

**West Long Branch Zoning Board of Adjustments  
Application**

Date: 12-9-20

Applicant: Vonella

Site: 37 Oceanport Ave

B: 108 L: 11

Application Number: ZB 2020-07

Type of Application: Fence Variance

Distribution Checklist:

**Borough Clerk**

**Code Enforcement/Zoning Officer**

**Fire Official/Fire Chief** *OK sent*

**Police Department**

**First Aid Captain**

**Environmental Commission**

**Shade Tree Commission**

**Board Engineer**

**Finance**

17 MONMOUTH STREET, P.O. BOX 8847  
RED BANK, NEW JERSEY, 07701-8847  
PHONE(732)747-6530•FAX(732)747-6778  
OFFICE EMAIL :EMWASSOC@AOL.COM



PRINCIPALS OF FIRM ARE MEMBERS OF:  
SOCIETY OF PROFESSIONAL ENGINEERS  
SOCIETY OF MUNICIPAL ENGINEERS  
PROFESSIONAL WOMEN NETWORK

**E. M. WATERBURY & ASSOCIATES, P.A.**  
ENGINEERING • PLANNING • LAND USE & DEVELOPMENT

October 26, 2020

West Long Branch Zoning Board of Adjustment  
c/o Ms. Chris Ann DeGenaro, Zoning Board Secretary  
965 Broadway  
West Long Branch, NJ 07764

File No. WLBZB 2020-05

Re: Engineering Review No.1  
Vonella (ZB 2020-07)  
Bulk Variance Application  
37 Oceanport Avenue  
Block: 108 Lot: 11; Zone: R-10

Dear Board Members:

As requested, I have received the following as it relates to the referenced application:

- Completed Variance Application form including Checklist and completed for the referenced project, Stamp date September 1, 2020;
- Zoning Denial for the referenced project dated February 5, 2020 (attached to application);
- Survee prepared by William Poznak PE, PLS dated June 8, 1971 consisting of one (1) sheet.

The property contains an existing single-family dwelling. The property is located on the corner of Oceanport Avenue and North Linden Avenue. Vehicle access to the site is from North Linden Avenue, however the house faces Oceanport Avenue. The applicant requests relief to construct a 6' high fence in the front yard. The property is located within the R-10 Zone. The fence use is permitted in the zone.

I offer the following for the Board's consideration.

1.0 Completeness Review

The applicant has submitted a completed checklist for review. Items have been noted as provided, not required or waiver. Based on my review of the above referenced documents, the applicant has submitted all of the required checklist items, with the exception of the following:

- 1.1 Checklist Item B4- Title Block Denoting Tax Map Sheet- Requires the tax map sheet number be provided in the title block. This information is not provided in the title block. I have no objection, from an engineering point of view to a waiver being granted for this item based on the nature of the application. I note the project is located on the Borough tax map sheet no. 3.
- 1.2 Checklist Item B5- Key Map- Requires a Key Map be provided. A key map is not provided with the application. I have provided at the end of this report an aerial view of the property with the location shown. I have no objection to a waiver of this item provided the applicant confirms the location map provided on this map attached to this report is accurate and that the list of property owners within 200' is provided at the hearing. Due to the nature of the application, I have no objection to the waiving for completeness of this item.



Le: West Long Branch Zoning Board of Adjustment  
 c/o Ms. Chris Ann DeGenaro, Zoning Board Secretary  
 Re: Engineering Review No.1  
 Vonella (ZB 2020-07)  
 Bulk Variance Application  
 37 Oceanport Avenue; Block: 108 Lot: 11; Zone: R-10

October 26, 2020  
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- 1.3 Checklist Item B9- Payment of Taxes-Proof of payment of taxes current is required prior to the application being scheduled for a public hearing.
- 1.4 Checklist Item C12 -Environmental Commission Site Plan Review-Requires a completed Environmental Commission Site Plan Review application be submitted. The checklist has requested a waiver from this item. I have no objection to this being waived for completeness based on the nature of the application.
- 1.5 Checklist Item C13 -Building Elevation and Floor Plans-Requires building elevations and floorplans be provided. The applicant does not propose to construct a building; therefore, this item is not required.

I have indicated I have no objection from an engineering point of view to submission waivers being granted by the Board for items noted above. I note however, that item B9 requiring payment of taxes being current is required prior to a public hearing before the Board. The application is incomplete until additional information is provided and/or the Board determines they accept the waiver requests noted by the applicant. Please note, the granting of waivers of checklist items for completeness purposes does not prohibit the Board from requesting the information during the hearings.

2.0 Fee Determination

2.1 Following is a fee determination in accordance with Section 18-14.3 of the Borough ordinances and Ordinance O-19-5. Based on the ordinance, the fees are as follows:

*Non-refundable Application Fee: \$250.00*  
*Escrow Fee: \$850.00*

a. Non-Refundable Application Fee –

Hardship or bulk variance for single-family residential uses –  
 \$25.00 per variance (\$75.00 min)  
 Minimum fee controls = \$ 75.00  
 Stenographer fee = \$175.00  
 Total = \$250.00

b. Escrow Fee – per Ordinance O-19-5

Bulk “C” Variance = \$850.00

3.0 Zoning

- 3.1 Section 18-7.29c indicates that “Fences may be erected, altered or reconstructed to a height not to exceed three (3’) above ground level when located within the required front yard setback. The applicant proposes a fence height of six (6’) feet. A variance is required.
- 3.2 Section 18-7.29f indicates that “All fences must be erected within the property lines, and no fences shall be erected so as to encroach upon a public right-of-way.” The fence located along Oceanport Avenue is shown on the 1971 survey as being located within the public right-of-way. The applicant should address if the new fence is located in the same location. The fence should be located in the applicant’s property.



Le: West Long Branch Zoning Board of Adjustment  
c/o Ms. Chris Ann DeGenaro, Zoning Board Secretary  
Re: Engineering Review No.1  
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Bulk Variance Application  
37 Oceanport Avenue; Block: 108 Lot: 11; Zone: R-10

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3.3 Zoning relief noted above relates to the proposed application for the fence height and does not address any nonconformities that may exist on the property that are not impacted by the nature of the application. Besides principal building front yard setback, the accessory garage location does not conform.

4.0 General Comments

4.1 The property is located on a corner property. The access to the garage is from North Linden with the front of the dwelling facing Oceanport Avenue. The survey submitted indicates that in 1971 there was a wire fence located within the front yard of both North Linden Avenue and Oceanport Avenue. The applicant should address the height of the wire fence. As can be seen on the attached Google Maps street view the applicant has replaced the fence is both frontages with a six (6') feet high stockade fence. The applicant should address if the new fences have been installed in the same location as shown on the submitted survey. I offer the following:

- a. The frontage on North Linden Avenue appears to be used as a side yard. The fence location on the attached survey is in line with the building and would not impact the view of vehicles exiting the drive. However, the street view suggests the fence is located forward of the garage. The actual location should be provided on the plan. I am concerned about the six (6') feet height of the solid fence will block the view of vehicles exiting the driveway. If the height of the fence is allowed to remain, I recommend that areas within the sight triangle for the drive be conforming in height, or the fence be relocated outside of the sight triangle for the drive.
- c. The Oceanport frontage appears to be used as the front yard of the property. The applicant should address the need for the non-conforming height of the fence along Oceanport Avenue. As noted in comment 3.2 above the applicant should address if the fence has been constructed in the right-of-way where the prior wire fence was located. The actual location should be provided on the plan.
- d. The street view indicates a wider gate has been provided on Oceanport Avenue. The applicant should address if this is to provide larger equipment or vehicle access to that side of the yard. The access to the gate requires traversing the sidewalk which is designed to only handle pedestrian loads.

4.4 A shop cut or detail of the fence indicating the type of fence and the height should be provided to the Board.

I reserve the right to make additional comments once the above information is requested. If you have any questions or require additional information, kindly advise.

Very truly yours,

Elizabeth M. Waterbury, P.E., P.P.  
West Long Branch Zoning Board Engineer

cc: Michael A. Irene, Esq., via email  
Anna Marie Vonella via regular mail



**Le:** West Long Branch Zoning Board of Adjustment  
c/o Ms. Chris Ann DeGenaro, Zoning Board Secretary

**Re:** Engineering Review No.1  
Vonella (ZB 2020-07)  
Bulk Variance Application  
37 Oceanport Avenue; Block: 108 Lot: 11; Zone: R-10

October 26, 2020  
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2020 Aerial View from Google Maps



2019 Oceanport Avenue Street View from Google Maps



Le: West Long Branch Zoning Board of Adjustment  
c/o Ms. Chris Ann DeGenaro, Zoning Board Secretary  
Re: Engineering Review No.1  
Vonella (ZB 2020-07)  
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37 Oceanport Avenue; Block: 108 Lot: 11; Zone: R-10

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2018 North Linden Avenue Street View from Google Maps



Tax map Sheet 3 with property marked

Borough of West Long Branch  
Planning/Zoning Boards  
965 Broadway  
West Long Branch, New Jersey 07764

Telephone: (732) 229-1756  
Fax: (732) 571-9185

MEMORANDUM

Vonella

To: Applicants, Attorneys and Engineers  
From: Planning/Zoning Board Secretary/Administrative Officer  
Date: 9-1-2020  
Re: \_\_\_\_\_

Please be advised that applications and revisions being submitted to the Planning Board or Zoning Board of Adjustment will be accepted at Borough Hall between the hours of 8:30 AM and 4:30 PM.

Please note that notices for public hearings (notice to property owners and to newspapers) should indicate that documentation can be reviewed in the Borough Clerk's Office during normal business hours (8:30 AM to 4:30 PM).

**NOTE:** To assist the Board Staff, the Borough recommends that plans of thirty (30) sheets or less be folded into individual sets. Plans of more than thirty (30) sheets may be rolled in individual sets.

**NOTE:** Applying for a variance is a very technical, legal function. It is recommended that either you retain an attorney to handle your application, or follow the instructions very carefully. The Board cannot hear your case unless all of the proper forms and procedures are adhered to. This is mandated by State Law. The Planning Board/Zoning Board of Adjustment will assist you, but the burden of providing a validly supported application is on the applicant. Please note corporate applicants must be represented by an attorney.

Thank you in advance for your anticipated cooperation.

BOROUGH OF WEST LONG BRANCH, NEW JERSEY

ZONING BOARD OF ADJUSTMENT

VARIANCE APPLICATION (Page 1 of 3)

Applicant

Lot Definition

Name: ANNAMARIE Vonella Lot No.: 11  
Address: 37 Oceanport Ave Block No.: 108  
W Long Branch N.J. 07726 Street Address: 370 Oceanport Ave  
Telephone: 732-642-7050 Zone Type: R-10

Property Owner

Person Preparing Plans

Name: ANNAMARIE Vonella  
Address: 37 Oceanport Ave  
W Long Branch N.J.  
Telephone: \_\_\_\_\_

Name: \_\_\_\_\_  
Profession: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_

Representative (Attorney)

Name: CRA site lawn + land Inc  
Address: 3430 sunset Ave suite 10  
Ocean N.J. 07712  
Telephone: 732-496-3155

Existing use: \_\_\_\_\_

Proposed use: \_\_\_\_\_

Provide a brief narrative explaining the proposed application (attached additional page if necessary):

Lawson has had a 6 foot fence for  
47 years = Township = care = out = now  
they state 3 feet now



VARIANCE APPLICATION (Page 2 of 3)

Size of building(s) (present and/or proposed) at street level: \_\_\_\_\_

Frontage \_\_\_\_\_ Department \_\_\_\_\_

Have there been any previous variance applications or appeal involving these premises? \_\_\_\_\_

If so, note the date and resolution number: \_\_\_\_\_

List Specific Variance Requested

List Specific Requirement of Zone and State Specific Section of Ordinance Applicable

- |                                   |          |
|-----------------------------------|----------|
| 1. <u>install 6 foot fence</u>    | 1. _____ |
| 2. <u>That property had had -</u> | 2. _____ |
| 3. <u>47 years</u>                | 3. _____ |
| 4. _____                          | 4. _____ |
| 5. _____                          | 5. _____ |
| 6. _____                          | 6. _____ |
| 7. _____                          | 7. _____ |
| 8. _____                          | 8. _____ |
| 9. _____                          | 9. _____ |

Number of proposed lots: \_\_\_\_\_

Development plats (Check One)

- (a.) Sell lots only
- (b.) Construct houses for sale
- (c.) Site Plan
- (d.) Other (specify) allow 6 foot fence to stay

Person preparing plat, if other than applicant

- (a.) Name: CLT Site lawn + land developm inc
- (b.) Profession: \_\_\_\_\_
- (c.) Address: 3430 sunset Ave Ocean N.J.
- (d.) Telephone: 732-496-3155

List of all accompanying papers, reports and plans

<u>Description</u>	<u>Number Submitted</u>
1. <u>morning permit denial</u>	_____
2. <u>Planning - zoning boards</u>	_____
3. <u>Borough of W. Long Branch Development regulation</u>	_____
4. <u>assessors office</u>	_____
5. <u>20 sets plans -</u>	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____

VARIANCE APPLICATION (Page 3 of 3)

Certification of Applicant:

I do hereby certify that all statements made herein and in any document submitted herewith are true and exact.

Signature of Applicant: Ann Marie Vonella Date: 9-1-2020

Owner(s) Concurrence per Board Attorney's Letter:

Signature of Owner: Ann Marie Vonella Date: 9-1-2020

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

**For Official Use Only:**

Received By: \_\_\_\_\_ Date: \_\_\_\_\_ Fee: \_\_\_\_\_

Administrative Completeness Review Checklist: (Check if Provided or Not Applicable)

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Application Form        | <input type="checkbox"/> W-9 Form  | <input type="checkbox"/> Owner Letter Authorizing Application    |
| <input type="checkbox"/> Application Fee         | <input type="checkbox"/> Escrow Fee  | <input type="checkbox"/> Environmental Commission Review Form    |
| <input type="checkbox"/> Zoning Officer's Denial | <input type="checkbox"/> Submission Checklist  | <input type="checkbox"/> Architectural Floor Plans and Elevation |
| <input type="checkbox"/> Submission Checklist    | <input type="checkbox"/> Property Survey   | <input type="checkbox"/> Plot Plan/Variance Plan                 |
| <input type="checkbox"/> Brief Narrative         | <input type="checkbox"/> Disclosure Statement of Names of Persons w/10% or More Interest/Stock |  |

Administrative Completeness Determination

Complete  Incomplete Date: \_\_\_\_\_ By: \_\_\_\_\_

Forwarded to Board Engineer: \_\_\_\_\_ Date: \_\_\_\_\_

Board Engineer Completeness Review:  Complete  Incomplete Date: \_\_\_\_\_

Board Decision:  Approved  Denied Date: \_\_\_\_\_

Conditions (Where Applicable):

Chairman's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Secretary's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOROUGH OF WEST LONG BRANCH

PLANNING BOARD

ZONING BOARD

IN THE MATTER OF THE APPLICATION

OF Ann Marie Vonella PETITION

(Name of Applicant)

FOR A VARIANCE

The petition/application of Ann Marie Vonella  
(Name of Applicant)

Residing at 37 Oceanport Ave W Long Branch  
(Home Mailing Address)

Respectfully shows:

1. They are the owners of the premises situated at 37 Oceanport Ave  
(Street Address)  
\_\_\_\_\_ in the Borough of West Long Branch and have owned said  
property since \_\_\_\_\_  
(Date Property Was Acquired)

2. Said premises are known as Block 108, Lot(s) 11 and are located in  
the R-10 Zone.

3. Property is presently used as (list all uses) residential zone

4. Petitioners/Applicants desire a variance from the terms of the Board Ordinance to permit them to:

homeowner has had a 6 foot high fence  
for 47 years Town is saying  
needs to be 3 feet

5. Your Petitioner/Applicant prays that a day be fixed for a hearing on this application and states  
that the proper notice will be sent or served on all people required by statutes.

Dated: 9-1-2020

Petitioner: Ann Marie Vonella

**BOROUGH OF WEST LONG BRANCH**  
 **PLANNING BOARD**       **ZONING BOARD**

**SAMPLE FORM OF PUBLIC NOTICE**

PLEASE TAKE NOTICE that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, at 7:30  
(Day) (Month) (Year)  
P.M. at the Municipal Building, 965 Broadway, West Long Branch, New Jersey, a Public Hearing will be  
held before the West Long Branch \_\_\_\_\_ to consider the application of  
(Planning Board or Board of Adjustment)  
\_\_\_\_\_ for premises at \_\_\_\_\_ and  
(Applicant's Name) (Street Location)  
designated as Block \_\_\_\_\_, Lot(s) \_\_\_\_\_ on the official tax map  
(Block) (Lot Numbers)  
of the Borough of West Long Branch, Zone District \_\_\_\_\_, at which time and place all  
(Zone Designation)  
interested persons will be given an opportunity to be heard.

The applicant seeks the following: (Insert what the applicant is seeking to do)  
homeowner To Be allowed to keep  
fence owner has had for 47 years.

The applicant also seeks any and all other variances or waivers as may be required in connection of this application.

The application and supporting documents are on file at the Office of the West Long Branch Borough Clerk, 965 Broadway, West Long Branch, New Jersey and available for inspection by the public during regular business hours (8:30 a.m. to 4:30 p.m.).

This notice is sent to you as an owner of property in the immediate vicinity of this application, and is also published, as required by law. Any interested parties may appear at said hearing and participate therein in accordance with the rules of the \_\_\_\_\_  
Planning Board or Board of Adjustment

Dated: 9-1-2020  
Respectfully,  
Annmarie Vonella  
Applicant

IN THE MATTER OF THE APPLICATION  
OF  
BLOCK \_\_\_\_\_ LOT(S) \_\_\_\_\_  
OF THE OFFICIAL MAP OF THE  
BOROUGH OF WEST LONG BRANCH

BOROUGH OF WEST LONG BRANCH  
 PLANNING BOARD  
 ZONING BOARD

AFFIDAVIT  
OF  
SERVICE

STATE OF NEW JERSEY  
:SS  
COUNTY OF MONMOUTH

I, \_\_\_\_\_, of full age, being duly sworn according to law, upon his/her oath, deposes and says:

- 1. I am the applicant/applicant's representative in the captioned matter.
- 2. **FOR THOSE INDIVIDUALS SERVED BY CERTIFIED MAIL:**

On \_\_\_\_\_, 20\_\_, I mailed by Certified Mail, Return Receipt Requested, a copy of the Notice attached hereto as Exhibit "A", to each of the persons, municipal agencies and utilities at the addresses listed upon the Certified List of Property Owners within two-hundred feet (200') of the premises in question provided by the Borough of West Long Branch, which said list is attached hereto as Exhibit "B". Service of this Notice was hereby made at least ten (10) days in advance of the public hearing scheduled in this matter.

- 3. **FOR THOSE INDIVIDUALS SERVED PERSONALLY (IF ANY):**

On \_\_\_\_\_, 20\_\_, I personally served a copy of the Notice, attached hereto as Exhibit "A", to the following persons on the attached list Exhibit "C", at the address set forth upon the original List of Property Owners. Service of this Notice was hereby made at least ten (10) days in advance of the public hearing scheduled in this matter. Everyone not served personally was served by Certified Mail, Return Receipt Requested.

*If no one was served personally, please check None*

- 4. I state that all the referenced persons are the owners of the property within a radius of two hundred feet (200') of the property in question, as set forth in Exhibit "B".

\_\_\_\_\_  
Applicant

Sworn to and subscribed  
Before me this \_\_\_\_\_  
Day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary

IN THE MATTER OF THE APPLICATION  
OF  
BLOCK \_\_\_\_\_ LOT(S) \_\_\_\_\_  
OF THE OFFICIAL MAP OF THE  
BOROUGH OF WEST LONG BRANCH

BOROUGH OF WEST LONG BRANCH  
 PLANNING BOARD  
 ZONING BOARD

AFFIDAVIT  
OF  
PUBLICATION

STATE OF NEW JERSEY

:SS

COUNTY OF MONMOUTH

I, \_\_\_\_\_, the applicant in the captioned matter, who being duly sworn upon his/her oath, disposes and says that the Notice of Hearing in the matter, of which the annexed is a true copy, has been published in the *Asbury Park Press* on the date of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Applicant

Sworn to and subscribed  
Before me this \_\_\_\_\_  
Day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary

IN THE MATTER OF THE APPLICATION  
OF  
37 Oceanport Ave  
BLOCK 108 LOT(S) 11  
OF THE OFFICIAL MAP OF THE  
BOROUGH OF WEST LONG BRANCH

BOROUGH OF WEST LONG BRANCH  
 PLANNING BOARD  
 ZONING BOARD

OWNERS CONCURRENCE

STATE OF NEW JERSEY  
:SS  
COUNTY OF MONMOUTH

I, AnnAMARië Vonella, hereby certify that I am  
(Name of Property Owner)  
the owner of record of Lot(s) 108 in Block 11 in the Borough of West  
Long Branch, Monmouth County New Jersey, commonly known  
as 37 Oceanport Ave and I hereby acknowledge that the application for  
(Address of Subject Property)  
development of said Lot(s) is being made with my complete understanding and permission in  
accordance with an agreement entered into between me and the applicant noted below and that I  
concur with the plans as shown.

Applicant

Name: CRA Sitakorn +  
land Inc

Address: 3430 sunset Ave  
Suite 10

Telephone: 732-496-3155

MICHELE M. STRAHL  
NOTARY PUBLIC OF NEW JERSEY  
My Commission Expires June 27, 2024

Property Owner

Name: AnnAMARië Vonella

Address: 37 Oceanport Ave  
West Long Branch

Telephone: 732-229-5684 / 732-642-7050

AnnAMARië Vonella

Signature of Property Owner

Sworn to and subscribed  
Before me this September 10  
Day of \_\_\_\_\_, 2020.

Michele M. Strahl  
Notary

**ZONING OFFICER'S REVIEW FORM**

Applicant's Name: Ann Marie Donella Telephone: 732-642-7050  
 Applicant's Address: 37 Oceanport Ave

Your application will be reviewed for conformance with the Zoning Ordinance. Please complete this form and submit with your application.

Zone:  R-22  R-15  R-10  RP  I  N/C  H/C  Other: \_\_\_\_\_

Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_ Proposed Use: \_\_\_\_\_

<i>To be completed by Applicant</i>				<i>For Official Use Only:</i>	
Zoning Requirements	Permitted/Required	Existing	Proposed	Variance Required	Comments/Codes
Lot Area					
Lot Width					
Front Yard Setback					
Side Yard Setback:					
• One Side					
• Both Sides					
Rear Yard Setback					
Building Coverage					
Impervious Coverage					
Maximum Building Height					
Density					
Buffer					
Parking					
Accessory Building Height					
Accessory Building Setback					
Other					

**NOTE:** It should be clearly understood that the variances that may be required are not limited to those noted above.

**OFFICE USE ONLY**

Submitted by \_\_\_\_\_ Date \_\_\_\_\_



Borough of West Long Branch  
965 Broadway  
West Long Branch, New Jersey 07764

Telephone: (732) 229-1756  
Fax: (732) 571-9185

To: Administrative Officer  
From: Ann Marie Vonella  
Applicant  
Date: 9-7-2020  
Re: REVISION/RE-SUBMISSION APPLICATION

The Revision/Re-submission Application submitted on \_\_\_\_\_ to the

- Planning Board
- Zoning Board of Adjustment

- reflects a change in lot lines and/or road alignment\*
- does not reflect a change in lot lines and/or road alignment

Applicant's Signature: Ann Marie Vonella Date: 9-7-2020

Name of Firm: CEA site lawn + land Development INC  
contractor

Address of Firm: 3430 Sunset Ave Suite 10

\*Changes in lot lines and/or road alignment must be sent to the Zoning Officer and Fire Official for additional review

**BOROUGH OF WEST LONG BRANCH  
DEVELOPMENT REGULATIONS - CHECKLIST  
(Documents Required To Be Submitted)**

Project Name: Ann Marie Vonella Date: 9-1-2020  
 Owner: ANA Marie Vonella Phone Number: 732-496-3155  
 Applicant: 37 O'Connell Ave Phone Number: \_\_\_\_\_  
 Engineer: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Attorney: ecA site lawn + land INC Phone Number: 732-496-3155  
 Contractor

**THIS CHECKLIST MUST BE COMPLETED AND RETURNED TO THE BOARD AS PART OF ANY APPLICATION. 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.**

Waivers may be requested from some of the following items. The items should be checked where provided and an explanation of the reasons for the waiver or non-applicable items explained in a *separate letter* to be attached to this checklist. Twenty (20) copies of all reports and filing data are to be submitted, unless otherwise specified.

**NOTE:** Plans consisting of up to thirty (30) sheets should be folded. Plans of over thirty (30) sheets should be rolled in separate sets for processing.

**KEY:** X= Required P = Provided W=Waiver Requested N/R =Not Required or Applicable

Item No.	Description	Variance	Concept Plan	Minor Application		Major Subdivision		Major Site Plan		(Circle One) To be Completed by Applicant
				Subdivision	Site Plan	Preliminary	Final	Preliminary	Final	
A.	Application Form	X		X	X	X	X	X	X	(P) (W) (N/R)
B.	Project Plat Information									
1.	Name and address of owner and applicant	X	X	X	X	X	X	X	X	(P) (W) (N/R)
2.	Notarized signature (final plat prior to filing)			X			X			(P) (W) (N/R)
3.	Name, signature, license number, seal and address of engineer, land surveyor, architect, professional planner, and/or landscape architect, as applicable, involved in preparation of plat (any plans drawn by the applicant must include a notarized statement that the applicant prepared the plan)	X	X	X	X	X	X	X	X	(P) (W) (N/R)
4.	Title block denoting type of application, tax map sheet, county, name of municipality, block and lot, and street location	X	X	X	X	X	X	X	X	(P) (W) (N/R)
5.	Key map at specified scale showing location to surrounding properties, streets, municipal boundaries, zone districts, etc., within 500 feet of property	X		X	X	X	X	X	X	(P) (W) (N/R)

**BOROUGH OF WEST LONG BRANCH  
DEVELOPMENT REGULATIONS - CHECKLIST  
(Documents Required To Be Submitted)**

Item No.	Description	Variance	Concept Plan	Minor Application		Major Subdivision		Major Site Plan		(Circle One)
				Subdivision	Site Plan	Preliminary	Final	Preliminary	Final	To be Completed by Applicant
6.	North arrow and scale	X	X	X	X	X	X	X	X	(P) (W) (N/R)
7.	Schedule of required zone district requirements, including lot area, width, depth, yard setbacks, building coverage, open space, parking, etc.	X	X	X	X	X	X	X	X	(P) (W) (N/R)
8.	Signature blocks for chairman, secretary, and municipal engineer			X	X	X	X	X	X	(P) (W) (N/R)
9.	Proof that taxes are current	X		X	X	X	X	X	X	(P) (W) (N/R)
10.	Certification blocks required by Map Filing Law			X			X			(P) (W) (N/R)
11.	Monumentation as specified by Map Filing Law			X			X			(P) (W) (N/R)
12.	Date of current property survey			X	X	X	X	X	X	(P) (W) (N/R)
13.	Plans to a scale of not less than 1"=100' on one of four of the following standard sheet sizes:  8½" x 13" 15" x 21" 24" x 36" 30" x 42"			X	X	X	X	X	X	(P) (W) (N/R)
14.	Metes and bounds description showing dimension, bearings of original and proposed lots			X			X			(P) (W) (N/R)
15.	Metes and bounds description showing dimensions, bearings, curve data, length of tangents, radii, arcs, chords, and central angles for all centerlines and rights-of-way and centerline curves on street			X		X	X		X	(P) (W) (N/R)
16.	Acreage of tract to the nearest tenth of an acre			X	X	X	X	X	X	(P) (W) (N/R)
17.	Date of original preparation and of each subsequent revision, including a brief narrative of each revision	X		X	X	X	X	X	X	(P) (W) (N/R)
18.	Size and location of any existing and proposed structures with all setbacks dimensioned	X	X	X	X	X	X	X	X	(P) (W) (N/R)
19.	Size and location of all existing structure within 200 feet of the site boundaries			X	X	X	X	X	X	(P) (W) (N/R)
20.	Tax lot and block numbers of existing and proposed lots			X		X	X			(P) (W) (N/R)
21.	Area of proposed lots in square feet		X	X		X	X			(P) (W) (N/R)

**BOROUGH OF WEST LONG BRANCH  
DEVELOPMENT REGULATIONS - CHECKLIST  
(Documents Required To Be Submitted)**

Item No.	Description	Variance	Concept Plan	Minor Application		Major Subdivision		Major Site Plan		(Circle One)
				Subdivision	Site Plan	Preliminary	Final	Preliminary	Final	To be Completed by Applicant
22.	Any existing or proposed easement or land reserved for or dedicated to public use	X	X	X	X	X	X	X	X	(P) (W) (N/R)
23.	Name and address and lot and block numbers of property owners within 200 feet of subject property			X	X	X	X	X	X	(P) (W) (N/R)
24.	Location of streams, floodplains, wetlands or other environmentally sensitive areas on or within 200 feet of the project site (Note: variance applications need only show these features on-site)	X		X	X	X	X	X	X	(P) (W) (N/R)
25.	List of variances required or requested	X		X	X	X	X	X	X	(P) (W) (N/R)
26.	List of requested design waivers or exceptions			X	X	X	X	X	X	(P) (W) (N/R)
27.	Phasing plan as applicable to include:  i.) Circulation plan, including signage, separating construction traffic from traffic generated by intended use of site.  ii.) Timetable and phasing sequence					X	X	X	X	(P) (W) (N/R)
28.	Preliminary architectural plans and elevations	X	X		X			X	X	(P) (W) (N/R)
29.	Site identification signs, traffic control signs, and identification signs				X	X	X	X	X	(P) (W) (N/R)
30.	Sight triangles			X	X		X	X	X	(P) (W) (N/R)
31.	Proposed street names when new road is proposed					X	X	X	X	(P) (W) (N/R)
32.	Parking plan showing spaces, sizes, and types, aisle width, curb cuts, drives, driveways, and all ingress and egress areas and dimensions, the number of spaces required by ordinance, and the number of spaces provided				X			X	X	(P) (W) (N/R)
33.	Soil Waste Management and Recycling Plan showing holding location and provisions for waste and recyclables				X	X	X	X	X	(P) (W) (N/R)
34.	Traffic Study					X		X		(P) (W) (N/R)

**BOROUGH OF WEST LONG BRANCH  
DEVELOPMENT REGULATIONS - CHECKLIST  
(Documents Required To Be Submitted)**

Item No.	Description	Variance	Concept Plan	Minor Application		Major Subdivision		Major Site Plan		(Circle One)
				Subdivision	Site Plan	Preliminary	Final	Preliminary	Final	To be Completed by Applicant
C.	<u>Construction Plans</u>									
1.	Site layout showing all roadways, circulation patterns, curbs, sidewalk, buffers, structures, open space, recreation, etc., as applicable				X	X	X	X	X	(P) (W) (N/R)
2.	Grading and Utility Plan to include as applicable:  i.) Existing and proposed contours at 1 foot intervals for grades 3% or less and at 2 foot intervals for grades more than 3 inches ii.) Elevations of existing and proposed structures iii.) Location and invert elevation of existing and proposed drainage structures iv.) Locations of all streams, ponds, lakes, wetlands areas v.) Locations of existing and proposed and existing utilities including depth of structures, locations of manholes, valves, services, etc.				X	X	X	X	X	(P) (W) (N/R)
3.	Profiles of existing and proposed roadways, including all utilities and stormwater facilities. Roadway cross-sections at 50 foot intervals. Horizontal and vertical scales to be the same.					X	X	X	X	(P) (W) (N/R)
4.	Landscaping Plan to include:  i.) Locations of existing vegetation and clearing limits. Tree Save Plan for major applications must show the locations, sizes and species of all existing trees 4 inches in caliper or greater. ii.) Proposed buffer areas and method of protection during construction iii.) Proposed landscaped areas iv.) Number, types & locations of proposed plantings including street trees v.) Details for method of planting, including optimum planting season				X	X	X	X	X	(P) (W) (N/R)

**BOROUGH OF WEST LONG BRANCH  
DEVELOPMENT REGULATIONS - CHECKLIST  
(Documents Required To Be Submitted)**

Item No.	Description	Variance	Concept Plan	Minor Application		Major Subdivision		Major Site Plan		(Circle One)
				Subdivision	Site Plan	Preliminary	Final	Preliminary	Final	To be Completed by Applicant
5.	Soil Erosion and Sediment Control Plan prepared in accordance with the standards for soil erosion and sediment control standards in New Jersey				X	X	X	X	X	(P) (W) (N/R)
6.	Lighting Plan to include: i.) Locations and height of proposed fixtures ii.) Proposed lighting levels iii.) Detail for construction of fixture				X	X	X	X	X	(P) (W) (N/R)
7.	Construction details for all improvements: i.) Roadways ii.) Curb iii.) Sidewalk iv.) Driveway Aprons v.) Drainage Inlets vi.) Pipe Bedding vii.) Outfalls viii.) Manholes ix.) Gutters x.) Plantings xi.) Parking Lots xii.) Soil Erosion and Sediment Control Structures				X	X	X	X	X	(P) (W) (N/R)
D.	Supplementary Documents									
1.	List of all federal, state, regional and/or municipal approvals or permits required			X	X	X	X	X	X	(P) (W) (N/R)
2.	Copies of any existing or proposed deed restrictions or covenants			X	X	X	X	X	X	(P) (W) (N/R)
3.	Freshwater wetlands Letter of Interpretation for the project area			X	X	X	X	X	X	(P) (W) (N/R)
4.	Performance guarantees			X	X		X		X	(P) (W) (N/R)
5.	Executed developer's agreement						X		X	(P) (W) (N/R)
6.	Signed Affidavit of Owners Consent	X	X	X	X	X	X	X	X	(P) (W) (N/R)
7.	Disclosure statement (see NJSA 40:55D-48. let seq.)				X	X	X	X	X	(P) (W) (N/R)
8.	Statement from utility companies as to serviceability of site			X	X	X	X	X	X	(P) (W) (N/R)
9.	Stormwater management calculations					X	X	X	X	(P) (W) (N/R)
10.	Payment of all applicable fees		X	X	X	X	X	X	X	(P) (W) (N/R)
11.	Environmental Impact Report					X		X		(P) (W) (N/R)
12.	Application for Environmental Commission Site Plan Review	X	X	X	X	X	X	X	X	(P) (W) (N/R)
13.	Building Elevation and floor plans of any proposed structure(s)	X			X			X		(P) (W) (N/R)

**SIGNATURE BLOCKS**

**1. Signature Block (shown on each sheet of Preliminary Plans and only on the Final Plat or Minor Subdivision Plat):**

Approved by the Planning Board (or Zoning Board of Adjustment) of the Borough of West Long Branch on \_\_\_\_\_

_____	_____
Board Chairman	Date
_____	_____
Board Secretary	Date
_____	_____
Board Engineer	Date

**2. Certifications of Consent (shown on the first sheet of all plans and on all subdivision plats):**

I hereby certify that I am the owner of record and that I concur with the plans as shown.

_____	_____
Name	Date

**3. Date of Filing Block (shown on all subdivision plats):**

This is to certify that the Planning Board is the proper authority to approve and has approved this map. This map shall be filed in the Monmouth County Clerk's Office on or before the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, which is one hundred and ninety (190) days from the date of approval for a Minor or ninety-five (95) days from signature of this map for a Final.

_____	_____
Planning Board Secretary	Date

**4. If interior monuments will be set at a later date:**

The interior monuments shown on this map shall be set within an approval time limit as provided for in the "Municipal Land Use Law," PL 1975 c 291 (C 40:55 D-1 et seq.) or Local Ordinance. I hereby certify that a bond has been given to the Borough guaranteeing the future setting of monuments as shown on this map and so designated.

_____	_____
Borough Clerk	Date

**5. Engineer's Certification (to be shown on all subdivision plats):**

I have examined this map and, to the best of my knowledge and belief, find it conforms with the provisions of the "Map Filing Law," Resolution of Approval and Municipal Ordinance and requirements applicable thereto:

_____	_____
Borough Engineer	Date

6. **Land Surveyor's Certification if the map and survey were prepared by the same individual (to be shown on all subdivision plats):**

I hereby certify that, to the best of my knowledge and belief, this map and land survey dated \_\_\_\_\_, 20\_\_ meets the minimum survey detail requirements as promulgated by the State Board Professional Engineers and Land Surveyors and has been made under my supervision and complies with the provision of the "Map Filing Law" and that the outbound monuments have been found or set.

*(Include the following, if applicable)*

I do further certify that the monuments, as designated and shown hereon, have been set.

\_\_\_\_\_  
Licensed Professional Land Surveyor and No. \_\_\_\_\_ Date \_\_\_\_\_

7. **Land Surveyor's Certification if the Land Surveyor who prepared the map differs from the Land Surveyor who prepared the outbound survey (to be shown on all subdivision plats):**

I hereby certify that, to the best of my knowledge and belief, this land survey dated \_\_\_\_\_, 20\_\_ has been made under my supervision and meets the minimum survey detail requirements as promulgated by the State Board Professional Engineers and Land Surveyors and that the outbound monuments have been found or set.

\_\_\_\_\_  
Licensed Professional Land Surveyor and No. \_\_\_\_\_ Date \_\_\_\_\_

I hereby certify that this map has been made under my supervision and complies with the provisions of the "Map Filing Law."

*(Include the following, if applicable)*

I do further certify that the monuments, as designated and shown hereon, have been set.

\_\_\_\_\_  
Licensed Professional Land Surveyor and No. \_\_\_\_\_ Date \_\_\_\_\_

8. **If the map shows streets, avenues, lanes or alleys (to be shown on the subdivision plats):**

I hereby certify that the municipal body has approved such streets, avenues, roads, lanes or alleys.

\_\_\_\_\_  
Borough Clerk \_\_\_\_\_ Date \_\_\_\_\_



ZONING PERMIT DENIAL 2020-017

2020-017  
37 OCEANPORT AVENUE

Application Print

 Zoning Permit Application

Zoning Permit Info

Date of Acceptance 01/31/2020

Type of Work Fence

Other Description

Survey / Plot Plan / Site

Plan

Architectural Plans

Location of Property

Parcel Data 37 OCEANPORT AVENUE

Street Address 37 OCEANPORT AVENUE

Unit #

Block 108

Lot 11

Zone R-10

Property Owner Info

Owner Last Name

Owner First Name

Property Owner Name VONELLA, ANNAMARIE &  
WILLIAM F

Tel. No.

Property Owner Address 37 OCEANPORT AVENUE

Fax No.

City, State Zip WEST LONG BRANCH, NJ  
07764

Email

Owner Cell Phone

Contractor/Proposed Business Info

Contractor Last Name *CRA site kwn + land INC* Contractor First Name

Business Name

Name 732-496-3155

Applicant Name *Chris Aldred*

Tel. No.

Applicant Address PO Box 2092

Fax No. 732-496-9820

City, State Zip

Email

Contractor Cell Phone

Uses

Existing Use

Proposed Use

Description of Work

Description of Work Replace existing fence. Same fence- Line, same post. Only new panels.

**Accessory Structure Info**

Fence Style	wood Picket	Fence Height	6 feet	null
Patio Style		Patio Length		Patio Width
Pool Style		Pool Length		Pool Width
null		null		Pool Depth
Shed Style		Shed Length		Shed Width

**Area in Square Feet**

Lot Area Length		Lot Area Width		null
Existing Bldg Length		Existing Bldg Width		Existing Bldg Height
Proposed New Bldg Length		Proposed New Bldg Width		Proposed New Bldg Height
Existing Impervious Length		Existing Impervious Width		
Proposed New Impervious Length		Proposed New Impervious Width		

**Prior Application**

Prior Application No	Prior Application Date
Board	Resolution #
Copy of Resolution	

**Payment Info**

Fee \$45.00  
Fee Date 01/28/2020  
Payment Type Check  
Check # 5277  
Received By Zoning Officer

**Workflow Information**

Workflow Status	Denied	null
Determination	DENIED	
Determination Date	02/05/2020	Determination Due 02/14/2020
Comments	Variance required for the following:	Expiration Date

18-7.2 Fence Regulations.

c. Fences may be erected, altered or reconstructed to a

height not to exceed three (3') feet above ground level when located within the required front yard setback.

d. Fences may be erected, altered or reconstructed to a height not to exceed six (6') feet above ground level when located outside the required front yard setback.

f. All fences must be erected within the property lines, and no fences shall be erected so as to encroach upon a public right-of-way.

#### 18-6.3 Permitted Modifications and Exceptions.

c. Lots and Yards.

6. All yards facing upon a public street shall be considered front yards and shall conform to the minimum front yard requirements for the zone in which located.

#### Comments

No records to display.





she did  
not tell  
Olivia that  
course needed  
of these



