

**Minutes of the  
Unified Planning/Zoning Board of Adjustment  
January 6, 2025  
7:00 PM**

The 2025 Reorganization 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 January 6, 2025, 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: Joseph Altomonte  
Sharen Laporte  
George Ciupinski  
Paul Kelahan  
Adele Salam

Absent – Deana Gunn, Joseph Urciuoli, Kurtis Roinestad, Kathleen Sporer and Rick Butler

Present: Ronald D. Cucchiaro Esq., Planning/Zoning Board Attorney  
Lou Ploskonka PE, Planning/Zoning Board Engineer.

Ronald D. Cucchiaro, Administered the Oath of Office to the following members:

The board requested a motion for nomination for Chairman. Mr. Altomonte made a motion to nominate Mr. Ciupinski, seconded by Ms. Laporte. Mr. Ciupinski requested a roll call vote be taken. Board agreed. Motion passed.

The board requested a motion for nomination for Vice Chairman. Mr. Altomonte made a motion to nominate Mr. Roinestad, seconded by Ms. Laporte. Mr. Ciupinski requested a roll call vote be taken. Board agreed. Motion passed.

The board requested a motion for nomination for Secretary. Mr. Altomonte made a motion to nominate Mr. Urciuoli, seconded by Mr. Ciupinski. Mr. Ciupinski requested a roll call vote be taken. Board agreed. Motion passed.

**Minutes of the  
Unified Planning/Zoning Board of Adjustment  
January 6, 2025  
7:00 PM**

The board requested a motion for nomination for Recording Secretary. Mr. Ciupinski made a motion to nominate Cheryl Adamski, seconded by Mr. Altomonte. Mr. Ciupinski requested a roll call vote be taken. Board agreed. Motion passed.

The board requested a motion to appoint an Attorney. Mr. Altomonte made a motion to nominate Ronald D. Cucchiaro, Esq. of Weiner Law Group. LLP, seconded by Mr. Ciupinski. Mr. Ciupinski requested a roll call vote be taken. Board agreed. Motion passed.

The board requested a motion to appoint a Board Engineer. Mr. Altomonte made a motion to nominate Louis J Ploskonka, PE, CME, of CME Associates, seconded by Mr. Ciupinski. Mr. Ciupinski requested a roll call vote be taken. Board agreed. Motion passed.

The board requested a motion to designate the Board Planner responsible for determining applications to be complete or incomplete. Mr. Ciupinski made a motion, seconded by Mr. Altomonte. Mr. Ciupinski requested a roll call. Board agreed. Motion passed.

Mr. Ciupinski requested a motion to approve the 2025 meeting calendar and the 2026 reorganization meeting date of the Unified Planning/Zoning Board of Adjustments as follows:

Monday, February 3, 2025  
Monday, March 3, 2025  
Monday, April 7, 2025  
Monday, May 5, 2025  
Monday, June 9, 2025  
Monday, July 1, 2024  
Monday, August 4, 2025  
Monday, September 8, 2025  
Monday, October 6, 2025  
Monday, November 3, 2025  
Monday, December 1, 2025  
Monday, January 5, 2026

Ms. Laporte made the motion, seconded by Mr. Altomonte. Mr. Ciupinski requested a roll call vote. A roll call vote was taken. Board agreed. Motion passed.

**Applicant(s)**

Michael & Katherine Bruno – Block 118, Lot 9 – 17 Taylor Road  
(Home Alterations, New Pool with “C” Variances)

Mr. Cucchiaro, Esq., swears in Mr. Bruno.

**Minutes of the  
Unified Planning/Zoning Board of Adjustment  
January 6, 2025  
7:00 PM**

Mr. Bruno, the applicant, testifies that they are proposing to construct a 4' x 33.9' extension onto the front of the existing dwelling, installation of a 10' x 20' in-ground pool, and construct an 18' x 19' covered pavilion attached to the rear of the dwelling which requires variance relief. The site preparation plan also indicated the removal of a portion of the existing patio, gazebo, planter and a side yard shed.

Mr. Bruno address a comment regarding an oil tank located on the subject property. He explains that the oil tank had existed prior to the applicants purchasing the property in 2004, He introduced a "No Action Letter" from the NJDEP dated in 2008 as Exhibit A-1.

Michael Roth P.E., P.P., the applicants Engineer/Planner, identifies the property as block, 18 – Lot 9 with the address of 17 Taylor Road, Matawan which is located in the R-75 zone. Mr. Roth testifies that the applicant is proposing to construct an extension to the front of the dwelling, construct a pavilion at the rear of the dwelling and install a in-the-ground pool, all proposed items would comply with all set back requirements. He also stated that is client was seeking variance relief for lot coverage. He explained that the lot coverage was being reduces from the pre-existing 47.1% to 47% however variance relief was still necessary. Mr. Roth also testified that the stormwater management system was being improved due to the coverage being slightly reduced. Mr. Roth also stated that his applicant would comply with the technical comments contained in the Board Professional's Report.

In response from questions from the board regarding the setback of the pool, the board engineers confirmed that the setback of the pool was compliant, they also stated that the Ordinance was silent with patio walkways surrounding pools.

The were no members of the public expressing an interest in this application.

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

Yes: Joseph Altomonte  
Sharen Laporte  
George Ciupinski  
Paul Kelahan  
Adele Salam

Motion Passed.

**Minutes of the  
Unified Planning/Zoning Board of Adjustment  
January 6, 2025  
7:00 PM**

**Resolution(s) to be Memorialized**

*Planning/Zoning Board Professionals*

Mr. Altomonte made a motion to approve the resolutions for the selection of Recording Secretary, Attorney, and Engineer, seconded by Ms. Laporte. Mr. Ciupinski requested a roll call vote. A roll call vote was taken. Board agreed. Motion Passed.

Main Street Plaza, LLC – 213 Main Street, Block 38, Lot 4.01  
*(Amendment to Previously Granted “D” (1) Variance*

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

Emlenrich, LLC – Block 6, Lot 18 and Block 6 Lot 20-23 & 24.01  
*(Request for One-Year Extension of Approvals)*

Chairman Ciupinski requested a motion to approve the resolution granting the one-year extension. Mr. Ciupinski made the motion, seconded by Mr. Salam. Chairman Ciupinski requested a roll call vote. A roll call vote was taken. Board agreed. Motion passed.

**Adjournment**

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

The meeting was adjourned at 7:30 PM.

---

Cheryl Adamski  
Recording Secretary