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September 27, 2020

## VIA FEDERAL-EXPRESS

Borough of Sea Bright  
Attn: Candice Mitchell, Land Use Board Secretary  
1167 Ocean Avenue  
Sea Bright, NJ 07760

**Re: Alyce Glennon  
Sea Bright Planning Board Application  
250 Ocean Avenue  
Sea Bright, NJ  
Block 30, Lot 52**

Dear Ms. Mitchell:

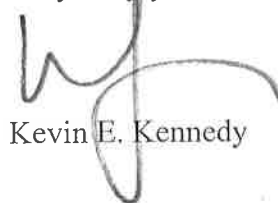
Please be advised I am writing to you on behalf of Alyce Glennon. In that regard, I would ask that you please note the following:

1. Alyce Glennon is the owner of the subject property.
2. There is an existing 2-family home located on the site.
3. Ms. Glennon is respectfully requesting permission to effectuate the following:
  - Demolition of the existing 2-family structure; and
  - Construction of a new / replacement 2-family structure.

4. Per the Zoning Officer's Denial Letter, Use Variance and potential Bulk Variance relief is required.
5. In furtherance thereof, enclosed please find 17 copies of the following:
  - a. Application for Zoning Permit / Denial letter;
  - b. Development Application;
  - c. Narrative of Intent;
  - d. Architectural Floor Plans and Elevations prepared, by Apex Homes, last revised August 3, 2020, consisting of ten (10) sheets;
6. I also enclose herein two copies of the following:
  - a. W-9 form (to be supplied);
  - b. Application Checklist.
7. I also attach hereto the Glennon Grading Plan, prepared by R.C. Associates Consulting, Inc., dated August 11, 2020. (Please advise if you will need any additional hard-copies of the said Grading Plan.)
8. Under separate cover, and in order to facilitate public review / distribution of documents, I will arrange for the materials to be submitted in electric format as well.
9. Given the prevailing circumstances, I, on behalf of the Applicant, am requesting a waiver of any other submission requirements.
10. I would ask that you please arrange for the Application to be deemed complete, and schedule for public hearing as soon as possible.
11. I would also ask that you please calculate any Application/Escrow fees which are due and owing – and I shall arrange for the same to be tendered under separate cover.

As always, I appreciate your help – and I look forward to working with you.

Very truly yours,



Kevin E. Kennedy

KEK/dmp  
Z:\KevinKennedyLaw\Land Use\Glennon (Sea Bright)\092720 Mitchell submission.docx

Encl.

cc: Alyce Glennon (e-mail)  
James Jahnsen (e-mail)  
Pandora Jacoubs, RBA Homes ([pjacoubs@rbahomes.com](mailto:pjacoubs@rbahomes.com))  
Ray Carpenter, P.E., P.P. ([rcassociates@verizon.net](mailto:rcassociates@verizon.net);) )

BOROUGH OF SEA BRIGHT  
 1099 Ocean Avenue, Sea Bright, NJ 07760  
 (732) 842-0099 x 128  
 APPLICATION FOR A ZONING PERMIT - Z 2020-051  
 Fee \$25

Instructions:

1. All applications must be accompanied by a property survey showing the location, size of all structures, and all setbacks to property lines.
2. Preliminary drawings must be provided indicating all existing and proposed floor elevations.
3. Commercial applications must indicate scope of business and include all activities that will be part of the existing or proposed business.

OWNER / APPLICANT:

Name ALYCE GLENNON  
 Address 1562 TANNER AVE · MANASQUAN NJ 08936  
 Telephone (Home) 732-539-0334 (Cell) \_\_\_\_\_  
 Email: \_\_\_\_\_ Date: \_\_\_\_\_ Fee \$25  Cash \_\_\_\_\_

LOCATION OF THE WORK:

Block 30 Lot(s) 52 Zone R-2 Address 250 OCEAN AVE

DESCRIPTION OF WORK TO BE PERFORMED (OR USE PROPOSED):

DEMOLITION OF EXISTING 2 FAMILY HOME  
CONSTRUCTION OF NEW/REPLACEMENT 2 FAMILY HOME

CHECK ONE: New  Addition \_\_\_\_\_ Alteration \_\_\_\_\_ Repair \_\_\_\_\_

Signature: [Signature] Date: 8/20/2020

For Borough Use Only:

Determination: APPROVED \_\_\_\_\_ \*(see note below) DENIED

\*NOTE: IF YOU CHANGE YOUR PLANS IN ANY WAY BETWEEN THIS APPROVAL AND SEEKING BUILDING PERMITS, YOU MUST APPLY FOR A REVISED ZONING APPROVAL. IT IS YOUR RESPONSIBILITY TO INFORM US OF ANY CHANGES TO YOUR PLANS.

PRELIMINARY FLOOD REVIEW: \_\_\_\_\_ Check if N/A

FIRM Advisory Flood Zone AE Advisory BFE 10 Sea Bright Required BFE 13 Proposed BFE 18.7

LAND USE REVIEW:

Ordinance Section \_\_\_\_\_ Allowed/Required \_\_\_\_\_ Existing \_\_\_\_\_ Proposed \_\_\_\_\_ Variance \_\_\_\_\_

130-50.C - See attached bulk schedule  
130-49.C(2)(a) - Single-family zone - 2 family proposed. Use Variance ("D") Required

Remarks:

Zoning Officer [Signature] 9/1/20  
 Mary Tangolice Date

NOTE: A Zoning Permit indicates that the proposed project conforms to the planning/zoning regulations of the Borough of Sea Bright; A building permit is required (per the requirements of the Uniform Construction Code of N.J.) BEFORE beginning work. This Zoning Permit is valid for one year, and may be extended to three years by action of the Planning/Zoning Board. If your application has been denied, you may appeal this denial to the Planning Board as provided by the NJMLUL. Appeal forms are available from the office of the Secretary to the Planning Board.  
 Building Dept. Forms/Zoning Permit Application

SCHEDULE OF LOT AND BUILDING REQUIREMENTS SEC. 130-50.C

Borough of Sea Bright, NJ

R-2 ZONE

Block: 90 Lot: 52 Address: 250 Ocean Ave

Description	Required	Existing	Proposed	Variance
Min. Lot Area (s.f.)	4,000	4305	4305	
Min. Lot Width (ft.)	50	41	41	V (Pre-exist.)
Min. Lot Depth (ft.)	60	105	105	
Min. Front Yard (ft.)	25	43.2	25.2	
Min. Each Side Yard (ft.)	7	15.25/3.17	9.95/5.1	V (New - one side)
Min. Both Side Yards (ft.)	15	18.42	15.05	
Min. Rear Yard (ft.)	15	19.68	21.8	
* Max. Building Height (ft.)* (undersized lot) 33'	35 (2-1/2 stories)	29.65	34.45	V (new)
Max. Building Coverage (%)	50	18.32	38.14	
Max. Lot Coverage (%)	70	22.21	38.77	

\* Max. height shall be reduced by the percentage lot is undersized in width as per Sec. 130-50.A.(5). Max. height shall be raised to 38 ft. or 42 ft. to comply with current flood regulations as per Sec. 130-47 Flood Damage Prevention Ordinance.

NOTES:

\* Use Variance Req'd - 2 family proposed in single family zone. "D" Variance

\* Undersized lot reduction - 33' max height permitted. Variance Required.

\* Accessory structure to be removed as noted

9/1/20 MA  
Date of Review Initials

**Alyce Glennon  
Sea Bright Planning Board Application  
250 Ocean Avenue  
Sea Bright, NJ  
Block 30, Lot 52**

**NARRATIVE OF INTENT**

1. Alyce Glennon is the owner of the property located at 250 Ocean Avenue, Sea Bright, NJ, more formally identified as Block 30, Lot 52.
2. Alyce Glennon has owned the subject property since approximately 1963.
3. The subject property is located in the Borough's R-2 Zone.
4. There is an existing two-family structure on the site. (The upstairs unit contains two bedrooms and one bathroom.) (The downstairs unit contains one bedroom and one bathroom.)
5. Upon information and belief, the existing two-family structure was built in or about 1940.
6. The aged structure was clearly not built for the needs of a modern family. For instance, there is no open floor plan, there is limited living space, the bedrooms are very small, and closet space is lacking.
7. Moreover, the subject property does not comply with prevailing FEMA regulations.
8. The Applicant proposes to effectuate the following:
  - Demolition of the existing two-family structure; and
  - Construction of a new / replacement two-family structure.
9. The upstairs unit in the proposed two-family home will contain two (2) bedrooms and two (2) bathrooms.
10. The downstairs unit in the proposed two-family home will contain two (2) bedrooms and two (2) bathrooms.
11. Additionally, the proposed structure will comply with prevailing FEMA regulations.
12. In conjunction with the prevailing FEMA regulations, parking spaces will be placed on the ground floor level of the structure.
13. It is respectfully requested that the Land Use Board approve the subject Application.

**BOROUGH OF SEA BRIGHT  
PLANNING/ZONING BOARD APPLICATION  
1167 Ocean Avenue Sea Bright, New Jersey 07760  
732-842-0099 ext.28**

The application with supporting documentation must be filed with the office of the Municipal Clerk and must be delivered for review **at least ten (10) days** prior to the meeting at which the application is to be considered.

**NOTE: All plans must be folded. Any rolled plans will not be accepted.**

To be completed by Municipal staff only.

Date Filed \_\_\_\_\_ Application No. \_\_\_\_\_

Application Fees \_\_\_\_\_ Escrow Deposit \_\_\_\_\_

Reviewed for Completeness \_\_\_\_\_ Hearing \_\_\_\_\_

**1. SUBJECT PROPERTY**

Location: 250 OCEAN AVE. SEA BRIGHT NJ  
Block 30 Lot 52 Dimensions: \_\_\_\_\_  
Frontage 41 FT Depth 105 FT Total Area 4305 SF  
Zoning District: R-2

**2. APPLICANT**

Name: ALYCE SLENNON  
Address: 1562 TANNER AVE. MANASQUAN, NJ 08736  
Telephone Number: 732-539-0334  
Applicant is a: Corporation \_\_\_ Partnership \_\_\_ Individual

**3. DISCLOSURE STATEMENT:** Pursuant to J.J.S. 40:55D-48-1, the names and addresses of all persons owning 10% of the stock in a corporate applicant or 10% interest in any partnership, applicant must be disclosed. In accordance with N.J.S. 40:55D4-8.2 that disclosure requirement applies to any corporation or partnership which owns more than 10% interest in the applicant followed up the chain of ownership until the names and addresses of the non-corporate stockholders and partners exceeding the 10% ownership criterion have been disclosed. (Attach pages as necessary to fully comply.)

**4.** If owner is other than the applicant, provide the following information on the Owner(s).

Owner's Name: N/A  
Address \_\_\_\_\_  
Telephone Number \_\_\_\_\_

5. Property Information:

Restrictions, covenants, easements, association by-laws, existing or proposed on the property:

(Attach copies)

No \_\_\_\_\_ Proposed \_\_\_\_\_

Note: All deed restrictions, easements, association by-laws, existing and proposed must be submitted for review and must be written in easily understandable English in order to be approved.

Present the use of the premises:

6. Applicant's Attorney: KEVIN E. KENNEDY  
Address: 165 HIGHWAY 35 RED BANK NJ 07701  
Telephone Number 732-936-1099 FAX Number 732-936-1960

7. Applicant's Engineer: Ray CARPENTER - R.C. ASSOCIATES  
Address: 2517 RT 35, Bldg J. Suite 102 MANASQUAN NJ 08736  
Telephone Number 528-0141 FAX Number \_\_\_\_\_

8. Applicant's Planning Consultant: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number \_\_\_\_\_ FAX Number \_\_\_\_\_

9. Applicant's Traffic Engineer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number \_\_\_\_\_ FAX Number \_\_\_\_\_

10. List any other Expert(s) who will submit a report or who will testify for the Applicant:  
(Attach additional sheets as may be necessary).

Name: TO BE SUPPLIED. ALL RIGHTS RESERVED

Field of Expertise: \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ FAX \_\_\_\_\_

11. APPLICATION REPRESENTS A REQUEST FOR THE FOLLOWING:  
SUBDIVISION:

- \_\_\_\_\_ Minor Subdivision Approval
- \_\_\_\_\_ Subdivision Approval (Preliminary)
- \_\_\_\_\_ Subdivision Approval (Final)

Number of lots to be created \_\_\_\_ (including remainder lot)  
Number of proposed dwelling units \_\_\_\_\_ (if Applicable)



**SITE PLAN:**

- Minor Site Plan Approval
- Preliminary Site Plan Approval
- Final Site Plan Approval
- Amendment or Revision to an Approval Site
- Plan Area to be disturbed (square feet)
- Total number of proposed dwelling units
- Request for Waiver From Site Plan Review and Approval

Reason for request:

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- Informal Review
- Appeal decision of an Administrative Officer  
(N.J.S.A 40:55D-70A)
- Map or Ordinance Interpretation of Special Question  
(N.J.S.A.40:55D-70b)
- Variance Relief (hardship)  
(N.J.S. A. 40:55D-70c (1))
- Variance Relief (substantial benefit)  
(N.J.SA.40:55D-70c (2))
- Variance Relief (use)  
(N.J.S 40:55D-70d)
- Conditional Use Approval  
(N.J.S 40:55D-67)
- Direct issuance of a permit for a structure  
in bed of a mapped street, public drainage way, or flood control  
basin. (N.J.S 40:55D-334)
- Direct issuance of a permit for a lot lacking street frontage  
(N.J.S 40:55D-35)

12. Section(s) of Ordinance from which a variance is requested

§ 130-49, c(2)(a) & § 130-50. c

13. Waivers requested of development standards and/or submission requirements:(attach additional pages as needed)

AS NEEDED

14. Attach a copy of the Notice to Appear in the official newspaper of the municipality and to be mailed to the owners of all real property, as shown on the current tax duplicate, located within the State and within 200 feet in all directions of the property which is the subject of this application. The Notice must specify the sections of the Ordinance from which relief is sought, if applicable. TO BE SUPPLIED

The publication and the service on the affected owners must be accomplished at least 10 days prior to the date scheduled by the Administrative Officer for the hearing. An Affidavit of Service on all property owners and Proof of Publication must be filed before the application will be complete and the hearing can proceed.

15. Explain in detail the exact nature of the application and the changes to be made at the premises including the proposed use of the premises: (attach pages as needed) *SEE NARRATIVE*
16. Is a public water line available? YES
17. Is public sanitary sewer available? YES
18. Does the application propose a well and septic system? NO
19. Have any proposed new lots been reviewed with the Tax Assessor to determine appropriate lot and block number? N/A
20. Are any off-tract improvements required or proposed? NO
21. Is the subdivision to be filed by Deed or Plat? N/A
22. What form of security does the applicant propose to provide as performance and maintenance guarantees? PER NJMUNL
23. Other approvals, which may be required, and date plans submitted:

**MARK THE FOLLOWING WITH A YES OR NO AND DATES OF THE PLANS SUBMITTED**

- |  |  |
|--|--|
| NE Regional Sewer Auth _____               | } AS NECESSARY / APPLICABLE;<br>TO BE OBTAINED AFTER<br>LOCAL LAND USE BOARD<br>APPROVAL IS (HOPEFULLY)<br>ISSUED. |
| Monmouth County Board Of Health _____      |  |
| Monmouth County Planning Board _____       |  |
| Freehold Soil Conservation District. _____ |  |
| NJ DEP _____                               |  |
| Sewer Extension Permit _____               |  |
| Sanitary Sewer Connection Permit _____     |  |
| Stream Encroachment Permit _____           |  |
| Waterfront Development Permit _____        |  |
| Wetlands Permit _____                      |  |
| Tidal Wetlands Permit _____                |  |
| Potable Water Constr. Permit _____         |  |
| NJ Department of Transportation _____      |  |
| Public Service Electric & Gas _____        |  |
| Other _____                                |  |

24. Certification from the Tax Collector that all taxes due on the subject property have been paid. TO BE SUPPLIED
25. Certification from Sewer Collector that sewer utility charges due on the subject property has been paid. TO BE SUPPLIED

SITE PLAN-PRELIMINARY/FINAL/WAIVER OF

BOROUGH OF SEA BRIGHT  
PLANNING/ZONING BOARD

Application No. \_\_\_\_\_ Date \_\_\_\_\_  
Application Name GLENNON APPLICATION  
Application Address 250 OCEAN AVE  
Property Address 250 OCEAN AVE  
Lot 52 Block 30

CHECKLIST

Prior to issuance of a Certificate of Completeness, the Administrative Officer shall determine that the following documents have been submitted:  
To be completed by applicant (C=complete, N=Not complete, NA=not-applicable)

- 1. Seventeen copies of completed application and check list, signed, dated and notarized plus one marked "FOR PUBLIC INSPECTION"
- 2. Seventeen sets of site plan signed, dated and notarized, with must have raised seal, also **Show Base Flood Elevation**
- 3. Survey. Must indicate mean high waterline, if pertinent to application
- TBS 4. Checks payable to the Borough of Sea Bright (**W-9 Escrow Account**)
- TBS 5. Certified list of property owners within 200 feet
- TBS 6. Completed Notice of Hearing
- TBS 7. Affidavit of Mailing or service
- TBS 8. Certification that taxes and sewer utility charges are paid to date
- TBS 9. Photograph of property/dwelling as it currently exists
- N/A 10. Application for Municipal and/or State Wetlands Permit
- N/A 11. Description of off-tract improvements and cost estimates
- N/A 12. Letter from utility companies
- WAIVER 13. Environmental Impact Statement
- N/A 14. Certificate of owner authorizing submission
- TBS 15. Proof of Application to Monmouth County
- MA 16. Proof of application to NJDOT
- 17. Description of proposed operation
- TBS 18. Required escrow fees
- 19. Request for any variances
- TBS 20. Application for CAFRA
- MA 21. Application for Floodplain Encroachment Permit
- N/A 22. Application for Stream Encroachment Permit

After the application is deemed complete then the Board Secretary will provide you with a hearing date so you may notice property owners. Certified return receipt cards are to be provided **at least 7 days prior** to hearing date.

I certify the above information is accurate and complete.

DATED: \_\_\_\_\_

NAME: \_\_\_\_\_

SEAL:

LICENSE NO. \_\_\_\_\_

SIGNATURE \_\_\_\_\_

Note: It is the responsibility of the Applicant to mail or deliver copies of the Application form and all supporting documents to the Board Secretary, Borough Engineer and Board Attorney for their review. Documentation must be **at least ten (10) days prior** to the meeting at which the application is to be considered, otherwise the application will be deemed incomplete. A list of those required to receive documents is attached to the application form.

26. The Applicant hereby requests that copies of the reports of the Borough Engineer and Board Attorney reviewing the application be provided to the following of the applicant's professionals.

**Applicant's Professional Report Requested**

Attorney KEVIN E. KENNEDY

Address: 165 HIGHWAY 35  
RED BANK, NJ 07701

Phone Number: 732-936-1099

Fax Number: 732-936-1960

Engineer: K Kennedy @ KevinKennedy Law.net

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

**CERTIFICATION**

I certify that the foregoing statements and the materials submitted are true. I further certify that I am the individual applicant or that I am an Officer of the Corporate Application and that I am authorized to sign the (If the applicant is a corporation, this must be signed by an authorized corporate officer. If the applicant is a partnership, this must be signed by a general partner).

Sworn to and subscribed before me this 24 day of Sept, 20    .

A Notary Public of NJ Owner  
My Commission Expires: \_\_\_\_\_

I understand that the sum of \$ TBS has been deposited in an escrow account (Builder's Trust Account). In accordance with the Ordinances of the Borough of SeaBright, I further understand that the escrow account is established to cover the cost of professional services including engineering, planning, legal and other expenses associated with the review of submitted materials.

Sums not utilized in the review process shall be returned. If additional sums are deemed necessary, I understand that I will be notified of the required amount and shall add that sum to the escrow account within fifteen (15) days.

Date: 9/24/2020 Applicant: [Signature]