

**Borough of Allenhurst Planning Board Completeness Checklist
for Certificate of Appropriateness, Major and/or Variance Application
Pursuant to NJSA 40-55D-10.3**

This checklist is provided to applicants to assist in the determination of whether the application is complete, as required by NJSA 40-55D-10.3 of the Municipal Land Use Law. The applicant must complete this checklist and submit it at the time of initial application.

Applicant Name: Steven Ashear

Address: 215 Cedar Ave

Block No.: 8 **Email:** stevenashear@gmail.com

Lot No.: 5 **Phone:** 917-417-7371

Attorney Information:

Name: Robert Farber, Esq

Firm: _____

Address: 3200 Sunset Ave, Ste 205, Ocean, NJ 07712

Email: RobertFarber22@yahoo.com **Phone:** 732-869-9800

Engineer Information:

Name: Charles Sumonte P.E. PLS

Firm: 301 Main St, 2nd floor

Address: Alenhurst, NJ 07711-1017

Email: ct.sumonte@comcast.net **Phone:** 732-660-0606

Surveyor Information:

Name: same as above

Firm: _____

Address: _____

Email: _____ **Phone:** _____

Architect Information:

Name: Thomas Colegenel

Firm: CG Architects

Address: 128 Howell Ave, Ford, NJ 08863-1407

Email: T-C-Architects.com **Phone:** 732-626-8828

General Requirements:

- | | Yes | No | N/A | Waiver |
|---|-----|-----|-----|--------|
| 1. Provide identification of subject/property /properties' Special Flood Hazard Area Zone | () | () | () | (X) |
| 2. Applicant/Owner to provide verification of taxes paid (this will be further verified by the Administrative Officer) | (X) | () | () | () |
| 3. Copy of Zoning Permit and Impervious Surface Determination/Denial | (X) | () | () | () |
| 4. Six (6) copies of signed and sealed survey prepared by a New Jersey Licensed Professional Land Surveyor | (X) | () | () | () |
| 5. Six (6) copies of Soil Erosion & Sediment Control Plans and proof of submission to Freehold Soil Conservation District or letter of exemption from FSCD | (X) | () | () | () |
| 6. Plot Plans shall not be drawn at a scale smaller than 1" = 50' and no larger than 1" = 10' | (X) | () | () | () |
| 7. The site plan shall be based on a monumented, current certified boundary survey, prepared in accordance with New Jersey Administrative Code 13:40-5.1, "Preparation of Land Surveys" dated September 1984 and as amended. The date of the survey and the name of the individual who prepared the survey shall be shown on the site plan. The survey must be dated six (6) months of the application date or submitted with a survey affidavit of no change executed by the property owner. | (X) | () | () | () |

Title Block:

- | | Yes | No | N/A | Waiver |
|---|-----|-----|-----|--------|
| 8. Tax Map Sheet, block and lot number | (X) | () | () | () |
| 9. Date of original and all subsequent revisions | (X) | () | () | () |
| 10. Name, signature, address and license number of the engineer, architect, land surveyor, or planner who prepared the plan with their embossed seal. | (X) | () | () | () |

Plot Plan:

11. Zoning Table:
Zone District: R-2

Bulk Requirements	Permitted	Existing	Proposed
Lot Area		11,250	same
Minimum Lot Frontage		75	same
Minimum Lot Width		75	same
Minimum Lot Depth		150	same
Minimum Front Yard Setback		27	same
Minimum Side Yard Setback		19.2	same
Minimum Combined Side Yard Setback		38.7	same
Minimum Side Yard Setback (50% of Bldg. Height)		25.7	same
Maximum Rear Yard Setback (% Lot Depth)		50.3	same
Minimum Rear Yard Setback Principle Dwelling		50.3	same

Maximum Building Coverage		49.4	52.6
Maximum Impervious Coverage			
Building Height		25.7	25.7
Minimum First Floor Area		N/A	
Minimum Gross Floor Area		N/A	
Maximum Porch Projection		N/A	

- | | Yes | No | N/A | Waiver |
|--|-------------------------------------|--------------------------|--------------------------|-------------------------------------|
| 12. Signature Block for Planning Board Chairman, Secretary & Engineer (every sheet) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Date Scale & North Arrow | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Zone boundaries and the tax map sheet, lot and block numbers and the names of owners of all properties within two hundred (200') feet of the site. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. A key map, at a scale of not less than one (1) inch equals one thousand (1,000) feet, showing the location of the site with reference to surrounding areas, existing streets, the names of all such streets and any zone boundary or municipal boundary which is two hundred (200') feet radius. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. All lot lines and property owner's structures, building setbacks, lot lines, addresses, lot and block numbers within two hundred (200') feet radius. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Dimensions of the lot, setback lines for front, side and rear yards | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. The location of curbs and sidewalks | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Cross sections showing the composition of pavement areas, curbs and sidewalk | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Pool Plot Plan

20. Zoning Table:

Pool	Permitted	Proposed
Maximum Water Surface Area		
Minimum Distance to Structure		10-8
Minimum Distance to Rear Property Line		25.5
Minimum Distance to Side Property Line		25.5
Ocean High Water Mark		
Street Curb		

- | | Yes | No | N/A | Waiver |
|--|-------------------------------------|--------------------------|--------------------------|-------------------------------------|
| 21. Grading and drainage plan prepared, signed and sealed by a professional engineer, licensed in the state of New Jersey | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 22. Exterior lighting plan, including the location, direction of illumination expressed in horizontal foot candles, wattage and drawn details of all outdoor lighting standards and features | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 23. Fence detail (no less than fifty (50%) percent open) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

24. A full depth soil boring, soil log, soil analysis and groundwater analysis, including establishment of depth to the seasonal high groundwater table shall be provide with any residential swimming pool permit application. A report on the soil and groundwater conditions shall be prepared by a licensed geotechnical engineer and submitted as part of any proposed pool application, including any recommended construction details. Yes No N/A Waiver
25. Plans shall specify the dimensions of the proposed pool, location thereof with respect to building, property lines and curb lines, the material proposed to be used in the construction, plumbing layout and safety provisions. Yes No N/A Waiver
26. Landscaping and screening plan showing the location, type, spacing and number of each type of tree or shrub and the location, type and size, spacing and number of each type of ground cover to be utilized and planting details for trees, shrubs and/or ground cover Yes No N/A Waiver
27. Parking requirements per Ordinance Section 26-4.4K Yes No N/A Waiver

Private Garage

28. Zoning Table

N/A

Garage	Permitted	Existing
Minimum Side Yard Setback		
Minimum Rear Yard Setback		
Percentage of Rear Yard Area		
Minimum Garage Width		
Minimum Garage Depth		

Accessory Structure

29. Zoning Table

N/A

Accessory Structure	Permitted	Existing
Height		
Square Footage		
Side Property Line		
Rear Property Line		

Certificate of Appropriateness

30. Property Classification Yes No N/A Waiver
31. Design Guidelines for Historic Preservation Yes No N/A Waiver
- A. Exterior walls and surface treatment material Yes No N/A Waiver
- B. Windows Yes No N/A Waiver
- C. Doorways and porches Yes No N/A Waiver
- D. Trim Yes No N/A Waiver
- E. Railing Yes No N/A Waiver
- F. Roof Yes No N/A Waiver
- G. Exterior painting Yes No N/A Waiver

	Yes	No	N/A	Waiver
H. Rhythm & directional emphasis	()	()	()	<input checked="" type="checkbox"/>
I. Building element	()	()	()	<input checked="" type="checkbox"/>
J. Mechanical system	()	()	()	<input checked="" type="checkbox"/>
K. Compatibility of new construction	()	()	()	<input checked="" type="checkbox"/>
32. Floor plans and building elevation drawings of all existing structures for every floor, including basement, attic, and all habitable floors, and all facades	()	()	()	<input checked="" type="checkbox"/>
33. Floor plans and building elevation drawings of any proposed structure or structures or existing structures to be renovated	()	()	()	<input checked="" type="checkbox"/>
34. Construction table outlining demolition, additions, floor area, patio area (s), and covered porch area	<input checked="" type="checkbox"/>	()	()	()

All Applications

	Yes	No	N/A	Waiver
35. Written request for waivers from any of the above requirements must be attached to the land development application	()	()	<input checked="" type="checkbox"/>	()

The following items are not required for application completeness, but may require by the Engineer for further technical review:

1. Method of solid waste storage and disposal
2. Soil erosion & sediment control plan
3. Drainage calculations

The list above indicates the general requirements for information necessary for an application to be considered reasonably complete and sufficient for review by the Board.

All documents and application must be submitted directly to the Board Secretary. Individual submission to board professional may delay the project review.