



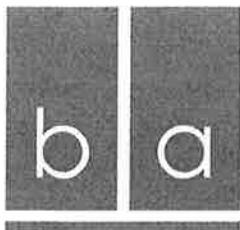
ZB / PB ~ STAFF COMMENTS TRACKING WORKSHEET

Address:	695 Springfield Ave
Application #:	Zb-24-2237
Description/Variances:	Traffic study
Sent to Staff for Comments:	January 31, 2025
Due Date:	February 21, 2025

Staff / Commission / Consultant	Delivery Method	Report Attached with Comments	Report Attached with No Objections	Not Submitted	Not Required
	<input type="checkbox"/> Paper <input type="checkbox"/> Email				
Eric Evers, Director Fire Chief	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Email	✓			
Steven Zagorski Police Chief	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Email	✓			
Engineering: Colliers	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Email	✓			
Ralph Maritato Construction Official	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Email	✓			
John Linson City Forester	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Email	✓			
Board of Health: Westfield	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Email		✓		
Historic Preservation Commission	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Email	✓			
Environmental Commission <i>(if required)</i>	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Email	✓			
City Planner: Burgis <i>(if required)</i>	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Email	✓			

AT DUE DATE / UPON RECEIPT FROM ALL STAFF:

Sent to Applicant:	3 / 9 / 25
Sent to Attorney:	3 / 9 / 25



COMMUNITY PLANNING
LAND DEVELOPMENT AND DESIGN
LANDSCAPE ARCHITECTURE

BURGIS
ASSOCIATES, INC.

PRINCIPALS:
Joseph H. Burgis PP, AICP
Edward Snieckus, Jr. PP, LLA, ASLA
David Novak PP, AICP

MEMORANDUM

To: City of Summit Zoning Board of Adjustment
From: Ed Snieckus, Jr., PP, LLA & Tom Behrens, PP, AICP
Subject: Beacon Unitarian Universalist Congregation in Summit (ZB-24-2237)
Preliminary/Final Major Site Plan Application
'd'(1) Use, 'd'(3) Conditional use, 'd'(4) FAR & 'c' Bulk Variance Requests
695 Springfield Avenue
Block 1702 Lot 47
Date: February 21, 2025
BA#: 4167.14

The Applicant has submitted a revised Traffic and Parking Study prepared by Dolan & Dean Consulting Engineers dated November 18, 2024. It is our understanding that the Board's Traffic Engineer has conducted a technical review of this document and therefore our office will not be submitting an additional review memorandum but will be prepared to address relevant testimony and issues as they arise in the course of the public hearing. No additional application materials have been provided since the Applicant's original submission warranting further planning review at this time.



STAFF COMMENTS REPORT

DATE: January 31, 2025

FROM: Stephanie Soulios, Land Use Assistant / Board Secretary

TO:

<input type="checkbox"/>	Zoning Officer
<input checked="" type="checkbox"/>	Eric Evers Fire Chief
<input type="checkbox"/>	Steven Zagorski Police Chief
<input type="checkbox"/>	Engineering Colliers
<input type="checkbox"/>	Ralph Maritato Construction Official

<input type="checkbox"/>	John Linson	City Forester
<input type="checkbox"/>	Health Dept.	Westfield
<input type="checkbox"/>	Caroline King	Chair, HPC
<input type="checkbox"/>	Planner	Burgis Assoc.
<input type="checkbox"/>	TBD	Environmental Commission

Property Address:	695 Springfield Ave	Block:1702	Lot:47
Application #:	Zb-24-2237	Applicant Names:Beacon Unitarian Universalist Congregation in Summit	
Description/Variances:	Addl' documents- traffic study		

Comments Due Date:	February 21, 2025	Please email landuse@cityofsummit.org if you are unable to meet this date.
--------------------	-------------------	--

Attached is a copy of the plans and application for the subject property. Please review this proposal and return a copy of this memo with your comments prior to the date indicated above. Attach additional pages or reports, if necessary.

COMMENTS: Revt 70 ccd

Print Name: Eric Evers Print Title: Chief Date: 2-4-25



STAFF COMMENTS REPORT

DATE: January 31, 2025

FROM: Stephanie Soulios, Land Use Assistant / Board Secretary

TO:

FLOOD ZONE

<input type="checkbox"/>	Zoning Officer
<input type="checkbox"/>	Eric Evers Fire Chief
<input checked="" type="checkbox"/>	Steven Zagorski Police Chief
<input type="checkbox"/>	Engineering Colliers
<input type="checkbox"/>	Ralph Maritato Construction Official

<input type="checkbox"/>	John Linson City Forester
<input type="checkbox"/>	Health Dept. Westfield
<input type="checkbox"/>	Caroline King Chair, HPC
<input type="checkbox"/>	Planner Burgis Assoc.
<input type="checkbox"/>	TBD Environmental Commission

Property Address:	695 Springfield Ave	Block:1702	Lot:47
Application #:	Zb-24-2237	Applicant Names: Beacon Unitarian Universalist Congregation in Summit	
Description/Variances:	Addl' documents- traffic study		

Comments Due Date:	February 21, 2025	Please email landuse@cityofsummit.org if you are unable to meet this date.
--------------------	-------------------	--

Attached is a copy of the plans and application for the subject property. Please review this proposal and return a copy of this memo with your comments prior to the date indicated above. Attach additional pages or reports, if necessary.

COMMENTS: *Based on the data provided in the traffic study & the recommendation of the Dolan & Dean Consultants, I have no objections at this time.*

However, I would ask that special attention be brought to the on-street overflow parking to ensure the integrity of the line of sight is maintained at the driveway entrance/exit.

1/26/2025

Print Name:		Print Title:		Date:	
-------------	--	--------------	--	-------	--

Memorandum

To: Zoning Board

From: Marie Raffay, PE
S. Maurice Rached, PE

Date: December 19, 2024

Subject: **Traffic Review**
Preliminary and Final Site Plan
Beacon Unitarian Universalist Congregation
695 Springfield Avenue, Summit, NJ
Block 1702, Lot 47

Project No.: SUZ-0638

As requested, our office has reviewed this application seeking Preliminary and Final Site Plan approval to construct a church at 695 Springfield Avenue, Summit, NJ. This report is a supplement to the previously submitted review letter from our office dated November 19, 2024.

The following documents, which were submitted in support of the Application, have been reviewed:

- Site Plans entitled "Beacon Unitarian Universalist Congregation Preliminary and Final Site Plan" Prepared by John C. Cote, PE of Langan Engineering, dated February 9, 2024, revised July 18, 2024, and consisting of 18 sheets.
- Traffic Impact Study, prepared by Elizabeth Dolan, PE, and Rianna Kirchhof, PE, of Dolan & Dean Consulting Engineers ("D&D"), LLC, dated November 18, 2024.

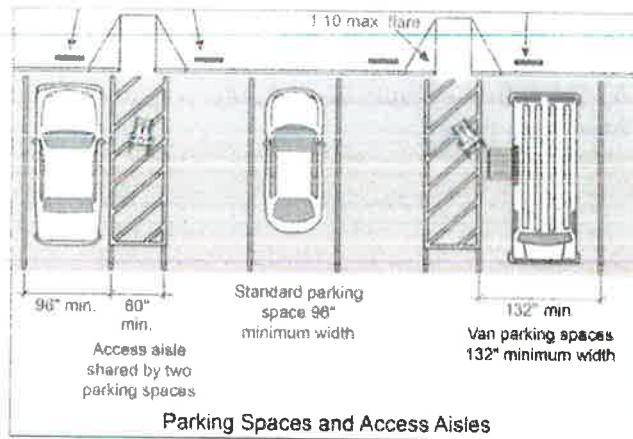
Based on our review of the submitted documents, we offer the following general comments:

1. The traffic study prepared by D&D, dated November 18, 2024, was found acceptable and consistent with industry standards.
2. The traffic analysis reveals that the impact of this proposed use on the general off-site (external) roadway system is not significant. We agree with this assessment.
3. The traffic analysis reveals that the driveway will operate at acceptable levels of service. We agree with this assessment.
4. To satisfy the ordinance, this facility needs 100 spaces. The proposed site plan shows a supply of 42 spaces on-site. The traffic analysis states that the deficiency of 58 spaces can be

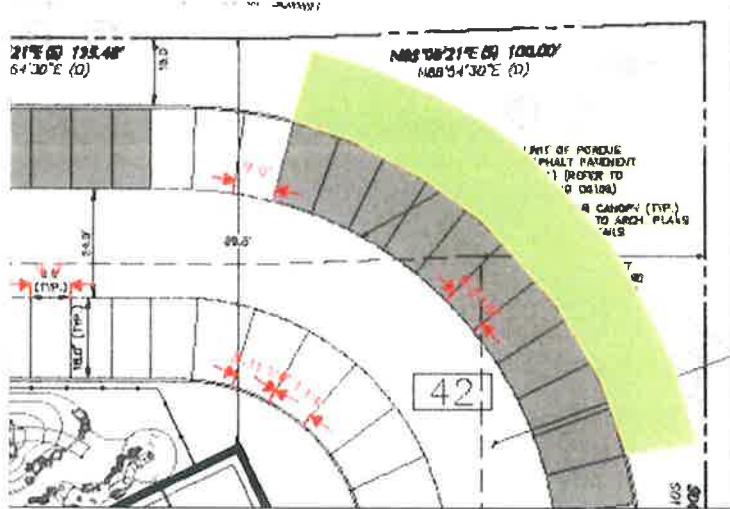
addressed with on street parking. This assertion is based on a parking study that confirmed the availability of parking on Springfield Avenue.

Comments to be addressed by the Applicant:

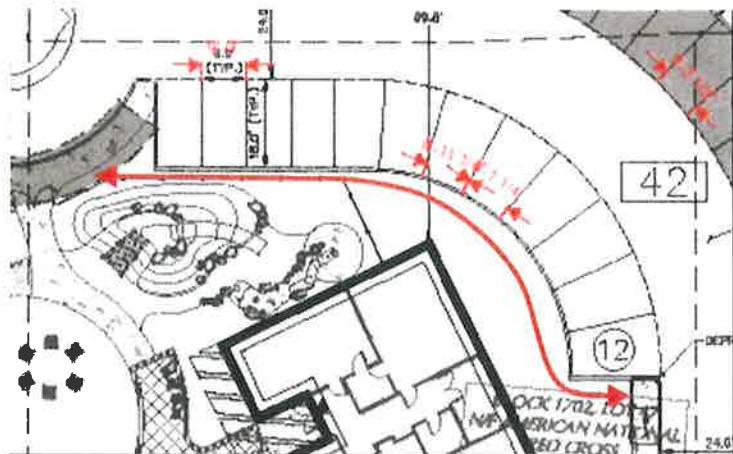
5. The traffic study indicated that 300 seats are proposed for this church. A seat count of the architectural plans reveals that only 276 seats are proposed. The Applicant should confirm the correct number of seats.
6. Accessible ramps should be installed for the access aisles as shown below:



7. Parking on site is deficient. To reduce the deficiency, it is recommended to provide "tandem parking" to be used when the facility is undergoing high demand, such as the weekly service of special occasions. The pavement surface of these additional spaces can be stabilized grass or another type of pervious surface.



8. Additional sidewalk should be installed to connect the walkways on site and to provide safer pedestrian walkability from the parking areas to the building.



9. The architectural plans show certain rows of seats abutting wall areas. It is recommended that a few seats be eliminated to provide access from both sides. This will improve access to the seats and will facilitate mobility in case of an emergency.



10. AASHTO compliant sight triangles should be shown for the driveway. It would be best to show these geometries on the landscape plan, as some of the proposed plantings may be impacted. A speed limit of 40 mph should be used for this purpose.
11. Turning simulations should be provided for refuse trucks.
12. The fire truck simulation plan that was submitted shows an encroachment over the parking area. This plan should be reviewed by the Fire Department.
13. Testimony or written response should be provided to address the following:
 - i. Bicycle facilities
 - ii. Snow removal operation
 - iii. Emergency vehicles access and operation
 - iv. Refuse vehicles access and operation



STAFF COMMENTS REPORT

DATE: January 31, 2025

FROM: Stephanie Soulios, Land Use Assistant / Board Secretary

TO:

FLOOD ZONE

<input type="checkbox"/>		Zoning Officer
<input type="checkbox"/>	Eric Evers	Fire Chief
<input type="checkbox"/>	Steven Zagorski	Police Chief
<input type="checkbox"/>	Engineering	Colliers
<input checked="" type="checkbox"/>	Ralph Maritato	Construction Official

<input type="checkbox"/>	John Linson	City Forester
<input type="checkbox"/>	Health Dept.	Westfield
<input type="checkbox"/>	Caroline King	Chair, HPC
<input type="checkbox"/>	Planner	Burgis Assoc.
<input type="checkbox"/>	TBD	Environmental Commission

Property Address:	695 Springfield Ave	Block:1702	Lot:47
Application #:	Zb-24-2237	Applicant Names:Beacon Unitarian Universalist Congregation in Summit	
Description/Variances:	Addl' documents- traffic study		

Comments Due Date:	February 21, 2025	Please email landuse@cityofsummit.org if you are unable to meet this date.
---------------------------	-------------------	--

Attached is a copy of the plans and application for the subject property. Please review this proposal and return a copy of this memo with your comments prior to the date indicated above. Attach additional pages or reports, if necessary.

COMMENTS: _____

UCC does not regulate traffic studies.

Print Name:	Ralph Maritato	Print Title:	Construction Official	Date:	2-6-25
-------------	----------------	--------------	-----------------------	-------	--------



STAFF COMMENTS REPORT

DATE: January 31, 2025

FROM: Stephanie Soulios, Land Use Assistant / Board Secretary

TO:

<input type="checkbox"/>	Zoning Officer
<input type="checkbox"/>	Eric Evers Fire Chief
<input type="checkbox"/>	Steven Zagorski Police Chief
<input type="checkbox"/>	Engineering Colliers
<input type="checkbox"/>	Ralph Maritato Construction Official

<input checked="" type="checkbox"/>	John Linson	City Forester
<input type="checkbox"/>	Health Dept.	Westfield
<input type="checkbox"/>	Caroline King	Chair, HPC
<input type="checkbox"/>	Planner	Burgis Assoc.
<input type="checkbox"/>	TBD	Environmental Commission

Property Address:	695 Springfield Ave	Block:1702	Lot:47
Application #:	Zb-24-2237	Applicant Names:Beacon Unitarian Universalist Congregation in Summit	
Description/Variances:	Add'l documents- traffic study		

Comments Due Date:	February 21, 2025	Please email landuse@cityofsummit.org if you are unable to meet this date.
--------------------	-------------------	--

Attached is a copy of the plans and application for the subject property. Please review this proposal and return a copy of this memo with your comments prior to the date indicated above. Attach additional pages or reports, if necessary.

COMMENTS: The Traffic Study does not impact trees or landscaping.

No objection.

I previously commented on the proposed landscape plan

Print Name:	John Linson	Print Title:	Forester	Date:	1/13/25
-------------	-------------	--------------	----------	-------	---------



STAFF COMMENTS REPORT

DATE: January 31, 2025

FROM: Stephanie Soulios, Land Use Assistant / Board Secretary

TO:

<input type="checkbox"/>	Zoning Officer
<input type="checkbox"/>	Eric Evers Fire Chief
<input type="checkbox"/>	Steven Zagorski Police Chief
<input type="checkbox"/>	Engineering Colliers
<input type="checkbox"/>	Ralph Maritato Construction Official

<input type="checkbox"/>	John Linson	City Forester
<input checked="" type="checkbox"/>	Health Dept.	Westfield
<input type="checkbox"/>	Caroline King	Chair, HPC
<input type="checkbox"/>	Planner	Burgis Assoc.
<input type="checkbox"/>	TBD	Environmental Commission

Property Address:	695 Springfield Ave	Block: 1702	Lot: 47
Application #:	Zb-24-2237	Applicant Names: Beacon Unitarian Universalist Congregation in Summit	
Description/Variances:	Add'l documents- traffic study		

Comments Due Date:	February 21, 2025	Please email landuse@cityofsummit.org if you are unable to meet this date.
---------------------------	-------------------	--

Attached is a copy of the plans and application for the subject property. Please review this proposal and return a copy of this memo with your comments prior to the date indicated above. Attach additional pages or reports, if necessary.

COMMENTS: DD Comments

Print Name:	<i>George Kozlowski</i>	Print Title:	<i>REHS</i>	Date:	<i>2/4/25</i>
-------------	-------------------------	--------------	-------------	-------	---------------



STAFF COMMENTS REPORT

DATE: January 31, 2025

FROM: Stephanie Soulios, Land Use Assistant / Board Secretary

FLOOD ZONE

TO:

<input type="checkbox"/>	Zoning Officer
<input type="checkbox"/>	Eric Evers Fire Chief
<input type="checkbox"/>	Steven Zagorski Police Chief
<input type="checkbox"/>	Engineering Colliers
<input type="checkbox"/>	Ralph Maritato Construction Official

<input type="checkbox"/>	John Linson	City Forester
<input type="checkbox"/>	Health Dept.	Westfield
<input checked="" type="checkbox"/>	Caroline King	Chair, HPC
<input type="checkbox"/>	Planner	Burgis Assoc.
<input type="checkbox"/>	TBD	Environmental Commission

Property Address:	695 Springfield Ave	Block: 1702	Lot: 47
Application #:	Zb-24-2237	Applicant Names: Beacon Unitarian Universalist Congregation in Summit	
Description/Variances:	Addl' documents - traffic study		

Comments Due Date:	February 21, 2025	Please email landuse@cityofsummit.org if you are unable to meet this date.
---------------------------	-------------------	--

Attached is a copy of the plans and application for the subject property. Please review this proposal and return a copy of this memo with your comments prior to the date indicated above. Attach additional pages or reports, if necessary.

COMMENTS:

The HPC has no comment on the new traffic study.

Prior comments from HPC review dated 11/18/24...

The scale and massing of the proposed sanctuary structure and the significant loss of tree cover across the whole property will create a stark change along Springfield Avenue and the surrounding properties.

The front-facing façade consists of two sections of large blank walls (approximately 40' long x 30' tall and 60' x 30' tall) blank walls of EIFS stucco and wood planking, a portion of which projects in the required front yard setback as close as 42.7' to the Springfield Avenue right-of-way. The proposed streetscape is inconsistent with the Development Design Guidelines (DDG) in the City's Developments Regulations Ordinance (DRO).

The applicant's efforts to include green and sustainable elements in this application are commendable and the HPC would like to point out that Adaptive Reuse is one of the greenest techniques that can be employed. Reuse

is a great way to be sustainable while respecting the history of the community. We would suggest the applicant consider incorporating the existing principal structure into the design of the complex and could be a location for the meeting rooms, offices and other secondary functions that occupy the proposed sprawling footprint.

The original house was built in 1901 as private residence and was later adaptively reused as American Red Cross offices for many decades. As noted in the Historic Sites Survey (<https://www.summitlibrary.org/wp-content/uploads/2023/09/Springfield-Ave-to-Waldron-Ave-Vol-8-part-2.pdf>) “The house was built as the home of David Leslie Young, who moved to Summit from Brooklyn in 1900. The Young family had a lumber and millwork business in New York City, and artisans from the shop are said to have supervised construction of the house's interior. The Young family occupied the house until 1945. In 1959, it was purchased by the Red Cross, and has been used as their offices since that time. The house was a notable architectural achievement, harmoniously combining elements of Tudor half timbering, Mediterranean stucco and arcades, and prairie style emphasis of roof and chimney.” Of particular note is the unique entry rotunda and elaborate millwork inside portions of the home.

The HPC objects to the application in its current form and would recommend that the applicant seek a design solution that is more contextual; sensitive to the neighborhood and surroundings; and more consistent with the Development Design Guidelines in the DRO and the City’s Master Plan.

Print Name:	Mike DiGeronimo	Print Title:	HPC Member	Date:	2/21/25
-------------	-----------------	--------------	------------	-------	---------



DATE: January 31, 2025

FROM: Stephanie Soulios, Land Use Assistant / Board Secretary

TO: Environmental Comm.

FLOOD ZONE

<input type="checkbox"/>	Zoning Officer
<input type="checkbox"/>	Eric Evers Fire Chief
<input type="checkbox"/>	Steven Zagorski Police Chief
<input type="checkbox"/>	Engineering Colliers
<input type="checkbox"/>	Ralph Maritato Construction Official

<input type="checkbox"/>	John Linson	City Forester
<input type="checkbox"/>	Health Dept.	Westfield
<input type="checkbox"/>	Caroline King	Chair, HPC
<input type="checkbox"/>	Planner	Burgis Assoc.
<input checked="" type="checkbox"/>	Lara Mendenhall	Environmental Commission

Property Address:	695 Springfield Ave	Block: 1702	Lot: 47
Application #:	Applicant Names: Beacon Unitarian Universalist Congregation in Summit		
Description/Variances:	Addl' documents- traffic study		

Comments Due Date:	February 21, 2025	Please email landuse@cityofsummit.org if you are unable to meet this date.
---------------------------	-------------------	--

Attached is a copy of the plans and application for the subject property. Please review this proposal and return a copy of this memo with your comments prior to the date indicated above. Attach additional pages or reports, if necessary.

COMMENTS: On behalf of the Environmental Commission, I refer you to our previous comments dated 15 November 2024.

Print Name:	Lara Mendenhall	Print Title:	Environmental Commission	Date:	2/20/25
-------------	-----------------	--------------	--------------------------	-------	---------