



KNPB-R4030

March 6, 2025  
*Via Email*

MacKenzie Bittle, Planning Board Secretary  
Borough of Keansburg  
29 Church Street  
Keansburg, NJ 07734

**Re: Beachway Enterprises, LLC  
Preliminary and Final Major Site Plan  
288 Beachway Avenue (Carr Avenue Corridor Redevelopment Area)  
Block 10, Lots 1, 8 & 9  
First Engineering Review**

Dear Board Members:

As requested, our office has reviewed the above referenced application for preliminary and final major site plan approval. The applicant submitted the following documents in support of this application:

1. Site Plan Application prepared by Meryl A. G. Gonchar, Esq., of Sills, Cummis & Gross PC, dated February 18, 2025.
2. Plan entitled "Preliminary/Final Major Site Plan for 288 Beachway Avenue" prepared by Ian A. Burton, P.E., of MidAtlantic Engineering Partners, LLC, dated February 13, 2025, consisting of ten (10) sheets.
3. Architectural Floor Plans & Elevations prepared by Barton Partners Urban Design & Architecture, dated January 31, 2025, consisting of seven (7) sheets.
4. Boundary & Topographic Survey prepared by Suzanne E. Warren, P.L.S., of MidAtlantic Engineering Partners, LLC, dated June 29, 2021, consisting of one (1) sheet.
5. Stormwater Management Report prepared by Ian A. Burton, P.E., of MidAtlantic Engineering Partners, LLC, dated February 13, 2025.

**A. Project Description**

The 20,000 square foot (0.46) acre tract consists of multiple lots and is currently being used as a staging area for construction activities for 1 Carr Avenue project located just a few blocks to the east. The site is located within the Carr Avenue Corridor Redevelopment Area with frontage along Beachway Avenue to the north, Highland Avenue to the west, and Bay Avenue to the south. The property in question was previously granted preliminary and final major site plan approval for removal of the existing impervious surface and construction of an at-grade surface parking lot which was intended to serve as an overflow parking lot for neighboring 1 Carr Avenue and 2 Carr Avenue properties but was never constructed. The site is located in the B-2 Mixed Use Residential-Commercial Zone, however development of the property is governed by the bulk standards of the Carr Avenue Corridor Redevelopment Area.

The applicant now seeks preliminary and final major site plan approval to construct a four-story residential building consisting of 42 residential units on floors 2 through 4 and an associated lobby and parking garage on the ground floor containing 43 parking spaces, including 4 tandem parking



spaces to be made available to certain 2-bedroom units within the proposed building. The building will be accessed via a full-movement driveway on Beachway Avenue as well another full-movement driveway on Highland Avenue. Additional improvements include new and/or modified utilities, stormwater management infrastructure, paving and striping, curbing, sidewalks, lighting and landscaping, traffic control signage, and EV charging station infrastructure. The applicant is also proposing six (6) on-street parking spaces along the Highland Avenue frontage and four (4) on-street parking spaces along the Bay Avenue frontage.

We note that the previously approved accessory parking lot intended to be built at 288 Beachway will now be moved to 19 Highland Avenue (Block 8, Lots 14 & 15) and has been submitted as a separate Planning Board application. Additionally, the applicant has appeared before the Borough Redevelopment Agency and received a positive endorsement for this property as part of the overall redevelopment of the Carr Avenue corridor.

#### **B. Consistency with the Master Plan, Zone Plan and Redevelopment Plan**

1. The Redevelopment Plan for the subject property was adopted on July 21, 2021. The proposed development is consistent with the goals and objectives of the Redevelopment Plan.
2. The 2015 Master Plan Reexamination Report: The planning policy related to revitalization of the Borough's commercial corridors was revised to reference Carr Avenue and Beachway Avenue, as follows: "The Borough should work toward improving and enhancing the visual appearance of commercial corridors in the Borough (Main Street, Church Street, Carr Avenue, Beachway Avenue, and Route 36) by establishing standards to guide development. Additionally, municipal actions to stimulate revitalization through streetscape improvements and incentives for private sector participation should be emphasized." The Redevelopment Plan was developed in accordance with this recommendation of the 2015 Master Plan Reexamination Report.

#### **C. Bulk Requirements**

1. In accordance with the Redevelopment Plan existing/proposed bulk deficiencies are noted as follows:

	<b>STANDARD</b>	<b>REQUIRED</b>	<b>EXISTING</b>	<b>PROPOSED</b>
1	Minimum Lot Area	15,000 SF	20,000 SF	NO CHANGE
2	Minimum Lot Width	NA	100	NO CHANGE
3	Minimum Lot Depth	NA	100'	NO CHANGE
4	Minimum Lot Frontage	NA	100'	NO CHANGE
5	Minimum Front Yard Setback from Property Line <sup>1</sup> – <i>Along Highland Avenue</i>	5'	NA	5'
6	Minimum Front Yard Setback from Property Line <sup>1</sup> – <i>Streets Intersecting Carr Avenue and Highland Ave</i>	3'	NA	3.82'
7	Maximum Front Yard Setback from Property Line <sup>1</sup> – <i>Along Highland Avenue</i>	10'	NA	7.44'
8	Maximum Front Yard Setback from Property Line <sup>1</sup> – <i>Streets Intersecting Carr Avenue and Highland Avenue</i>	10'	NA	6.18'
9	Minimum Front Yard Setback from Curb Line – <i>Along Highland Avenue</i>	15'	NA	<b>12.74' <sup>(V)</sup></b>



10	Minimum Front Yard Setback from Curb Line – <i>Streets Intersecting Carr Avenue and Highland Ave</i>	7'	NA	8.41'
11	Maximum Front Yard Setback from Curb Line – <i>Along Highland Avenue</i>	20'	NA	14.74'
12	Maximum Front Yard Setback from Curb Line – <i>Streets Intersecting Carr Avenue and Highland Avenue</i>	15'	NA	11.38'
13	Minimum Rear Yard Setback – <i>for one third of Building Façade</i>	5'	NA	5'
14	Minimum Rear Yard Setback – <i>for Remainder of First Floor</i>	10'	NA	11.56'
15	Minimum Side Yard Setback from Property Line <sup>1</sup> – <i>Along Highland Avenue</i>	0'	NA	NA
16	Minimum Side Yard Setback from Property Line <sup>1</sup> – <i>Streets Intersecting Carr Avenue and Highland Avenue</i>	5'	NA	NA
17	Maximum Side Yard Setback from Property Line <sup>1</sup> – <i>Along Highland Avenue</i>	10'	NA	NA
18	Maximum Side Yard Setback from Property Line <sup>1</sup> – <i>Streets Intersecting Carr Avenue and Highland Avenue</i>	10'	NA	NA
19	Maximum Number of Stories	5 Stories	NA	4 Stories
20	Maximum Building Height <sup>2</sup>	68'	NA	50.5'
21	Maximum Impervious Coverage	95%	24.9%	94.3%
22	Minimum Open Space <sup>3</sup>	10%	74.9%	<b>5.7%</b> <sup>(V)</sup>
23	Maximum Number of Residential Units – <i>Total for Redevelopment Area</i>	430 Units	0 Units	42 Units
24	Number of On-Site Parking Spaces	38 Spaces	0 Spaces	44 Spaces*
25	Minimum Number of Electric Vehicle Spaces	7 Spaces	0 Spaces	7 Spaces
26	Number of On-Site Bicycle Parking Spaces	15 Spaces	NA	19 Spaces

1 – Setback is measured from building façade and any front, side, or rear lot line, measured perpendicular to such lot lines at the point where the building is closest to such lot lines. Balconies are permitted to encroach minimum setback by 5 feet per the approved Redevelopment Plan.

2 – Building height is measured from the average grade to the peak of pitched or vaulted roof, or the parapet of a flat roof.

3 – The minimum open space requirement can be satisfied in the form of public or private gathering spaces, courtyards, roof-top gardens, accessible and functional balconies, as well as landscaped areas at street level.

(E) – Existing Nonconformity

(V) – Variance

(NA) – Not Applicable

\* The applicant proposes an additional four (4) on-street parking spaces along Bay Avenue, and six (6) on-street parking spaces along Highland Avenue, yielding a total of 49 parking spaces.



2. The applicant requires various bulk “C” variances based on Section C.1 Development Table above. To be entitled to “c” variance relief, the applicant must provide proof to satisfy the positive and negative criteria pursuant to N.J.S.A. 40: 55D-70c for the bulk variances:
  - a. Positive Criteria. The applicant must prove either a hardship in developing the site in conformance to the zone standards due to exceptional narrowness, shallowness, or shape of the property; or due to exceptional topographic conditions or physical features uniquely affecting the property; or due to an extraordinary and exceptional situation affecting the property or its lawful existing structures. Alternatively, the applicant may satisfy the positive criteria by demonstrating that the variance relief will promote a public purpose as set forth in the Municipal Land Use Law (N.J.S.A. 40:55D-2) and thereby provide improved community planning that benefits the public and the benefits of the variance substantially outweigh any detriment.
  - b. Negative Criteria. The applicant must also show that the bulk variances can be granted without substantial detriment to the public good or substantially impairing the intent and purpose of the zone plan. This requires consideration of the impact of the proposed variances on surrounding properties and a determination as to whether or not the variance would cause such damage to the character of the neighborhood or community as to constitute a substantial detriment to the public good.

If the applicant’s attorney or professionals have any questions or issues regarding the variances and design exception listed above, we recommend that they contact the Board’s attorney and professionals prior to the public hearing on this matter so any such questions and issues can be addressed or resolved before the Planning Board reviews this application.

#### **D. Redevelopment Plan Relief and Exceptions**

In order to approve this application, the Board would have to grant relief and /or exceptions for the bulk conditions noted in the chart above, as well as the deviations per the below Sections of the Ordinance regarding construction of non-compliant structures, as listed below:

1. **Section 14-6.2.b** – *“For non-residential construction, all new construction and substantial improvement of any commercial, industrial or other nonresidential structure shall have the lowest floor elevated to or above the base flood elevation or advisory base flood elevation whichever is more restrictive, plus one (1) foot OR be floodproofed so that below the base flood level plus one foot, or advisory base flood elevation plus one foot, (whichever is more restrictive) the structure is watertight with walls substantially impermeable to the passage of water”* The applicant proposes to construct a new building below the BFE without clearly identifying proposed flood proofing measures. The applicant shall provide testimony confirming what, if any, flood proofing measures are proposed for the mixed-use building.
2. **Carr Avenue Corridor Redevelopment Plan Section 5.3** – A minimum parking space dimension of 8.5’ width by 18’ length is required for areas within the Redevelopment Plan, whereas a minimum parking space dimension of 8.5’ width by 16’ length is proposed. The provided Site Plan indicates that these parking space dimensions will be used for 3 compact parking spaces which are proposed directly to the east of the ground floor lobby.

3. **Section 22-8.5.d.1** – “*Street trees shall be installed on both sides of all streets in accordance with the approved landscape plan*” The applicant is not proposing street trees along the Beachway Avenue and Bay Avenue intersections of the property.

### E. Site Requirements & Layout

1. The site layout plan indicates a 5-story residential building, whereas the architectural plan indicates 4-story. The plans shall be revised for consistency.
2. For the mixed-use building use, Section 5.5.1 of the Redevelopment Plan requires one (1) off-street parking spaces per residential unit  

Residential Units:	1 space per unit @ 42 units	42 spaces
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Total Required Spaces: 42 spaces

*Total Required Spaces post 10% Reduction: 38 spaces*

\*Pursuant to N.J.A.C. 40:55D-66.20, a reduction to the required off-street parking spaces by at most 10% may be made, provided that at least 15% of the required off-street parking spaces be electric vehicle spaces.

In order to be eligible for the maximum 10% reduction in required off-street parking spaces, the applicant requires 15% of the 42 off-street parking spaces required be electric vehicle spaces. **Therefore, seven (7) electric vehicle ready off-street parking spaces are required, whereas seven (7) spaces have been provided.** The plans comply at this time.

**A total of 38 off-street parking spaces are required,** whereas 39 off-street parking spaces are proposed. The applicant proposes an additional four (4) tandem spaces within the proposed on-site parking lot configuration, four (4) on-street parking spaces along Bay Avenue, and six (6) on-street parking spaces along Highland Avenue, **yielding a total of 54 parking spaces.** The plans comply at this time.

The applicant shall provide testimony on the anticipated parking demand and adequacy of the proposed number of parking spaces. Specifically, the following shall be noted, and the applicant shall provide testimony on such:

- a. Metered parking exists along Carr Avenue, no overnight parking is permitted along Carr Avenue, and No Parking signs exist along Beachway Avenue. The applicant shall confirm whether the off-street parking along Carr Avenue will be metered or reserved.
3. For the mixed-use building use, Section 5.5.2 of the Redevelopment Plan requires 0.35 bicycle spaces per residential unit, and 0.2 bicycle spaces per 500 square feet of retail space. The following is a summary of the required off-street bicycle spaces:

Residential Units: 0.35 space per unit @ 42 units 14.7 spaces

Total Required Spaces: 15 spaces

A total of **15 bicycle spaces are required**, whereas **19 bicycle spaces are proposed**. The plans comply at this time.



4. Table 208.2 of the 2010 ADA standards indicates that two (2) ADA accessible parking spaces are to be provided when there are between 26 and 50 parking spaces, whereas three (3) ADA accessible parking spaces are provided. The plans comply at this time.
5. The applicant shall provide testimony confirming the proposed parking already allocated throughout the Carr Avenue Corridor Redevelopment Area in conjunction with the subject application. It is our understanding that the following projects have confirmed proposed parking as follows;
  - a. 19 Highland Realty, LLC – 19 Highland Avenue (KNPB-R4050)
    - i. Required Parking – Not Applicable – principal use is a parking lot
    - ii. Proposed Parking – 30 parking spaces
  - b. Beachway Enterprises, LLC – 288 Beachway Avenue / 12 Highland Avenue (KNPB-R4030)
    - i. Required Parking – 38 parking spaces
    - ii. Proposed Parking – 54 parking spaces
      1. 44 on-site parking spaces
      2. 4 off-site spaces along Bay Avenue
      3. 6 off-site spaces along Highland Avenue
  - c. Carr Enterprises, LLC – 19 Carr Avenue (KNPB-R1450)
    - i. Required Parking – 52 parking spaces
    - ii. Proposed Parking – 61 parking spaces
      1. 53 on-site parking spaces
      2. 7 off-site parking spaces along Carr Avenue
      3. 1 off-site parking spaces along Seabreeze Way
  - d. Carr Avenue Realty, LLC – 2 Carr Avenue (KNPB-R1650)
    - i. Required Parking – 97 parking spaces
    - ii. Proposed Parking – 101 parking spaces
      1. 87 on-site parking spaces for Mixed-Use Lots
      2. 14 off-site parking spaces within Borough R.O.W.
  - e. Carr Avenue Realty, LLC – 1 Carr Avenue (KNPB-R1660)
    - i. Required Parking – 59 parking spaces
    - ii. Proposed Parking – 54 parking spaces (with EV reduction)
      1. 28 on-site parking spaces
      2. 7 off-site parking spaces along Carr Avenue
      3. 19 off-site parking spaces at 19 Highland Avenue parking lot
6. The Redevelopment Plan's residential parking requirement requires that one (1) space per unit be provided on-site. If this is not attainable than the applicant is permitted to utilize off-site parking to satisfy this requirement.

There are currently five (5) development applications within the Redevelopment Area that have been submitted to the Planning Board of Adjustment. These applications propose a total of 235 residential units, thereby requiring **235 on-site** parking spaces. **Three hundred and ten (310) on-**





site/off-site parking spaces are proposed including the thirty (30) space parking lot located at 19 Highland Avenue (Block 10, Lots 1, 8 & 9).

**The applicant shall provide testimony confirming that the Redevelopment Plan's residential parking requirements of one (1.35) space per unit is on track to be met between all applications.**

7. Section 5.5.1 of the Redevelopment Plan requires minimum parking space dimensions of 8.5 feet by 18 feet, whereas 8.5 feet by 16 feet is proposed. It is noted that the deficiency is associated with three (3) compact parking spaces which are proposed directly to the east of the ground floor lobby. The applicant has requested a variance for the deficient parking space dimensions.
8. The plans shall be revised to include sight triangle easements at all intersections in accordance with Section 22-7.5 of the Ordinance.
9. The plans appear to provide exposed columns adjacent to the proposed parking spaces inside the garage. The applicant shall provide testimony regarding the method of protecting these columns and whether a vehicle's door-swing will be impacted by the columns.
10. The applicant shall provide testimony on truck loading areas required as part of the proposed improvements. All loading areas shall be clearly indicated on the plans.

#### **F. Traffic Impact**

1. The applicant has not provided a traffic impact report. Though this is an existing site, the property has been vacant for an extended period of time and does not currently see any daily traffic. The applicant's engineer shall provide testimony on the proposed traffic to be generated, circulation around the site, and whether any additional signage or pavement markings are necessary.
2. The applicant shall provide testimony on traffic impacts associated with the increased on-street parking anticipated for this development.
3. The applicant shall provide testimony as to the frequency and type of trucks that will access the entire site including those providing deliveries and garbage collection.
4. The applicant shall provide testimony on the trash and recyclables to be generated with the proposed use, along with the process, times, and frequency of refuse pickup and location of any dumpsters.
5. We defer to the Borough Fire Official for review of the application with respect to emergency vehicle access and maneuvering, as well as traffic lane markings.

#### **G. Stormwater Management**

1. The proposed area of disturbance will not disturb an area exceeding 1 acre, nor will it create more than a quarter acre of new impervious surfaces. Therefore, the project is not considered a "major development" as defined by NJAC. 7:8, and is not subject to the NJDEP Stormwater Management requirements. Additionally, the following shall be noted:



- a. The subject property is located within the Metropolitan Planning Area (P1) under the State Plan Policy Map and, therefore, the groundwater recharge requirements are not applicable in accordance with N.J.A.C. 7:8-5.4(b)2.
  - b. The development does not propose to increase the impervious coverage by a quarter acre and therefore is not required to meet runoff quality requirements per N.J.A.C. 7:8-5.5.
2. While the project is not considered a major development, the applicant is proposing to increase impervious coverage by approximately 69.4% (10,495 square feet, or 0.24 acres). The Stormwater Management Report indicates an increase of post-developed runoff for the 2, 10 and 100-yr storm events. The applicant shall provide stormwater management measures to mitigate the increase in runoff resulting from the proposed improvement.
3. Surface runoff from the at-grade parking lot is graded to drain into proposed inlet structures within the parking area and will be directly connected to the existing piping system on Highland Avenue. The applicant shall provide pipe calculations for the proposed piping system and demonstrate that the existing system has adequate capacity to handle the additional runoff.
4. The applicant shall confirm the discharge and tie-in locations of all roof leaders drain to the storm piping system. All roof leader locations and/or downspout discharge locations shall be shown on the plans.
5. The applicant shall confirm that the existing drainage network within Highland Avenue and the intersecting streets between Highland and Carr Avenue has adequate capacity for the stormwater runoff generated by the 100-year storm event inclusive of all proposed development at this time within Blocks 10 and 11. Any necessary upgrades to the drainage infrastructure shall be coordinated with the Borough Engineer.

## **H. Utilities**

1. The applicant shall provide testimony regarding the suitability of existing utility connections and/or additional utility connections or improvements necessitated by the subject application. All proposed utility improvements shall be shown on the plans including proper trench restoration, specifically within Highland Avenue and Beachway Avenue.
2. The applicant proposes to extend a 6-inch sanitary sewer line within Highland Avenue; however, it does not appear that an existing sanitary sewer main is depicted. The plans shall be revised to clarify where the proposed sanitary sewer connection will tie into the existing line. These lines shall be televised, and inspection reports shall be provided, to confirm that the existing piping and structures are clean and in sufficient condition.
3. The applicant shall provide testimony on the proposed fire service water line size, location, and any fire hydrant connections and locations. We defer to the Borough Fire Official for review.
4. The applicant's engineer shall provide a calculation of the projected sanitary sewer flow for the site. A Treatment Works Approval (TWA Permit) will be required if the projected flow is greater than 8,000 gallons per day. The applicant shall also be aware that a sanitary sewer connection fee must be paid prior to issuance of a Certificate of Occupancy for any building.





5. Water and Sanitary Sewer Demand for the proposed building shall be determined in accordance with N.J.A.C. 7:10-12.6 and N.J.A.C. 7:14A-23 respectively. The applicant shall provide testimony on the capacity of the available utilities. In addition, the applicant shall submit an engineer's report indicating available sanitary sewer capacity for the existing line in Highland Avenue.
6. The applicant shall provide testimony on the required electrical connections and locations for the building.
7. Based on discussions with the water department and the proposed redevelopment along the Carr Avenue Corridor Redevelopment Area, the applicant shall replace the existing eight (8") inch water main within Beachway Avenue between Highland Avenue and Carr Avenue. The applicant shall also provide water demand calculations to determine if the existing eight (8") inch water main shall be increased to a ten (10") inch water main.

#### **I. Landscaping and Lighting**

1. Section 5.4.3 of the Redevelopment Plan requires that street trees have a minimum 3-inch caliper and planted no more than 30 feet on center along the front façade of any building, therefore, three (3) street trees are required for the proposed building, whereas six (6) street trees are proposed along the Highland Avenue frontage. The plans comply at this time.
2. The applicant is proposing six (6) Ginkgo biloba Magyar "Maidenhair Tree" as the choice of street tree along the Highland Avenue frontage. This species of tree is an approved choice by Section 19-3 of the Ordinance, which lists the allowed street tree species for the Borough of Keansburg.
3. Section 22-8.5.d.1 of the Ordinance requires street trees on both sides of all streets, whereas no street trees are proposed along the Beachway Avenue and Bay Avenue intersections of the property. The plans shall be revised, or a design waiver will be required.
4. All outdoor lighting during non-operating hours of the business on site, not necessary for safety and security purposes, shall be reduced, activated by motion-sensor devices, or turned off. The applicant has provided information on outdoor lighting timings under Lighting Note #3 on the provided lighting plan, indicating exterior lights shall operate based on a managed schedule utilizing timers and/or photo sensors. Testimony shall be provided.

#### **J. General Comments**

1. It should be noted that this property is located within the "Coastal AE" flood zone with a Base Flood Elevation (BFE) of 11 feet. The plans indicate the first residential floor at elevation 12 feet and the finished floor garage at ground level. Additionally, it is recommended that the applicant provide an Elevation Certificate for the subject property.

We defer further review to the Flood Plain Administrator and Construction Official for any applicable building requirements accordingly.

2. The project site is located in the Coastal Area Facilities Review Act (CAFRA) Zone. The applicant shall comply with any applicable NJDEP requirements. We defer further review to NJDEP.



3. The applicant shall provide testimony on any proposed signage. All signage shall be indicated on the plans and comply with Section 5.4.4 of the Redevelopment Plan.
4. The site currently consists of numerous individual lots. The applicant proposes to consolidate the existing lots to form a single a lot. A deed consolidation with associated legal descriptions shall be submitted to the Borough Attorney for review and approval which must then be filed with the Monmouth County Clerk.
5. The Building Department should review the architectural plans for ADA compliance.
6. The applicant is proposing an elevator within the building. An operations and maintenance manual with local repair services information shall be provided to the building manager.
7. The applicant shall repave the entire width of Beachway Avenue, Highland Avenue and Bay Avenue along the project frontages including the intersections of Beachway Avenue and Highland Avenue and Highland Avenue and Bay Avenue.
8. A note shall be added to the plans stating that any/all existing curb, sidewalk, roadway, and other objects either in poor condition or damaged by construction should be repaired and/or replaced to the satisfaction of the Borough Engineer.
9. The applicant shall provide testimony on any proposed AC or generator units and their location.
10. The applicant shall provide testimony regarding the need for a transformer for the project. If required, the location shall be shown on the plan.
11. The applicant should be aware that construction of usable space below the base flood elevation could subject this space to inundation by floodwaters. This construction could also have an impact on the applicant's future flood insurance premiums.
12. A construction detail for the two proposed EV charging stations shall be provided.
13. If approved the applicant will be required to post all performance guarantees and inspection escrow as stipulated in the Development Regulations.
14. This application may be subject, but not limited, to the following outside agency approvals or letters of no jurisdiction:
  - a. Bayshore Regional Sewerage Authority
  - b. Borough Fire Official
  - c. Borough Water and Sewer Department
  - d. Freehold Soil Conservation District
  - e. Monmouth County Planning Board
  - f. New Jersey Department of Environmental Protection



We reserve the opportunity to further review and comment on this application and all pertinent documentation, pursuant to testimony presented at the public hearing.

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

Very truly yours,

T & M ASSOCIATES

ROBERT F. YURO, P.E., C.M.E.  
BOROUGH OF KEANSBURG  
PLANNING BOARD OF ADJUSTMENT ENGINEER

RFY:STF:LZ

cc: Kevin Kennedy, Esq., Board Attorney ([kennedylaw\(@verizon.net\)](mailto:kennedylaw(@verizon.net)))  
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