



ZB / PB ~ STAFF COMMENTS TRACKING WORKSHEET

Address:	46 Hartley Road
Application #:	ZB-22-2157
Description/Variances:	C variance for bulk, D variance for FAR; to construct a one story screened porch addition and to expand the driveway at the street.
Sent to Staff for Comments:	1/20/23
Due Date:	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 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 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:

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

COMMUNITY SERVICES

TO : Zoning Board members
FROM : Christa Anderson, Zoning Officer CA
DATE : January 31, 2023
SUBJECT : Zoning Board application #ZB-22-2157
46 Hartley Road; Paul & Dana Stern
Variances to construct a screen porch and patio in the rear
COPY TO: File

The application is filed as a direct application having no prior zoning review. The applicant proposes to construct a one story screened in porch in the rear yard and to construct a new patio, also in the rear yard. The applicant has provided one sheet of engineering plans prepared by Andrew B. Clarke, PE and PLS of ABC Surveys, LLC, dated 11/30/22. The engineering plans provide a current topographic survey and a proposed lot grading plan. The applicant has also provided 6 sheets of proposed architectural plans prepared by John J. Lyons RA, of Lyons McConnell, LLC, dated 09/06/2022. Based on the plans submitted and the requirements of the R-10 Zone wherein the property is located, I find that **variances are required as follows:**

- 1. For building coverage proposed of 21.15%** whereas 18% is the maximum permitted. The architectural plans do not show the existing shed and the engineering plans calculation chart indicate that the shed is to be removed. The applicant should verify that the shed will be removed.
- 2. For FAR proposed of 28.7%** whereas 25% is the maximum permitted. The calculation does not include any attic area having headroom over 7 feet; however a section is not provided by which to verify this. If the application is approved, the construction permit application must provide a building section to verify that there is no attic headroom over 7 feet.
- 3. For the driveway apron proposed of 19'10" and the drop curb width proposed of approximately 21.5 feet** whereas the maximum apron width permitted is 15 feet and the maximum drop curb width permitted is 18 feet.

The application does not indicate any additional A/C units nor would it be expected that additional units would be necessary for a screen porch. There is sufficient room on each side of the existing house to install or replace air conditioning units without the need for variances.

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

Property Address:	46 Hartley Road	Block: 304	Lot: 2
Application #:	Zb-22-2157	Applicants Names: Paul and Dana Stern	
Description/Variances:	C variance for bulk, D variance for FAR; to construct a one story screened porch addition and to expand the driveway at the street.		

Comments Due Date:	February 8, 2023	Please email landuse@cityofsummit.org if you are unable to meet this date.
---------------------------	------------------	--

Build to Code _____

Print Name:	Eric P. Evers		Print Title:	Fire Chief	Date:	1/30/23
--------------------	---------------	---	---------------------	------------	--------------	---------



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

Property Address:	46 Hartley Road	Block: 304	Lot: 2
Application #:	Zb-22-2157	Applicant Names: Paul and Dana Stern	
Description/Variations:	C variance for bulk, D variance for FAR; to construct a one story screened porch addition and to expand the driveway at the street.		

Comments Due Date:	February 8, 2023	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: No objections


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

Memorandum

To: Zoning Board

From: Dipti Sheth, P.E.

Date: February 8, 2023

Subject: 46 Hartley Road
Block 304, Lot 2
Summit, Union County, NJ

Summit No.: ZB-22-2157

We have reviewed the application and associated submissions prepared by Paul and Dana Stern Applicants, for the subject property as referenced below:

- a. Variance Plan Set entitled, "Stern Residence, 46 Hartley Road, Summit, NJ 07901", consisting of six (6) sheets, prepared by John J. Lyons, IV of Lyons McConnell, LLC, signed, dated 4/25/2022, last revised 09/06/2022;
- b. Lot Grading Plan, prepared by Andrew B. Clarke-PLS, PE of ABC Surveys, LLC, signed, dated 11/30/22;
- c. Application to Zoning Board of Adjustment, signed, dated September 6, 2022;
- d. Application for Development-Worksheet, signed, dated 12/14/22;
- e. Application Checklist dated 9/3/2022;
- f. Tax Certification Form, signed, dated 8/12/22; and
- g. Certified List of Property Owners w/in 200 feet, signed, dated 8/12/22.

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

1. The 10,723-square foot (0.246-acre) property is located on the north side of Hartley Road, approximately 185-feet west of the intersection with Woodland Avenue.
2. The property is located in the R-10, Single Family Residential Zone, with the surrounding in the same zone.
3. The property is rectangular having about 75-feet of frontage along Hartley Road, a depth of about 143-feet, and about 75-feet along the rear property line.

4. The Applicant has provided existing conditions on the Lot Grading Plan, dated November 30, 2022. The property slopes from an elevation of approximately 202-feet at the front right corner (southeast) of the property to an approximate elevation of 194-feet at the rear left corner of the property (northwest). 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.
5. The property is improved with a two-story dwelling, deck, brick paver walkway, paved drive, porch, attached two-car garage and related site improvements.
6. The Applicant has provided a Narrative Description in support of the application and is "proposing a one-story screened porch addition" and "new open terrace and driveway expansion to two car widths at the street which will improve the vehicular circulation".
7. The Applicant is requesting Variances for building coverage, floor area ratio and width of driveway at the street.
8. The Applicant is proposing to increase the Building Coverage 217-square feet from 2,044-square feet (19.1-percent) to 2,261-square feet (21.1-percent), where the maximum permitted in the R-10 Zone is 18-percent. The Applicant shall provide testimony.
9. The Applicant is proposing to increase the Lot Coverage 615-square feet from 2,830-square feet (26.4-percent) to 3,445-square feet (32.2-percent), where the maximum permitted in the R-10 Zone is 35-percent. The Applicant has provided a "Stormwater Management Note" on the Lot Grading Plan which states the "this plan proposes a further increase of 682-square feet above the 2016 existing conditions". The Applicant shall provide testimony and resolve this discrepancy.
10. The Applicant has provided a "Stormwater Management Note" on the Lot Grading Plan which states that the existing dry well constructed in 2017 "provides storage and management for a total of 2,775-square feet of impervious area". It is further stated, "no new stormwater measures should be necessary and the new roof leaders can be connected directly to the existing drywell system. The Applicant shall provide testimony.
 - We take exception since the Applicant has not provided the necessary calculations and details to confirm this statement. The Applicant shall revise the plans and provide calculations, details, layout of the proposed roof leaders, and revised grading if required.
 - The Applicant shall provide confirmation that the existing drywell system is functioning in testimony. The Applicant shall provide the soil tests conducted for the existing drywell system.
 - We recommend the plans be revised to include a new drywell to the rear of the property closer to the proposed improvements.
11. On the Architectural Plans, Sheet A0.1, the Applicant has shown a dimension of 19-feet 10-inches for the existing driveway. Per the Ordinance, "A single driveway providing direct access to permitted attached, front-facing two-car garages shall not exceed 20 feet in width, have a curb

opening not to exceed 18 feet in width and a driveway apron not to exceed 15 feet in width." The Applicant shall provide testimony on the existing and proposed driveway width and width at the street.

12. 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.
13. The Applicant has provided soil erosion and sediment control notes, details on the Lot Grading Plan. The proposed Limit of Disturbance is 3,000-square feet. Since the proposed stormwater management system, site layout and grading may be revised, the Applicant shall update the limit of disturbance accordingly. The current plan does not include the limit of disturbance due to the proposed piping. The Applicant shall maintain all erosion and sediment control measures for the entire duration of construction surrounding the limit of disturbance. The Applicant shall obtain all required approvals from the Soil Conservation District.
14. The Applicant has noted the location of the existing AC units and generator. All mechanical equipment shall comply with the Ordinance for setbacks and screening.
15. The Applicant shall properly remove all construction and demolition (C&D) debris per the Ordinance requirements.
16. 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.
17. 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.
18. 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.
19. 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 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 checked="" type="checkbox"/>	Chris Sprague	Environmental Commission

Property Address:	46 Hartley Road	Block: 304	Lot: 2
Application #:	ZB-22-2157	Applicant Names: Paul and Dana Stern	
Description/Variances:	C- Variance for bulk, D variance for FAR; to construct a one story screened porch addition and to expand the driveway at the street		

Comments Due Date:	February 8, 2023	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: This application seeks variances with respect to maximum building coverage, Floor Area Ratio, and width of the driveway at the street. Among the supporting facts cited by the Applicant are that even after the screened porch is added, the residence still will be substantially under the limits for lot coverage. 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 expansion 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).

Print Name:	Chris Sprague	Print Title:	Environmental Commission	Date:	01/20/23
--------------------	---------------	---------------------	--------------------------	--------------	----------