

NOTE: ARCHITECT IS HANDLING THE APPLICATION.
 ALAN LEONARD 908.967.8263
 IN.OIKED@GMAIL.COM



APPENDIX E-2

ZONING BOARD APPLICATION CHECKLIST
 City of Summit, Union County, NJ



Name of applicant SHENQI HUANG & JIA SONG Date JAN 2023

Address of property 7 LINDA LANE Block 4710 Lot 4

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	X	
2. Original and 12 copies of narrative description of project	X	
3. Original and 12 copies of plat/property survey, showing the existing and proposed building setbacks	X	
4. Original and 12 copies of proposed structure, including interiors	X	
5. Grading plan <u>SECOND FLOOR ADDITION + 149 SF DRIVEWAY ENLARGEMENT</u>	NA	
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. <u>street numbers</u>		
b. <u>date and graphic scale</u>		
c. <u>north arrow</u>		
d. <u>Zone district</u>		
e. <u>uses of each property within 200 ft.</u>	X	
8. Original and 12 copies of the certified list of owners of property within 200 feet.	X	
9. Original copy of evidence of paid property taxes	X	
10. Original copy of the proposed notice to owners within 200'	X	
11. Original copy of the proposed advertisement	X	
12. Subdivision submittal (If applicable)	NA	
13. Site plan submittal (If applicable)	NA	
14. Original copy of this completed checklist	X	
15. Application fee and escrow deposit	X	
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 _____

20-22-2179

Administrative Office



**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: 7 LINDA LANE
 Block(s) 4710 Lot(s) 4 Zone(s) R-15
 How the property is used (one-family, offices, etc.) SINGLE FAMILY
 Property Owner HUANG/SONG Phone 862.696.7087
 Email SHENGBO.HUANG.SUMMIT@GMAIL.COM
 Owner Address: 7 LINDA LANE
 Applicant ALAN LEONARD ARCHITECT Phone 908.967.8263
 Email: IN.OIKED@GMAIL.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 checked="" 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 2911 Existing INCL GARAGE
537 Proposed new *
3248 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: SECOND FLOOR ADDITION
DRIVEWAY ENLARGEMENT
- 7 Signature [Signature] Date JAN 2023

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 ZUNBA LANE

The conditions affecting this property and the reasons for the application being heard are as follows OWNER PROPOSES TO CONSTRUCT A MASTER BEDROOM SUITE OVER THE EXISTING GARAGE, AND ENLARGE THE EXISTING DRIVEWAY. REQUIRING VARIANCES FOR FRONT YARD SETBACK: EXIST. 13.6' PROP. 15.7' ALLOW 35'; FLOOR AREA RATIO: EXIST. 24.44% PROP. 29.76%; ALLOW 25'; DRIVEWAY CURB CUT = PROP. 27' ALLOW = 16'
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

SHENGBO HUANG
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
7 LINDA LANE, Block 4710, Lot 4.

The conditions affecting this property and the reason for the application being heard are as follows: OWNER PROPOSES TO CONSTRUCT A MASTER BEDROOM SUITE OVER THE EXISTING GARAGE, AND ENLARGE THE EXISTING DRIVEWAY, REQUIRING VARIANCES FOR: FRONT YARD SETBACK: EXISTING = 13.6', PROPOSED = 15.7', ALLOWED = 35'; FLOOR AREA RATIO: EXIST. 24.44%, PROP. 29.76% / ALLOW. = 25%; DRIVEWAY CURB CUT: PROP. 27', ALLOW. 16'

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 on any workday during business hours, 8:30 a.m. to 4:00 p.m. Any interested party may appear at the hearing and participate therein, subject to the rules of the Board.

SHENBO HUANG & JIA SONG
Applicant's printed name

Application to Zoning Board of Adjustment of Summit, New Jersey

Summit, N. J., APRIL, 2022

In the matter of the petition of SHENGBO HUANG & JIA SONG for relief from the strict application of the provisions of the Development Regulations Ordinance of the City of Summit.

Petitioner SHENGBO HUANG & JIA SONG
residing at 7 LINDA LANE says.

1 Petitioner is the OWNER of property located at 7 LINDA LANE

Block 4710, Lot(s) 4 on the Tax Map located in the R-75 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:

OWNER PROPOSES TO ADD A MASTER BEDROOM SUITE OVER THE EXISTING GARAGE & MUDROOM, AS WELL AS ENLARGE THE EXISTING DRIVEWAY.

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

FRONT YARD SETBACK: EXIST: 13.6'; PROP: ±15.7'; ALLOW 35'
FLOOR AREA RATIO: EXIST: 24.4%; PROP: 29.76%; ALLOW 25%
DRIVEWAY CURB CUT: PROP: 27'; ALLOW 16'

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

Area of Plot 10,019.8 square feet

Area of existing structures which will remain 1861 square feet

Total area of plot to be occupied by structures 1861 square feet

Percentage of lot to be occupied by structures 18.57% percent

Proposed set-back, front line 25.7 / 13.6 feet;

Proposed sidelines (specify if corner 5.0 / #30.0 feet: CORNER

Proposed rear yard NA feet.

Year house built ±1960s

Other pertinent characteristics LOT IS SIMILAR TO A CORNER LOT BUT SINGLE ROAD; LOT IS UNDERSIZED

4. There has been no previous petition for relief involving these premises except: UNKNOWN NOT BY THIS OWNER

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

THE PROPOSED DESIGN WILL ALLOW AN EXISTING BEDROOM TO BECOME A NEEDED OFFICE WITH THE HOUSE REMAINING 4 BEDROOMS. THE ADDITION IS STEPPED BACK FROM EXIST. 1ST FLOOR WALLS REDUCING THE IMPACT OF A STACKED TWO-STORY. THE ROAD AT THIS CORNER IS ENLARGED, REDUCING 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.

DUE TO THE SHALLOW FRONT YARD, THE EXISTING DRIVEWAY HAS LIMITED CAPACITY.

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.

[Signature] _____ X
Petitioner

Petitioner's Phone Number (862) 686-7087 _____ X

Petitioner's Email SHENGBO.HUANG.SUMMIT@GMAIL.COM _____ X

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

NA

State of New Jersey
County of Union

ALAN LEONARD, 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.

ALAN LEONARD

[Signature]

Petitioner's printed name

Petitioner's signature

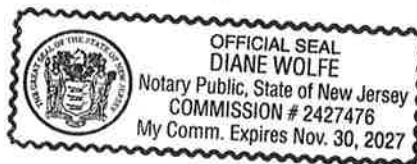
ARCHITECT FOR THE APPLICANT

Sworn and subscribed before me this

20 day of Jan., 2023

[Signature]
Notary Public

Check here if additional pages are attached



■ ■

**ALAN
LEONARD**

ARCHITECT

■ ■

131 Passaic Street
New Providence NJ 07974

in.oikeo@gmail.com
908.464.0929

Narrative Description of Project

Shengbo Huang and Jia Song

7 Linda Lane

Block: 4710 Lot: 4

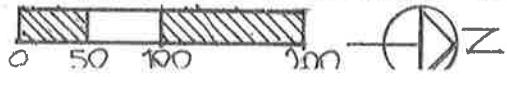
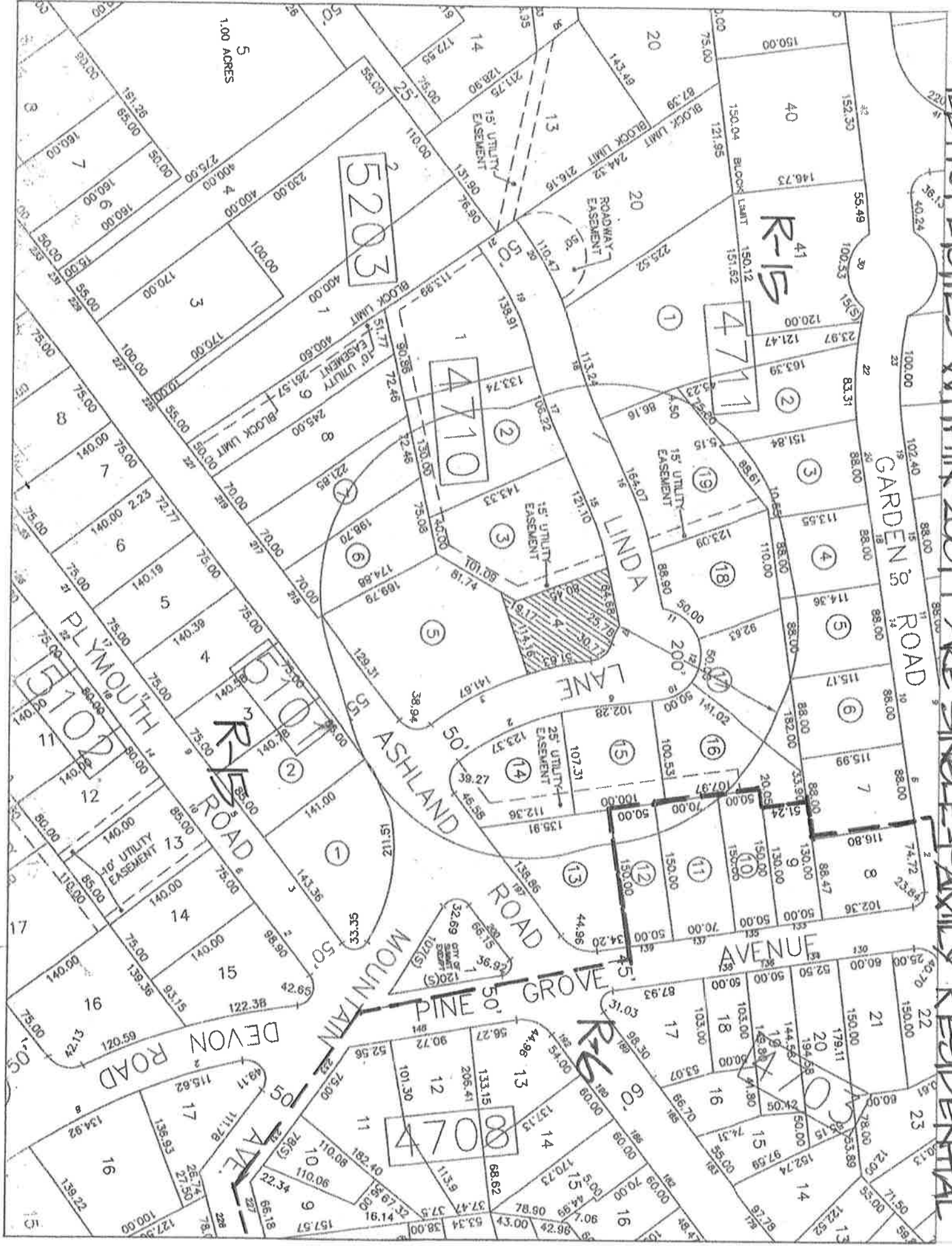
The Owners propose to add a one-story Master Bedroom suite over the existing Garage that includes a Bedroom, Bath and walk-in closets. The house is currently on an undersized 10,018 SF Lot in the R-15 zone on essentially a corner lot. Linda Lane makes a 90 degree turn and their lot sits at the interior corner. An unusual feature of Linda Lane is at the corner the right-of-way of the street widens to approx. 100 ft. diagonally from their lot.

The Garage end to the north has a 13.6 ft. setback to the right-of-way at the front of the house and 16.5 ft. at the rear corner. The addition has been designed to mitigate this existing condition by stepping back the new exterior walls at the front yards, 3'-8" at the front and 1'-8" at the side; only the area of the tub aligns with the First Floor exterior walls which was done to improve the design at both the interior and exterior. We believe the design along with the enlarged width of Linda Lane helps to mitigate the impact of a Second Floor addition. They also propose to widen their existing driveway due to its limited capacity.

The project requires 3 variances: Front Yard setback and Floor Area Ratio for the Bedroom addition as well as approval for the curb cut on the enlarged driveway.

We look forward to presenting our application to the Board.

ALL PROPERTIES WITHIN 200 FT ARE SINGLE-FAMILY RESIDENTIAL



The City of Summit

New Jersey

Date:

PLEASE PRINT

FEE: \$11.00¹

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

Property address: 7 LINDA LANE

Block 4710 and Lot(s) 4

Owner: SHENGBO HUANG Address: 7 LINDA LANE
* JIA SONG

Applicant: ALAN LEONARD Telephone: 908.967.8263

Email Address: IN.OIKEO@GMAIL.COM

Block	Lot(s)	Block	Lot(s)	Block	Lot(s)
4710	2-3, 5-7				
4711	1-6, 10-19				
5101	1-2				

Notes:

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

David Shapiro 7-6-22

#1659

Timothy O'Connor, Tax Assessor

David Shapiro, Tax Assessor

¹ Includes map. Fee is \$10 without map

OWNER & ADDRESS REPORT

SUMMIT

4710-4 7 LINDA LN HUANG, SHENGBO & SONG, JIA
ALAN LEONARD

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BLOCK	LOT	QUAL	CLA	PROPERTY OWNER	PROPERTY LOCATION	Add'l Lots
4710	2		2	LEVINE, ADAM SCOTT & LEE JNTS 17 LINDA LANE SUMMIT, NJ 07901	17 LINDA LANE	
4710	3		2	MC GANN, EDWARD G. & RACHEL M. W. 15 LINDA LANE SUMMIT, N J 07901	15 LINDA LANE	
4710	5		2	FRIEDRICH, ROBERT B. & KATHRYN W. 3 LINDA LANE SUMMIT, N J 07901	3 LINDA LANE	
4710	6		2	BHATIA, KAREN S & MUNDRA, KUSUM 215 ASHLAND ROAD SUMMIT, N. J. 07901	215 ASHLAND RD	
4710	7		2	LA REAUX, JACQUES & DOROTHY G 217 ASHLAND RD SUMMIT, N J 07901	217 ASHLAND RD	
4711	1		2	BOEHME, MARK & DONNA 18 LINDA LANE SUMMIT, N J 07901	18 LINDA LANE	
4711	2		2	MATO, JOSHUA C & KELLIE 22 GARDEN AVE SUMMIT, NJ 07901	22 GARDEN RD	
4711	3		2	SATEJA, JOHN J & MARGARET A 20 GARDEN RD SUMMIT, NJ 07901	20 GARDEN RD	
4711	4		2	HAGAN, EDWARD & STEPHANIE 18 GARDEN RD SUMMIT, N J 07901	18 GARDEN RD	
4711	5		2	FIETZ, DAVID & DEBBIE 14 GARDEN RD SUMMIT, NJ 07901	14 GARDEN RD	
4711	6		2	COEYTAUX, EMMANUEL & KAREN 10 GARDEN RD SUMMIT, NJ 07901	10 GARDEN RD	
4711	10		2	RIZK, NAJEE & HO, IRLANA P 135 PINE GROVE AVE SUMMIT, NJ 07901	135 PINE GROVE AVE	
4711	11		2	HAIRE, DAVID W & KELLY K 137 PINE GROVE AVE SUMMIT, NJ 07901	137 PINE GROVE AVE	
4711	12		2	SULLIVAN, STEPHEN M & MARIA T 139 PINE GROVE AVE SUMMIT, NJ 07901	139 PINE GROVE AVE	
4711	13		2	LINDA E FITZPATRICK REVOCABLE TRUST 197 ASHLAND RD SUMMIT, NJ 07901	197 ASHLAND RD	
4711	14		2	MERCURIO, ANTHONY J, JR. 2 LINDA LANE SUMMIT, N. J. 07901	2 LINDA LANE	
4711	15		2	PAPALE, LOUIS R. & CAROLE M. 6 LINDA LANE SUMMIT, N J 07901	6 LINDA LANE	
4711	16		2	COLLINS, PETER & JILL 10 LINDA LANE SUMMIT, NJ 07901	10 LINDA LANE	
4711	17		2	MAZZA, JOHN A & DOROTHEA V 12 LINDA LANE SUMMIT, NJ 07901	12 LINDA LANE	

OWNER & ADDRESS REPORT

SUMMIT

4710-4 7 LINDA LN HUANG, SHENQBO & SONG, JIA
ALAN LEONARD

07/06/22 Page 2 of 2

BLOCK	LOT	QUAL	CLA	PROPERTY OWNER	PROPERTY LOCATION	Add'l Lots
4711	18		2	GENERALIS, JOSEPH C & HELEN K 11 LINDA LANE SUMMIT, N J 07901	11 LINDA LANE	
4711	19		2	LAMB, EARL A. & DORID I. 16 LINDA LANE SUMMIT, N J 07901	16 LINDA LANE	
5101	1		2	PERIER, FRANCIS I. & MAURA C. 3 PLYMOUTH ROAD SUMMIT, N. J. 07901	3 PLYMOUTH RD	
5101	2		2	DAVIS, WILLIAM & DAWN 5 PLYMOUTH RD SUMMIT, NJ 07901	5 PLYMOUTH RD	



ZONING & PLANNING BOARD ADMINISTRATIVE REVIEW FORM

Address: 7 Linda Lane Employee: SS Date: 1/20/23

Application Form	<input type="checkbox"/> Yes <input type="checkbox"/> No
Original & 12 copies <input type="checkbox"/> Yes <input type="checkbox"/> No	
Narrative project description	<input type="checkbox"/> Yes <input type="checkbox"/> No
Original & 12 copies <input type="checkbox"/> Yes <input type="checkbox"/> No	
Plat/Property Survey w/existing & proposed building setbacks	<input type="checkbox"/> Yes <input type="checkbox"/> No
Original & 12 copies <input type="checkbox"/> Yes <input type="checkbox"/> No	
Survey includes the surveying company's title block?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the survey to scale?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Original & 12 copies <input type="checkbox"/> Yes <input type="checkbox"/> No	
Proposed structure plans including interiors (if applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Original & 12 copies <input type="checkbox"/> Yes <input type="checkbox"/> No	
Grading Plan (if applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Original & 12 copies <input type="checkbox"/> Yes <input type="checkbox"/> No	
200ft Owners List Area Map	<input type="checkbox"/> Yes <input type="checkbox"/> No
13 copies <input type="checkbox"/> Yes <input type="checkbox"/> No	
200ft Owners List Certified Tax List	<input type="checkbox"/> Yes <input type="checkbox"/> No
Original & 12 copies <input type="checkbox"/> Yes <input type="checkbox"/> No	
Zoning Officer's decision letter (if applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> No
13 copies <input type="checkbox"/> Yes <input type="checkbox"/> No	
Property Tax Paid Letter	<input type="checkbox"/> Yes <input type="checkbox"/> No
Notice of Hearing: Proposed/Draft Notice to 200ft List Owners	<input type="checkbox"/> Yes <input type="checkbox"/> No
Notice of Publication: Proposed published advertisement	<input type="checkbox"/> Yes <input type="checkbox"/> No
Application Checklist Completed	<input type="checkbox"/> Yes <input type="checkbox"/> No
Electronic copies of all submission at counter? If no . . . How:	<input type="checkbox"/> Yes <input type="checkbox"/> No
When:	

Subdivision submittal (12 copies) <input type="checkbox"/> Yes <input type="checkbox"/> No	Site plan submittal (12 copies) <input type="checkbox"/> Yes <input type="checkbox"/> No
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Application Fee Amount: _____	Escrow Amount: _____
<input type="checkbox"/> Cash <input type="checkbox"/> Check #: _____	<input type="checkbox"/> Cash <input type="checkbox"/> Check #: _____

Application #:		App. description / variances:	
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