

# TOWNSHIP OF MIDDLETOWN

## Department of Planning and Community Development

1 Kings Highway, Middletown, NJ 07748-2594

Physical Address: 900 Leonardville Road (Crowdon Hall), Leonardo, NJ 07737

DAVID MERCES  
Chairman



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

ERIN URIARTE  
Planning Board Secretary

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

February 14, 2022

Organized December 14, 1667  
"Pride in Middletown"

Andrew Kaiser  
SENT VIA EMAIL ONLY

RE: 724-726 Kings Highway East – Block 835, Lots 15.01 & 15.02  
Minor Subdivision Application

Dear Applicant:

In regard to the above referenced application, the following fees will be required, as per Ordinance #2010-2998:

- Application Fee: \$700.00
- GIS Fee: \$150.00
- Escrow Fee: \$2,550.00

These fees are payable, in three separate checks to the Township of Middletown and sent to my attention along with the following items:

ONE copy of each of the following:

- Proof that taxes are current (please contact the Tax Collector via email: [dmarchetti@middletownnj.org](mailto:dmarchetti@middletownnj.org))
- Proof of homeownership or a signed affidavit from the owner acknowledging application to the Board
- Names and Addresses of each individual holding ten percent (10%) or more interest if the applicant is an LLC

and THREE copies of the following:

- Any and all proposed plans (Once the application is deemed complete, we will request the additional fifteen copies noted on the checklist as well as a digital copy of all submission items)
- Property Survey
- Required Application Checklist (Enclosed)
- Written Request for any Waivers from the Checklist Items

Upon receipt of the above, I will arrange for a completeness review. The Planning Department has 45 days to conduct their Completeness Review. Once an application is deemed "complete", a hearing date will be given. The Planning Department recommends the applicant and their professionals be acquainted with the Planning & Development Regulations Ordinance (Chapter 540) of the Township Ordinances, which can be found on the Township website [www.middletownnj.org](http://www.middletownnj.org).

Thank you for your attention to these matters. Upon receipt of the above, I will arrange for a completeness review. If you have any questions or desire additional information please do not hesitate to contact me.

Sincerely,

Erin Uriarte  
Board Secretary

**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

February 2, 2022

Andy Kaiser  
726 Kings Highway East  
Atlantic Highlands, NJ 07716

RE: DP#21-09-76  
724 – 726 Kings Highway East  
Block 835, Lots 15.01 and 15.02

Please be advised that the above referenced application to adjust the lot line between the properties, creating no new lots, has been reviewed for compliance with the Township of Middletown Zoning Ordinance. The properties are located in the R-220 zone and contain a single-family residence and a private school.

The following approvals will be necessary:

**#540-401A**                      **Minor sub-division**

To proceed with an application/appeal of this decision to the Zoning Board of Adjustment, please contact the Erin Uriarte, Board Secretary at 732-615-2102. Should you have any questions, feel free to contact me at 732-615-2278.

Sincerely,

Marianne Dunn  
Zoning Officer

C: ✓ Planning Department

**COPY**

Fee - Non-Refundable  
RESIDENTIAL - \$75.  
COMMERCIAL \$150.

TOWNSHIP OF MIDDLETOWN  
APPLICATION FOR DEVELOPMENT PERMIT  
DEPARTMENT OF INSPECTIONS

21-9-76

DETAILED INSTRUCTIONS/INFORMATION IS ON THE REVERSE SIDE OF THE APPLICATION

PROPERTY INFORMATION: BLOCK 835 LOT(S) 15.01/15.02 ZONE L-220

PROPERTY ADDRESS: 724-726 King Highway East, Atlantic Highlands

1. The undersigned seeks approval for an application for a development permit to commence the following activity. (Describe in detail the proposed development, include height, location proposed use, etc.). If the application is for an addition, describe the purpose (ex:bedroom). If the application involves a change of use of the property, a separate narrative is suggested.

Laundry Adjustment

Current use of the property (ex. single family, if multiple uses, list all): Single Family & Commercial

2. Is the property located on a corner lot or does more than one street abut the property? Yes  No   
If yes, name of street(s) \_\_\_\_\_

3. Does the property contain any easements, right-of-way, or other restrictions? Yes  No  Explain \_\_\_\_\_

4. Is the property located in a historic zone? Yes  No  If Yes, approval from the Landmarks Commission must be submitted with this permit.

5. Is the property located in the 100 year floodplain? Yes  No  (If yes, a floodplain encroachment permit is required and NJ DEP Flood Hazard Permit)

6. Does this application involve any grading or fill being added or removed? Yes  No   
Additions of 500 s.f. or more require grading approval prior to the issuance of a Development permit (see reverse side)

7. Is the property located on an unimproved or private road? Yes  No

8. Has this proposed work received approval from the Planning Board or Board of Adjustment for a variance/site plan/subdivision? Yes  No  Date of Approval \_\_\_\_\_ If yes, attach a copy of the Board of Resolution of Approval.

9. Is the property situated within 50' of the following: ponds, streams, brooks, marshes, rivers, lakes, bogs, ditches, creeks, swamps, etc. or other low lying areas; or is the property located within 500' of the mean high water line or any area regulated by the Department of Environmental Protection? Yes  No  Explain \_\_\_\_\_

If you answered yes, you must contact the New Jersey Department of Environmental Protection, to obtain clearance, prior to submitting for this permit. If you are unsure, you should contact this agency to clarify applicability. The phone number for the NJDEP is 609-777-DEP3. Violations of the Wetlands could result in fines imposed by the State of New Jersey.

**PROPERTY OWNER**

**APPLICANT** (If different than owner)

Name Andy Kriscin

Name TOWNSHIP OF MIDDLETOWN

Mailing Address 726 King Hwy E.

Mailing Address \_\_\_\_\_

Atlantic Highlands, NJ 07716

SEP 17 2021

Phone or Email 732.291.3188

Email \_\_\_\_\_

ZONING DEPT.

Applicant: **Please read the following:** I hereby certify that (circle one) 1) I am the owner of the subject property; or 2) I have permission from the property owner to submit this Application for Development. Furthermore, I certify, to the best of my knowledge all information contained on this application is correct; and, the survey provided is accurate and shows all structures located on the site. In addition, I grant permission to the Township of Middletown and their Agents to come onto the subject property, for the purpose of conducting inspections, relating to this application.

DATE 9/14/21 SIGNATURE [Signature]

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DISPOSITION BY ZONING OFFICER or THE CONSTRUCTION OFFICIAL