

BOROUGH OF SEA BRIGHT PLANNING/ZONING BOARD APPLICATION

1099 Ocean Avenue Sea Bright, New Jersey 07760
732-842-0099 ext. 123

The application with supporting documentation must be filed with the office of the Planning Board Secretary 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: 11 Garden Way

Block: 2 Lot: 12

Dimensions: Frontage 65 ft. Depth 100 ft. Total Area 6,500 sq. ft.

Zoning District: R-1

2. APPLICANT

Name: Daniel and Jill Singer

Address: 11 Garden Way

Telephone Number: 914 - 490 9564

Applicant is a: Corporation ___ Partnership ___ Individual X

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: _____

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: _____

Address: _____

Telephone Number _____ Email: _____

7. Applicant's Engineer: _____

Address: _____

Telephone Number _____ Email: _____

8. Applicant's Planning Consultant: _____

Address: _____

Telephone Number _____ Email: _____

9. Applicant's Traffic Engineer: _____

Address: _____

Telephone Number _____ Email: _____

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: Mark R. Fitzsimmons, Architect

Field of Expertise: Architect

Address 234 River Road

Telephone Number 732 747 6481 Email fitzmr@gmail.com

11. APPLICATION REPRESENTS A REQUEST FOR THE FOLLOWING:

X **PLOT PLAN or VARIANCE PLAN APPROVAL**
 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
- Request for Variance Approval

Reason for request:

- 1.) Encroachment of front yard setback; 130-39c where 25 feet is required and existing but request if for 22.25' is requested
- 2.) Building Improvement made as shown on plans; 130-39c where 38 ft./ 2.5 stories are required and where existing is 35 ft./ 3 stories and proposed

- 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 – 39c

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

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)

16. Is a public water line available? Existing

17. Is public sanitary sewer available? Existing

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? _____

23. Other approvals, which may be required, and date plans submitted:
Owner will be provided as required.

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

- NE Regional Sewer Auth _____
- 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.

25. Certification from Sewer Collector that sewer utility charges due on the subject property have been paid.

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 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 _____

Address: _____

Phone Number: _____ Email: _____

Engineer: _____

Address: _____

Phone Number: _____ Email: _____

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. (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 _____ day of _____, 20____.

A Notary Public of NJ Owner
My Commission Expires: _____

I understand that the sum of \$_____ has been deposited in an escrow account (Builder's Trust Account). In accordance with the Ordinances of the Borough of Sea Bright, 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: _____ Applicant: _____

**BOROUGH OF SEA BRIGHT PLANNING/ZONING BOARD
PROFESSIONAL STAFF**

ZONING OFFICER/FLOOD PLAIN MANAGER

John M. Mele
1099 Ocean Avenue, Sea Bright, NJ 07760
732-842-0099 Ext 128
jmele@seabrightnj.org

BOARD ATTORNEY

Monica C. Kowalski, Esq.
Law Offices of Monica C. Kowalski
601 State Highway 35, Neptune, NJ 07753
732-774-7447
mckowalski@gmail.com

BOARD ENGINEER

David J. Hoder
Hoder Associates
16 River Street, Red Bank, NJ 07701
732- 241-4543
Email: dhoder@hoderassociates.com

BOARD PLANNER

Christine A. Nazzaro-Cofone
Cofone Consulting Group, LLC
125 Half Mile Road, Ste. 200, Red Bank, NJ 07701
732-241-4543
Email: ccofone@cofoneconsulting.com

PLANNING/ZONING BOARD SECRETARY

Candace B. Mitchell
1099 Ocean Avenue, Sea Bright, NJ 07760
732-842-0099 Ext 123
cmitchell@seabrightnj.org

CONSTRUCTION OFFICE

Ed Wheeler, Construction Official
1099 Ocean Avenue, Sea Bright, NJ 07760
732-842-0099 Ext 121

Karen DiBerardino, Secretary
1099 Ocean Avenue, Sea Bright, NJ 07760
732-842-0099 Ext 110
kdiberardino@seabrightnj.org
FAX: 732- 963-8998

FIRE MARSHAL

Thomas Haege
1099 Ocean Avenue, Sea Bright, NJ 07760
732-842-0099 Ext 120
thaege@seabrightnj.org

PLOT PLAN OR VARIANCE PLAN

BOROUGH OF SEA BRIGHT PLANNING/ZONING BOARD

Application No. 2022-026 Date: 3 - 16- 2022
Application Name: Daniel and Jill Singer
Application Address 11 Garden Way
Property Address 11 Garden Way Block 2 Lot 12

CHECKLIST

Prior to issuance of a Certificate of Completeness and assignment of a hearing date, 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)

- C 1. 17 copies of Zoning Permit Denial
- C 2. 17 copies of completed application and check list, signed, dated, and notarized, **plus one** marked **“FOR PUBLIC INSPECTION”**
- C 3. 17 sets of plot plan or variance plan signed, dated, and notarized, also **Show Base Flood Elevation, plus one** marked **“FOR PUBLIC INSPECTION”**
- C 4. 17 copies of Survey (unless Variance Plan states that it is based upon the survey). Must indicate mean high waterline, if pertinent to application)
- C 5. 17 (sets of) Photographs of property/dwelling as it currently exists
- C 6. Description of proposed operation (No. 15 in first part of application)
- C 7. Request for any variances (under No.11 in first part of application)
- 8. Certificate of owner authorizing submission (after No. 26 in first part of application)
- 9. Required application fees/check made payable to Borough of Sea Bright
- 10. Required escrow fees/check made payable to Borough of Sea Bright
- C 11. Completed W-9 Form
- 12. Certification that taxes and sewer utility charges are paid to date
- 13. Completed Notice of Hearing
- 14. Certified list of property owners within 200 feet

The following requirements must also be met before an application may be heard:

- 15. Affidavit of Mailing and Service for Public Notice (Provide 7 days prior to hearing.)
- 16. Affidavit of Publication for Public Notice (Provide 7 days prior to hearing.)

If Applicable:

- 17. Proof of Application to Monmouth County
- 18. Proof of application to NJDOT
- 19. Application for CAFRA
- 20. Application for Floodplain Encroachment Permit
- 21. Application for Stream Encroachment Permit

After the application is deemed complete the Board Secretary will provide you with a hearing date so that you may notice property owners.

Certified mail receipts are to be provided **at least 7 days prior to hearing date.**

I certify the above information is accurate and complete.

DATED: 3 – 16 -2022 NAME: Mark R. Fitzsimmons, Architect

LICENSE NO. 09621 SIGNATURE _____

SEAL:

