



June 27, 2025

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

Attn: Renee Frotton  
Planning Board Secretary

**Re: Lee Kalomiris (PB25-01)  
Engineering Review #1  
Location: 39 Hooper Avenue  
Zone: R-2 (Residential District)  
Block 55, Lot 5  
Atlantic Highlands Borough, Monmouth County, NJ  
Our File: HAHP0055.01**

Dear Planning Board Members:

Our office received the following information in support of the above-referenced application for Use Variance Approval:

- Plan entitled "Steep Slope Plan," consisting of one (1) sheet, prepared by R.C. Burdick, dated April 26, 2025;
- Plan entitled "Boundary and Topographic Survey," consisting of one (1) sheet, prepared by Morgan Surveying and Engineering, dated December 4, 2023;
- Architectural Plans, consisting of five (5) sheets, prepared by Some Architects, PC, dated July 12, 2023, revised May 5, 2025;
- Submission Letter, prepared by John B. Anderson III, dated May 13, 2025;
- Application for Variance & Development Plan Checklist, dated December 27, 2024;
- Zoning Board Denial Letter, dated December 24, 2024;
- Steep Slope Review, prepared by R.C. Burdick, dated February 3, 2025; and
- Footing Analysis, prepared by R.C. Burdick, dated March 7, 2025.

In accordance with the Board's authorization, we have reviewed this application for Bulk Variances for completeness and offer the following comments:

1. Property Description

The subject property is an interior lot located in the R-2 (Residential) Zone District, with 153' feet of frontage Hooper Avenue. The subject property currently contains a one (1) story single-family dwelling with a furnished cellar, entry walkway, elevated wooden back porch and deck, concrete walkways, and a gravel driveway.

The Applicant seeks to add a second story to the dwelling containing four bedrooms, four bathrooms, and closets.

2. Surrounding Uses



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The property is situated in the R-2 (Residential) Zone District, and other properties to the North, South, East, and West of the subject property contain single-family residences. All properties surrounding the subject property are also located in the R-2 Zone District.

3. Zoning Compliance

The subject property is situated within an R-2 Zone District and the table below summarizes the bulk measures and zone requirements for the property:

<b>Table 1: Bulk Standards, R-2 Zone (§150-29(A)(2) Exhibit 5-2)</b>			
<b>Standard</b>	<b>Required</b>	<b>Existing</b>	<b>Proposed</b>
Minimum Lot Area (sq. ft.)	15,000	15,813	15,813
Minimum Lot Frontage & Width(ft.)	100	157.74	157.74
Minimum Lot Shape Diameter(ft.)	65	50	50 <b>(EC)</b>
Principal Building Setbacks			
Front Yard (ft.)	25	8.2	8.2 <b>(EC)</b>
Side Yard (ft.)	15	32.1	32.1
Rear Yard (ft.)	30	39.3	39.3
Maximum Building Height (ft./stories)	35 / 2 ½	12'- 9" / 1	28' 5" / 2 ½
Maximum Building Coverage	15%	15.6%	15.6% <b>(EC)</b>
Maximum Lot (Impervious Surface) Coverage	40%	25.84%	25.84%
Maximum Useable Floor Area Ratio	0.35	0.14	0.21
Minimum Gross Floor Area (sq. ft.)			
First Floor	1,200	1,534	1,534
Total Floors	1,800	1,534	3,390

**(EC):** Existing Non-conformity

**(V):** Variance required

4. Per the Zoning Officer's determination, relief from the following is required.

- Section 150-29.A(2)(Exhibit 5-2)** – The minimum front yard setback required is 25 feet, whereas a front yard setback of 8.2 feet is proposed to remain.
- Section 150-29.A(2)(Exhibit 5-2)** – The maximum building coverage is 15%, whereas 15.6% is proposed to remain.

5. It appears that the Applicant will require additional relief from the following variances with respect to this development application. Please note additional relief may be required.

- Section 150-29.A(2)(Exhibit 5-2)** – The minimum lot shape diameter is 65 feet, whereas 50 feet is proposed to remain.
- Section 150-49.I(2)(B)** – A nonconforming building or structure may not be enlarged, extended, increased height, width or depth; moved or relocated; or modified in such a way so as to increase habitable or usable space, number of dwelling units or number of bedrooms; unless it is changed to conform to the requirements of this chapter except that an existing use may be enlarged, extended or added to provided the enlargement, extension or addition



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conforms to all requirements of this chapter and will not result in the creation of any nonconformity related to the lot and the aggregate of all structures or buildings.

6. The subject property is situated within a steep slope area; however, as no ground disturbance is proposed, therefore a steep slope permit is unnecessary.
7. The Applicant has not requested any submission waivers at this time and no additional waivers appear necessary. We defer to the Board for determination regarding the possible need for any additional variances and/or design waivers that may be required.
8. The following information is recommended to be submitted prior to the application being deemed complete for review and public hearing:

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

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

<b><u>Ordinance Section</u></b>	<b><u>Description</u></b>	<b><u>Application Fee</u></b>	<b><u>Escrow Fee</u></b>
168-2(H)(5)	Bulk Variance	\$175.00	\$500.00
Total		\$175.00	\$500.00

We recommend the Borough collect \$175.00 in nonrefundable application fees and \$500.00 in professional services escrow fees from the Applicant prior to deeming the application complete.

10. The Applicant should be prepared to discuss the following issues with the Board:
  - a) Reasons supporting the granting of the requested bulk variance and/or design waivers and continuance of the existing condition nonconformities.
  - b) Stormwater runoff including how additional coverage and improvements will be mitigated. Applicant should discuss runoff from the proposed second story and address concentration of flows and effects on adjacent properties.
  - c) Ease of constructability and construction access without blocking the road or imposing on the neighboring property.
  - d) The Applicant should provide site photos depicting existing conditions.
  - e) Current field imagery suggests that existing overhead powerlines may obstruct the proposed second story addition. Applicant should address this potential issue and the potential necessity of moving the powerlines to accommodate the addition.
  - f) The Applicant should discuss proposed demolition work. No demolition was shown on the submitted plan.



**Consulting & Municipal**  
**ENGINEERS**

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- g) Applicant should provide details and calculations regarding useable floor area to ensure compliance with the Borough's maximum usable floor area ratio and confirm presences/absence of basement/cellar.
- h) Confirm number of bedrooms in the existing and proposed conditions.
- i) Applicant should demonstrate conformance with Borough and RSIS parking requirements. The architectural plan provided with this application indicates that four (4) bedrooms are proposed; therefore, a minimum of 2.5 off-street parking spaces are required.
- j) The Applicant should provide testimony and/or exhibits to address the appearance of the proposed dwelling and confirm that the dwelling will comply with the applicable zoning requirements for maximum height and number of stories.
- k) The Applicant should discuss conformity with the neighborhood aesthetic, including lot size, layout, and architecture.

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**

Paul Kowaleski, PE, CME  
For the Firm

PK/JT

cc: Robert Ferragina - Borough Administrator  
Michelle Clark - Zoning Officer  
Michael B. Steib, Esq. - Board Attorney  
Lee Kalomiris - Applicant & Property Owner  
John B. Anderson III, Esq. - Applicant's Attorney  
R.C. Burdick, P.E., P.P., P.C. - Applicant's Engineer