



# ZB / PB ~ STAFF COMMENTS TRACKING WORKSHEET

<b>Address:</b>	75 Tulip Street
<b>Application #:</b>	ZB-22-2173
<b>Description/Variations:</b>	Addition to rear and right rear of home, both first and second floors including addition to the basement.
<b>Sent to Staff for Comments:</b>	March 8, 2023
<b>Due Date:</b>	March 22, 2023

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				✗

## 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 :** March 19, 2023  
**SUBJECT :** Zoning Board application #ZB-22-3208  
75 Tulip Street; Anthony & Erika Papeo  
Variances to construct a rear two-story addition, rear platform and patio area  
**COPY TO:** File

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The application is filed as a direct application having no prior zoning review. The applicant has provided a survey and grading plan (one sheet) prepared by Nancy J. Scott, PLS, and William S. Scott, PE, both of Ensurlan Inc., dated 08-15-2022. The applicant has also provided 6 sheets of architectural plans prepared by Yuval Wellish, RA, of Wellisch Architect LLC, dated 10/05/22. The applicant proposes to construct a rear two story addition to enlarge the existing kitchen and create a family room on the first floor and to create a new master bedroom and bath on the second floor. The applicant has provided a copy of the prior Zoning Board memorializing resolution approving a new detached garage dated September 7, 2010, along with a copy of the approved plot plan for the garage location and approved driveway which allowed for actual access into the new garage by swinging slightly to the right past the existing house footprint where the distance from the kitchen corner to the face of the garage was approved to be 17 feet and 13 feet from the existing refrigerator alcove. Based on 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 rear yard setback proposed of 26.6 feet at the new rear landing** whereas 27 feet is required. Rear landings are permitted to encroach a maximum of 3 feet into a required side or rear yard.
2. **For rear yard setback proposed at the two-story addition of 29.6 feet** whereas 30 feet is required
3. **For lot coverage proposed of 50.7%** whereas 40% is the maximum permitted. The lot coverage previously approved in 2010 was 47.4%.
4. **For building coverage proposed of 27.64%** whereas 20% is the maximum permitted and 21.4% was previously approved
5. **For FAR proposed of 44.41%** whereas 35% is the maximum permitted. The previous application did not require a variance for FAR.

The applicant's engineer should provide testimony as to riparian regulations pertaining to the required distance from a stream which runs across the rear of the property.

The proposed basement egress window well is conforming. Egress window wells are permitted to encroach into a required side yard by up to 3 feet. The proposed window well allows for a conforming basement bedroom having code compliant safety egress.



# STAFF COMMENTS REPORT

**DATE:** March 8, 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"/>	<del>Tom Conway</del> B. Right	Chair, HPC
<input type="checkbox"/>	Planner	Burgis Assoc.
<input type="checkbox"/>	TBD	Environmental Commission

<b>Property Address:</b>	75 Tulip	<b>Block:</b> 3208	<b>Lot:</b> 2
<b>Application #:</b>	ZB-22-2173	<b>Applicant Names:</b> Anthony and Erika Papeo	
<b>Description/Variances:</b>	Addition to rear and right rear of home, both first and second floors including addition to the basement.		

<b>Comments Due Date:</b>	March 22, 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: Board to code

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<b>Print Name:</b>		<b>Print Title:</b>		<b>Date:</b>	
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**DATE:** March 8, 2023  
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**TO:**


<input type="checkbox"/>	Christa Anderson	Zoning Officer
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<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"/>	<del>Tom Conway</del> B. Righi	Chair, HPC
<input type="checkbox"/>	Planner	Burgis Assoc.
<input type="checkbox"/>	TBD	Environmental Commission

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COMMENTS: No objections 

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<b>Print Name:</b>		<b>Print Title:</b>		<b>Date:</b>	
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## Memorandum

To: Zoning Board

From: Dipti Sheth, P.E.

Date: March 22, 2023

Subject: 75 Tulip Street  
Block 3208, Lot 2  
Summit, Union County, NJ

Summit No.: ZB-22-2173

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We have reviewed the application and associated submissions prepared by Anthony Papeo, Applicant, for the subject property as referenced below:

- a. Architectural Plan entitled, "Papeo Residence, 75 Tulip St., City of Summit, NJ, Union County, Block 3208, Lot 2, Addition and Renovation, Existing Single Family House", consisting of six (6) sheets, prepared by Yuval Wellisch, AIA, signed, dated 10/05/22;
- b. Plan entitled, "Log Grading Plan for Addition to Single Family Home, 75 Tulip Street, Lot 2 in Block 3208, situated in the City of Summit, Union County, NJ", prepared by Nancy J. Scott, P.L.S. of Ensurplan Inc., signed, dated 08/15/2022, last revised 08/30/2022;
- c. Application to Zoning Board of Adjustment, signed, dated November 22, 2022;
- d. Narrative Description of Project;
- e. Use Map;
- f. Zoning Board Resolution for Application ZB0-10-1479, approved August 2, 2010, adopted September 7, 2010; and
- g. Proposed Conditions Map from "Prior Resolution Approval", unknown source, undated.

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

1. The 5,000-square foot (0.114-acre) property is located on the west side of Tulip Street, approximately 205-feet north of the intersection with Ashland Road.
2. The property is located in the R-6, Single Family Residential Zone, with the surrounding properties to the north, south and west in the same zone and to the east in the R-10 Zone.
3. The property is rectangular, having about 50-feet of frontage along Tulip Street, a depth of 100-feet, and about 50-feet along the rear property line.

4. The Applicant has provided an Existing Conditions Survey, depicting existing features, demolition and topography, dated August 15, 2022, revised August 30, 2022. The Applicant shall provide testimony that there have been no improvements or changes to the property since the date of this survey.
  - a. The existing topography is such that the property slopes from a high point in the center of the property towards Tulip Street and towards the rear of the property. The grades are relatively flat, and the Applicant has noted there are no slopes greater than 15-percent on the property.
  - b. A stream is shown that runs parallel to Tulip Street located to the rear of the property. The Applicant shall provide testimony on any restrictions, requirements and riparian regulations pertaining to this stream.
5. The property is improved with a two and a half-story frame house, detached garage, paved drive, slate walkways, brick patio, steps, landscaping, fence, and related site improvements.
6. The Applicant has provided a Project Narrative in support of the application and has stated “the project proposes an addition to the rear of the existing house including first floor, second floor and basement additions. The first-floor addition consists of a larger kitchen, larger family room, while rearranging the existing floor to obtain a pantry and powder room. The second-floor addition allows for a larger master bedroom with a closet and bathroom while maintaining the total number of bedrooms (3 bedrooms). The new basement addition is including a bedroom with an Egress window and a full bathroom. A recreation room will be finished and a separation wall for the mechanical area.”
7. The Applicant is requesting Variances for Rear Yard Setback, Lot Coverage, Building Coverage and Floor Area Ratio. The Applicant shall provide testimony.
8. Per the Zoning Requirement Table on the Lot Grading Plan, the Applicant is proposing to increase the Building Coverage 251-square feet from 1,067-square feet (21.3-percent) to 1,318-square feet (26.4-percent), where the maximum permitted in the R-6 Zone is 20-percent.
9. Per the Zoning Requirement Table on the Lot Grading Plan, the Applicant is proposing to decrease the Lot Coverage 91-square feet from 2,535-square feet (50.7-percent) to 2,444-square feet (48.8-percent), where the maximum permitted in the R-6 Zone is 40-percent. The Applicant has provided a copy of the prior Zoning Board memorializing resolution approving a new detached garage dated September 7, 2010. In this resolution, the approved lot coverage was noted as 47.4-percent, decreased from 59.8-percent for the previous two-car garage. The Applicant has noted the existing (current) lot coverage of 50.7-percent. The Applicant shall provide testimony on the increase of the lot coverage from 47.4-percent (2010) to 50.7-percent (current).
10. The Applicant has not provided stormwater management measures and we take no exception, as there is a net decrease of 91-square feet. However, The Applicant shall provide testimony on the existing drainage system and any restrictions of runoff towards the stream to the rear of the property.



11. The Applicant has provided the limit of disturbance of 1,035-square feet (0.024-acres). The Applicant shall maintain all soil and erosion controls around the entire limit of disturbance for the entire duration of construction.
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 the location of existing and proposed AC units. All mechanical equipment shall comply with the Ordinance for setbacks and screening.
14. The Applicant shall properly remove all construction and demolition (C&D) debris per the Ordinance requirements.
15. 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.
16. 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.
17. 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.
18. 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:** March 8, 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"/>	<del>Tom Conway</del> B. Righi	Chair, HPC
<input type="checkbox"/>	Planner	Burgis Assoc.
<input type="checkbox"/>	TBD	Environmental Commission

<b>Property Address:</b>	75 Tulip	<b>Block:</b> 3208	<b>Lot:</b> 2
<b>Application #:</b>	ZB-22-2173	<b>Applicant Names:</b> Anthony and Erika Papeo	
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COMMENTS: \_\_\_\_\_

Per NJAC 5:23-6.32, AC-powered, interconnected smoke detectors with battery backup will be required in the following locations: 1. Min. (1) on each level, including basement; 2. In all sleeping areas within 10' of all bedroom doors. 3. In all bedrooms. If the variance is granted, compliance information re: this provision must be clearly indicated on plans submitted for construction permit. 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>	3-9-23
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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 objection to the application.

The oak tree in the front yard needs to be safety pruned.

John Linson

City Forester

3/8/23

Print Name:		Print Title:		Date:	
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10/3



Print Name:	George Harris	Print Title:	RHS.	Date:	3/18/23
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# STAFF COMMENTS REPORT

**DATE:** March 9, 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"/>	Tom Conway B. Righi	Chair, HPC
<input type="checkbox"/>	Planner	Burgis Assoc.
<input checked="" type="checkbox"/>	Chris Sprague	Environmental Commission

<b>Property Address:</b>	75 Tulip	<b>Block:</b> 3208	<b>Lot:</b> 2
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**COMMENTS:** The application requests variances to allow the owners to expand and modernize the interior of the home, and also proposes an addition to the rear of the existing house including the first floor, second floor, and basement additions. No changes are proposed for the existing garage and driveway.

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 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/>).

The EC also recommends that the Applicant consider: 1. Maximizing energy efficiency with Energy Star HVAC systems and hot water heaters (<https://www.njcleanenergy.com/residential/programs/residential-new-construction>), 2. Managing stormwater with a rain garden

([https://water.rutgers.edu/Stormwater\\_Management/fs513.pdf](https://water.rutgers.edu/Stormwater_Management/fs513.pdf)) and/or permeable pavers

(<https://greenmanual.rutgers.edu/nc-pervious-hardscape-materials/>), and 3. Installing solar panels.

<b>Print Name:</b>	Chris Sprague	<b>Print Title:</b>	Environmental Commission	<b>Date:</b>	3/9/23
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