

January 5, 2022

Northfield City Hall

Planning Board

RE: Request for Variance C

To Whom It May Concern:

I am requesting a Variance C for my property located at 113 Roosevelt Avenue, Northfield, NJ 08225.

This will allow me to add a 12 x 24 sq. foot addition to expand the rear of my home for a laundry room that is currently located in the basement of my residence. It would also add on to the master bedroom which will provide symmetry to the rear of the home.

Thank you,

Kathleen Voss

*Kathleen A Voss*

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Signature

**City of Northfield Planning Board**  
**SUMMARY OF PLANNING BOARD FEE SCHEDULE**  
**Consult Fee Ordinance (Revised Ordinance 9-2012) For Details and Clarification**  
***SUBMIT COPY OF THIS SCHEDULE WITH CHECKS***

The fee to be paid shall be the sum of fees for the component elements of the plat or plan. Proposals requiring a combination of approvals such as subdivision, site plan, and/or variance, shall pay a fee equal to the sum of the fee for each element, except in cases where a preliminary and final application is applied for and decided by the Planning Board at the same time, in which case the greater of the two fees shall be paid. Additional fees may be assessed for extraordinary review costs not otherwise covered herein. One check must be submitted for all required fees (including the required Publication fee set forth in subparagraph K), unless otherwise specifically excepted, and a second check must be submitted for Professional Escrow. Please call the Planning Board Secretary at 641-2832 (ext. 127) with any questions.

**All fees are non-refundable and are calculated as follows:**

- A. Application for Development Permit, Submit to Zoning Office (amended as per Ordinance 9-2012)**
  - 1. Commercial \$ 200.00
  - 2. Residential-Per Lot \$ 100.00
  - 3. Accessory Structure \$ 50.00
  - 4. Sheds 100sf or less No Fee
  
- B. Minor Subdivision Application**
  - 1. Each Informal Review \$100.00
  - 2. Application Fee \$250.00 plus \$50.00 per lot
  - 3. Tax Map Revision \$100.00 per each subdivided (new) lot or \$10.00 per lot, whichever is greater  
(Section 3.14 of amended ordinance 8-2001, sub-paragraph X)
  
- C. Major Subdivision Application**
  - 1. Each Informal Review \$200.00 plus \$25.00 per lot
  - 2. Preliminary Plat Application Fee \$500.00 plus \$25.00 per lot
  - 3. Final Plat Application Fee \$500.00 plus \$25.00 per lot
  - 4. Tax Map Revision \$75.00 per each subdivided (new) lot
  
- D. Site Plan Application**
  - 1. Each Informal Review \$250.00 plus \$5.00 for each 100 square feet of building area up to 2,000 square feet and \$2.50 for each additional 200 square feet or fraction thereof
  - 2. Preliminary Application Fee Non-residential \$500.00 plus \$50.00 for building area up to 2,000 square feet and \$25.00 for each additional 200 square feet or fraction thereof
  - 3. Final Application Fee \$500.00
  
- E. Building Permit Appeals**
  - \$500.00 for Non-residential
  - \$250.00 for Residential
  
- F. Interpretation Request**
  - \$250.00; If interpretation request is accompanied by a variance request, the fee for the variance shall apply
  
- G. "C" Variance**
  - \$300.00 for one variance
  - \$100.00 for each additional variance
  - \$75.00 for each lot subject to the variance
  
- H. "D" Variance**
  - \$1,000.00 for one variance
  - \$200.00 for each additional variance
  - \$150.00 for each lot subject to the variance

I. Conditional Uses	\$500.00
J. Review Fee for Environmental Impact Report (EIR) –for those Applications which require review of an EIR	\$500.00 in addition to Professional Escrow fee
K. Publication Fee- <i>all applications are subject to this fee</i>	<b>\$50.00</b>
L. Waiver of site plan fee	\$500.00
M. Continuance Fee (unless at the direction of the Board) in addition to other applicable fees	\$250.00 for each continuance
N. Variance Request for Time extension-request for extension of time within which any variance must be exercised (per request)	\$250.00
O. Special Meetings	\$250.00 in addition to required fees \$100.00 additional if notice of meeting is required
P. Amended Site Plans and Sub-Divisions	\$150.00 for minor changes (no building, parking or significant changes) plus sufficient copies of the plat incorporating the changes as may be necessary for distribution. No fee if requested by the City. For significant changes, fees are equal to one-half the fee required for initial submission based on the current fee schedule. Sufficient copies of the plat are required as noted above. If the proposed changes involve a change of use, the application will be considered a new application and full payment of fees will be required.
Q. Certificates of Approval of Sub-Division	\$175.00
R. Certificate of existing non-conforming use	\$175.00
S. Copies of Records	\$75.00 for a copy of each meeting tape; \$75.00 for each stenographer session-to be supplied by Applicant.
T. All other applications not specifically mentioned herein	\$500.00 for commercial applications \$250.00 for non-commercial applications

SEE NORTHFIELD LAND USE AND DEVELOPMENT ORDINANCE SECTION 3.14 FOR MORE DETAIL OF FEE SCHEDULE.

**REFUNDS AND WITHDRAWALS**

There are no refunds of escrow if application is withdrawn within 24 hours of hearing date. Application fees are non-refundable.

If variance application, fee is \$150.00. If withdrawn within 10 days of hearing date, fee is \$250.00.

If other than variance, fee is \$100.00. If withdrawn within 10 days of hearing date, fee is \$100.00.

After payment of fee for withdrawal of application, all other fees deposited, with the exception of fees payable for professional review costs will be refunded. However, for all applications:

**WITHDRAWAL WITHIN TWENTY- FOUR HOURS OF TIME OF THE SCHEDULED MEETING WILL RESULT IN NO REFUND TO APPLICANT AND ALL FEES PREVIOUSLY DEPOSITED SHALL BE FORFEITED.**

**PROFESSIONAL REVIEW COSTS**

All applications require professional review costs and a separate check for these costs must be submitted with the application and other required fees. Professional review costs for attorney, planner, engineer or other professional retained on behalf of the Planning Board of the City of Northfield for the purpose of review, analysis, inspection or preparation of documents shall be the responsibility of the applicant and are held in escrow. The applicant shall, at the time of filing an application, be required to post the minimum amount specified in addition to all other filing fees.

Review fees shall be held and disbursed according to the law by the City Treasurer at the direction of the Planning Board Secretary. An accounting shall be kept of each applicant’s deposit, and professional fees shall be paid from the account and charged to the applicant. Any monies not expended for professional services shall be returned to the applicant upon final approval, denial or withdrawal of the application. If, at any time during the procedure, the monies posted shall have been expended, the applicant shall be required to post such additional sums not to exceed the amount of the initial payment for each replenishment. The applicant shall not be entitled to proceed with the application until such time as the necessary monies have been posted to guarantee payment of professional service fees.

Professional Review Costs are paid by the applicant (escrow) and the following minimum deposits are required in addition to all other filing fees:

a.	Interpretation	\$250.00
b.	Interpretation of variance	\$500.00
c.	Building permit appeals	\$500.00
d.	“C” variance	\$500.00
e.	“D” variance	\$1,000.00
f.	Major Subdivision	\$1,000.00
g.	Minor Subdivision with no variances	\$500.00
h.	All other residential	\$250.00
i.	All other commercial	\$500.00

**Recreation Impact Fee for all Major and Minor Subdivisions and site plans**-The contribution cost is \$2,500.00 per newly created lot (not including the original lot) and dwelling unit. This condition of approval must be satisfied before the signing of the final plat or filing with the County Clerk. This fee must be paid prior to filing of deeds if the applicant perfects the subdivision in that manner. No building permits will be issued for dwelling units created by site plans for residential development until this fee is paid. This is per Ordinance 8-2005 which amends the 1986 Land Use and Development Ordinance.

For additional information and fees for Bonding, Inspection fees, and revised plats see section 3.14 under “Fees” contained within the Land Use and Development Ordinance.

The Planning Board of the City of Northfield shall have the right to waive any fee in accordance with NJSA 40:55D-8.

PLANNING BOARD APPLICATION

CASE # \_\_\_\_\_

FOR OFFICIAL USE ONLY

Date of Application Received: \_\_\_\_\_

Date: \_\_\_\_\_ Date of Deposit

Fee Paid \_\_\_\_\_

Date: \_\_\_\_\_ Affidavit of Service

Time Period Expires \_\_\_\_\_

Date File Complete \_\_\_\_\_

Hearing Date \_\_\_\_\_

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INFORMATION REGARDING APPLICANT

Applicant's Full Legal Name KATHLEEN A. VOSS

Applicant's Mailing Address 113 ROOSEVELT AVENUE

Applicant's Phone Number 609-335-9177 e-mail address kathyvoss@comcast.net

Applicant is a: Corporation          Partnership          Individual          XX

Pursuant to N.J.S.A. 40:55D-48.1, the names and addresses of all persons owning 10% of the stock in a corporation or partnership must be disclosed. Attach list.

NATURE OF APPLICATION, check appropriate items:

- Appeal of action of administrative officer
- Interpretation of development ordinance or map
- Variance:          "C" Variance (Hardship)
- "D" Use Variance
- "D" Non-Conforming Use
- Conditional use
- Subdivision - Minor
- Subdivision - Major
- Site Plan - Waiver
- Site Plan - Minor
- Site Plan - Major
- Other \_\_\_\_\_

Proposed use, Building, or Subdivision is contrary to:  
 List Article and Section of the Ordinance from which Variance is sought:

ART. 215 Section 63 Required \_\_\_\_\_ Proposed \_\_\_\_\_

ART. \_\_\_\_\_ Section \_\_\_\_\_ Required \_\_\_\_\_ Proposed \_\_\_\_\_

ART. \_\_\_\_\_ Section \_\_\_\_\_ Required \_\_\_\_\_ Proposed \_\_\_\_\_

If additional space is needed, attach list to the application

**INFORMATION REGARDING PROPERTY:**

Address: 113 Roosevelt Avenue

Tax Map BLK 121 LOT(S) 2 Dimension of Property 40x155

BLK \_\_\_\_\_ LOT(S) \_\_\_\_\_ Dimension of Property \_\_\_\_\_

Zoning District R2

Location approximately 95 feet from intersection of Fuae Avenue  
 and Roosevelt Avenue (25 ft, )

Last Previous Occupancy \_\_\_\_\_

	<u>Size Existing Building</u>	<u>Proposed Structure</u>
Front (feet)	<u>24 ft</u>	<u>same</u>
Deep (feet)	<u>40 ft</u>	<u>52 ft</u>
Square (feet)	<u>1020 sq ft</u>	<u>1248 sq ft</u>
Height (feet)	<u>20 ft</u>	<u>same</u>
Story	<u>1 1/2</u>	<u>same</u>
Building Coverage	<u>16%</u>	<u>18%</u>

**SET BACKS ZONING REQ.**

**Present**

**Proposed**

Frontage Y or N Front Yard	_____	_____	Corner Lot
	12.1 ft.	same	
Front Yard	_____	_____	
Side	10.4 ft.	same	
Side	5.3 ft	same	
Rear	_____	_____	
Lot Size Area	40x155 ft	same	

Prevailing Setbacks of Building within one Block \_\_\_\_\_ ft.

Present use \_\_\_\_\_ proposed use \_\_\_\_\_

Has there been any previous appeal or application involving these premises?

Yes or  No

If yes, when \_\_\_\_\_

and to whom \_\_\_\_\_

Nature of appeal or application \_\_\_\_\_

Disposition \_\_\_\_\_ Date \_\_\_\_\_

Application for Subdivision \_\_\_\_\_ site plan - conditional use approval \_\_\_\_\_

The relationship of the applicant to the property in questions is:

Owner \_\_\_\_\_ Tenant \_\_\_\_\_

Purchaser under Contract (submit copy) \_\_\_\_\_ Other \_\_\_\_\_

If the applicant is not the owner of the property, the applicant must obtain and submit a copy of this application signed by the owner in the space provided.

Owner's Authorization: I hereby certify that I reside at:

In the County of Atlantic State of New Jersey

and that I am the owner of all that certain lot, \_\_\_\_\_; Piece or parcel of land known as

Block 121 Lot(s) 2 commonly known as \_\_\_\_\_

which property is the subject of the applicant, and said application is hereby authorized by me.

Owner's Signature Kathleen Voss

Applicant's Attorney \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_

Applicant's Engineer \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_

Applicant's Architect Kathleen Voss Phone # 609-335-9177

Address 113 Roosevelt Avenue, Northfield, NJ 08225

Applicant's Planner Kathleen Voss Phone # 609-335-9177

Address 113 Roosevelt Avenue, Northfield, NJ 08225

Applicant's Verification:

I hereby certify that the above statements made by me and the information contained in the papers submitted in connection with application is true.

Applicants Signature Kathleen A Voss

Notice: The applicant is responsible to publish and serve notice of this application after receiving a hearing date from the Secretary of the Planning Board, ten (10) days prior to the hearing date.



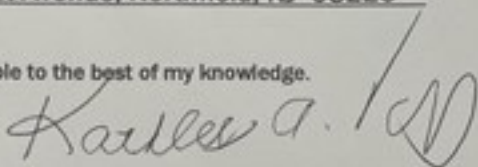
CERTIFICATION OF OWNER

This is to certify that the plans and/or survey plans with the measurements shown have been drawn by me as the owner of the property regarding BLOCK 121 LOT(S) 2

Commonly known as 113 Roosevelt Avenue, Northfield, NJ 08225  
(address)

Have been drawn as accurately as possible to the best of my knowledge.

Owner's Name Kathleen A Voss



Address 113 Roosevelt Avenue

City Northfield, NJ 08225

Notary

Date

6/08/2012

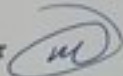
GEORGE E. WILSON IV  
NOTARY PUBLIC OF NEW JERSEY  
COMM. # 2444126  
MY COMMISSION EXPIRES 03/27/2024



TAX COLLECTORS OFFICE  
1600 Shore Road  
Northfield, NJ 08255  
Phone# 609-641-2832 ext 126 Fax# 609-646-7175

*Certification of Taxes Paid*

**TO:** VOSS, KATHLEEN ANN

**FROM:** Michele L Kirtsos, Tax Collector 

**DATE:** January 6, 2022

**RE:** Certificate of taxes paid.

**BLOCK/LOT(S):** 121 / 2

**ASSESSED TO:** VOSS, KATHLEEN ANN

**PROPERTY LOCATION:** 113 ROOSEVELT AVENUE

This is to verify that these properties located in Northfield have paid taxes and sewer  
Thru December 31, 2021



*City of Northfield*

1600 Shore Road  
Northfield, New Jersey 08225

Telephone 609-641-2832, ext. 128  
Fax 609-646-7175  
[msykes@cityofnorthfield.org](mailto:msykes@cityofnorthfield.org)

**REQUEST FOR CERTIFIED LIST OF PROPERTY OWNERS  
WITHIN 200 FEET**

**TO: Mark Sykes, Tax Assessor**  
1600 Shore Road  
Northfield, NJ 08225

Office use only:  
Date Paid \_\_\_\_\_  
Type of Payment \_\_\_\_\_

**I HEREBY REQUEST A CERTIFIED LIST OF PROPERTY OWNERS WITHIN TWO HUNDRED (200) FEET OF:**

**BLOCK:** 121 **LOT(S):** 2  
**ADDRESS OF PROPERTY:** 113 Roosevelt Avenue, Northfield, NJ 08225

**ENCLOSED PLEASE FIND THE FEE OF \$10.00 PER BLOCK/LOT PAYABLE TO CITY OF NORTHFIELD FOR THE CERTIFIED LIST. PAYMENT MUST ACCOMPANY REQUEST. THE LIST WILL BE FORWARDED WITHIN THE STATUTORY DEADLINE OF SEVEN (7) BUSINESS DAYS FROM DATE REQUEST IS RECEIVED IN THE ASSESSOR'S OFFICE.**

**Requestor:**  
**Name:** Kathleen A Voss

**Address:** 113 Roosevelt Avenue, Northfield, NJ 08225

**Telephone:** 609-335-9177 **E-mail** kathyvoss@comcast.net

**PLEASE CHECK ONE:**

- I will pick up the list when ready. Please contact me at: \_\_\_\_\_
- Mail the list.
- E-mail the list: kathyvoss@comcast.net Fax the list: \_\_\_\_\_





REVISIONS			
DATE	BY	LIC. No.	COMMENTS

THIS SHEET HAS BEEN DRAWN USING  
COMPUTER AIDED DRAFTING/DESIGN (CAD/D)

**TAX MAP**  
**CITY OF NORTHFIELD**  
ATLANTIC COUNTY NEW JERSEY  
SCALE: 1" = 100'  
JANUARY 2009

**MATTHEW F. DORAN P.E., P.L.S.**  
PROFESSIONAL ENGINEER & LAND SURVEYOR  
NEW JERSEY LICENSE NO. 28873  
840 NORTH MAIN STREET  
PLEASANTVILLE NEW JERSEY, 08232  
TO SHOW CONDITIONS OF JANUARY 1, 2009



# *City of Northfield*

TAX ASSESSOR'S OFFICE

1600 SHORE ROAD, NORTHFIELD, NEW JERSEY 08225

January 4, 2022

Kathleen A. Voss  
113 Roosevelt Avenue  
Northfield, NJ 08225

**RE: Block 121 Lot 2  
113 Roosevelt Avenue**

Dear Ms. Voss,

The following is a list of properties located within 200 feet of the above-mentioned intersection, as it appears on the Northfield Tax map. It is specifically understood that all applications for variances must comply with all existing statutes including the necessary notices to public bodies when applicant and law deems applicable.

Atlantic City Electric  
Real Estate & Right of Way Department  
5100 Harding Highway, 63ML22  
Mays Landing, NJ 08330

South Jersey Gas Co.  
1 So. Jersey Plaza  
Folsom, NJ 08037

Verizon  
9 Gates Avenue  
Montclair, NJ 07042-3301

Page 2

Comcast Cable  
901 Leeds Ave.  
Absecon, NJ 08201

New Jersey American Water Company, Inc.  
1 Water Street  
Camden, NJ 08102

Northfield Sewer Department  
1600 Shore Road  
Northfield, NJ 08225

Municipal Road  
City of Northfield  
Mary Canesi, City Clerk  
1600 Shore Road  
Northfield, NJ 08225

**Roosevelt Avenue  
Jackson Avenue  
Fuae Avenue**

Department of Regional Planning &  
Economic Development  
Rt. 9 and Dolphin Ave.  
Northfield, NJ 08225

**No County Roads  
within 200 ft.**

New Jersey Department of Transportation  
1035 Parkway Avenue  
Trenton, NJ 08625

**No State Roads  
within 200 ft.**

Sincerely,

*Mark Sykes, CTA*



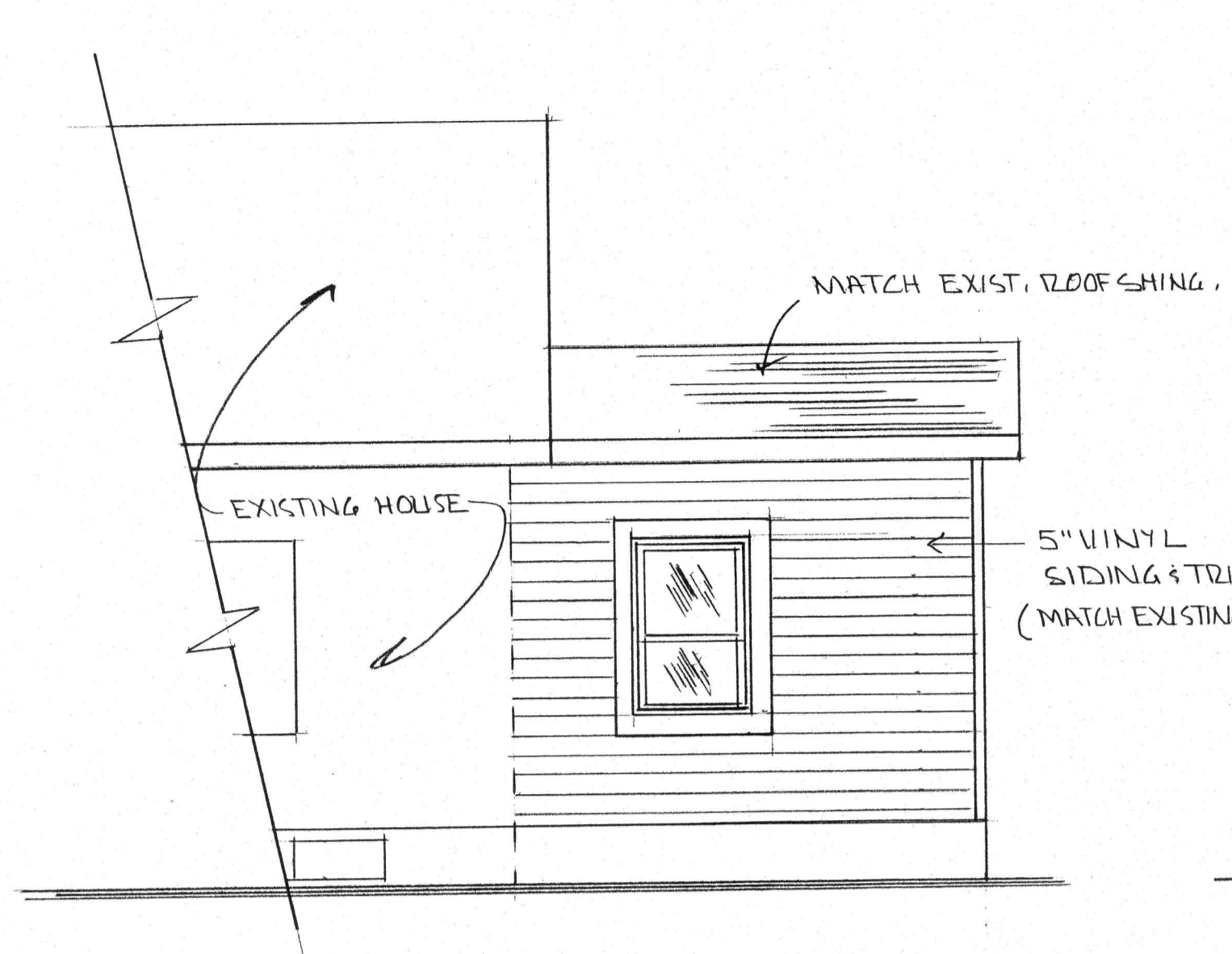
Mark Sykes, Tax Assessor  
City of Northfield

PROPERTY ID	PROPERTY LOCATION	CLASS	OWNERS NAME & ADDRESS	
117 25	211 ROOSEVELT AVE	2	ZELIG, BRIAN 211 ROOSEVELT AVE NORTHFIELD, NJ	08225
117 26	207 ROOSEVELT AVE	2	SAGE, SHARON L 207 ROOSEVELT AVE NORTHFIELD NJ	08225
117 27	203 ROOSEVELT AVE	2	DIORIO, MICHAEL 203 ROOSEVELT AVE NORTHFIELD, NJ	08225
117 28	913 FUAE AVE L29&30	2	VARACALLI, BARBARA 913 FUAE AVENUE NORTHFIELD NJ	08225
117 31	909 FUAE AVE	4A	ZUMOT, NAEL & GHADA 56 TOWER AVE EGG HARBOR TOWNSHIP, NJ	08234
117 32	200 JACKSON AVE	4A	MAGUIRE, TIMOTHY & MICHELE D 200 JACKSON AVE. NORTHFIELD NJ	08225
120 1	115 MT VERNON AVE	2	MOSSMAN, MILLICENT C 115 MT. VERNON AVE NORTHFIELD N.J.	08225
120 2	113 MT VERNON AVE	2	EPSTEIN, WARREN & JAIME 113 MT VERNON AVE NORTHFIELD, NJ	08225
120 3	111 MT VERNON AVE	2	CARTY, ROBERT M., JR. 111 MT. VERNON AVENUE NORTHFIELD NJ	08225
120 6	1009 BROAD ST	15D	NJ CONF ASSOC, SEVENTH-DAY ADVENTIST 1009 BROAD ST.-PO BOX 614 NORTHFIELD NJ	08225
120 7	1001 BROAD ST	2	CARROCCIA, NATALIE 1001 BROAD ST NORTHFIELD, NJ	08225
120 8.02	102 ROOSEVELT AVE	2	TAYLOR, ETHAN & MEGAN 102 ROOSEVELT AVENUE NORTHFIELD, NJ	08225
120 9	110 ROOSEVELT AVE	2	BRUMBLE, THERESA 110 ROOSEVELT AVE NORTHFIELD, NJ	08225
120 10	112 ROOSEVELT AVE	2	MABRY, TRACY C 12 ROOSEVELT AVE NORTHFIELD, NJ	08225



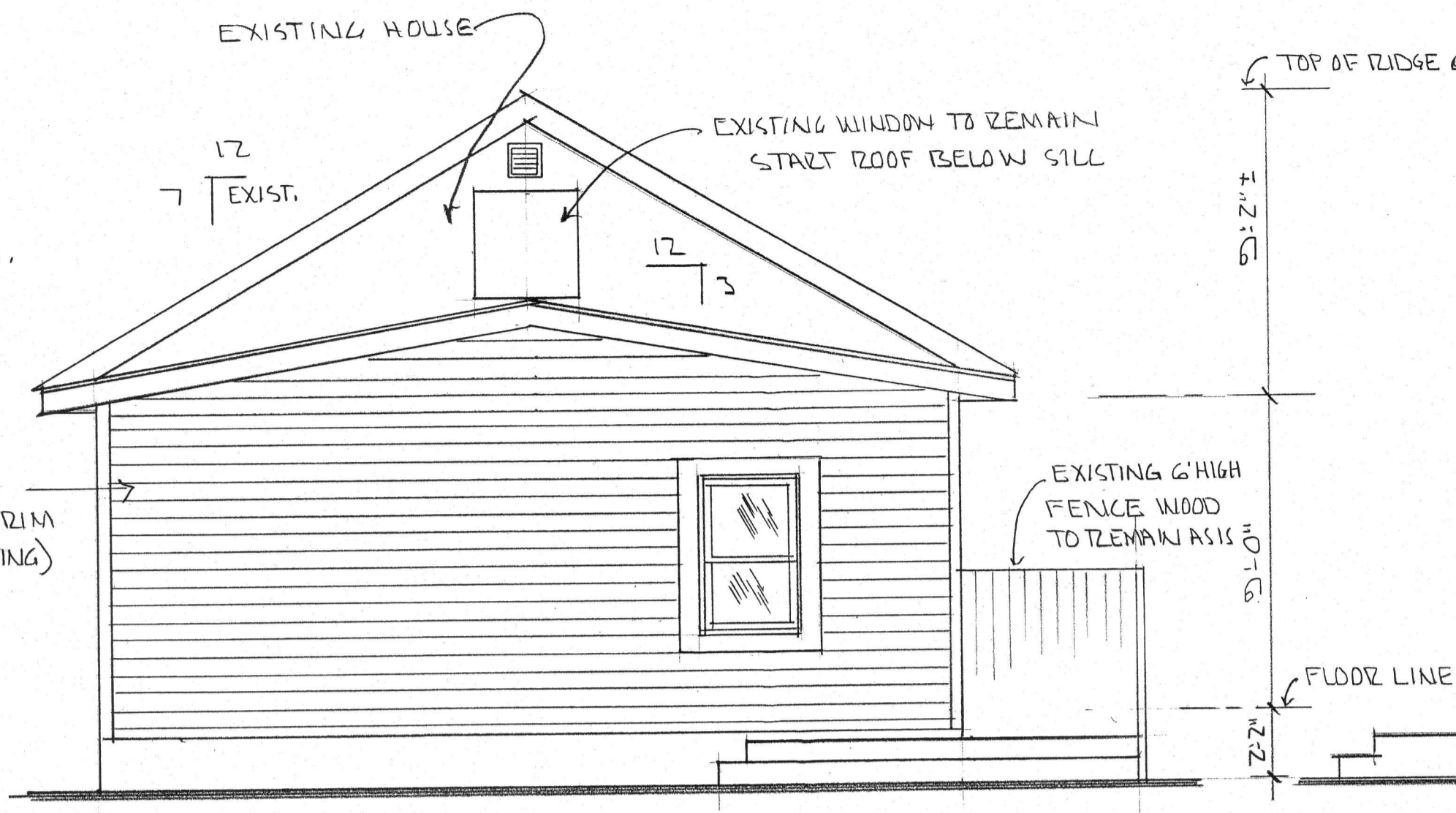
PROPERTY ID	PROPERTY LOCATION	CLASS	OWNERS NAME & ADDRESS	
120 11	116 ROOSEVELT AVE	2	CERRONI, ANTHONY 116 ROOSEVELT AVE NORTHFIELD NJ	08225
121 1	JACKSON AVE	15C	CITY OF NORTHFIELD 1600 SHORE RD NORTHFIELD NJ	08225
121 3	111 ROOSEVELT AVE	2	CUNIUS, ROBERT & ANNA 111 ROOSEVELT AVE NORTHFIELD NJ	08225
121 4	109 ROOSEVELT AVE	2	BREEDEN, JERRY ANDREW 109 ROOSEVELT AVE NORTHFIELD NJ	08225
121 6	101 ROOSEVELT AVE	2	CUEVAS, MARIA 101 ROOSEVELT AVE NORTHFIELD, NJ	08225
121 7	917 BROAD ST 18	2	WILSON, DAVID W 917 BROAD ST NORTHFIELD NJ	08225
121 9	913 BROAD ST	2	NORTON, JANE E. 913 BROAD STREET NORTHFIELD NJ	08225
121 10	100 JACKSON AVE	2	NEWMAN, EDWARD D & ANNA P 100 JACKSON AVE NORTHFIELD NJ	08225
121 11	104 JACKSON AVE	2	ALAMGIR, RASHED & JESMIN, NAHIDA 104 JACKSON AVE NORTHFIELD, NJ	08225





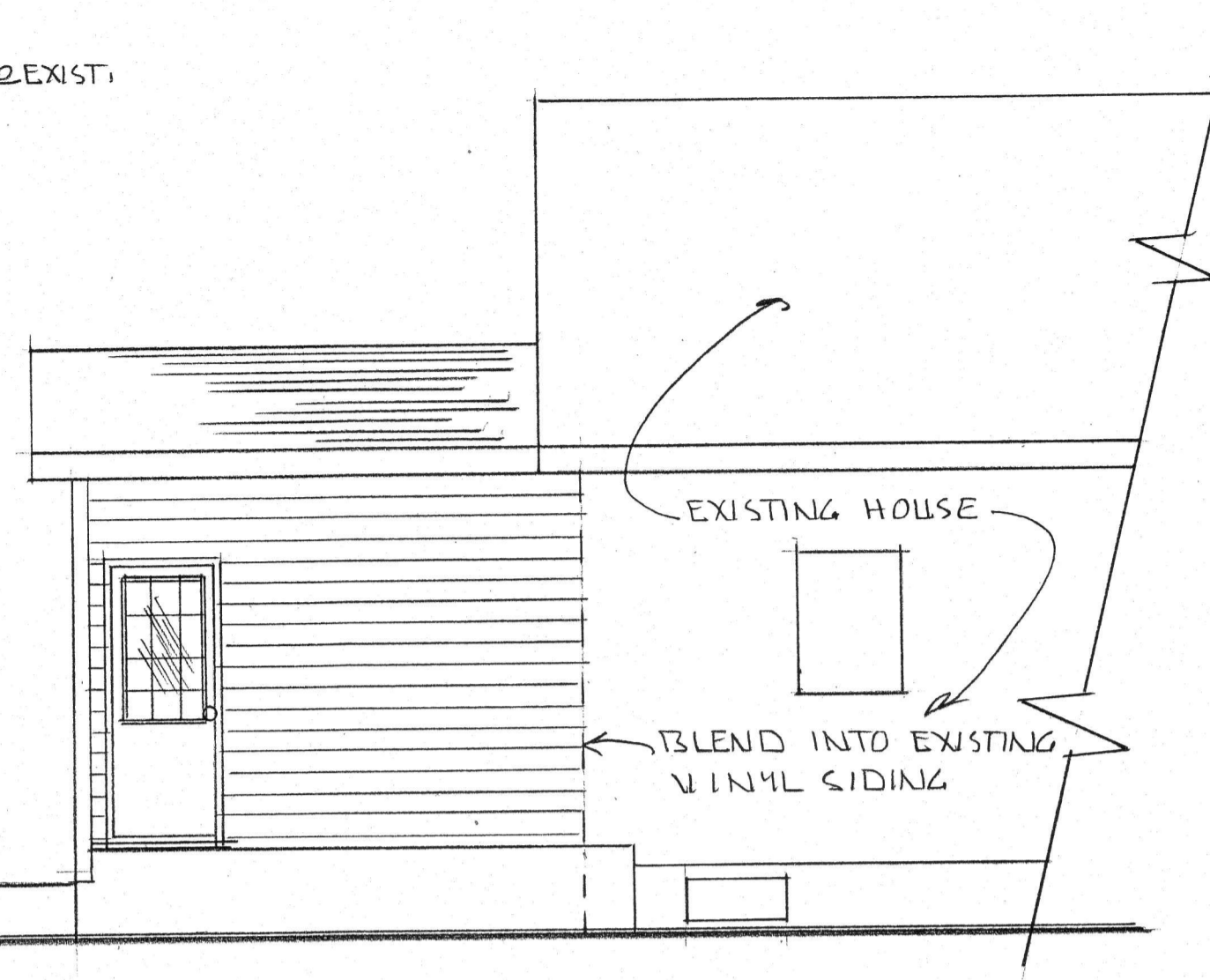
PART RIGHT SIDE ELEVATION

SCALE: 1/4" = 1'-0"



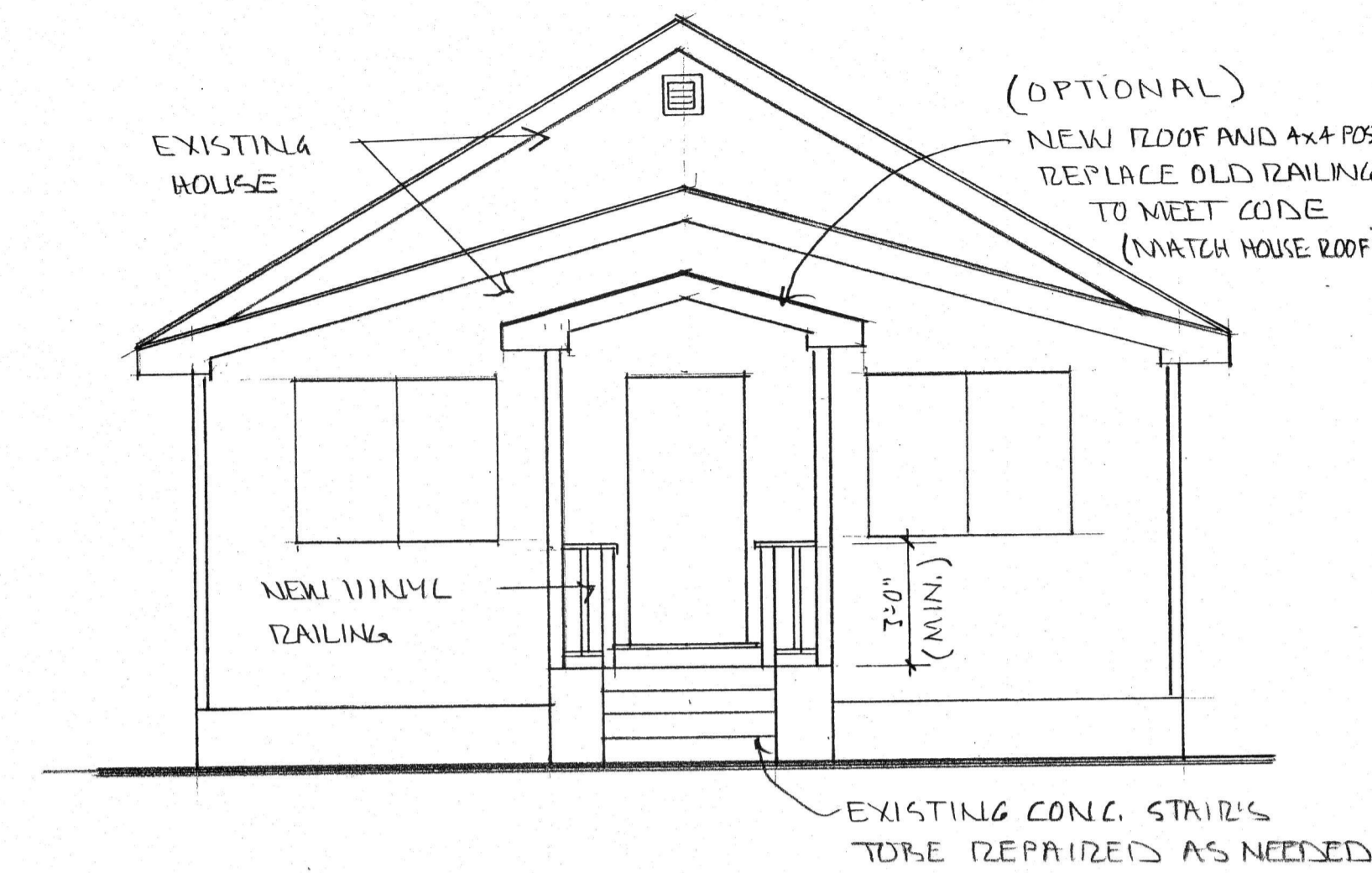
REAR ELEVATION

SCALE: 1/4" = 1'-0"



PART LEFT SIDE ELEVATION

SCALE: 1/4" = 1'-0"

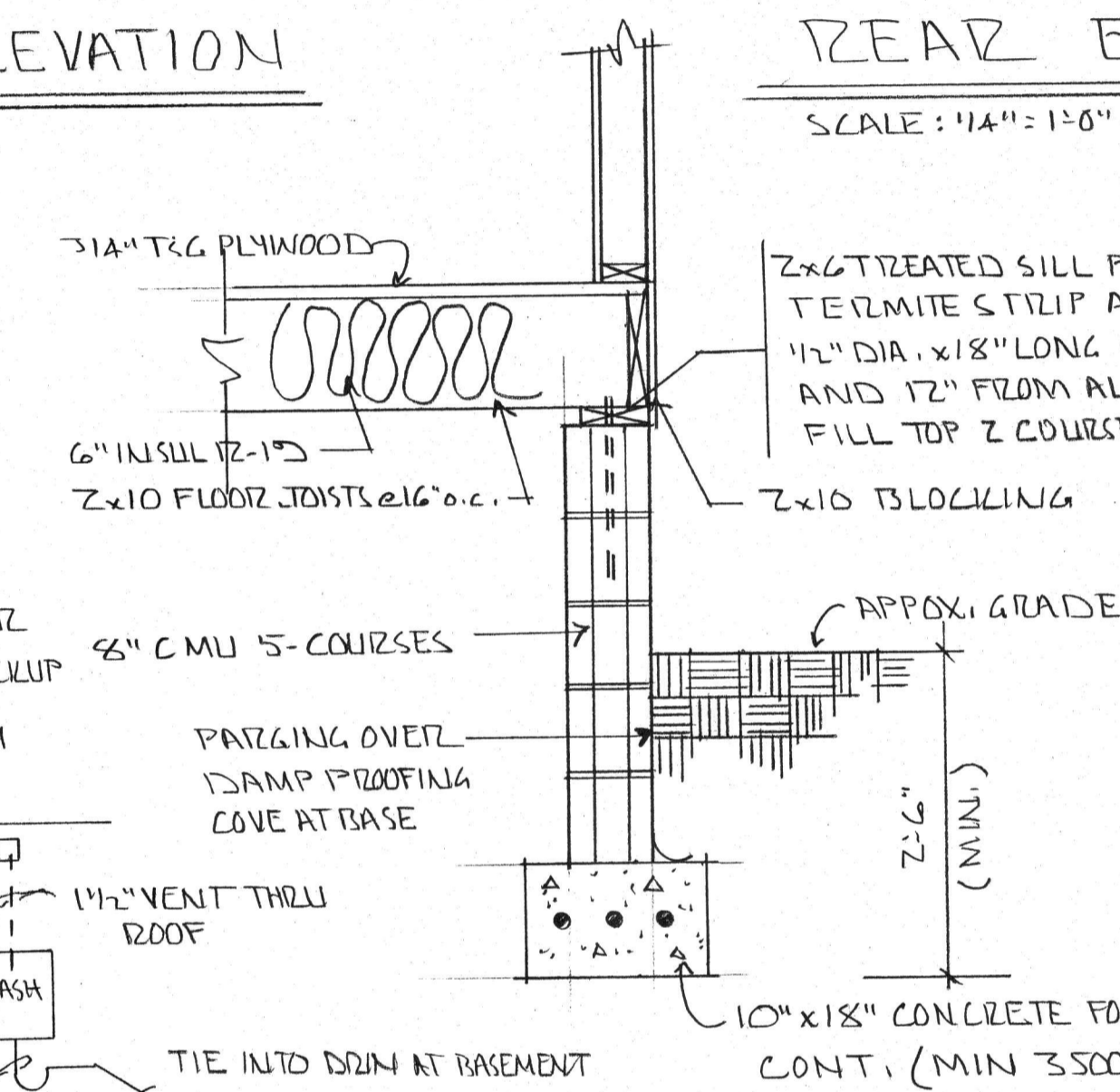


FRONT ELEVATION

SCALE: 1/4" = 1'-0"

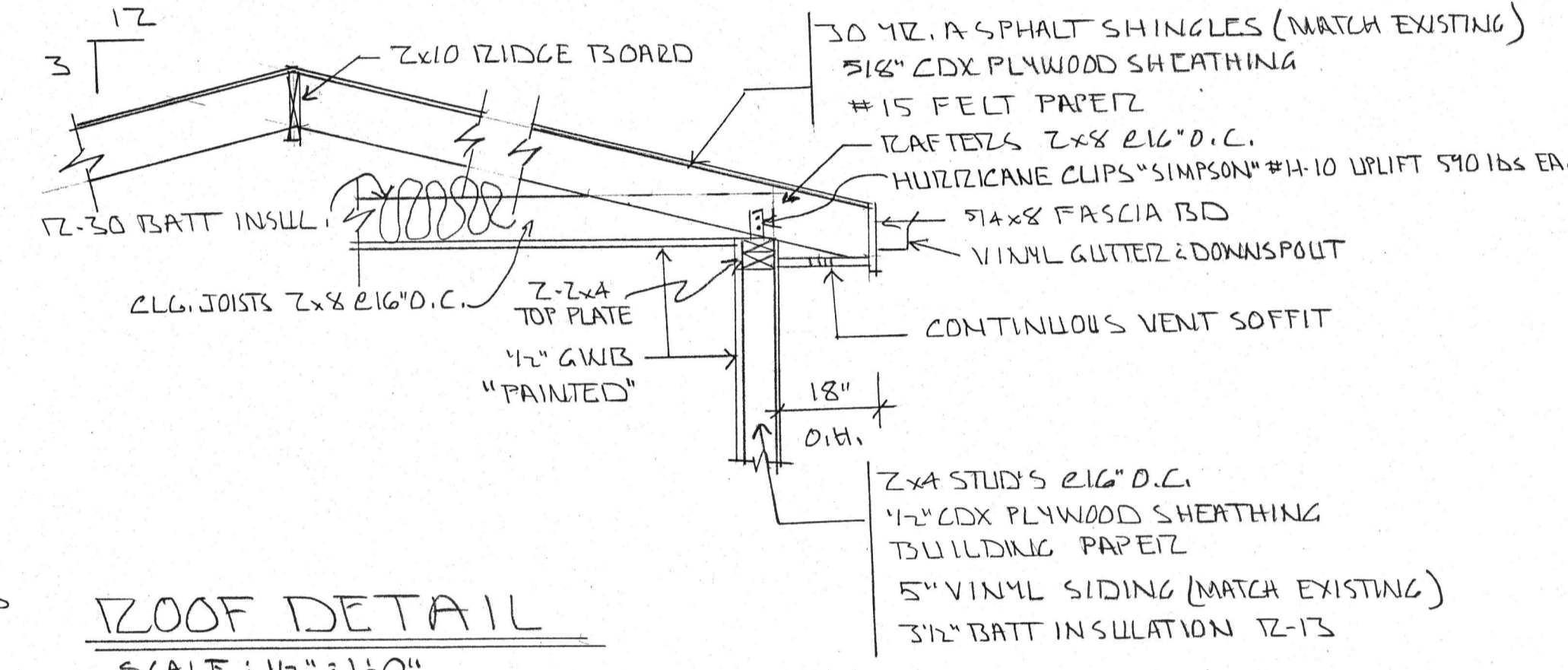
ELECTRICAL SYMBOLS

- ⊕ DUPLEX OUTLET 110V TO 120V
- ⊕ GROUND FAULT INTERRUPT OUTLET 110V
- S SINGLE POLE SWITCH
- ⊕ LIGHT ABOVE CEILING LINE 110V
- ⊕ SMOKE AND CARBON MONOXIDE DETECTOR AS ONE UNIT WIRED 110V W/ BATTERY BACKUP
- \* ONLY NEW ELECTRICAL IS SHOWN ON PLANS EXISTING TO REMAIN AS IS



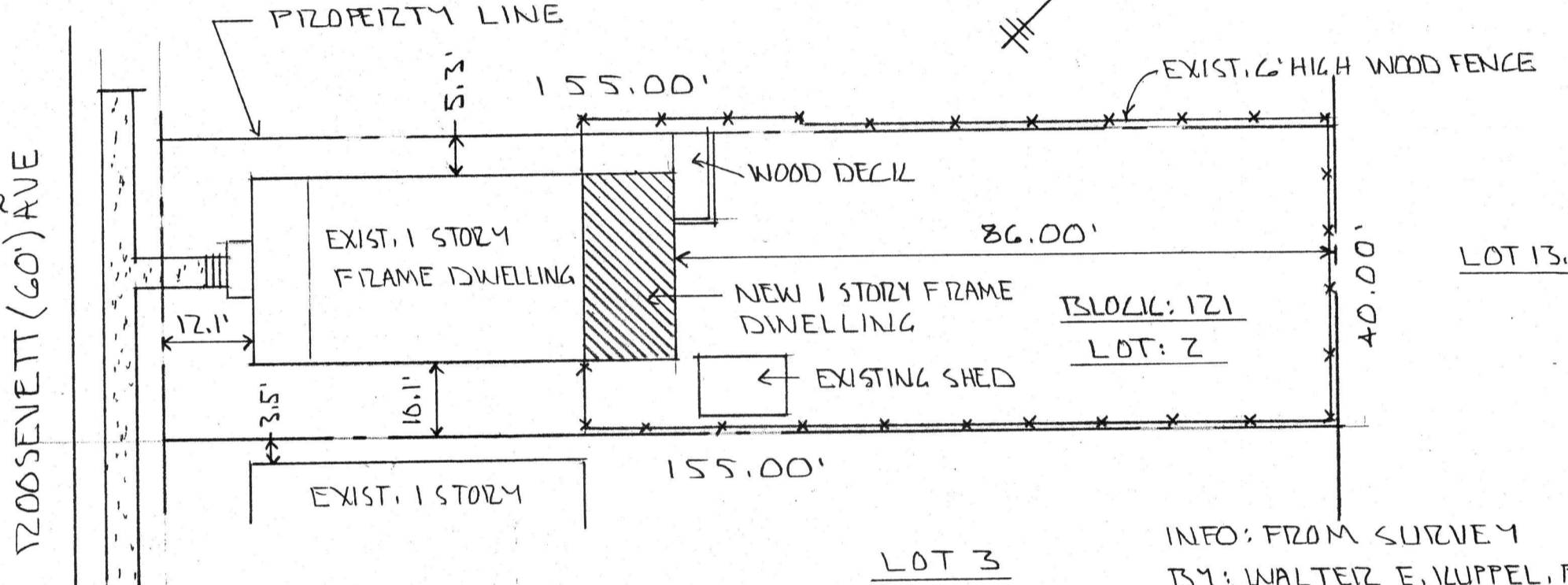
FOUNDATION DETAIL

SCALE: 3/4" = 1'-0"



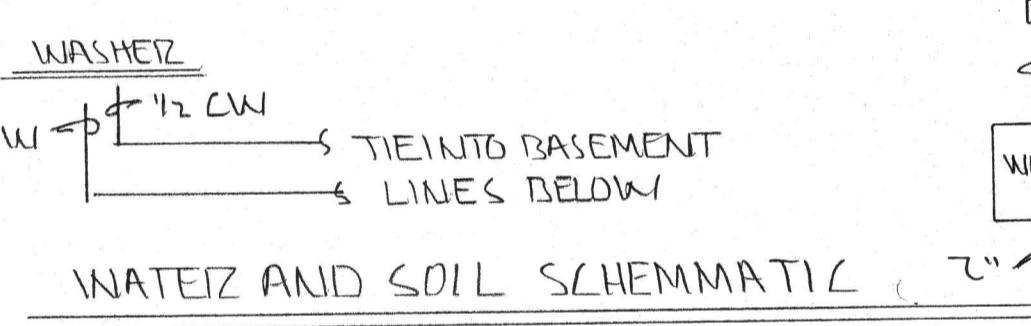
ROOF DETAIL

SCALE: 1/2" = 1'-0"

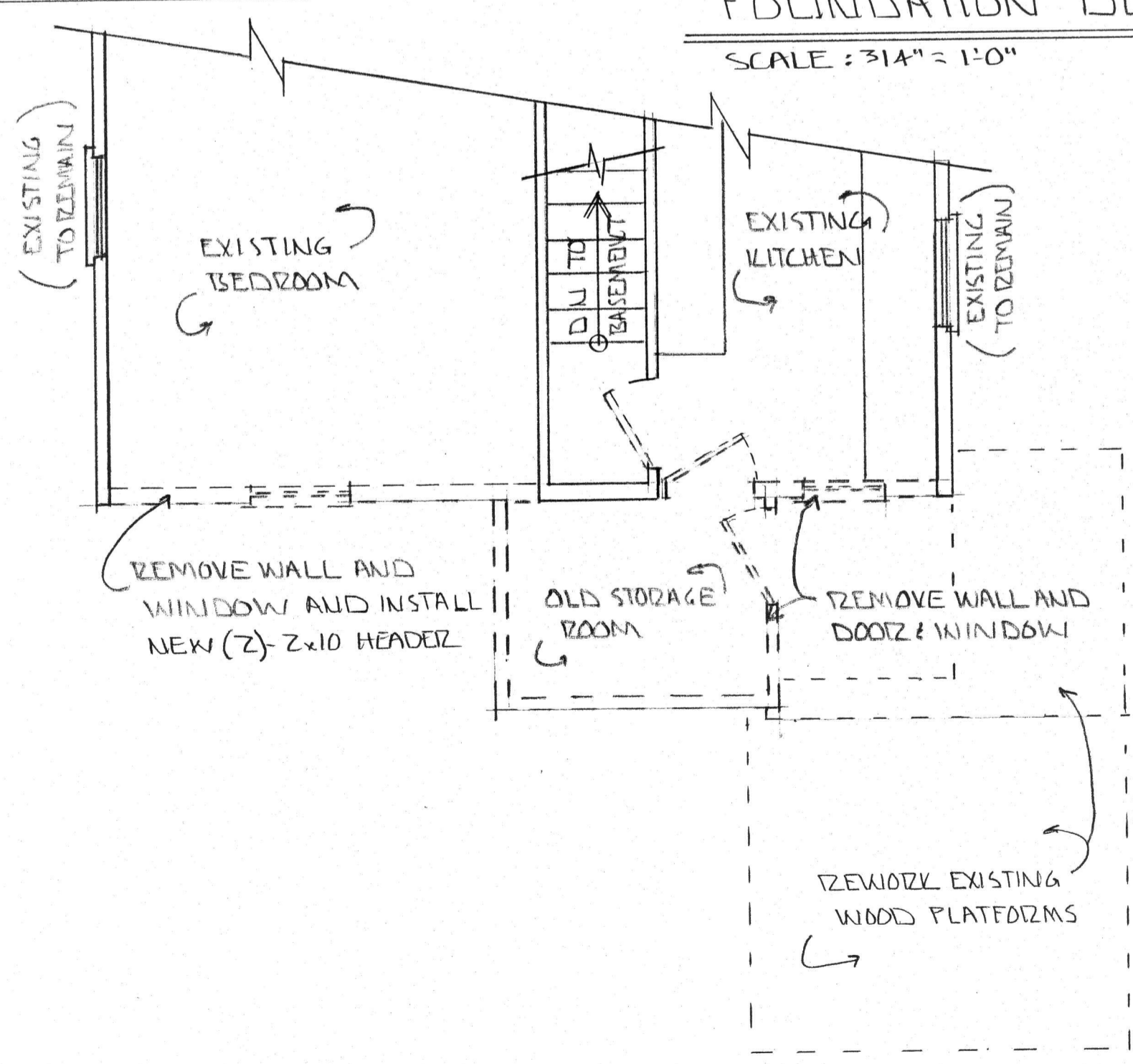


SITE PLAN

SCALE: 1" = 20'

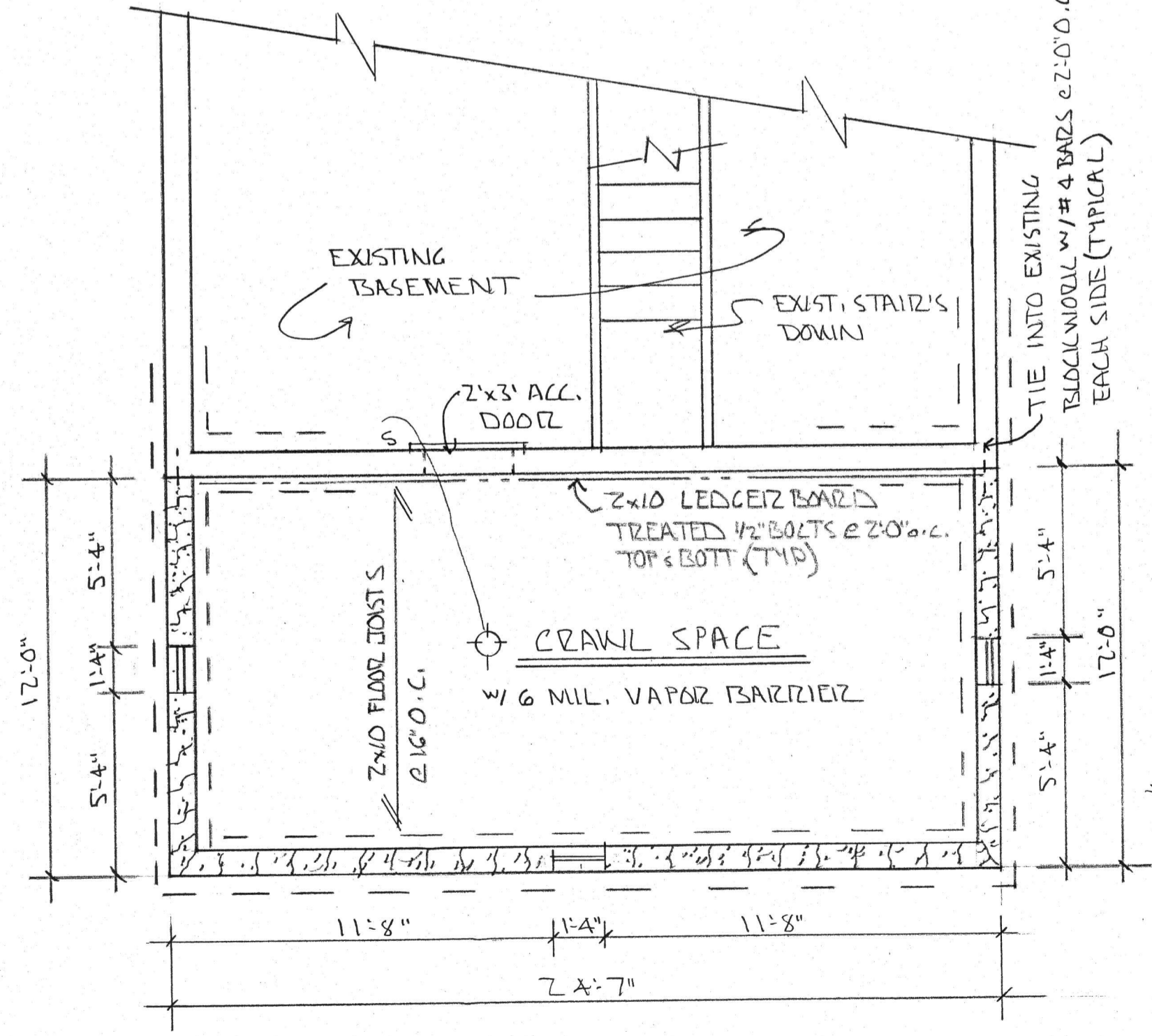


WATER AND SOIL SCHEMMATIC



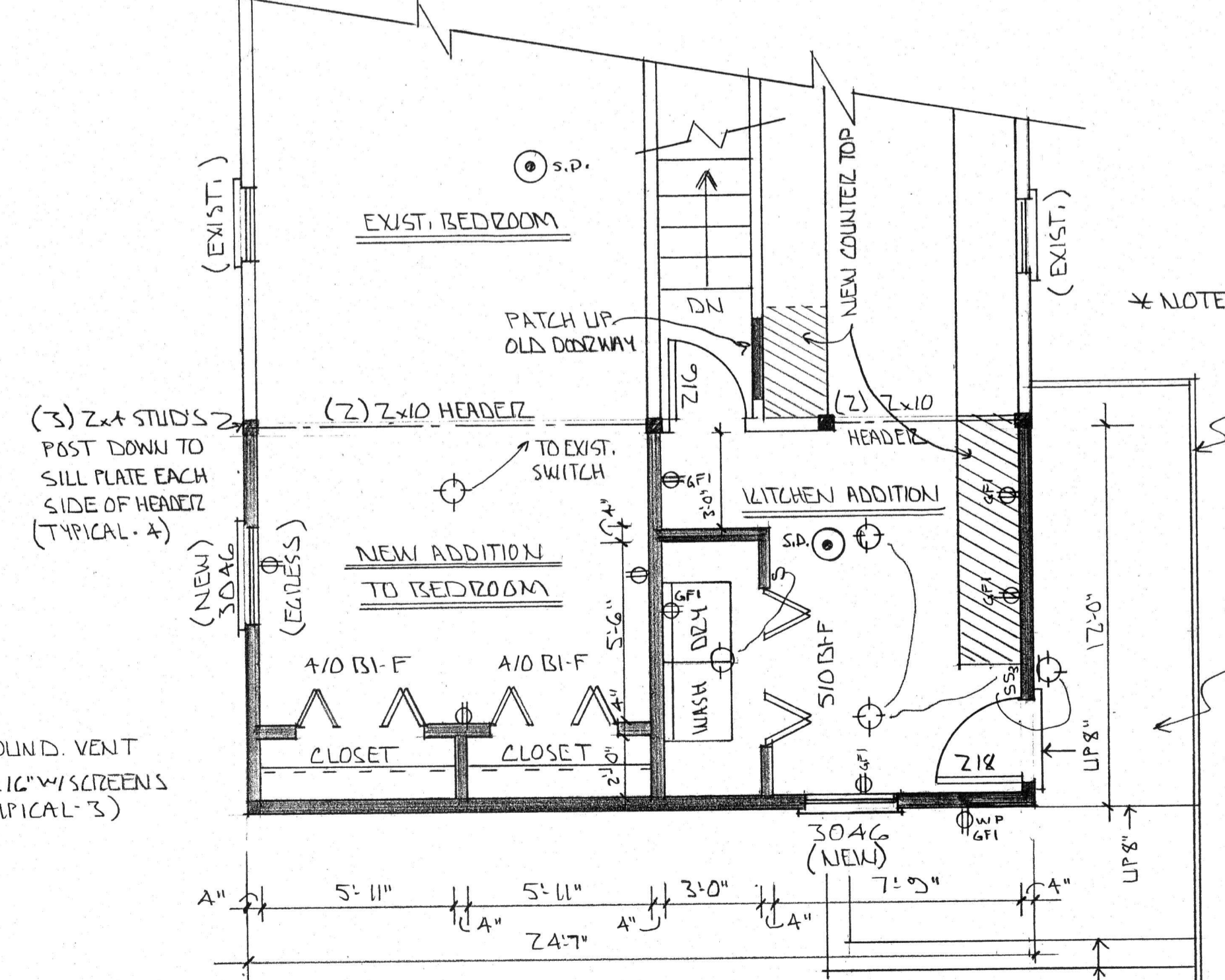
DEMOLITION PLAN

SCALE: 1/4" = 1'-0"



FOUNDATION PLAN

SCALE: 1/4" = 1'-0"



FLOOR PLAN

SCALE: 1/4" = 1'-0"

- WALL LEGEND
- EXISTING TO REMAIN AS IS
  - - - REMOVE WALL OR ITEM
  - ▬ NEW 2"x4" STUDS @ 16" O.C.

\* NOTE: ALIGN NEW AND EXISTING FLOOR AND CEILING

NOTE: NEW ADDITION WILL MEET 2003 INTERNATIONAL RESIDENTIAL CODE N.J. ED AND ALL LOCAL CODES

RESIDENCE FOR: KATHY VOSS

113 ROOSEVELT AVE.  
NORTHFIELD, N.J.  
BLOCK: 121 LOT: 2  
DRAWN BY OWNER: KATHY VOSS  
JULY 7, 2005