



**APPENDIX E-2**  
**ZONING BOARD APPLICATION CHECKLIST**  
City of Summit, Union County, NJ

Name of applicant 27 Edgar LLC Date

Address of property 27 Edgar Street Block 58 Lot 1302

Approval requested:  Appeal zoning officer decision  Interpret Ordinance or Map  
 Bulk variance  Use variance

**NOTE:** This checklist is not a substitute for the specific requirements of the Development Regulations (zoning) Ordinance. See the Ordinance for detailed requirements.

**NOTE:** You must collate many of the items on this checklist into separate packages – please refer to the *Procedure for Filing Applications to the Zoning Board of Adjustment* for instructions.

	Applicant	City
1. Original and 12 copies of application form	✓	
2. Original and 12 copies of narrative description of project	✓	
3. Original and 12 copies of plat/property survey, showing the existing and proposed building setbacks	✓	
4. Original and 12 copies of proposed structure, including interiors	✓	
5. Grading plan	✓	
6. Thirteen copies of the zoning officer's decision (If applicable)	n/a	
7. Thirteen copies of the area map of properties within 200 feet, showing each of the following items:		
a. <u>street numbers</u>	c. <u>north arrow</u>	
b. <u>date and graphic scale</u>	d. <u>Zone district</u>	
e. <u>uses of each property within 200 ft.</u>	✓	
8. Original and 12 copies of the certified list of owners of property within 200 feet.		
9. Original copy of evidence of paid property taxes		✓
10. Original copy of the proposed notice to owners within 200'	✓	
11. Original copy of the proposed advertisement	✓	
12. Subdivision submittal (If applicable)	n/a	
13. Site plan submittal (If applicable)	✓	
14. Original copy of this completed checklist	✓	
15. Application fee and escrow deposit	✓	
16. Electronic copies of all submissions shall be submitted by CD, USB drive or other means acceptable to the Summit Department of Community Services staff.	✓	

***Applicant - Please do not write below this line***

On \_\_\_\_\_, this submittal was deemed complete  incomplete

# COPY



**CITY OF SUMMIT - Department of Community Services (DCS)**  
**Application for Development - Worksheet**

ORIGINAL FILING  
 RESUBMITTAL OF "INCOMPLETE"

MODIFICATION OF PRIOR APPROVAL  
 AMENDED PLAN(S)

Address: 27 Edgar Street

Block(s) 1302 Lot(s) 58 Zone(s)

How the property is used (one-family, offices, etc.). single family

Property Owner: 27 EDGAR LLC Phone [REDACTED]

Email: [REDACTED]

Owner Address: 524 Trinity Place, Westfield NJ 07090

Applicant: James M. Foerst, Esq. Phone: [REDACTED]

Email: [REDACTED]

FILL IN ITEMS 1 THROUGH 5 - MARK EACH BOX  OR CIRCLE  AS APPROPRIATE FOR YOUR APPLICATION.

① TYPE PROPERTY:  RESIDENTIAL  OTHER

② Type application:

<input type="checkbox"/> Appeal	<input type="checkbox"/> Interpretation	<input checked="" type="checkbox"/> C - Bulk variance
<input checked="" type="checkbox"/> D - Use variance	<input type="checkbox"/> Conditional use	<input type="checkbox"/> D - Floor area ratio (FAR)
<input type="checkbox"/> Minor subdivision	<input type="checkbox"/> Major subdivision	<input type="checkbox"/> Site plan
<input type="checkbox"/> Other		

③ Number of lots: 1 Existing 1 Proposed  CONCEPT PLAN  PRELIMINARY  FINAL

④ Number of dwelling units 1 Existing 3 Proposed

⑤ Building area 2380 Existing

3271 Proposed new \*

3271 Total site building area

\*-NEW INCLUDES ADDITIONS AND EXPANDED AREAS AS WELL AS NEW STRUCTURES, BUT DOES NOT INCLUDE AREAS ALTERED WITHIN THE EXISTING BUILDING FOOTPRINT

⑥ Comments: \_\_\_\_\_

⑦ Signature \_\_\_\_\_ Date: 7/12/24

# Application to Zoning Board of Adjustment of Summit, New Jersey

Summit, N. J. July 12, 2024

In the matter of the petition of \_\_\_\_\_ for relief from the strict application of the provisions of the Development Regulations Ordinance of the City of Summit.

Petitioner 27 Edgar LLC  
residing at 25 HILLCREST BLVD., WARREN, NEW JERSEY 07059 says:

I Petitioner is the owner \_\_\_\_\_ of property located at 27 Edgar Street, Summit NJ 07901.

Block 1302, Lot(s) 58 on the Tax Map located in the MF Zone.

2a.) With respect to said property petitioner desires a variance, special exception, or other relief from the bulk requirements of the Zoning Ordinance of the City of Summit to permit the use of the property in the following manner:

The applicant proposes 3 townhouse style dwelling pursuant to Section 35-41.3

2b.) The proposed use described above requires the following variance(s):  
The applicant seeks bulk variances contrary to section 35-9.4 as follows:

	Required	Existing	Proposed
Minimum Lot area -	2 acres	.3792 acres	.3792 acres
Minimum Front Yard	50.0 ft	30.0 ft	40.8 ft
Minimum Rear Yard	35.0 ft	17.6 ft	10.0 ft
Minimum Side Yard - left	25.0 ft	25.5 ft	21.6 ft
Minimum Side Yard - Right	25.0 ft	25.3 ft	15.0 ft
Maximum Unit Density	6 units/acre	2.84 units/acre	7.91 units/acre

3. The premises affected are more particularly described as follows:

Area of Plot 16,518 square feet  
Area of existing structures which will remain 0 square feet  
Total area of plot to be occupied by structures 3352 square feet  
Percentage of lot to be occupied by structures 20.29 percent  
Proposed set-back, front line 40.6 feet;  
Proposed sidelines (specify if corner) 21.6/15.0 feet;  
Proposed rear yard 10.2 feet.  
Year house built n/a.

Other pertinent characteristics n/a

4. There has been no previous petition for relief involving these premises except:

n/a

5. The reasons which support petitioner's claim of the right to relief are as follows:

Within close proximity to the lot are various lots including more than one with dozens of units and another with three (3) units. In addition, the property is set back from the street so the neighborhood design and street scape will not be adversely effected. Finally while bulk variances are required, they are resulting largely from the irregular shape of the lot. The proposal otherwise conforms to the size requirements related to coverage, height and floor area ratio supporting the contention that the lot is large enough to handle this development without adverse impact.

6. Attached hereto and made a part hereof are the following:

- (a) Complete set of plans of any proposed building alteration or extension including schematic floor plans and elevations with sufficient notations to clearly establish the extent and character of the proposed structure;
- (b) Plot plan showing size of plot bounding streets: compass point, size, type and location of all existing buildings and improvements on the plot: size and location of proposed building and improvements: distance of all property lines from buildings and improvements including the proposed building or buildings.

By signing this section, the petitioner hereby gives consent for City Officers and Board Members to enter upon this property for the purpose of reasonable inspections to investigate representations made herein.

Petitioner

Petitioner's Phone Number [REDACTED]

Petitioner's Email [REDACTED]

Attorney's name, address, phone, email and fax numbers.

James M. Foerst, Esq.  
159 Millburn Avenue  
Millburn, NJ 07041  
[REDACTED]

State of New Jersey  
County of Union

being duly sworn, says that she/he is the petitioner, or one of the petitioners, in the above action; that permission of the owner has been obtained if the petition is filed by a party other than the owner; and that all of the matters and things set forth herein are true.

27 Edgar LLC, by Member Jason Caprarola

Petitioner's printed name

Petitioner's signature

Sworn and subscribed before me this

12<sup>th</sup> day of July, 2024

  
Notary Public

Check here if additional pages are attached.

ABIGAIL HONEYCUTT  
NOTARY PUBLIC  
STATE OF NEW JERSEY  
MY COMMISSION EXPIRES 6/18/2025  
COMMISSION: #50018003



## **PROPERTY OWNERS LIST / 200 FOOT LIST**

Application for a *Certified List of Property Owners* within 200 feet of the following:



## PROPERTY INFO:

<b>Address:</b> 27 Edgar Place	<b>Date:</b>
<b>City, State, Zip Code:</b> Summit, NJ 07	<b>Block:</b> 1302 <b>Lot:</b> 58

**APPLICANT INFO:**

<b>Applicant</b>		<b>Owner (if different)</b>
<b>Name:</b>	James M. Foerst, Esq.	27 Edgar LLC
<b>Address:</b>	159 Millburn Ave. Millburn NJ 07041	25 Hillcrest Blvd. Warren, NJ 07059
<b>Email:</b> <i>(required)</i>	[REDACTED]	[REDACTED]
<b>Phone:</b>	[REDACTED]	[REDACTED]

**PAYMENT INFO:**  **WITH** Map (\$11)  **WITHOUT** Map (\$10) \* Applicant must attach their own map if selected.

<b>Fee Paid:</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> Check	<input type="checkbox"/> Cash
Date: _____ / _____ / _____ Emp.: _____	Check #:	

To Eng: /

Date \_\_\_\_\_

\_\_\_\_\_ : \_\_\_\_\_ am/pm

## **Zoning/Planning Board Secretary**

Block	Lot(s)

**Notes:**

**NOTE: In addition to the owners on the above list, the following entities **MUST** also be notified if checked:**

- ✓ **UTILITY:** NJ American Water Co., Inc. Attn: Donna Short, GIS Supervisor ~ 1025 Laurel Oak Road - Vorhees, NJ 08043
- ✓ **UTILITY:** PSE&G, Attn: Manager -Corporate Properties ~ 80 Park Plaza, T6B – Newark, NJ 07102
- OTHER MUNICIPALITY:**  Property owner(s) in an adjacent municipality       Clerk in an adjacent municipality
- COUNTY:** County Planning Board if the property is on a county road
- STATE:** Commissioner of Transportation if on/adjacent to state highway/property ~ P.O. Box 600 Trenton, NJ 08625-0600

## **Engineer/Assistant Engineer**

Date

I certify that the attached/above is an accurate & complete list of property owners and addresses from the Tax Assessor records.

## **Tax Assessor / Staff Assessor**

Date

# THE CITY OF SUMMIT

## NEW JERSEY

City Hall

512 Springfield Avenue

Summit NJ 07901

Patricia R. Dougherty  
Collector of Taxes

Telephone (908) 273-6403  
Fax (908) 608-1214

**ADDRESS:** 27 Edgar Street  
**OWNER(S):** 27 Edgar LLC  
24 Hillcrest Blvd.  
Warren, NJ 07059  
**BLOCK:** 1302    **LOT(S):** 58

**DATE:** 7/11/2024

PURSUANT TO THE PROVISIONS OF THE MUNICIPAL LAND USE LAW, N.J.S.A. 40:55D-1 ET. SEQ. PERTAINING TO THE ZONING BOARD OF ADJUSTMENT AND/OR PLANNING BOARD APPLICATIONS. I, HEREBY CERTIFY THAT THE TAXES OR ASSESSMENTS FOR PUBLIC IMPROVEMENTS, OR BOTH, ARE NOT DUE OR DELINQUENT ON THE ABOVE PARCEL(S), AND HAVE BEEN PAID TO DATE ACCORDING TO LAW.

  
Patricia R. Dougherty  
Collector of Taxes

**For Office Use Only:**

Department of Community Services

Date filed: \_\_\_\_\_

File ZB/PB# \_\_\_\_\_

Received by: \_\_\_\_\_

## NOTICE OF HEARING

DATE: \_\_\_\_\_

TO \_\_\_\_\_

YOU ARE HEREBY NOTIFIED, as provided in the Municipal Land Use Law, that the Zoning Board Board of Adjustment of the City of Summit, New Jersey, will hold a hearing on \_\_\_\_\_, 20\_\_\_\_ at 7:30 p.m. in the City Hall Council Chambers, 512 Springfield Avenue, Summit, New Jersey, to consider an application affecting the property whose street address is known as 27 Edgar Street, Summit NJ 07901

The conditions affecting this property and the reasons for the application being heard are as follows: The applicant seeks relief from Section 35-13-6 (MF Multifamily Zone) to allow a three (3) unit dwelling structure where single or two family dwellings allowed. In addition, the applicant seeks bulk variances contrary to section 35-9.4 as follows:

	Required	Existing	Proposed
Minimum Lot area -	2 acres	.3792 acres	.3792 acres
Minimum Front Yard	50.0 ft	30.0 ft	40.8 ft
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Maximum Unit Density	6 units/acre	2.84 units/acre	7.91 units/

Applicant requests any other waivers or variances as may be required by the Board or its professionals at the time of the hearing.

The application forms and supporting documents are on file in the Department of Community Services, 512 Springfield Avenue, and may be inspected any workday between the hours of 8:30 a.m. and 4:00 p.m. Any interested party may appear at the hearing and participate therein, subject to the rules of the Board.



Applicant's signature

27 Edgar LLC, by Member Jason Caprarola

Applicant's printed name

## NOTICE OF HEARING FOR PUBLICATION

The Union County Local Source  
1291 Stuyvesant Avenue  
Union, NJ 07083

Tel: 908-686-7700

TAKE NOTICE THAT the Zoning Board of Adjustment of the City of Summit, New Jersey, will hold a hearing on 20 at 7:30 p.m. in the City Hall Council Chambers, 512 Springfield Avenue, Summit, New Jersey, to consider an application affecting the property whose street address is known as 27 Edgar Street, Summit NJ 07901 1302 58, Block       , Lot       .

The conditions affecting this property and the reason for the application being heard are as follows: The applicant seeks relief from Section 35-13-6 (MF Multifamily Zone) to allow a three (3) unit dwelling structure where single or two family dwellings allowed. In addition, the applicant seeks bulk variances contrary to section 35-9.4 as follows:

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27 Edgar LLC, by Member Jason Caprarola

Applicant's printed name

**AFFIDAVIT OF PROOF OF SERVICE  
ZONING BOARD OF ADJUSTMENT  
CITY OF SUMMIT**

**PROOF OF SERVICE OF NOTICES REQUIRED BY THE MUNICIPAL LAND USE LAW  
MUST BE FILED WITH THE ADMINISTRATIVE OFFICES OF THE BOARD AND VERIFIED  
AT LEAST TWO DAYS PRIOR TO THE DATE OF THE HEARING.**

STATE OF NEW JERSEY }  
                          } ss  
COUNTY OF UNION     }

Jason Caprarola, Member \_\_\_\_\_, of full age, being duly sworn according to law, deposes and says that he/she/they reside(s) at 25 Hillcrest Blvd. in the Township \_\_\_\_\_ of Warren \_\_\_\_\_, County of Somerset \_\_\_\_\_ and he/she/they is (are) the applicant(s) in a proceeding before the Zoning Board of Adjustment of Summit, New Jersey, said proceeding being an appeal or an application under the Development Regulations Ordinance, and which relates to premises known as 27 Edgar Street, Summit NJ 07901 \_\_\_\_\_ and that on \_\_\_\_\_, 20\_\_\_\_\_, gave written notice of the hearing on this application to each and all of the persons upon whom service must be made, in the required form and according to the attached list(s), and in the manner attached hereto.

27 Edgar LLC, by Member Jason Caprarola  
Applicant's printed name



Applicant's signature

Sworn and subscribed before me

this 12<sup>th</sup> day of July, 2024

*Abigail Honeycutt*  
Notary Public

**ABIGAIL HONEYCUTT  
NOTARY PUBLIC  
STATE OF NEW JERSEY  
MY COMMISSION EXPIRES 6/18/2025  
COMMISSION: #50018003**