



**BOROUGH OF
ATLANTIC HIGHLANDS**

100 FIRST AVENUE
ATLANTIC HIGHLANDS, NEW JERSEY 07716
732-291-1444 FAX 732-291-9725
WWW.AHNJ.COM

PLANNING BOARD

August 11, 2022

Mr. Douglas Rohmeyer, PE, CME, CFM
CME Associates
1460 Route 9 South
Howell, NJ 07731

RE: PB22-16, Block 125, Lot 10, 63 W. Highland Ave
Application for Bulk Variance

Dear Mr. Rohmeyer:

Enclosed for your review, please find the following items to be reviewed for Completeness:

- Application for Variance, received August 11, 2022
- Zoning Officer Denial, dated June 28, 2022
- Property Survey, dated July 28, 2022
- Tax Map copy, undated
- Checklist, dated July 28, 2022

Please issue your report no later than September 2, 2022.

Sincerely,

Erin Uniate
Planning Board Secretary

cc: Michael B. Steib, PA

ATLANTIC HIGHLANDS PLANNING BOARD
APPLICATION FOR VARIANCE

1. I/we James & Barbara Tatum, the applicant(s) herein, whose mailing address is 63 W. Highland Ave Atlantic Highlands NJ 07716 and whose phone number is (973) 641-7617 am/are the owner/contractor of property located at 63 W. Highland Ave Atlantic Highlands NJ 07716 also designated as Block 125, Lot(s) 10 on the Tax Map of the Borough of Atlantic Highlands.
2. The Property is in the R-1 Zone, it has street frontage of 10 feet and an average depth of 105 feet and an area of 5,250 square feet.
3. The proposed percentage of lot coverage by both the existing structure and proposed additions will be No changes. See survey.

4. The following structures, buildings and/or uses are located on the property:

2 Story Frame Dwelling - Single family house
Shed - Storage

5. Application is hereby made for a variance to:

Backyard fencing

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

Privacy and mainly Security

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

150-70 Fences and walls

8. Property Tax & Water Bills have been paid through the 2 quarter of 20 21.

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

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

Date of Filing: NA

Character of Appeal: NA

Disposition: NA

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.

Applicant Signature

Date

7/18/22

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.

RECEIVED

AUG 11 2022

PLANNING BOARD



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MICHELLE CLARK, ZONING OFFICER

To: James Tatum
63 West Highland Avenue

From: Michelle Clark
Zoning Officer

Date: June 28, 2022

Re: Block 125, Lot 10, 63 West Highland Avenue

I have reviewed your application for an 8' wooden fence in the R-1 Zone for compliance with the Borough of Atlantic Highlands Zoning Code.

The following approvals are necessary:

Section 150-70. Fences and Walls.

A. Fences and walls hereafter erected, altered or reconstructed in any zone shall not exceed six feet in height, except as follows:

(4) Fences specifically required or approved by the Planning Board or required by other provisions of these regulations or other municipal and state regulations.

To proceed with an application to the Planning Board please contact the Planning Board Secretary at 732-291-1444 ext 3108 or by email at planningboard@ahnj.com

Should you have any questions, please feel free to contact me.

cc: Erin Uriarte, Planning Board Secretary

BOROUGH OF ATLANTIC HIGHLANDS
DEVELOPMENT PLAN CHECKLIST

DATE: 7/28/22

PROJECT NAME: Tatum

OWNER: James & Debra Tatum

ENGINEER/DESIGNER: N/A

PERSON COMPLETING THIS FORM: James H. Tatum

RELATIONSHIP TO OWNER: Owner

LOCATION OF SITE: BLOCK 125 LOT 10

STREET ADDRESS 323 W. Highland Ave Atlantic Highlands NJ 07716

THIS FORM MUST BE COMPLETED AND RETURNED TO THE BOARD SECRETARY WITH THE SITE PLAN, SUBDIVISION OR VARIANCE APPLICATION WHEN FILED. ALL OF THE FOLLOWING ITEMS MUST BE SHOWN ON THE SUBMITTED PLANS OR ATTACHED THERETO OR FILED FOR THE APPLICATION TO BE CONSIDERED FOR COMPLETENESS REVIEW.

If a waiver is requested from any of the following items, the items should be checked where provided and an explanation of the reasons for the waiver explained under Section U

A. FILING DATA

MINOR, PRELIMINARY & FINAL PLAN APPLICATION

TO BE CHECKED BY APPLICANT	DO NOT USE OFFICE USE ONLY	WAIVER	
		YES	NO
<u>X</u>		1. 18 Paper copies of plans and specifications	<u> </u>
<u>X</u>		2. 18 Copies of completed application	<u> </u>
<u>X</u>		3. Zoning Officer's written review	<u> </u>

TO BE CHECKED BY APPLICANT		DO NOT USE OFFICE USE ONLY	
WAIVER		WAIVER	YES NO
NA	4. Soil removal permit signed by Borough Engineer		
X	5. Certification by Tax Collector that all taxes and water/sewer bills are paid – including current taxes and assessments for local improvements		
X	6. Applicable filing fees		
X	7. Three copies of performance guarantee Approved by the Borough Attorney and Borough Engineer, and cash portion of performance guarantee		
NA	8. Staging Plan, if applicable		
NA	9. Letters from each utility stating that they will provide service to the proposed facility		
NA	10. Any resubmission must conform to items 1 & 2 inclusive, and item 8		
X	11. Current letter from Borough Engineer certifying that he has assigned block and lot numbers		
NA	12. Deeds of easement, right of way, drainage, sewer, sight, open space, etc., approved by Borough Attorney and Borough Engineer		
X	13. Disclosure of 10% ownership interest of corporation or partnership which is 10% owner of applying corporation or partnership		
NA	14. Prior to final submission, a list of proposed Street names must be submitted to the Board Secretary		
NA	15. Corporate Resolution authorizing officers to act, if applicant is corporation		

TO BE CHECKED
BY APPLICANT

WAIVER

DO NOT USE
OFFICE USE ONLY

WAIVER YES NO

X 16. Fees and application for Monmouth County
Planning Board, if applicable

X 17. All plats must have the correct and only the
correct signature blocks. Applicant and owner
shall sign appropriate signature blocks in black
ink

X 18. For all applications having a public hearing, an
Affidavit of notice must be filed prior to placing
on the agenda for the public hearing together
with a copy of the certified mail receipts
obtained when the notices were mailed, the
certified mail return receipts, and an affidavit of
publication from an official newspaper of the
borough. Notices must be as provided by law

VARIANCE APPLICATIONS (See Addendum on last page)

X 1. 18 copies of request for variance, outlining the
proposed variance from zoning requirement

X 2. 18 copies of drawings unless variance is part of
site plan or subdivision application, in which
case site plan or subdivision plans suffice

NA? 3. Certified list of property owners, certified mail
return receipts of notices, affidavit of publication
in official newspaper filed prior to placing on
the agenda for the public hearing

TO BE CHECKED
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WAIVER YES NO

B. ADMINISTRATIVE DATA

☒	1. Title of project set forth on application		
☒	2. Names, address of owner and name, address and phone number of applicant and relationship to owner		
☒	3. Owner's signed certificate of concurrence with Plan: "I hereby certify that I am the owner of record of the plan herein depicted and that I concur with the plan"		
NA	4. Name and license number of site planner or professional engineer with documents sealed with raised seal		
☒	5. Date and revision dates of drawings		
☒	6. Scale and graphic scale, not smaller than 1"=50' and not larger than 1"=10' except where authorized by Borough Engineer		
☒	7. North arrow		
☒	8. Key map, not smaller than 1" = 2,000' showing location in the Borough		
See property card and survey			
☒	9. Schedule		
☒	a. Total area of site in acres and square feet		
☒	b. Total building area in square feet and % lot coverage		
☒	c. Total landscape area in square feet and % lot coverage		
☒	d. Total area of driveways, access roads, walkways, in square feet and % of lot		

TO BE CHECKED
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WAIVER

WAIVER YES NO

		coverage			
	X	e. Total parking area (including drive aisles) in square feet and % of lot coverage			
	NA	f. Number of parking stalls, and stall dimensions			
	NA	g. Number of employees, total and maximum in one shift			
	NA	h. Ratio of parking to building size of occupancy or both depending on use			
	NA	i. Total impervious coverage			
	NA	10. Existing and proposed streets, with dimensions and typical section			
	NA	11. All property line dimensions, directions, calculated areas, setback lines and lot numbers			
	X	12. Existing zoning and zone boundaries and contiguous land zoning within 200'			
	X	13. Names of all adjacent property owners within 200' radius with lot and block numbers			
	X	14. Tax map sheet, block and lot numbers			

C. SURVEY

	X	1. Prepared by a New Jersey Licensed surveyor survey not more than five (5) years old, showing existing and proposed monuments			
	X	2. Location of existing rock outcrops, high points, water courses, depressions, ponds, marshes, trees with a diameter of four (4) inches or more as measured three (3) feet above the base of the trunk, and other significant existing features including previous flood elevations or water-			

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WAIVER YES NO

courses, ponds and marsh areas, as determined
by survey

NA 3. All existing and proposed lot lines. All setback
lines with dimensions. Existing and proposed
lot and block numbers as assigned by the
Borough Engineer

D. TOPOGRAPHY:

NA 1. Present and proposed grades based on NJ
Geodetic Control Survey Datum, as required
by ordinance.

NA 2. Bench mark indicated on plan

NA 3. Significant existing features: ponds, views,
wooded areas, floodplains, etc

NA 4. First floor elevations of all proposed buildings

NA 5. Existing contours with intervals of one (1) foot
where slopes are three percent (3%) or less,
two (2) feet where slopes are more than three
percent (3%) but less than fifteen percent (15%)
and five (5) feet when fifteen percent (15%) or
more, referred to a datum as provided by the
Borough Engineer to be indicated by a dashed
line. Where any changes in contours are proposed,
finished grades should be shown as solid lines

NA 6. Limits of cut and fill areas

E. BUILDINGS AND STRUCTURES

X 1. Location of all existing and proposed
structures and buildings and any other physical

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WAIVER YES NO

		elements on and within 200' of site to remain or be removed		
NA	2.	Provision for refuse and garbage with details		
NA	3.	Proposed use of all buildings and sections thereof		
NA	4.	Location and description of all existing and Proposed signs		
NA	5.	Loading areas, dimensioned		
NA	6.	Elevations of the buildings and structures to ensure an architectural harmonious relationship to the community and community standards, and to ensure appropriateness of exterior material and trim		
NA	7.	Soil Boring information and recommendation		
NA	8.	Historic structures		
NA	9.	For buildings of more than two (2) stories in height, a floor plan of each story, indicating all fire exits and accessways, as well as the proposed use of said stories		
NA	10.	For garden apartments, a "typical" floor layout of each apartment type in the proposed buildings		
NA	11.	For all apartments and for any building exceeding two (2) stories in height, proposed architectural elevations		
NA	12.	For any building exceeding forty (40) feet in height, a sketch indicating graphically the locations of all existing buildings within two		

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WAIVER

WAIVER YES NO

hundred (200) feet and their height relative to the proposed buildings, as well as their highest elevation above the datum provided in compliance with D.5 above

F. PARKING AREAS, TRAFFIC CONTROL, LIGHTING

1.	Parking areas showings spaces and sizes		
2.	Driveways showing sizes, circulation, and traffic control signs. Fire lanes		
3.	Existing and proposed streets abutting the site showing rights of way and paved widths		
4.	Location and size of fire zones, loading zones		
5.	Sidewalks and other pedestrian ways. Handicapped ramps		
6.	Surface of parking area, slopes, and barriers		
7.	Curbing at ingress and egress and parking lot, showing radii and site triangle		
8.	Lighting standards and utility poles indicating size, height, type, construction, light fixtures and locations		
9.	Lighting plan indicating specific height, foot candles, and provisions for elimination of sky glow and glare, and angle of light spread		
10.	Analysis of parking, including trip generations of proposed development, volumes, numbers of employees and shifts. Expected truck traffic		
11.	Handicapped parking		

TO BE CHECKED
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WAIVER YES NO

12. Street light locations

G. ROADS, DRIVEWAYS, WALKS, CURBS, WALKWAYS & FENCING:

1. Location and dimensions of all items, this category on the site and with 100 feet

2. Cross sections and profiles of all existing and proposed streets abutting the lots and within 250 feet

3. Location, type and size of waste disposal system and sanitary sewer lines

4. Location and type of utilities: electric, cable TV, gas, telephone, water. Underground lines, present and proposed connections or extensions

5. Show by means of contours and/or spot grades that lot drains adequately into existing waterways and storm drains with pipe sizes, grades and direction of flow

6. Location of all easements related to drainage, conservation and flood hazard areas

7. Storm drainage calculations 100 year storm certified by a professional engineer

8. Signed contract for water and letters of service from other utilities

9. Location profiles and cross-sections of all water courses and drainage facilities within 300' of limits of development. Flood hazard Boundaries

TO BE CHECKED
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WAIVER YES NO

10. Provision for storm water detention basins where required, including details of detention basins calculations in proper form for review

11. Stream cross-sections

H. SIGNS:

1. Location, size, color, wording, letter size, illumination, materials of construction

I. LANDSCAPING:

1. Total square feet of landscaping

2. Landscaping within the parking areas

3. Buffer areas including location of landscape screen and fencing

4. All areas landscaped: planting plan with size, species and spacing of proposed plant material

5. Existing trees over 6" in diameter

6. Proposed location, proposed species, quantity, and spacing of trees to be planted

J. FIRE PREVENTION:

1. Fire protection systems

2. Hydrants, existing and proposed

TO BE CHECKED
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WAIVER YES NO

- K. Copy of any covenants or deed restrictions _____
- L. Soil Erosion and Sediment Control Plan and Soil Conservation District Approval (if project involves the disturbance of more than 5,000 square feet of land area) _____
- M. Location of any construction access roads _____
- N. Applicant for a project located within a Flood Hazard Area to apply for approval in conformance with the "90 Day Construction Permit Act" _____
- O. County Planning Board Review and Approval _____
- P. State Ingress and Egress Approval _____
- Q. State DEPE-CAFRA Approval _____
- R. Army Corps of Engineers Permit Approval _____
- S. Letter from Atlantic Highlands Regional Sewerage Authority indicating receipt of application _____
- T. NJDEPE Freshwater Wetlands Letter of Interpretation or Letter of Exemption. Please indicate type of letter submitted _____
- a. Presence or absence determination (Type I) _____
- b. Footprint of disturbance presence or absence determination (Type II) _____
- c. Delineation of freshwater wetlands, State open waters and transition areas for property under on acre (Type III) _____
- d. Regulatory line verification by NJDEPE (Type IV, required if wetlands are present on the site) _____
- e. Letter of Exemption related to USACOE Nationwide Permit _____

TO BE CHECKED BY APPLICANT DO NOT USE OFFICE USE ONLY

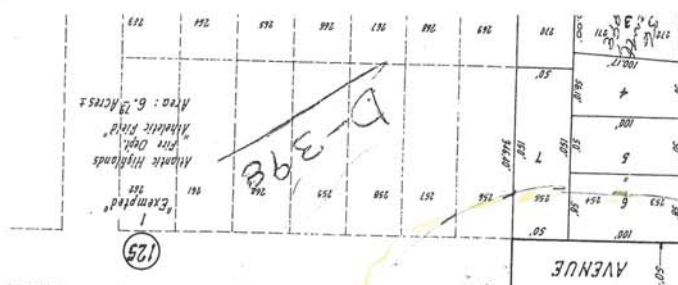
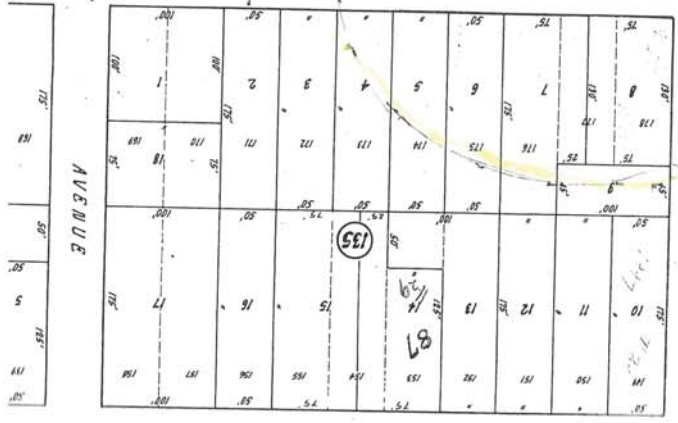
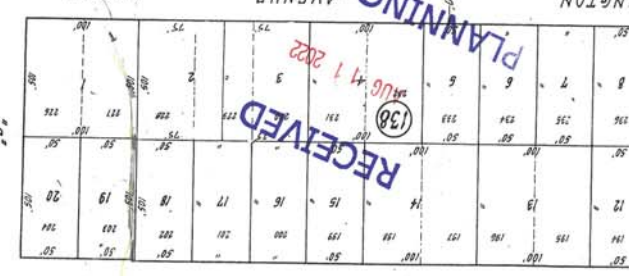
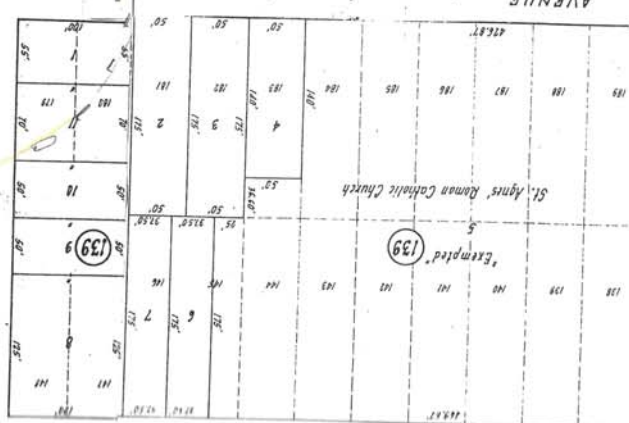
WAIVER U. Waiver Required From: Reason: Waiver Required From: Reason:

ADDENDUM TO DEVELOPMENT PLAN CHECKLIST – SEPTEMBER 1998
RE: VARIANCE APPLICATION IN STEEP SLOPE ZONE

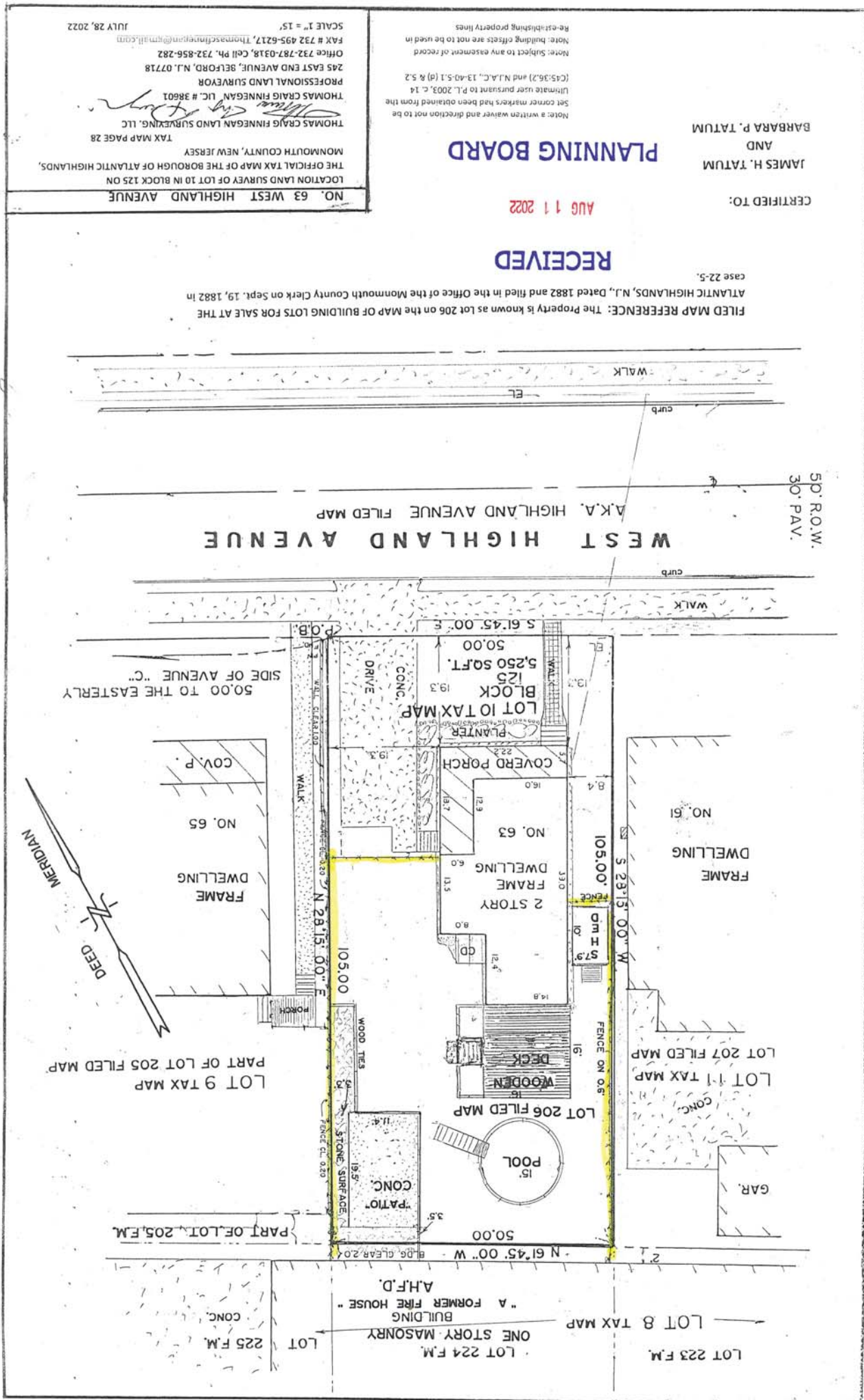
Any application for a Variance in the Steep Slope Zone, as defined by the Steep Slope Ordinance, is required to have Borough Engineer's review prior to being deemed complete by the Board for action.

If the application is incomplete in any of the above requirements, the documents will be returned to the developer and will not be accepted as a complete application.

AVENUE



RECEIVED
4/1/2022
PLANNING BOARD



NO. 63 WEST HIGHLAND AVENUE
LOCATION LAND SURVEY OF LOT 10 IN BLOCK 125 ON
THE OFFICIAL TAX MAP OF THE BOROUGH OF ATLANTIC HIGHLANDS,
MONMOUTH COUNTY, NEW JERSEY
TAX MAP PAGE 28
THOMAS CRAIG FINNEGAN LAND SURVEYING, LLC
THOMAS CRAIG FINNEGAN, L.L.C. # 38601
PROFESSIONAL LAND SURVEYOR
245 EAST END AVENUE, BELFORD, N.J. 07718
Office 732-787-0318, Cell Ph. 732-856-282
FAX # 732-495-6217, thomascraigfinnegan@gmail.com
SCALE 1" = 15'
JULY 28, 2022

Note: a written waiver and direction not to be
Set corner markers had been obtained from the
Ultimate user pursuant to P.L. 2003, c. 14
(C45:36.2) and N.J.A.C. 13-40.5.1 (d) & 5.2
Note: building effects are not to be used in
Re-establishing property lines

JAMES H. TATUM
AND
BARBARA P. TATUM

PLANNING BOARD

CERTIFIED TO:

AUG 11 2022

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FILED MAP REFERENCE: The Property is known as Lot 206 on the MAP OF BUILDING LOTS FOR SALE AT THE
ATLANTIC HIGHLANDS, N.J., Dated 1882 and filed in the Office of the Monmouth County Clerk on Sept. 19, 1882 in
case 22-5.