



**PASSAIC COUNTY PLANNING BOARD
MINUTES OF A REGULAR MEETING
Thursday, June 16th, 2022
Via Cisco WebEx**

Chair Metzler opened the meeting at 5:30 PM and Assistant Planner Presti read the notice that the requirements of the Open Public Meeting Act had been met. Assistant Planner Presti then proceeded to call the roll.

MEMBERS PRESENT: Joseph Metzler, Chair; William Gervens, Commissioner; Nakima Redmon, Commissioner; Miguel Diaz, Commissioner; Jonathan Pera, County Engineer; Steve Edmond, Alternate (voting for Vice Chair Martinique)

OTHERS PRESENT: John Abdelhadi, Planning Board Counsel; Andras Holzmann, Acting Planning Director/Planning Board Secretary; Salvatore Presti, Assistant Planner

MINUTES: A motion to adopt the minutes of the June 2nd, 2022, Planning Board Meeting was made by Commissioner Redmon and seconded by Chair Metzler. The motioned passed unanimously with Commissioner Diaz, Commissioner Gervens, and Commissioner Edmond abstaining.

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

- The Open Space Preservation Committee has completed its recommendations for 2022, awarding over \$2 million to applicants across the county.
- The Bike Passaic County Master Plan final draft is being reviewed by staff.
- The Planning Department is working on Highlands Grants to improve the Main Street & Reeve Avenue intersection in Bloomingdale and construct a proposed pedestrian bridge on Skyline Drive in Ringwood.

PUBLIC PORTION:

Commissioner Diaz 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 Gervens made a motion to close the public portion that was seconded by Commissioner Diaz. The motion passed unanimously.

DEVELOPMENT REVIEW

SP-22-032 – Proposed Apartment Building – 1323-1327 Ringwood Avenue, Wanaque

Staff explained this is a new site plan application in which the applicant has proposed to construct a 6,505 sq. ft., 3.5-story, apartment building with 21 dwelling units. The existing single-family dwellings on the site will be demolished. The site has frontage along Ringwood Avenue (CR 511) in Wanaque (Haskell).

The site will have a surface parking lot with a total of 42 parking spaces. The parking lot will have access to Ringwood Avenue via a full-access driveway. The applicant has proposed to replace the sidewalk along the frontage. The applicant has not proposed any changes to the existing curbing. Regarding drainage, the applicant has indicated that stormwater collected by roof leaders and on-site inlets will be discharged at the rear of the site towards existing wetlands. The site slopes away from the County right-of-way. The applicant has proposed to maintain existing shade trees along the frontage of the site.

Staff explained that there were conditions that must be satisfied before the application could receive an unconditional approval. The applicant must verify whether the lots are being consolidated. The right-of-way line must be clearly indicated on all plan sheets. All variations in the right-of-way width of Ringwood Avenue must be noted in the correct location. The proposed driveway is adjacent to the side property line. The applicant must provide a dimension to the side property line. The driveway must be a minimum of 10 feet from the side property line.

The applicant must replace all curbing along the site frontage, per County detail. The sidewalk along the site frontage must be a minimum of five (5) feet in width and dimensioned on the plan. A stop sign, stop bar (12 inches, white) and double yellow centerline must be installed at the driveway. All striping must be noted as thermoplastic. The applicant must install a concrete apron across the site driveway. The apron must include flared ends and raised sidewalk as on the detail. The sidewalk must be delineated across the driveway. The plans must include a driveway profile. The applicant must verify that the retaining wall footing does not extend into the County right-of-way. Any shade trees within the County right-of-way shall be the responsibility of the property owner. The applicant shall submit copies of any architectural drawings. The applicant must submit copies of any required NJDEP permits. The Corridor Enhancement Fee of \$2,994.00 must be provided payable to Passaic County.

Chair Metzler asked if the shade trees would interfere with the sidewalk. John Barbarula, attorney for the applicant, responded that the trees should not present an issue. John Geleski, applicant, was sworn in. He also stated that there should be no issue with the trees interfering with the curbing and trees. County Engineer Pera also stated that the trees were set back enough from the sidewalk that there should not be any issue. John Barbarula stated that he would send the architectural drawings to staff for review.

Chair Metzler asked about the driveway setback from the property line. County Engineer Pera clarified that the applicant has should have sufficient space between the property line and the driveway, but it must be dimensioned for clarity on the plan set.

A motion was made by Commissioner Gervens to open the floor to public comment. Commissioner Redmon seconded the motion. The motion passed unanimously.

No comments were made by the public.

A motion was made by Commissioner Diaz to close the floor to public comment. Commissioner Gervens seconded the motion. The motion passed unanimously.

Commissioner Gervens made a motion to grant **conditional approval** to this site plan application. The motion was seconded by Commissioner Diaz. The motion passed unanimously.

SP-22-034 – AKKC Medicine – 364 Lafayette Avenue, Hawthorne

Staff explained that this is a new site plan application in which the applicant has proposed to convert the interior of a former Bank of America commercial space into a medical office. The applicant has not proposed any changes to the footprint of the existing 3,777 sq. ft., one-story building on the site, which has frontage along Lafayette Avenue (CR 665) in Hawthorne.

The site has an existing 23-space surface parking lot with a full-access driveway along Lafayette Avenue. The site has an ingress-only driveway from Warren Avenue. The former bank drive-thru facility includes an egress-only driveway onto Lafayette Avenue. The applicant has not proposed any changes to the existing sidewalk and curbing. The applicant has not indicated grading or any drainage connections on the site.

Staff explained that there were conditions that must be satisfied before the application could receive an unconditional approval. The exit driveway serving the former bank drive-thru facility must be eliminated, as there are other driveways providing both ingress and egress to the site. The driveway would allow vehicles to exit side-by-side-by-side, which is strongly discouraged. The driveway apron shall be replaced with sidewalk and full-height curbing. The applicant must submit a waiver request justifying the existing Lafayette Avenue driveway serving the parking lot, as the site has accessibility from Warren Avenue. The applicant must provide a stop sign, stop bar (12 inches, white), and a double yellow centerline at the Lafayette Avenue driveway. All striping must be noted as thermoplastic.

The applicant shall provide pedestrian access, in compliance with ADA standards, from the parking lot to the building entrance. The plan must show all existing drainage facilities, including all connections. The plan must show elevation contours to indicate drainage flows throughout the site. No runoff will be permitted to enter Lafayette Avenue from the site. The applicant shall provide an additional shade tree in the lawn area along Lafayette Avenue. The Corridor Enhancement Fee of \$3,458.00 must be provided payable to Passaic County.

County Engineer Pera asked that the applicant must clarify if there are any cross easements between the existing lots. He also stated that if the Lafayette Avenue driveway was allowed, a trench drain may be required. Krystle Chua, applicant, was sworn in. She informed the board that due to an agreement with Bank of America, the ATM would be remaining in use on site. County Engineer Pera stated that the current three-lane into one exit configuration was unacceptable, and that if the applicant wished to have the ATM be in use, the applicant would either have to reconfigure the driveway to have one car exit at a time, or close access to the other two lanes.

Commissioner Edmond raised concerns that there were not enough ADA parking spaces on site. Amr Kahf, applicant, was sworn in. Both him and Krystle Chua described the site and expressed that they wished to move in as soon as possible due to financial concerns.

A motion was made by Commissioner Diaz to open the floor to public comment. Commissioner Redmon seconded the motion. The motion passed unanimously.

No comments were made by the public.

A motion was made by Commissioner Gervens to close the floor to public comment. Commissioner Redmon seconded the motion. The motion passed unanimously.

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

SP-22-017 – Proposed Laundromat – 355-357 Market Street, Paterson

Staff explained that this is a previously withheld site plan application in which the applicant has proposed to operate a laundromat in an existing retail building. The laundromat will occupy a unit that is currently vacant, while the adjacent Dollar General will remain. The site has frontage on Market Street (CR 648) in Paterson. This application was withheld on May 5th, 2022 with 8 conditions.

The site has two parking lots: one parking lot along Summer Street (a municipal road) and a parking lot accessible from Market Street. The latter parking lot has access via an entrance-only driveway on Market Street and two (2) exit-only driveways onto Carroll Street (a municipal road). There will be a total of 29 parking spaces on the site. The applicant has indicated that an existing basement access hatch on Market Street will be filled and covered with concrete sidewalk. The applicant has stated that no sidewalk vaults are present in the County right-of-way. No other changes to the existing sidewalk and curbing are proposed.

Regarding drainage, the applicant has indicated an existing trench drain beyond the Market Street driveway. As the driveway is sloped away from Market Street, the trench drain appears to collect runoff from the driveway. No other drainage facilities are indicated on the site. No landscaping has been proposed.

Staff explained that there were conditions that must be satisfied before the application could receive an unconditional approval. The driveway apron along Market Street must incorporate flared ends and raised sidewalk as per the detail. The sidewalk must be delineated across the driveway. Detectable warning surfaces shall remain. The plans must include a side elevation drawing with the right-of-way line of Market Street indicated. This is to verify any encroachments into the County right-of-way. The existing driveway is two-way, but the proposed plan shows that the driveway will be one-way and entrance-only. The applicant must confirm the flow of the driveway and provide appropriate signage.

Chair Metzler asked for clarification on flow of the existing driveway. Joseph Alesso, applicant, was sworn in. He stated that the applicant would be maintaining the one-way in driveway. Commissioner Edmond asked about the profiles and encroachments on site. Joseph Alesso responded that an encroachment permit has been submitted for planning staff to review.

A motion was made by Commissioner Diaz to open the floor to public comment. Commissioner Gervens seconded the motion. The motion passed unanimously.

No comments were made by the public.

A motion was made by Commissioner Diaz to close the floor to public comment. Commissioner Gervens seconded the motion. The motion passed unanimously.

Commissioner Diaz made a motion grant **conditional approval** to this site plan application. The motion was seconded by Commissioner Gervens. The motion passed unanimously.

SP-22-035 – Proposed Apartment Building – 199-201 Lexington Avenue, Passaic

Staff explained that this is a new site plan application in which the applicant has proposed to construct a 4,511 sq. ft., three-story apartment building on a vacant lot. The proposed building will have a total of 12 dwelling units. The site has frontage along Lexington Avenue (CR 625) in Passaic.

The applicant has proposed a total of 11 parking spaces on the site. Nine (9) of the spaces will be accessed via a full-access driveway along Lexington Avenue, and two (2) parking spaces will be accessed via Harrison Street, a municipal road. There is no connection between the two (2) driveways, and the Harrison Street frontage is too narrow to accommodate a full-access driveway. The applicant has not proposed any changes to the existing sidewalk and curbing along Lexington Avenue. Regarding drainage, the applicant has proposed to install seepage pits on site which will collect all roof runoff. The applicant has proposed to install a trench drain at the Lexington Avenue (CR 625) driveway, which will also connect to the seepage pits. The applicant has proposed to plant two (2) cherry trees along the frontage of the site.

Staff explained that there were conditions that must be satisfied before the application could receive an unconditional approval. The right-of-way line of Lexington Avenue must be clearly indicated on all plan sheets. Parking spaces may be proposed within 20 feet of the right-of-way line. The applicant shall confirm with municipal officials that the proposed columns separating the ADA-accessible parking space from the adjacent hatched area are acceptable. The applicant shall confirm if the parking spaces are to be assigned to specific tenants.

The sidewalk along Lexington Avenue must be a minimum of five (5) feet in width and dimensioned on the plan. The applicant shall provide a concrete driveway apron on Lexington Avenue. The apron must incorporate flared ends and raised sidewalk per the County detail. The sidewalk shall be delineated across the driveway. Detectable warning surfaces shall still be provided. The applicant shall provide a stop sign, stop bar (12 inches, white), and a double yellow centerline at the Lexington Avenue driveway. All striping shall be noted as thermoplastic.

The applicant shall provide turning templates for an on-site turnaround for the parking space that is adjacent to the building and columns. On-street parking shall be prohibited along the Lexington Avenue frontage of the site to the north of the driveway. The applicant must submit a written request to the City of Passaic to enact the parking prohibition. The plans must include a

driveway profile. The plans indicate concrete seepage pits (with no dimensions), but the drainage calculations indicate a Cultec Recharger system. The applicant must clarify what is being proposed.

The drainage calculations are based on the change in runoff from existing to proposed, but must be revised to account for all runoff from the site. The plans must indicate Campbell Foundry 4526A (or equal) for the trench drain, or provide a detail. The plans must be revised to allow for up to six (6) inches of on-site ponding prior to any flow into the County system being triggered. Commissioner Edmond asked that language be included that states that if there are parking spaces within 20 feet of the right-of-way line, they must be eliminated or the applicant must request a waiver. County Engineer Pera also stated that if a waiver is requested that the parking spaces be assigned to residents with signage. Chair Metzler asked that language be included that if the sidewalk is not four feet in width, that the sidewalk must be replaced to be five feet in width.

A motion was made by Commissioner Gervens to open the floor to public comment. Commissioner Diaz seconded the motion. The motion passed unanimously

No comments were made by the public.

Seeing no one, a motion was made by Commissioner Redmond to close the floor to public comment. Commissioner Gervens seconded the motion. The motion passed unanimously

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

OLD BUSINESS

1. Historic Preservation Element (Parks, Recreation & Open Space Master Plan)

Assistant Planner Presti outlined the proposed changes to the Historic Preservation Element as outlined by Cultural and Historic Affairs Director Ruffel. Commissioner Edmond raised concerns about the property around Church Lane and Hamburg Turnpike interchange. He requested that before any action is taken that the property ownership is verified and discussed with the Department of Cultural and Historic Affairs and County Administration. The board agreed to table this item to the next planning board meeting.

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

2. Driscoll Foods (SP-22-008) Corridor Enhancement Fee Waiver Request

Assistant Planner Presti outlined the waiver request. After discussion between staff and the board, it was agreed to table the waiver request until the next meeting until staff can determine if the property along the county frontage was part of a taking or is under easement with the county.

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

NEW BUSINESS – None.

CORRESPONDENCE – None.

ADJOURNMENT: Commissioner Diaz made a motion to adjourn the meeting at 6:48 PM that was seconded by Commissioner Gervens. The motion passed unanimously.

Respectfully submitted,
Salvatore Presti for

A handwritten signature in cursive script that reads "Salvatore Presti".

ANDRAS HOLZMANN