



**PASSAIC COUNTY PLANNING BOARD
MINUTES OF A REGULAR MEETING
Thursday, February 16th, 2023
401 Grand Street, Room 220, Paterson, NJ 07505**

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

MEMBERS PRESENT: Joseph Metzler, Chair; Kenneth Simpson, Vice Chair; Steven Edmond, Commissioner; Miguel Diaz, Commissioner; Nakima Redmon, Commissioner; Stephen Martinique, Commissioner (arriving at 5:39 PM); Pat Lepore, County Commissioner Director; Jonathan Pera, County Engineer

BOARD PROFESSIONALS PRESENT: John Abdelhadi, Planning Board Counsel; Massiel Medina Ferrara, Planning Director; Jason Miranda, Senior Planner; Salvatore Presti, Assistant Planner

MINUTES: A motion to adopt the minutes of the January 26th, 2023 Planning Board Meeting was made by Vice Chair Simpson and seconded by County Engineer Pera. The motion passed unanimously, with Commissioner Diaz abstaining.

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

- William Gervens was honored with a proclamation at the February 14th County Commissioner's Meeting for his many years of service on the Passaic County Planning Board.
- The Planning Department is preparing to submit for new grants that have become available under the federal Infrastructure Investment and Jobs Act. The Planning Department will keep the board updated on future projects.
- Under New Business, there will be a presentation following Development Review providing a brief update on the Highlands Rail Trail Phase I project.
- The Corridor Enhancement Report will be presented to the board at the next meeting.
- The Planning Department will be instituting Submission Deadlines for Planning Board applications. The submission deadlines should help guide applicants through the submission process and allow staff time to complete reviews in a timely manner. The dates will be shared with the board at the next meeting.
- The next Planning Board meeting will be held on March 9th.

PUBLIC PORTION:

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

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

DEVELOPMENT REVIEW

SP-22-037 – Proposed Dunkin’ Drive-Thru – 76-98 Main Avenue, Passaic

Commissioner Martinique entered the meeting at 5:39 PM.

Staff explained that this is a previously withheld site plan application in which the applicant has proposed to construct a drive-thru facility at an existing Dunkin’ location. No changes are proposed to the existing footprint of the building. The site has frontage along Main Avenue (CR 601) in Passaic. This applicant was withheld by the Board on June 30th, 2022.

To accommodate the drive-thru lane configuration, the applicant has proposed to re-configure a portion of the existing mall’s parking lot. Parking will be reduced from 105 spaces to 84 spaces. The site and parking lot will have access via three driveways: a full-access driveway along Main Avenue, an entrance-only driveway along Main Avenue, and a full-access driveway along Mass Court (a municipal road). The entrance-only driveway is currently in use as an emergency access driveway for fire use only. The applicant has submitted a Trip Generation and Parking Assessment Memorandum.

Regarding drainage, the applicant has indicated that the existing stormwater inlets will continue to be in use at the easternmost driveway and that the northernmost driveway slopes away from the county right-of-way. The applicant has submitted a drainage report and proposed to replace all on-site Type ‘B’ inlets with Type ‘N-Eco’ inlets.

Staff explained that there were conditions that must be satisfied before the application could receive an unconditional approval. The applicant must submit two (2) signed and sealed copies of a topographic survey. The proposed access along Main Avenue shall be limited to either a single full-access driveway or two (2) one-way driveways. The proposed entrance-only driveway would be preferable as an exit-only driveway, if permitted based on the below comment, due to sight distance issues at the other driveway. Appropriate signing and striping must be provided at any proposed Main Avenue driveways. The applicant has submitted a waiver request to use both a two-way driveway and an entrance-only driveway. The municipal side street (Mass Court) is a one-way road (traffic flowing towards Main Avenue). Based on the submitted information, this waiver is recommended by staff.

The plans must include driveway profiles for any proposed Main Avenue driveways. The westerly driveway includes a 2.6% slope within 50 feet of the right-of-way line. For a waiver to be considered, the applicant must submit a written justification for consideration by the Board. The applicant must submit drainage calculations to show that there will be no runoff from the site onto Main Avenue. The inlets, inverts, and pipe locations (size) must all be labelled on the plan.

No questions were asked by the board.

Matthew Clark, engineer for the applicant, was sworn in. He stated that the topographical surveys would be submitted. He also that the driveway slope is an existing condition and that modifications to the slope would affect the drainage patterns on the site.

Commissioner Edmond made a motion to grant the waiver allowing two (2) driveways on a county road, and grant a waiver allowing the westerly driveway to have a slope greater than 2% within 50 feet of the right of way line. Commissioner Redmon seconded the motion. The motion passed unanimously.

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

No comments were made by the public.

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

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

SP-22-029 – White Castle Renovations – 1325 Main Street, Clifton

Staff explained that this is previously withheld site plan application in which the applicant has proposed numerous site modifications at an existing White Castle restaurant. The applicant has proposed changes to the existing structure and the remainder of the site, including the construction of a 450 sq. ft. building addition for dry storage. The site has frontage along Main Avenue (CR 601) and Piaget Avenue (CR 628) in Clifton. This application was withheld by the Board on May 19th, 2022.

The parking lot will contain a total of 16 spaces. The applicant has proposed to maintain the existing parking lot and drive-thru configuration. The site has existing full-access driveways along Main Avenue and Piaget Avenue. Both driveways are located adjacent to side property lines. The applicant has not proposed any changes to the existing sidewalk and curbing.

Regarding drainage, the applicant has proposed to construct a trench drain across the Main Avenue driveway. The trench drain will connect to two (2) existing inlets on the site. The applicant has proposed to retrofit one (1) of the inlets from a Type ‘A’ inlet to a Type ‘E’ inlet. It is not indicated on the plan where the inlets connect into any other pipes. The applicant has not proposed any drainage along the Piaget Avenue driveway, which slopes away from the County right-of-way. The applicant has submitted a drainage report. The applicant has proposed to plant seven (7) red maple trees along the site frontage.

Staff explained that there were conditions that must be satisfied before the application could receive an unconditional approval. The applicant must request a waiver, with a written justification, for the two (2) driveways to be located within 10 feet of the side property lines. The applicant has requested a waiver to maintain the two existing driveways along the County right-

of-way. Based on the submitted information, the waiver is recommended by staff. The applicant must install stop bars (12 inches, white) at both driveways, located four (4) feet back from the sidewalk. The stop bars must be placed entirely within the property line. The four (4) feet between the stop bars and sidewalk must be dimensioned.

The routing of all existing drainage pipes must be indicated on the plan. All connecting pipes must be indicated on the plan, including pipe sizes and any connections to the drainage systems along Main and Piaget Avenues. Shade trees shall be planted in the existing grass strips along Main Avenue and Piaget Avenue, outside of the sight triangle. The plans must include a note stating that the applicant will be responsible for maintaining all landscaping within the County right-of-way.

Commissioner Edmond asked if there were inlets present on site. County Engineer Pera clarified the drainage situation on site.

Commissioner Edmond made a motion to grant a waiver allowing the applicant to maintain driveways within 10 feet of the property line. Commissioner Diaz seconded the motion. The motion passed unanimously.

A motion was made by Commissioner Martinique to open the floor to public comment. Vice Chair Simpson seconded the motion. The motion passed unanimously.

No comments were made by the public.

Seeing no one, a motion was made by Commissioner Martinique to close the floor to public comment. Vice Chair Simpson seconded the motion. The motion passed unanimously.

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

SP-23-003 – Pioneer Academy – 164 Totowa Road, Wayne

Staff explained that this is a new site plan application in which the applicant has proposed to construct an 11,050 sq. ft. detached indoor gymnasium and to renovate the interior of the existing school building at the Pioneer Academy. The site has frontage along Totowa Road (CR 644) in Wayne.

The applicant has proposed to maintain the existing 452-space parking lot on site. The site lot has access via a full-access driveway on Totowa Road (CR 644). The driveway includes two lanes in each direction, including side-by-side exit lanes. The driveway is shared with the adjacent property (Lot 20) to the west, which is occupied by a warehouse. Regarding drainage, the applicant has proposed to install several inlets in the parking lot and upgrade the grates of several existing inlets. The site slopes away from the County right-of-way. The applicant has not proposed any landscaping along the site frontage.

Staff explained that there were conditions that must be satisfied before the application could receive an unconditional approval. The plans indicate a previous right-of-way dedication along

Totowa Road. However, the right-of-way width is indicated as 50 feet, whereas the full Master Plan right-of-way width is 66 feet. The applicant must clarify this discrepancy. At the site driveway, the side-by-side exit lanes shall be replaced with a single exit lane in advance of the stop bar. All striping at the site driveway must be refreshed with thermoplastic material. The applicant must install a sidewalk along the Totowa Road frontage. The sidewalk must be a minimum of five (5) feet in width and dimensioned.

The curbing along the Totowa Road frontage must be replaced with full-height curbing in accordance with County detail. The existing curb ramp at the site driveway must be inspected by a licensed professional in the State of New Jersey and a signed certification submitted stating that the ramp is in compliance with current ADA standards. If the ramp is non-compliant, the applicant must replace it with an ADA-compliant curb ramp. The applicant must install a curb ramp at the easterly end of the site driveway. Upon installation, the applicant must submit a signed certification from a licensed professional in the State of New Jersey stating that the ramp is in compliance with current ADA standards.

The applicant must install crosswalk striping, in the continental-style, across the site driveway. As the driveway is sloped down from Totowa Road, the applicant shall enter into a hold harmless agreement for all stormwater, silt, and debris that enters the site from the County right-of-way. The applicant shall provide shade trees along the Totowa Road frontage, outside of the County right-of-way. The applicant shall provide copies of any required NJDEP permits for the proposed development. The applicant shall provide the Corridor Enhancement Fee of \$5,265.00 payable to Passaic County.

Chair Metzler asked about drainage on site. County Engineer Pera clarified that the site slopes away from the County Right of Way. Commissioner Edmond asked that a three-foot buffer be added between the curbing and sidewalk.

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

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

OLD BUSINESS – None.

RESOLUTIONS – None.

NEW BUSINESS

Highlands Rail Trail Phase I

Senior Planner Miranda gave the board a brief presentation on the Highlands Rail Trail Phase I project. Chair Metzler asked if there were any proposed devices in place to prevent vehicles from using the trail. County Engineer Pera responded that infrastructure would be installed that would mitigate people using motorized vehicles on the trail while also allowing Water Commission vehicles to preform work and patrol the property.

CORRESPONDENCE – None.

ADJOURNMENT: Commissioner Diaz made a motion to adjourn the meeting at 6:07 PM that was seconded by Vice Chair Simpson. The motion passed unanimously.

Respectfully submitted,
Salvatore Presti for



MASSIEL MEDINA FERRARA