

**ZONING BOARD OF ADJUSTMENT  
APPLICATION FOR USE VARIANCE AND/OR BULK VARIANCE(S)**

**Information on Subject Property:**

1. Property address: 507 Park Place Ave, Bradley Beach, NJ 07720

Block(s) 21 Lot(s) 5 Zone: R-1

2. Does the Applicant own adjoining property?  YES  NO

If answer to foregoing is yes, describe location and size of adjoining property: \_\_\_\_\_

3. An application is hereby made for a variance(s) from the terms of Article(s) and Section(s):

450-26.D(1)(d) Min. Front Yard Setback: 25 ft. 9 ft proposed to an open sided covered front porch

450-26.D(1)(m) Min. Distance Between Accessory and Primary Structures: 20 ft, 18.4 ft proposed

450-13.E An Open Sided and Uncovered and Unroofed Deck or Patio not more than 3 ft above ground level may extend into a required side or rear yard to within 5 ft of a side or rear property line. An open sided roofed porch is proposed.

4. Justification/Reasons why each variance should be granted [attach forms as necessary]

450-26.D(1)(d) Existing porch has a 9 foot front yard setback and the applicant seeks to extend as a wrap-around porch, which makes practical sense to extend and tie into the existing front porch. Also, the town ordinance allows encroachment into front yard setback based on neighboring buildings within 200 feet of the same block. In this case, discounting 2 of the 10 properties which far exceed the front yard setback, the other 8 properties have an average setback of 14.5 feet to the house and 8.7 feet to the front porch. This property has a 14.5 foot front yard setback to the house and 9 foot setback to the front porch to be expanded, so the proposed expansion would match the existing fabric of the block, complying with the spirit of the encroachment ordinance.

450-26.D(1)(m) The distance between the existing residence and accessory building is 18.4 feet. The applicant is seeking a 2 story addition for which matching the existing rear façade of the residence makes architectural sense and meeting the 20 foot setback from the existing accessory building difficult and undesirable for the applicant. The applicant feels that the proposed addition would pose no detriment to the public or to the intent of the town ordinance.

450-13.E The applicant is seeking to build an open sided rear porch covered by a 2<sup>nd</sup> story overhang to serve primarily as a landing for two proposed exterior doors and transition to grade approximately 2' below. The applicant has seen multiple examples in town of similar rear covered porches and feels it would be of no detriment to the public.

5. If conditional use is required/requested with this application, detail conformance/deviation from the requirements of the zoning ordinance [attach forms as necessary].

N/A

**Contact Information:**

6. Name of applicant: Richard & Michelle Lee

Mailing address: 507 Park Place Ave, Bradley Beach, NJ 07720

Phone # [REDACTED] Fax # \_\_\_\_\_ Cell # [REDACTED]

E-mail address: [REDACTED]

7. Interest of Applicant if other than owner (i.e. tenant, contract purchaser)(If applicant is not the owner, Owner(s)' Affidavit of Authorization and Consent must be completed & submitted with this application):  
\_\_\_\_\_

8. Name of present owner: Richard & Michelle Lee

Mailing address: 507 Park Place Ave, Bradley Beach, NJ 07720

Phone # [REDACTED] Fax # \_\_\_\_\_ Cell # [REDACTED]

E-mail address: [REDACTED]

9. Contact Person: Richard & Michelle Lee

Mailing address: 507 Park Place Ave., Bradley Beach, NJ 07720

Phone # [REDACTED] Fax # \_\_\_\_\_ Cell # [REDACTED]

E-mail address: [REDACTED]

**Applicant's Professionals' Information:**

10. Name of applicant's Attorney (if applicable)  
(Companies/Corporations must be represented): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Cell # \_\_\_\_\_

E-mail address: \_\_\_\_\_

11. Name of applicant's Engineer (if applicable): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Cell # \_\_\_\_\_

E-mail address: \_\_\_\_\_

12. Name of applicant's Planner (if applicable): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Cell # \_\_\_\_\_

E-mail address: \_\_\_\_\_

13. Name of applicant's Surveyor: Charles Surmonte P.E. & L.S.

Mailing Address: 301 Main Street, Allenhurst, NJ 07711

Phone # 732-660-0606 Fax # 732-660-0404 Cell # \_\_\_\_\_

E-mail address: ct.surmonte@comcast.net

14. Name of applicant's Architect (if applicable): Alec Shissias

Mailing Address: 27 1<sup>st</sup> St., Rumson, NJ 07760

Phone # 856.448.0865 Fax # \_\_\_\_\_ Cell # \_\_\_\_\_

E-mail address: ashissias@gmail.com

15. Name of applicant's Other Professional (if applicable): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Cell # \_\_\_\_\_

E-mail address: \_\_\_\_\_

**Detail Property Information:**

*(PLEASE INCLUDE INFORMATION FOR EACH ZONE/BLOCK/LOT INVOLVED BELOW – ATTACH ADDITIONAL SHEETS AS NECESSARY)*

<b><u>PRINCIPAL USE:</u></b>	<b><u>Required and/or Permitted</u></b>	<b><u>Existing</u></b>	<b><u>Proposed</u></b>
Minimum lot area	5,000 SF	5,000 SF	NO CHANGE
Minimum lot width	50 FT	50 FT	NO CHANGE
Minimum lot depth	100 FT	100 FT	NO CHANGE
Minimum lot frontage	50 FT	50 FT	NO CHANGE
Minimum front yard setback	25 FT	14.5 FT	NO CHANGE
Minimum front yard setback (front porch)	25 FT	9 FT	9 FT (Expansion)
Minimum rear yard setback	25 FT	40.8 FT	39.3 FT
Minimum side yard setback	5 FT & 10 FT	2.3 FT & 30.9 FT	2.3 FT & 14.4 FT
Maximum percent building coverage	35%	21.2%	34.4%
Maximum percent lot coverage	60%	47%	59.5%
Maximum number of stories	2.5 ST	2.5 ST	2.5 ST
Maximum building height (in feet)	35 FT	+/- 26 FT	+/- 26 FT
Square footage of principal structure	1,750 SF	1,056 SF	1,716 SF
Off-street parking spaces	3	2	3
Prevailing Setback of adj. bldgs. w/in the block/w/in 200 ft.		23.62 FT	
Prevailing Setback of adj. bldgs. w/in the block/w/in 200 ft. (front porches)		14.775 FT	

<b><u>ACCESSORY USE/STRUCTURE:</u></b>	<b><u>Required and/or Permitted</u></b>	<b><u>Existing</u></b>	<b><u>Proposed</u></b>
<i>Minimum front yard setback</i>	<i>Not in Front Yard</i>	<i>Yes</i>	<i>No Change</i>
<i>Minimum rear yard setback</i>	<i>5 FT</i>	<i>2.4 FT</i>	<i>No Change</i>
<i>Minimum side yard setback</i>	<i>5 FT</i>	<i>11.8 FT</i>	<i>No Change</i>
<i>Minimum combined side yard setback</i>	<i>N/A</i>		
<i>Maximum percent building coverage</i>	<i>N/A</i>		
<i>Maximum percent lot coverage</i>	<i>N/A</i>		
<i>Maximum number of stories</i>	<i>2 ST</i>	<i>2 ST</i>	<i>No Change</i>
<i>Maximum building height (in feet)</i>	<i>28 FT</i>	<i>+/- 18 Ft</i>	<i>No Change</i>
<i>Square footage of accessory structure</i>	<i>600 SF</i>	<i>272 SF</i>	<i>No Change</i>
<i>Distance between principal &amp; accessory structure</i>	<i>20 FT</i>	<i>18.4 FT</i>	<i>No Change (Expansion)</i>
<i>Existing use or uses on the lot: Single Family Residence &amp; Detached 2 story garage used as storage</i>			
<i>Proposed use or uses on the lot: No Change</i>			
<i>Is the property located in a special flood hazard area? NO</i>			

**NOTE: Any items that are not applicable to a particular application shall be marked with an "N/A".**

**Detail Proposed Information:**

16. Existing and proposed number of units, if applicable:                     N/A

17. Are any extensions of municipal facilities or utilities involved with this application? Y  N  X

If answer is YES, describe: \_\_\_\_\_

18. Are drainage ditches, streams, or other water courses involved with this application? Y  N  X

If answer is YES, describe: \_\_\_\_\_

19. Has there been any previous applications before the Planning Board/Board of Adjustment involving these premises? Yes  No  Unknown X

If so, when: \_\_\_\_\_

Result of decision: \_\_\_\_\_ (attach copy of prior Resolution)

20. Has a Zoning denial been received as part of this application? YES X  NO  If yes, please attach.

21. Tax and Assessment payment report indication of all taxes and/or assessment required to be paid attached to this application:  YES  NO

22. Are any easements or special covenants by deed involved with this application?  
 YES (If yes, attach copy) X NO

**AFFIDAVIT OF APPLICATION**

State of New Jersey : 507 PARK PLACE AVE  
: BRADLEY BEACH, NJ 07720  
County of MONMOUTH:

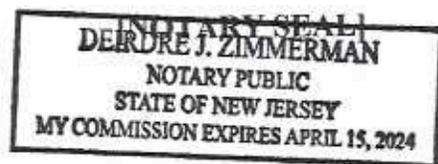
**RICHARD & MICHELLE LEE** being of full age, being duly sworn according to Law, on oath depose and says that all the above statements are true.

*Richard C Lee Michelle M Lee*  
\_\_\_\_\_  
(Original Signature of Applicant to be Notarized)

**RICHARD & MICHELLE LEE**  
(Print Name of Applicant)

Sworn and subscribed before me this  
16<sup>th</sup> day of September, 2020

*Deirdre J Zimmerman*  
\_\_\_\_\_  
Signature of Notary Public



**CERTIFICATION OF PAYMENT FOR MUNICIPAL PROPERTY  
TAXES, SEWER UTILITY CHARGES  
AND SPECIAL ASSESSMENTS**

Date: September 17, 2020  
Block/Lot: 21/5  
Assessed to: LEE, RICHARD CARL JR & MICHELLE MARIE  
Location: 507 Park Place Ave

3rd Quarter, 2020, Property Taxes due August 1, 2020 – **Paid**

3rd Quarter, 2020, Sewer Taxes due August 1, 2020 – **Paid**

  
COLLEEN CASTRONOVA, CTC  
Tax/Sewer Utility Collector

**SITE VISIT AUTHORIZATION OF PROPERTY OWNER**

*I hereby authorize any member of the Borough of Bradley Beach Planning Board/Zoning Board of Adjustment, any of said of Board's professionals or reviewing agencies of the Board to enter upon the property which is the subject matter of this application, during daylight hours, for limited purpose of viewing same to report and comment to the Board as to the pending application.*

**Date: SEPTEMBER 15, 2020**

  
Richard C Lee Michelle M Lee  
**Signature of Property Owner**

**Escrow Agreement**

I/we fully understand an "Escrow Account" will be established to cover the costs of the professional services which will include engineering, legal, planning, architectural, and any other expenses incurred in connection with the review of this application before the Board.

The amount of the Escrow Deposit will be determined by the Borough of Bradley Beach Ordinance Chapter 60. Land Use Procedures Section 60-29. Application fees and escrow requirements. Please see attached for details.

Any request for replenishment of escrow funds shall be due within fifteen [15] days of receipt of the request. If payment is not received within that time, applicant will be considered to be in default, and such default may jeopardize appearance before the Board and/or hold up of any and all pending approvals and building permits. Continued refusal will result in legal action against the property.

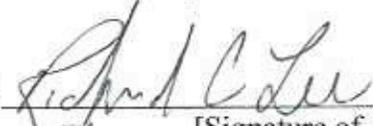
Also in accordance with N.J.S.A. 40:55D-53.1, all unused portion of the escrow account will be refunded upon written request from the applicant, and verification of completion by the board's professionals who reviewed the application.

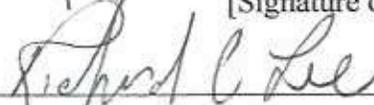
By signature below, I/we acknowledge receipt of the Borough of Bradley Beach's Chapter 60. Land Use Procedures Section 60-29. Application fees and escrow requirements and agree to all conditions listed.

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Name of Applicant: RICHARD & MICHELLE LEE \_\_\_\_\_

Property Address: 507 PARK PLACE AVE, BRADLEY BEACH, NJ 07720 Block 21 Lot 5

Applicant's Name: RICHARD & MICHELLE LEE    
[Print Name] [Signature of Applicant]

Owner's Name: RICHARD & MICHELLE LEE   
  
[Signature of Owner]

Date: September 15, 2020

**BOROUGH OF BRADLEY BEACH  
ZONING BOARD OF ADJUSTMENT APPLICATION  
FOR USE VARIANCE AND/OR BULK VARIANCE(S)  
PHONE NUMBER 732 776-2999 EXT. 1017  
EMAIL: [KDickert@bradleybeachnj.gov](mailto:KDickert@bradleybeachnj.gov)**

**THE PROCESS:**

After you submit your application, fees, and supporting documents, your application will be reviewed for completeness. Within forty-five (45) days, you will receive a letter in the mail (and e-mail if provided) advising you whether or not your application is "complete". If your application is deemed "incomplete", please provide the additional information requested and contained in the "incomplete" letter. If your application is deemed "complete", the letter will advise you of your hearing date.

When you receive your hearing letter, you will also receive further instructions regarding the process necessary to notify the public of your application and the notice requirement for the newspaper.

In general, the Board can make their decision at the first meeting/hearing unless the applicant has failed to provide sufficient information.

Once the Board has made a decision, a resolution will be prepared indicating the application has been granted or denied including any conditions placed upon same and then memorialized at the next available meeting.

Approximately two (2) to five (5) days after the memorialization of the resolution, a signed copy of the resolution will be mailed to you or your attorney (should you be represented by an attorney).

You will be required to place a public notice in the newspaper of the "Decision of the Board". Publication can be placed in any of the Borough approved newspapers – the Coaster, Coast Star, or Asbury Park Press. The original affidavit of publication of your Notice of Decision must be submitted to the Board Office once the publication has been published.

Please be aware that an objector to your application/approval has up to forty-five (45) days after your notice of decision is published in the newspaper to file an appeal on the decision of the Board.

Please note application fees are **NOT** refundable whether your application has been approved, denied, or withdrawn; however, any unused portion of your escrow deposit can be refunded once the project is complete. A written request must be received by the Board Office in order to begin the refund process.

**Board of Adjustment Meetings are generally held on the Third Thursday of each month (please confirm as the date may change due to holidays or Members' schedules).**

1. You must submit **an original plus 16 copies** of the application along with **an original and 16 copies** of all supporting documentation and plans (Site Plans, Surveys, Plats, Architectural Plans) which must be **to scale and folded**. **You must also submit the proper fees associated with your application in accordance with Chapter 60. Land Use Procedures (attached).**
  - a. If you are submitting for completeness determination **ONLY**, you may submit an original and 2 copies of the application along with an original and 2 copies of all supporting documentation and plans (Site Plans, Surveys, Plats, Architectural Plans) which must be to scale and folded. **Once the application is deemed complete** you must then submit the remaining 14 copies of the application along with 14 copies of all supporting documentation and plans as indicated in #1 above.
2. At the time of filing your application all taxes and sewer payments must be current for an application to be processed.
3. Applications received from someone other than the property owner must complete the Owner(s)' Affidavit of Authorization and Consent Statement of Landowner where Applicant is not the Landowner included in this packet.

## Chapter 60. Land Use Procedures

### Article III. Provisions Applicable to Planning Board and Zoning Board of Adjustment

#### § 60-29. Application fees and escrow requirements.

[Amended 3-8-1977; 1-22-1985; 12-30-1988; 6-27-1989; 2-13-1990; Ord. No. 1999-14; 2-14-2006 by Ord. No. 2006-5]

A. Fees. The application fee for sketch plans and major and minor subdivisions and major and minor site plan applications for hearings before the Planning Board and Zoning Board of Adjustment shall be as follows. Application fee and escrow funds shall be used to reimburse professional fees, including meeting time, and additional administrative costs over and above attendance at meetings and routine administrative and office expense.

- (1) Application fee. Each applicant for development within the Borough shall be responsible for the payment of a nonrefundable application fee as particularly set forth in the within subsection and incorporated herewith.
- (2) Escrow fees. In addition to the payment of the nonrefundable application fee, each application must be accompanied by deposit of escrow funds to reimburse the Borough for the direct cost of professional services, including but not limited to engineering, planning, legal and other expenses incurred during the review of and the hearings on the within application.

[Amended 12-11-2007 by Ord. No. 2007-14]

- (3) Schedule of application and escrow fees.

[Added 12-11-2007 by Ord. No. 2007-14]

<b>Classification</b>	<b>Application Fee</b>	<b>Escrow Fee</b>
Initial consultation and concept plan review	None	\$500
Initial fee escrow and completeness determination	None	\$500
Informal sketch subdivision plat or sketch site plan	\$200	\$500
Minor subdivision application	\$750	\$1,500
Plus Tax Map Revision	None	\$500
Preliminary Major Subdivision Application	\$1,000	\$2,500
Final Major Subdivision Application	\$400	\$1,500
Plus Tax Map Revision	None	\$200 per lot
Preliminary Major Site Plan Application	\$1,000	\$2,500
Final Major Site Plan Application	\$400	\$1,500

<b>Classification</b>	<b>Application Fee</b>	<b>Escrow Fee</b>
Plus Tax Map Revision for Condominiums	None	\$200 per unit
Amended Plan Approval Applications	½ Original Application Fee	\$500
Conditional Use Application	\$400	\$750
Bulk (c) variance application	\$125 each variance	\$750
Use (d) variance application	\$500	\$1,500
Completeness waiver request	\$100/each	\$500
Extension of time application	\$200	\$500
Appeals and requests for interpretation	\$200	\$500
Copies of transcripts and tapes	None	\$200
Decisions and resolutions	None	\$200
Resolution Compliance Review	None	\$750
Zoning Permit Requests	\$35	None
List of Property Owners	\$10	None
Publication of Final Decisions	\$35	None

- B. Additional fee for special meetings. Every applicant who requests and obtains a special meeting in connection with any application for development or appeal shall pay to the Borough of Bradley Beach an additional fee of \$750 and post an additional escrow as required and determined by the administrative officer of the Board upon consultation with Board professionals.
- C. Professional review fees. Every applicant shall be responsible for paying all costs and fees charged by the Board Engineer for reviewing any plats, plans and other documents submitted in connection with any application and the costs of the Board Attorney for the preparation of any resolutions, work on said applications, research and attendance at the Board meetings. Upon receipt of an application, the administrative officer shall contact the Board Engineer and obtain an estimate of the Engineer's costs and fees for reviewing the application and supporting documents. The administrative officer shall immediately notify the applicant of the estimate, and the applicant shall deposit the amount of the estimate with the administrative officer, provided that the estimate exceeds the amount set forth in this section. The administrative officer shall pay out of the moneys so deposited all bills submitted by the Board Engineer and Board Attorney in connection with the application. In the event the deposit exceeds the professional bills, the excess shall be returned to the applicant within 60 days after final action on the within application. In the event the professional bills exceed the deposit, the administrative officer shall immediately notify the applicant, who shall immediately deposit an additional sum sufficient to satisfy the excess.

- D. Engineering resolution compliance fee (post approval). Upon approval of an application by the appropriate Board, the Board Engineer shall, prior to signing of the plans by the Chairman and Secretary and prior to issuance of any building permits, review the application as approved and any revised plans and supplemental documents submitted by the applicant to verify that all conditions of approval have been met. Upon completion of all improvements and prior to issuance of a certificate of occupancy, the Board Engineer shall conduct a final inspection to verify all improvements have been constructed in compliance with the approved plans and that all conditions of approval have been met. After memorializing of the resolution of approval, the applicant shall deposit the sum of \$750 with the administrative officer in escrow to cover the Engineer's costs and fees necessary for resolution compliance review and approval. In the event the deposit exceeds the Engineer's bills, the excess shall be returned to the applicant within 60 days of compliance approval by the engineer. In the event the Engineer's bills exceed the deposit, the administrative officer shall immediately notify the applicant, who shall deposit an additional sum sufficient to cover the excess. [Amended 12-11-2007 by Ord. No. 2007-14]
- E. Additional review fees. Any additional fees incurred by the Board Engineer or Board Attorney relative to review of any documents, post approval, including but not limited to amendments to site plan, meetings before the Planning Board, review of any documents from the Monmouth County Planning Board or any additional municipal, county, state or federal agency, shall be billed to the applicant. The administrative officer shall pay out of the money so deposited all bills submitted by the Board Engineer or Board Attorney in connection with any subsequent review.
- F. Every applicant for development shall be responsible for paying all costs and fees incurred by the professional consultants retained by or on behalf of the Borough and/or its boards, commissions or agencies in reviewing, testifying and/or assisting the Borough in processing applications and/or assisting the Borough in the evaluation, planning and proper design of municipal services and facilities necessary to accommodate the present or anticipated needs of the proposed development.
- G. Upon the request of the applicant, in writing, the appropriate administrative officer of the respective Board shall provide the applicant with a detailed list of all charges and disbursements made from the applicant's escrow account.