



Paul W. Ferriero, PE, PP, CME, LEED AP, CFM  
Robert C. Brightly, PE, PP, CME

Steven B. Bolio, PE, CME  
Mark S. Denisiuk, PE, CME, LEED AP  
Joseph S. Kosinski, PG, CFM, LEED AP  
C. Richard Quamme, PE, CME  
Jess H. Symonds, PE

June 15, 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.

• • •

Re: Cumella/Martinez Variance Application  
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 – Many items on the checklist were marked as N/A when they are applicable to the project. For the purposes of this review, it is assumed a waiver is being requested and the comments below relate to those waiver requests.

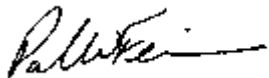
1. Checklist Item 6 – Sewer Connection Approval – The applicant has requested a waiver for the sanitary sewer approval. While this office has no objection to the grant of the waiver, any approval should be conditioned upon the grant of an approval by the Mayor and Council.
2. Checklist Item 11 – Survey – 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 25 – Lot Area – The checklist indicates that this is "N/A", however the information is important to the Board's review of the application. Some zone districts in the Borough permit two family dwellings based on the lot size. The lot area should be provided.
6. Checklist Item 26 – Tax Map – It is recommended that a copy of a portion of the tax map showing the property in question be submitted to give the Board context on the location of the property.
7. Checklist Item 28 – Features within 100' – This office has no objection to a waiver.
8. Checklist Item 29 – Storm Drainage – This office has no objection to a waiver.
9. Checklist Item 34 – Topography – This office has no objection to a waiver.
10. Checklist Item 37 – Soil Types – This office has no objection to a waiver.
11. Checklist Item 39 – Setback Lines – This office has no objection to a waiver.
12. Checklist Item 45 – Vehicular Access – This office has no objection to a waiver.
13. Checklist Item 52 – Wetlands LOI – This office has no objection to a waiver.

Ferriero Engineering, Inc.  
June 15, 2020  
Page 3

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

Based on the above, the application is incomplete.

Very truly yours,

A handwritten signature in black ink, appearing to read "Paul W. Ferriero", with a long horizontal flourish extending to the right.

Paul W. Ferriero, PE, CME  
Borough Engineer

cc: Board members  
Thomas Germinario, Esq.  
Jessica Caldwell, PP/AICP