

**Minutes of the  
Unified Planning/Zoning Board of Adjustment  
June 10, 2024  
7:00 PM**

A regulatory meeting of the Unified Planning/Zoning Board of Adjustment of the Borough of Matawan, New Jersey, was held at the Matawan Municipal Community Center, 201 Broad Street, Matawan, NJ on June 10, 2024 with Chairman George Ciupinski presiding. Pursuant to Section 5 of the Open Public Meetings Act, adequate notice of this meeting has been provided by publishing notification in *The Asbury Park Press* on January 18, 2024, by sending notice to *The Independent* and by posting. A copy of said Notice is and has been available to the public and is on file in the office of the Borough Clerk. A copy of said notice has been sent to such members of the public as have requested such information in accordance with the Statute. Chairman Ciupinski called the meeting to order at 7:00PM.

Chairman Ciupinski requested everyone to stand for the Salute to the Flag.

Chairman Ciupinski requested a roll Call.

On roll call the following members responded present:

Yes: Sharen Laporta  
Joseph Urciuoli  
George Ciupinski  
Kurtis Roinestad  
Adeel Salam  
Sandy Johns

Absent – Joseph Altomonte, Deana Gunn, Paul Kelahan, Kathleen Sporer and Ricky Butler

Present: Anne Marie Rizzuto ESQ., Planning/Zoning Board Attorney  
Nathan Foote, Planning/Zoning Board Engineer

**Applicant(s)**

RBSM Consulting Services, LLC – 4 Fountain Avenue – Block 29, Lot 5  
(*Minor Subdivision Plan with “C” Variances*)

Dante Alfieri Esq., on behalf of the applicant identifies the subject property as 4 Fountain Ave, Block 29, Lot 5, which is located in the R-50 Residential District of the Borough. Mr. Alfieri states that his client is proposing to subdivide his existing lot, which currently contains a 2-family, 2-story dwelling into (2) separate tax lots. He also states that one (1) proposed lot would retain the existing two-family dwelling.

Richard Carl Hauser, Professional Engineer and Land Surveyor is sworn in and the board accepts his credentials. Mr. Hauser states that the applicant proposes to subdivide the property into (2) conforming lots. Proposed lot 5.04 will contain the existing two-story home and existing

**Minutes of the  
Unified Planning/Zoning Board of Adjustment  
June 10, 2024  
7:00 PM**

concrete walk along with (2) proposed paved driveways. Lot 5.05 is proposed to construct a new two-story dwelling with a (1) one car attached garage, attached porch and a paved driveway. Drywells are proposed to be located in the rear of each of the proposed lots. In response to questions from the Board Engineer, Mr. Hauser testifies that the drywells at the rear of each proposed dwelling would be sized appropriately for the increase of the stormwater drainage resulting from the subject property. In response from further questions from the board Mr. Hauser testifies that the existing two-family dwelling did not have a garage, he further explains that the addition of the driveway expansions would require variance relief. He then stated that the existing dwelling was constructed in the 1800's and then introduced a Building Permit dated April 6, 1974 permitting the conversion of the existing dwelling into a two-family dwelling as Exhibit A-1. The board took into notice that the existing property had been in poor condition and has been recently renovated by the applicant and a certificate of occupancy was issued and dated September 7, 2023 which identified the dwelling as a two-family dwelling.

Roshton Mitter property owner, was sworn in and testifies that the proposed new dwelling would contain approximately 2,200 square feet. He stated that the existing garage slab, presently on the proposed new site, would be removed or filled in based on the recommendation of the board engineer. He also agreed not to rebuild any structure using the foundation of the old garage.

Venna Sawant, Professional Planner and AICP, identified the property and stated that it was improved with an existing two-family dwelling. Ms. Sawant continues to testify that the applicant was proposing to subdivide the property to create two (2) conforming lots. Lot 5.04 would retain the existing two-family dwelling and proposed lot 5.05 would be improved with a new two-family dwelling. d(2) variance relief would be required for the expansion of an existing, non-conforming use. Bulk variance relief would also be required for the side yard setback. Ms. Sawant introduced an Aerial Map dated March 11, 2024 as Exhibit A-3, identifying other lots in the area containing two-family dwellings with smaller lot areas. Ms. Sawant stated that bulk variance relief could be granted under the c (1) and c (2) criteria pointing out that the side yard setback was caused by the existing dwelling. Ms. Sawant opined that the proposal would advance the purpose of the zone and would promote a desirable visual environment with the restoration of the historical house and the construction of the new house. Granting the variance relief would not result in the substantial detrimental to the area or zone because the proposal would fit into the existing pattern of the neighborhood.

Chairman Ciupinski opened the floor to the public.

Katherine Zeller, 1 Fountain Avenue, expressed her pleasure with the renovation of the existing dwelling. Ms. Zeller also testified that street parking was not permitted on Fountain Avenue or Wyckoff Street. Ms. Zeller expressed her concern with the removal of trees and the impact on soil erosion and stormwater runoff and the increase of impervious coverage with the proposed driveways. She also expressed concern with construction vehicle traffic.

**Minutes of the  
Unified Planning/Zoning Board of Adjustment  
June 10, 2024  
7:00 PM**

Jamie Lee Yanny, 6 Wyckoff Street, also expressed her pleasure with the renovation of the existing dwelling. She also expressed concern of the impervious coverage of the driveways and asked if the Applicant could consider a paver driveway. Mr. Alfieri stated that the Applicant would agree to provide paver driveways. The Board also took note that paver driveways would not change the impervious coverage per the ordinance.

Dariusz Bassa, 6 Fountain Avenue, expressed his concern with stormwater impact on soil erosion of the gully. The Board Engineer stated that the subject Property was flat at the building envelope and that the proposed new dwelling would not impact the slope to the gully.

William Morris, 162 Jackson Street, stated that maintaining the larger lot with the large side yard was better to preserve open space within the neighborhood.

Ms. Rizzuto, PZ attorney explains to the members of the public that the proposed new lot is fully conforming and no variances are needed in association with the lot. The only reason the applicant is before the board today is to get approval to install an additional driveway on the exiting lot. The board has nothing legally they can do to prohibit this construction of the proposed new lot. This new proposed lot is located in a zone where single-family dwelling exists and are permitted.

Anita Bassa, 6 Fountain Avenue, stated that she was concerned with the value of her property decreasing with the construction of the new home.

Mary O'Connor, 11 Wyckoff Street, also expressed her pleasure with the renovation of the existing dwelling. She expressed her concern that the constructing a new dwelling along with the existing two-family dwelling was too congested for the neighborhood. She also expressed her concern regarding the impact on utilities.

There were no other members of the public expressing interest in the application.

Mr. Urciuoli made the motion to accept this application with the variance relief, seconded by Ms. Laporta. Chairman Ciupinski requested a roll call vote. A roll call vote was taken.

Yes: Sharen Laporta  
Joseph Urciuoli  
George Ciupinski  
Kurtis Roinestad  
Adele Salam  
Sandy Johns

Motion Passed.

***Chairman Ciupinski announces a five (5) minute recess.***

**Minutes of the  
Unified Planning/Zoning Board of Adjustment  
June 10, 2024  
7:00 PM**

Ocean Properties LLC. – 30 Washington Street – Blk 41, Lot 57  
(*Site Plan with “C” and “D” Variances*)

Karl P. Kemm, Esq., counsel for the applicant stated that his client is proposing a change in use of an existing building, located in the SB (Special Business) zone centrally located within the Borough of Matawan. This building was once used as a firehouse and is now used as an office. His client is seeking to convert the interior of the building into a mixed residential office use. This use is not permitted within this zone, therefore both “c” and “d” variances are required. Mr. Kemm also explains that his client is not proposing any changes to the outside of the building and described this change in use is to create a live/work space for his daughter and her Marketing Business. Mr. Kemm Introduces Architectural plans to the board as Exhibit A-1.

Mr. Robert Larson, R.A, PP, the applicants Architect and Planner is sworn in and the board accepts his credentials. Mr. Larsen testifies that the first floor will include 224 square feet of office space, and the remainder as living space, including; a dining room, living room, kitchen and bathroom. The second floor will be converted into a three-bedroom living space including a master suite. Mr. Larsen also testifies that the office space would be used for a marketing/branding business for online websites. Mr. Larsen also explains that his client was proposing to maintain a paved area for tandem parking and that the driveway length was 70 feet and could accommodate parking for both resident and the rare client visitor.

In response to questions from the board regarding the existing gravel pathway and shed located at the rear of the property, Mr. Larsen stated that they would remain.

Mr. Larsen also stated that the subject property was well suited for the proposed use because it is located at the edge of the SB Zone and the R-75 Zone. He also stated that granting the use variance relief would not result in any negative impact because there was no proposed exterior change. In response to questions from the board in regards to the driveway. It was agreed upon to provide wall mounted lighting to illuminate the parking area for safely. Mr. Larson also agreed to a condition that only office space would be permitted in the work potion of the live/office use.

Chairman Ciupinski opened the floor to the public for any questions or comments. Stu Berg, 155 Ravine Drive, expressed his support of the application. There were no other member of the public expressing concern with this application.

Ms. Laporte made the motion to accept this application with the variance relief, seconded by Mr. Urciuoli. Chairman Ciupinski requested a roll call vote. A roll call vote was taken.

Yes: Sharen Laporta  
Joseph Urciuoli  
George Ciupinski

**Minutes of the  
Unified Planning/Zoning Board of Adjustment  
June 10, 2024  
7:00 PM**

Kurtis Roinestad  
Adele Salam  
Sandy Johns

Motion Passed.

**Resolution(s)**

Spring Development Group, LLC – 334 Main Street – Block 47.02, Lot 13  
*(Preliminary & Final Site Plan with Variances)*

Chairman Ciupinski requested a motion to approve the resolution. Mr. Urciuoli made the motion, seconded by Ms. Laporta. Chairman Ciupinski requested a roll call vote. A roll call vote was taken. Board agreed. Motion passed.

**Approval of Minutes**

Chairman Ciupinski requested a motion to approve the minutes of May 6, 2024. Mr. Urciuoli made the motion, seconded by Ms. Laporta. Board Agreed. Motion Passed

**Adjournment**

Chairman Ciupinski requested a motion to adjourn. Ms. Laporta made the motion, seconded by Mr. Urciuoli. The Board agreed. Motion passed.

The meeting was adjourned at 9:45 PM.

---

Cheryl Adamski