



**PASSAIC COUNTY PLANNING BOARD  
MINUTES OF A REGULAR MEETING  
September 19<sup>th</sup>, 2024  
401 Grand Street, Room 220, Paterson, NJ 07505**

Chair Joseph 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; Miguel Diaz, Commissioner; Nakima Redmon, Commissioner (arrived at 5:41; left at 6:49); Steven Edmond, Commissioner; Terry Duffy, County Commissioner; Nordan Murphy, Assistant County Engineer (voting for Jonathan Pera)

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

**MINUTES:** A motion was made by Commissioner Edmond to approve the minutes of the August 29<sup>th</sup>, 2024 Planning Board meeting. The motion was seconded by Vice Chair Simpson. The motion passed, with Commissioner Diaz abstaining.

**DIRECTOR'S REPORT:**

Supervising Planner Adam Bradford reported that the Phase I Construction of the Highlands Rail Trail is progressing in the Borough of Wanaque.

**PUBLIC PORTION:**

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

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

**DEVELOPMENT REVIEW**

**SP-23-031 – Birch Hill Wastewater Treatment Facility – 200 Marshall Hill Road, West Milford**

Staff explained that this is a previously withheld site plan application in which the applicant has proposed to construct modifications to an existing water treatment plant. The site is not open to the public, and has no dwelling units. The applicant has proposed to construct a new 1,218 sq. ft. operations building along with various improvements to an existing water well improvement system. The site has frontage along a county roadway, but has not proposed direct roadway access onto Marshall Hill Road. The applicant has proposed to utilize the existing driveway of the neighboring church via an easement. The applicant will also utilize a temporary construction driveway through the adjacent property via an easement.

Staff explained that there were outstanding conditions that must be addressed before the application can be granted unconditional approval. The applicant shall provide a deed of dedication for the full half-width of the Master Plan right-of-way, not an “if and when” agreement as previously requested. The notes at both driveways shall be revised to indicate back-to-back “ONE WAY” signs.

County Commissioner Duffy expressed a concern with the lack of screening between the wastewater treatment facility and the adjacent residential properties. Following discussion, the Board agreed to add a comment recommending that the applicant provide a solid fence and/or additional vegetation in order to provide a buffer between the site and the residential properties to the south. The applicant shall be required to provide their correspondence with the Township of West Milford.

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

An objector, Jerry Sheehan of 75 McKinley Place, West Milford, was sworn in and testified regarding the impact of the building to the neighboring residential properties. A concern was expressed that the location of the building would result in the flooding of adjacent backyards.

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

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

**SU-23-011 – Birch Hill Wastewater Treatment Facility Subdivision – 200 Marshall Hill Road, West Milford**

Staff explained that this is a previously withheld minor subdivision application in which the applicant has proposed to adjust the lot lines between two (2) lots (13 & 13.01) owned by a neighboring church and the lot (17) that includes the existing water treatment facility. This application is submitted in conjunction with a site plan under SP-23-031. The property has frontage on Marshall Hill Road, a County roadway. The applicant has also proposed an easement to access the water treatment facility through the church property, as the facility does not have an existing or proposed driveway on Marshall Hill Road.

Staff explained that there were outstanding conditions that must be addressed before the application can be granted unconditional approval. The applicant shall submit a copy of the metes and bound descriptions of the existing drainage easement, the Rockland Electric easement, the sanitary sewer and access easement, the 50-foot easement for a planned roadway, and driveway easement #1 and #2. The applicant shall submit a copy of the final proposed Marshall Hill Road access easement, the final proposed water service line easement, the final proposed temporary easement, and the final proposed easement for underground electric.

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

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

Vice Chair Simpson made a motion to grant **conditional approval** to this minor subdivision application. The motion was seconded by Commissioner Redmon. The motion passed unanimously.

**SP-23-023 – Proposed Townhome Development – 522 Valley Road, Clifton**

Staff explained that this is a previously withheld site plan application in which the applicant has proposed to construct a 4,886 sq. ft., four-story structure that will have a total of six (6) townhomes. The site has frontage along Valley Road (CR 621) in Clifton. The development will include a two-car garage/driveway for each dwelling unit, and a surface parking area for guests on the site. The site will have access via a full-access driveway onto Valley Road. The applicant has proposed to replace the sidewalk and curbing along the site frontage.

Regarding drainage, the applicant has proposed to install a stormwater detention system underneath the parking lot, and to construct several bio-retention basins on the site. The applicant has proposed to construct a trench drain across the Valley Road driveway and an inlet in the side yard to intercept stormwater before it reaches the County right-of-way. The applicant has proposed to plant a variety of shade trees and shrubs on the site.

Staff explained that there were outstanding conditions that must be addressed before the application can be granted unconditional approval. The “if and when” agreement for the Master Plan right-of-way dedication has been authorized by the Board of County Commissioners, and is in the process of being executed and recorded. The waiver request for the slope of the Valley Road driveway has been revised based on discussions between the applicant and County staff. The applicant is now proposing a maximum grade of 6% within 50 feet of the right-of-way line. A conceptual profile showing a 2% grade has also been provided by the applicant. In lieu of the proposed A-inlet behind the curb, the applicant shall provide an Inlet Type B2 within the roadway near the northern end of the frontage. On Sheet C-7, the note indicating “Bergen County” shall be revised to “Passaic County”.

Matthew Seckler, P.E., from Stonefield Engineering and the engineer for the applicant, was sworn in and provided testimony in support of the applicant’s request for a waiver from the requirement to provide a 2% maximum driveway slope within 50 feet of the right-of-way line.

Following discussion, the Board agreed to accept the waiver request with the following conditions: a) The driveway shall be restricted to a maximum slope of 6% within 50 feet of the right-of-way line. b) The applicant shall provide an interim as-built survey, prior to the driveway being paved, indicating that the driveway is in compliance with the plans. c) The applicant shall provide a final as-built survey for review by staff.

County Commissioner Duffy made a motion grant the waiver request based on the stated conditions. The motion was seconded by Commissioner Redmon. The motion passed with Commissioner Edmond abstaining.

Assistant County Engineer Murphy requested that the applicant also be required to submit a copy of the O&M Manual for the proposed stormwater system.

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

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

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

**SP-24-001 – Proposed Apartment Building – 313-315 Straight Street, Paterson**

Planning Board Counsel Abdelhadi recused himself from the hearing of this application.

Staff explained that this is a previously withheld site plan application in which the applicant has proposed to construct a 30,000 sq. ft., four-story apartment building. The proposed apartment building will have a total of 60 dwelling units. The property is currently being used as a surface parking lot. The site has frontage along Straight Street (CR 647).

A total of 67 parking spaces will be provided on the ground level of the building. The site will have access via two (2) driveways; a one-way, entrance-only driveway along Straight Street (CR 647) and an exit-only driveway onto Madison Street, a municipal road. The applicant has proposed to install roll-up garage doors at the Madison Street driveway, and an access point to the internal parking garage from the Straight Street driveway. The applicant has proposed to replace the sidewalk and curbing along the Straight Street frontage.

Regarding drainage, the applicant has proposed to construct a trench drain at the Straight Street driveway, and to construct a seepage tank to accommodate the trench drain. The applicant has proposed to discharge the stormwater from the building into the combined sewer system underneath Madison Street. The applicant has proposed to construct two (2) planter boxes along the Straight Street frontage.

Staff explained that the applicant has submitted a revised waiver request based on discussion with County staff. The Straight Street driveway is now proposed as an one-way, entrance-only driveway, and has been narrowed away from the side property lines. All other comments were previously addressed by the applicant.

Vice Chair Simpson requested that an additional “DO NOT ENTER” sign be provided at the proposed driveway.

Commissioner Edmond expressed a concern that left-turning vehicles on Straight Street will cause traffic to back up, and recommended that the driveway be restricted to right turns only and angled appropriately. Commissioner Edmond also questioned if the proposed gated access would result in vehicles backing up at the driveway.

Matthew Secker, P.E., from Stonefield Engineering and an engineer for the applicant, was sworn in and provided testimony in support of the applicant’s request for a waiver from the requirement to provide access only on the adjoining municipal streets. Mr. Seckler stated that the applicant was agreeable to restricting the driveway to right turns only and angling the driveway if required by the Board, and stated that the applicant was also agreeable to removing the proposed gate from the plans. Mr. Seckler stated that access along Madison Street is restricted by the height of the parking garage at that location.

Soufiane Elmoussi, P.E., from Inglis Architecture and an engineer for the applicant, was sworn in and provided testimony regarding the height restrictions of the proposed parking garage.

Following discussion, the Board agreed to table the waiver request until the applicant is able to provide revised architectural elevation drawings demonstrating the need for reduced ceiling heights near Madison Street.

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

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

Commissioner Edmond made a motion to **withhold approval** of this site plan application. The motion was seconded by Vice Chair Simpson. The motion passed unanimously.

**SP-24-034 – Jackson Road Warehouse – 20 Jackson Road, Totowa/Wayne**

Staff explained that this is a new site plan application in which the applicant has proposed to re-design and re-stripe an existing warehouse parking lot area. The site does not have frontage along a county roadway, but includes over one (1) acre of impervious area. No changes are proposed to the existing warehouse buildings on the site, and no additional impervious area is proposed. There are no impacts to county drainage facilities.

Commissioner Edmond requested that the inlets on the site be updated to comply with NJDEP standards.

Michael Lavigne, attorney for the applicant, requested clarification on the NJDEP requirements for inlets. Commissioner Edmond responded with an explanation of the required upgrades.

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

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

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

**SP-24-035 – Packanack Golf Club Clubhouse Renovation – 7 Osborne Terrace, Wayne**

Staff explained that this is a new site plan application in which the applicant has proposed to construct outdoor seating and other renovations at an existing golf course clubhouse. The site does not have frontage along a county roadway, but includes over one (1) acre of impervious area. The site does not impact County drainage facilities.

Commissioner Edmond requested that the inlets on the site be updated to comply with NJDEP standards.

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

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

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

**SP-24-002 – Proposed Mixed-Use Building – 993 Main Street, Paterson**

Planning Board Counsel Abdelhadi recused himself from the hearing of this application.

Staff explained that this is a previously withheld site plan application in which the applicant has proposed to construct a mixed-use building. The site has frontage along Main Street (CR 601) in Paterson. The applicant has proposed to demolish an existing mixed-use building on site and construct a three-story mixed-use building that will have a total of 1,861 sq. ft. of commercial space on the ground floor and five (5) dwelling units on the second and third floors. The applicant has proposed to construct sidewalk and curbing along the site frontage and has confirmed that there are no sidewalk vaults or doors at the site frontage.

There is no parking proposed for this site, but the applicant has confirmed that there will be five (5) parking spaces reserved for tenants in the parking lot of Lot 17, at the rear of the site. An agreement from the applicant is forthcoming. Regarding drainage, the applicant has entered into an agreement with the property owner to utilize the drainage system located in Lot 17.

Staff explained that there were outstanding conditions that must be addressed before the application can be granted unconditional approval. The cross-access agreement for the parking on the Lot 17 shall be submitted for review by staff prior to being executed and recorded.

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

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

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

**OLD BUSINESS – None.**

**NEW BUSINESS – None.**

**CORRESPONDENCE – None.**

**ADJOURNMENT:** Vice Chair Simpson made a motion to adjourn the meeting at 7:17 PM that was seconded by Commissioner Diaz. The motion passed unanimously.

Respectfully submitted,  
Jason Miranda for



ANDRAS HOLZMANN