by Commissioner Martinique. The motion passed unanimously.

NEW BUSINESS – None.

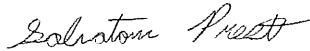
CORRESPONDENCE – None.

RESOLUTIONS – None.

ADJOURNMENT: Commissioner Gervens made a motion to adjourn the meeting at 6:33 PM that was seconded by Commissioner Metzler. The motion passed unanimously.

Respectfully submitted,

Salvatore Presti for



MICHAEL LYSICATOS



County of Passaic

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

October 23rd, 2020

Totowa Board of Adjustment
537 Totowa Road
Totowa, NJ 07512

Re: Site Plan Review – Prop. Office and Multi-Family Residential Building; 471 Totowa Road, Totowa; Block 95, Lot 5 (Passaic County File Number SP-20-034)

Members of the Board,

The above referenced site plan dated June 3rd, 2019, revised as of March 3rd, 2020, was reviewed by the Passaic County Planning Board on October 22nd, 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 930 Riverview Drive, Suite 250, Totowa, NJ 07512. **Please note that, effective November 2nd, the Department of Planning & Economic Development will be based in the Passaic County Administration Building in Paterson. All submissions from that date forward must be directed to 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:

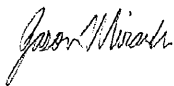
1. The name and address of the applicant and the owner shall be noted on the cover sheet.
2. The zoning schedule shall be revised to include existing site information, in addition to required and proposed site information, where applicable.
3. The existing right-of-way width and Master Plan right-of-way width (60 feet) of Totowa Road must be labelled in the plans.
4. The applicant shall replace the sidewalk and curbing (see attached detail) along the Totowa Road frontage of the site. The sidewalk shall be a minimum of five (5) feet in width.
5. The applicant shall install a continental-style crosswalk across Masklee Court.

Passaic County Planning Board
Prop. Office and Multi-Family Residential Building (SP-20-034)
471 Totowa Road, Totowa
Block 95, Lot 5

6. The applicant shall remove the Totowa Road driveway from the plans, as there is sufficient space to provide a full-access driveway along Masklee Court.
7. Notes 1 and 2 on Sheet 2 must be removed. The roof leader system may not encroach into the right-of-way of Totowa Road.
8. The applicant shall provide additional information regarding stormwater flow from the site. For example, the plans show a pipe from the site running along Masklee Court and connecting into an inlet. It should be clarified if the inlet connects into a separate drainage system. Masklee Court flows towards Union Boulevard, which is a County road.
9. The plans shall include a footing detail. The footings of the building must not encroach into the Totowa Road right-of-way.
10. The architectural plan indicates that a window will open into the County right-of-way. The plans must be modified to remove the encroachment.
11. The applicant shall incorporate shade trees into the landscaping along the frontage of the building, outside of the County right-of-way.
12. The applicant shall provide the Corridor Enhancement Fee of \$1,000.00 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 considered incomplete.

Best Regards,



Jason Miranda
Senior Planner

Cc: Passaic County Engineer
Damon Vespi
File

Mark Semeraro, Esq.
Patrick McClellan, P.E.



County of Passaic

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

www.passaiccountynj.org

PLANNING BOARD

TEL (973) 569-4040

FAX (973) 812-3450

Michael Lysicatos AICP, PP
Director

October 23rd, 2020

Paterson Planning Board
125 Ellison Street
Paterson, NJ 07505

Re: Site Plan Review – Prop. Wireless Telecommunications Facility; 114 Paterson Street,
Paterson; Block 3708, Lots 2, 3 & 4 (Passaic County File Number SP-20-035)

Members of the Board,

The above referenced site plan dated August 7th, 2020, revised as of August 24th, 2020, was reviewed pursuant by the Passaic County Planning Board on October 22nd, 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.

Best Regards,

Jason Miranda
Senior Planner

Cc: Passaic County Engineer
Frank Colasurdo, RA

Frank Ferraro, Esq.
File



County of Passaic

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

October 23rd, 2020

Wayne Board of Adjustment
475 Valley Road
Wayne, NJ 07470

Re: Site Plan Review – Pompton Road Student Housing; 438 Pompton Road, Wayne; Block 2904, Lot 2 (Passaic County File Number SP-20-036)

Members of the Board,

The above referenced site plan dated March 16th, 2020, revised as of August 4th, 2020, was reviewed by the Passaic County Planning Board on October 22nd, 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 930 Riverview Drive, Suite 250, Totowa, NJ 07512. **Please note that, effective November 2nd, the Department of Planning & Economic Development will be based in the Passaic County Administration Building in Paterson. All submissions from that date forward must be directed to 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 applicant must submit two signed and sealed (by a PLS) copies of the referenced surveys.
2. The existing right-of-way width and Master Plan right-of-way width (66 feet) of Pompton Road must be labelled. Any variation in the right-of-way width must be noted in the correct location.
3. The applicant must clarify the notes stating “approximate R.O.W. line to be finalized upon receipt of DOT maps” and “hatched area denotes apparent R.O.W. taking”.
4. The proposed use of the site shall be clarified in writing. Will the proposed student housing be affiliated with William Paterson University? Will the housing be restricted to students?

Passaic County Planning Board
Pompton Road Student Housing (SP-20-036)
438 Pompton Road, Wayne
Block 2904, Lot 2

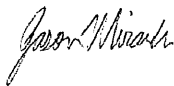
5. In the case that the proposed housing is affiliated with William Paterson University, the site access driveway shall connect into the existing university driveway to the east of the site rather than directly to Pompton Road.
6. The applicant must submit a traffic study, including before and after analyses of the following intersections:
 - a. Pompton Road and Paterson-Hamburg Turnpike;
 - b. Pompton Road and Belmont Avenue; and
 - c. Pompton Road and the site driveway.
7. The plans must indicate all signing, striping, and driveways on Pompton Road between Paterson-Hamburg Turnpike and the William Paterson University driveway east of this site.
8. A section of the sidewalk has been vertically displaced. The section must be replaced and be flat and level with the rest of the sidewalk.
9. It is strongly recommended that the applicant provide pedestrian connections from the rear of the site towards the main campus of William Paterson University and St. Joseph's hospital complex.
10. The applicant shall install a raised driveway apron (see attached detail) at the proposed driveway. The sidewalk must be carried level across the driveway. The apron must include flares as on the detail.
11. The driveway must include a centerline (double yellow), stop bar (12 inches, white), and stop sign. All striping must be thermoplastic. The driveway must also be dimensioned, with a maximum width of 30 feet for a two-way driveway.
12. The plans must show the sight triangle, which must have adequate clearance per ASHTO standards, at the site driveway.
13. The plans must indicate the dimension from the first parking spaces adjacent to the site driveway to the right-of-way line of Pompton Road.
14. The plans must include a driveway profile. The slope of the driveway shall be no steeper than 2% for the first 50 feet back from the right-of-way line.
15. The site proposes 242 bedrooms, but only 144 parking spaces. 180 spaces are required for the use per the zoning table. The applicant shall address this discrepancy.
16. The contour lines must be labelled.

Passaic County Planning Board
Pompton Road Student Housing (SP-20-036)
438 Pompton Road, Wayne
Block 2904, Lot 2

17. The applicant must submit a drainage plan, indicating that there will be no runoff to Pompton Road.
18. The plans must show all utilities and utility connections from the site.
19. The landscaping shown on the architectural drawings must be included in the engineering plan set. A landscaping table must also be provided.
20. The plans must include cross-sections through the proposed retaining wall near Pompton Road, at 25-foot intervals.
21. There is an existing fire hydrant at the location of the proposed driveway. The applicant must coordinate with the Wayne Fire Department to relocate the hydrant.
22. The plans must include all necessary construction details.
23. The applicant shall submit copies of any required NJDEP permits or waivers. It must be verified that the referenced FEMA map is current.
24. The applicant shall provide the Corridor Enhancement Fee of \$5,329.00 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
Jerome A. Vogel, Esq.
File

Pompton Development, LLC
Mid-Atlantic Engineering Partners