




Memorandum

DATE: June 23, 2022

TO: Members of the Plainfield Zoning Board of Adjustment

FROM: Malvika Apte, PP, AICP 
Consulting Board Planner

CC: Daniel White, Zoning Board Secretary
Peter Vignuolo, Esq., Board Attorney
Drew DiSessa, PE, PP, CME, Board Engineer
Valerie Jackson, Director, Department of Economic Development
Allen J. Barkin, Esq., Applicant's Attorney
Steven J. Druga, Applicant's Architect

**RE: Final Site Plan- Planning Review # 1
Application # ZBA 2021-35
Applicant: Maritza Brackman
1110-1116 Myrtle Avenue
City of Plainfield, Union County, New Jersey
Block 222, Lot 4
Zone: R-4 Moderate Density Residential Zone**

FILE NO.: HPFZ0222.01

The Applicant has submitted revised drawings in connection to the above-noted application. The Zoning Board required the Applicant to make revisions to the plans prior to granting final site plan approval. The Applicant has submitted the following:

- Four (4) sheets of architectural plans entitled "Multi-Family Dwelling Plans for: Marissa Brackman 1114 Myrtle Avenue Plainfield, New Jersey" prepared by Steve J. Druga, AIA, dated March 31, 2022 and last modified June 17, 2022.

We offer the following comments for Board's consideration:

1. Proposed Application

The Applicant, Maritza Brackman, applied to the City of Plainfield Zoning Board of Adjustment seeking a preliminary and final site plan approval with a d(1) use variance to permit the existing dwelling on the property to be utilized as a three-unit multi-family dwelling. At the June 6, 2022 Board hearing, the Board granted the required use variances, bulk and supplementary zone variances, design waivers, and preliminary site plan approval. Prior to granting final site plan approval, the Board required a series of changes to the plans.



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2. Approval conditions

Per the discussion at Board Hearing the applicant agreed to submit the following revisions to plans and additional information prior to a final site plan approval:

1. Conversion of the property from a 5-family dwelling to a 3-family dwelling. ***The plans provide a 3-family dwelling unit. This is satisfactory.***
2. Walling-off of the secondary stairway from the first floor to the second floor. ***The plans indicate that the secondary stairway is proposed to be walled off on the first and second floors and “one-hour fire rated assembly” provided. This is satisfactory.***
3. Removal of the plumbing fixtures and kitchen appliances from the former first floor studio unit. ***The plan calls for the removal of existing gas range, kitchen appliances, sink, cabinets, and plumbing fixtures of the former first floor unit to be removed. This is satisfactory.***
4. Modification of the bedroom on the second floor (five bedroom) unit to be a media room/office space. ***The bedroom in question is now noted as an “office work space.” However, the door should be removed from this room and its entryway widened to discourage its use as a bedroom.***
5. Removal of a portion of the driveway impervious coverage (reducing the impervious coverage to 41.7%). ***The plan now indicates that 1,164 square feet of stone/gravel drive area is to be removed. While this appears to satisfy the Board’s requirement, there is inconsistency in the total amount of impervious coverage remaining on the property noted from the Zoning Requirements table, the List of Waivers table, and the Building Subcode Information section, all on sheet P-1 of the plans. Applicant shall confirm the amount of impervious coverage that will exist on the site and revise the plan to be consistent.***
6. Relocation of the parking area to a location behind the dwelling. ***The plan now shows the parking area located to the rear of the dwelling instead of along the westerly property boundary. This is satisfactory.***
7. Planting of grass and screening landscaping along the westerly property line. ***Grass and screening landscaping is now proposed along the westerly property boundary; however, a schedule of trees/shrubs (species, height at planting, etc.) must be provided. This information can be provided during the Resolution compliance process.***
8. Screening of exterior HVAC units. ***Air conditioning unit condensers are noted on the site plan with screening. The plan must be revised to indicate the height and type (type of fence or planting) of the screening. Per §17:9-24.E, screening must be four feet (4’) high and minimize the views of the***



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equipment. This information can be provided during the Resolution compliance process.

9. Removal of the satellite dishes. **A note has been added to the stating that the satellite dishes will be removed. This is satisfactory.**
10. Provision of a lighting plan demonstrating compliance with the LUO. A lighting plan has been provided. **Four outdoor site lights are proposed, two building-mounted LED canopy lights at ten feet (10') and two pole-mounted LED area lights mounted at fifteen feet (15'). The heights comply with §17:11-12.G. The average lighting of illumination of the parking areas must be calculated and provided to determine compliance with §17:11-12.F. This information can be provided during the Resolution compliance process.**
11. Revision of the first floor storage area to add laundry facilities, as well as a direct access from the main interior hallway of the dwelling. **Three stackable washer and dryer units have been provided in the first floor storage area, along with direct access from the common hallway to the storage/laundry area. This is satisfactory. Applicant shall confirm the number of washers and the number of dryers that are proposed.**

3. Variances

Several variances were previously identified in our planning reviews. We offer the following notes on the previously identified variances.

1. A d(1) use variance is still required, as the proposed three-family (multi-family) use is not permitted in the R-4 Moderate Density Residential Zone.
2. **A variance may still be required for maximum percent total lot coverage:** the Applicant proposes a lot coverage of 41.0% according to the Zoning table on sheet P-1 of the plans. However, as noted above, Applicant must confirm the total impervious coverage on the site and revise the plan sheet to provide consistency within the plan.
3. **A variance is required for accessory structure size.** The existing plot plan indicates that the garage has ground area of 1,200 square feet, while the primary building has about 1,875 square feet of ground area. The garage is about 64% of the ground area of the main building.
4. **A variance is no longer required for parking lot buffering, but is required for driveway buffering.** Previous plans provided a five foot (5') buffer between the parking area and the residential property to the west, where ten feet (10') is required. With the revised plans, a conforming buffer of the parking area is provided. However, the driveway is still not buffered at the required 10'.
5. **A variance for driveway setback is still required.** The Existing Plot Plan indicates the driveway on both side lines of the property is located along the property boundaries (0 foot setback).



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6. ***A variance for driveway material is still required.*** The Existing Plot Plan indicates the driveway is stone, which is confirmed by site pictures submitted by the Applicant showing stone gravel.
7. ***A variance for parking lot landscaping is no longer required.*** Applicant has agreed to provide additional landscaping. Details (e.g. species of trees) on the proposed landscaping shall be provided.
8. ***A variance for decks on the second and third floor levels of the dwelling is still required.***

4. Planning Comments

1. ***Parking:*** With the proposed change of a bedroom to office work space in the second floor unit, this unit is now a four-bedroom unit. This modifies the required total number of parking spaces from 6.3 to 6.2. Seven spaces are still proposed (three in the garage and four in the outdoor parking area to the rear of the dwelling). This still complies.
 - a. The site plan indicates that the open parking area has marked spaces; however, the site pictures submitted by the Applicant does not show any marked spaces. This is because, as the photos and site plan indicate, the parking area is composed of loose stone. Applicant testified in previous hearings that they will be providing wheel stops to delineate spaces and prevent vehicle encroachment into landscaped areas. A detail of "Standard Parking Curbs" has been provided on sheet P-1 of the plans, and the outdoor parking stalls are labelled "Parking 4 Spaces 18'x9' Stalls with Curbstops". This is permitted per the LUO. Applicant shall confirm how close to the edge of the grass/landscape area the curb/wheel stops will be placed.
2. References to Units 4 and 5 have been removed from the plans. This is satisfactory.
3. The "Living Room" for Unit 3 could be utilized as a fourth bedroom. If so, this would change the parking requirements, although we note that there would be enough parking space if this is considered a bedroom. If Applicant seeks to continue this room as a living room we recommend removing the wall separating the hallway from the living room, or at least widening the entry and removing the door.

Should you have any questions please do not hesitate to call.

MA:nf