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THESE MINUTES HAVE NOT BEEN FORMALLY APPROVED AND ARE SUBJECT TO CHANGE OR MODIFICATION BY THE PUBLIC BODY AT ITS NEXT MEETING. THIS BOARD WILL NOT BE RESPONSIBLE FOR ANY MIS-STATEMENTS, ERRORS OR OMISSIONS OF THESE MINUTES, AND CAUTIONS ANYONE REVIEWING THESE MINUTES TO RELY UPON THEM ONLY AT THEIR OWN RISK.

LOWER TOWNSHIP PLANNING BOARD

A regularly scheduled meeting of the Lower Township Planning Board was held on March 20, 2025, the Lower Township Municipal Building. The meeting was called to order at 6:00 P.M. by Chairman Michael Rosenberg. The Recording Secretary stated that adequate notice of said meeting was given in compliance with the Open Public Meetings Act of 1975.

MEMBERS PRESENT:	Chairman Michael Rosenberg Vice Chairman Chris McDuell Jeffrey Lindsay, Mayor's Designee Steve Morris Lindsey Selby Alyce Parker
MEMBERS EXCUSED:	Frank Sippel Gunär Arenberg Marissa McCorkel Roland Roy Anthony Vetrano Roy Abrams
STAFF PRESENT:	Avery S. Teitler, Board Solicitor William J. Galestok, Board Secretary Patrick L. Wood, Recording Secretary Cody Stanford, Acting Board Engineer
STAFF EXCUSED:	William Cathcart, Board Engineer Kathryn M. Steiger, Planning Clerk

CORRESPONDENCE:

Handouts:

- List of Board Engineer Vouchers, dated March 18, 2025
- List of Board Solicitor Vouchers, dated March 18, 2025

Mr. Teitler read the agenda aloud for the benefit of the public.

1. Minor subdivision application for the creation of two (2) newly described lots, submitted by Sea Haven Holdings, LLC for the location known as Block 487.03, Lot(s) 83.02+84, 937 Myrna Road

Mr. Ronald J. Gelzunas, Jr., Esq., is representing the applicant.

Mr. John E. Halbruner, AIA, was sworn in by Chairman Rosenberg, and provided credentials, which were accepted by the Board.

Mr. Halbruner explained the current conditions of the lot. The request is to divide the lot equally in half, creating two (2), 7750 square foot, conforming lots. This is a “by-right” subdivision, requiring no variances or waivers.

Mr. Stanford summarized the request and the approval process.

This portion of the meeting was opened to the public. No comments were made from the public. This portion of the meeting was closed to the public.

Mr. Lindsay made a motion to approve the minor subdivision application, seconded by Mrs. Selby.

VOTE:	Mr. McDuell	YES	Mr. Morris	YES	Ms. Parker	YES
	Mr. Lindsay	YES	Mrs. Selby	YES	Chairman Rosenberg	YES

Motion approved.

The Board Solicitor will prepare a memorializing resolution to review and approve at the next scheduled meeting.

2. Minor subdivision and hardship variance application for the creation of two (2) newly described lots that are deficient in lot area, frontage, width, and minimum required distance for accessory structure, by Sea Haven Holdings, LLC for the location known as Block 67, Lot(s) 1.01-4, 704 E. Tampa Avenue

Mr. Ronald J. Gelzunas, Jr., Esq., is representing the applicant.

Mr. Gelzunas explained this is an oversized lot to create a new parcel.

Ms. Katie Arenberg, principal member of the applicant LLC, was sworn in by Chairman Rosenberg.

Mr. John E. Halbruner, AIA, was previously sworn in by Chairman Rosenberg.

Mr. Halbruner explained that current, a single-family dwelling (SFD) is located on the western half of the lot, while mostly vacant on the eastern half. The newly created lot will have dimensions of 65 x 100. The remaining lot, where the single-family dwelling is located, would be fully conforming.

Mr. Halbruner submitted a 500-foot radius neighborhood study into evidence. Data from this study show approximately 47% of the lots in the area are under 6500 square feet. The proposed sizes of the lots would be more harmonious to the area, if appropriate for the area, and unnoticeable from a streetside view. This creates no negative impacts to the Zoning Plan or Zoning Ordinance. A 10-foot setback will be to the exterior neighbor and not the lot where the SFD is located.

In response to The Board requested further information on surrounding width, size and area of lots and as well as inquiring about off-street parking. Mr. Halbruner responded the number should be comparable to the request number. Parking spots for the existing SFD conforms and any future development will meet requirements.

Regarding accessory buildings. Mr. Gelzunas advised the pre-existing structure will not be exacerbated.

Mr. Stanford summarized the request and the approval process.

This portion of the meeting was opened to the public. No comments were made from the public. This portion of the meeting was closed to the public.

Mr. Gelzunas summarized this location is well suited for a SFD, making better use of the land.

Mr. Lindsay made a motion to conditionally approve the minor subdivision and hardship variance application, seconded by Mrs. Selby.

VOTE:	Mr. McDuell	YES	Mr. Morris	YES	Ms. Parker	YES
	Mr. Lindsay	YES	Mrs. Selby	YES	Chairman Rosenberg	YES

Motion approved.

The Board Solicitor will prepare a memorializing resolution to review and approve at the next scheduled meeting.

3. Minor subdivision and hardship variance application for the relocation of an existing lot line to newly described two (2) lots. Hardship variance relief request for lot area, frontage, width, depth, side yard setback, front yard setback, rear yard setback, principal lot coverage, accessory side yard setback, accessory rear yard setback. Submitted by Sandra Beebe and Cheryl & Carmen Tavano for the location known as Block 733, Lot(s) 17+18, 201-203 Madison Avenue (SUB 1562)

Mrs. Erika Lezama-Simonson, Esq., is representing the applicant.

Mr. George W. Swensen, Surveyor, P.L.S., P.E., P.P., was sworn in by Chairman Rosenberg, and provided credentials, which were accepted by the Board.

Mr & Mrs. Carmen and Cheryl Tavano, applicants, were sworn in by Chairman Rosenberg.

Ms. Sandra Beebe, applicant, was sworn in by Chairman Rosenberg.

Mrs. Lezama-Simonson explained the purpose of the application is to readjust the property lines. The duplex building sits opposite to how the property lines are drawn. Lifting and resetting the building to rectify this issue are not financially or logically feasible. Without approvals, future title problems may arise when/if selling the property.

In response to questions from the Board and Mr. Teitler, Mrs. Lezama-Simonson confirmed the building is connected by one (1) common wall and existence of a condo association.

The goal is to have the lot lines are located in between the units.

Mr. Swenson stated the building was constructed to face the south side of the street, rather than the county road of Pacific Avenue.

In response to Mr. Galestok's question on when the building was constructed, Mrs. Lezama-Simonson stated the Master Deed is dated 1999.

Mr. Swenson advised the plat was revised to reflect a site triangle, rear yard clarifications, and other requested made by the Board Engineer's review letter.

Mr. Teitler clarified condo association, common ownership, and unit ownership.

In response to the Board's question, Mrs. Lezama-Simonson stated the Master Deed was prepared by Richard Goodkin.

The Board discussed this is an easy fix, with no changes to the building.

Mrs. Lezama-Simonson advised an amendment to the Master Deed will be required, following approval.

Mr. Galestok informed the Board that the amended Zoning Ordinance states townhouses can be building in the Island Residential (R-4) Zone, with the lot line down the common wall. This change was the result of insurance issues. Similar situations have been before the Board.

Mr. Stanford stated most of the variances are due to the party line. All other concerns were answered by Mr. Swenson.

This portion of the meeting was opened to the public. No comments were made from the public. This portion of the meeting was closed to the public.

Ms. Lezama-Simonson summarized this is simply a property line adjustment.

Mr. Galestok advised the whole lot itself is 80x80, and is conforming.

Mr. McDuell made a motion to conditionally approve the minor subdivision and hardship variance application, seconded by Mrs. Selby.

VOTE:	Mr. McDuell	YES	Mr. Morris	YES	Ms. Parker	YES
	Mr. Lindsay	YES	Mrs. Selby	YES	Chairman Rosenberg	YES

Motion approved.

The Board Solicitor will prepare a memorializing resolution to review and approve at the next scheduled meeting.

Mrs. Selby made a motion to approve the Minutes from the meeting of February 20, 2025, seconded by Mr. McDuell. Motion carried.

Mr. Lindsay made a motion to approve the Board Engineer vouchers, seconded by Mrs. Selby. Motion carried.

Mr. Lindsay made a motion to approve the Board Solicitor vouchers, seconded by Chairman Rosenberg. Motion carried.

Mrs. Selby made a motion to approve the Resolutions from the meeting of February 20, 2025, seconded by Mr. Lindsay. Motion carried.

At 6:34 P.M., Mr. Lindsey made a motion to adjourn the meeting, seconded by Mrs. Selby. Motion carried.

Respectfully submitted,

Patrick Wood,
Recording Secretary

A verbatim recording of said meeting is on file in Township Hall.

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