



JOHN H. ALLGAIR, PE, PP, LS (1983-2001)  
DAVID J. SAMUEL, PE, PP, CME  
JOHN J. STEFANI, PE, LS, PP, CME  
JAY B. CORNELL, PE, PP, CME  
MICHAEL J. McCLELLAND, PE, PP, CME  
GREGORY R. VALES, PE, PP, CME

TIM W. GILLEN, PE, PP, CME (1991-2019)  
BRUCE M. KOCH, PE, PP, CME  
LOUIS J. PLOSKONKA, PE, CME  
TREVOR J. TAYLOR, PE, PP, CME  
BEHRAM TURAN, PE, LSRP  
LAURA J. NEUMANN, PE, PP  
DOUGLAS ROHMEYER, PE, CFM, CME  
ROBERT J. RUSSO, PE, PP, CME  
JOHN J. HESS, PE, PP, CME

September 24, 2020

Borough of Matawan  
Unified Planning Board/Zoning Board of Adjustment  
Municipal Building  
201 Broad Street  
Matawan, NJ 07747

Attention: Rickey Butler, Chairman

**Re: Freneau Avenue/Har-Beau, LLC**  
**Completeness Review**  
**Application: Bulk Variance Application**  
**Block 121, Lot 29.01**  
**Fronting on: Freneau Avenue**  
**Plan Title: Plot Plan**  
**Lot 29.01, Block 121**  
**Matawan, New Jersey**  
**Prepared by: Richard K. Heuser, PS & LS**  
**Dated: August 2, 2019**  
**Zoning: R-100 – Residential**  
**Our File No. PAAP0121.01**

In accordance with your request, our office has reviewed the Variance application submitted for the above referenced property for completeness, and offer the following comments with regard to same:

The property in question has frontage on NJSH Route 79 (Freneau Avenue), in the R-100 (Residential) District. The lot in question is currently vacant. A two-story, single-family dwelling is proposed for the property with driveway access onto NJSH Route 79. This use is considered a conforming use in the R-100 District.

The applicant is requesting a variance from Section 34-60 of the Borough Code wherein the existing lot is only 97.5 feet wide, and 100 feet is the minimum lot width allowed by the Borough Code in the R-100 District.

Section 34-6 "Zoning Permits" states that all requirements for Zoning Permits shall be accompanied by a plan which shall be prepared and submitted in accordance with the standards established by Article III, Site Plan Review.

We find that several checklist items have not been included on the Plot Plan. Accordingly, we recommend the application be deemed **Incomplete** for the reasons stated herein:



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Completeness Review

September 24, 2020  
Our File No. PAAP0121.01  
Page 2

### **Site Plan Checklist (Section 34-15)**

- The Plan should reflect the name and address of the applicant and the owner.
- The Plan should reflect the tax sheet number and Key Location Map.
- A signature block should be provided for the Secretary of the Unified Planning Board.
- The Plan should indicate the Zone District in which the lot is located.
- The Plan should include all buildings & structures, streets, easements, driveways, entrances and exits on the site and within 100 feet thereof, or a waiver should be requested.
- The plan should indicate all existing physical features on the site and within 200 feet thereof, including streams, watercourses, existing woodlands, trees over six (6) inches in diameter and significant hydrological conditions, such as swamp, rock and water flows, or a waiver should be requested.
- The Plan should reflect the location and design of existing and proposed stormwater systems, sanitary waste disposal system, potable water supply and methods of solid waste storage and disposal.
- A Landscaping and Buffering Plan should be provided, to indicate what will remain and what will be planted, including botanical and common names of plants, trees and dimensions, approximate time of planting and maintenance plans.
- The Plan should provide lighting details indicating type of standards (if any), location, radius of light and intensity in foot-candles.

### **Application and Escrow Fees**

1. Application Fees (Ordinance Section 34-8)
  - a. Zoning Permit for a Residential dwelling \$ 35.00
  - b. Bulk Variance (1 X \$50.00 each) \$ 50.00
  - Total Application Fees: \$ 85.00
  
2. Escrow Fees (Ordinance Section 34-9)
  - a. Bulk Variance (1 X \$350.00 each) \$ 350.00
  - b. Completeness Review: \$ 250.00
  - Total Escrow Fees \$ 600.00



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Completeness Review

September 24, 2020  
Our File No. PAAP0121.01  
Page 3

Once the applicant has posted the application and escrow fees outlined above he should submit a revised Site Plan to include all required information as applicable. We reserve the right to present additional comments after receipt of the revised Plan.

Should you have any questions regarding this matter, please do not hesitate to contact this office.

Very truly yours,

CME Associates

Louis J. Ploskonka, P.E., C.M.E.  
*Office of the Board Engineer*

LP:jll

cc: Karen Wynne, RMC  
Robin Klinger  
Ronald D. Cucchiaro, Esq.