

Alfonso & Webber

Alfonso & Webber, LLC
Attorneys at Law
350 Springfield Avenue #201
Summit, New Jersey 07901
Office: (609) 807-8643
Fax: (908) 685-2310

July 8, 2025

Via Hand Delivery

Jessica Sands
Land Use Assistant/Board Secretary
City of Summit
512 Springfield Avenue
Summit, NJ 07901

**Re: Application for Development
13 Huntley Road
Block 3604, Lot 13
Summit, NJ 07901**



Dear Ms. Sands:

Enclosed please receive the following documents associated with the above-referenced application for development:

- 1 original and 12 copies of the Application for Development forms with associated documents, including, but not limited to, the following:
- 1 original and 12 copies of the Lot Grading Plan prepared by Andrew B. Clarke, PLS, PE dated 6/26/2025;
- 1 original and 12 copies of the Architectural Plan prepared by Hayk Ekshian, RA dated May 5, 2025;
- 1 original and 12 copies of the narrative description of the project;
- 13 copies of the Certified List of Property Owners within 200';
- 13 copies of the area map;
- 2 copies of the Tax Certification;
- 1 copy of the proposed Notice of Hearing for distribution;
- 1 copy of the proposed Notice of Hearing for publication;
- 1 copy of the checklist;
- 1 check in the amount of \$200, for the application fee;
- 1 check in the amount of \$800, for the escrow fee; and
- 1 copy of the W-9 Form.

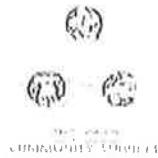
It is respectfully requested that the within documents be processed with your office as appropriate and the within application for development be considered for completeness and scheduled for hearing, at the Board's earliest convenience.

Should you have any questions or comments regarding the above, it would be a pleasure to respond at your convenience.

Sincerely,
ALFONSO & WEBBER, LLC

By: Samantha T. Alfonso
Samantha T. Alfonso, Esq.

cc: James Lee & Yinyin Luan
Andrew B. Clarke, PLS, PE
Hayk Ekshian, R.A.



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

ORIGINAL FILING
 RESUBMITAL OF "INCOMPLETE"

MODIFICATION OF PRIOR APPROVAL
 AMENDED PLAN(S)

Address: 13 Huntley Road

Block(s) 3604 Lot(s) 13 Zone(s) R-6

How the property is used (one-family, offices, etc.). one family
Property Owner James T. Lee and Yinyin Luan c/o Alfonso & Webber, LLC

Phone 609-807-8643

Email: samantha@alfonsoandwebber.com; james@alfonsoandwebber.com

Owner Address: 13 Huntley Road

Applicant: Applicants are the owners

Phone: c/o Alfonso & Webber, LLC
609-807-8643

Email: samantha@alfonsoandwebber.com;
james@alfonsoandwebber.com

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 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		

CONCEPT PLAN PRELIMINARY FINAL

③ Number of lots: 1 Existing ④ Number of dwelling units 1 Existing
1 Proposed 1 Proposed

⑤ Building area 2,065 s.f. Existing

0 Proposed new *

2,065 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:

Alfonso & Webber, LLC,
Attorneys for Applicant

⑦ Signature

Date

July 8, 2025

Samantha T. Alfonso, Esq.



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

Name of applicant James T. Lee and Yinyin Luan Date July 8, 2025

Address of property 13 Huntley Road Block 3604 Lot 13

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.

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)
7. Thirteen copies of the area map of properties within 200 feet, showing each of the following items:
 - a. street numbers
 - b. date and graphic scale
 - c. north arrow
 - d. Zone district
 - e. uses of each property within 200 ft.
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)
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 City

✓

✓
✓
Diagonal

Direct

✓ —

✓
✓

✓ ✓

N/A

✓

✓

—
—

Applicant - Please do not write below this line

On _____, this submittal was deemed complete incomplete

Application to Zoning Board of Adjustment of Summit, New Jersey

Summit, N. J., July 8

, 20 25

In the matter of the petition of James T. Lee and Yinyin Luan for relief from the strict application of the provisions of the Development Regulations Ordinance of the City of Summit.

Petitioners James T. Lee and Yinyin Luan, Husband and Wife

residing at 13 Huntley Road

says:

Petitioners are

~~Petitioner~~ is the owners

of property

located at 13 Huntley Road

Block 3604, Lot(s) 13 on the Tax Map located in the R-6 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:

Please see attached Memorandum in Support of the Application.

2b.) The proposed use described above requires the following variance(s):

Please see attached Memorandum in Support of the Application.

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

Area of Plot 9,928 square feet

Area of existing structures which will remain 3799 square feet

Total area of plot to be occupied by structures 3799 square feet

Percentage of lot to be occupied by structures 38.3% percent

Proposed set-back, front line huntley 27'; dayton 29.3' feet;

Proposed sidelines (specify if corner) huntley 8'; dayton 36.6' feet; Corner Lot*

Proposed rear yard N/A feet.

Year house built 2020.

Other pertinent characteristics

4. There has been no previous petition for relief involving these premises except: _____
None known.

5. The reasons which support petitioner's claim of the right to relief are as follows:
-Please see attached Memorandum in Support of the Application.

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.

Alfonso & Webber, LLC,
Attorneys for Applicant

Petitioner's Phone Number 609-807-8643/862-812-2169
Petitioner's Email Samantha T. Alfonso, Esq.
c/o Alfonso & Webber, LLC,
350 Springfield Ave #2, Summit, NJ 07901
samantha@alfonsoandwebber.com
james@alfonsoandwebber.com

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

Samantha Alfonso + James Webber
Alfonso & Webber, LLC
350 Springfield Avenue #201
Summit, NJ 07901
609-807-8643; cell 862-812-2169

State of New Jersey
County of Union

Samantha Alfonso

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.

Samantha Alfonso

Petitioner's printed name

Alfonso & Webber, LLC,
Attorneys for Applicant


Petitioner's signature

By: Samantha T. Alfonso, Esq.

Sworn and subscribed before me this

8th day of July, 2025


Doreen DeLuca
Notary Public

Check here if additional pages are attached

DOREEN DELUCA

NOTARY PUBLIC

STATE OF NEW JERSEY

MY COMMISSION EXPIRES NOVEMBER 6, 2028

Application for Development
James Lee and Yinyin Luan
13 Huntley Road
Block 3604, Lot 13
Summit, New Jersey 07901

Memorandum in Support of Application for Development

The applicants James Lee and Yinyin Luan, husband and wife, request permission of the Board of Adjustment to improve their newly purchased home by re-orienting the driveway and garage to improve access.

The home at 13 Huntley Road was recently constructed (around 2020) by the previous owners. While the home complied with the ordinance, because of the 15' wide sanitary and storm sewer, it restricted the available space for vehicles to back-up and maneuver on site.

The issue in 2020 is the same issue that James and Yinyin seek to solve with the approval of the Board: the side entry garage has no functional room for vehicles to back up; the distance from the garage to the 3' high retaining wall is less than 20 feet. The accepted and desirable backup distance for side entry garages is 30' plus. The sanitary and storm sewer further restrict the buildable area and ability to construct a functional garage and driveway.

The prior owners attempted to solve this issue themselves by adding unapproved parking areas; these areas were removed through the City's attention. It was suggested by the City Zoning Officer that perhaps the solution to this would be by variance request brought for the Board's consideration.

James and Yinyin have done just that with the within application.

The one variance before the Board is for a front facing garage; the application will comply with all standards especially lot coverage despite the rearrangement of the driveway. (Building coverage will not change, although it is noted that the existing building coverage exceeds the standard by 79 s.f.).

The benefits to be gained by the variance include a functional driveway, an accessible garage, and improvement of the overall site (for safety: no more backing up to a 3' high drop).

The application will neither cause a substantial detriment to the public good nor a substantial impairment of the intent and purpose of the zone plan and zoning ordinance:

- The neighborhood has a number of attached front entry garages; this will be in character with the neighborhood;
- The garage door will be attractive;
- The renovation will be in keeping with the home
- The proposal is confined to rearranging the access with no increase in lot coverage; and
- Property values will be unaffected.

As a result, based on the foregoing, it is requested that the within application for development be approved.

Alfonso and Webber
Attorneys for Applicant

By: Samantha T. Alfonso
Samantha T. Alfonso, Esq.



PROPERTY OWNERS LIST / 200 FOOT LIST

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



PROPERTY INFO:

Address:	13 Huntley Road	Date:	June 30, 2025
City, State, Zip Code:	Summit, NJ 07901	Block:	3604 Lot: 13

APPLICANT INFO:

	Applicant	Owner (if different)
Name:	James Lee & Luan Yinyin c/o Alfonso & Webber, LLC	Owner is the applicant
Address:	350 Springfield Avenue, #201 Summit, NJ 07901	
Email: (required)	samantha@alfonsoandwebber.com; doreen@alfonsoandwebber.com	
Phone:	609-807-8643	

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

Fee Paid: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<input checked="" type="checkbox"/> Check	<input type="checkbox"/> Cash
Date: <u>6 / 30 / 25</u> Emp.: <u>JS</u>	Check #: <u>1286</u>	

Jessica Sands
Zoning/Planning Board Secretary

6/30/25 Date To Eng: 6 / 30 / 25
10 : 10 am / pm

Block	Lot(s)
3603	9-13, 25-32
3604	3-12, 14
3605	5-10

Block	Lot(s)

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

Erica
Engineer/Assistant Engineer

7/1/25
Date

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

Donna Short
Tax Assessor / Staff Assessor

Date

#2043

OWNER & ADDRESS REPORT

SUMMIT

3604-13 13 HUNTLEY RD - LEE, JAMES T & LUAN, YINYIN
JAMES LEE & LUAN YINYIN

07/02/25 Page 1 of 2

BLOCK	LOT	QUAL	CLA	PROPERTY OWNER	PROPERTY LOCATION	Add'l Lots
3603	9		2	ZHANG, WEIJIE & DING, YAN 21 CLARK ST SUMMIT, NJ	21 CLARK ST 07901	
3603	10		2	BONNER, CHRISTOPHER L & CARYN B 25 CLARK ST SUMMIT, NJ	25 CLARK ST 07901	
3603	11		2	IANNELLA, P. & A. REVOCABLE TRUST 27 CLARK STREET SUMMIT, NJ	27 CLARK STREET 07901	
3603	12		2	GUERINO, FRANK 31 CLARK STREET SUMMIT, NJ	31 CLARK ST 07901	
3603	13		2	SCHERER, CARYN 35 CLARK STREET SUMMIT, NJ	35 CLARK ST 07901	
3603	25		2	SACCO, MARY ANNE 24 HUNTLEY RD SUMMIT, N J	24 HUNTLEY RD 07901	
3603	26		2	IGLICAR, SLAVICA & DODEJA, PRITAM 22 HUNTLEY RD SUMMIT, NJ	22 HUNTLEY RD 07901	
3603	27		2	GAJJAR, BIJOY J 18 HUNTLEY RD SUMMIT, NJ	18 HUNTLEY RD 07901	
3603	28		2	PUTHIYADAVAN, S & DIVYA RAMESH, F 16 HUNTLEY ROAD SUMMIT, NJ	16 HUNTLEY ROAD 07901	
3603	29		2	QU, CHUNSONG & TENG, YING 12 HUNTLEY RD SUMMIT, NJ	12 HUNTLEY RD 07901	
3603	30		2	SOLAWA, AGNIESZKA T.& AWAD, SAMIR 10 HUNTLEY RD SUMMIT, NJ	10 HUNTLEY RD 07901	
3603	31		2	AYERS, CHRISTOPHER 8 HUNTLEY RD. SUMMIT, NJ	8 HUNTLEY RD 07901	
3603	32		2	HENNI, MICHAEL KEEGAN & JANINE A A 6 HUNTLEY RD SUMMIT, NJ	6 HUNTLEY RD 079G1	
3604	3		2	GUARINO, MICHAEL E & KACZANOSKI, J L 67 BROAD ST SUMMIT, NJ	67 BROAD ST 07901	
3604	4		2	PRISCO, PHILIP 69 BROAD ST SUMMIT, NJ	69 BROAD ST 07901	
3604	5		2	MURRAY, THOMAS J JR 71 BROAD ST SUMMIT, NJ	71 BROAD ST 07901	
3604	6		2	BOYLE, JAMES ANDREW & PARILLA, IVANA 73 BROAD ST SUMMIT, NJ	73 BROAD ST 07901	
3604	7		2	GRANADOS-URENA, ERICK M & YENSSIE 75 BROAD ST SUMMIT, NJ	75 BROAD ST 07901	
3604	8		2	DIAZ, JULIO C. & GABRIELA C. GUEMEZ 77 BROAD ST SUMMIT, N J	77 BROAD ST 07901	

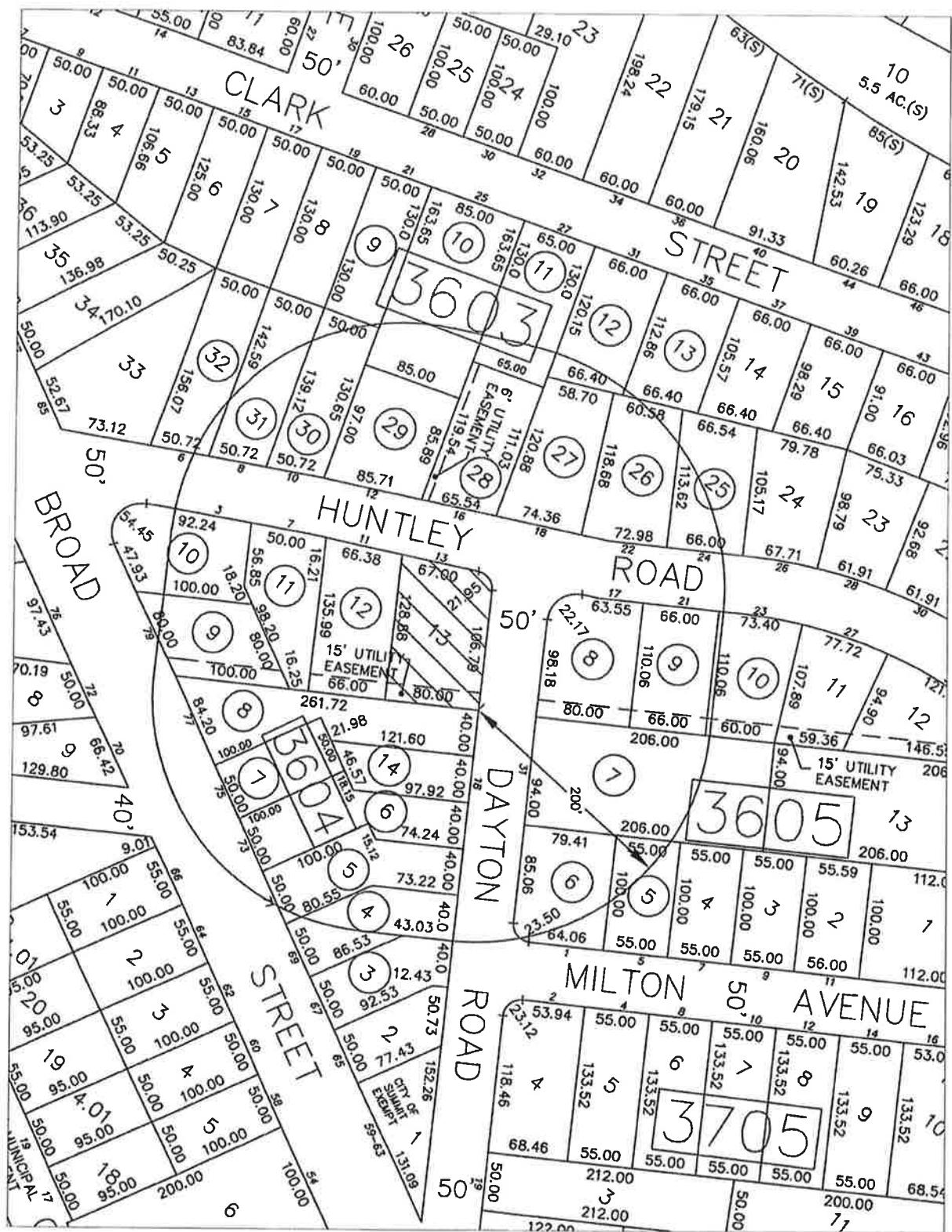
OWNER & ADDRESS REPORT

SUMMIT

3604-13, 13 HUNTLEY RD - LEE, JAMES T & LUAN, YINYIN
JAMES LEE & LUAN YINYIN

07/02/25 Page 2 of 2

BLOCK	LOT	QUAL	CLA	PROPERTY OWNER	PROPERTY LOCATION	Add'l Lots
3604	9		2	BACH, SILVIA A. 172 CANOE BROOK PARKWAY SUMMIT, NJ	07901	79 BROAD ST
3604	10		2	PAGAN, WILLIS 3 HUNTLEY ROAD SUMMIT, NJ	07901	3 HUNTLEY RD
3604	11		2	SHAN, JUN & JIN, QIONG 7 HUNTLEY RD SUMMIT, NJ	07901	7 HUNTLEY RD
3604	12		2	DOUGHERTY, COLM & FAY, ERIN 11 HUNTLEY RD SUMMIT, NJ	07901	11 HUNTLEY RD
3604	14		2	MC FALL, PATRICIA A 12 WILSHIR RUN SCOTCH PLAINS, NJ	07076	18 DAYTON RD
3605	5		2	DE FRANCO, JOSEPH 5 MILTON AVE SUMMIT, NJ	07901	5 MILTON AVE
3605	6		2	PURI, PRADEEP & ASHU 1 MILTON AVE SUMMIT, NJ	07901	1 MILTON AVE
3605	7		2	AKJOG-HU TRUST 31 DAYTON RD SUMMIT, NJ	07901	31 DAYTON RD
3605	8		2	ARTHUR, JOHN & MODH, KHUSHBU 17 HUNTLEY RD SUMMIT, NJ	07901	17 HUNTLEY RD
3605	9		2	MO, SHEUNG YIN KEVIN & LEE, J 21 HUNTLEY RD SUMMIT, NJ	07901	21 HUNTLEY RD
3605	10		2	WRIGHT, JOHN 2531 TILLER LANE COLUMBUS, OH	43231	23 HUNTLEY RD





Public Utility Registration List Request for Notice of Hearings



Any public utility, cable television company, local or other utility may request service of notice of hearings for development, pursuant to J.J.S.A 40:55D-12, et seq., provided the utility has an easement or other form of right-of-way.

The following listed utilities have registered to receive service of any notice of hearing for development in the City of Summit. Proof of service, as required by the Municipal Land Use Law shall include service to this utility.

- **NJ American Water Company, Inc.**
Donna Short
GIS Supervisor
1025 Laurel Oak Road
Vorhees, NJ 08043
- **PSE&G**
Manager, Corporate Properties
80 Park Plaza, T6B
Newark, NJ 07102

THE CITY OF SUMMIT

N E W J E R S E Y

City Hall

512 Springfield Avenue

Summit, NJ 07901

Patricia R. Dougherty
Collector of Taxes

Tel: (908) 279-1004
Fax: (908) 279-1213

ADDRESS: 13 Huntley Road **DATE:** 7/3/2025
OWNER(S): James Lee & Luan Yinyin

BLOCK: 3604 **LOT(S):** 13

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: _____

THE CITY OF SUMMIT

NEW JERSEY

City Hall

512 Springfield Avenue

Summit, NJ 07901

Patricia R. Dougherty
Collector of Taxes

Telephone (908) 273-6103
Fax (908) 273-1111

ADDRESS: 13 Huntley Road **DATE:** 7/3/2025
OWNER(S): James Lee & Luan Yinyin

BLOCK: 3604 **LOT(S):** 13

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 PUBLIC HEARING
BOARD OF ADJUSTMENT OF THE CITY OF SUMMIT
UNION COUNTY, N.J.**

Take notice that the Board of Adjustment of the City of Summit will conduct a public hearing at City Hall, located at 512 Springfield Avenue, Summit, N.J. 07901 at 7:30 p.m. or as soon thereafter as the matter may be called on _____, 2025. The hearing may be continued on such dates thereafter as may be necessary in the judgment of the Board to complete the hearings and deliberations on an application for development by James Lee and Yinyin Luan, regarding permission to improve their property known as 13 Huntley Road, Summit, New Jersey, and designated on the Tax Maps of the City of Summit as Block 3604, Lot 13. The applicants seek to improve their property by rearranging the garage and driveway to create a functional front entry garage.

The applicants request variance relief from the strict application of the Development Regulations Ordinance regulating front entry garages, together with all other relief in the form of variances, waivers, interpretations, appeals, or exceptions in the strict application of the provisions of the Development Regulations Ordinance, and other relief, which may arise during the course of the hearings in this application, necessary to realize the development as set forth more specifically in the application for development on file and available for inspection in connection herewith. The application may be amended from time to time including during the course of the hearings.

All maps and documents for which approval is sought are available for public inspection at City Hall, 512 Springfield Avenue, Summit, N.J. 07901, during the business hours of 9:00 a.m. to 4:00 p.m.

This notice is being given pursuant to N.J.S.A. 40:55D-12.

ALFONSO & WEBBER, LLC
Attorneys for Applicants

By: _____
Samantha T. Alfonso, Esq.

Dated:

FOR PUBLICATION

**NOTICE OF PUBLIC HEARING
BOARD OF ADJUSTMENT OF THE CITY OF SUMMIT
UNION COUNTY, N.J.**

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This notice is being given pursuant to N.J.S.A. 40:55D-12.

ALFONSO & WEBBER, LLC
Attorneys for Applicants

By: _____
Samantha T. Alfonso, Esq.

Dated:

USE PLAN

13 Huntley Road
Block 3604, Lot 13
R-6 Zone District
1.5" = 200 +/-
July 7, 2025

