



# ZB / PB ~ STAFF COMMENTS TRACKING WORKSHEET

<b>Address:</b>	47 Parkview Terrace
<b>Application #:</b>	ZB-22-2174
<b>Description/Variances:</b>	Proposed garage and portico additions and playset relocation require variances for: front and rear yard setback, building coverage, and accessory structure side and rear yard setback
<b>Sent to Staff for Comments:</b>	1/20/23
<b>Due Date:</b>	2/8/23

Staff / Commission / Consultant	Delivery Method	Report Attached with Comments	Report Attached with No Objections	Not Submitted	Not Required
Christa Anderson Zoning Officer	<input checked="" 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 type="checkbox"/> Paper <input checked="" 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 type="checkbox"/> Paper <input type="checkbox"/> Email				
Environmental Commission <i>(if required)</i>	<input type="checkbox"/> Paper <input checked="" type="checkbox"/> Email	✓			
City Planner: Burgis <i>(if required)</i>	<input type="checkbox"/> Paper <input type="checkbox"/> Email				X

## AT DUE DATE / UPON RECEIPT FROM ALL STAFF:

<b>Sent to Applicant:</b>	____/____/____
<b>Sent to Attorney:</b>	____/____/____

## COMMUNITY SERVICES

**TO :** Zoning Board members  
**FROM :** Christa Anderson, Zoning Officer CA  
**DATE :** February 1, 2023  
**SUBJECT :** Zoning Board application #ZB-22-2174  
47 Parkview Terrace; Desmond & Vivienne Randall  
(Lauren Davis (daughter) POA)  
Variances to enlarge the existing garage, construct a new front portico and  
relocate the play structure

**COPY TO:** File

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The application is filed as a direct application having no prior zoning review. The applicant proposes to construct a front and right side addition to the existing garage and to relocate the existing play structure which encroaches over the rear property line onto the neighbor on Lot 16. The applicant has provided a property survey prepared by Marc J. Cifone, PLS, of Lakeland Surveying, dated 04/11/2022, one sheet of property photos taken by employees of Rosen Kelly Conway, dated 12/7/22 and 10/27/22, and 5 sheets of architectural plans prepared by John H. Kelly, AIA, of Rosen Kelly Conway having a variance submission date of 12.07.22.

The property is an extremely unusual shape being 110 feet wide but not correspondingly deep. The defined rear property line is the line most distant from the front property line. For this lot, the rear property line is the line 20 feet long where the existing play structure encroaches onto the neighboring property which can be most clearly seen on the 200 foot map. Based on the definition of property line, rear, the plans submitted and the requirements of the R-6 Zone wherein the property is located, I find that **variances are required as follows:**

- 1. For front yard setback proposed at the new entry portico of 17.5 feet** whereas 25 feet is required and porticos are permitted to extend a maximum of 6 feet into the required front yard
- 2. For front yard setback proposed at the garage front extension of 19.8 feet** whereas 25 feet is required
- 3. For a new, wider, garage door facing the street** whereas garages are permitted to face the front only on lots less than 90 feet wide. The proposed garage expansion will create a garage having an interior width clearance of 14 feet where the existing garage has an interior clearance width of less than 10 feet. The applicant should provide testimony as to how the garage can be widened and made longer from front to back without actually demolishing the entire garage.

4. **For right side yard setback proposed at the right rear corner of the garage extension of 5.4 feet** whereas 8 feet is required
5. **For total side yard setback proposed of 12.67%** whereas 33% is required. The existing total side yard percentage is 14.46%
6. **For building coverage proposed of 24%** whereas 20% is the maximum permitted
7. **For side yard setback at the existing patio of 3.3 feet** whereas 8 feet is required. A variance for rear yard setback at the existing patio is not required as the rear yard setback requirement is 30 feet and patios are permitted to encroach up to 10 feet into the required rear yard.
8. **For side and rear setbacks to the relocated play structure of 5.5 feet and 3.3 feet, respectively,** whereas 15 feet is required for both side and rear.

The existing driveway width of approximately 17 feet is conforming and the driveway could be extended all the way from the garage to the street if the applicant so chooses. A variance for the additional lot coverage would not be required.

The application does not indicate any additional A/C units nor would it be expected that additional units would be necessary for a garage expansion. The rear yard setback requirement is 25 feet. The location of the existing rear A/C is conforming.

The applicant is apparently not aware of a prior resolution granting variances for the existing deck. A copy of the resolution has been provided to the applicant and has been included in the application packages.

**Should the application be approved, the applicant is advised to carefully review the memorializing resolution and all conditions of approval. It is the applicant's obligation to meet the conditions and any required construction permits or grading permits will not be approved and issued until all conditions are met.**



# STAFF COMMENTS REPORT

**DATE:** January 20, 2023  
**FROM:** Stephanie Soulios, Land Use Assistant / Board Secretary  
**TO:**

<input type="checkbox"/>	Christa Anderson	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"/>	Brandon Righi	Chair, HPC
<input type="checkbox"/>	Planner	Burgis Assoc.
<input type="checkbox"/>	TBD	Environmental Commission

<b>Property Address:</b>	47 Parkview Terrace	<b>Block:</b> 4704	<b>Lot:</b> 15
<b>Application #:</b>	Zb-22-2174	<b>Applicants Names:</b> Desmond and Veivienne Randall/ Lauren Davis (POA)	
<b>Description/Variations:</b>	Variations for proposed garage and portico additions, playset relocation. Front and rear yard setback, building coverage, accessory structure, side, and rear yard setback.		

<b>Comments Due Date:</b>	February 8, 2023	Please email <a href="mailto:landuse@cityofsummit.org">landuse@cityofsummit.org</a> if you are unable to meet this date.
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<b>Print Name:</b>	Eric P. Evers	<b>Print Title:</b>	Fire Chief	<b>Date:</b>	1/30/23
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## Memorandum

To: Zoning Board

From: Dipti Sheth, P.E.

Date: February 7, 2023

Subject: 47 Parkview Terrace  
Block 4704, Lot 15  
Summit, Union County, NJ

Summit No.: ZB-22-2174

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We have reviewed the application and associated submissions prepared by Desmond and Vivienne Randall and Lauren Davis, Applicants, for the subject property as referenced below:

- a. Architectural Plan entitled, "Additions and Alterations to the Randall Residence, 47 Parkview Terrace, Summit, NJ", consisting of five (5) sheets, prepared by David M. Rosen, AIA, LEED AP, signed, dated December 7, 2022;
- b. Survey of Property, prepared by Jeffrey S. Grunn, PLS of Lakeland Surveying, signed, dated 04/11/2022;
- c. Existing Conditions Photo Sheet, prepared by Rosen Kelly Conway, dated December 7, 2022;
- d. Application to Zoning Board of Adjustment, signed, dated December 8, 2022;
- e. Application for Development-Worksheet;
- f. Project Narrative, consisting of three (3) pages, prepared by Rosen Kelly Conway, dated December 7, 2022;
- g. Certified List of Property Owners w/in 200 feet, signed, dated 10/6/22; and
- h. Zoning Board Resolution for Variance Application ZB-06-1170, approved June 19, 2006.

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

1. The 6,730-square foot (0.154-acre) property is located on the northwest side of Parkview Terrace, approximately 220-feet west of the intersection with Oaklawn Road.
2. The property is located in the R-6, Single Family Residential Zone, with surrounding properties in the same zone.
3. The property is triangular, having about 150-feet of frontage (curved) along Parkview Terrace, an average depth of about 115-feet, and about 20-feet along the rear property line.

4. The Applicant has provided a "Survey of Property", dated April 11, 2022. However, there is no information on the site topography, landscaping and drainage features. The Applicant shall provide testimony that there have been no improvements or changes to the property since the date of this survey. The Applicant shall also provide testimony that there are no steep slopes on the property and if existing trees/landscaping will be affected due to this application.
5. The property is improved with two-story frame dwelling, deck, stone patio, slate walkways, asphalt driveway, playset, attached one-car garage and related site improvements.
6. The Applicant has provided a "Project Narrative" in support of the application and is proposing "an addition to widen the existing attached one-car garage, a new portico built atop the existing entry stoop, and a relocation of an existing playset in the rear yard".
7. The Applicant is requesting Variances for front yard setback, rear yard setback, building coverage, accessory structure rear yard setback, and accessory structure side yard setback.
8. The Applicant is proposing to increase the Building Coverage 132-square feet from existing non-conforming 1,482-square feet (22-percent) to 1,614-square feet (24-percent), where the maximum permitted in the R-6 Zone is 20-percent. On Sheet V-2 of the Architectural plans, the Applicant has noted "area of first floor garage addition = 152 SF". The Applicant shall provide testimony and resolve the discrepancy on the plans.
9. The Applicant is proposing to increase the Lot Coverage 91-square feet from 2,830-square feet (32.6-percent) to 2,286-square feet (34-percent), where the maximum permitted in the R-6 Zone is 40-percent. On Sheet V-2 of the Architectural plans, the Applicant has noted "area of first floor garage addition = 152 SF". The Applicant shall provide testimony and resolve the discrepancy on the plans.
10. The Applicant has not proposed stormwater improvements and we take no exception. The Applicant shall provide testimony that the lot coverage increase is less than 300-square feet.
11. On the Architectural Plans, the Applicant has proposed a 14-feet by 20-feet, 9-inches garage on the plans, which meets the Ordinance requirements for one-car garage.
12. The Applicant shall confirm in testimony the width of the existing driveway. It appears from the Architectural Plans, Sheet V-1, the driveway width is greater than 18-feet.
13. The Applicant is not proposing to remove trees as part of this application and has not provided a landscape plan. We defer to the City Forester for the review and approval.
14. The Applicant has not provided soil erosion and sediment control notes, details, and the limit of disturbance on the plans. The Applicant shall provide testimony and shall maintain all erosion and sediment control measures for the entire duration of construction surrounding the limit of disturbance.
15. The Applicant has noted the location of the existing AC units. All mechanical equipment shall comply with the Ordinance for setbacks and screening.

16. The Applicant shall properly remove all construction and demolition (C&D) debris per the Ordinance requirements.
17. 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.
18. The Applicant shall remove all excavated and excess soil from the site and shall not use excavated soils elsewhere on site without written permission from the City.
19. The Applicant shall be aware that if stormwater runoff drainage problems occur on their property and/or neighboring properties as a result of the construction of the proposed improvements, it is the Applicant's responsibility to remedy that drainage issue.
20. 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.

DS/lb





# STAFF COMMENTS REPORT

**DATE:** January 20, 2023  
**FROM:** Stephanie Soulios, Land Use Assistant / Board Secretary  
**TO:**

<input type="checkbox"/>	Christa Anderson	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"/>	Brandon Righi	Chair, HPC
<input type="checkbox"/>	Planner	Burgis Assoc.
<input type="checkbox"/>	TBD	Environmental Commission

<b>Property Address:</b>	47 Parkview Terrace	<b>BLOCK: 4704</b>	<b>Lot: 15</b>
<b>Application #:</b>	ZB-22-2174	<b>Applicant Names:</b> Desmond and Vivienne Randall/ Lauren Davis (POA)	
<b>Description/Variations:</b>	Variations for proposed garage and portico additions, playset relocation. Front and rear yard setback, building coverage, accessory structure, side, and rear yard setback.		

<b>Comments Due Date:</b>	February 8, 2023	Please email <a href="mailto:landuse@cityofsummit.org">landuse@cityofsummit.org</a> 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. Plans must comply with all current building codes.

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<b>Print Name:</b>	Ralph Maritato	<b>Print Title:</b>	Construction Official	<b>Date:</b>	1-23-23
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Print Name:	George Kordias	Print Title:	REHS	Date:	11/23/23
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# STAFF COMMENTS REPORT

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**TO:**

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<input type="checkbox"/>	Steven Zagorski	Police Chief
<input type="checkbox"/>	Engineering	Colliers
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<input type="checkbox"/>	John Linson	City Forester
<input type="checkbox"/>	Health Dept.	Westfield
<input type="checkbox"/>	Brandon Righi	Chair, HPC
<input type="checkbox"/>	Planner	Burgis Assoc.
<input checked="" type="checkbox"/>	Chris Sprague	Environmental Commission

<b>Property Address:</b>	47 Parkview Terrace	<b>Block:</b> 4704	<b>Lot:</b> 15
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COMMENTS: This application seeks the variances summarized above to build an addition to widen the existing attached one-car garage, to build a new portico atop the existing entry stoop, and to relocate an existing playset in the rear yard. On behalf of the Summit Environmental Commission, I do not object to the requested variance. For site alterations of this nature, the Environmental Commission recommends that the homeowners and their architect consider the use of permeable paving for the driveway and adding native trees or shrubs on the remaining open space of the property to assist with site hydrology (see the Rutgers list of native plants at <https://njaes.rutgers.edu/fs1140/>). In addition, Applicant should consider managing stormwater with a rain garden. ([https://water.rutgers.edu/Stormwater\\_Management/fs513.pdf](https://water.rutgers.edu/Stormwater_Management/fs513.pdf)).

<b>Print Name:</b>	Chris Sprague	<b>Print Title:</b>	Environmental Commission	<b>Date:</b>	01/20/23
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