

# TOWNSHIP OF MIDDLETOWN

## Planning Board

One Kings Highway

Middletown, NJ 07748-2504

**DAVID MERCES**  
*Chairman*



**AMY H. CITRANO, P.P., A.I.C.P.**  
*Director of Planning*

**DEBRA YURO**  
*Board Secretary*

Tel: (732) 615-2102  
Fax: (732) 615-2103

Organized December 14, 1667  
"Pride in Middletown"

## TECHNICAL MEMORANDUM

**DATE:** December 26, 2025

**BOARD:** Planning Board

**APPLICATION:** Christian Brothers Academy (#2025-206)  
850 Newman Springs Road - Christian Brothers Academy  
Block 1063, Lot 67.01  
Minor Site Plan

## PROJECT DESCRIPTION AND HISTORY

The applicant proposes to install a 481 sf HVAC mechanical system on top of a 458 sf concrete pad adjacent to the existing varsity gym; enclose the system with an 8' tall chain-link fence with black privacy slats and with lockable gate access; and install a 4' wide concrete sidewalk around the perimeter of the concrete pad and landscaping.

In 2009, the applicant sought site plan and conditional use permit approval for various building additions and site plan improvements. The Planning Board granted approval with conditions in 2009 (2009-202) but the improvements were never completed.

In 2021, the applicant obtained site plan approval from the Planning Board for building additions and site improvements (2019-201). In 2024, the applicant obtained amended site plan approval for the construction of an artificial turf baseball facility, bleachers, press box and improvements to walkways, drainage, and utilities. The applicant was granted extensions of time in February 2024 and February 2025.

## PROPERTY DESCRIPTION, ZONING AND SURROUNDING LAND USE

The 143.814-acre tract is located on Newman Springs Road approximately 2 ½ miles west of the Garden State Parkway across from Thompson Park. The site contains the Christian Brothers Academy including the Main Academic Complex, Brothers Residence, sprint barn, Benilde Hall, Henderson Hall, McKenna Hall, Solomon Hall, Valentine Hall, two Maintenance Garages, LaSalle Auxiliary building, two storage sheds, baseball field, tennis and basketball courts, two running tracks, and associated parking, landscaping and lighting.

The site is located in the Rural/Estate Residence (R-220) Zone District. Private schools are permitted conditionally in the R-220 Zone. The Low Density Single Family Residential (R-45) and Office Research (OR-1) Zones are to the north; the R-220 and Residence and Office (R-O) Zones are to the south; the Low

## **Many Neighborhoods. One Middletown!**

Belford ○ Chapel Hill ○ Fairview ○ Harmony ○ Leonardo ○ Lincroft ○ Locust ○ Middletown Village  
Monmouth Hills ○ Navesink ○ New Monmouth ○ North Middletown ○ Nut Swamp ○ Oak Hill ○ Port Monmouth ○ River Plaza

Density Single Family Residence (R-90), R-45 and R-O Zones are to the east, and the R-45 and R-220 Zones are to the west.

---

## PLANNING COMMENTS

---

1. Conditional Use Standards –

Chapter 540-818 sets forth the standards for Private and/or parochial schools within a single family residential zone. Testimony shall be provided whether circumstances have changed with the current proposal from the 2021 Site Plan approval related to the Conditions for Private and/or parochial schools. At the time of the 2021 approval (#2019-201) the applicant was in compliance with the Conditions, and agreed to conform to all signage requirements.

- A. Convents, social halls, athletic fields and buildings and similar uses which are accessory to the educational use shall be permitted.
- B. Educational uses shall adhere to the following:
  - (1) Elementary schools shall have a minimum lot area of five acres, plus one acre for each 25 students in excess of 300 students, based upon the maximum functional capacity of the school.
  - (2) Secondary schools shall have a minimum lot area of five acres, plus one acre for each 25 students or fraction thereof based upon the maximum functional capacity of the school.
- C. Educational uses shall be screened from adjacent residential zones or existing residences adjacent to the site in accordance with the provisions of § 540-606B of this chapter and/or shall provide fencing along such property lines as may be deemed adequate by the Planning Board.
- D. Permitted signs. One freestanding sign not larger than 35 square feet in area and not exceeding eight feet in height. In addition, facade signage occupying an area no greater than 5% of the front facade. Schools which border more than one street may have one freestanding sign facing each street. Only one freestanding EMC sign is permitted in accordance with § 540-635U.
- E. Lot coverage shall not exceed 30%.

2. Minor Site Plan – The applicant proposes to install 481 sf HVAC system adjacent to the varsity gymnasium on top of a 458 sf concrete pad; enclose the system with an 8' tall chain-link fence with black privacy slats and with lockable gate access; and install a 4' wide concrete sidewalk around the perimeter of the concrete pad.

3. HVAC Equipment - Chapter 540-508(I) requires HVAC equipment for nonresidential and mixed land uses to meet the accessory structure setback standards for the relevant zone. The subject property is in the R-220 Zone and minimum accessory structure setback standards are 115' from the front, 75' from the side and rear. The applicant shall indicate in testimony compliance with these standards.

4. Landscaping and Lighting – Chapter 540-632 requires that HVAC equipment be screened from public view. The screening shall consist of densely planted evergreen shrubs, which shall grow to not less than five feet after one growing season, along with a solid screening element, such as a solid and uniform fence at least five feet in height on four sides. The applicant proposes to enclose the HVAC system with an 8' tall chain-link fence with black privacy slats and with lockable gate. Landscaping is

proposed along the northeastern perimeter. A design waiver may be required from providing a landscaped screen along for the remaining sides of the HVAC system.

- A. The applicant shall indicate in testimony if tree removal is proposed. If so, compliance with the Township Tree Removal/Replacement regulations found in Chapter 423 Article VI.
- B. We defer additional landscaping comments to the Board Engineer.
- C. No lighting is proposed as part of this application.

5. Fire Advisory Board review and approval shall be made a condition of approval.

---

#### **DOCUMENTS REVIEWED**

---

- Minor Site Plan for Christian Brothers Academy Varsity Gym Air Conditioning, consisting of three (3) sheets, prepared by Kennedy Consulting Engineers, LLC, dated September 8, 2025, last revised December 23, 2025;
- Architectural Site Plan for CBA Varsity Gym Air Conditioning, consisting of three (3) sheets, prepared by Kellenyi Johnson Wagner Architects, dated August 29, 2025;
- NJ Department of Environmental Protection Freshwater Wetlands Letter of Interpretation: Line Verification, dated January 19, 2018;
- Written request of waivers, undated;
- Project Narrative, undated;
- Disclosure Statement;
- Certificate of Title, prepared by John Giunco;
- Verification that property taxes are current;
- Zoning Officer Denial; and
- Development Permit Application.

We reserve the right to make additional comments based upon the submission of additional documents or testimony presented to the Board.

**Report Prepared by:**

*Amy H. Citrano*

---

Amy H. Citrano, PP, AICP  
Director of Planning

---

Patricia Dunkak  
Sustainability Coordinator

---

## LOCATION MAP

---

