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December 24, 2020

VIA FEDERAL EXPRESS

Zoning Board of Adjustment
Borough of West Long Branch
965 Broadway
West Long Branch, New Jersey 07765
Attention: Chris Ann Degenaro, Secretary

**Re: Applicant: Monmouth University (“Applicant”)
Property: Block 39, Lots 1, 2, 3, 4, 5, 7, 8, 9, 11, 12.01 and 12.02 (“Property”)
Application No.: WLZB-R3410 (“Application”)
AMENDED APPLICATION TO INCLUDE PRELIMINARY AND FINAL
SITE PLAN**

Dear Ms. Degenaro:

As you know, the Application referenced above was previously submitted to the Zoning Board of Adjustment (the “Board”) on December 5, 2019 for a bifurcated use variance together with other bulk variances and design exceptions. The Application was submitted by Gary Forshner, Esq., who is no longer with our firm. Accordingly, kindly update your records to reflect that I will serve as the attorney of record for the Applicant.

The Applicant now wishes to amend the Application to forego the bifurcation and include a request for preliminary and partial final site plan approval. Accordingly, on December 9, 2020, Project Engineer William E. Fitzgerald, P.E., submitted Site Plan drawings and a revised Stormwater Management Report (binder) including reference plans. The Applicant is requesting preliminary site plan approval for all phases of the Project (see Site Plan sheets 6 and 18) and final site plan approvals for the following project phases:

- Initial Clearing & Improvement Construction including Comfort Station Relocation
- Residence-to-Office Conversion
- Alumni Center Relocation
- Academic Use Change

Further, enclosed please find the following in support of the Application as supplemental to the submissions already on file with the Board:

1. Twenty (20) copies of a Resubmission/Revision Application dated December 24, 2020;
2. Twenty (20) copies of a Preliminary Site Plan Application dated December 24, 2020;
3. Twenty (20) copies of a Final Site Plan Application dated December 24, 2020;
4. Twenty (20) copies of a revised Development Regulations Checklist which replace the version previously submitted; and
5. Twenty (20) copies of a Phasing Plan outline.

Finally, also enclosed is signed extension of the time in which the Board has to act with regard to this matter through March 31, 2020.

Please review the enclosed at your earliest convenience for completeness. Further, please advise what, if any, additional fees or deposits to escrow will be required as a result of this amendment. Further, please let me know if any additional copies of any plans, reports or documents submitted are needed. Should you have any questions regarding this submission, please do not hesitate to contact me.

Very truly yours,


STEVEN G. MLENAK

Encl.

cc: Applicant (via e-mail)
Mr. William E. Fitzgerald (via e-mail)