



**PASSAIC COUNTY PLANNING BOARD  
MINUTES OF A REGULAR MEETING  
April 24<sup>th</sup>, 2024  
401 Grand Street, Room 220, Paterson, NJ 07505**

Chair Joseph Metzler opened the meeting at 5:35 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; Miguel Diaz, Vice Chair; Stephen Martinique, Commissioner; Nakima Redmon, Commissioner (arriving at 5:47 PM); Steven Edmond, Commissioner; Jonathan Pera, County Engineer; Orlando Cruz, County Commissioner

**BOARD PROFESSIONALS PRESENT:** Planning Board Counsel John Abdelhadi; Adam Bradford, Supervising Planner; Jason Miranda, Senior Planner

**MINUTES:** A motion was made by County Commissioner Cruz to approve the minutes of the April 4<sup>th</sup>, 2024 Planning Board meeting. The motion was seconded by Vice Chair Diaz. The motion passed unanimously.

**PUBLIC PORTION:**

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

Seeing no one from the public present, Commissioner Martinique made a motion to close the meeting to public comment. The motion was seconded by Vice Chair Diaz. The motion passed unanimously.

**DEVELOPMENT REVIEW**

**SP-23-051 – Main Foot & Ankle – 1610 Main Avenue, Clifton**

Staff explained this is a previously withheld site plan application in which the applicant has proposed to add a second floor to an existing 3,378 sq. ft. commercial building. The building will be used as a medical facility. The applicant has proposed to demolish the existing single-family dwelling. The site has frontage along Main Avenue (CR 601) in Clifton.

The applicant has proposed to expand the parking lot from 12 to 31 parking spaces. The parking lot will have access via three (3) driveways: two (2) entrance/left turn only driveways on West 2nd Street (municipal jurisdiction; one-way EB) and an exit/right turn only driveway on Main Avenue (CR 601).

Regarding drainage, the applicant has proposed to install an infiltration basin to collect stormwater from the roof leaders and several inlets on the site. Both the site and West 2nd Street are sloped away from Main Avenue (CR 601). The applicant has proposed to reconstruct the curb ramps at the corner of Main Avenue and West 2nd Street. The applicant has also proposed to relocate a proposed monument sign out of the sight triangle of the Main Avenue (CR 601) driveway. The applicant has proposed to plant four (4) Pin Oak trees adjacent to the Main Avenue driveway.

Staff explained that there were conditions that must be addressed before the application can received unconditional approval. The applicant shall either consolidate the lots or provide a cross-access easement between the lots for all common features, including access and utilities. The applicant shall submit a copy of the recorded Deed of Lot Consolidation prior to the issuance of an unconditional approval. The applicant shall dimension the sidewalk and pavers along the Main Street frontage of the site. The sidewalk shall be a minimum of five (5) feet in width. The applicant has requested a waiver from the requirement for a 5-foot sidewalk, as the site frontage was recently reconstructed as part of a City streetscaping plan. The waiver is recommended by staff as the pavers provide additional width beyond the 4-foot sidewalk.

The applicant shall eliminate the exit-only driveway along the Main Avenue frontage. Full-height curbing shall be provided (see attached detail), and the curb opening shall be restored in accordance with the City of Clifton's streetscape standards. If a waiver is requested for the driveway to remain on Main Avenue, the following conditions shall apply: The applicant must provide written hardship justification for the exit-only driveway on Main Avenue. The applicant has submitted a waiver request to permit the proposed exit-only driveway along Main Avenue. As the alternate frontage of West 2nd Street is restricted to one-way eastbound traffic, the waiver is recommended by staff. The applicant shall enter into a hold harmless agreement, indemnifying the County for any damages and/or claims relating to stormwater, silt, and debris that enters the site from the County right-of-way. An agreement template is attached for the applicant's review. A signed copy of the agreement must be submitted by the applicant. The agreement will require the authorization of the Board of County Commissioners prior to being executed and recorded by the County.

The applicant shall provide the Corridor Enhancement Fee of \$2,084.00 payable to Passaic County.

Thomas Donohue, engineer for the applicant, was sworn in and described the existing and proposed site conditions to the board.

Chair Metzler asked that the applicant write to the City of Clifton to request that the existing empty tree pit be re-planted.

A motion was made by County Commissioner Cruz and to grant a waiver allowing the existing 4-foot sidewalk to remain since the existing pavers provided extra width. The motion was seconded by Vice Chair Diaz and passed unanimously.

A motion was made by Vice Chair Diaz to grant a waiver allowing an exit-only driveway onto Main Avenue. The motion was seconded by Commissioner Edmond and passed unanimously.

A motion was made by Commissioner Martinique to open the floor to public comment. The motion was seconded by County Commissioner Cruz. The motion passed unanimously.

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

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

**SP-24-005 – Passaic Clifton Community Kollel – 411-415 Main Avenue, Clifton**

Staff explained this is a previously withheld site plan application in which the applicant has proposed to demolish an existing house of worship and single-family dwelling in order to construct a new 5,893 sq. ft. house of worship. The site has frontage along Main Avenue (CR 601) in Clifton.

The site will have 24 parking spaces, with ingress from Main Avenue (CR 601) and egress to South Parkway (municipal). Both driveways will be restricted to one-way traffic. The existing sidewalk and curbing along the Main Avenue frontage will be replaced by the applicant. Regarding drainage, the applicant has agreed to install trench drains at both driveways, as both the Main Avenue (CR 601) driveway and South Parkway roadway are sloped towards the County right-of-way. The trench drains and roof leaders from the building will connect into a proposed underground drainage basin. The applicant has proposed to plant two (2) flowering cherry trees along the Main Avenue (CR 601) frontage of the site.

Staff explained that there were conditions that must be addressed before the application can received unconditional approval. The applicant shall enter into a cross-access agreement between the two lots or consolidate the lots. Any proposed lot consolidation must be noted on the plans. A recorded Deed of Lot Consolidation must be submitted prior to the issuance of an unconditional approval.

Where a site occupies a lot with frontage on a County road and frontage on a municipal road, full access should be provided on the municipal road and all driveway access removed from the County road. If access is proposed on both roadways, a written waiver request with justification is required for access along the County roadway to be considered by the Board. If a waiver is being requested for access on both roadways, then the following comments shall apply to the Main Avenue driveway. The applicant has requested a waiver to permit a driveway along the Main Avenue frontage, on the condition that the driveway is one-way with egress from the site being along South Parkway. Based on these conditions, the waiver is recommended by staff.

Off-street parking areas shall be designed to prevent the maneuvering of vehicles into or out of parking spaces or the storage of vehicles within any portion of an entrance driveway or driveway lane that is within 20 feet of the right-of-way line of the County road. The applicant shall revise the plans accordingly to comply. The applicant has requested a waiver from the requirement to remove all parking spaces that are located within 20 feet of the right-of-way line adjacent to the Main Avenue driveway. The closest space will be reserved and signed for use only by the rabbi. The next closest space will be 21.75 feet from the curb line and 28.76 feet from the edge of the nearest travel lane. Based on this conditions, the waiver is recommended by staff. An R(NJ)7-4R sign shall be installed 25 feet from the intersection. The plans must indicate that the sign shall be placed at a 45-degree angle to the direction of travel.

The applicant shall send a written request to the City of Clifton to refresh the existing crosswalk striping across South Parkway. A copy of the correspondence shall be provided. The applicant shall provide the Corridor Enhancement Fee of \$3,205.00 payable to Passaic County. The applicant has requested that the fee be reduced due to the not-for-profit status of the use. The

Planning Board may issue a recommendation for the Board of County Commissioners to reduce the fee. Any reduction must be authorized by the Board of County Commissioners at a regular meeting.

No comments were made by the board.

A motion was made by Commissioner Martinique to grant a waiver allowing a driveway on Main Avenue when the site has access to a municipal roadway. The motion was seconded by Vice Chair Diaz and passed unanimously.

A motion was made by Vice Chair Diaz to grant a waiver allowing parking spaces within 20 feet of the master plan right of way with the condition that the nearest parking space is signed as being reserved for the rabbi. The motion was seconded by Commissioner Martinique and passed unanimously.

The applicant requested that the Corridor Enhancement Fee be reduced as the applicant was a non-profit religious use organization. The Planning Board made a recommendation of a reduction of the Corridor Enhancement Fee to \$250, to be presented for consideration by the Passaic County Board of Commissioners.

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

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

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

**OLD BUSINESS – None.**

**NEW BUSINESS – None.**

**CORRESPONDENCE – None.**

**ADJOURNMENT:** Commissioner Redmon made a motion to adjourn the meeting at 6:03 PM that was seconded by Vice Chair Diaz. The motion passed unanimously.

Respectfully submitted,  
Salvatore Presti for



ANDRAS HOLZMANN