

ZONING BOARD AGENDA – JANUARY 26, 2026
MEETING TIME: 7:00 PM
MAIN MEETING ROOM

1. OPENING STATEMENT

2. ROLL CALL

MR. COLE DARGAN

MR. WILLIAM HIBELL

Seat I

Seat VI

MS. CHANTAL BOUW

MR. MARTIN

TRUSCOTT

Seat II

Seat VII

MR. ROBERTA SHERIDAN

MR. ANDREW BANE

Seat III

Alternate I

MRS. CATHERINE ROGERS

VACANT

Seat IV

Alternate II

MR. STEVEN SHANKER

VACANT

Seat V

Alternate III

3. SALUTE TO THE FLAG

4. RE-ORGANIZATION OF THE BOARD

- Election of the Chairman
- Election of the Vice Chairman
- Appointment of Board Attorney
- Appointment of Board Engineer
- Appointment of Conflict Board Engineer
- Appointment of Board Secretary

5. RESOLUTIONS

Resolutions are available upon request once adopted by the Board. Please contact the [BOARD SECRETARY](#).

6. APPROVAL OF MINUTES

December 8, 2025

7. ADMINISTRATIVE MATTERS

None

8. OLD BUSINESS

- 8.I. #2024-035 – John Bologna, 7 Karyn Terrace East, Block 574, Lot 9, Located In The R-22 Zone.

The applicant is seeking Maximum Lot Coverage Variance, Minimum Accessory Structure Side Yard Setback (Shed), Minimum Accessory Structure Rear Yard Setback (Shed), Minimum Accessory Structure Rear Yard Setback (Gazebo), and Solid Fence exceeding height restrictions street side yard.

- 8.II. #2025-015 – Ahmed & Rebecca Sourour, 435 Navesink River Road, Block 983, Lot 3, Located In The R-220 Zone.

The applicant is seeking Use D Variance for Maximum Floor Area Ratio (FAR), Maximum Lot Coverage, Minimum Side Yard Setback (Cabana), Minimum Street Side Yard Setback (Cabana), and Minimum Accessory Rear Yard Setback (Cabana), to construct an addition to the principal dwelling, along with two proposed cabanas, a proposed pool and various patio improvements.

Documents:

[E24-00547 PLOT PLAN REV 3.1 \(SIGNED\).PDF](#)
[2026.01.02 - SOUROUR RESIDENCE - VARIANCE REVISIONS - 24 X 36.PDF](#)
[SOUROUR VARIANCE REVISIONS SUMMARY - 01.02.26.PDF](#)
[TECH MEMO 011526 2ND REVIEW.PDF](#)

- 8.III. #2025-025 – Motorcycle Mall Realty, 656 Highway 35, Block 869, Lot 109.01, Located In The B-3 Zone.

The applicant is seeking Bulk “C” Variance to install nine (9) building façade signs where one (1) façade sign is permitted (and exists).

9. NEW BUSINESS

- 9.I. #2025-019 – Pamela Ross, 6 Benton Avenue, Block 375, Lot 24, Located In The R-15 Zone.

The applicant is seeking Lot Coverage Variance, a Use Variance for Building Height, and Bulk Variances for Minimum Front Yard Setback and Number of Stories.

Documents:

[TECH MEMO 011526 2ND REVIEW.PDF](#)
[ARCHITECTURAL PLAN 6 BENTON.PDF](#)
[SURVEY.PDF](#)

- 9.II. #2025-028 – Paul Millman, 108 Hartshorne Road, Block 786, Lot 7, Located In The R-110 Zone.

The applicant is seeking Bulk “C” Variances.

Documents:

ARCHITECTURAL PLANS DATED 6.12.25.PDF
PLOT PLAN DATED 8.27.25.PDF
SURVEY.PDF
TECH MEMO.PDF

9.III. #2025-030 – Jennifer & Alexander Rossano, 20 Park Way, Block 779.02, Lot 48.01,
Located In The R-45 Zone.

The applicant is seeking Bulk “C” Variances.

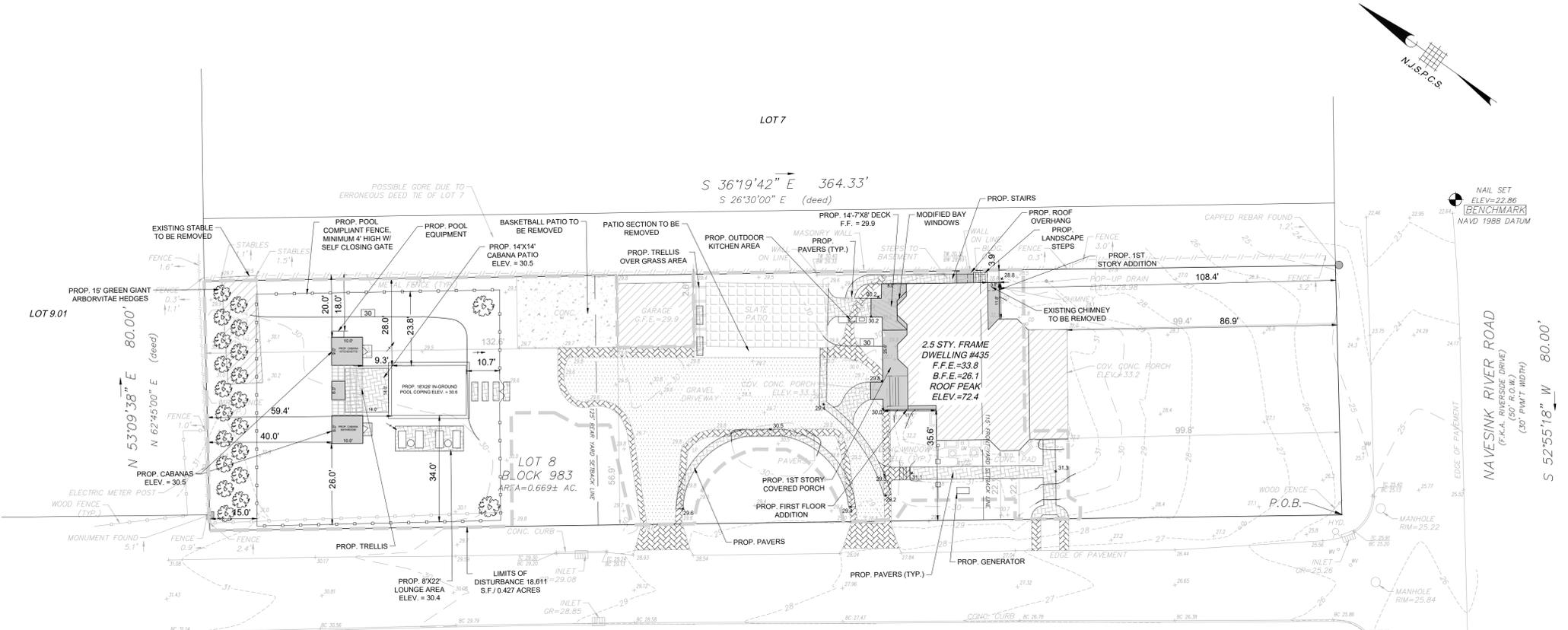
Documents:

20 PARK WAY VARIANCE AND STEEP SLOPE PLAN.PDF
20 PARK WAY DECK AND PATIO PLANS.PDF
TECH MEMO.PDF
2025 20 PARK WAY TECH 1 HODER.PDF

10. EXECUTIVE SESSION

If Necessary

11. ADJOURNMENT



- NOTES:**
- THIS MAP IS NOT A SURVEY.
 - THE PURPOSE OF THIS MAP IS FOR OBTAINING A ZONING PERMIT FROM THE TOWNSHIP OF MIDDLETOWN FOR THE CONSTRUCTION OF AN IN-GROUND POOL, POOL PATIO AND CABANA, PORCH EXPANSION, AND HOUSE EXPANSION.
 - BOUNDARY AND TOPOGRAPHIC INFORMATION SHOWN HEREON TAKEN FROM A CERTAIN PLAN ENTITLED "BOUNDARY AND TOPOGRAPHIC SURVEY, LOT 8, BLOCK 983, TOWNSHIP OF MIDDLETOWN, COUNTY OF MONMOUTH, NEW JERSEY," PREPARED BY MORGAN ENGINEERING & SURVEYING, L.L.C., DATED 08/03/24, LAST REVISED 02/24/25.
 - PER THE STATE OF NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION BUREAU OF GIS "ALGEOWEB" INTERACTIVE MAPPING APPLICATION, WETLANDS DO NOT APPEAR TO EXIST ON THE SUBJECT PROPERTY.
 - PROPERTY IS LOCATED IN FLOOD ZONE X AS SHOWN ON PRELIMINARY FIRM MAP #34025C0177G, DATED 09/25/2009.
 - PROPERTY IS LOCATED IN FLOOD ZONE X AS SHOWN ON PRELIMINARY FIRM MAP #34025C0177G, DATED 01/30/2015.
 - EXISTING UTILITIES TO BE MARKED OUT PRIOR TO THE START OF CONSTRUCTION.
 - ALL ELEVATIONS ARE IN NAVD 1988 DATUM THROUGH GPS OBSERVATIONS USING LEICA RTK GPS NETWORK.
 - THIS PROPERTY IS LOCATED WITHIN THE R-220 ZONE.
 - NO NEW UTILITIES ARE REQUIRED FOR THE CONSTRUCTION OF THE IN-GROUND POOL.
 - LIMIT OF DISTURBANCE = 18,611 S.F.
 - ENTIRE PROPERTY IS LOCATED WITHIN REQUIRED SIDE SETBACK.
 - THERE ARE NO PONDS, STREAMS, BROOKS, MARSHES, RIVERS, LAKES, BOGS, DITCHES, CREEKS, SWAMPS, OR LOW-LYING AREAS WITHIN 50 FT. OF THE PROPERTY.
 - THE NAVESINK RIVER IS > 300 FT. FROM PROPERTY. THE 300 FT. RIPARIAN BUFFER IS NOT ON THIS PROPERTY.

- POOL NOTES:**
- POOL MODEL - 468 SQUARE FOOT IN-GROUND POOL.
 - IN-GROUND POOLS SHALL BE COMPLETELY ENCLOSED BY A FENCE AT LEAST 4 FEET IN HEIGHT. ACCESS GATES SHALL OPEN OUTWARD AWAY FROM THE POOL AND SHALL BE SELF-CLOSING AND HAVE A SELF-LATCHING DEVICE. FENCING SHALL BE CODE COMPLIANT AND MEET NATIONAL SWIMMING POOL REGULATIONS, LOCAL BUILDING CODES AND TOWNSHIP ORDINANCE.
 - CONTRACTOR TO ENSURE ADEQUATE SUBGRADE BELOW AND IN THE IMMEDIATE VICINITY OF THE POOL. MORGAN ENGINEERING HAS PERFORMED NO STRUCTURAL CALCULATIONS AS IT RELATES TO THE SUPPORT OF THE POOL AND IMMEDIATE SURROUNDING AREA.
 - POOL DISCHARGE VIA OVERLAND HOSE TOWARDS PATTERSON AVENUE.
 - ALL MECHANICAL EQUIPMENT SERVICING THE POOL SHALL BE ELEVATED ABOVE THE BASE FLOOD ELEVATION.

ZONE R-220 REQUIREMENTS

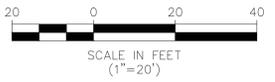
	REQUIRED	EXISTING	PROPOSED
MIN. LOT AREA	220,000 S.F.	29,144 S.F.	N.C.
MIN. LOT FRONTAGE	329 S.F.	—	—
MIN. NAVESINK ROAD	—	80 S.F.	N.C.
MIN. PATTERSON AVENUE	—	364.3 S.F.	N.C.
MIN. FRONT SETBACK	115 FT.	86.9 FT.	108.4 FT.
(PROP. CALCULATED TO ADDITION)			
MIN. SIDE SETBACK	75 FT.	3.9 FT.	N.C.
MIN. STREET SIDE SETBACK	115 FT.	22.1 FT.	35.6 FT.
(PROP. CALCULATED TO ADDITION)			
MIN. REAR SETBACK	125 FT.	223 FT.	217 FT.
MAX. BUILDING COVERAGE	15%	10.67%	10.80%
(PER R-22 ZONE REQUIREMENTS)			
MAX. LOT COVERAGE	20%	29.3%*	29.2%**
(PER R-22 ZONE REQUIREMENTS)			
MAX. FLOOR AREA RATIO	6%	13.2%*	13.5%**
MAX. GROSS FLOOR AREA	20,000 S.F.	3,861 S.F.	3,924 S.F.
BUILDING HEIGHT:			
FEET	35 FT.	41.2 FT.	N.C.
STORIES	2.5 STY.	2.5 STY.	N.C.

ACCESSORY REQUIREMENTS

	REQUIRED	EXISTING	PROPOSED
STABLE			
MIN. FRONT SETBACK	115 FT.	346.3 FT.	—
MIN. SIDE SETBACK	75 FT.	0 FT.	—
MIN. ST. SIDE SETBACK	115 FT.	40 FT.	—
MIN. REAR SETBACK	75 FT.	5.6 FT.	—
MAX. BUILDING HEIGHT	25 FT.	13 FT.	—
POOL			
MIN. FRONT SETBACK	15 FT.	—	280.5 FT.
MIN. SIDE SETBACK	15 FT.	—	28 FT.
MIN. REAR SETBACK	15 FT.	—	59.4 FT.
POOL CABANAS			
MIN. FRONT SETBACK	115 FT.	—	313 FT.
MIN. SIDE SETBACK	75 FT.	—	20 FT.**
MIN. ST. SIDE SETBACK	115 FT.	—	26 FT.**
MIN. REAR SETBACK	75 FT.	—	40 FT.**
MAX. BUILDING HEIGHT	16 FT.	—	14 FT.
MAX. BUILDING AREA	200 S.F.	—	180 S.F.
POOL EQUIPMENT			
MIN. FRONT SETBACK	10 FT.	—	319.5 FT.
MIN. SIDE SETBACK	10 FT.	—	18 FT.
MIN. REAR SETBACK	10 FT.	—	40 FT.
GARAGE			
MIN. FRONT SETBACK	115 FT.	207.1 FT.	N.C.
MIN. SIDE SETBACK	75 FT.	2.6 FT.	N.C.
MIN. ST. SIDE SETBACK	115 FT.	56.9 FT.	N.C.
MIN. REAR SETBACK	75 FT.	132 FT.	N.C.
MAX. BUILDING HEIGHT	16 FT.	18.3 FT.	N.C.

* - EXISTING NON-CONFORMING
 ** - VARIANCE REQUIRED
 N.C. - NO CHANGE

PATTERSON AVENUE
 (F.K.A. PATTERSON ROAD)
 (R.O.W. VARIES)
 (P.V.M.T. WIDTH VARIES)
 N 36°19'44" W 364.66'
 S 26°30'00" W (deed)



BUILDING HEIGHT CALCULATION EXHIBIT

SPOT I.D.	EX. ELEVATION
1.	32.4
2.	32.6
3.	30.0
4.	30.9
5.	28.8
6.	31.9
7.	31.9
TOTAL	218.5

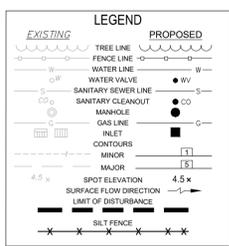
218.5 ÷ 7 = 31.2 = AVG. GRADE ELEV.

BUILDING COVERAGE

DESCRIPTION	EXISTING	PROPOSED
BUILDING	2,220.3 S.F.	2,463.5 S.F.
GARAGE	504.2 S.F.	504.2 S.F.
CABANAS	N/A	180 S.F.
STABLE	384.3 S.F.	N/A
BUILDING LOT COVERAGE	3,108.8 S.F.	3,147.7 S.F.
LOT AREA	29,144 S.F.	
TOTAL BUILDING LOT COVERAGE	10.67%	10.80%

IMPERVIOUS (LOT) COVERAGE

DESCRIPTION	EXISTING	PROPOSED
BUILDING	3,108.8 S.F.	3,147.7 S.F.
PAVERS/PATIOS	2,684.8 S.F.	2,854.2 S.F.
DRIVEWAY	2,687.7 S.F.	2,413.4 S.F.
DECKS/PORCH	55 S.F.	111.2 S.F.
IMPERVIOUS LOT COVERAGE	8,536.3 S.F.	8,526.5 S.F.
LOT AREA	29,144 S.F.	
TOTAL IMPERVIOUS LOT COVERAGE	29.3%	29.2%



PREPARED FOR: AHMED SOUROUR

MORGAN engineering & surveying
 P.O. BOX 5232
 TOMS RIVER, N.J. 08754
 TEL: 732-270-9690
 FAX: 732-270-9691
 www.morganengineeringllc.com

Donna M. Bullock
DONNA M. BULLOCK
 NEW JERSEY PROFESSIONAL ENGINEER LICENSE: No. 41931

REV	DATE	DESCRIPTION	BY
3	12/30/25	REVISIONS PER HEARING COMMENTS	JAS
2	5/15/25	REVISIONS PER DENIAL LETTER	JAS
1	4/3/25	REVISIONS PER APPLICANT'S REQUESTS	JAS

PLOT PLAN FOR HOUSE EXPANSION & IN-GROUND POOL

435 NAVESINK RIVER ROAD
 LOT 8 BLOCK 983
 TOWNSHIP OF MIDDLETOWN
 COUNTY OF MONMOUTH NEW JERSEY

Scale: 1"=20' Drawn By: JAS Date: 03/21/25 JOB #: E24-00347 CAD File #: PLOT PLAN Sheet #: 1 of 1

ROSEN KELLY CONWAY

DAVID M. ROSEN, AIA, LEED AP
NJ - AI 08664 NY - 025464

JOHN H. KELLY, JR., AIA, LEED AP
NJ - AI 11116

Thomas A. Conway
THOMAS A. CONWAY, AIA, LEED AP
NJ - AI 17846

January 2, 2026

NICHOLAS GIULIANO, AIA
NJ - AI 02163900 NY - 038783

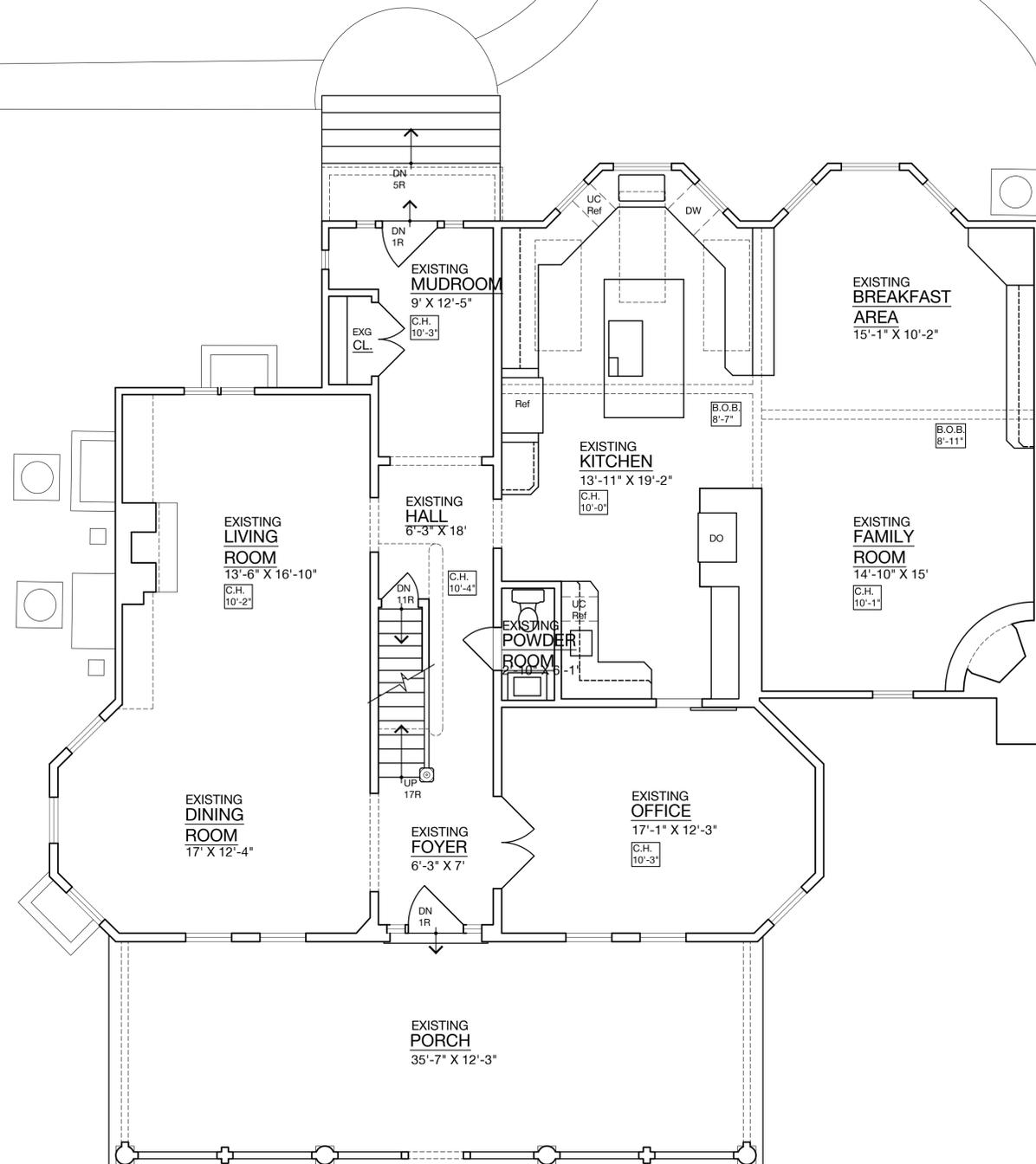
16 Maple Street Summit NJ 07901
908 273 6565 rkcad.com

Variance Revisions	01.02.26
Revisions	12.23.25
Variance Submittal	05.19.25
Issued for Letter of Denial	04.07.25
Revisions	02.21.25
Variance Progress Review	01.16.25
Description	Date

SOUROUR RESIDENCE
435 NAVESINK RIVER ROAD
MIDDLETOWN, NJ

EXISTING FIRST FLOOR PLAN

V-2



EXISTING FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"

ROSEN KELLY CONWAY

DAVID M. ROSEN, AIA, LEED AP
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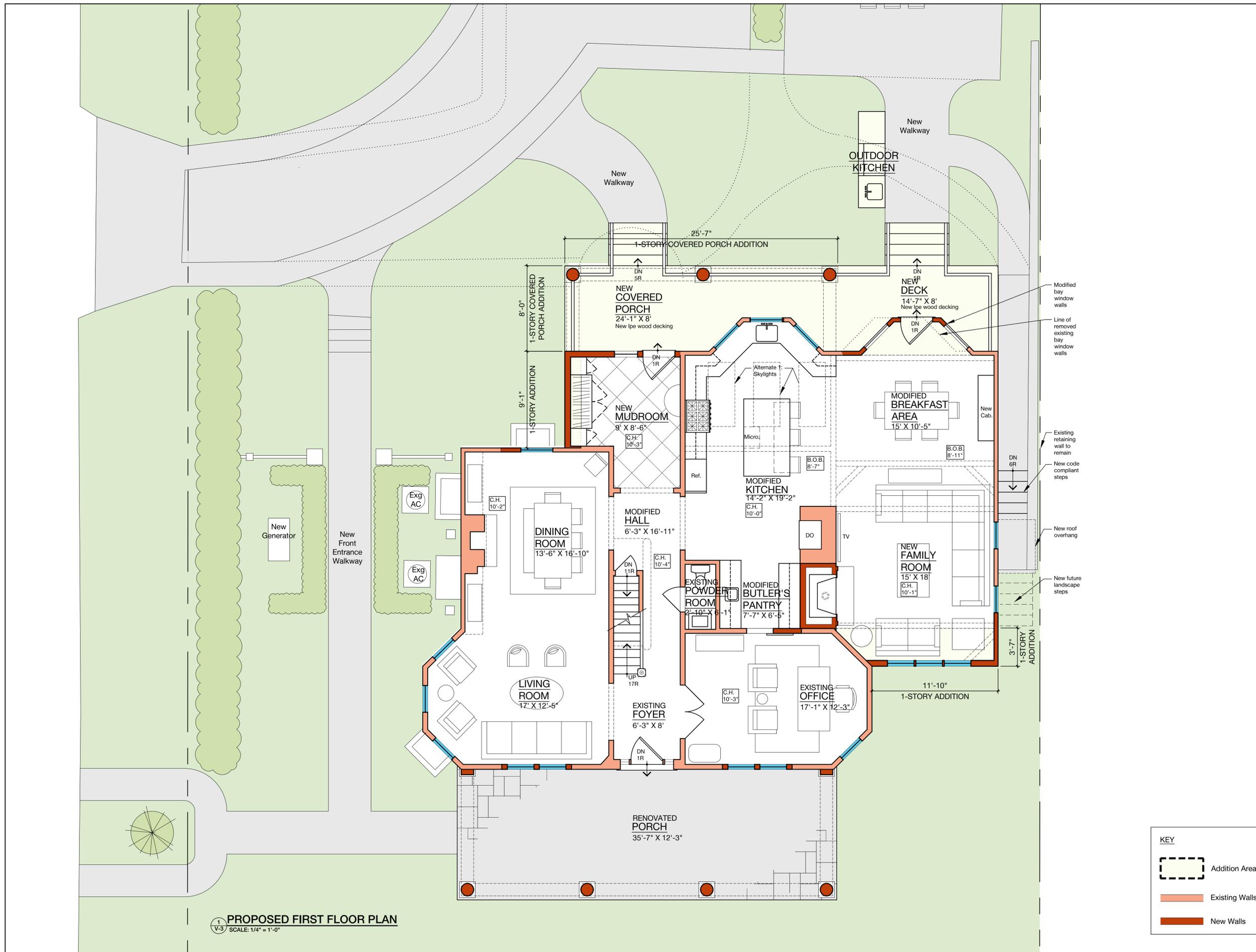
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SOUROUR RESIDENCE
435 NAVESINK RIVER ROAD
MIDDLETOWN, NJ

PROPOSED FIRST FLOOR PLAN

V-3



PROPOSED FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"

KEY

- Addition Areas
- Existing Walls
- New Walls

ROSEN KELLY CONWAY

DAVID M. ROSEN, AIA, LEED AP
NJ - AI 08664 NY - 025464

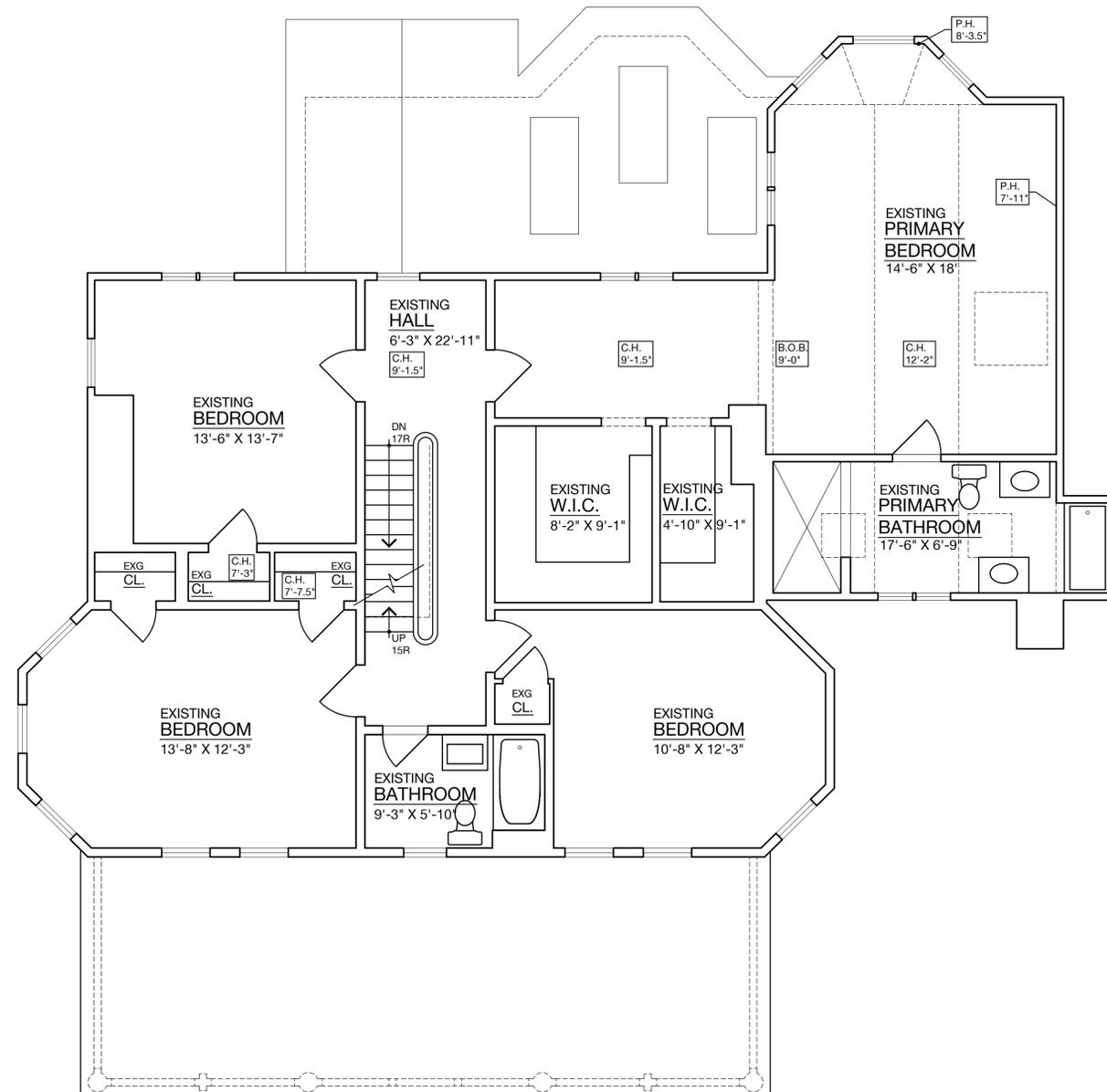
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EXISTING SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"

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SOUROUR RESIDENCE
435 NAVESINK RIVER ROAD
MIDDLETOWN, NJ

EXISTING SECOND FLOOR PLAN

V-4

ROSEN KELLY CONWAY

DAVID M. ROSEN, AIA, LEED AP
NJ - AI 08664 NY - 025464

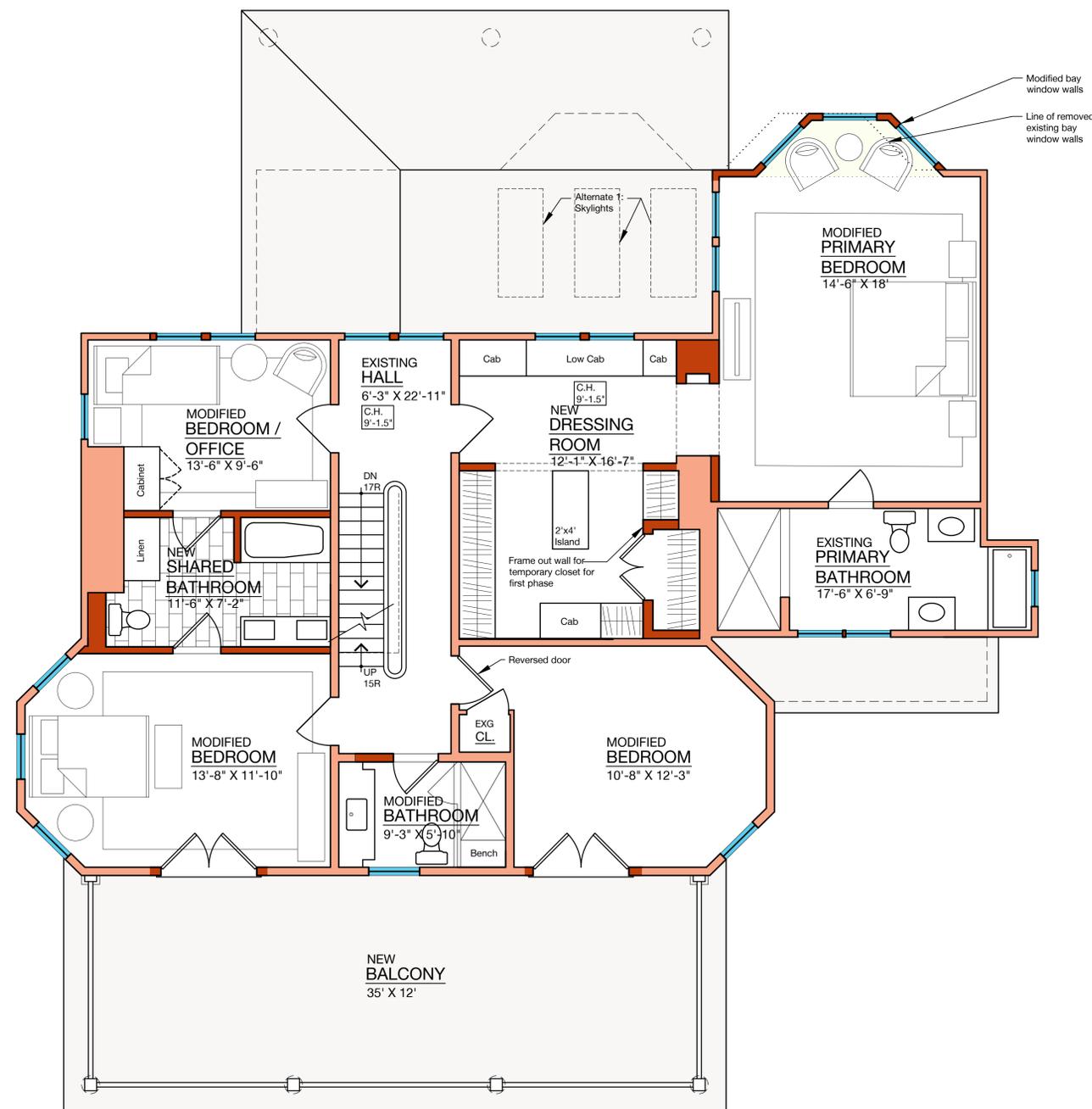
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PROPOSED SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"

KEY	
	Addition Areas
	Existing Walls
	New Walls

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SOUROUR RESIDENCE
435 NAVESINK RIVER ROAD
MIDDLETOWN, NJ

PROPOSED SECOND FLOOR PLAN

V-5

ROSEN KELLY CONWAY

DAVID M. ROSEN, AIA, LEED AP
NJ - AI 08664 NY - 025464

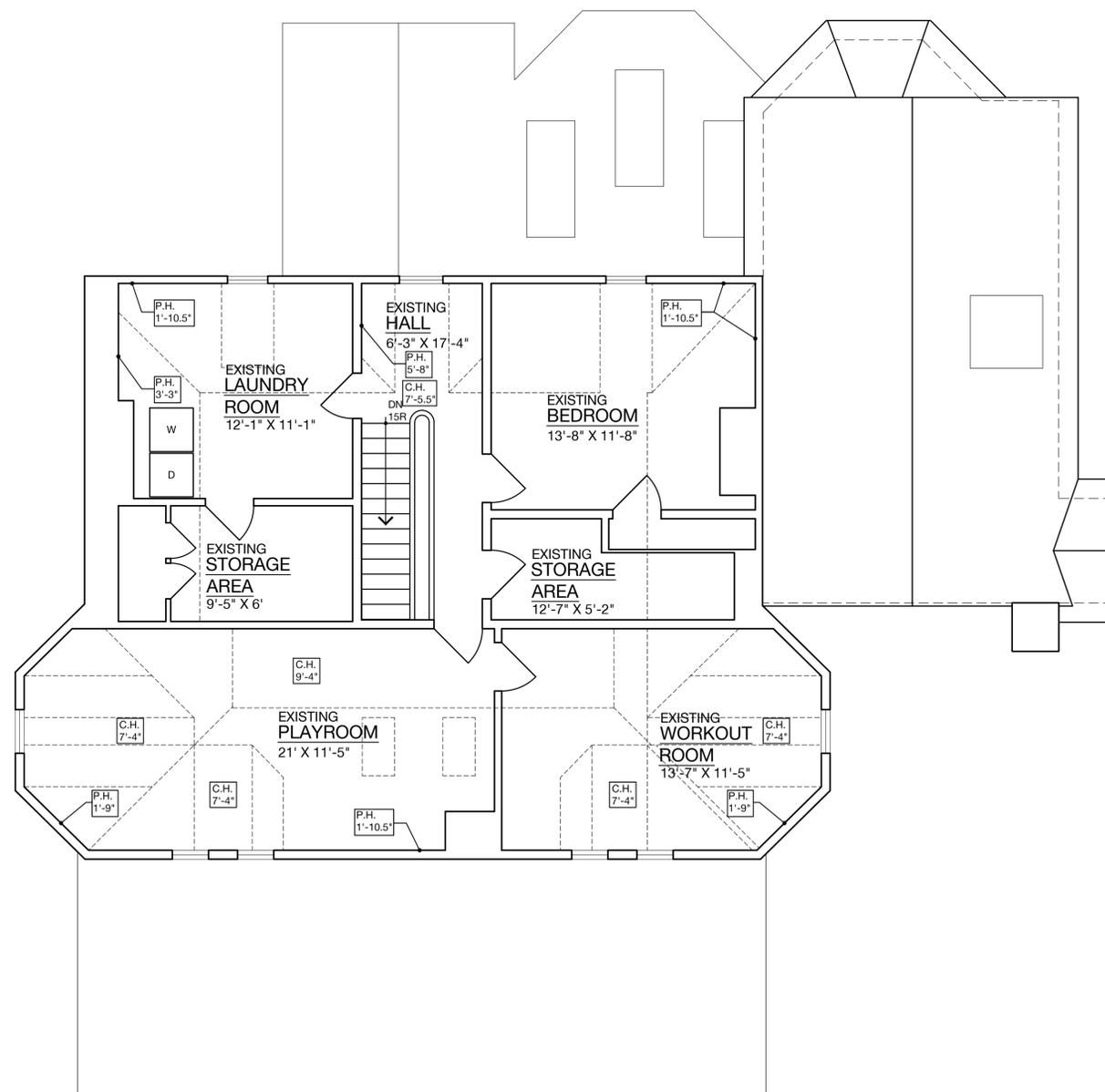
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EXISTING THIRD FLOOR PLAN
SCALE: 1/4" = 1'-0"

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SOUROUR RESIDENCE
435 NAVESINK RIVER ROAD
MIDDLETOWN, NJ

EXISTING THIRD FLOOR PLAN

V-6

ROSEN KELLY CONWAY

DAVID M. ROSEN, AIA, LEED AP
NJ - AI 08664 NY - 025464

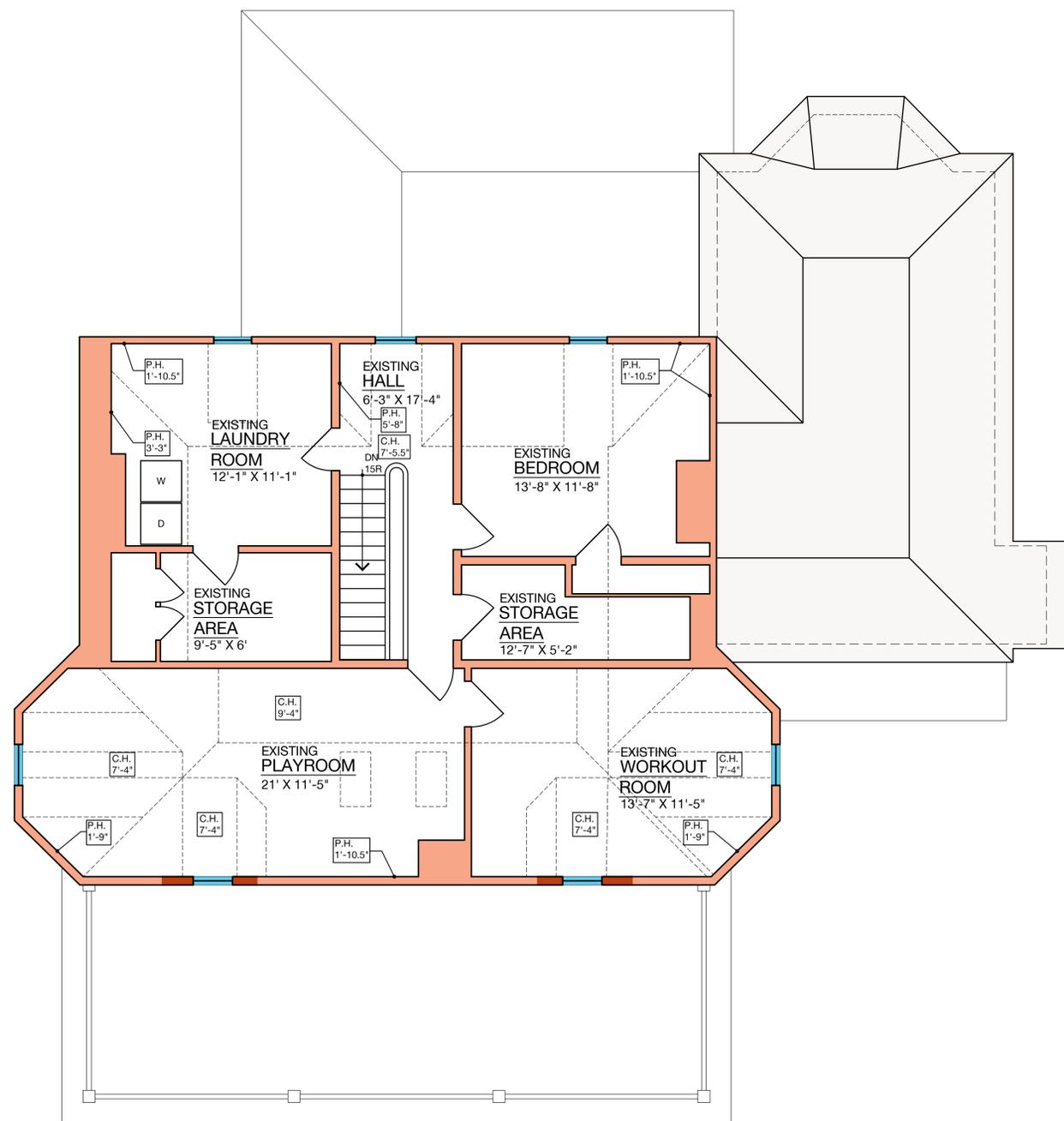
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PROPOSED THIRD FLOOR PLAN
SCALE: 1/4" = 1'-0"

KEY

- Addition Areas
- Existing Walls
- New Walls

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SOUROUR RESIDENCE
435 NAVESINK RIVER ROAD
MIDDLETOWN, NJ

PROPOSED THIRD FLOOR PLAN

V-7

ROSEN KELLY CONWAY

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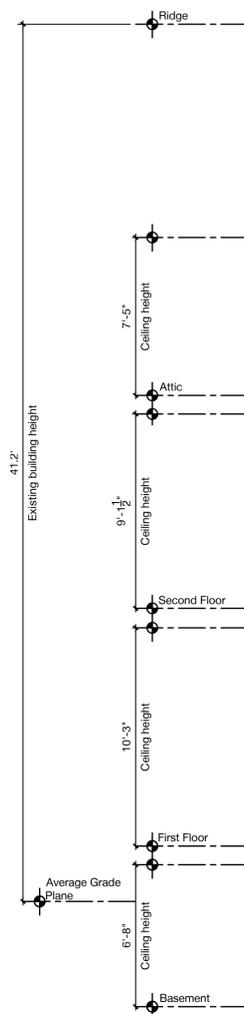
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SOUROUR RESIDENCE
435 NAVESINK RIVER ROAD
MIDDLETOWN, NJ

EXISTING FRONT ELEVATION

V-8



EXISTING FRONT ELEVATION
SCALE: 1/4" = 1'-0"

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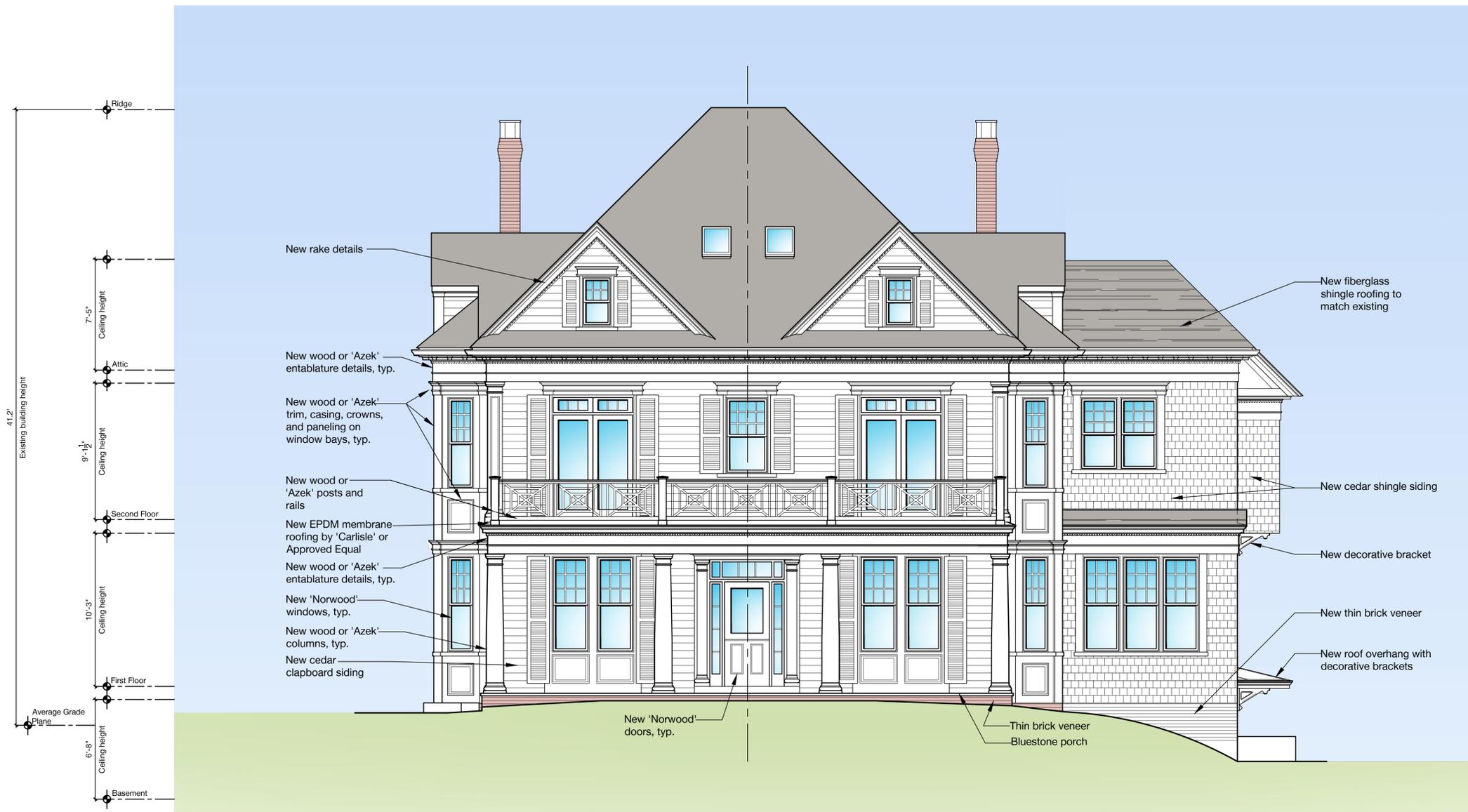
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SOUROUR RESIDENCE
435 NAVESINK RIVER ROAD
MIDDLETOWN, NJ

PROPOSED FRONT ELEVATION

V-9



PROPOSED FRONT ELEVATION
SCALE: 1/4" = 1'-0"

ROSEN KELLY CONWAY

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EXISTING LEFT SIDE ELEVATION
SCALE: 1/4" = 1'-0"

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SOUROUR RESIDENCE
435 NAVESINK RIVER ROAD
MIDDLETOWN, NJ

EXISTING LEFT SIDE ELEVATION

V-10

ROSEN KELLY CONWAY

DAVID M. ROSEN, AIA, LEED AP
NJ - AI 08664 NY - 025464

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1 PROPOSED LEFT SIDE ELEVATION
V-11 SCALE: 1/4" = 1'-0"

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SOUROUR RESIDENCE
435 NAVESINK RIVER ROAD
MIDDLETOWN, NJ

PROPOSED LEFT SIDE ELEVATION

V-11

ROSEN KELLY CONWAY

DAVID M. ROSEN, AIA, LEED AP
NJ - AI 08664 NY - 025464

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1 **EXISTING REAR ELEVATION**
V-12 SCALE: 1/4" = 1'-0"

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EXISTING REAR ELEVATION

V-12

ROSEN KELLY CONWAY

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16 Maple Street Summit NJ 07901
908 273 6565 rkcad.com



1 PROPOSED REAR ELEVATION
V-13 SCALE: 1/4" = 1'-0"

Variance Revisions	01.02.26
Revisions	12.23.25
Variance Submittal	05.19.25
Issued for Letter of Denial	04.07.25
Revisions	02.21.25
Variance Progress Review	01.16.25
Description	Date

SOUROUR RESIDENCE
435 NAVESINK RIVER ROAD
MIDDLETOWN, NJ

PROPOSED REAR ELEVATION

V-13

ROSEN KELLY CONWAY

DAVID M. ROSEN, AIA, LEED AP
NJ - AI 08664 NY - 025464

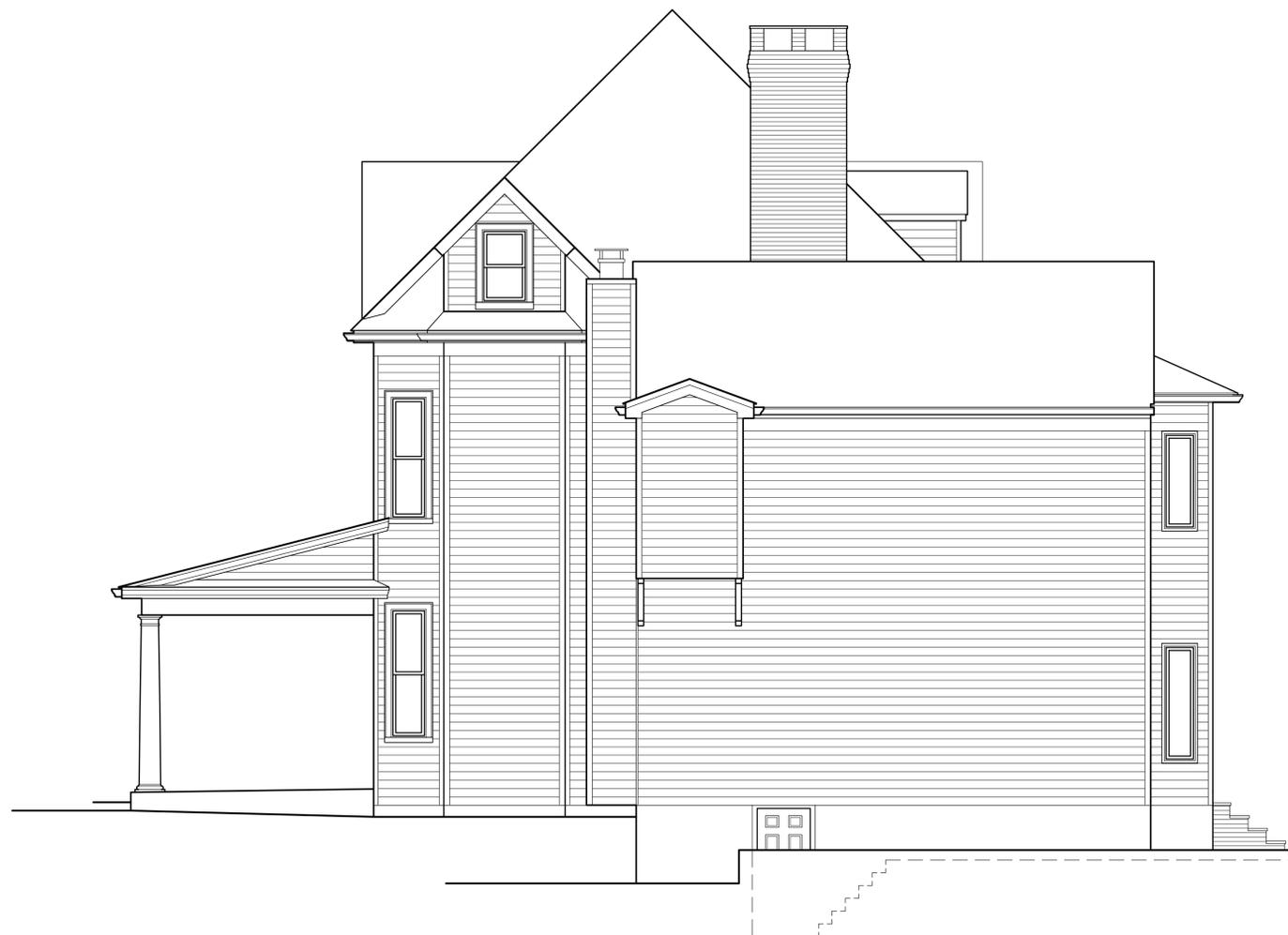
JOHN H. KELLY, JR., AIA, LEED AP
NJ - AI 11116

Thomas A. Conway
THOMAS A. CONWAY, AIA, LEED AP
NJ - AI 17846

January 2, 2026

NICHOLAS GIULIANO, AIA
NJ - AI 02163900 NY - 038783

16 Maple Street Summit NJ 07901
908 273 6565 rkcad.com



1 **EXISTING RIGHT SIDE ELEVATION**
V-14 SCALE: 1/4" = 1'-0"

Variance Revisions	01.02.26
Revisions	12.23.25
Variance Submittal	05.19.25
Issued for Letter of Denial	04.07.25
Revisions	02.21.25
Variance Progress Review	01.16.25
Description	Date

SOUROUR RESIDENCE
435 NAVESINK RIVER ROAD
MIDDLETOWN, NJ

EXISTING RIGHT SIDE ELEVATION

V-14

**ROSEN
KELLY
CONWAY**

DAVID M. ROSEN, AIA, LEED AP
NJ - AI 08664 NY - 025464

JOHN H. KELLY, JR., AIA, LEED AP
NJ - AI 11116

Thomas A. Conway
THOMAS A. CONWAY, AIA, LEED AP
NJ - AI 17846

January 2, 2026

NICHOLAS GIULIANO, AIA
NJ - AI 02163900 NY - 038783

16 Maple Street Summit NJ 07901
908 273 6565 rkcad.com



New new roof overhang
with decorative brackets

1 PROPOSED RIGHT SIDE ELEVATION
V-15 SCALE: 1/4" = 1'-0"

Variance Revisions	01.02.26
Revisions	12.23.25
Variance Submittal	05.19.25
Issued for Letter of Denial	04.07.25
Revisions	02.21.25
Variance Progress Review	01.16.25
Description	Date

SOUROUR RESIDENCE
435 NAVESINK RIVER ROAD
MIDDLETOWN, NJ

PROPOSED RIGHT SIDE ELEVATION

V-15

ROSEN KELLY CONWAY

DAVID M. ROSEN, AIA, LEED AP
NJ - AI 08664 NY - 025464

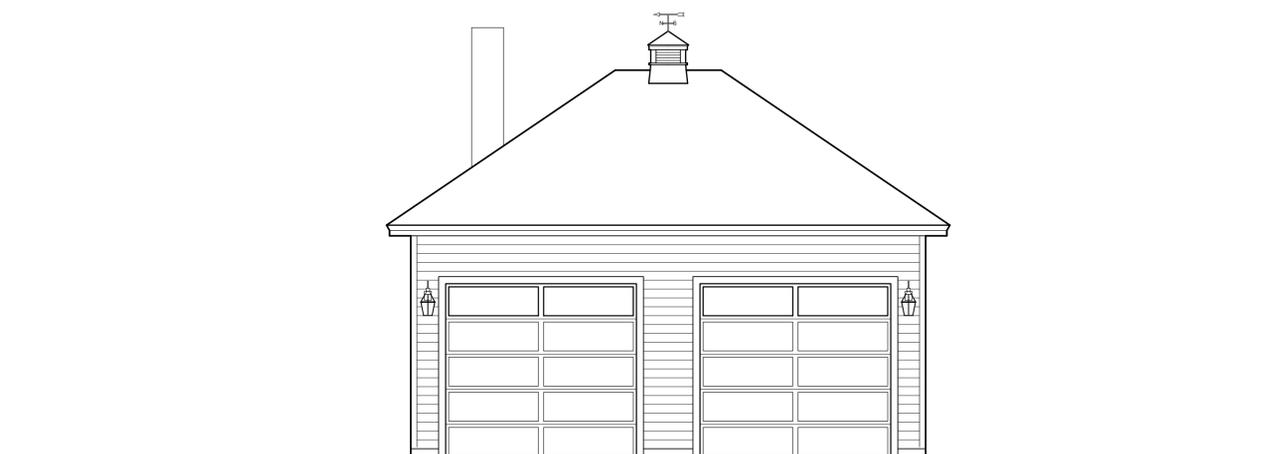
JOHN H. KELLY, JR., AIA, LEED AP
NJ - AI 11116

Thomas A. Conway
THOMAS A. CONWAY, AIA, LEED AP
NJ - AI 17846

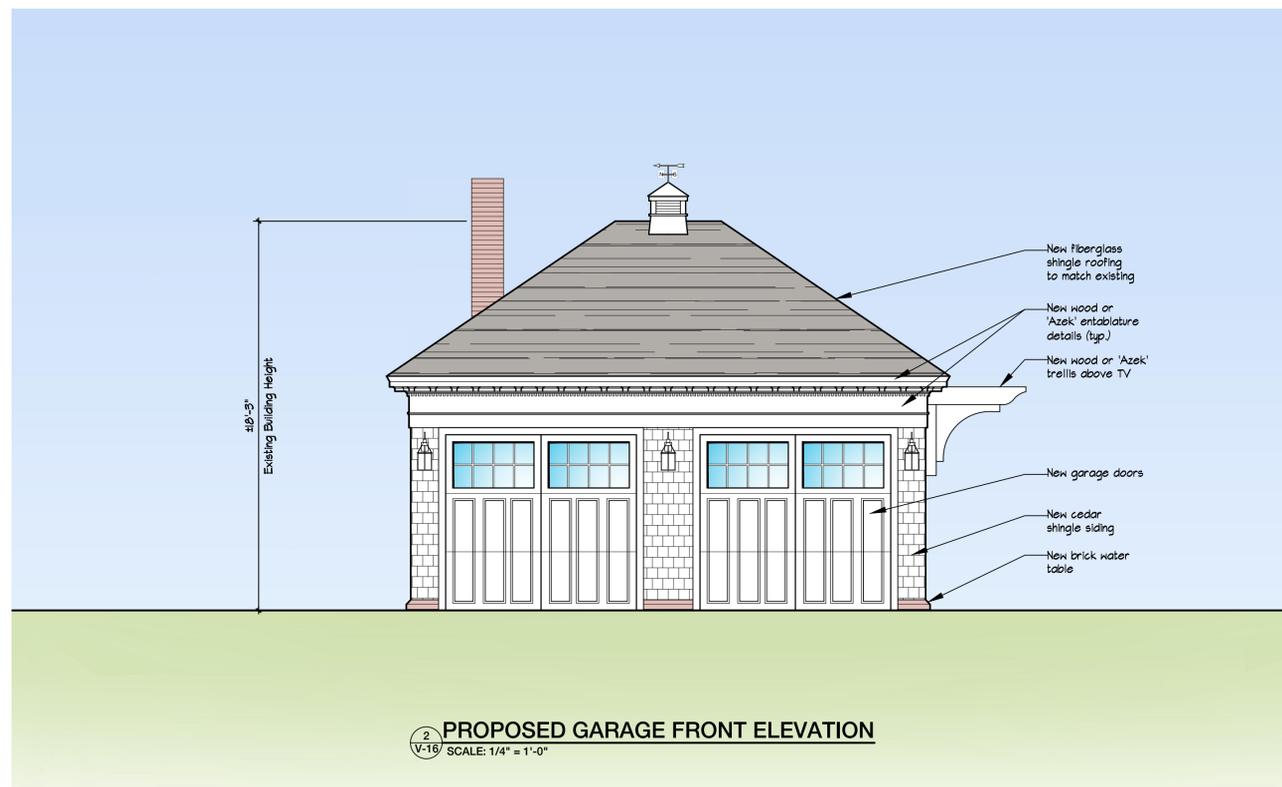
January 2, 2026

NICHOLAS GIULIANO, AIA
NJ - AI 02163900 NY - 038783

16 Maple Street Summit NJ 07901
908 273 6565 rkcad.com



1 EXISTING GARAGE FRONT ELEVATION
V-16 SCALE: 1/4" = 1'-0"



2 PROPOSED GARAGE FRONT ELEVATION
V-16 SCALE: 1/4" = 1'-0"

Variance Revisions	Date
Revisions	12.23.25
Variance Submittal	05.19.25
Issued for Letter of Denial	04.07.25
Revisions	02.21.25
Variance Progress Review	01.16.25
Description	Date

SOUROUR RESIDENCE
435 NAVESINK RIVER ROAD
MIDDLETOWN, NJ

EXISTING AND PROPOSED
GARAGE FRONT ELEVATIONS

V-16

ROSEN KELLY CONWAY

DAVID M. ROSEN, AIA, LEED AP
NJ - AI 08664 NY - 025464

JOHN H. KELLY, JR., AIA, LEED AP
NJ - AI 11116

Thomas A. Conway
THOMAS A. CONWAY, AIA, LEED AP
NJ - AI 17846

January 2, 2026

NICHOLAS GIULIANO, AIA
NJ - AI 02163900 NY - 038783

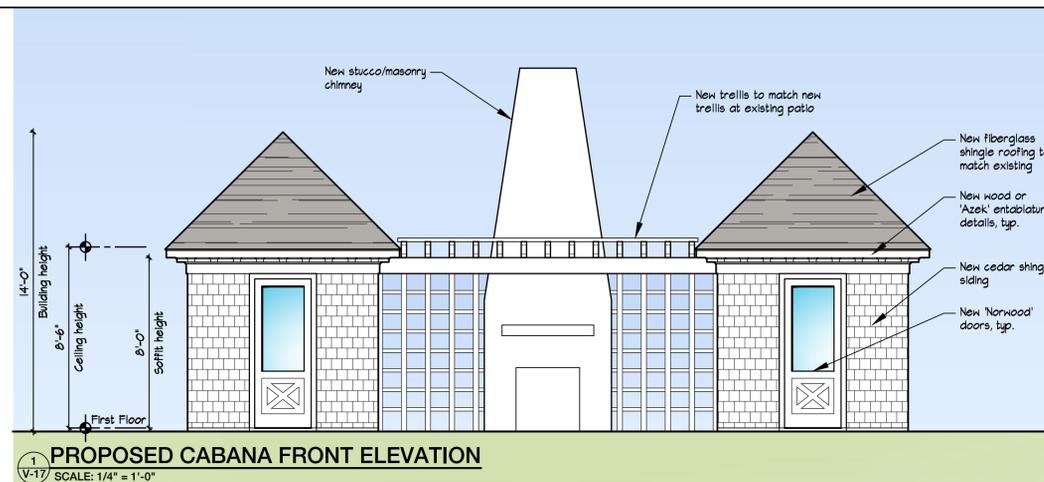
16 Maple Street Summit NJ 07901
908 273 6565 rkcad.com

Variance Revisions	01.02.26
Revisions	12.23.25
Variance Submittal	05.19.25
Issued for Letter of Denial	04.07.25
Revisions	02.21.25
Variance Progress Review	01.16.25
Description	Date

SOUROUR RESIDENCE
435 NAVESINK RIVER ROAD
MIDDLETOWN, NJ

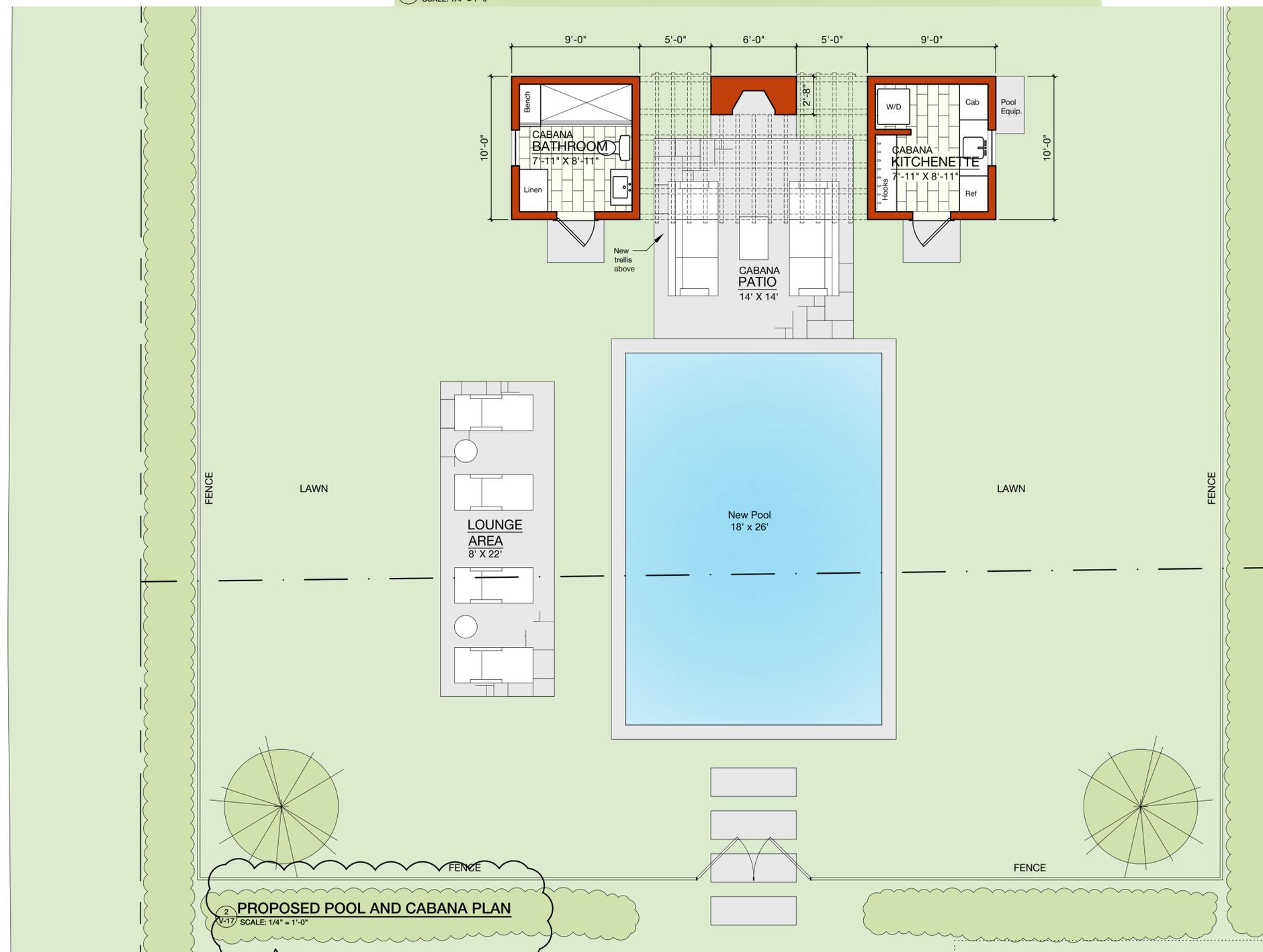
PROPOSED POOL AND CABANA
PLAN, PROPOSED CABANA
ELEVATION

V-17



PROPOSED CABANA FRONT ELEVATION

SCALE: 1/4" = 1'-0"



PROPOSED POOL AND CABANA PLAN

SCALE: 1/4" = 1'-0"

January 2, 2026

Ahmed and Rebecca Sourour

435 Navesink River Road, Middletown, NJ 07701

VARIANCE DRAWING REVISIONS

V-1

1. Summary of changes added.
2. Zoning chart revised
 - a. Lot coverage (revised to also include approx. 131.5 sf of the right side walkway / steps and outdoor kitchen area which was excluded from the May 19, 2025 Variance drawings)
 - b. Building coverage
 - c. Pool front yard, side yard, and rear yard setbacks
 - d. Cabana front and rear yard setbacks and building area
 - e. Pool equipment front, side, and rear yard setbacks
3. Site plan revised
 - a. Removed basketball court (732.5 sf)
 - b. Decreased cabana size (18 sf)
 - c. Decreased pool size (12 sf pool coping)
 - d. Decreased patio size and added stepping stones below garage trellis (78 sf)
 - e. Removed stepping stone at pool gate (12 sf)
 - f. 15' Green Giant Arborvitae hedge at the back of the property
 - g. Cabana rear yard setback set to 40'
 - h. Relocated pool up against cabana patio
 - i. Relocated pool fence with new cabana / pool configuration
 - j. Relocated pool equipment to the side of the cabana
 - k. Planting configuration, including a planting area below the garage trellis.

V-17

1. Pool and cabana plan revised
 - a. Decreased cabana size (18 sf)
 - b. Decreased pool size (12 sf pool coping)
 - c. Removed stepping stone at pool gate (12 sf)
 - d. Relocated pool up against cabana patio
 - e. Relocated pool equipment to the side of the cabana

TOWNSHIP OF MIDDLETOWN

Zoning Board of Adjustment and Appeals

One Kings Highway
Middletown, NJ 07748-2594

WILLIAM HIBELL
Chairman



AMY CITRANO, P.P., A.I.C.P.
Director of Planning

FIONA TRIGG
Board Secretary

Tel: (732) 615-2102
Fax: (732) 615-2103

SECOND TECHNICAL MEMORANDUM

DATE: January 15, 2026 (1st review 8/28/25)
BOARD: Zoning Board of Adjustment and Appeals
APPLICATION: Ahmed and Rebecca Sourour (#2025-015)
435 Navesink River Road (Block 983, Lot 8)
R-220 Zone
Floor Area Ratio "D4" Use Variance, Principal Side Yard Setback (roof overhang), Number of Cabanas, Lot Coverage, and Accessory Side, Street Side and Rear Yard Setback Variances for the cabanas and generator

PROJECT DESCRIPTION & VARIANCE SUMMARY

The applicant submitted revised plans and reduced the size of the proposed cabanas and in-ground pool; shifted the new pool and cabana configuration to increase the distance to the rear property line; removed the existing 732.5 sf basketball court and replaced this area with lawn; and reduced the proposed building and lot coverage. The review memo has been updated accordingly. New text is in bold, and text that is strike-through is no longer applicable.

The applicant proposes the following additions to an existing three-story single family dwelling:

- Expand the existing family room with a 3'-7" x 11'-10" (41 sf) first-floor addition to the front;
- Expand the existing breakfast area with a 63 sf first-floor addition to the rear;
- Slight first-floor addition to the existing mud room;
- New 24'-1" x 8' (192.8 sf) rear covered porch;
- New 14'-7" x 8' (117.6 sf) rear uncovered deck;
- New ~~600~~ **468** sf in-ground pool and 176 sf lounge area;
- Two (2) ~~99~~ **90** sf cabana structures connected by a trellis;
- 196 sf cabana patio under the trellis situated between the proposed cabanas;
- Modification of existing driveway and addition of pedestrian walkways to the dwelling;
- Modification of existing exterior stairway;
- Modification **and reduction** of the existing rear patio (**basketball court**) and garage; and
- New outdoor kitchen to the rear of the dwelling.

The following variance relief is required:

- A Floor Area Ratio (FAR) "D4" Use Variance, pursuant to NJSA 40:55D-70D(4), is required for an increase in the maximum permitted FAR where 0.135 is proposed, 0.132 is existing and 0.06 is the maximum permitted. *This calculation may increase based on testimony required whether basement exists under the main dwelling; and inclusion of all proposed additions and buildings. See discussion below.*

Many Neighborhoods. One Middletown!

Belford ◦ Chapel Hill ◦ Fairview ◦ Harmony ◦ Leonardo ◦ Lincroft ◦ Locust ◦ Middletown Village
Monmouth Hills ◦ Navesink ◦ New Monmouth ◦ North Middletown ◦ Nut Swamp ◦ Oak Hill ◦ Port Monmouth ◦ River Plaza

- Bulk “C” variance relief is required for lot coverage where 20% is permitted and 30.6% exists and ~~33.8~~ 31% is proposed.

Table 1: Lot coverage calculation

	Existing (SF)	Proposed (SF)
Dwelling	2,220.3	2,463.5
Covered Porch (Front and Rear)	439	631.8
Garage	504.2	504.2
Cabanas	0	198 180
Stable	384	0
Driveway	2,687.7	2,413.4
Patios	2,684.8	3,664.2 2,854.2
Total	8,920/30.6%	9,875.6/ 33.8 % 9,047.1/ 31%

*The applicant shall indicate in testimony the calculation of proposed patio space, and what is included (improvement and total sf)? Improvements such as the basketball court, proposed rear uncovered deck, outdoor kitchen, cabana patio, lounge patio shall be included in the proposed lot coverage.

- Additional Bulk “C” variance relief is required for the following:

Table 2: Additional Bulk “C” Variance Relief

	Minimum Required / Maximum Permitted	Proposed
Number of Cabanas	1	2
Principal Side Yard Setback	75'	3'-9" exists and 0' is proposed (roof overhang)
Accessory side yard setback (Cabana #1)	75'	20'
Accessory street side yard setback (Cabana #1)	115'	48'
Accessory rear yard setback (Cabana #1)	75'	20' 40'
Accessory side yard setback (Cabana #2)	75'	45'
Accessory street side yard setback (Cabana #2)	115'	26'
Accessory rear yard setback (Cabana #2)	75'	20' 40'
Accessory street side yard setback (generator)	57.5'	8'

The subject property contains the following pre-existing nonconforming conditions:

- Minimum lot area where 220,000 sf is required and 29,144 sf exists;
- Minimum lot frontage where 325' is required and 80' exists;
- Maximum building height where 35' is permitted and 41.2' exists;
- Maximum number of stories where 2.5 stories is permitted and 3 stories exists;
- Principal Front Yard Setback where 115' is required and 86.9' exists;

- Principal Side Yard Setback where 75' is required and 3.9' exists;
- Principal Street Side Yard setback where 115' is required and 22.1' exists;
- Accessory Side Yard Setback (Garage) where 75' is required and 2.6' exists;
- Accessory Street Side Yard Setback (Garage) where 115' is required and 56.9' exists;
- Accessory Structure Building Height (Garage) where 16' is permitted and 18.3' exists;
- Accessory Side Yard Setback (Stable- TBR) where 75' is required and 0' exists;
- Accessory Street Side Yard Setback (Stable- TBR) where 115' is required and 46' exists; and
- Accessory Rear Yard Setback (Stable- TBR) where 75' is required and 5.6' exists.

PROPERTY DESCRIPTION, ZONING AND SURROUNDING LAND USES

The subject property is a corner lot on Navesink River Road and Patterson Avenue that is 29,144 sf in area and is substantially undersized for the R-220 Zone. The subject property contains a three-story single family dwelling with a covered front porch, half-circular driveway with access along Patterson Avenue, stable, detached garage, rear patio and basketball court.

The subject property is located within the R-220 Zone and is surrounded by single-family uses. The R-220 Zone surrounds the property to north and east and the R-110 Zone surrounds the property to the west and south across Navesink River Road and Patterson Avenue.

PLANNING COMMENTS

1. Use "D4" Variance- Floor Area Ratio (FAR)

The maximum permitted FAR in the R-220 Zone is 0.06 where 0.132 exists and 0.135 is proposed. The subject lot is significantly undersized for the R-220 Zone, where 29,144 sf exists, and 220,000 sf is the minimum required lot size. The plans indicate the gross floor area will increase from 3,861 sf to 3,924 sf.

The applicant shall provide in testimony what has been included in the calculation for proposed gross floor area to ensure conformance with the definition "residential floor area ratio." Is there a basement under the dwelling; and does the proposed GFA include the proposed cabanas, and all proposed additions including the family room, the breakfast area, and mudroom. This will impact the proposed gross floor area and Use "D 4"variance request. The applicant shall provide this calculation as an Exhibit. **Testimony shall be provided, and a revised floor area calculation.**

The applicant must demonstrate to the Board if the "D4" Variance request satisfies both the "positive" and "negative" criteria tests.

Based on the Case Opinion of the NJ Superior Court (App.Div.1999) in Randolph Town Center Associates, L.P. v. Township of Randolph, it is appropriate to use the variance standard established in Coventry Square Inc. v. Westwood Zoning Bd. of Adjustment, 138 NJ 285 (1994) when providing testimony because, similar to conditional uses that are "conditionally" permitted, FAR variances deal with "permitted" uses. The applicant does not have to demonstrate "special reasons" or that the site is particularly suited for more intensive development because single family dwellings are permitted uses in the R-220 Zone. Instead, the "positive criteria" is somewhat relaxed, not satisfied. The applicant must be able to demonstrate to the Board that the site will accommodate the problems associated with a FAR larger than what is permitted by ordinance. The applicant must demonstrate to the Board how potential impacts of the proposed increase in development will be resolved.

Regarding the negative criteria, the Board must be assured that granting a variance for more intensive development will not present a substantial detriment to the public good, specifically cause any negative impact to the surrounding area, and will not substantially impair the purpose or intent of the Master Plan and Zoning Ordinance.

The Board should employ a “balancing test” between the positive and negative criteria – and the required Bulk “C” variances, as described in the section below, should be given the appropriate weight.

2. Bulk “C” Variances

- a. Lot Coverage - The permitted lot coverage is 20%, 30.6% exists and ~~32.1~~ **31%** is proposed. See lot coverage calculations above. It should be noted that the property is significantly undersized for the R-220 Zone, and in accordance with 540-708E may utilize the building and lot coverage standards for the zone in which it is conforming, and that is the R-22 Zone. Standards in the R-22 Zone permit 20% lot coverage.
- b. Additional Bulk C Variance relief as indicated in Table 2 above.

Statutory Requirements for the granting of bulk variance relief

Based on the Municipal Land Use Law standard for granting bulk “C” variance relief, the applicant shall indicate to the Board whether a “hardship” variance or “flexible C” variance will be sought for the bulk variances indicated above, and provide testimony supporting the chosen approach.

Physical Characteristics - N.J.S.A. 40:55D-70.C(1) (a/k/a Hardship Variance) – Testimony should indicate if strict application of the bulk variances indicated above would result in peculiar and exceptional difficulties, or exceptional and undue hardship, to the applicant.

- By reason of exceptional narrowness, shallowness or shape of a specific piece of property;
- By reason of exceptional topographic conditions or physical features uniquely affecting a specific piece of property;
- By reason of an extraordinary or exceptional situation uniquely affecting a specific piece of property or the structures lawfully existing thereon.

Benefits Outweighing Detriments - N.J.S.A. 40:55D-70.C(2) (a/k/a Flexible C Variance) - The applicant may also establish, in the absence of proving “hardship,” whether the granting of the bulk variances indicated above will further the purposes of the Municipal Land Use Law, and if the benefits of granting the variance will substantially outweigh any detriment.

Negative Criteria - Additionally, with any type of C variance, testimony should confirm that the proposed improvements will not create a substantial detriment to the public good or substantial impairment of the intent and purpose of the Master Plan and the Zoning Ordinance.

3. Cabanas – Cabanas are permitted in residential zones as per 540-203. The applicant shall submit floor plans for the proposed cabanas to ensure compliance with these regulations. **The applicant submitted floor plans for the proposed cabanas. As per the definition of “Cabana,” the following rules apply:**

- a. **Only one pool cabana is permitted per residential property. Variance relief is required for the two (2) proposed cabanas.**
- b. **Maximum cabana size is limited to 200 sf on lots that are 22,001 sf to 45,000 sf. The cumulative size of both proposed cabanas totals 180 sf.**

- c. **The pool cabana must be seasonal (closed for at least 90 days) and is not permitted to have heating equipment, air conditioning, contain a full-service kitchen or be designed for cooking or sleeping.**
- d. **A deed restriction for the Cabana containing the following language must to be filed with the Monmouth County Clerk's office: The grantor and grantee specifically represent and warrant that this deed contains a deed restriction whereby the cabana use will not contain heating equipment, bedroom and/or living quarters, full service kitchen or be designed for cooking or sleeping. This deed restriction is intended to prohibit conversion to a habitable space.**

MISCELLANEOUS

Prior to obtaining building permits, approvals or letters of no jurisdiction from the following Township Departments and Outside Agencies shall be required:

- Freehold Soil Conservation District
- Grading Plan review and approval by Middletown Township Engineer
- TOMSA
- Middletown Township Health Department

DOCUMENTS REVIEWED

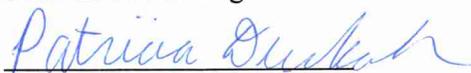
- **Variance Drawing Revisions cover letter, prepared by Rosen Kelly Conway Architecture & Design, dated January 2, 2026;**
- Plot Plan for House Expansion & In-Ground Pool, prepared by Morgan Engineering & Surveying, dated March 21, 2025, last revised ~~May 15, 2025~~ **December 30, 2025;**
- Additions and Alterations Plan for the Sourour Residence, consisting of seventeen (17) sheets, prepared by Rosen Kelly Conway Architecture & Design, dated January 16, 2025, last revised ~~May 19, 2025~~ **January 2, 2026;**
- Project Narrative, prepared by Rosen Kelly Conway Architecture & Design, dated May 28, 2025;
- Title of subject property;
- Verification that property taxes are current;
- Zoning Officer Denial; and
- Development Permit Application.

I reserve the right to make additional comments based upon the submission of additional documents or testimony presented to the Board.

Report Prepared by:



Amy H. Citrano, PP, AICP
Director of Planning



Patricia Dunkak
Sustainability Coordinator

LOCATION MAP



TOWNSHIP OF MIDDLETOWN

Zoning Board of Adjustment and Appeals

One Kings Highway
Middletown, NJ 07748-2594

WILLIAM HIBEL
Chairman



AMY CITRANO, P.P., A.I.C.P.
Director of Planning

FIONA TRIGG
Board Secretary

Tel: (732) 615-2102

Fax: (732) 615-2103

SECOND TECHNICAL MEMORANDUM

DATE: January 14, 2026 (1st Review November 3, 2025)
BOARD: Zoning Board of Adjustment and Appeals
APPLICATION: Pamela Ross
6 Benton Avenue, Leonardo
Block 375, Lot 24
R-15 Zone
Use Variance for Building Height; and Bulk Variances for Front Yard Setback and Number of Stories

PROJECT DESCRIPTION & VARIANCE SUMMARY

The applicant submitted revised plans. The applicant is seeking to construct a new, 3 story, 34', 2,544 square feet single family dwelling with a driveway on the subject property. The application now requires Use Variance Relief for Building Height, and variance relief for number of stories.

This review memo has been updated accordingly. New text is in bold, and text that is strike-through is no longer applicable.

~~The applicant is seeking approval to construct a new, 2.5 story, 1,846 square feet, single family dwelling with a driveway on the subject property. The existing dwelling and detached garage are proposed to be removed. The proposed dwelling requires variance relief for front yard setback where 25' is the minimum required and 15' 12' is proposed; and lot coverage where 35% is the maximum permitted and 41% is proposed.~~

It is important to note that the proposal is removing an existing non-conforming principal side yard setback; and although a variance is still required for front yard setback, the proposal is improving an existing non-conforming condition from 8.9' to 15'.

PROPERTY DESCRIPTION, ZONING AND SURROUNDING LAND USES

The subject property is 3,254 square feet in the R-15 Zone. The subject property is irregular in shape and substantially undersized for the zone in which it is located. The subject property is developed with a dwelling and detached garage.

PLANNING COMMENTS

- 1. Use "D6" variance relief is required for the height of the home because the proposed height is more than 10% of the maximum building height permitted in the Residential (R-15) Zone. The maximum building height is 2 ½ stories and 28 feet, and 3-stories and 34' is proposed.**

Many Neighborhoods. One Middletown!

Belford ◦ Chapel Hill ◦ Fairview ◦ Harmony ◦ Leonardo ◦ Lincroft ◦ Locust ◦ Middletown Village
Monmouth Hills ◦ Navesink ◦ New Monmouth ◦ North Middletown ◦ Nut Swamp ◦ Oak Hill ◦ Port Monmouth ◦ River Plaza

Statutory Requirements for the granting of use variance relief

Based on the Municipal Land Use Law the following testimony is required for granting of a use variance as per 40:55D-70d(6):

Positive Criteria: Testimony should address the “positive and negative criteria” proofs associated with the “D” variance. The Applicant must demonstrate to the Board that there are “special reasons” present to justify the “D” Variance. Specifically:

- Does the proposed residence inherently promote the public good? If not...
- Does the proposed use further the purposes of the Municipal Land Use Law (MLUL)?
- Is the site particularly suited to the proposed use?

Negative Criteria:

Testimony should address that proposed building height will not create a substantial detriment to the public good or substantial impairment of the intent and purpose of the Master Plan and the Zoning Ordinance.

No variance can be granted without a demonstration that such variance can be granted without substantial detriment to the public good and will not substantially impair the intent and purpose of the Zoning Ordinance and the Master Plan.

Negative Impacts:

The Applicant should provide testimony discussing the visibility of the proposal from surrounding residences and roads, and identify potential steps to minimize visual impacts.

2. Variances - The proposed dwelling requires variance relief for **number of stories where 2.5 stories are permitted and 3 stories is proposed**; front yard setback where 25’ is the minimum required and 15’ 12’ is proposed; and lot coverage where 35% is the maximum permitted and 41% is proposed.

Physical Characteristics - N.J.S.A. 40:55D-70.C(1) (a/k/a Hardship Variance) – Testimony should indicate if strict application of the bulk requirements would result in peculiar and exceptional difficulties, or exceptional and undue hardship, to the applicant.

- By reason of exceptional narrowness, shallowness or shape of a specific piece of property;
- By reason of exceptional topographic conditions or physical features uniquely affecting a specific piece of property;
- By reason of an extraordinary or exceptional situation uniquely affecting a specific piece of property or the structures lawfully existing thereon.

Benefits Outweighing Detriments - N.J.S.A. 40:55D-70.C(2) (a/k/a Flexible C Variance) - The applicant may also establish, in the absence of proving “hardship,” whether the granting of a variance will further the purposes of the Municipal Land Use Law, and if the benefits of granting the variance will substantially outweigh any detriment.

Negative Criteria - Additionally, with any type of C variance, testimony should confirm that the proposed improvements requiring bulk variance relief will not create a substantial detriment to the public good or substantial impairment of the intent and purpose of the Master Plan and the Zoning Ordinance.

3. Building Height and Stories— ~~Building height is limited to 28’ on lots with frontage less than 100’.~~
~~The proposed building height is 29.4’ to the top of roof. The architectural plans shall be revised to~~

~~show the measurement from BFE plus 1' to the mean height level of the roof to verify that building height conforms.~~

4. The applicant shall indicate in testimony whether the existing driveway will be removed and replaced with grass; and revise plans if necessary.
5. The subject property is in the 100 year (AE) flood zone with a Base Flood Elevation of 13'. Floodplain Administrator review and approval will be required for the construction of the dwelling in a flood zone.
6. Grading Plan review and approval will be required for the construction of the home.

DOCUMENTS REVIEWED

- **Variance Plans for Ross Residence, consisting of three (3) sheets, prepared by Anthony M. Condouris Architect, Inc, dated June 12, 2025, last revised December 30, 2025;**
- Topographic Survey of Property Lot 24 Block 375, prepared by Crest Engineering Associates Inc. dated January 9, 2024;
- Drawn site plan, undated;
- Project narrative, undated;
- Deed for subject property;
- Verification that property taxes are current;
- Zoning Officer denial; and
- Development Permit Application.

I reserve the right to make additional comments based upon the submission of additional documents or testimony presented to the Board.

Report Prepared by:

Amy H. Citrano

Amy H. Citrano, PP, AICP
Director of Planning

LOCATION MAP



VARIANCE FOR ROSS RESIDENCE

6 BENTON AVENUE, LEONARDO, NEW JERSEY
BLOCK 375 ~ LOT 24



ZONING DATA (R-1B)			
ITEM	REQUIRED	PROPOSED	NOTES
MINIMUM LOT AREA	< 5000 SQ. FT.	3254 SQ. FT.	
PRINCIPAL BUILDING			
MINIMUM FRONT SETBACK	25 FT.	12 FT.	VARIANCE REQUIRED
MINIMUM REAR SETBACK	25 FT.	38 FT.	
MINIMUM SIDE SETBACK	5 FT.	5.1 FT.	
MAX. BUILDING HEIGHT (STORIES/FT.)	2.5 STY/ 35 FT. (FROM DFE)	3 STY/ 34' (FROM DFE)	VARIANCE REQUIRED (NUMBER OF STORIES)
MAX. BUILDING HEIGHT (WHEN LOWER LEVEL IS ENCLOSED)	40' (FROM GRADE)	42' (FROM GRADE)	VARIANCE REQUIRED
MAXIMUM LOT COVERAGE	35 %	40 %	VARIANCE REQUIRED
MINIMUM GROSS FIRST FLOOR AREA	800 SF	860 SF	

BUILDING DEPARTMENT DATA	
FIRST FLOOR	860 SQ. FT.
SECOND FLOOR	860 SQ. FT.
THIRD FLOOR	824 SQ. FT.
TOTAL	2544 SQ. FT.
VOLUME	38640 CU. FT.
CONSTRUCTION CLASS	5B
USE GROUP	R-5

* NOTE: SQUARE FOOTAGE DATA NOT TO BE USED FOR CALCULATING CONSTRUCTION COSTS

10 SITE PLAN SCALE: 1" = 10'-0"



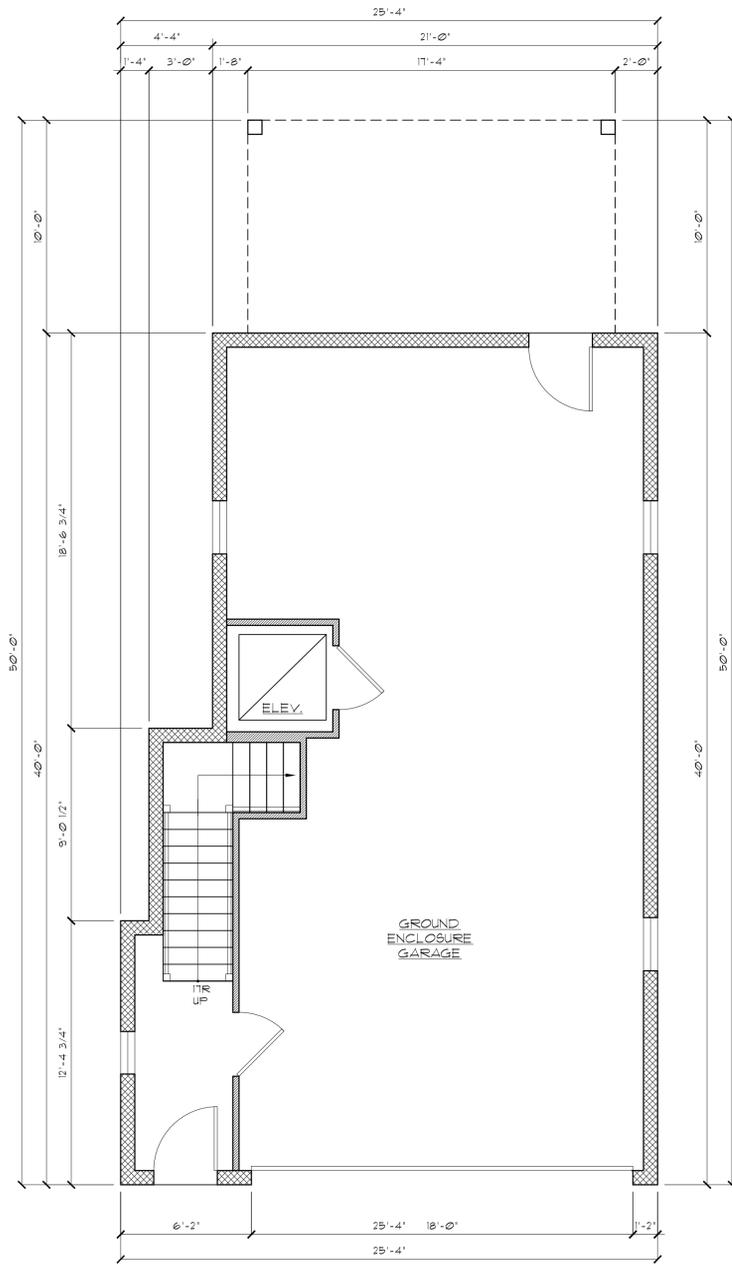
ANTHONY M. COONDOURIS
ARCHITECT
 20 BINGHAM AVENUE, RUMSON, NJ 07760
 PHONE: 732-842-3800 ~ FAX: 732-842-7777 ~ email: info@amcarchitect.com ~ www.amcarchitect.com

REVISIONS	DATE

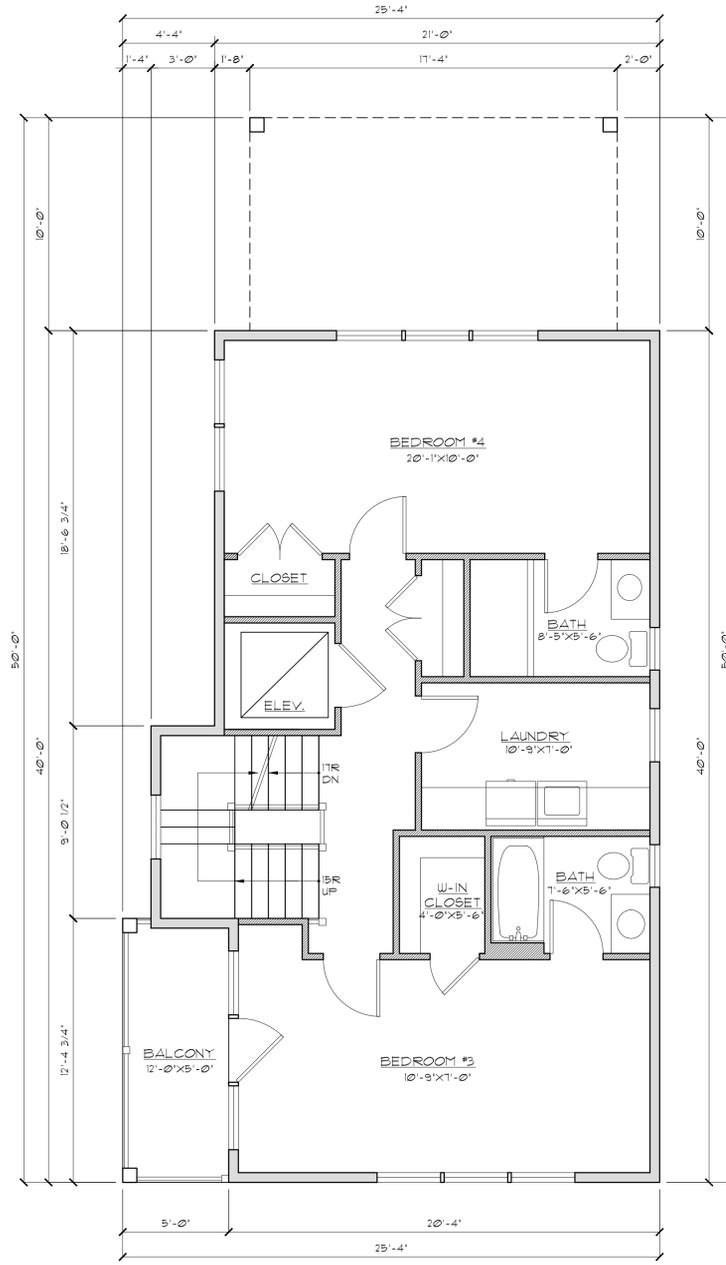
CLIENT: ROSS RESIDENCE
 ADDRESS: 6 BENTON AVENUE, LEONARDO, NEW JERSEY
 JOB NUMBER: 25-011
 BLOCK: 375 LOT: 24

DRAWN BY: MB
 DATE: 12/30/25
 SHEET NO.: **V-1**

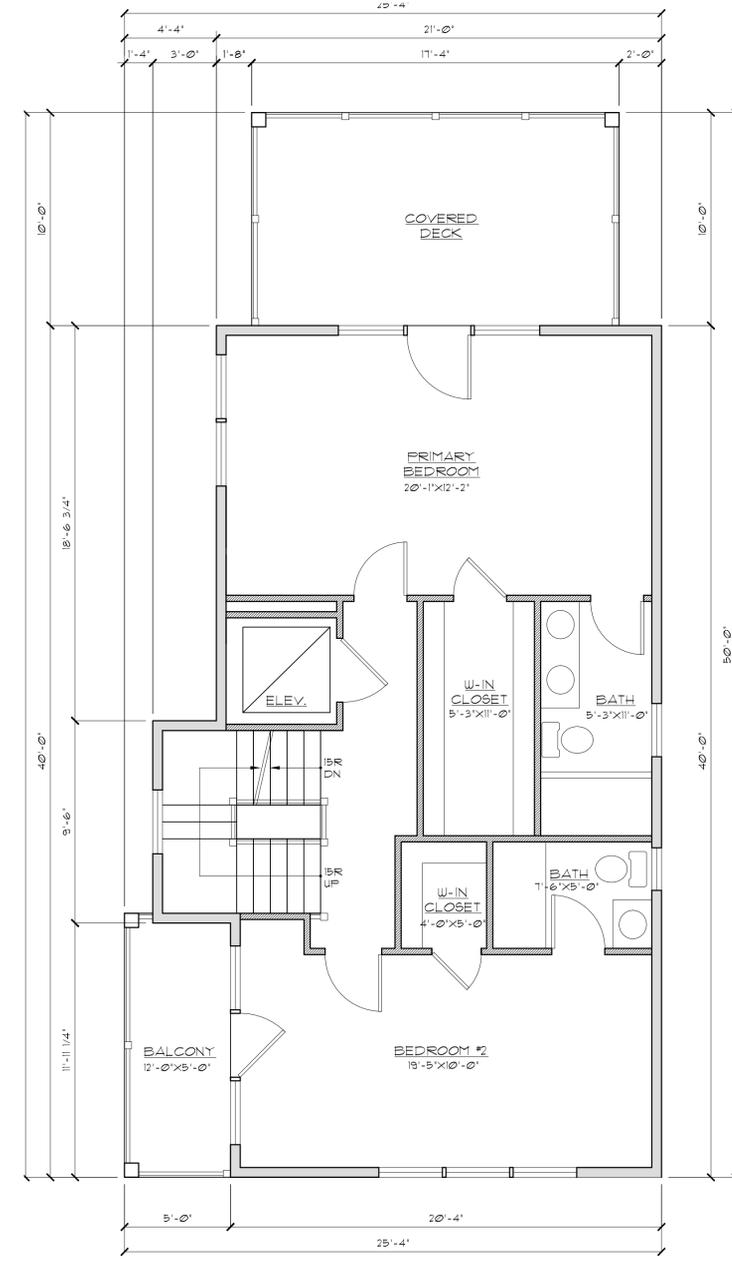
NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES PRIOR TO THE START AND COMPLETION OF WORK.



10 GROUND FLOOR PLAN
SCALE: 1/4" = 1'-0"



20 FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"



30 SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"

NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES PRIOR TO THE START AND COMPLETION OF WORK.



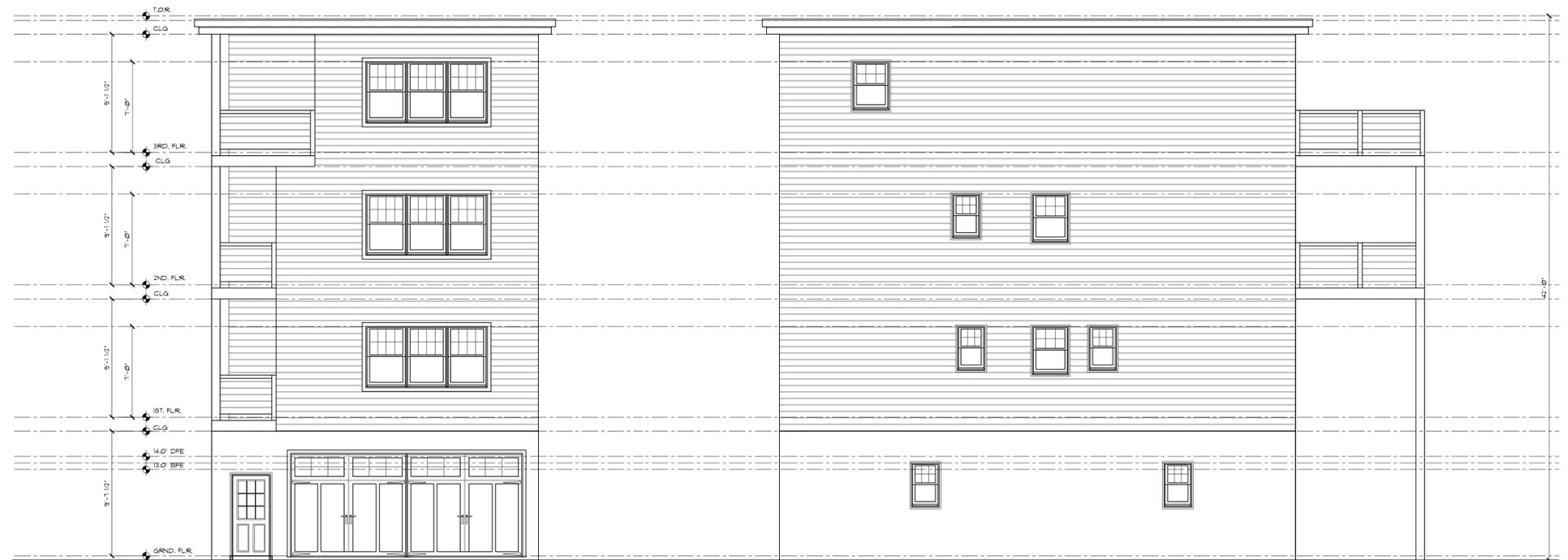
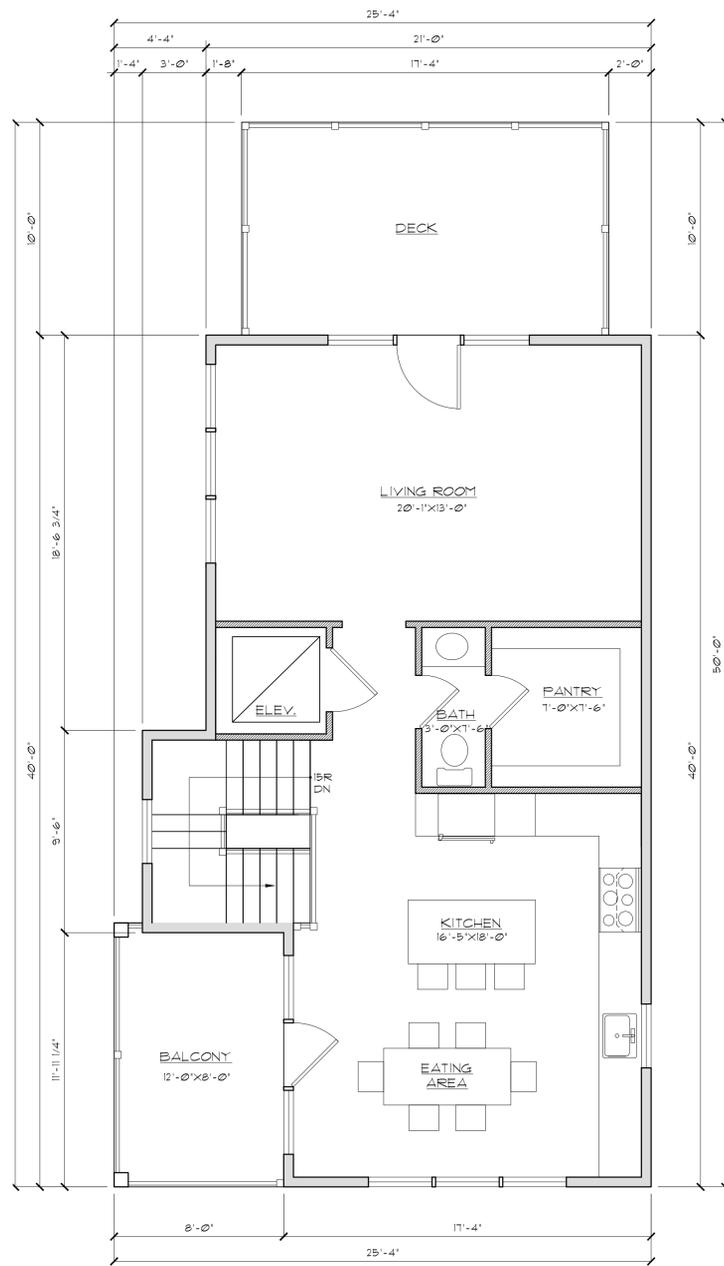
ANTHONY M. CONDOURIS - NC
A R C H I T E C T
 20 BINGHAM AVENUE, RUMSON, NJ 07760
 phone: 732-842-3800 - fax: 732-842-7777 - email: info@amcarchitect.com - www.amcarchitect.com

REVISIONS	DATE

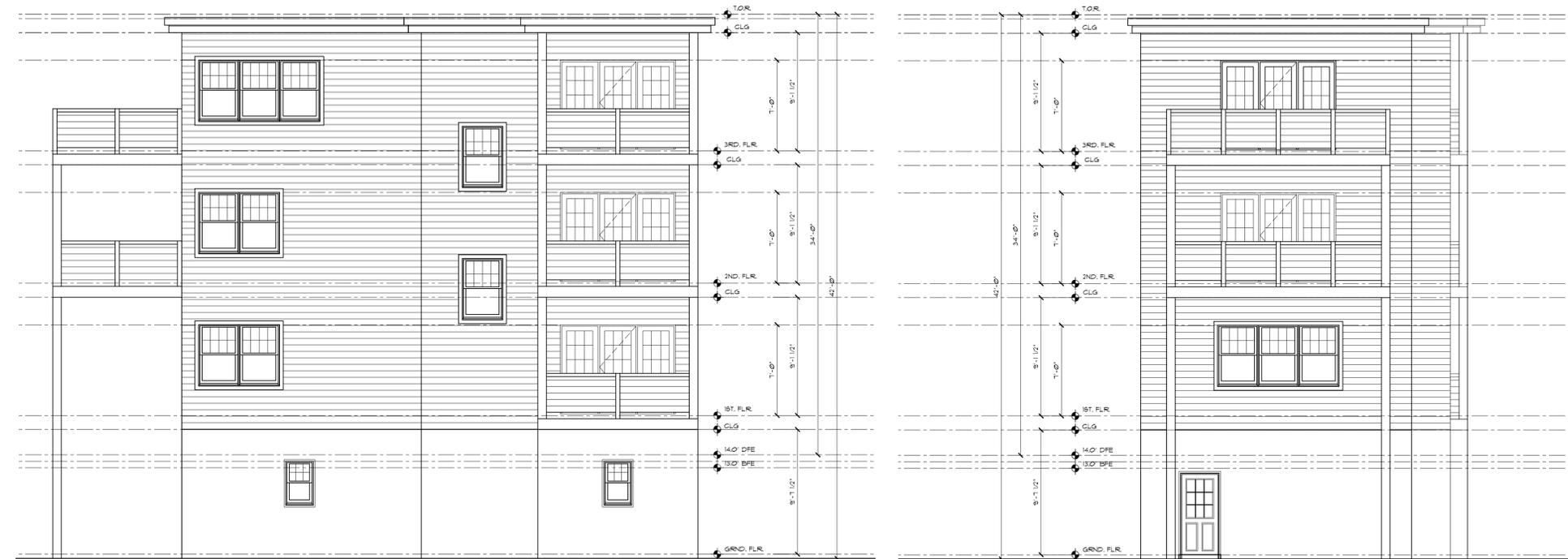
CLIENT: ROSS RESIDENCE
 ADDRESS: 6 BENTON AVENUE, LEONARDO, NEW JERSEY
 JOB NUMBER: 25-011
 BLOCK: 3TB
 LOT: 24

DATE: 12/30/25
 DRAWN BY: MB
 SHEET NO.: **V-2**

N.J. STATE LIC # A13804



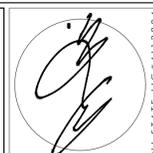
20 RIGHT SIDE ELEVATION
SCALE: 3/16" = 1'-0"



30 LEFT SIDE ELEVATION
SCALE: 3/16" = 1'-0"

30 REAR ELEVATION
SCALE: 3/16" = 1'-0"

NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES PRIOR TO THE START AND COMPLETION OF WORK.



ARCHITECT
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PHONE: 732-842-3800 ~ FAX: 732-842-7777 ~ email: info@amcarchitect.com ~ WWW.amcarchitect.com

DATE	12/30/25	DRAWN BY	MB	CLIENT	ROSS RESIDENCE
SHEET NO.	V-3	REVISIONS	DATE	ADDRESS	6 BENTON AVENUE LEONARDO, NEW JERSEY
				JOB NUMBER	25-011
				BLOCK	37B
				LOT	24

- CERTIFIED TO:
- Pamela Ross
 - Old Republic National Title Company
 - New Horizon Abstract, Inc.
 - Law Office of Meryl M. Polcari, Esq.

I CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, THIS MAP OR PLAN IS THE RESULT OF A FIELD SURVEY MADE ON JANUARY 9, 2024, BY ME OR UNDER MY DIRECT SUPERVISION, IN ACCORDANCE WITH THE RULES AND REGULATIONS PROMULGATED BY THE "STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS"

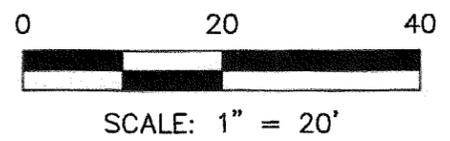
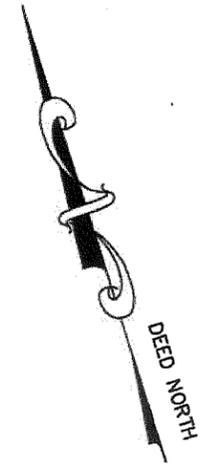
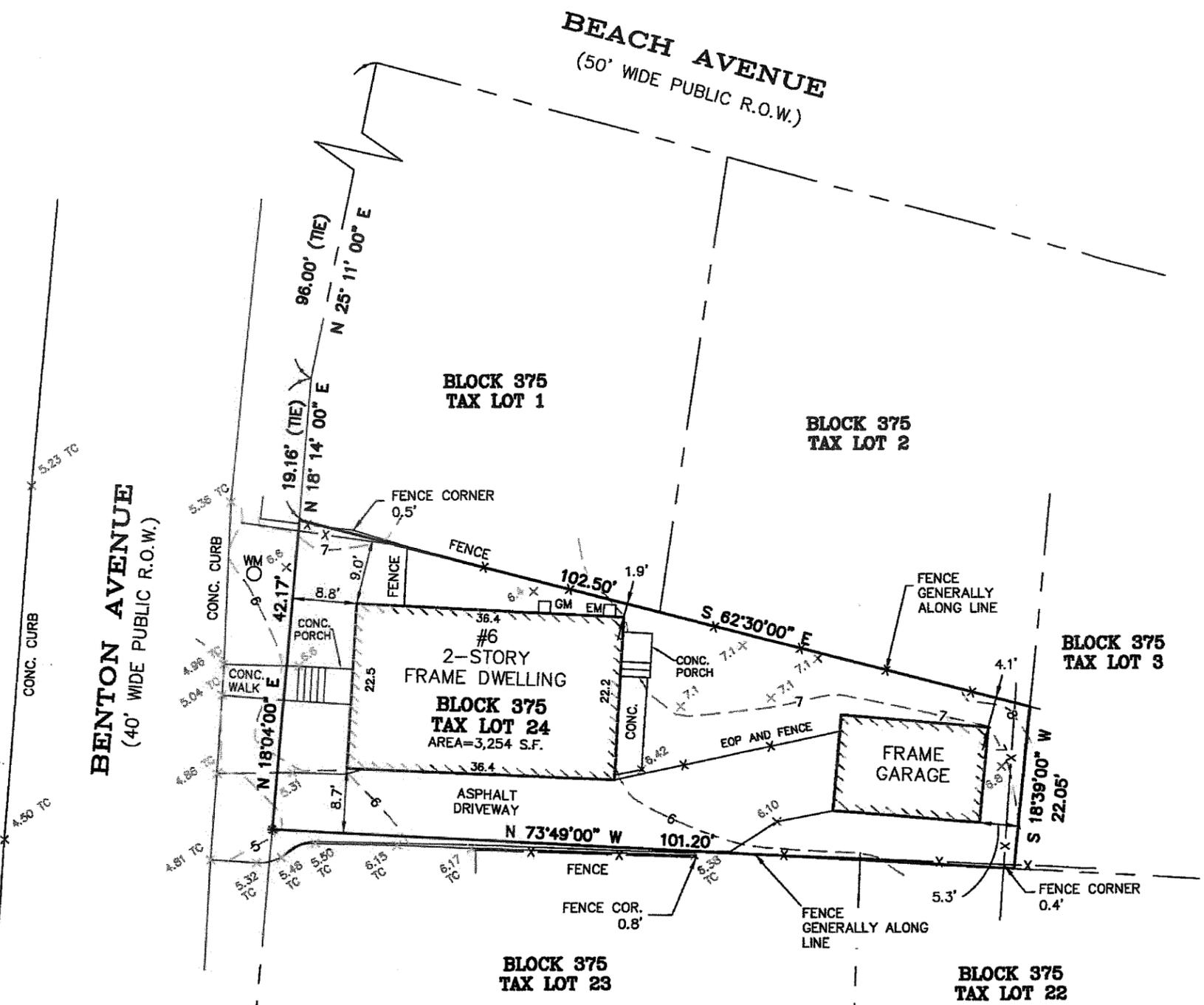
THE INFORMATION SHOWN HEREON CORRECTLY REPRESENTS THE CONDITIONS FOUND AT, AND AS OF THE DATE OF THE FIELD SURVEY, EXCEPT SUCH IMPROVEMENTS OR EASEMENTS, IF ANY BELOW THE SURFACE AND NOT VISIBLE.

CAUTION: IF THIS DOCUMENT DOES NOT CONTAIN A RAISED IMPRESSION SEAL OF THE PROFESSIONAL, IT IS NOT AN AUTHORIZED ORIGINAL DOCUMENT AND MAY HAVE BEEN ALTERED.

- NOTES:**
1. THIS CERTIFICATION IS MADE ONLY TO HEREON NAMED PARTIES FOR PURCHASE AND OR MORTGAGE OF HEREIN DELINEATED PROPERTY BY THE NAME PURCHASER, NO RESPONSIBILITY OR LIABILITY IS ASSUMED BY THE SURVEYOR FOR THE USE OF SURVEY FOR ANY OTHER PURPOSE INCLUDING, BUT NOT LIMITED TO USE OF SURVEY FOR SURVEY AFFIDAVIT, RESALE OF PROPERTY, OR ANY OTHER PERSON NOT LISTED IN CERTIFICATION EITHER DIRECTLY OR INDIRECTLY.
 2. ENVIRONMENTALLY SENSITIVE AREAS ARE NOT LOCATED BY THIS SURVEY.
 3. NO ATTEMPT WAS MADE TO DETERMINE IF ANY PORTION OF THIS SURVEY IS CLAIMED BY THE STATE OF N.J. AS TIDELANDS.
 4. UNDERGROUND UTILITIES NOT LOCATED BY THIS SURVEY.
 5. REFERENCE DEED BOOK 5727, PAGE 670.
 6. A WRITTEN WAIVER AND DIRECTION NOT TO SET CORNER MARKERS HAS BEEN OBTAINED FROM THE ULTIMATE USER PURSUANT TO P.L. 2003, c.14 (C45:8-36.3) AND N.J.A.C. 13:40-5.1(d).
 7. ELEVATIONS BASED ON NAVD88 PER GPS OBSERVATION.

LEGEND:

- P.O.B. POINT OF BEGINNING
- R.O.W. RIGHT OF WAY
- S.F. SQUARE FEET
- CONC. CONCRETE
- COR. CORNER
- EOP EDGE OF PAVEMENT
- TC TOP OF CURB
- NAIL FOUND
- x—x— FENCE LINE
- EM ELECTRIC METER
- GM GAS METER
- WM WATER METER
- +125.36 ELEVATION



CREST

Engineering Associates Inc.
Civil & Environmental Engineers
Professional Planners • Surveyors • Landscape Architects
• CERTIFICATE OF AUTHORIZATION NO. 24GA27989300 •

100 RIKE DRIVE
MILLSTONE TOWNSHIP, N.J. 08535
Ph (609) 448-5550

12 ROBBINS PKWY.
AT WATER STREET
TOMS RIVER, N.J. 08753
Ph (732) 244-0888

DANIEL P. HUNDLEY
PROFESSIONAL LAND SURVEYOR N.J. LICENSE No. 33174

TOPOGRAPHIC
SURVEY OF PROPERTY
LOT 24
BLOCK 375

TOWNSHIP OF MIDDLETOWN
MONMOUTH COUNTY, NEW JERSEY

01/09/2024	JM	
DATE	DRAWN	CHECKED
SCALE	FILE No.	DWG. No.
1"=20'	N-15398	1

CAD FILE: 15398-SURVEY.dwg

MILLMAN RESIDENCE

PARTIAL RENOVATION & ADDITION TO AN EXISTING SINGLE FAMILY RESIDENCE
PART OF LOT 7, BLOCK 786, 108 HARTSHORNE RD, MIDDLETOWN TOWNSHIP
MONMOUTH COUNTY, NJ 07760

**MILLMAN
RESIDENCE**
108 HARTSHORNE RD
RUMSON, NJ 07760

**PARNAGIAN
/ ARCHITECTS** LLC

GENERAL NOTES

1. PRIOR TO THE START OF ANY CONSTRUCTION, CONTRACTOR IS REQUIRED TO CHECK AND VERIFY ALL CONDITIONS AND DIMENSIONS AT JOB SITE AND DIMENSIONS OF PLANS. CONTRACTOR TO REPORT ANY DISCREPANCIES TO THE ARCHITECT OR ENGINEER IMMEDIATELY. THE CONTRACTOR SHALL BRING ERRORS AND OMISSIONS WHICH MAY OCCUR IN THE CONTRACT DOCUMENTS TO THE ATTENTION OF THE OWNER IN WRITING. WRITTEN INSTRUCTIONS SHALL BE OBTAINED BEFORE PROCEEDING WITH THE WORK. THE CONTRACTOR WILL BE HELD RESPONSIBLE FOR THE RESULTS OF ANY ERRORS, DISCREPANCIES OR OMISSIONS IN THE CONTRACT DOCUMENTS, OF WHICH THE CONTRACTOR FAILED TO NOTIFY THE ARCHITECT BEFORE CONSTRUCTION AND/OR FABRICATION OF THE WORK.

2. NO DRAWINGS SHALL BE SCALED; DIMENSIONS GIVEN SHOULD BE USED OR DIMENSIONS NOT INDICATED, BUT REQUIRED, SHALL BE REQUESTED. DIMENSIONS SHOWN ARE TO STUD FRAMING.

3. ALL EXCAVATIONS SHALL BE KEPT SUBSTANTIALLY FREE OF WATER DURING FOUNDATION CONSTRUCTION WORK.

4. CONTRACTOR SHALL OBTAIN ALL PERMITS NECESSARY FOR CONSTRUCTION, INCLUDING THOSE FOR WORK OUTSIDE OF THE PROPERTY LINES.

5. ALL WORK SHALL COMPLY WITH THE INTERNATIONAL BUILDING CODE AND ALL OTHER APPLICABLE LAWS AND ORDINANCES NOT HEREIN NOTED. CONTRACTOR SHALL BE RESPONSIBLE FOR AND COMPLY WITH ALL APPLICABLE LAWS, ORDINANCES, RULES AND REGULATIONS, OSHA, ETC. SHALL PROVIDE ALL THE CRITERIA AS OUTLINED IN THESE GENERAL NOTES AS PERTAINS TO RELATED EQUIPMENT, MATERIALS AND THEIR INSTALLATION AT JOB SITE.

6. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO COMPLY WITH THE REQUIREMENTS AND STANDARDS OF THE INTERNATIONAL BUILDING CODE 2003, ANSI, UL, ASTM & ANY OTHER GOVERNMENT AND NON-GOVERNMENT AGENCIES HAVING JURISDICTION. IT SHALL ALSO BE THE CONTRACTOR'S RESPONSIBILITY TO SEEK CERTIFICATION OF THE AFOREMENTIONED SECTIONS, REQUIREMENTS AND STANDARDS. IT SHALL BE ASSUMED THAT THE CONTRACTOR IS FULLY AWARE AND SHALL BE HELD RESPONSIBLE FOR THE ITEMS MENTIONED (BUILDING CODE, ANSI, UL, ASTM, SHOULD THERE BE NO NOTIFICATION BY THE CONTRACTOR TO THE ARCHITECT OR ENGINEER.

7. ALL DRAWINGS SHALL BE FULLY COORDINATED BY CONTRACTOR TO VERIFY ALL DIMENSIONS, SLABS, SLOPES, DRAINS, ETC.

8. IN CASE THERE ARE DISCREPANCIES BETWEEN THE GENERAL NOTES AND SPECIFIC ITEMS SHOWN ON THE PLANS, THE ARCHITECT AND/OR ENGINEER ARE TO BE NOTIFIED IMMEDIATELY.

9. CONTRACTORS SHALL MAINTAIN THE PREMISES CLEAN AND FREE OF ALL TRASH, DEBRIS AND SHALL PROTECT ALL ADJACENT WORK FROM DAMAGE, SOLING, PAINT OVERSPRAY, ETC. ALL FIXTURES, EQUIPMENT, GLAZING, FLOORS, ETC SHALL BE LEFT CLEAN.

10. DETAILS AND SECTIONS OF THE DRAWINGS ARE SHOWN AT SPECIFIC LOCATIONS AND ARE INTENDED TO SHOW GENERAL REQUIREMENTS THROUGHOUT. DETAILS NOTED "TYPICAL" IMPLY ALL CONDITIONS TREATED SIMILARLY. MODIFICATIONS MAY BE NECESSARY AND SHALL BE INCLUDED BY CONTRACTOR TO ACCOMMODATE MINOR VARIATIONS.

11. ALL MANUFACTURER'S PRINTED WARNINGS FOR HANDLING OF PRODUCTS MUST BE STRICTLY OBSERVED.

12. THE CONTRACTOR SHALL MAKE NO CHANGES WITHOUT WRITTEN APPROVAL OF THE ARCHITECT/ENGINEER.

13. DOOR LOCATIONS SHOWN AT CORNERS OF ROOMS AND NOT DIMENSIONED TO BE 4" FROM CORNER FOR PROPER FRAMING AND TRIM CONDITIONS.

14. CONTRACTOR SHALL OBTAIN A CERTIFICATE OF OCCUPANCY UPON COMPLETION OF ALL WORK.

STATISTICAL DATA

MILLMAN RESIDENCE
PART OF LOT 7 / BLOCK 786
108 HARTSHORNE RD
MIDDLETOWN TOWNSHIP, BOROUGH OF ONMOUTH COUNTY, NJ 07760

OWNER:
PAUL MILLMAN AND TRES HANLEY
108 HARTSHORNE ROAD
RUMSON, NJ 07760

ARCHITECT:
PARNAGIAN ARCHITECTS LLC
32 MONMOUTH STREET, FLOOR 3
RED BANK, NJ 08008
T: 609-280-6839
E: BRIAN@PARNAGIANARCHITECTS.COM

REFERENCES:
REFERENCE OF CONSERVATION AREA SURVEY MAP AS PREPARED BY RICHARD E. STOCKTON & ASSOC., INC, RICHARD STOCKTON P.L.S. #15102, DATED 12/02/13

REFERENCE TO CIVIL ENGINEER DRAWING TITLED: "PLOT PLAN" AS PREPARED BY INSITE ENGINEERING, LLC, PATRICK R. WARD, PE, PP, DATED 06/16/25.

PROJECT DESCRIPTION:
PARTIAL RENOVATION OF, AND SINGLE-STORY ADDITION TO A DETACHED SINGLE-FAMILY DWELLING.

ZONING:
TOWNSHIP OF MIDDLETOWN ZONING GROUP: R-110

	PERMITTED / REQ'D	EXISTING	PROPOSED	COMPLIES
MINIMUM REGULATIONS:				
MIN. LOT AREA:	--	--	--	
MIN. LOT FRONTAGE:	--	--	--	
MIN. LOT WIDTH:	--	--	--	
MIN FRONT YARD SETBACK:	--	--	--	
MIN SIDE & STREET SIDE YARD SETBACK:	--	--	--	
MIN REAR & STREET REAR YARD SETBACK:	--	--	--	
MAXIMUM REGULATIONS:				
DWELLING UNIT DENSITY:	--	--	--	
LOT COVERAGE				
BUILDINGS:				
TOTAL:	--	--	--	
FAR (HABITABLE AREA):	--	--	--	
GROSS FLOOR AREA OF ALL STRUCTURES	--	--	--	
MAX BLDG HEIGHT:	--	--	--	
MAX IMPERVIOUS COVERAGE:	--	--	--	

(N) EXIST, NON-CONFORMITY (I) IMPROVED CONDITION (V) PROPOSED VARIANCE

APPLICABLE BUILDING CODES:
- 2021 IRC-NJ ED. INTERNATIONAL RESIDENTIAL CODE NJ EDITION
- REHABILITATION SUBCODE NJAC 5:23-3.22
- ENERY SUBCODE NJAC 5:23-3.16
- 2021 IMC: INTERNATIONAL MECHANICAL CODE
- NFPA 70-2020, NEC: NATIONAL ELECTRICAL CODE
- 2021 NSPC-NJ ED. NATIONAL STANDARD PLUMBING CODE - NJ EDITION
- 2021 IFC: INTERNATIONAL FUEL GAS CODE

IBC/NJ DATA:
USE GROUP: R-5
CONSTRUCTION TYPE: VB (NON-RATED)
FEMA FLOOD HAZARD ZONE: N/A
FINISHED FIRST FLOOR ELEV: -1.0' (PER SITE SURVEY)

DESIGN LOADS:
WIND SPEED: 115 MPH - EXPOSURE C
GROUND SNOW LOAD: 20 PSF
LIVE LOAD (LIVING AREA): 40 PSF
LIVE LOAD (BEDROOMS): 30 PSF
LIVE LOAD (DECKS): 60 PSF
DEAD LOAD (FLOORS & WALLS): 10 PSF
DEAD LOAD (ROOF): 15 PSF
LIVE LOAD (ROOF): 25 PSF

AREA CALCULATIONS

FLOOR	EXISTING	NEW/ADDITION	TOTAL
FIRST FLOOR CONDITIONED:	3,830 SF	1,660 SF	5,490 SF
SECOND FLOOR CONDITIONED:	NA	NO CHANGE	NO CHANGE
GARAGE/CARPORT UNCONDITIONED:	450 SF (REMOVED)	450 SF	NO CHANGE

VOLUME CALCULATIONS			
FIRST FLOOR NEW CONDITIONED	---	23,680 CF	23,680 CF
GARAGE/CARPORT UNCONDITIONED	7,295 CF (REMOVED)	7,295 CF	NO CHANGE

DRAWING INDEX

Sheet Number	Sheet Name	ISSUE FOR PERMIT - 06.12.25

.. GENERAL		
A-001	COVER SHEET / DRAWING INDEX	•
A-002	SITE PLAN	•
A-003	3D VIEWS	•
A-004.1	SPECIFICATIONS	•
A-004.2	SPECIFICATIONS	•

.. A ENTRY		
A-101 A	ENTRY - ELEVATIONS	•
A-201 A	ENTRY - LEVEL 1	•
A-202 A	ENTRY - ROOF	•
A-301 A	ENTRY - BUILDING SECTIONS	•
A-401 A	ENTRY - ENCLOSURE DETAILS	•
A-402 A	ENTRY - ENCLOSURE DETAILS	•
A-501 A	ENTRY - TYPES AND SCHEDULES	•
E-101 A	ENTRY - ELECTRICAL PLAN	•
M-101 A	ENTRY - MECHANICAL PLAN	•
S-101 A	ENTRY - FOUNDATION	•
S-102 A	ENTRY - LEVEL 1 FRAMING	•
S-103 A	ENTRY - ROOF FRAMING	•
S-110	TYPICAL STRUCTURAL DETAILS	•

.. B ANNEX		
A-101 B	ANNEX - ELEVATIONS	•
A-201 B	ANNEX - LEVEL 1	•
A-202 B	ANNEX - ROOF	•
A-301 B	ANNEX - BUILDING SECTIONS	•
A-401 B	ANNEX - ENCLOSURE DETAILS	•
A-501 B	ANNEX - TYPES AND SCHEDULES	•
E-101 B	ANNEX - ELECTRICAL PLAN	•
M-101 B	ANNEX - MECHANICAL PLAN	•
S-101 B	ANNEX - FOUNDATION	•
S-102 B	ANNEX - LEVEL 1 FRAMING	•
S-103 B	ANNEX - ROOF FRAMING	•

- NEW DRAWING
- ISSUED WITH CHANGES
- NO CHANGES
- NOT ISSUED

1 06/12/2025 ISSUE FOR PERMIT

REV NO DATE ISSUE

ARCHITECT:
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SCALE: 1/4" = 1'-0"



COVER SHEET /
DRAWING INDEX

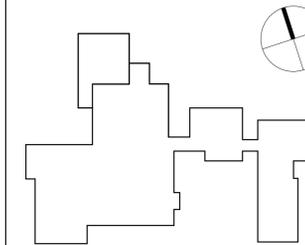
A-001

PA PROJ. NO: SHEET OF

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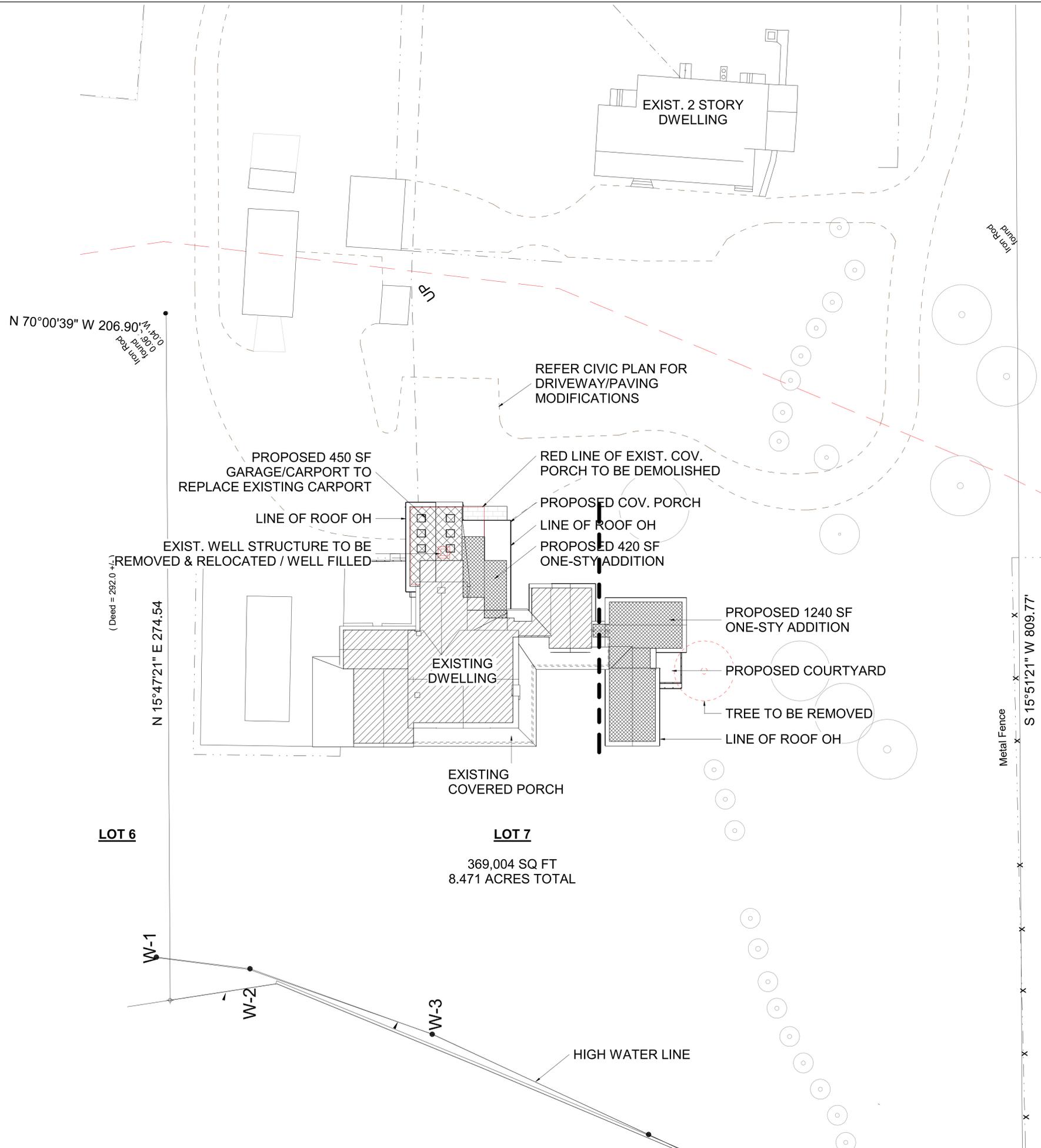
**MILLMAN
RESIDENCE**
108 HARTSHORNE RD
RUMSON, NJ 07760

**PARNAGIAN
/ ARCHITECTS LLC**



NOTES:

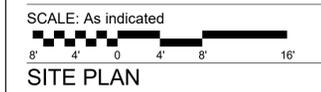
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REFERENCE TO CIVIL ENGINEER DRAWING TITLED: "PLOT PLAN" AS PREPARED BY INSITE ENGINEERING, LLC, PATRICK R. WARD, PE, PP, DATED 06/16/25.
SITE PLAN DIAGRAM FOR PLAN ORIENTATION AND SCOPE OF WORKS.
REFER ENGINEER SITE PLAN FOR ALL DETAILED SITE REFERENCE INFORMATION.

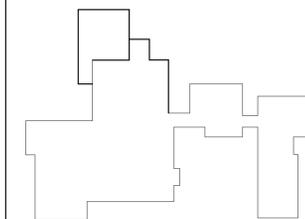


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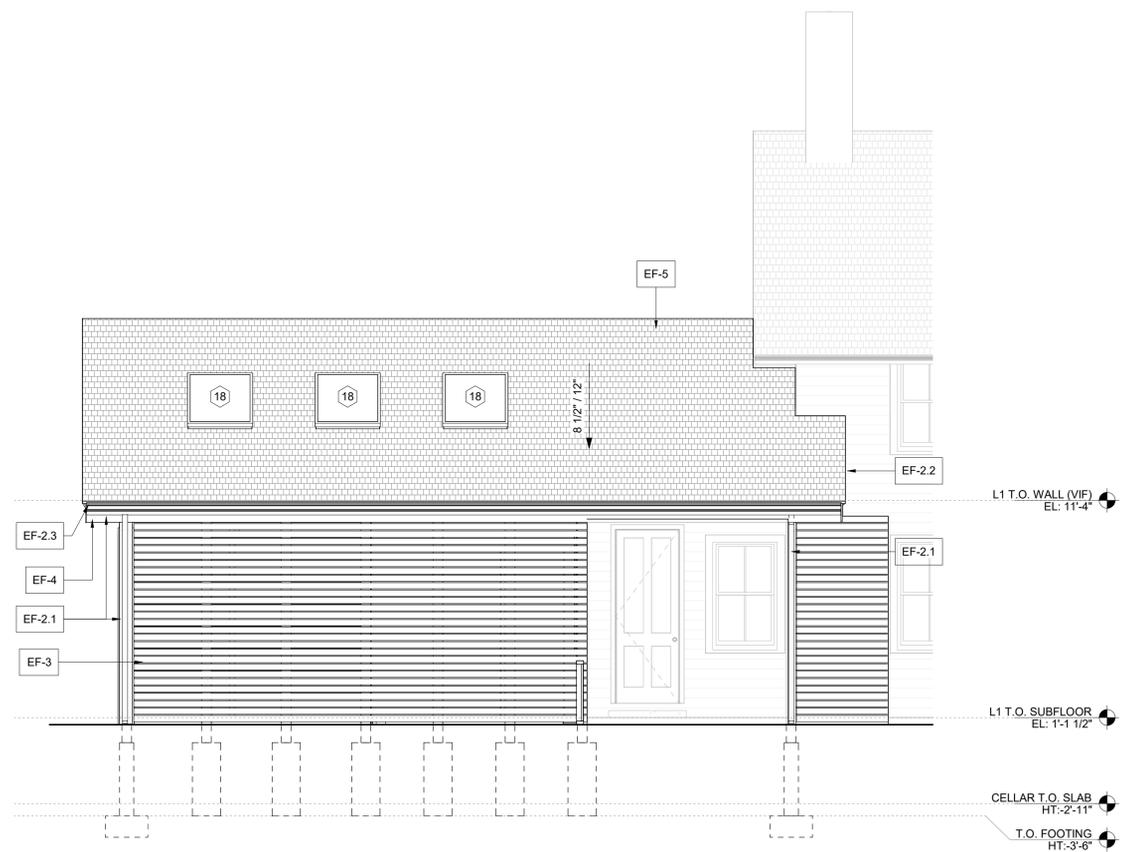
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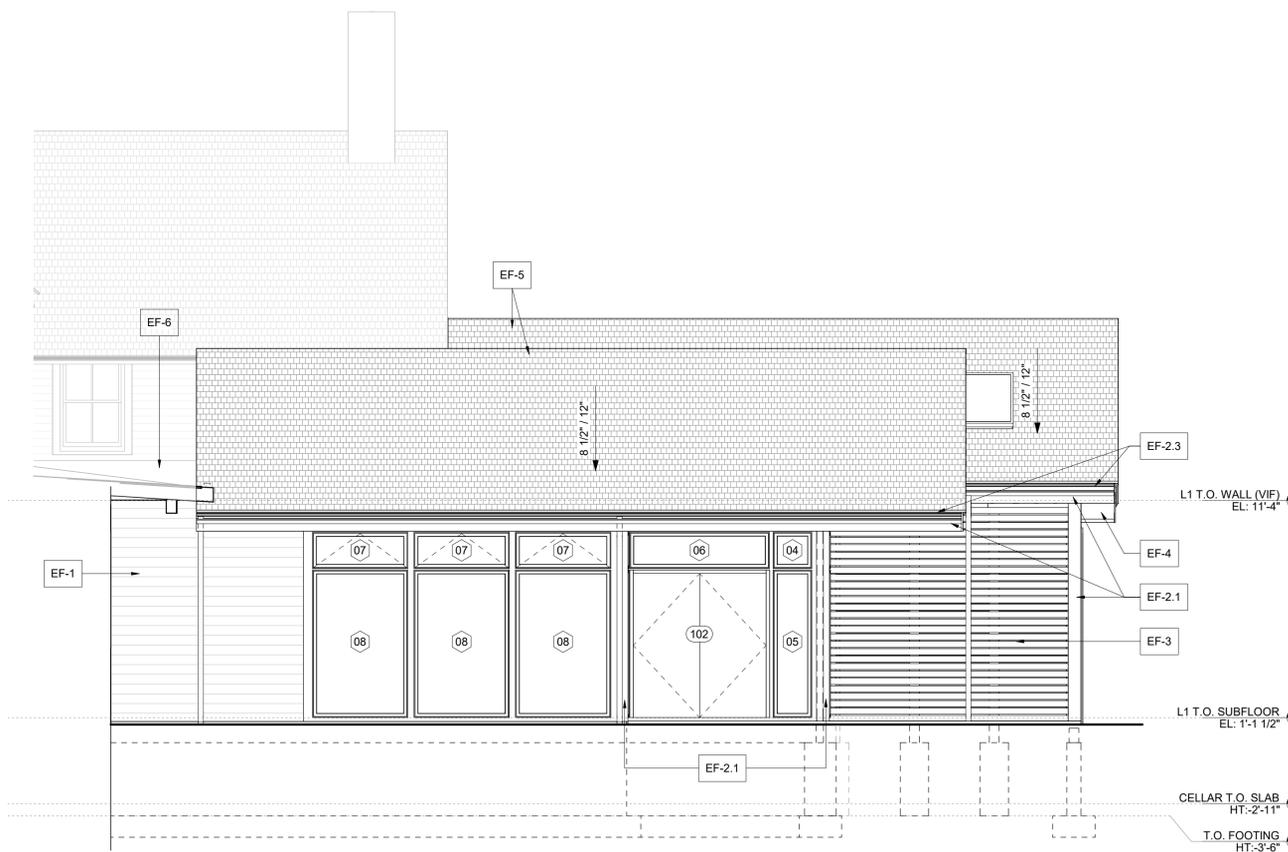
SCALE: 1/4" = 1'-0"
8' 4' 0' 4' 8' 16'
ENTRY - ELEVATIONS

A-101 A

PA PROJ. NO: SHEET OF
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3 WEST ELEVATION
1/4" = 1'-0"

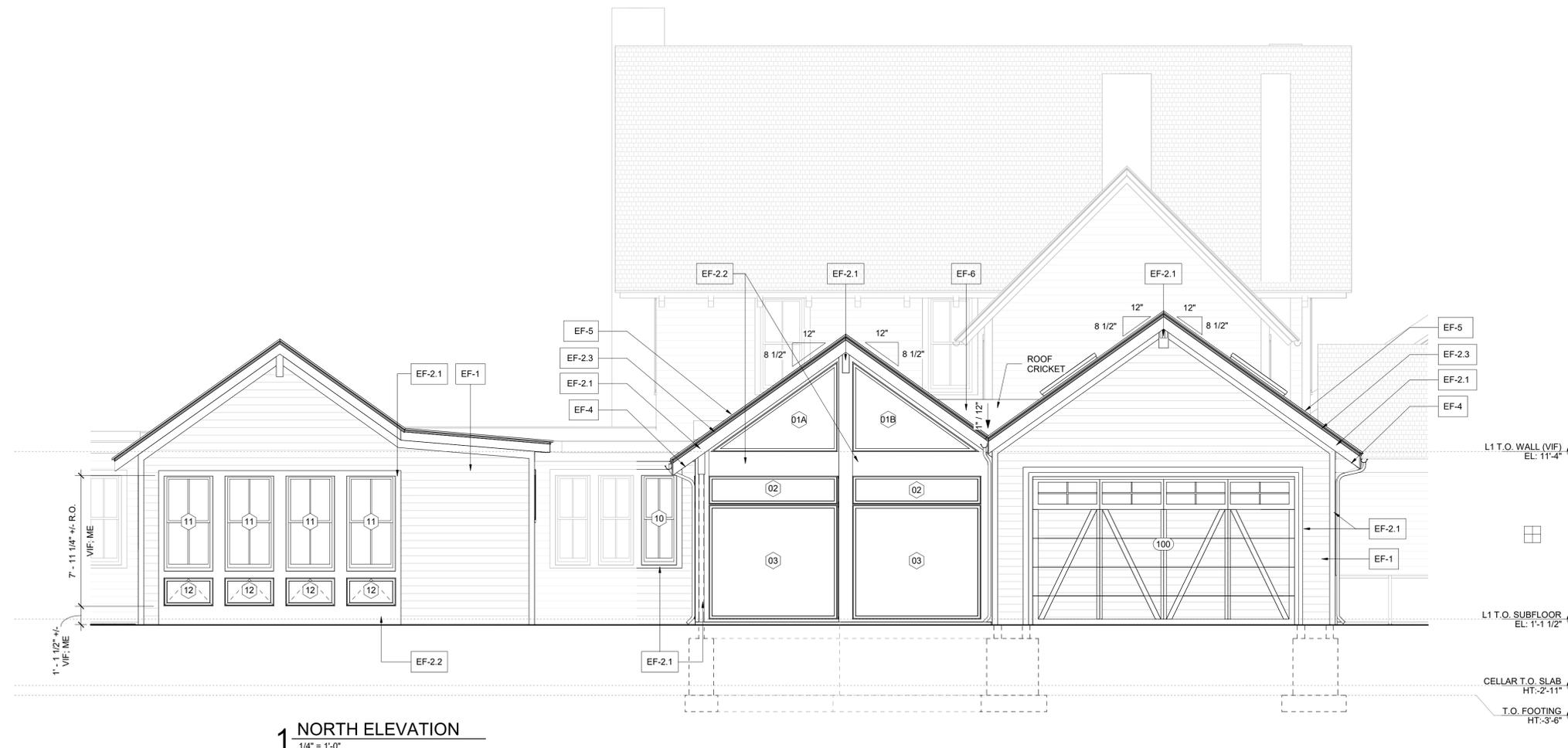


2 EAST ELEVATION
1/4" = 1'-0"

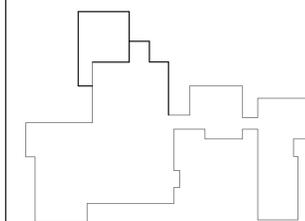
EXTERIOR FINISH SCHEDULE

TYPE	MATERIAL
EF-1	HORIZONTAL CLAPBOARD SIDING; HARDE PLANK LAP SIDING, MATCH EXIST. EXPOSURE PAINT FINISH
EF-2.1	EXTERIOR TRIM: ROYAL BUILDING PRODUCTS, 1X "SUR EDGE TRIMBOARD", SMOOTH, WHITE FINISH, SCREWED AND PLUGGED (BOARD WIDTHS VARY)
EF-2.2	EXTERIOR TRIM: ROYAL BUILDING PRODUCTS, SHEET BOARD, SMOOTH, WHITE FINISH, SCREWED AND PLUGGED (BOARD WIDTHS VARY)
EF-2.3	EXTERIOR TRIM: ROYAL BUILDING PRODUCTS, TO MATCH EXIST. PROFILES
EF-3	HORIZONTAL PRIVACY SCREENING; ROYAL BUILDING PRODUCTS, TRU EXT. POLY ASH 1X4 TRIM BOARD, PRIMED FOR PAINT FINISH ON PTD PT SUBFRAMING.
EF-4	UNVENTED BOARD SOFFITS, SMOOTH
EF-5	FIBERGLASS ASPHALT SHINGLE ROOFING TO MATCH EXISTING.
EF-6	EPDM

NOTES:
- ALL WINDOW SILL HEIGHTS ARE MEASURED FROM TOP OF SUB-FLOOR
- ALL FINAL PAINT, STAIN, POWDER COAT AND TINT COLORS SHALL BE PROVIDED BY THE ARCHITECT.
- REFER DRAWINGS AND SPECIFICATIONS FOR ALL DETAILED INSTALL AND FINISH INSTRUCTIONS.
- ME = MATCH EXISTING



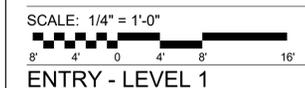
1 NORTH ELEVATION
1/4" = 1'-0"



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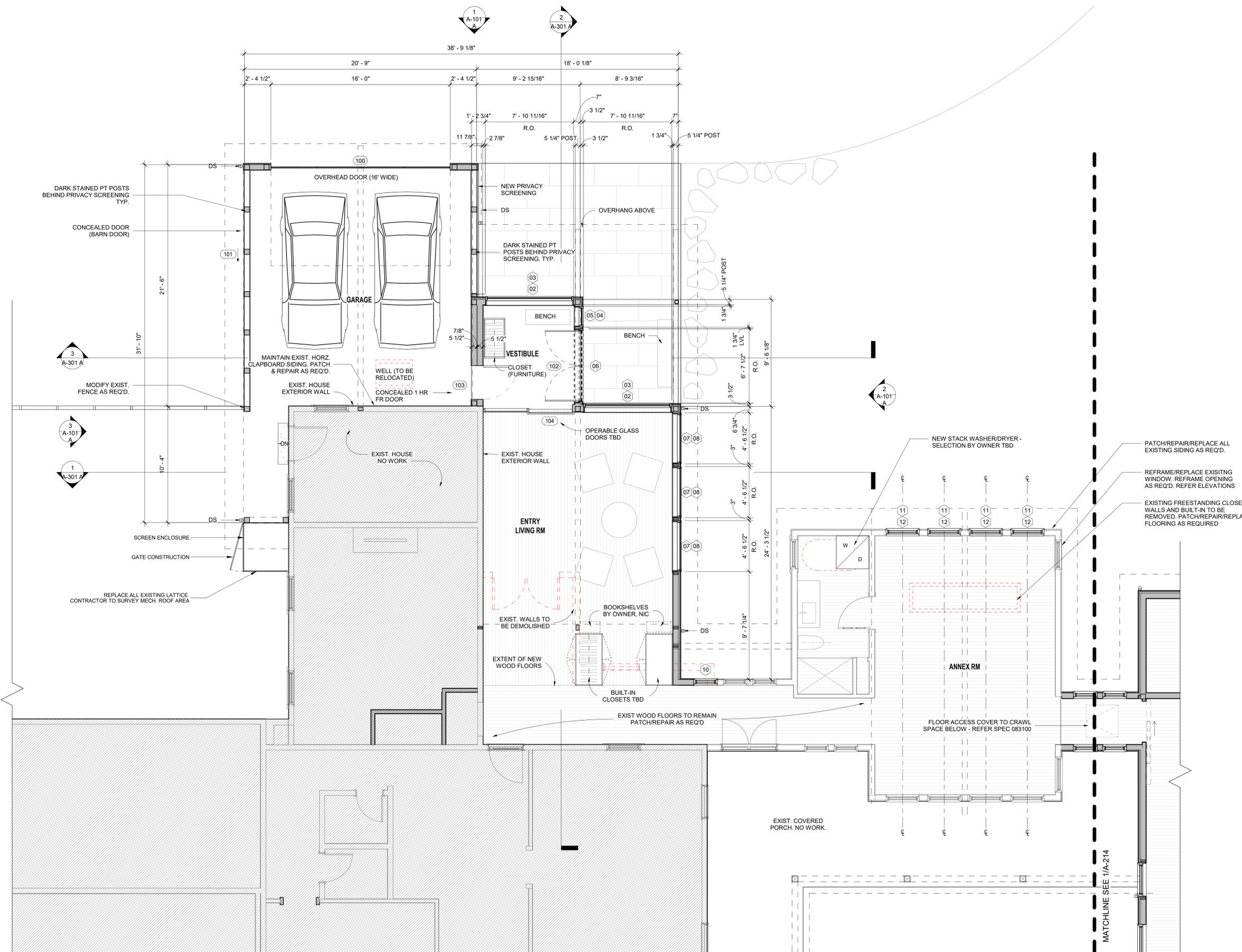
ARCHITECT:
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ENTRY - LEVEL 1

A-201 A



EXTERIOR FINISH SCHEDULE

TYPE	MATERIAL
EF-5	FIBERGLASS ASPHALT SHINGLE ROOFING TO MATCH EXISTING.
EF-6	EPDM

NOTES:

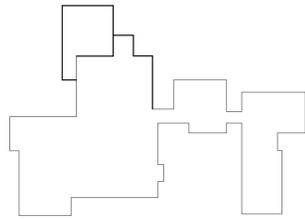
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- REFER DRAWINGS AND SPECIFICATIONS FOR ALL DETAILED INSTALL AND FINISH INSTRUCTIONS.

- ME = MATCH EXISTING

**MILLMAN
RESIDENCE**
108 HARTSHORNE RD
RUMSON, NJ 07760

**PARNAGIAN
/ ARCHITECTS LLC**



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RUMSON, NJ 07760
T: (917) 405-6246
E: PMILLMAN@SUPERSTRUCTURES.COM

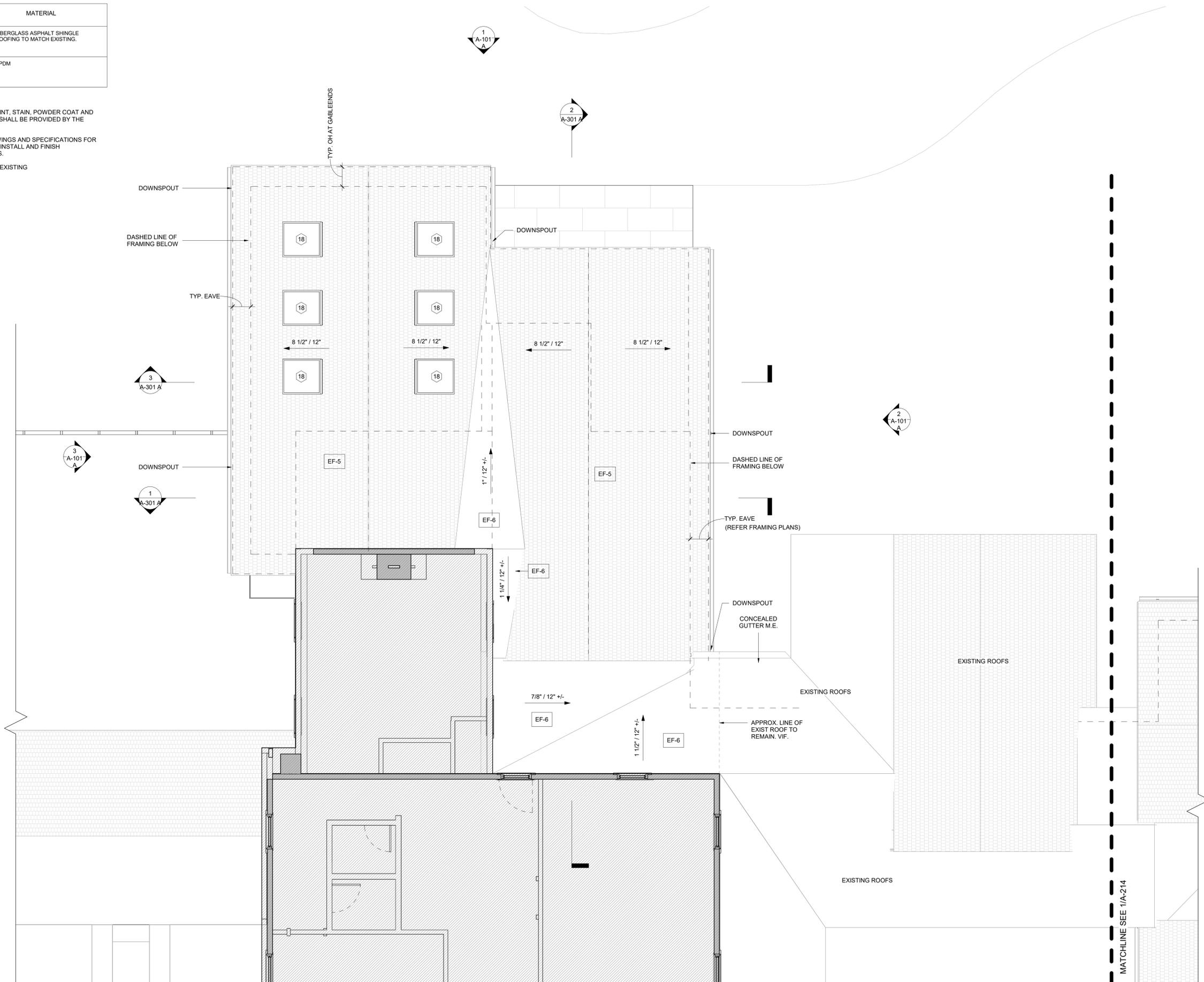
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8' 4' 0' 4' 8' 16'

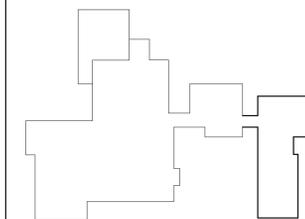
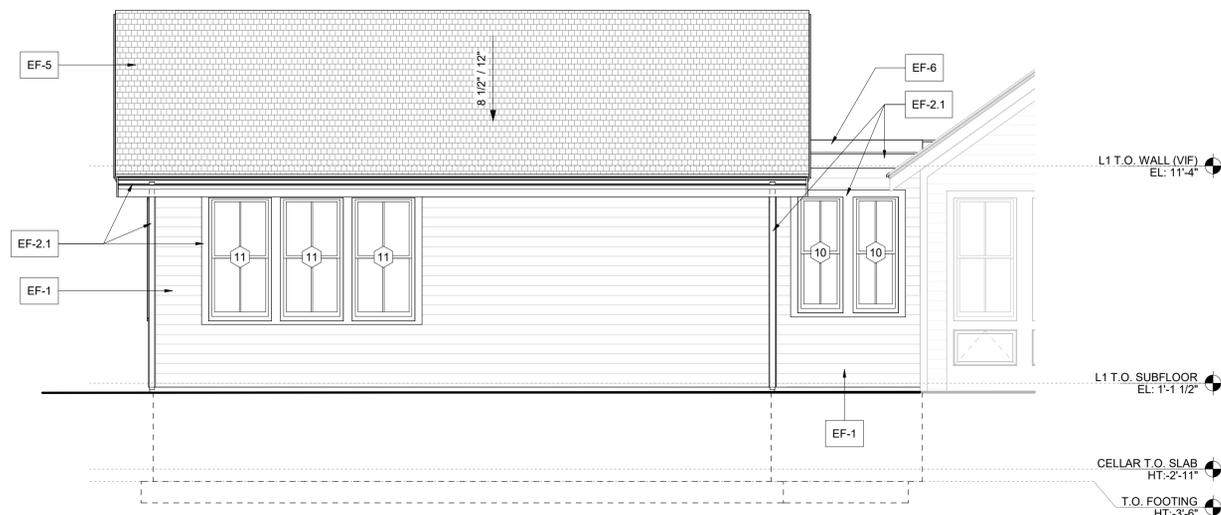
ENTRY - ROOF

A-202 A

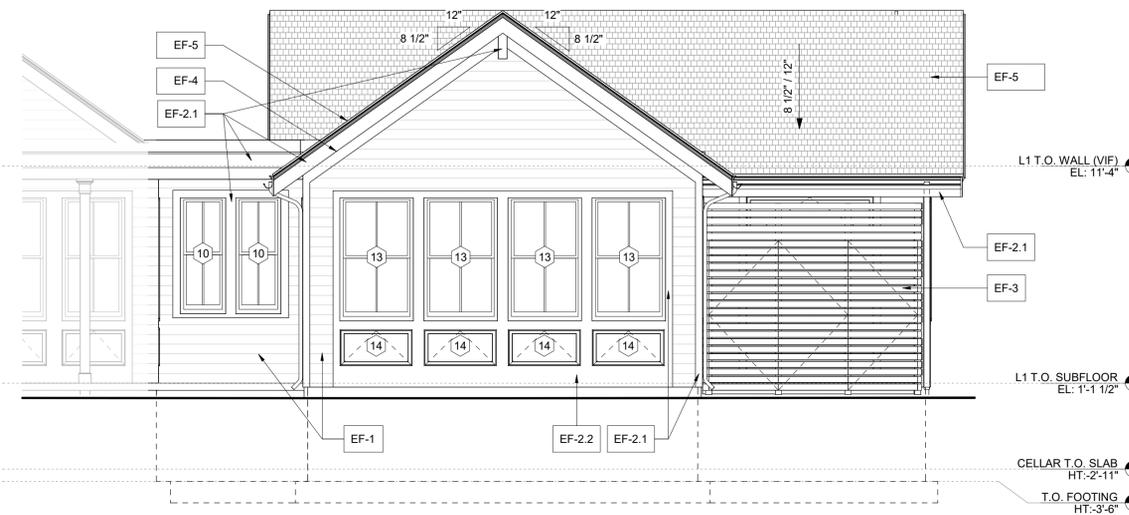
PA PROJ. NO. SHEET OF

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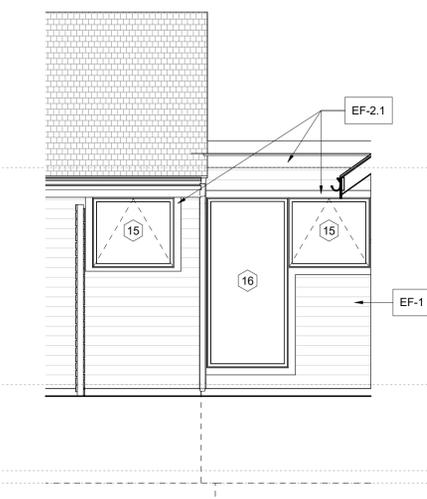


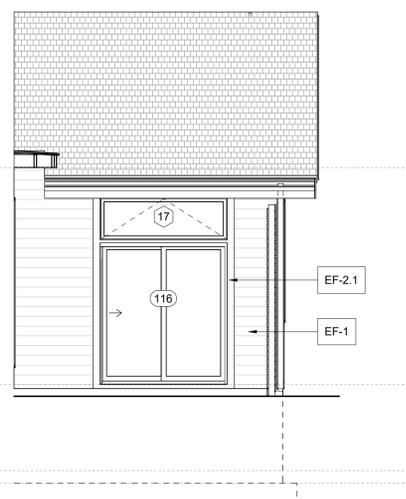
4 NORTH ELEVATION
1/4" = 1'-0"



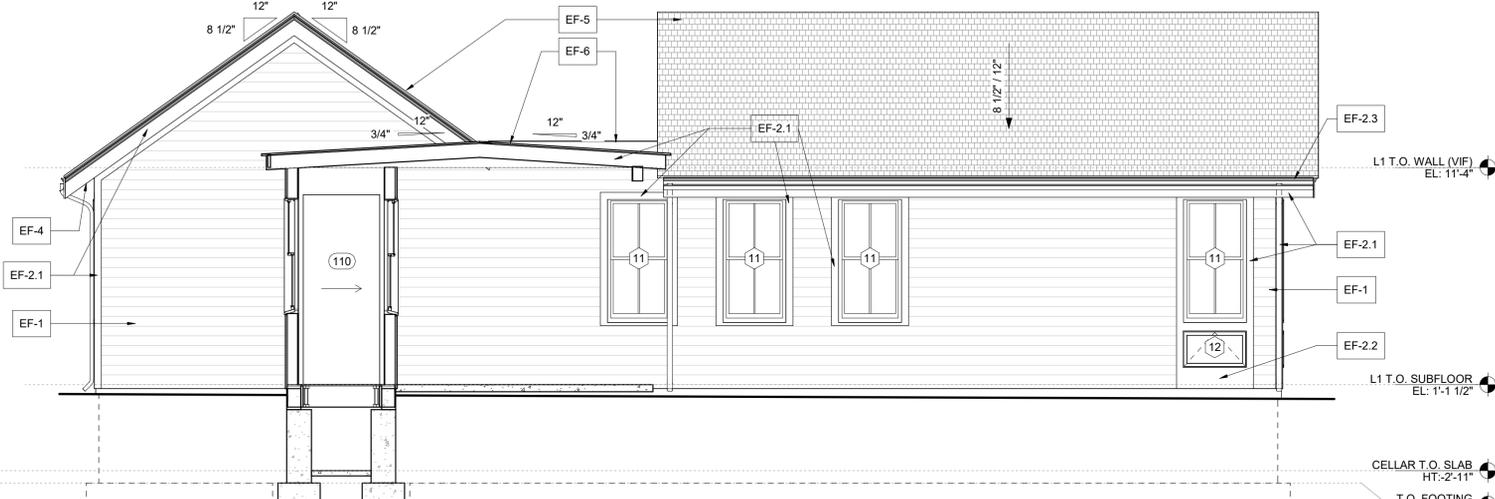
3 SOUTH ELEVATION
1/4" = 1'-0"



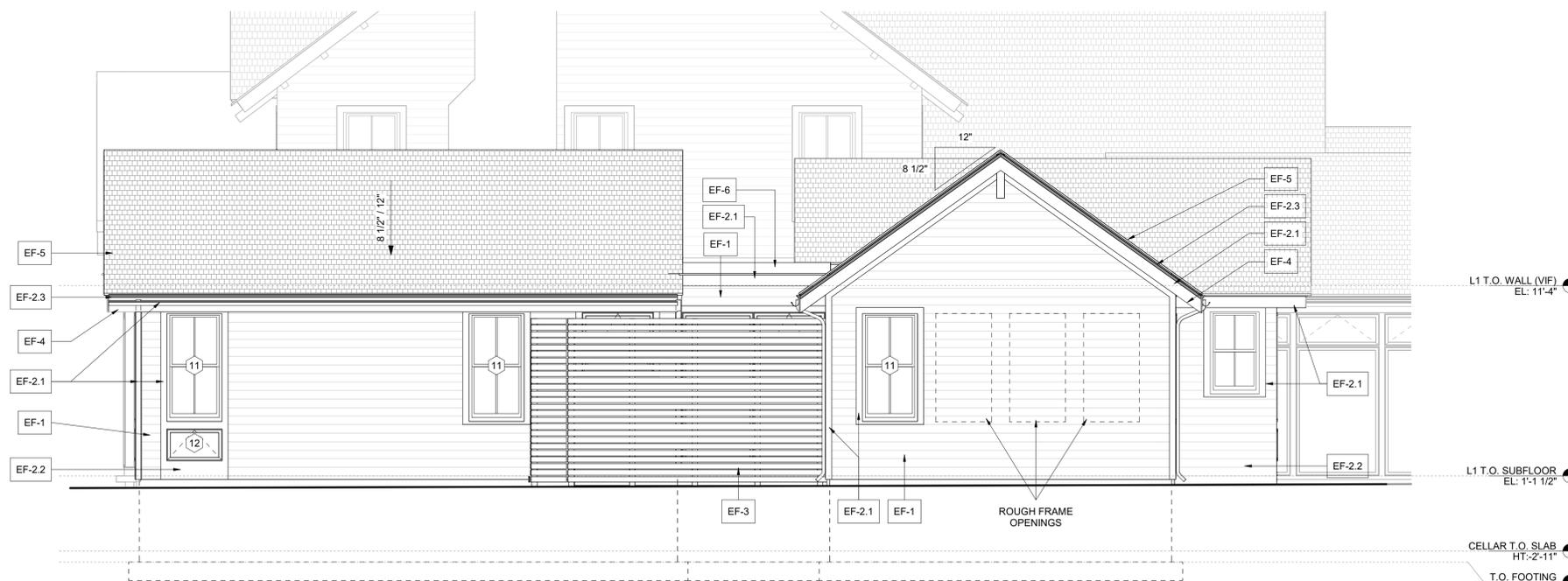
6 EAST PARTIAL ELE. - COURTYARD
1/4" = 1'-0"



5 SOUTH PARTIAL ELE. - COURTYARD
1/4" = 1'-0"



2 WEST ELEVATION
1/4" = 1'-0"



1 EAST ELEVATION
1/4" = 1'-0"

EXTERIOR FINISH SCHEDULE

TYPE	MATERIAL
EF-1	HORIZONTAL CLAPBOARD SIDING: HARDE PLANK LAP SIDING, MATCH EXIST. EXPOSURE PAINT FINISH
EF-2.1	EXTERIOR TRIM: ROYAL BUILDING PRODUCTS, 1X "SUR EDGE TRIMBOARD", SMOOTH WHITE FINISH, SCREWED AND PLUGGED (BOARD WIDTHS VARY)
EF-2.2	EXTERIOR TRIM: ROYAL BUILDING PRODUCTS, SHEET BOARD, SMOOTH WHITE FINISH, SCREWED AND PLUGGED (BOARD WIDTHS VARY)
EF-2.3	EXTERIOR TRIM: ROYAL BUILDING PRODUCTS, TO MATCH EXIST. PROFILES
EF-3	HORIZONTAL PRIVACY SCREENING: ROYAL BUILDING PRODUCTS, TRU EXT. POLY ASH 1X4 TRIM BOARD, PRIMED FOR PAINT FINISH ON PTD PT SUBFRAMING.
EF-4	UNVENTED BOARD SOFFITS, SMOOTH
EF-5	FIBERGLASS ASPHALT SHINGLE ROOFING TO MATCH EXISTING.
EF-6	EPDM

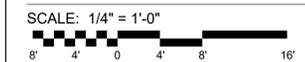
NOTES:

- ALL WINDOW SILL HEIGHTS ARE MEASURED FROM TOP OF SUB-FLOOR
- ALL FINAL PAINT, STAIN, POWDER COAT AND TINT COLORS SHALL BE PROVIDED BY THE ARCHITECT.
- REFER DRAWINGS AND SPECIFICATIONS FOR ALL DETAILED INSTALL AND FINISH INSTRUCTIONS.
- ME = MATCH EXISTING

REV NO	DATE	ISSUE
1	06/12/2025	ISSUE FOR PERMIT

ARCHITECT:
BRIAN PARNAGIAN, AIA-NJ #21A102035100
PARNAGIAN ARCHITECTS LLC
32 MONMOUTH STREET, FLOOR 3
RED BANK, NJ 07712
T: (609) 280-6839
E: BRIAN@PARNAGIANARCHITECTS.COM

OWNER:
PAUL MILLMAN & TRES HANLEY
108 HARTSHORNE ROAD
RUMSON, NJ 07760
T: (917) 405-6246
E: PMILLMAN@SUPERSTRUCTURES.COM

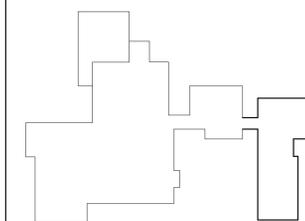


SCALE: 1/4" = 1'-0"
ANNEX - ELEVATIONS

A-101 B

PA PROJ. NO: SHEET OF

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1	06/12/2025	ISSUE FOR PERMIT
REV NO	DATE	ISSUE

ARCHITECT:
BRIAN PARNAGIAN, AIA-NJ #21A102035100
PARNAGIAN ARCHITECTS LLC
32 MONMOUTH STREET, FLOOR 3
RED BANK, NJ 07712
T: (609) 280-6839
E: BRIAN@PARNAGIANARCHITECTS.COM

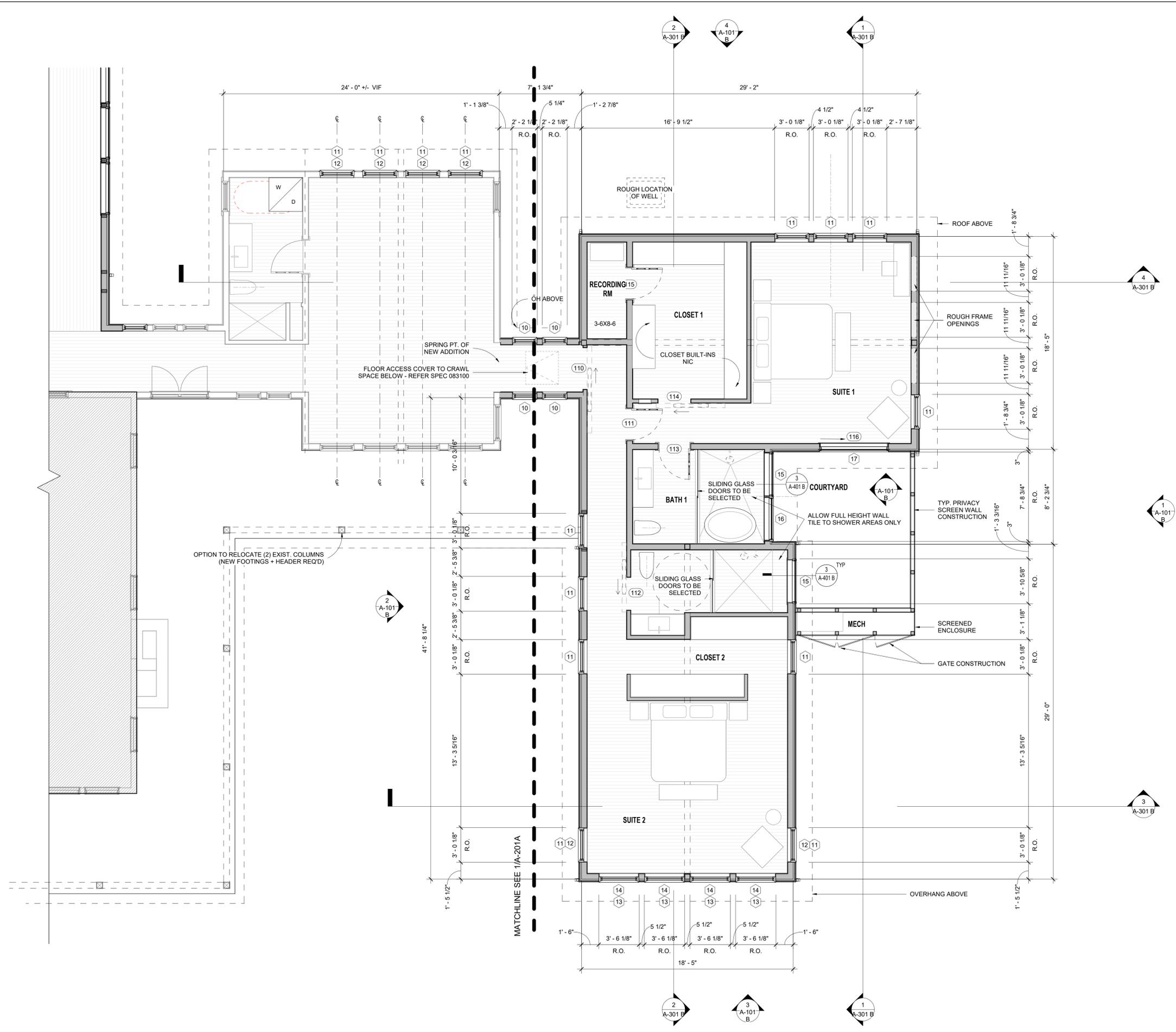
OWNER:
PAUL MILLMAN & TRES HANLEY
108 HARTSHORNE ROAD
RUMSON, NJ 07760
T: (917) 405-6246
E: PMILLMAN@SUPERSTRUCTURES.COM

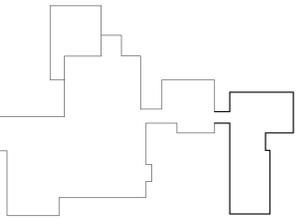
SCALE: 1/4" = 1'-0"

 ANNEX - LEVEL 1

A-201 B

PA PROJ. NO. SHEET OF
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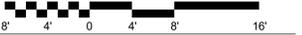
1 06/12/2025 ISSUE FOR PERMIT

REV NO	DATE	ISSUE
1	06/12/2025	ISSUE FOR PERMIT

ARCHITECT:
BRIAN PARNAGIAN, AIA-NJ #21AI02035100
PARNAGIAN ARCHITECTS LLC
32 MONMOUTH STREET, FLOOR 3
RED BANK, NJ 07712
T: (609) 280-6839
E: BRIAN@PARNAGIANARCHITECTS.COM

OWNER:
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108 HARTSHORNE ROAD
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T: (917) 405-6246
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SCALE: 1/4" = 1'-0"

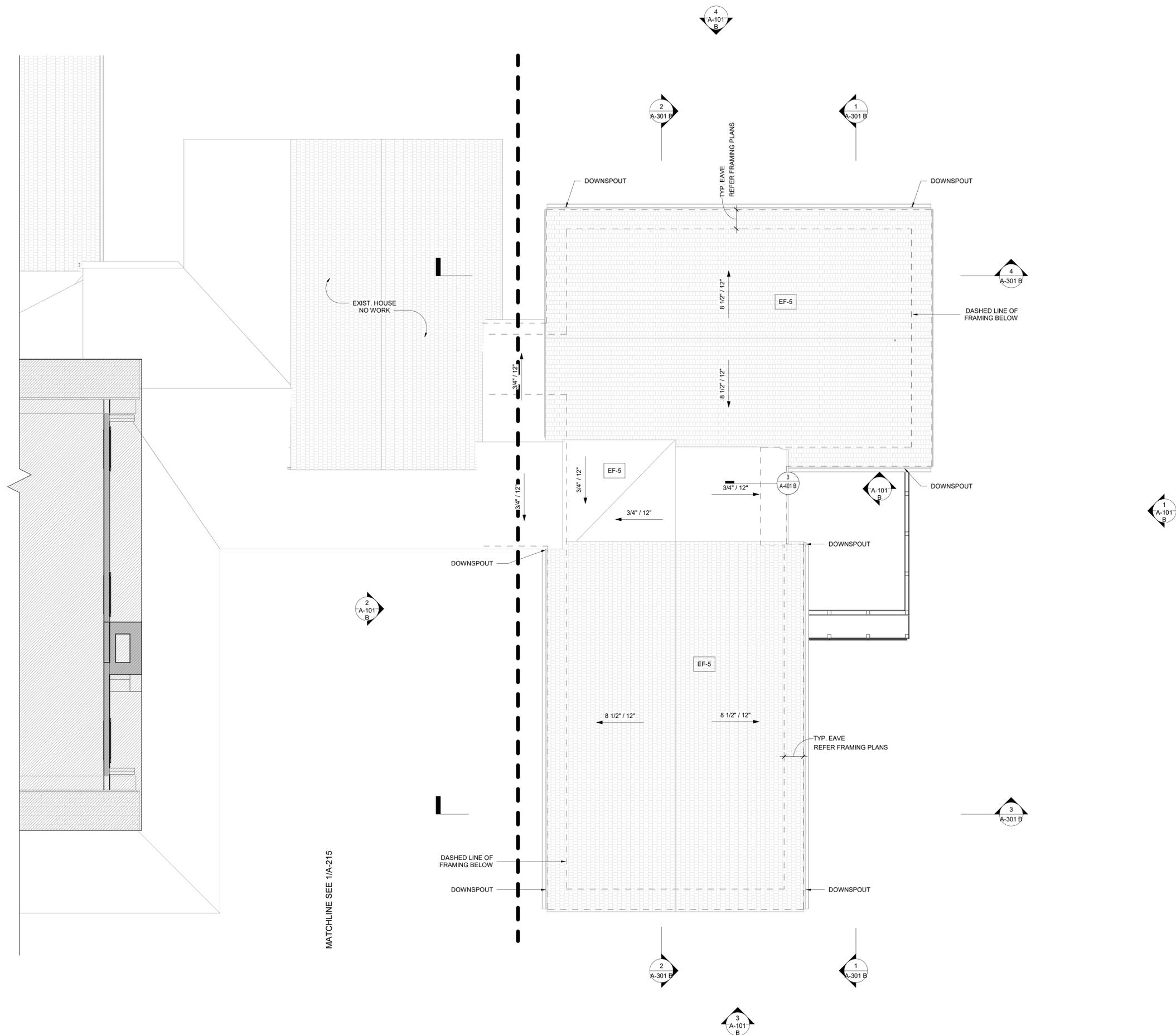


ANNEX - ROOF

A-202 B

PA PROJ. NO: SHEET OF

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MILLMAN RESIDENCE

PAUL & THERESA HANLEY MILLMAN

ARCHITECT: PARNAGIAN ARCHITECTS

APPLICANT'S PROFESSIONALS

SURVEYOR: R AND L LAND SURVEYING

INSITE ENGINEERING, LLC

CERTIFICATE OF AUTHORIZATION: 24GA28083200

1955 ROUTE 34, SUITE 1A, WALL, NJ 07719

165 CHESTNUT STREET, SUITE 200, ALLENDALE, NJ 08011

20 N. MAIN STREET, SUITE 2B, MANAHAWKIN, NJ 08050

732-531-7100 (Ph) 732-531-7344 (Fax)

INSITE@INSITEENG.NJ WWW.INSITEENG.NJ

INSITE ENGINEERING, LLC

Professional Engineer, Planner

PAUL & THERESA HANLEY MILLMAN

REVISIONS

APPROVED BY: FOR CONSTRUCTION

PLAN INFORMATION

PLOT PLAN

PLAN

1 of 1

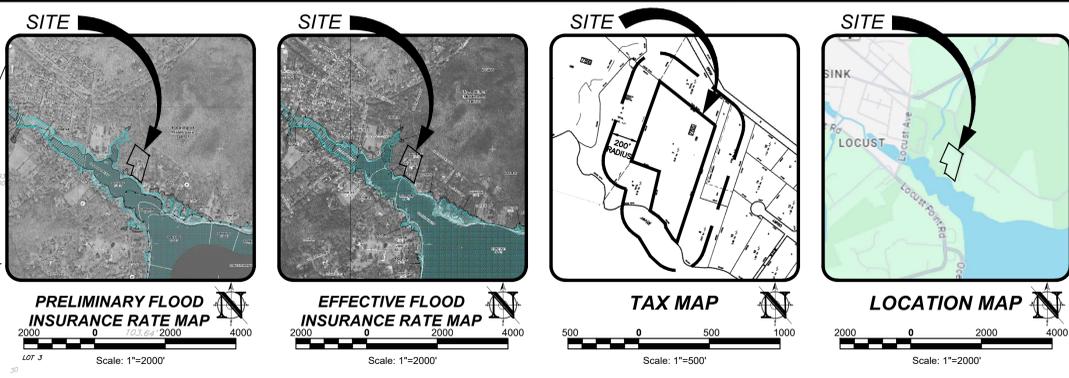
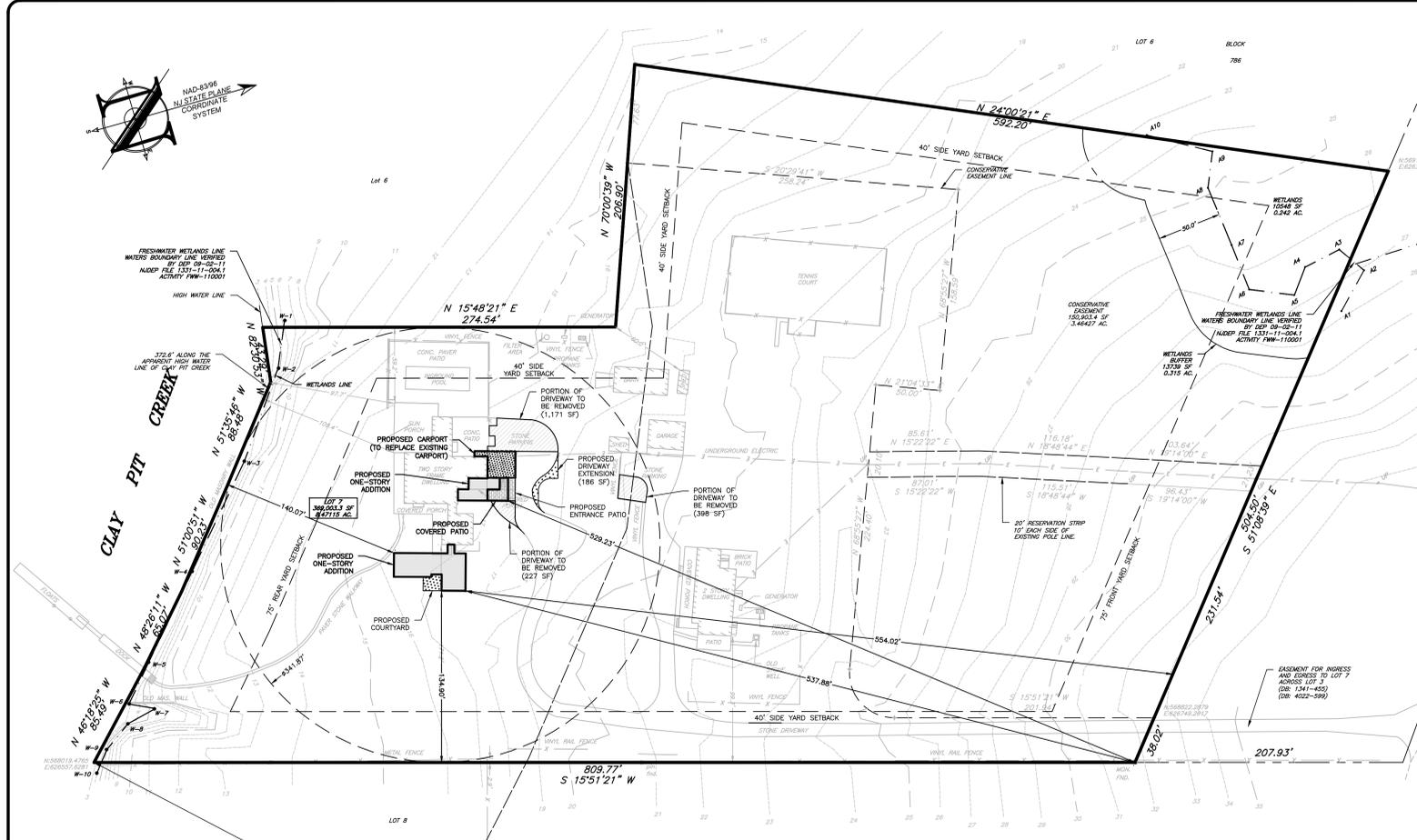


Table with 3 columns: ITEM, EXISTING (SF), PROPOSED (SF). Rows include Principal Dwelling, Sun Porch, Car Port, etc.

Table with 3 columns: ITEM, EXISTING (SF), PROPOSED (SF). Rows include Principal Dwelling, Principal Cov. Porches, Sun Porch, etc.

Table with 3 columns: ITEM, EXISTING (SF), PROPOSED (SF). Rows include Principal Dwelling, Principal Cov. Porches, Sun Porch, etc.

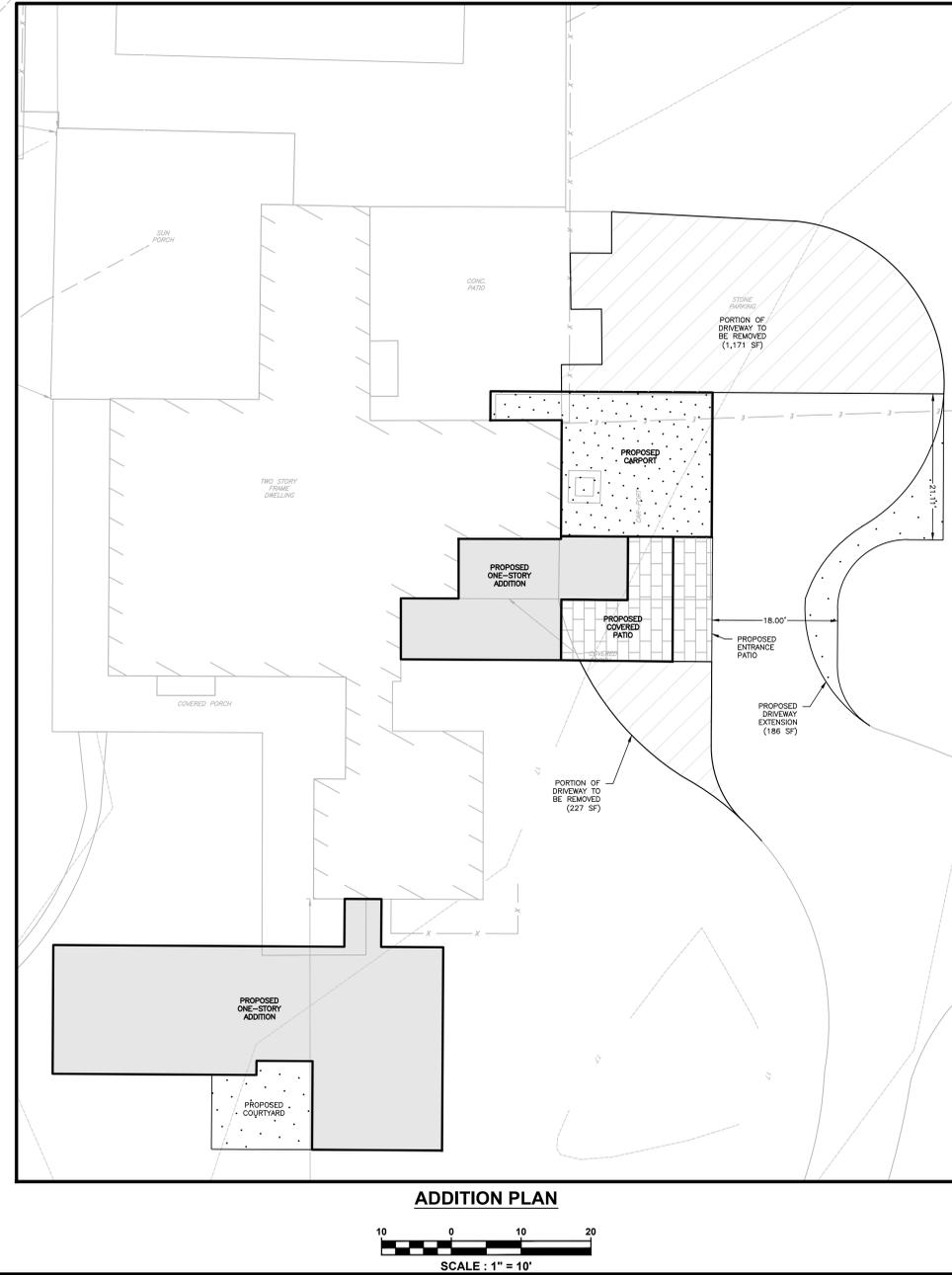


FULL SITE PLAN

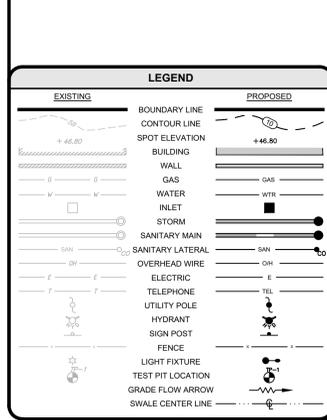


ZONING COMPLIANCE CHART for R-110 (RURAL ESTATE RESIDENCE ZONE) with columns for Ord Section, Standard, Existing, Proposed, and Completes.

GENERAL NOTES: 1. SUBJECT PROPERTY, 2. OWNER/APPLICANT, 3. PURPOSE OF THIS PLAN SET, 4. PERMITS & APPROVALS, 5. SURVEY DATA, 6. ARCHITECTURAL INFORMATION, 7. BUILDING SETBACK DIMENSIONS, 8. FRESHWATER/COASTAL WETLANDS AND STREAMS, 9. BASE FLOOD ELEVATION, 10. STRUCTURAL FILL MATERIAL, 11. UNDERGROUND UTILITIES NOTIFICATION, 12. VERIFICATION OF UTILITIES, 13. EXISTING UTILITIES, 14. LIMIT OF DISTURBANCE, 15. RESTORATION, 16. NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION (NJDEP), 17. CONSTRUCTION REQUIREMENTS.

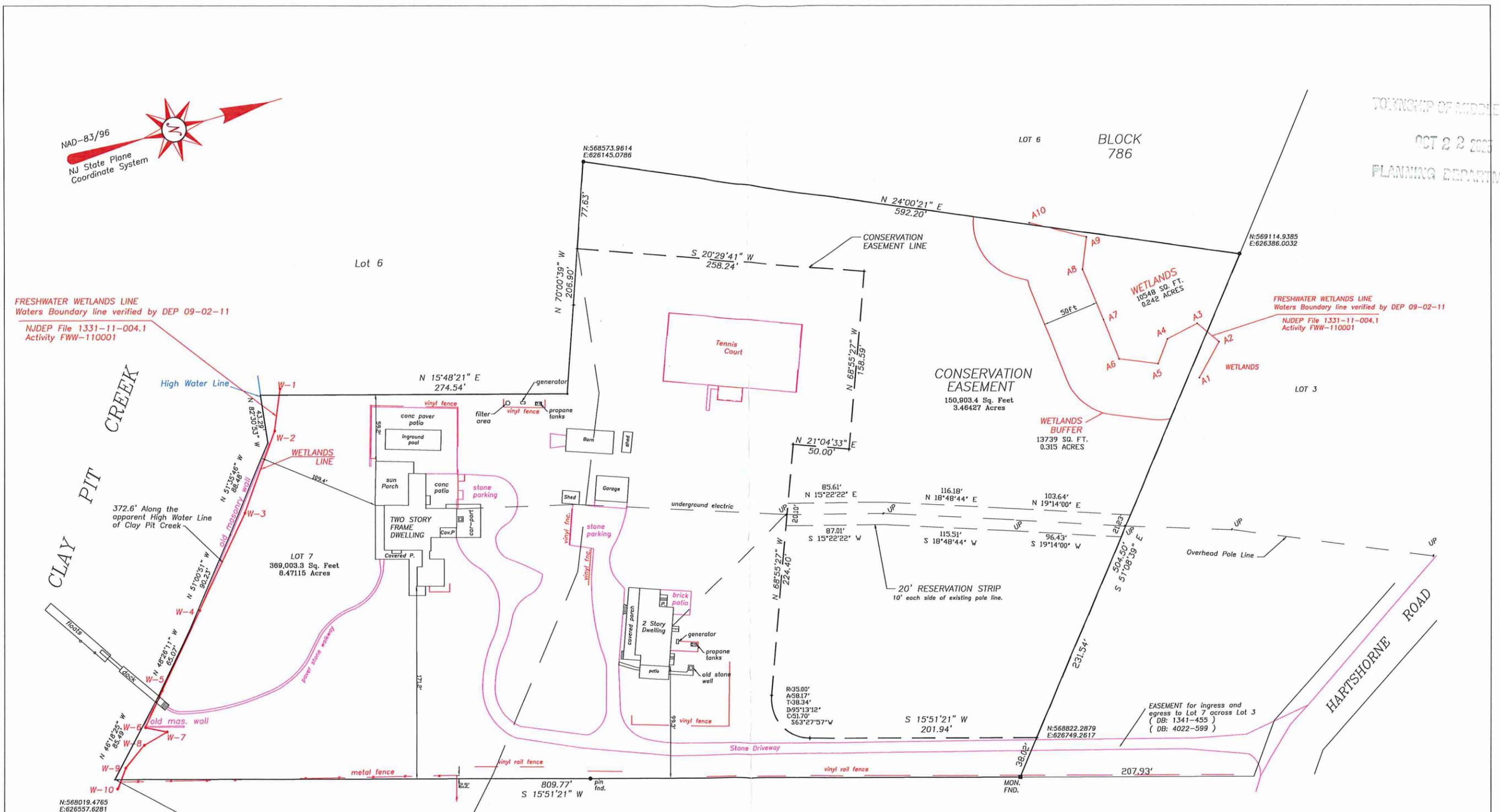


ADDITION PLAN

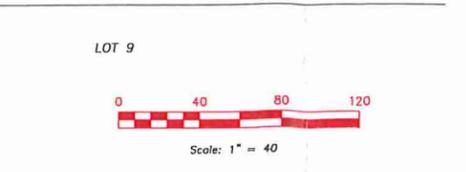


Vertical text on the left margin: The 'N' North Arrow is based on the NAD 83 datum. The 'S' South Arrow is based on the NAD 83 datum. The 'E' East Arrow is based on the NAD 83 datum. The 'W' West Arrow is based on the NAD 83 datum. Copyright 2025, InSite Engineering, LLC. All Rights Reserved.

TOWNSHIP OF MIDDLETOWN
 OCT 2 2 2023
 PLANNING DEPARTMENT



NOTES:
 THIS SURVEY HAS BEEN PREPARED WITHOUT A FULL TITLE SEARCH AND IS SUBJECT TO SUCH FACTS THAT MIGHT BE REVEALED BY SAID TITLE SEARCH.
 Any Object beneath the surface of the Ground has not been located, and no Guarantee as to existence or location is expressed or implied.
 Position coordinates refer to the North American datum of 1983/96. New Jersey State Plane Coordinate System.
 Property corners were previously set. Not all corners were uncovered and remarked.



I HEREBY CERTIFY TO:
 PAUL MILLMAN
 THIS SURVEY HAS BEEN ACCURATELY PREPARED WITH THE BEST OF MY INFORMATION, KNOWLEDGE AND BELIEF. NO APPARENT ENCROACHMENTS EXIST EITHER WAY ACROSS PROPERTY LINES EXCEPT AS SHOWN HEREON.
 RONALD L. TRINIDAD
 PROFESSIONAL LAND SURVEYOR
 N.J. LICENSE NO. 24GS04337000

REV	DATE	DESCRIPTION	BY	CHK			
LOCATION SURVEY FOR: PAUL MILLMAN LOT 7 BLOCK 786 MIDDLETOWN TOWNSHIP, MONMOUTH COUNTY, NEW JERSEY							
R and T LAND SURVEYING SURVEYING & MAPPING—CONSTRUCTION SURVEYING PO BOX 124, ATLANTIC HIGHLANDS, NJ 07716, 732-872-2827							
RONALD TRINIDAD, NJ LICENSE No. 24GS04337000							
DATE:	09-12-24	FILE:	3107	DRAWN:	RLT	JOB NO:	6256
SCALE:	1" = 40'	CAD#	M-6256s24.dwg	CHECKED:	hs	DWG NO:	D-902s

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TOWNSHIP OF MIDDLETOWN

Zoning Board of Adjustment and Appeals

One Kings Highway
Middletown, NJ 07748-2594

WILLIAM HIBELL
Chairman



AMY CITRANO, P.P., A.I.C.P.
Director of Planning

FIONA TRIGG
Board Secretary

Tel: (732) 615-2102
Fax: (732) 615-2103

TECHNICAL MEMORANDUM

DATE: January 15, 2026
BOARD: Zoning Board of Adjustment and Appeals
APPLICATION: Paul Millman (#2025-028)
108 Hartshorne Road (Block 786, Lot 7)
R-110 Zone
Lot Coverage Variance & "Planning" Variance for Building fronting upon a street not improved to Township standards

PROJECT DESCRIPTION & VARIANCE SUMMARY

The applicant proposes the following additions and modifications to the existing two-story single family dwelling:

- Construct a 420 sf one-story addition to the northern elevation;
- Construct a 1,240 sf one-story addition to the eastern elevation;
- Construct a 273 sf entrance patio;
- Replace the existing 672 sf carport with a 494 sf carport; and
- Modify the existing driveway.

A "Planning" Variance is required for a building fronting upon a street not improved to Township standards.

A variance is required for lot coverage where 10% is permitted and 10.6% exists and is proposed.

	Existing (SF)	Proposed (SF)
Dwelling	3,181	4,859
Covered Porches	1,117	1,152
Sun Porch	1,200	1,200
Car Port	672	494
Uncovered entrance patio	-	102
Covered Courtyard Patio	-	171
Driveway	15,250	13,442
Accessory Dwelling	1,898	1,898
Accessory Covered Porch	648	648
Pool	892	892

Many Neighborhoods. One Middletown!

Belford ◦ Chapel Hill ◦ Fairview ◦ Harmony ◦ Leonardo ◦ Lincroft ◦ Locust ◦ Middletown Village
Monmouth Hills ◦ Navesink ◦ New Monmouth ◦ North Middletown ◦ Nut Swamp ◦ Oak Hill ◦ Port Monmouth ◦ River Plaza

Pool Patio	3,289	3,289
Concrete Patio	911	904
Brick Patio	444	444
Patio	309	309
Barn	856	856
Sheds	321	321
Equipment	84	84
Tennis Court	7,741	7,741
Walls	320	320
Bilco Doors	28	28
Total	39,161/10.6%	39,154/10.6%

The subject property contains the following pre-existing nonconforming conditions:

- Minimum lot frontage where 100' is required and 0' exists;
- Minimum accessory side yard setback where 40' is required and 30.8' exists (barn);
- Minimum pool equipment setback where 10' is required and 6' exists; and
- Minimum generator setback where 10' is required and 6.8' exists.

PROPERTY DESCRIPTION, ZONING AND SURROUNDING LAND USES

The subject property is 8.47 acres (369,003 sf) in area and contains 0' of frontage along Hartshorne Road. The subject property contains a two-story single-family dwelling with a covered porch and a car port, inground pool with an associated patio, accessory two-story dwelling, detached garage, barn, tennis court, two (2) sheds, a stone walkway to Clay Pit Creek in the rear yard and a stone driveway.

The subject property contains an existing easement for ingress and egress across adjacent Lot 3 and a conservation easement (3.46 acres) dedicated to the Monmouth Conservation Foundation along the northern and western property lines. The property contains significant environmental features, including wetlands, wetlands buffer area, woodlands, as well as significant natural, scenic, aesthetic, open space, plant and wildlife habitat, agricultural, resource conservation and similar features. The presence of freshwater wetlands was verified by NJ DEP on September 2, 2011.

The subject property is assessed as a qualified farm by the NJ Division of Taxation.

The subject property is located within the R-110 Zone. The property is surrounded by Monmouth County Open Space to the north and west, Clay Pit Creek to the south and single family uses to the east.

PLANNING COMMENTS

1. Planning Variance – The applicant is seeking what is commonly referred to as a “Planning Variance.” The Planning Board may grant a variance to permit the construction of a building that fronts upon a street that has not been improved to Township standards - as long as the following conditions are satisfied:
 - a. Adequate access for firefighting equipment, ambulances and other emergency vehicles is provided to ensure the protection of health and safety. We defer to the Fire Advisory Board review; and
 - b. The future street layout shown on the official Township map is preserved.

Additionally, the applicant must demonstrate to the Board that the circumstances of the case do not require the residences to be related to a street, or that disallowing the construction of a residence on the subject lot will entail practical difficulty or unnecessary hardship.

2. Lot Coverage – A variance is required for lot coverage where 10% is permitted, 10.6% exists and is proposed. See lot coverage calculations above.
3. Building Height and Floor Area Ratio – The applicant shall provide the building heights for the dwellings to ensure compliance with the maximum standards. In addition, the applicant shall provide the existing and proposed “residential gross floor area” as defined in Ch. 540-203 to determine if a “D4” variance for floor area ratio is required.

Statutory Requirements for the granting of bulk variance relief

Based on the Municipal Land Use Law standard for granting bulk variance relief, the applicant shall indicate to the Board whether a “hardship” variance or “flexible C” variance will be sought for the bulk variances indicated above, and provide testimony supporting the chosen approach.

Physical Characteristics - N.J.S.A. 40:55D-70.C(1) (a/k/a Hardship Variance) – Testimony should indicate if strict application of the bulk requirements would result in peculiar and exceptional difficulties, or exceptional and undue hardship, to the applicant.

- By reason of exceptional narrowness, shallowness or shape of a specific piece of property;
- By reason of exceptional topographic conditions or physical features uniquely affecting a specific piece of property;
- By reason of an extraordinary or exceptional situation uniquely affecting a specific piece of property or the structures lawfully existing thereon.

Benefits Outweighing Detriments - N.J.S.A. 40:55D-70.C(2) (a/k/a Flexible C Variance) - The applicant may also establish, in the absence of proving “hardship,” whether the granting of a variance will further the purposes of the Municipal Land Use Law, and if the benefits of granting the variance will substantially outweigh any detriment.

Negative Criteria - Additionally, with any type of C variance, testimony should confirm that the proposed improvements requiring bulk variance relief will not create a substantial detriment to the public good or substantial impairment of the intent and purpose of the Master Plan and the Zoning Ordinance.

4. Accessory Dwelling and Agricultural Use – The subject property is farmland assessed under the New Jersey Division of Taxation. The applicant shall indicate in testimony whether the farm operation will continue. Accessory dwellings are permitted in the R-110 Zone for domestic employees and/or farm workers as per Ch. 540-905C(1). These units shall not be sold or rented to or occupied by any person other than the domestic employee or farm workers. The applicant shall indicate in testimony the use of the existing two-story accessory dwelling. A deed restriction shall be recorded limiting the use of the accessory dwelling to domestic employees and/or farm employees. This shall be made a condition of approval.
5. Tree Removal - The applicant shall indicate in testimony whether tree removal is required to accommodate the proposed additions. If the proposal is approved, the applicant must comply with Ch. 423 Tree Removal/Replacement Regulations.
6. Outside Agency Approvals - Prior to obtaining building permits, approvals or letters of no jurisdiction from the following Township Departments and Outside Agencies shall be required:

- NJDEP / CAFRA
- Freehold Soil Conservation District
- Township Engineer grading plan review and approval
- Health Department
- Township Floodplain Administrator
- Fire Advisory Review Board

DOCUMENTS REVIEWED

- Cover letter regarding easements for subject property, prepared by Rick Brodsky, Esq., dated December 8, 2025;
- Plot Plan, prepared by Insite Engineering, LLC, dated June 23, 2025, last revised August 27, 2025;
- Millman Residence Partial Renovation & Addition Architectural Plans, consisting of eight (8) sheets, prepared by Parnagian Architects, LLC, dated June 12, 2025;
- Location Survey, prepared by R and T Land Surveying, dated September 12, 2024;
- Project Narrative, undated;
- Verification that property taxes are current;
- Deed for subject property;
- Zoning Officer Denial; and
- Development Permit Application.

I reserve the right to make additional comments based upon the submission of additional documents or testimony presented to the Board.

Report Prepared by:



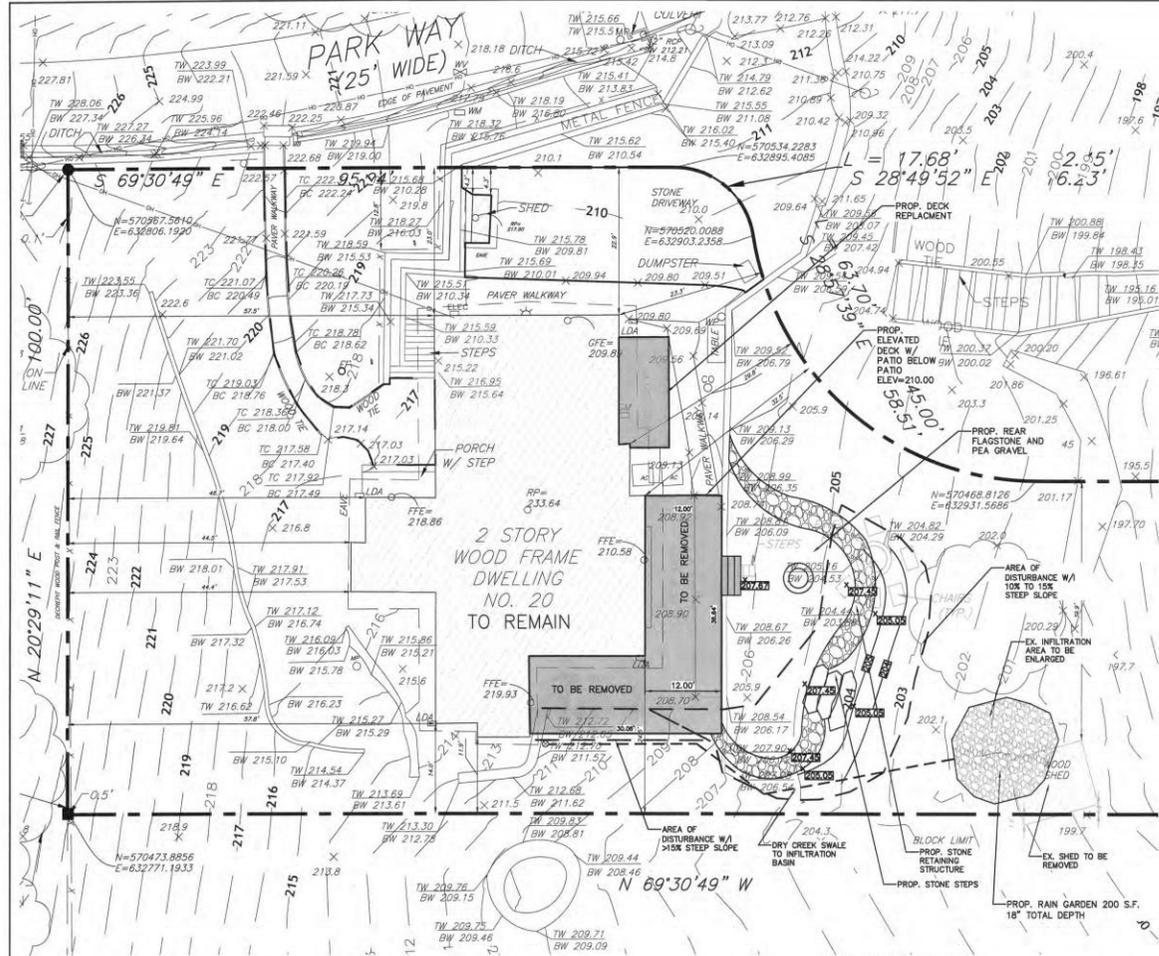
Amy H. Citrano, PP, AICP
Director of Planning



Patricia Dunkak
Sustainability Coordinator

LOCATION MAP



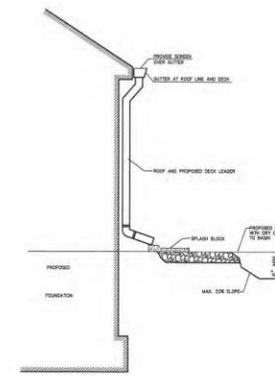


DRAINAGE CALCULATIONS

NEW IMPERMEABLE DECKS = 790 S.F.

NANOS = 1.5" / 2 HRS
VOL = 780 S.F. X 1.5" / 12 IN. / 1 FT. = 98.75 C.F. REQUIRED

EXPANDED REAR GARDEN AREA = 200 S.F.
DEPTH REQUIRED = 98.75 S.F. / 200 S.F. = 0.49 FT.
DEPTH PROVIDED = 0.5 FT.



GENERAL NOTES

PROPERTY ID KNOWN AS BLOCK 779.02, LOT 48.01 AS SHOWN ON THE OFFICIAL TAX MAPS OF THE TOWNSHIP OF MIDDLETOWN, MONMOUTH COUNTY, NEW JERSEY.

PROPERTY IS LOCATED IN THE R-45 ZONE AND CONTAINS A TOTAL OF 0.59 ACRES (25,724.88 S.F.)

APPLICANT: ALEXANDER & JENNIFER ROSSANO
20 PARK WAY
HIGHLANDS, NJ 07732

APPLICANT PROPOSES TO CONSTRUCT REAR DECK & REAR PATIO.

DESCRIPTION	ZONE R-45 REQUIRED/PERMITTED	EXISTING	PROPOSED
BUILDING USE	RESIDENTIAL	RESIDENTIAL	RESIDENTIAL
LOT AREA	45,000 S.F.	*25,724.88 S.F.	*25,724.88 S.F.
MIN. LOT FRONTAGE	200 FT.	404.57 FT.	404.57 FT.
FRONT YARD SETBACK	50 FT.	*22.0 FT.	*22.0 FT.
SIDE YARD SETBACK	25 FT.	23.3 FT.	23.3 FT.
REAR YARD SETBACK	50 FT.	*11.9 FT.	*11.9 FT.
ACCESSORY FRONT YARD SETBACK	50 FT.	*4.2 FT. (SHED)	*4.2 FT. (SHED)
ACCESSORY SIDE YARD SETBACK	25 FT.	> 25 FT.	> 25 FT.
ACCESSORY REAR YARD SETBACK	25 FT.	*0.0 FT. (WOOD SHED)	*0.0 FT. (WOOD SHED)
PRINCIPAL BUILDING COVERAGE	15 % ⁽¹⁾	8.48 % ⁽¹⁾	8.02 % ⁽¹⁾
MAX. LOT COVERAGE	20 % ⁽¹⁾	16.84 % ⁽¹⁾	17.34 % ⁽¹⁾
MAX. BLDG. HEIGHT	35 FT. (2.5 STY)	< 35 FT.	< 35 FT.
MAX. ACCESSORY BLDG. HEIGHT	18 FT. (1 STY)	< 18 FT.	< 18 FT.

* - INDICATES EXISTING NON-COMFORMITY
** - INDICATES VARIANCE REQUIRED

BOUNDARY AND TOPOGRAPHIC INFORMATION FROM A SURVEY PREPARED BY CLEARPOINT DATED 2/19/2025.

(1) - PER APPENDIX B - SCHEDULE K - THE MAXIMUM PERCENT OF LOT COVERAGE FOR A DETACHED SINGLE-FAMILY DWELLING WHICH IS EITHER A NONCONFORMING USE OR STRUCTURE MAY BE INCREASED, PROVIDED THE RESULTANT LOT COVERAGE COMPLES WITH THE COVERAGE LIMITS IN THE MOST RESTRICTIVE SINGLE-FAMILY RESIDENCE ZONE TO WHICH THE AREA OF THE UNDERSIZED LOT CONFORMS. IN NO CASE SHALL COVERAGE EXCEED 35% - IN THIS CASE USE R-22 COVERAGE REQUIREMENTS

PLAN NOTES

- EXISTING WATER & SEWER TO REMAIN.
- ELEVATIONS BASED ON 1986 N.A.V.D.
- PROPERTY IS NOT LOCATED IN FLOOD ZONE.

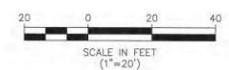
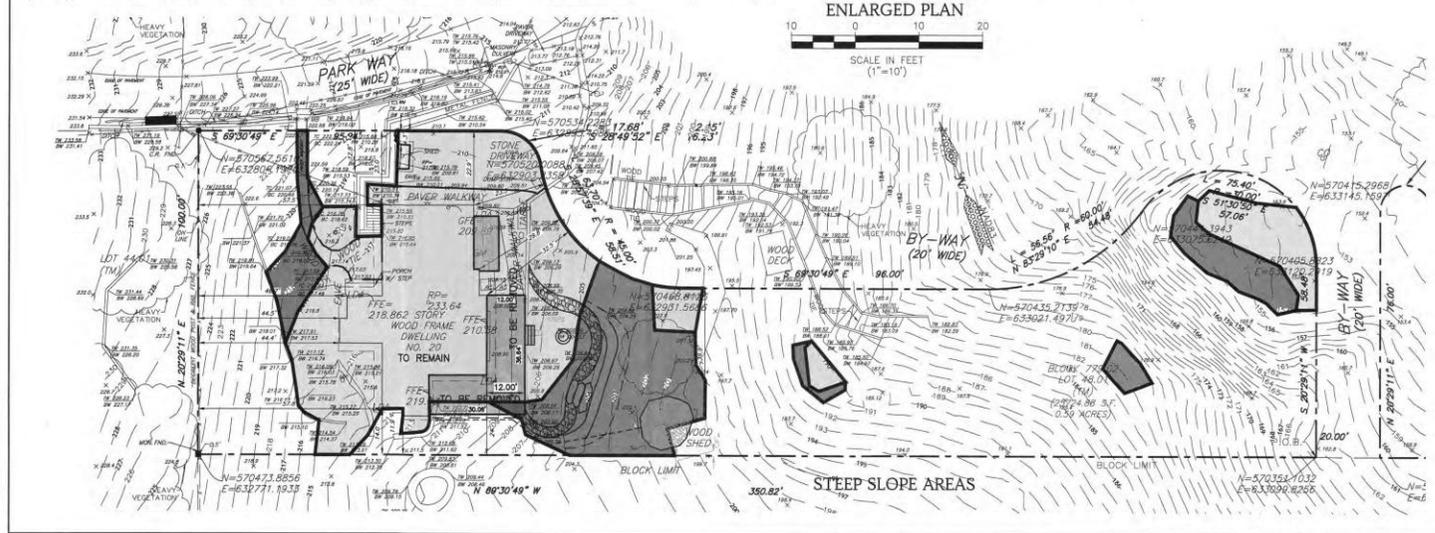
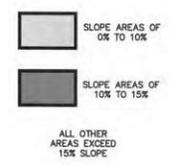
EXIST. BUILDING COVERAGE	S.F.
EXIST. DWELLING	1,981
EXIST. FRONT PORCH	39
EXIST. SHED	22
EXIST. WOOD SHED	120
EXIST. TOTAL BUILDING COVERAGE	2,162

EXIST. LOT COVERAGE	S.F.
EXIST. BUILDING COVERAGE	2,162
EXIST. FRONT WALKWAY	250
EXIST. SIDE WALKWAY & STEPS	354
EXIST. REAR WALKWAY	229
EXIST. DRIVEWAY (WEST)	753
EXIST. WOOD DECK (NORTH)	133
EXIST. WOOD DECK (SOUTH)	408
EXIST. A/C PADS	22
EXIST. TOTAL LOT COVERAGE	4,331

PROP. BUILDING COVERAGE	S.F.
EXIST. DWELLING	1,981
EXIST. FRONT PORCH	39
EXIST. IHED	22
PROP. TOTAL BUILDING COVERAGE	2,042

PROP. LOT COVERAGE	S.F.
EXIST. BUILDING COVERAGE	2,042
EXIST. FRONT WALKWAY	250
EXIST. SIDE WALKWAY & STEPS	354
EXIST. REAR WALKWAY	229
EXIST. DRIVEWAY (WEST)	753
PROP. WOOD DECK (NORTH)	133
PROP. WOOD DECK (SOUTH)	657
EXIST. A/C PADS	22
PROP. REAR FLAGSTONE PATIO & FIRE PIT (560 S.F. OMITTED)	0
PROP. TOTAL LOT COVERAGE	4,460

SLOPES	AREA (SF)	AREA (DISTURBED)	% (DISTURBED)	DIST. LIMITATION
0% TO 10%	7530	N/A	N/A	N/A
10% TO 15%	3086	883	27.04%	30%
15% OR GREATER	14619	113	0.76%	MAX. EXIST
LOT AREA	25724			



REV. NO.	DATE	DESCRIPTION

VARIANCE PLAN & STEEP SLOPE PLAN

20 PARK WAY
BLOCK 779.02 - LOT 48.01
FOR ALEXANDER & JENNIFER ROSSANO
TOWNSHIP OF MIDDLETOWN
MONMOUTH COUNTY, NEW JERSEY

KBA ENGINEERING SERVICES LLC
 2511 Route 35, Bldg E, Ste 203
 Marlborough, NJ 08759
 P: (732) 722-8855 | F: (732) 722-8857
 kb@kbaengineers.com
 Planning@kbaengineers.com
 Certificate of Authority No. 34543-00000000

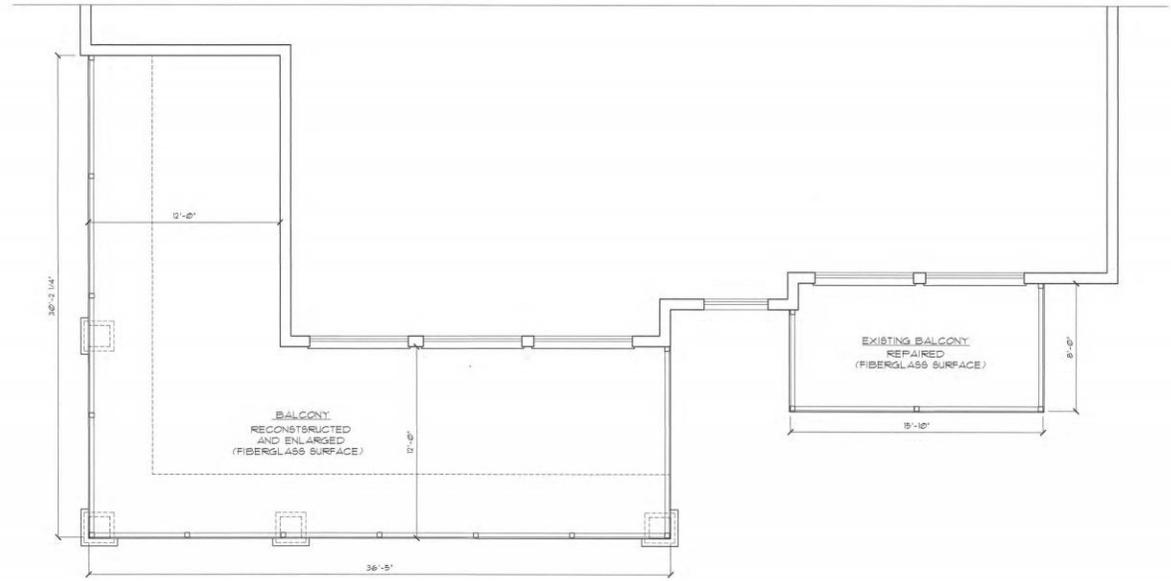
JOSEPH J. KOCIUBA, P.E., P.P.
 P.E. License No: GE45850

DRN	CHK

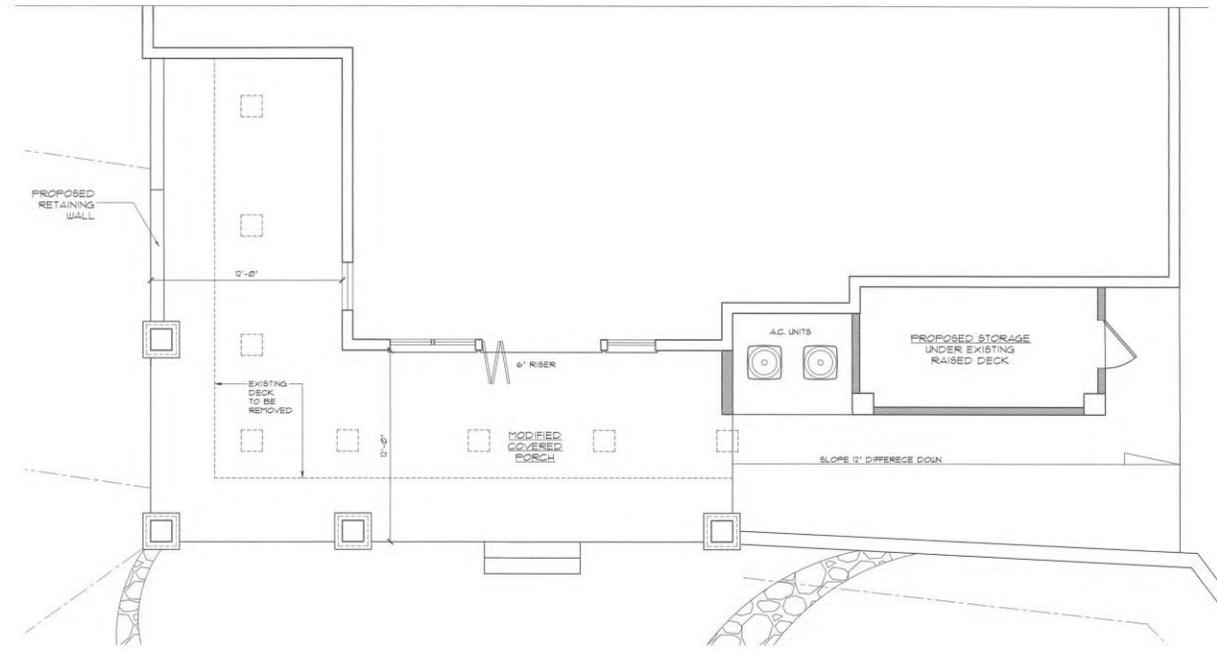
PROJECT NO. 2025-045
SCALE AS SHOWN
DATE 6/9/2025
SHEET 1 OF 2

PROPOSED VARIANCE FOR THE ROSSANO RESIDENCE

20 PARK WAY
HIGHLANDS, NEW JERSEY
BLOCK 779.02 ~ LOT 48.01



10 UPPER LEVEL PLAN
SCALE: 1/4" = 1'-0"



10 GROUND LEVEL PLAN
SCALE: 1/4" = 1'-0"



AMERICAN ARCHITECTS
 ARCHITECTS
 PHONE: 732-842-3800 ~ FAX: 732-842-7777 ~ EMAIL: info@amarchitect.com ~ WWW.AMARCHITECT.COM

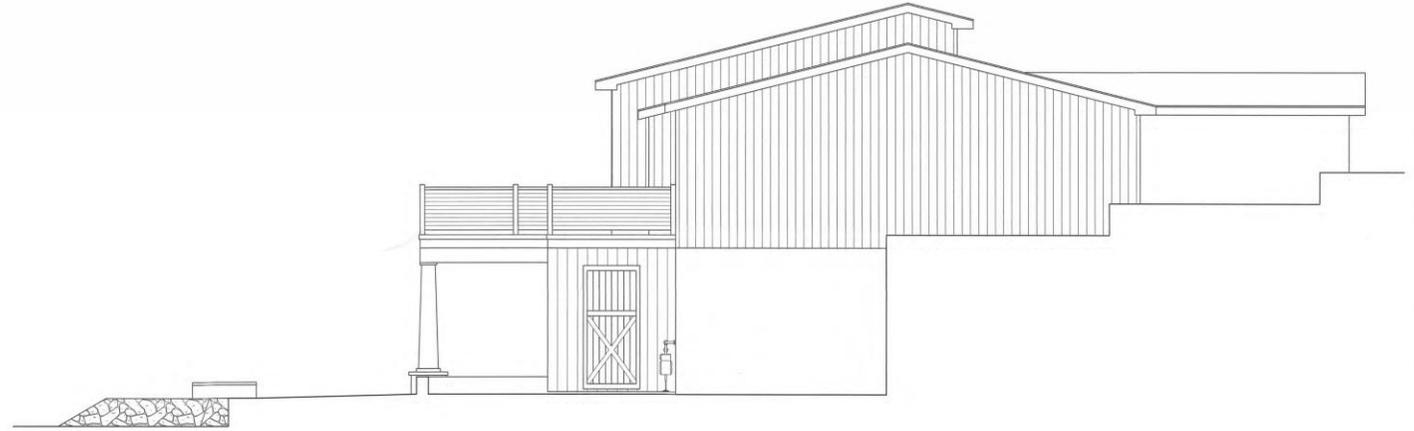
REVISIONS	DATE

DATE	7/1/25
DRAWN BY	MB
SHEET NO.	V-1
CLIENT	ROSSANO RESIDENCE
ADDRESS	20 PARK WAY MIDDLETOWN, NEW JERSEY
JOB NUMBER	24-144
BLOCK	779.02
LOT	48.01

NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES PRIOR TO THE START AND COMPLETION OF WORK.



10 EAST ELEVATION
SCALE: 1/4" = 1'-0"



20 NORTH ELEVATION
SCALE: 1/4" = 1'-0"



30 SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



ANTHONY M. CONDOURIS
ARCHITECT
20 BIRINGHAM AVENUE, RUMSON NJ 07760
Phone: 732-642-3800 - Fax: 732-642-7777 - email: info@amcarchitect.com - www.amcarchitect.com

REVISIONS	DATE

DATE	7/11/25
DRAWN BY	MB
SHEET NO.	V-2
CLIENT	ROSSANO RESIDENCE
ADDRESS	20 PARK WAY MIDDLEBURN, NEW JERSEY
JOB NUMBER	24-144
BLOCK	11902
LOT	4801

NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES PRIOR TO THE START AND COMPLETION OF WORK.

TOWNSHIP OF MIDDLETOWN

Zoning Board of Adjustment and Appeals

One Kings Highway
Middletown, NJ 07748-2594

WILLIAM HIBELL
Chairman



AMY CITRANO, P.P., A.I.C.P.
Director of Planning

FIONA TRIGG
Board Secretary

Tel: (732) 615-2102
Fax: (732) 615-2103

TECHNICAL MEMORANDUM

DATE: January 15, 2026
BOARD: Zoning Board of Adjustment and Appeals
APPLICATION: Jennifer & Alexander Rossano (#2025-030)
20 Park Way (Block 779.01, Lot 48.01)
R-45 Zone & Water Witch Club Historic District
"Planning" Variance for Building fronting upon a street not improved to Township standards

PROJECT DESCRIPTION & VARIANCE SUMMARY

The applicant proposes to replace the existing second story 133 sf wood deck with a fiberglass deck to the rear of the existing dwelling and the enclose the ground floor area beneath the deck for storage; enlarge the existing second story 408 sf deck to construct a 657 sf fiberglass deck to the rear of the existing dwelling; install a 560 sf patio in the rear yard and a stone retaining structure; remove the existing shed; and associated stormwater management systems including a rain garden and swale.

A "Planning" Variance is required for a building fronting upon a street not improved to Township standards.

The subject property contains the following pre-existing nonconforming conditions:

- Minimum Lot Area where 45,000 sf is required and 25,724.9 sf exists;
- Minimum Front Yard Setback where 50' is required and 22.9' exists;
- Minimum Rear Yard Setback where 50' is required and 11.9' exists;
- Minimum Accessory Front Yard Setback where 50' is required and 4.2' exists; and
- Minimum Accessory Rear Yard Setback where 25' is required and 0' exists.

PROPERTY DESCRIPTION, ZONING AND SURROUNDING LAND USES

The subject property is undersized for the zone in which it is located and contains 25,724.9 sf in area. The subject property contains a two-story single family dwelling, two (2) sheds, wood decks, stone driveway, and walkways.

The subject property contains significant environmental features, including steep slopes.

The subject property is located in the Water Witch Club Historic District and the structure is non-contributing to the district. The subject property is located within the R-45 Zone. The property is surrounded by Monmouth County Hartshorne Woods Park to the south and single family uses to the north, west and east.

Many Neighborhoods. One Middletown!

Belford ◊ Chapel Hill ◊ Fairview ◊ Harmony ◊ Leonardo ◊ Lincroft ◊ Locust ◊ Middletown Village
Monmouth Hills ◊ Navesink ◊ New Monmouth ◊ North Middletown ◊ Nut Swamp ◊ Oak Hill ◊ Port Monmouth ◊ River Plaza

PLANNING COMMENTS

1. Planning Variance – The applicant is seeking what is commonly referred to as a “Planning Variance.” The Planning Board may grant a variance to permit the construction of a building that fronts upon a street that has not been improved to Township standards - as long as the following conditions are satisfied:
 - a. Adequate access for firefighting equipment, ambulances and other emergency vehicles is provided to ensure the protection of health and safety. We defer to the Fire Advisory Board review; and
 - b. The future street layout shown on the official Township map is preserved.

Additionally, the applicant must demonstrate to the Board that the circumstances of the case do not require the residences to be related to a street, or that disallowing the construction of a residence on the subject lot will entail practical difficulty or unnecessary hardship.

2. Steep Slopes – The applicant proposes to regrade the rear yard and install a 560 sf patio and retaining wall, which will disturb steep slopes as defined in Ch. 540-624. The applicant shall indicate in testimony compliance with Ch. 540-636, the Township’s slope regulations. For slopes between 10-15%, a maximum of 30% of the total area in this slope category may be used for construction purposes. For slopes of 15% or greater, the applicant shall demonstrate that the disturbance is essential to the reasonable use of the property. We defer additional steep slope comments to the Board Engineer.
3. Tree Removal- The applicant shall indicate in testimony whether tree removal is required to accommodate the proposed additions. If the proposal is approved, the applicant must comply with Ch. 423 Tree Removal/Replacement Regulations.
4. Retaining Wall – The applicant shall confirm in testimony the height of the proposed retaining wall. As per Ch. 540-616I, retaining walls within a required setback area shall not exceed 3 ft in height.

MISCELLANEOUS

1. Middletown Landmarks Commission approval was obtained on September 18, 2025.
2. Grading plan review and approval from the Township Engineer shall be made a condition of approval.
3. Freehold Soil review and approval shall be made a condition of approval.
4. Fire Advisory Board review and approval is required.

DOCUMENTS REVIEWED

- Proposed Variance for The Rossano Residence, consisting of two (2) sheets, prepared by Anthony M. Condouris, dated July 11, 2025;
- Variance Plan & Steep Slope Plan, consisting of two (2) sheets, prepared by KBA Engineering Services, LLC, dated June 9, 2025;
- Project Description, prepared by Jennifer Rossano, dated September 19, 2025;
- Approval of Landmarks Commission Application for Certification of Appropriateness, dated September 18, 2025;
- Verification that property taxes are current;
- Deed for subject property;

- Zoning Officer Denial; and
- Development Permit Application.

I reserve the right to make additional comments based upon the submission of additional documents or testimony presented to the Board.

Report Prepared by:

Amy H. Citrano

Amy H. Citrano, PP, AICP
Director of Planning

Patricia Dunkak

Patricia Dunkak
Sustainability Coordinator

LOCATION MAP



January 7, 2026

Ms. Fiona Trigg, Zoning Board Secretary
Township of Middletown Zoning Board
One Kings Highway
Middletown, NJ 07748

Re: 20 Park Way Variance
Alexander & Jenifer Rossano
Block 779.02, Lot 48.01
Variance Plan Application
Technical Review # 1
MTZB# 2025-30
HACE # MTZ-034

Dear Board Members:

Our office is in receipt of a Variance Plan for the re-construction of two decks, a walkway, a retaining wall and regrading of a back yard on Park Way in The Monmouth Hills section of Middletown. The project is in the Water Witch Club Historic District and the R-45 Residential Zone. The site has about 95 feet of frontage on Park Way and the lot contains 25,725 sf of land. This office has reviewed the following documents relative to the above referenced application:

- Variance Plan and Steep Slope Plan 1, 20 Park Way, Block 779.02, Lot 48.01 for Alexander & Jennifer Rossano, Township of Middletown prepared by KBA Engineering Services, dated 6/9/2025, two sheets.
- Architectural Plans, Rossano Residence, prepared by Anthony Condouris, Architect, dated 7/11/25, 2 sheets.
- Zoning Submission with letter from the applicant dated September 19, 2025 with photographs.

A) Technical Review

- 1) The applicant is specifically proposing the following:
 - a) Replace 133 sf wooden deck off bedroom with a 133 sf fiberglass deck and enclose the area below the deck for a tool shed.
 - b) Replace 408 sf wooden deck off living room with a 657 sf fiberglass deck.
 - c) Replace 229 sf rear walkway and retaining wall below deck.
 - d) Regrade 560 sf of backyard area into a landscaped naturalized patio.
 - e) Demolish existing 120 sf detached shed.
- 2) We defer all zoning comments to the Township Planner.

- 3) Section 540-1001 Stormwater Management - The proposed project does not disturb enough land to be considered a “Major Development”. No stormwater report is needed. Stormwater from the proposed decks will be captured with gutters and directed to a storm infiltration basin.
- a) The text talks about infiltration basins and the plan shows a rain garden. *This discrepancy should be explained.*
 - b) A full detail of the swale and rain garden should be provided. *Both the swale capacity and the rain garden capacity should be doubled with a 2 times factor of safety.*
- 4) The property contains steep slopes as contained in Ordinance Section 540-636 (Slope Regulations). It is the purpose of these regulations that construction of steep slopes which result in erosion and drainage problems shall be avoided wherever possible.
- a) For the purpose of this section, construction shall be defined as any disturbance of land including, but not limited to, buildings, streets, paving, grading, excavation, fill, swimming pools, parking areas, and stripping of vegetation. The applicant is proposing to disturb areas at the rear of the home to build a retaining wall and naturalized patio. *Details of these items should be provided. Also, methods of restoration and erosion control should be provided for these areas and the shed removal.*
 - b) A slope map should be prepared. *This has been done and is acceptable.*
 - c) Most of the lot is above 15% in slope. The areas that are being disturbed in this application are in the 10% to 15% range. Up to 30 % of the 10% to 15% slope areas can be disturbed and the applicant is proposing 27 % which is in accordance with the ordinance.
 - d) About a quarter of the infiltration basin is in the greater than 15% zone. We request the applicant move this area West to remove it out of the steep area. If it is not fully removed, a partial waiver will need to be *granted by the Board from the slope ordinance.*
 - e) A grading plan with all elevations and contours should be submitted to the Township at a later date.
- 5) The location of gutter / leaders should be shown on the plan and be run to the street if possible.

If you have any questions or require additional information, please do not hesitate to call my office.

Very truly yours,

HODER ASSOCIATES



DAVID J HODER, P.E., PP, C.M.E.
ZONING BOARD ENGINEER

Cc: Any Citrano , P.P., —Township Planning Office
Ted Maloney, P.E.,P.P., — Township Engineer-Director of Public Works
Greg Vella, Esq. - Zoning Board Attorney
Joseph Kociuba, applicants Engineer
Anthony Condouris, applicants Arch.
Jenifer Rossano, Applicant