



**PASSAIC COUNTY PLANNING BOARD  
MINUTES OF A REGULAR MEETING  
Thursday, March 9<sup>th</sup>, 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; 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 February 16<sup>th</sup>, 2023 Planning Board Meeting was made by Commissioner Diaz and seconded by Commissioner Edmond. The motioned passed unanimously.

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

- The Planning & Economic Development staff have been working on various county grant funding programs including the 2023 Open Space Trust Fund and HUD Community Development Block Grants. Both Open Space and Community Development Block Grant applications are due this month from participating municipalities and non-profit organizations.
- Planning staff have been preparing to submit for the new grants that are becoming available under the federal Infrastructure Investment and Jobs Act, as well as submitting for the FY2024 Congressional-Community Projecting funding program. Applications are due next week; the board will be updated on progress.
- Staff will be providing a summary of the 2022 Corridor Enhancement Fee Report under New Business after Development Review is concluded.
- A resolution for the Municipal Stormwater Management Plan for the Borough of Haledon will be presented under Resolutions after Development Review is concluded.
- Staff will be instituting Submission Deadlines for applicants to the Planning Board. The deadlines will help guide the applicant through the submission process and allow staff time to complete reviews in a timely manner. Staff is currently working to ensure that the submission deadline dates conform with the County Planning Act and Municipal Land Use Law.
- The next Planning Board meeting will be on March 30<sup>th</sup>, 2023.

## **PUBLIC PORTION:**

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

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

## **DEVELOPMENT REVIEW**

### **SP-23-007 – Plaza Square Retail – 625 Paterson-Hamburg Turnpike, Wayne**

Staff explained that this is a new site plan application in which the applicant has proposed to convert an existing retail space into two (2) retail spaces to accommodate a prospective supermarket tenant. The applicant has also proposed to make various on-site improvements, including the conversion of 12 parking spaces into electric vehicle charging stations, installation of a new façade sign, replacement of the sidewalk and bollards along the store front, and installation of landscaped islands. The site has frontage along the Paterson-Hamburg Turnpike (CR 504) in Wayne. The applicant recently received unconditional approval for a site plan application (SP-21-043) to construct a traffic signal at the Paterson-Hamburg Turnpike driveway.

The proposed changes will eliminate 16 parking spaces, increasing the total amount of parking on the site to 650 parking spaces. The site has access via a right-in and right-out driveway along Paterson-Hamburg Turnpike. Changes to the driveway were approved as part of the recently approved site plan application for the traffic signal. Regarding drainage, the applicant has proposed to connect roof leaders to the existing drainage system on the site. The site is sloped away from the County right-of-way. The applicant has not proposed any landscaping along the County right-of-way due to the steep slopes along Paterson-Hamburg Turnpike.

Staff explained that there were conditions that must be satisfied before the application could receive an unconditional approval. Upon obtaining the Certificate of Occupancy from the Township of Wayne, the applicant must submit an inspection report from a professional engineer on the conditions of the stormwater system. The applicant shall address any recommendations, if any, within 90 calendar days of the report. The inspection report is to be performed and submitted every two (2) years to the Wayne Construction Official and the Passaic County Planning Board. Any curbed inlets on-site shall be upgraded with an Eco-type curb piece.

Commissioner Edmond asked about the status of the previously approved site plan application. Senior Planner Miranda stated that the driveway approved site plan has received unconditional approval.

Commissioner Redmon entered the meeting at 5:40 PM.

Bryan Ehnes, engineer for the applicant, was sworn in. He stated that the applicant would be amenable to adding a note showing the other project was approved.

A motion was made by Commissioner Diaz 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 Redmon to close the floor to public comment. Commissioner Diaz 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 Vice Chair Simpson. The motion passed unanimously, with Commissioner Redmon abstaining.

**SP-22-059 – Proposed Apartments – 373-375 Union Avenue, Paterson**

Staff explained that this is a previously withheld site plan application in which the applicant has proposed to construct a 4,900 sq. ft. second floor addition to an existing commercial building to accommodate four (4) dwelling units. The first floor will remain in use as a grocery store. The site has frontage along Union Avenue (CR 646) in Paterson. This application was withheld by the Board on January 12<sup>th</sup>, 2023.

The site has no existing or proposed parking spaces or driveways. The applicant has proposed to replace the sidewalk and curbing along the site frontage. The applicant has submitted an engineer's report for a cellar door located in the sidewalk, which the applicant intends to maintain. The applicant has confirmed that there are no other basement vaults on the site, and the existing basement does not extend under the sidewalk. All existing encroachments have been authorized by the Board of County Commissioners. The parking lane in front of the site has been signed and painted as a commercial loading zone and prohibits non-delivery parking on Monday to Friday from 8 AM to 5 PM.

Regarding drainage, the applicant has indicated that the proposed second story addition inlets will connect to the existing inlets on the building's current roof. The applicant has indicated that the drainage system connects to the Union Avenue stormwater system via underground pipes.

Staff explained that there were conditions that must be satisfied before the application could receive an unconditional approval. The applicant shall have a New Jersey licensed professional engineer or architect inspect the sidewalk basement door every two (2) years and submit a certification on the door's condition to both the City of Paterson Construction Official and the Passaic County Planning Department. This shall also be noted on the plan set. The full note (above) must be added to the site plan.

Commissioner Edmond asked for clarification on the loading zone in front of the building. County Engineer Pera clarified the wording of the parking signage. Commissioner Edmond asked that the future inspection reports include the ability for capacity to have H-50 load capacity.

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

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

**SU-23-003 – Grant Avenue Subdivision – 228 Grant Avenue, Pompton Lakes**

Staff explained that this is a new major subdivision application in which the applicant has proposed to subdivide an existing lot (30) in order to create a total of three (3) lots. The site does not have frontage along a County roadway. The frontage is entirely on Grant Avenue (municipal road), which slopes towards Colfax Avenue (CR 686). The applicant has proposed to demolish the existing single-family dwelling on the site, and to construct three (3) single-family dwellings with one on each of the proposed lots. Separate driveways to Grant Avenue are to be constructed for each dwelling. The applicant has proposed to connect the roof leaders from each dwelling into separate on-site retention systems.

The submitted preliminary plat prepared by E&LP and dated February 9<sup>th</sup>, 2023 has been reviewed by staff. The proposed development does not pose any adverse impact to any County facilities. Pending submission of a final plat, the application is recommended for approval by staff.

The board asked no questions.

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

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

**SP-22-074 – Proposed Supermarket Renovation – 429-435 Lexington Avenue, Clifton**

Staff explained that this is a previously withheld site plan application in which the applicant has proposed to renovate an existing 16,637 sq. ft., vacant supermarket building which will resume operations as a supermarket. The applicant has not proposed any changes to the building's footprint. The site has frontage along both Lexington Avenue (CR 625) and Clifton Avenue (CR 611). The application was previously withheld on February 15<sup>th</sup>, 2023.

The applicant has proposed to re-seal and re-stripe the existing parking lot to have a total of 67 parking spaces. The site will have access via three (3) driveways: a full-access driveway on

Clifton Avenue (CR 611), a full-access driveway on Lexington Avenue (CR 625), and a full-access driveway onto Madison Avenue (municipal road). The site also has access to an adjoining property, which has driveways that lead to Clifton Avenue (CR 611) and Central Avenue (CR 624). The applicant has not proposed any changes to the sidewalk or curbing.

Regarding drainage, the applicant has indicated that there are inlets present at both the Clifton Avenue (CR 611) and Lexington Avenue (CR 624) driveways, as well as inlets throughout the site. The applicant has indicated that the drainage system connects to the Lexington Avenue stormwater system. The applicant has submitted a topographic survey. The applicant has not proposed any changes to the existing landscaping on the site.

Staff explained that there were conditions that must be satisfied before the application could receive an unconditional approval. Per the Passaic County Site Plan Resolution, a site with frontage along a municipal street shall not have any access points along a County roadway. For the proposed circulation to be considered by the Planning Board, the applicant shall submit a written justification for maintaining the two (2) full-access driveways indicated along Lexington and Clifton Avenues. The applicant has submitted a waiver request in support of maintaining two (2) existing site driveways along Clifton and Lexington Avenue. Both driveways were previously approved by the Planning Board. Based on the submitted information, the waiver is recommended by staff.

All existing striping shall be refreshed at the Lexington and Clifton Avenue driveways. The centerline striping must be noted as double yellow and be 50 feet in length. The directional arrows must also be noted as thermoplastic. Both stop bars must be located a minimum of four (4) feet from the sidewalk. The applicant has requested a waiver from the requirement to provide 50-foot centerlines at both driveways. The proposed centerlines are 26'-5" (Clifton Avenue) and 21'-1" (Lexington Avenue) in length.

Upon obtaining the Certificate of Occupancy from the City of Clifton, the applicant must submit an inspection report from a professional engineer on the conditions of the stormwater system. The applicant shall address any recommendations, if any, within 90 calendar days of the report. The inspection report is to be performed and submitted every two (2) years to the Clifton Building Department and the Passaic County Planning Board. The note must be added to the plan. The Planning Board reserves the right to provide additional drainage comments in response to revised plans. All existing basins on site shall be cleaned out and Eco-type curb pieces installed at all internal inlets.

Commissioner Edmond asked about the inlet cleaning notes. County Engineer Pera clarified the comment. Commissioner Edmond asked that the note be amended to clean the stormwater system on the property.

A motion to grant the requested driveway waiver was made by Commissioner Edmond and seconded by Commissioner Redmon. The motion passed unanimously.

A motion was made by Commissioner Redmon 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 Redmon to close the floor to public comment. Commissioner Diaz 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 Vice Chair Simpson. The motion passed unanimously.

**OLD BUSINESS – None.**

**NEW BUSINESS**

Annual Report – Corridor Enhancement Program

Senior Planner Miranda presented the Corridor Enchantment Summary for 2022. The presentation included a summary of collected funds by municipality, current allocated funding amounts, and examples of projects funded with Corridor Enhancement money.

**RESOLUTIONS**

2023-03: Municipal Stormwater Management Plan – Borough of Haledon

Senior Planner Miranda presented a resolution for the Municipal Stormwater Management Plan for the Borough of Haledon. Staff had several minor comments relating to changing mislabeled titles and clarified wording.

A motion was made by Commissioner Diaz to approval the resolution with the outlined labeling and clarification changes. Vice Chair Simpson seconded the motion. The motion passed unanimously.

**CORRESPONDENCE – None.**

**ADJOURNMENT:** Commissioner Redmon made a motion to adjourn the meeting at 6:10 PM that was seconded by Commissioner Diaz. The motion passed unanimously.

Respectfully submitted,  
Salvatore Presti for



MASSIEL MEDINA FERRARA