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July 13, 2020

Mr. Bryan Seavey, Chairman
Mendham Borough Board of Adjustment
2 West Main Street
Mendham, New Jersey 07945

Re: Cumella/Martinez Variance Application
Block 705, Lot 13
20 Halstead Road
Project No. 20MB505

Dear Mr. Seavey:

The above referenced application requests variance approval for interior modifications to the existing single family dwelling on lot 13 in block 705 along Halstead Road to create a second dwelling unit. It should be noted that no type of variance relief was noted on the application. Since the proposal is for a two family dwelling in the 1 Acre single family zone, a D-1 use variance is required. The following documents have been submitted in support of the application:

- Board of Adjustment Application and Checklist, April 30, 2020, prepared by Thomas Cumella, Alexandra Martinez and Christopher Martinez.
- Zoning Officer's Denial Letter, incomplete.
- Property Owner's Consent, dated April 30, 2020, prepared by Thomas Cumella, Alexandra Martinez and Christopher Martinez.
- Site Inspection Form, dated April 30, 2020, prepared by Thomas Cumella, Alexandra Martinez and Christopher Martinez.
- Tax Certification, dated May 14, 2020.
- Sewer Connection Application, dated May 12, 2020.
- Construction Permit Application and sketches.
- Waiver Request/Cover Letter from Moira Cumella
- Property Survey, dated August 9, 1990, prepared by George Riehman, PLS.

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Ferriero Engineering, Inc.

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Block 705, Lot 13

20 Halstead Road

Project No. 20MB505

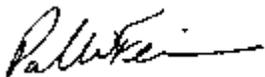
A review of the above documents results in the following comments for the Board's consideration:

Completeness Review

1. Checklist Item 6 – Sewer Connection Approval – The applicant has requested a waiver for the sanitary sewer approval. While this office has no objection to the grant of the waiver, any approval should be conditioned upon the grant of an approval by the Mayor and Council.
2. Checklist Item 11 – Survey – The applicant has requested a waiver of this item based on the fact that no exterior alterations are proposed. Based on the documentation provided, it appears that it was recently purchased by the applicant. It is recommended that copies of the survey from the purchase be provided. This office has no objection to a waiver of seals on the documents based on the testimony of the applicants that there have been no exterior alterations.
3. Checklist Item 13 – Architectural Plans – The checklist indicates that this item is not applicable, however the layout of the interior modifications is essential to the Board's review. Sketches that were prepared for the construction permit applications have been submitted. They show the area over the garage that is being renovated. The Board should determine if this is sufficient for their review.
4. Checklist Item 24 – Approval Signature Lines – This item was left blank on the checklist. If the Board approves the application, the floor plans should be modified to include signature lines for the Board. This may be a condition of any approval granted by the Board.
5. Checklist Item 28 – Features within 100' – This office has no objection to a waiver.
6. Checklist Item 29 – Storm Drainage – This office has no objection to a waiver.
7. Checklist Item 34 – Topography – This office has no objection to a waiver.
8. Checklist Item 37 – Soil Types – This office has no objection to a waiver.
9. Checklist Item 39 – Setback Lines – This office has no objection to a waiver.
10. Checklist Item 45 – Vehicular Access – This office has no objection to a waiver.
11. Checklist Item 52 – Wetlands LOI – This office has no objection to a waiver.

Subject to the waivers above, the application may be deemed complete.

Very truly yours,



Paul W. Ferriero, PE, CME

Borough Engineer

cc: Board members

Thomas Germinario, Esq.

Jessica Caldwell, PP/AICP