



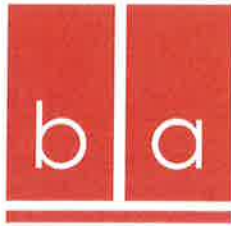
ZB / PB ~ STAFF COMMENTS TRACKING WORKSHEET

Address:	57 Hobart Avenue
Application #:	ZB-25- 2300
Description/Variances:	(c) - variance for lot coverage and building coverage for deck expansion.
Sent to Staff for Comments:	August 20, 2025
Due Date:	September 10, 2025

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

AT DUE DATE / UPON RECEIPT FROM ALL STAFF:

Sent to Applicant:	____/____/____
Sent to Attorney:	____/____/____



B U R G I S
ASSOCIATES, INC.

COMMUNITY PLANNING
LAND DEVELOPMENT AND DESIGN
LANDSCAPE ARCHITECTURE

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: Guillaume Residence (ZB-25-2300)
57 Hobart Avenue
Block 2611 Lot 3
'C' Bulk Variance Requests
Date: September 10, 2025
BA#: 4269.24

I. INTRODUCTION

The Applicants, Stephanie and John Guillaume, are requesting 'c' variance relief to replace the existing rear deck with a new covered deck and patio underneath and the relocation of a generator. The property is located in the R-10 Zone wherein the existing detached single-family dwelling is a permitted use. The extent of proposed improvements and required variance relief are detailed herein.

II. DOCUMENTS SUBMITTED

Our office has received and reviewed the following application documents:

1. Application forms and accompanying materials.
2. Property survey prepared by Omland & Osterkorn, Inc. dated April 25, 2025.
3. Architectural plans (2 sheets) prepared by Grzegorz Hasaj, AIA last revised June 18, 2025.

III. PROPERTY DESCRIPTION

The site, identified as Block 2611 Lot 3 in City tax records is a 10,184 square foot parcel with 51 feet of frontage on Hobart Avenue. The property is developed with a 2 ½-story single-family dwelling with associated improvements including a paved driveway shared with 55 Hobart Avenue, paved walkways, rear detached garage, rear deck and play area. Development surrounding the site generally consists of detached single-family uses. The following aerial image provides a general overview of the existing site conditions and surrounding development pattern.

IMAGE 1 - SITE AERIAL PHOTOGRAPH



Source: Google Maps, access September 10, 2025. Note: lot lines are approximate.

IV. REQUIRED VARIANCE RELIEF

The development application requires the following variance relief:

1. 'c' Maximum Lot Coverage. The R-10 Zone permits a maximum lot coverage of 35% where the property has an existing lot coverage of 48.2% that will be increased to 51.2%.
2. 'c' Maximum Building Coverage. The R-10 Zone permits a maximum building coverage of 18% where the property has an existing nonconforming building coverage of 23.2% that will be increased to 27.7%.
3. 'c' Minimum Side Yard Setback. The R-10 Zone requires a minimum side yard setback of 12 feet where the existing dwelling has a nonconforming side yard setback of 7.78 feet and the proposed covered deck will have a nonconforming side yard setback of 8.4 feet.
4. 'c' Minimum Generator Setback. The proposed relocation of the generator will have a nonconforming side yard setback of 8.5 feet where a minimum setback of 10 feet is required. The generator must be screened with dense landscaping or fencing.

V. GENERAL COMMENTS

1. The Applicant shall confirm the extent of all proposed improvements.
2. The proposed improvements require the removal of one tree in the rear yard. The Applicant shall confirm if any tree replacement is proposed.

3. The Applicant shall confirm the extent of any proposed exterior lighting improvements.
4. We defer the review of stormwater management requirements to the Board Engineer.

***Should the application be approved, the Applicant are hereby noticed to read the Zoning Board resolution of approval making note of all required conditions. It is the applicant's responsibility to take action necessary to meet the stated conditions prior to submitting a construction permit. Failure on the part of the applicant to meet the conditions will result in unnecessary delay in processing the construction and grading permit applications, as applicable.**

VI. STATUTORY CRITERIA

The following is a summary of 'c' variance criteria required to be addressed by the Applicant:

'c'(1)'/c'(2) Variance Relief

The statute provides two approaches to 'c' variance relief, commonly referred to as the 'physical features' test and the 'public benefits' test as described below. The Applicant may apply one or both of these tests in providing justifications for their 'c' variance requests.

- A. **Physical Features Test:** An applicant may be granted 'c'(1) variance relief when it is demonstrated that the noncompliant condition is caused by 1) an exceptional narrowness, shallowness, or shape of the property, 2) exceptional topographic conditions or physical features uniquely affecting a specific piece of property, or 3) by reason of extraordinary and exceptional situation uniquely affecting a specific piece of property or the structures lawfully existing thereon.
- B. **Public Benefits Test:** An applicant may be granted 'c'(2) variance relief where it can prove the following: 1) that the granting of the variance will advance the intents and purposes of the MLUL; 2) that the benefits of granting the variance substantially outweigh any potential detriments. The benefits are required to be public benefits rather than a benefit that simply accrues to the property owner.

In addition, the Applicant must address the Negative Criteria of the statute. Specifically, the Applicant must demonstrate: 1) the variance can be granted without substantial detriment to the public good; and 2) that granting the relief will not substantially impair the intent and purpose of the master plan and zoning ordinance.



STAFF COMMENTS REPORT

DATE: August 20, 2025

FROM: Land Use Assistant / Board Secretary

☐ **FLOOD ZONE**

TO:

	Name	Title / Committee
<input type="checkbox"/>	Eric Evers	Fire Chief
<input type="checkbox"/>	Ryan Peters	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"/>	Donna Patel	Environmental Commission

Property Address:	57 Hobart Avenue	Block: 2611	Lot: 3
Application #:	ZB-25-2300	Applicant Names: John and Stephanie Guillaume	
Description/Variances:	(c) - variance for lot coverage and building coverage for deck expansion.		

Comments Due Date:	September 10, 2025	Please email landuse@cityofsummit.org if you are unable to meet this date.
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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: No objections
LC [Signature]

Print Name:		Print Title:		Date:	
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Memorandum

To: Zoning Board
From: Marie Raffay, P.E.
Date: September 10, 2025
Subject: 57 Hobart Avenue
Block 2611, Lot 3
Summit, Union County, NJ

Summit No.: ZB-25-2300

We have reviewed the application and associated submissions prepared by the Applicants, John and Stephanie Guillaume of the subject property as referenced below:

- a. Application to Zoning Board of Adjustment, signed, dated April 9, 2025;
- b. Department of Community Services (DCS) Application for Development Worksheet, dated April 9, 2025;
- c. Zoning Board Application Checklist, dated May 12, 2025;
- d. Narrative Summary for Rear Deck Expansion, dated May 8, 2025, prepared by Grzegorz Hasaj AIA;
- e. Certified List of Property Owners within 200 feet, with map;
- f. Certification of Payment of Taxes, dated 4/9/25;
- g. Boundary Survey entitled "Boundary Survey, 57 Hobart Avenue, Block 2611, Lot 3, City of Summit, Union County, New Jersey" consisting of one (1) sheet, dated 4/25/25, prepared by Kiersten Osterkorn, PE of Omland & Osterkorn, Inc.;
- h. Architectural Plans, entitled "Rear Deck Extension, Guillaume Residence, 57 Hobart Avenue, City of Summit, Union County, Block #2611, Lot #3", prepared by Grzegorz Hasaj, AIA, Architect, consisting of two (2) sheets, last revised date of June 22, 2025;

Based on our review of the above-referenced documents, this office offers the following comments:

1. The 10,184 square foot (0.234-acre) property is located on the east side of Hobart Avenue, approximately 151 feet north of Springfield Avenue.
2. The property is in the R-10 Single-Family Residential Zone, with side and front properties in the same zone and the rear property in the R-25 Zone.
3. The property is rectangular in shape with approximately 51 feet of frontage along Hobart Avenue, and a depth of 200 feet.



Engineering
& Design

4. Although no topography has been provided, Google Earth suggests that the property slopes from the front property line to the rear property line. The Applicant should confirm in testimony.
5. The property is currently improved with a 2- ½ story dwelling, deck, walkways, asphalt driveway, and related site improvements. The Applicant should provide testimony on the existing conditions on the property and confirm that no changes have been made since the date of the provided survey.
6. The Applicant is proposing to remove the existing rear yard deck and stairs and replace it with a new covered deck and two new sets of stairs. The newly configured and enlarged deck is proposed to have a gas fireplace. The Applicant should confirm the improvements in testimony.
7. The Applicant is seeking a variance for building coverage of 27.7% where 18% is proposed and a variance for lot coverage of 57.2% where 35% is proposed. The Applicant should confirm in testimony.
8. There seems to be an inconsistency between the zoning table and the architectural site plan. The zoning table percentages for lot coverage show approximately 357 square feet of additional impervious coverage. The site plan appears to indicate the removal of 276 square feet of impervious coverage and the addition of 539 square feet of impervious coverage for a net increase of approximately 263 square feet of impervious coverage. The Applicant should provide lot coverage calculations for both existing and proposed conditions to determine lot coverage changes.
9. The Applicant should be aware that increases of impervious coverage greater than 300 square feet require stormwater mitigation.
10. The Applicant should provide testimony on when the house was purchased and any prior approvals for improvements made on the property. Can any additional impervious coverage areas be removed?
11. The Applicant should provide testimony on the structure, history and condition of the two inlets on the asphalt driveway. Where do the inlets collect water and where do the inlets discharge? What is the condition of the existing inlets and any conveyance system?
12. The Applicant should provide testimony on the location of roof leaders for the covered deck and where runoff will be directed for the structure.
13. The Applicant indicates the removal of one tree to accommodate the proposed improvements. We defer to the City forester for review and comment.

14. The Applicant shall be aware of their responsibility to repair any damage to improvements within the City right-of-way including, but not limited to, curb and asphalt caused by construction activities associated with the installation of the improvements on the subject lot.
15. The Applicant shall be aware that if stormwater runoff drainage problems occur on their property and/or neighboring properties because of the construction of the proposed improvements, it is the Applicant's responsibility to remedy that drainage issue.
16. As a condition of approval, signed digital plans shall be transferred to the City of Summit for use in updating the GIS database for the property. Coordination with the City's Engineering Department shall be the responsibility of the Applicant after the application is approved by the City and prior to the issuance of a Certificate of Occupancy.

Should the Board approve the project, the approval may be subject to the issuance of a grading permit (Chapter 35, Article 15) and any required Board conditions. The Applicant shall verify the need for a grading permit with the City which will not be issued until all conditions of the resolution of approval are satisfied.

If you have any questions or require anything further, please contact me.

MKR/mt



STAFF COMMENTS REPORT

DATE: August 20, 2025

FROM: Land Use Assistant / Board Secretary

TO:

☐ **FLOOD ZONE**

	Name	Title / Committee
<input type="checkbox"/>	Eric Evers	Fire Chief
<input type="checkbox"/>	Ryan Peters	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"/>	Donna Patel	Environmental Commission

Property Address:	57 Hobart Avenue	Block: 2611	Lot: 3
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Description/Variances:	(c) - variance for lot coverage and building coverage for deck expansion.		

Comments Due Date:	September 10, 2025	Please email landuse@cityofsummit.org if you are unable to meet this date.
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COMMENTS: _____

Covered deck plans are required and must include all footings, fastenings, structural details, and stair details. Guardrails must be a minimum of 30 inches high from adjacent grade or level. Handrails and guardrails are required for staircases with four or more risers. The structural components must be verified to support the fireplace with brick clad and roof loads.

If a variance is granted, the generator must be installed according to the manufacturer's specifications, must meet all required clearances, and a permit is required.

Print Name:	Ralph Maritato	Print Title:	Construction Official	Date:	8-27-25
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STAFF COMMENTS REPORT

DATE: August 20, 2025

FROM: Land Use Assistant / Board Secretary

☐ FLOOD ZONE

TO:

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<input type="checkbox"/>	Eric Evers	Fire Chief
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COMMENTS: The plans call for the removal of a large magnolia tree.

A permit will be required for the removal of this tree and one replacement tree will be required.

No other landscaping is affected.

Print Name:	John Linson	Print Title:	Forester	Date:	8/21/25
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DATE: August 20, 2025

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TO:

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<input type="checkbox"/>	Eric Evers	Fire Chief
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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: No comment from Health Dept. (NK) 8/28/25

Print Name:		Print Title:		Date:	
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STAFF COMMENTS REPORT

DATE: August 20, 2025

FROM: Land Use Assistant / Board Secretary

☐ **FLOOD ZONE**

TO:

	Name	Title / Committee
<input type="checkbox"/>	Eric Evers	Fire Chief
<input type="checkbox"/>	Ryan Peters	Police Chief
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COMMENTS: _____

57 Hobart Avenue is a 1903 colonial revival that contributes to the Hobart Avenue Historic District. Though the proposed deck expansion is located in the rear of the property, the HPC recommends the applicant construct with natural materials such as actual brick.

<https://www.summitlibrary.org/wp-content/uploads/2023/05/Greenbriar-Drive-to-John-Street-Vol-4-part-2.pdf> p275-276

Print Name:	James Burgmeyer	Print Title:		Date:	8/22/25
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STAFF COMMENTS REPORT

DATE: August 20, 2025

FROM: Land Use Assistant / Board Secretary

☐ FLOOD ZONE

TO:

	Name	Title / Committee
<input type="checkbox"/>	Eric Evers	Fire Chief
<input type="checkbox"/>	Ryan Peters	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"/>	Francie Cho	Environmental Commission

Property Address:	57 Hobart Avenue	Block: 2611	Lot: 3
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COMMENTS: _____

The application is for variances for lot and building coverage and others as necessary for a rear second story deck demolition and expansion, and relocation of AC equipment plus generator. The existing deck is unsafe and can't be used. The proposed new deck will be covered and about twice the size of the existing deck, with stairs down to ground level.

The plans note that one tree will be removed as part of this new construction, although there is no reference to the type or size of tree or any landscape plans. A site visit found that the tree is a large shade tree directly at the rear of the existing deck. Assuming that it has a 12" or more DBH, it will require a tree removal permit and will need to be replaced with a comparable shade tree, in accordance with the City of Summit Tree Protection Ordinance.

We would encourage planting native shade trees and shrubs (in addition to the required replacement tree) on the open spaces of the property to assist with site hydrology. We will note that native species are beautiful and cost effective. They require far fewer inputs (water, fertilizer, and pesticide), protect our soil and waterways, and provide habitat for native birds and butterflies. This [Guide to Landscaping with Native Plants](#) and searchable [database](#) can be helpful in finding native replacements, as well as the Rutgers list of native plants (<https://njaes.rutgers.edu/fs1140/>).

For alterations of this nature, the Environmental Commission also encourages the homeowners and their architect to: minimize the size of paved surfaces and use green infrastructure for patios and parking areas, such as permeable paving and rain gardens, to assist with drainage, mitigate heat island effects, decrease VOC (Volatile organic compounds)

emissions from asphalt paving and markings, and reduce pollution from runoff. We also encourage the use of solar panels on appropriately oriented roof areas.

On behalf of the Summit Environmental Commission, I recommend approval of the requested variances, provided appropriate landscaping, including the necessary replacement tree, is provided.

Print Name:	Francie Cho	Print Title:	Environmental Comm. Alt	Date:	8/26/2025
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