



**Consulting & Municipal  
ENGINEERS**

1460 Route 9 South  
Howell, NJ 07731  
732.462.7400 ☎  
www.cmeusa1.com 🌐

November 22, 2024

Atlantic Highlands Borough Planning Board  
100 First Avenue  
Atlantic Highlands, NJ 07716

Attn: Renee Frotton – Planning Board Secretary

**Re: Murray (PB24-16)**  
**Bulk Variance Review No. 1**  
**Location: 18 East Avenue**  
**Block 28, Lot 8**  
**Zone: R-1 (Residential District)**  
**Borough of Atlantic Highlands, Monmouth County, NJ**  
**Our File: HAHP0028.03**

Dear Planning Board:

Our office has performed a bulk variance review of the following information relative to the above referenced development application compared to the Borough of Atlantic Highlands Improvement Standards ordinance:

- Site Plan Sketch “Topographical Survey, Lot 8, Block 34, Borough of Atlantic Highlands, Monmouth County, New Jersey” consisting of two (2) sheets prepared by Ronald L. Trinidad, PLS, dated May 16, 2024;
- Site photo dated October 11, 2024 Architectural design;
- Planning Board denial letter dated October 3, 2024; and
- Planning Board Application dated October 11, 2024.

We have reviewed this application for Bulk Variance approval and offer the following comments:

1. Property Description

The subject property is an undersized lot containing 5,000 SF within an R-1 Zone District and provides 50 feet of road frontage along the western side of East Avenue. The property currently contains a 1-story dwelling, paver patio, concrete driveway, and stone wall.

The Applicant proposes to construct a two story addition, expanding to the residence.

**CONSULTING AND MUNICIPAL ENGINEERS LLC**  
NJ CERTIFICATE OF AUTHORIZATION NO. 24GA28359000  
Barnegat • Berlin • Camden • Howell • Medford • Monmouth Junction • Parlin



Renee Frotton – Planning Board Secretary  
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2. Surrounding Uses

Properties surrounding the subject site are similarly zoned R-1 and contain primarily single-family residential uses.

3. Zoning Compliance

The subject property is situated within an R-1 Zone District and the table below summarizes the bulk measures and zone requirements for the property:

<b>Table 1: Bulk Standards, R-1 Zone (§150-89(D)(1) Exhibit 5-2)</b>			
<b>Standard</b>	<b>Required</b>	<b>Existing</b>	<b>Proposed</b>
Minimum Lot Area (sq. ft.)	7,500	5,000	5,000 (EC)
Minimum Lot Frontage & Width (ft.)	75	50	50 (EC)
Minimum Lot Shape Diameter Interior Lot (ft.)	50	20	20 (EC)
<b>Principal Building Setbacks</b>			
Front Yard (ft.)	20	10	6.7(V)
Side Yard (ft.)	10	0.7	0.7 (V)
Combined Side Yard (ft.)	20	26.9	±16.70(V)
Rear Yard (ft.)	20	42.24	42.24
<b>Accessory Building/ Struct. Setbacks</b>			
Side Yard (ft.)	5	5.16	5.16
Rear Yard (ft.)	5	1.68	1.68(EC)
Building Coverage	25%	22.01%	±29.95%(V)
Lot (Impervious Surface) Coverage	50%	36.1%	43.88%
Building Height (stories.)	2 ½	1	2
Maximum Building Height (ft.)	35	TBP	TBP
Maximum Useable Floor Area Ratio	0.40	0.23	0.254

(EC): Existing Condition      (V): Variance Required      (TBP): To Be provided

4. It appears that the Applicant will require relief from the following variance with respect to this development application:

- a) **Section 150-29(A)(2)(Exhibit 5-2)** – The minimum front yard setback required is 20 feet, whereas 6.7 feet is proposed.
- b) **Section 150-29(A)(2)(Exhibit 5-2)** – The minimum required combined side yard setback is 10 feet, whereas 0.7 feet is proposed.



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- c) **Section 150-29(A)(2)(Exhibit 5-2)** – The minimum required combined side yard setback is 20 feet, whereas 16.70 feet is proposed.
  - d) **Section 150-29(A)(2)(Exhibit 5-2)** – The maximum required building coverage is 25%, whereas 29.95% is proposed.
5. The Applicant has requested submission existing non-conforming waivers at this time and several appear necessary.
- a) **Section 150-29(A)(2)(Exhibit 5-2)** – The minimum lot area required is 7,500 square feet, whereas 5,000 square feet is proposed to remain.
  - b) **Section 150-29(A)(2)(Exhibit 5-2)** – The minimum required lot width is 75 feet, whereas 50 feet is proposed to remain.
  - c) **Section 150-29(A)(2)(Exhibit 5-2)** – The minimum required accessory building rear yard setback is 5 feet, whereas 1.68 feet is proposed to remain.
  - d) **Section 150-29(A)(2)(Exhibit 5-2)** – The minimum required lot shape diameter is 50 feet, whereas 28.6 feet is proposed to remain.

Based upon our review, our office recommends that the application be deemed **COMPLETE**. Once the items noted below have been submitted, our office will continue the review for completeness, prepare any additional review comments and indicate when the Applicant may be scheduled for a public hearing.

Based upon our review of the subject application, we estimate that the following fees are required:

<u>Ordinance Section</u>	<u>Description</u>	<u>Application Fee</u>	<u>Escrow Fee</u>
168-2.D.(4)	Hardship Variance	\$150.00	\$500.00 (min)

We recommend the Borough collect \$150.00 in nonrefundable application fees and \$500.00 in professional services escrow fees from the Applicant prior to deeming the application complete.

6. The Applicant should be prepared to discuss the following with the Board:
- a) Reasons supporting the granting of the requested bulk variances and/or design waivers and continuance of the existing condition nonconformities.



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- b) Stormwater runoff including how additional coverage and improvements will be mitigated. Applicant should discuss runoff from proposed improvements, roof leader location, yard drainage, and address concentration of flows and effects on adjacent properties.
- c) Applicant should be prepared to discuss the proposed foundation converting to a crawl space.
- d) Applicant should be prepared to discuss the number of bedrooms proposed.
- e) Applicant should be prepared to discuss off-street parking stalls. We note 3-bedrooms require 2.0 off-street parking spaces and 4 bedrooms require 2.5 off-street parking spaces.
- f) Applicant to provide useable floor area ratio calculations to the Board.
- g) Applicant to discuss proposed porch, if enclosed, porch must be involved in the useable floor area ratio.
- h) Applicant to discuss any utilities upgrades for the residence to the Board.
- i) Applicant to describe the shed usage to the Board and confirm if utility service to shed exists.
- j) Any landscaping work including buffers, proposed plantings, and tree removal.
- k) Applicant should discuss any improvements in Borough Right of Way.

The right is reserved to present additional comments pending the receipt of revised Plans and/or testimony of the Applicant before the Board.

If you have any questions with regard to the above matter, please do not hesitate to call.

Very truly yours,

**CME ASSOCIATES**

Douglas M. Rohmeyer, PE, CME, CFM  
Planning Board Engineer

DEP/DAR

cc: Robert Ferragina – Borough Administrator  
Michael B. Steib, Esq. – Board Attorney  
Michelle Clark – Zoning Officer  
Dannielle Tarallo & Patrick Murray – Applicant

ATLANTIC HIGHLANDS PLANNING BOARD  
APPLICATION FOR VARIANCE

1. I/we Danielle Tarallo & Patrick Murray, the applicant(s) herein, whose mailing address is 18 East Ave Atlantic Highlands, NJ 07716 and whose phone number is (732) 299-7619, (732) 996-3327 /are the owner/contractor of property located at 18 East Ave. also designated as Block 34, Lot(s) 8 on the Tax Map of the Borough of Atlantic Highlands.

2. The Property is in the R1 Zone, it has street frontage of 50 feet and an average depth of 100 feet and an area of 5,000 square feet.

3. The proposed percentage of lot coverage by both the existing structure and proposed additions will be 25.6% or approximately 1,280 SQ.FT.

4. The following structures, buildings and/or uses are located on the property:  
Single family dwelling, one story, with basement

5. Application is hereby made for a variance to:

Extend the current first floor out eastward, with the addition of a second story, increasing the total square footage to be approximately 2,560 SQ.FT.

The foundation of the proposed addition will be a crawl-space

6. The reason for this request and the grounds urged for the relief are as follows:

1. Pre-existing non-conformity (undersized lot)

2. Front set back

3. Side set-back

7. The section(s) of the Borough Zoning Ordinance upon which this application is based is: \_\_\_\_\_

Section 5-2 as per Zoning Officers denial letter (attached)

8. Property Tax & Water Bills have been paid through the 3rd quarter of 2024.

9. Has the property been separated from a larger tract of land? Yes \_\_\_\_\_ No  If yes, when? \_\_\_\_\_

Has the Planning Board approved the subdivision Yes \_\_\_\_\_ No N/A If yes, when? \_\_\_\_\_

10. If there has been any previous appeal or application to the Planning Board involving the premises, state:

Date of Filing: \_\_\_\_\_

Character of Appeal \_\_\_\_\_

Disposition: \_\_\_\_\_

I/We the undersigned, certify that of all of the statements contained herein are true and correct to the best of my/our knowledge, information and belief.

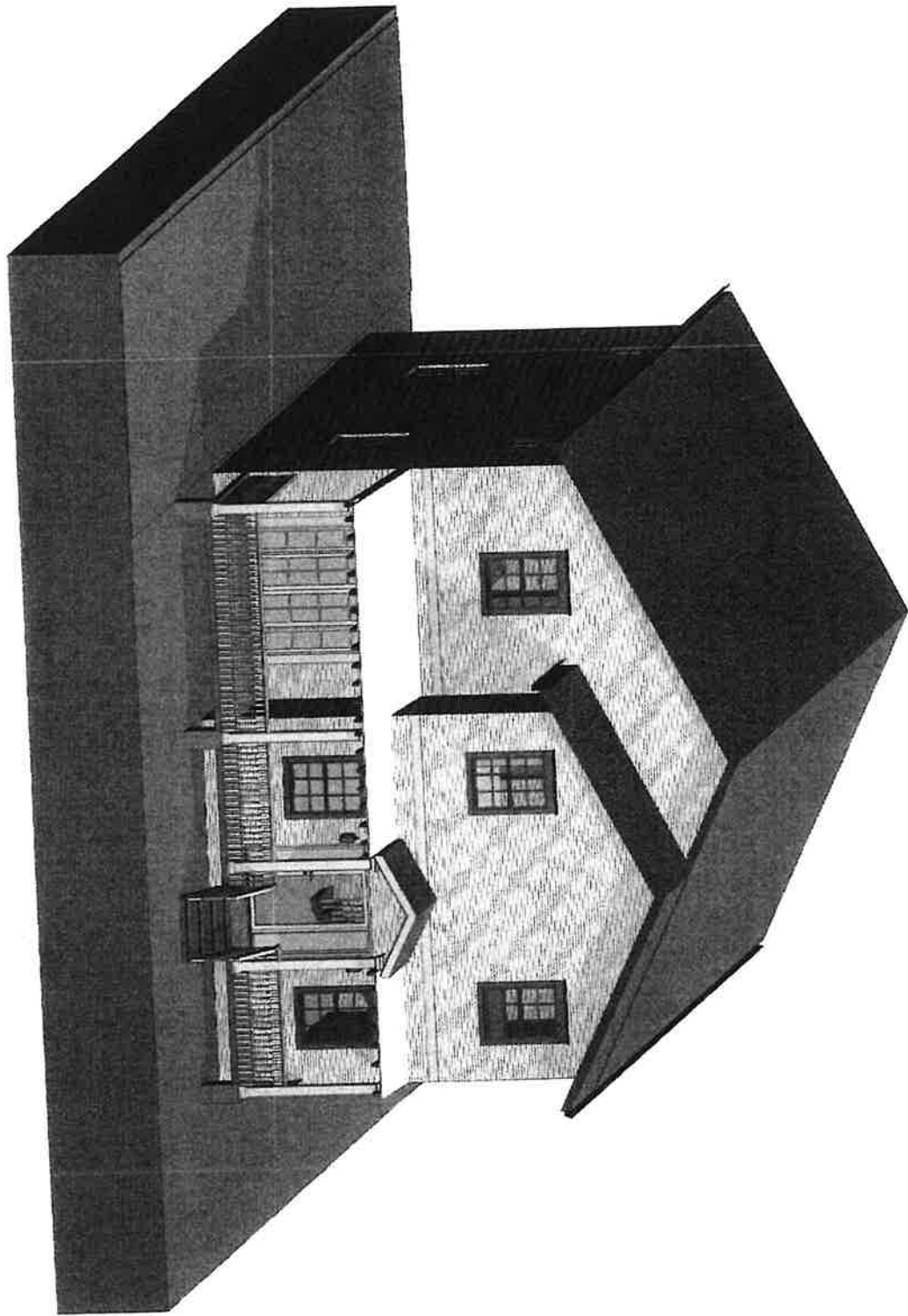
Danielle Tarallo  
Applicant Signature

10/11/2024  
Date

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**Location sketch shall include the exact location of the property in question, giving the tax map lot and block numbers, the name of the street, the approximate distance to the nearest cross street and the direction of North. For a variance from the required minimum area or setbacks, the sketch should locate the buildings on the property. Show any other particulars that you would consider important for the Board to render its decision.**



SHEET NO.  
**A021**  
REVISED

DATE
BY
CHECKED
APPROVED

A NEW RESIDENCE FOR THE  
**TWO STOREY BUILDING  
RENOVATION**  
Address  
18 East Ave, Atlantic Highlands,  
NJ 07716, USA

DESIGN & CONSTRUCTION

STAMP

AVE

ASBURY

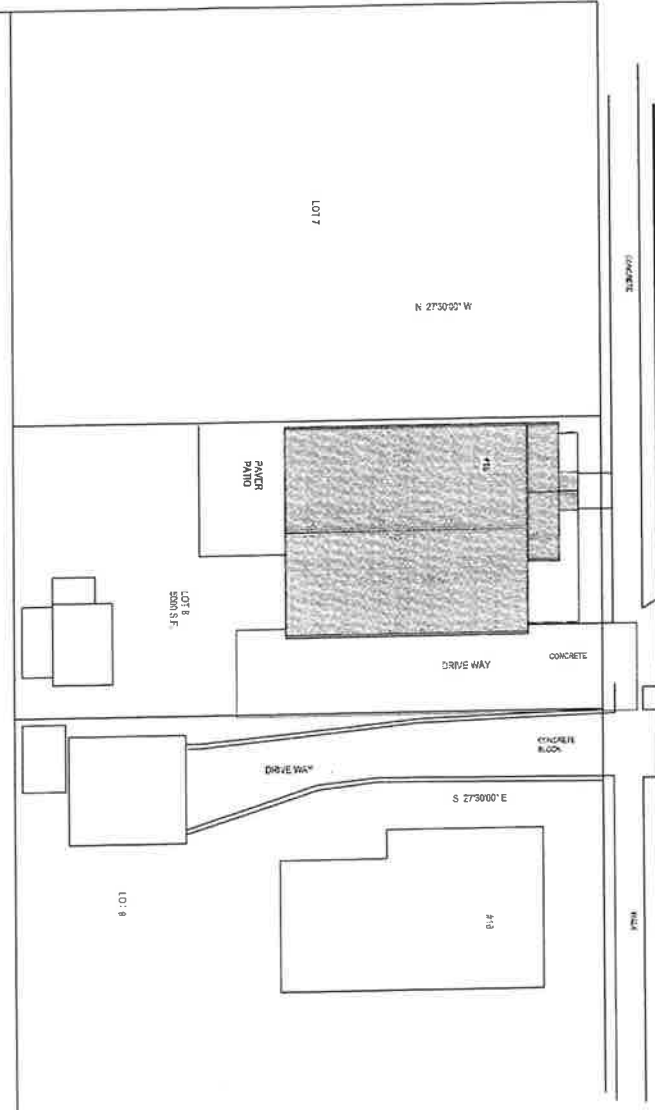


EAST

AVENUE

BLOCK 34

1 SITE PLAN  
T = 10' 0"



- EXISTING
- NEW
- MAN HOLE
- FIRE HYDRANT
- GUY WIRE
- UTILITY POLE
- 1/2" REBAR FOUND (UNLESS NOTED OTHERWISE)
- 1/2" REBAR SET W/CAP
- CONCRETE MARKER FOUND
- LEAD PLUG AND TACK
- WM (WATER METER)
- WV (WATER VALVE)
- BEARING AND DISTANCES OF RECORD
- M.R.
- MAP RECORDS
- E OVERHEAD ELECTRIC LINE
- X WIRE FENCE
- O MAN HOLE
- I WOOD FENCE
- J UNDERGROUND PIPE LINE
- EX ELECTRIC FENCE
- S UNDERGROUND STORMSEWER LINE
- T OVERHEAD TELEPHONE LINE
- SS UNDERGROUND SANITARY SEWER LINE
- W UNDERGROUND WATER LINE
- UT UNDERGROUND TELEPHONE LINE
- TRE
- BUSH/VEGETATION

**GENERAL NOTES**

1. THIS SITE PLAN IS PREPARED FOR INFORMATION PURPOSES OF BUILDING PERMITS AND DOES NOT CONSTITUTE A CONTRACT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL DIMENSIONS AND CONDITIONS ON THE GROUND.
2. ALL WORKMAN, SETBACK, EASEMENT, UTILITY AND PREPARATION WORK SHALL BE PROVIDED BY OTHERS AS A SEPARATE ATTACHMENT TO THE PERMIT PLAN SET PACKAGE SUBMITTED.
3. ALL DIMENSIONS AS SHOWN ARE FROM THE BUILDING CORNERS TO THEIR RESPECTIVE PERPENDICULAR LOCATION ALONG THE ROOM/LINE AS SHOWN.
4. DIMENSIONS AS SHOWN ARE FROM THE BUILDING CORNERS TO THEIR RESPECTIVE PERPENDICULAR LOCATION ALONG THE ROOM/LINE AS SHOWN.
5. PROPOSED FENCES AND/OR GATES ARE PROVIDED AND SUBMITTED BY OTHERS.

A NEW RESIDENCE FOR THE  
TWO STOREY BUILDING  
RENOVATION

Address  
18 East Ave, Atlantic Highlands,  
NJ 07716, USA

DESIGN & CONSTRUCTION

STAMP

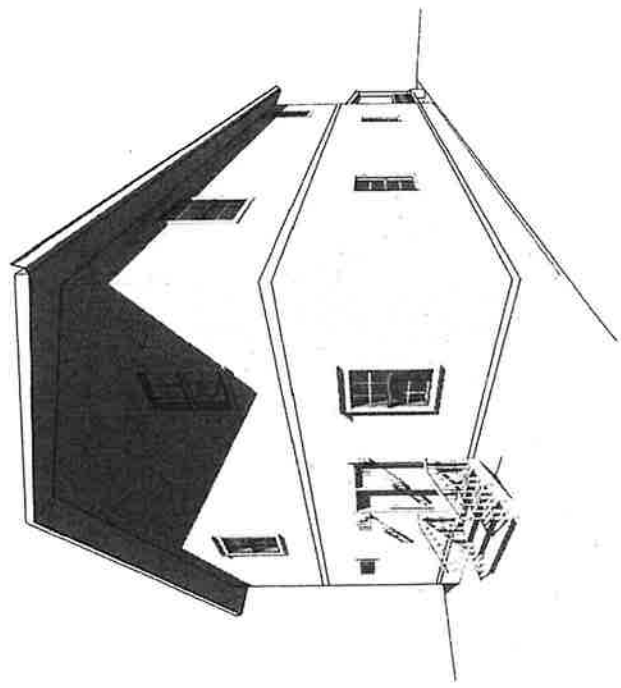
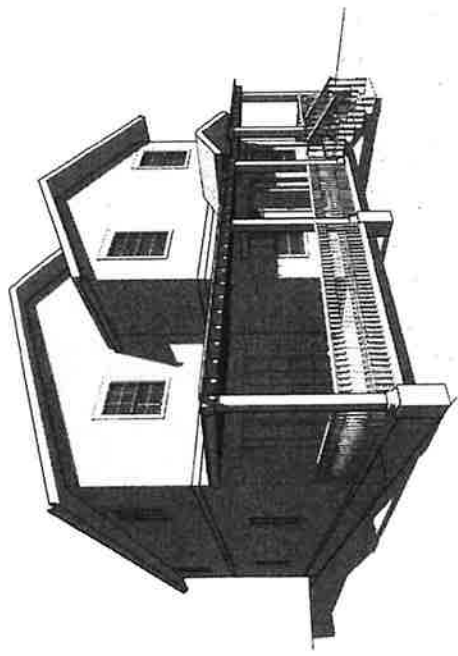
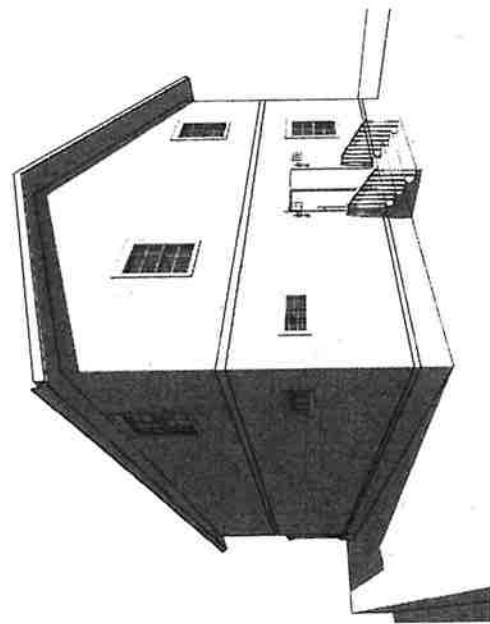
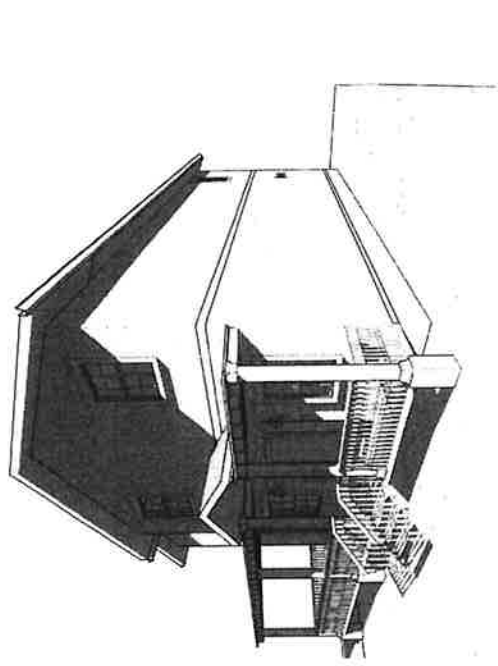
SHEET NO:  
**A001**

DATE: \_\_\_\_\_

SCALE: \_\_\_\_\_

BY: \_\_\_\_\_

CHECKED: \_\_\_\_\_

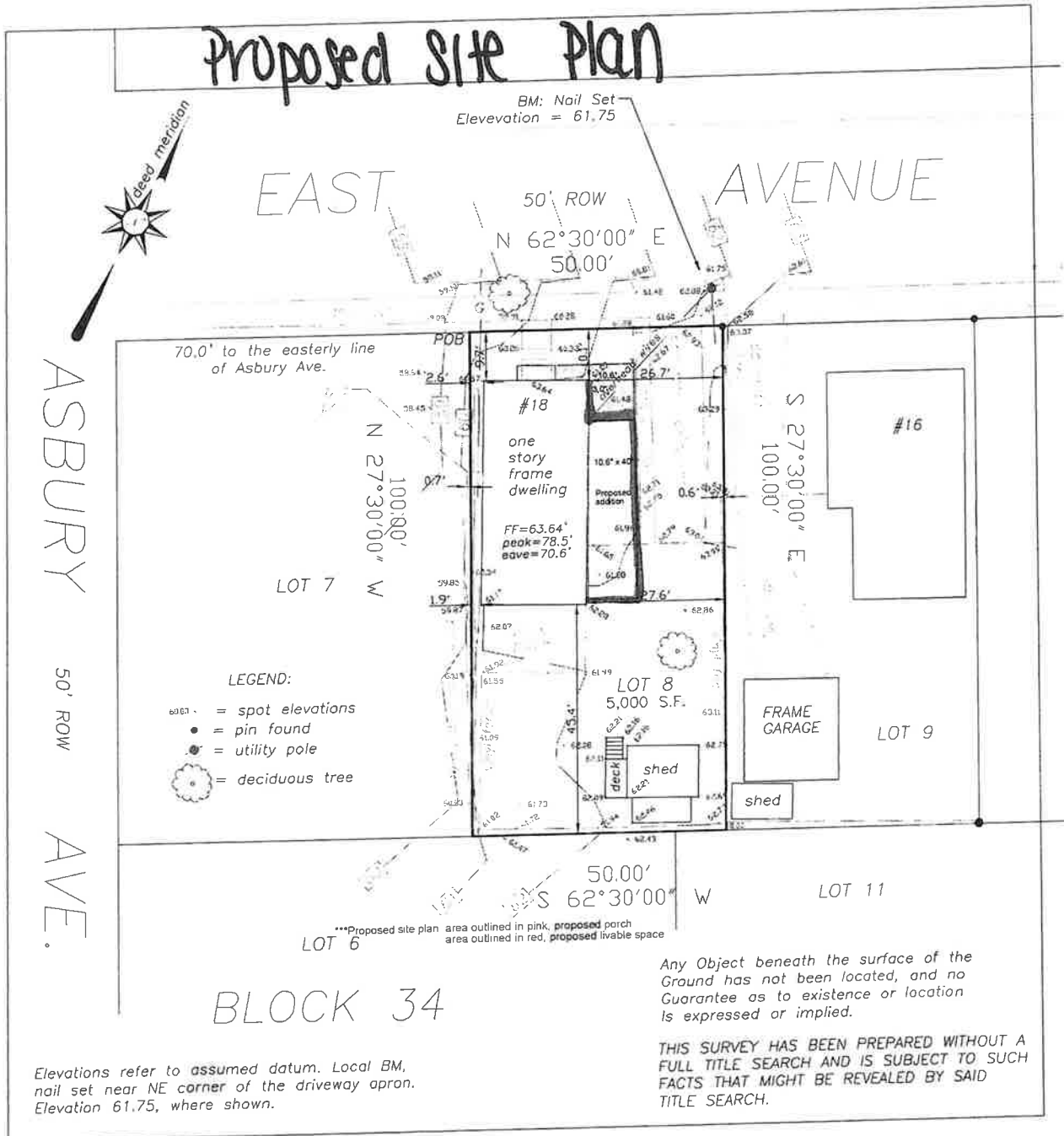








# Proposed Site Plan



TOPOGRAPHICAL SURVEY FOR:

DANIELLE TARALLO

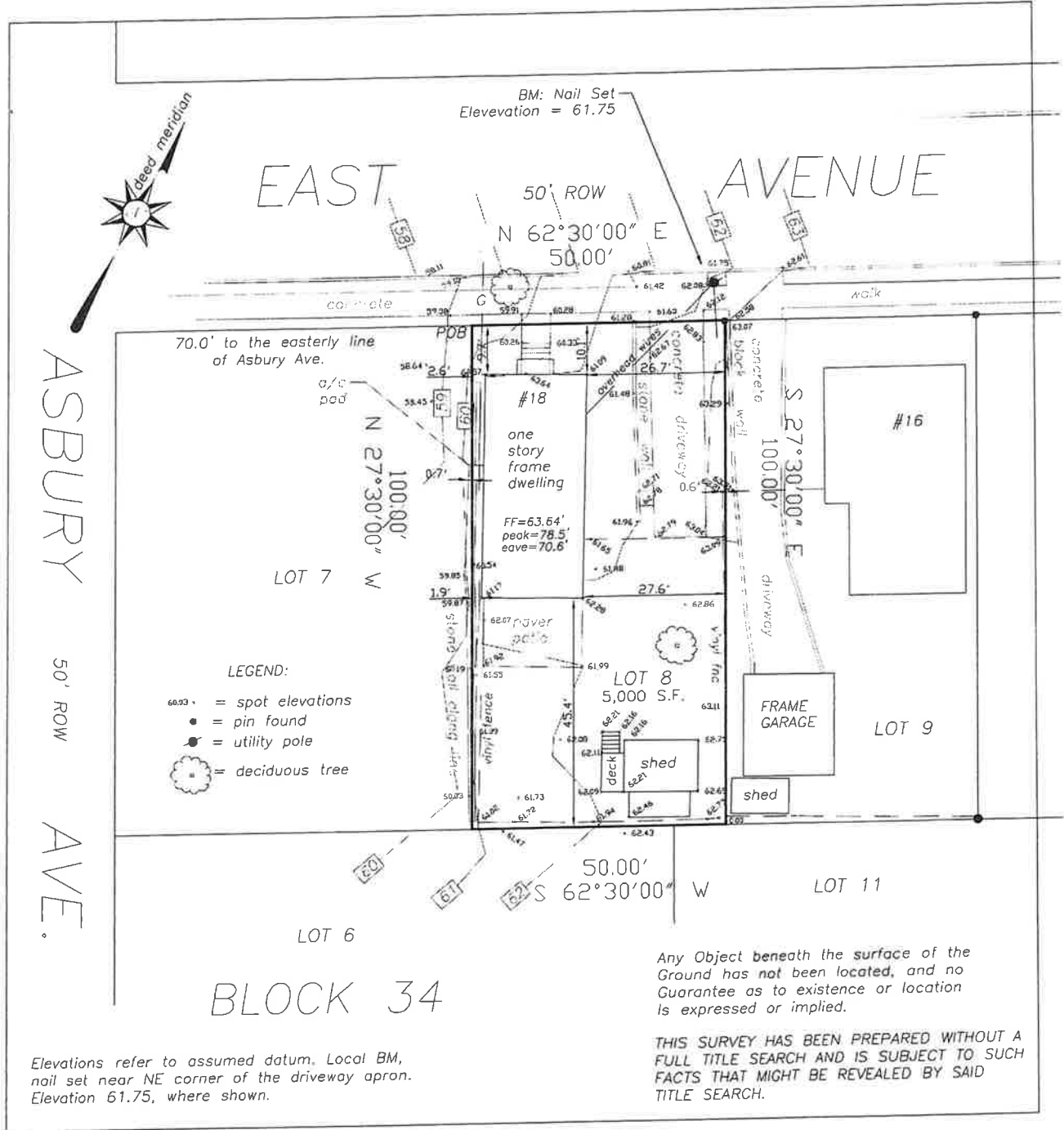
Being Lot 8 Block 34 as shown on the Tax Assessment map for the Borough of Atlantic Highlands, Monmouth County, New Jersey. More commonly known as 18 East Ave., Atlantic Highlands, New Jersey. I hereby certify to the above mentioned owner, Danielle Tarallo, that this survey has been accurately prepared with the best of my information, knowledge and belief. No apparent encroachments exist either way across property lines except as shown hereon.

R AND T LAND SURVEYING  
LAND SURVEYING CONSULTING CONSTRUCTION SURVEYING  
PO BOX 124, ATLANTIC HIGHLANDS NJ 07716

JOB: 8452  
SCALE: 1" = 20'  
CAD: T-8452.dwg

RONALD L. TRINIDAD  
LICENSED PROFESSIONAL LAND SURVEYOR  
NJ LICENSE No. 24GS04337000

DATE: 5-16-24  
DWG: B-2846



Elevations refer to assumed datum. Local BM, nail set near NE corner of the driveway apron. Elevation 61.75, where shown.

Any Object beneath the surface of the Ground has not been located, and no Guarantee as to existence or location is expressed or implied.

THIS SURVEY HAS BEEN PREPARED WITHOUT A FULL TITLE SEARCH AND IS SUBJECT TO SUCH FACTS THAT MIGHT BE REVEALED BY SAID TITLE SEARCH.

TOPOGRAPHICAL SURVEY FOR:  
DANIELLE TARALLO

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LAND SURVEYING CONSULTING CONSTRUCTION SURVEYING  
PO BOX 124, ATLANTIC HIGHLANDS NJ 07716

JOB: 8452  
SCALE: 1" = 20'  
CAD: T-8452.dwg

RONALD L. TRINIDAD  
LICENSED PROFESSIONAL LAND SURVEYOR  
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DATE: 5-16-24  
DWG: B-2846