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March 17, 2025

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

Attn: Renee Frotton – Planning Board Secretary

Re: PB25-02 (Edward & Gina Loud)
Bulk Variance Review No. 1
Location: 86 Third Avenue
Block 89, Lot 3.02
Zone: R-1 (Residential District)
Borough of Atlantic Highlands, Monmouth County, NJ
Our File: HAHP0089.02

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:

- A copy of the Planning Board Cover Letter, dated February 11, 2025;
- A copy of the Application for Variance Denial Letter, dated September 24, 2024;
- A copy of the Application for Variance, dated January 16, 2025;
- A copy of the Development Plan Checklist, dated January 27, 2025;
- Topographic survey entitled "Survey of Property" prepared by David J. Von Steenburg, PLS, dated April 17, 2018, and
- Various hand-drawn and photographic exhibits of the subject property, dated January 27, 2025.

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

1. Property Description

The subject property is a residential lot containing 7,875 SF within an R-1 Zone District and provides 105.0 feet of road frontage along Third Avenue and 75.0 feet of road frontage along Lincoln Avenue. The property currently contains a 2-story dwelling with a rear second-story wood deck, concrete paver front walkway, and pervious rear driveway.

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NJ CERTIFICATE OF AUTHORIZATION NO. 24GA28359000

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The Applicant appears to be seeking retroactive variance approval for the construction of the raised concrete patio and accompanying stairs.

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:

We note that this property has two frontages on Third Avenue and Lincoln Avenue.

Table 1: Bulk Standards, R-1 Zone (\$150)			
Standard	Required	Existing	Proposed
Min. Lot Area (sq. ft.)	7,500 SF	7,875 SF	7,875 SF
Min. Lot Frontage & Width (ft.)	75 feet	75 feet	75 feet
Min. Lot Shape Diameter Corner Lot (ft.)	45 feet	45 feet	45 feet
Principal Building Setbacks			
Front Yard (Third Ave.) (ft.)	20 feet	22.2 feet	10.7 feet (V)
Front Yard (Lincoln Ave.) (ft.)	20 feet	24.8 feet	24.8 feet
Rear Yard (ft.)	20 feet	21 feet	21 feet
Building Height (stories.)	2 ½	2	2
Max. Building Height (ft.)	35 feet	TBP	TBP
Max. Useable Floor Area Ratio	0.40	0.32	0.32
Accessory Building Setbacks (Hot Tub)			
Rear Yard (ft.)	5 feet	2 feet	2 feet (EC)
Min. Distance from Principal Building (ft)	5 feet	11 feet	11 feet
Lot Coverage			
Max. Building Coverage (%)	25%	16.2%	16.2%
Max. Impervious Coverage (%)	50%	35%	41%

(V): Variance Required

(TBP): To Be provided

(EC): Existing Nonconformity

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 in 20 feet, whereas 10.7 feet is proposed to Third Avenue.
5. Based upon our review, our office recommends that the application be deemed **COMPLETE**.



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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.(5)	Hardship Variance	\$175.00	\$500.00 (min)

We recommend the Borough collect \$175.00 in non-refundable 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:
- Reasons supporting the granting of the requested bulk variances and/or design waivers and continuance of existing nonconformities.
 - The Applicant should discuss stormwater discharge resulting from the proposed improvements. The applicant should further discuss runoff from proposed improvements, roof leader location, yard drainage, and address concentration of flows and effects on adjacent properties.
 - Any landscaping work performed during or since completion of construction, including buffers, plantings, and trees added or removed.
 - Applicant should discuss area of additions and confirm no underground improvements existing within the improvement footprint.
 - Applicant should discuss the potential need for railing on the edge of the completed landing or steps. Applicant to confirm height of porch from grade.
 - Applicant should provide a complete and clear site plan showing the property and all limits of improvements.
 - Applicant should discuss the discrepancies between the 2018 survey and current site plan. Current site plan depicts a permeable driveway, whereas the 2018 survey indicates an asphalt driveway and a planter, which is absent in the current site plan.

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



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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, CFM, CME
Planning Board Engineer

DMR/PMK/jpt

cc: Robert Ferragina – Borough Administrator
Michael B. Steib, Esq. – Board Attorney
Michelle Clark – Zoning Officer
Edward & Gina Loud – Applicant p