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December 6, 2023

Howell Township Planning Board  
4567 US Highway Route 9  
PO Box 580  
Howell, NJ 07731

**Re: Mark Chicketano (SD-2991A)**  
**Minor Subdivision – Engineering Review #1**  
**Block 18, Lot 18**  
**Location: 214 Bry Avenue and Holy Place**  
**Zone: R-2 (Residential)**  
**Our File: HHWP0018.02**

Dear Planning Board Members:

Our office received the following information in support of the above-referenced application for Minor Subdivision approval:

- Minor Subdivision Plan of Property (2 sheets) prepared by Main Street Surveying, dated February 9, 2021, last revised September 28, 2023;
- Location, Outbound, Topographic Survey prepared by Main Street Surveying, dated August 10, 2020, last revised February 1, 2021;
- Certified List of Property Owners, dated September 19, 2023;
- Outside Agency Approvals Required, prepared by Kenneth Pape, dated October 5, 2023;
- Monmouth County Planning Board Exemption, dated September 28, 2020;
- Persons to Testify Letter, prepared by Kenneth Pape, dated October 5, 2023;
- Request for Submission Waivers, prepared by Kenneth Pape, dated October 5, 2023;
- Submission Letter, prepared by Kenneth Pape, dated October 10, 2023;
- Resubmission Letter, prepared by Kenneth Pape, dated October 17, 2023;
- Resubmission Letter, prepared by Kenneth Pape, dated October 20, 2023;



Howell Township Planning Board  
Re: Chicketano (SD-2991A)  
Minor Subdivision - Engineering Review #1

December 6, 2023  
H-HW-P0018.02  
Page 2

- Prior Resolution BA85-24, dated September 10, 1985;
- Development Application and Checklist.

In accordance with your authorization, we have reviewed this application for Minor Subdivision approval and offer the following comments:

1. Project Description

The existing 30,000 s.f. property is a corner lot within an R-2 Zone District and contains 200 feet of frontage along Bry Avenue to the south and 150 feet of frontage along Holy Place, an unimproved roadway, to the west. Currently, the property contains a 1-story dwelling with associated walks, rear deck, an accessory shed within rear yard fencing, and a paved drive along the Bry Avenue site frontage. The western portion of the property is undeveloped and consists of a wooded area. The dwelling is described as being serviced by onsite well and septic disposal systems.

The Applicant proposes to subdivide the property into two (2) new lots as follows:

- Proposed Lot 18.01 will be 15,000 s.f. in size and contain 100 feet of frontage along Bry Avenue. The proposed lot would contain the existing 1-story dwelling onsite and associated features.
- Proposed Lot 18.02 will be 15,000 s.f. in size and contain 100 feet of frontage along Bry Avenue as well as 150 feet of frontage along unimproved Holy Place. The property is to remain vacant at this time, however, a driveway connection along Bry Avenue is proposed to be 18 feet in width and 50 feet in length, terminating at the front yard setback line. The Holy Place site frontage is apparently to remain unimproved with this application, if approved.

An application for this subject property was recently submitted to the Planning Board in 2020 but was withdrawn by the Applicant prior to being heard by the Board. It appears that the same proposal has now been resubmitted.

2. Zoning Compliance

The subject properties are situated within an R-2 Zone District and the table below summarizes the bulk measures and zone requirements for the site:



Howell Township Planning Board  
Re: Chicketano (SD-2991A)  
Minor Subdivision - Engineering Review #1

December 6, 2023  
H-HW-P0018.02  
Page 3

Description	Required	Proposed Lot 18.01	Proposed Lot 18.02
Minimum Lot Area	20,000 s.f.	15,000 s.f. (V)	15,000 s.f. (V)
Minimum Lot Frontage	100 feet	100 feet (Bry Avenue)	100 feet (Bry Avenue) 150 feet (Holy Place)
Minimum Front Yard Setback	50 feet	50 feet	N/A
Minimum Side Yard Setback	20 feet	8 feet (V)	N/A
Minimum Rear Yard Setback	30 feet	72.5 feet	N/A
Maximum Building Height	30 ft / 2-½ story, whichever is less	20 feet / 1- story (existing)	N/A
Accessory Building Location	Side/rear yard only equal to building height	N/A	N/A

(EC) – Existing Condition, (V) – Variance Required

The following existing condition appear to remain pertinent to the property:

- a. **Section 188-118E** – The minimum required right-of-way width for a local street shall be 56 feet; whereas Bry Avenue is indicated to have a 41.5 feet wide right-of-way along the proposed properties and unimproved Holy Place is indicated to have a 50 foot wide right-of-way along proposed Lot 18.02.

The following variances appear necessary with this application:

- a. **Section 188-70 (Schedule II)** – The minimum lot area required is 20,000 s.f.; whereas 15,000 s.f. is proposed for both proposed Lots 18.01 and 18.02.
  - b. **Section 188-70 (Schedule II)** – The minimum side yard setback required is 20 feet; whereas 8 feet is proposed on Lot 18.01 from the subject subdivision side lot line to the existing dwelling to remain.
3. The Applicant has requested waivers from providing the following required checklist submission items:
- a. **Checklist Item #17** – Written descriptions, including metes and bounds, for all easements, covenants and deed restrictions affecting the property.



Howell Township Planning Board  
Re: Chicketano (SD-2991A)  
Minor Subdivision - Engineering Review #1

December 6, 2023  
H-HW-P0018.02  
Page 4

- b. **Checklist Item #60** - All overland and underground drainage conveyances within 2,000 feet downstream.
  - c. **Checklist Item #64** – Location of existing and proposed water and sewer mains;
  - d. **Checklist Item #72** – Details for the construction of any onsite improvements.
4. Based on our review of the subject application, we estimate that the following fees are required:

a. **Nonrefundable Application Fees:**

Minor Subdivision	\$300.00
Bulk Variance: \$500 plus \$20 per variance (2)	\$540.00
<b>Subtotal:</b>	<b>\$840.00</b>

b. **Professional Services Escrow Fees:**

Minor Subdivision (1 to 10 lots): \$4,000 + \$100 per lot (2)	\$4,200.00
Bulk Variance	\$2,000.00
<b>Subtotal:</b>	<b>\$6,200.00</b>

We recommend the Township collect \$840.00 in nonrefundable application fees and \$6,200.00 in professional services escrow fees from the Applicant prior to deeming the application complete. In addition, the Applicant will be required to pay all applicable revision fees as stipulated in the Township Ordinances.

5. This application is subject to the requirements of the Residential Site Improvement Standards (RSIS) adopted as NJAC 5:21-1, et. seq. The Applicant has not requested any waivers or *de minimus* exceptions from the RSIS requirements and an agreement to exceed said requirements shall be filed with DCA for all proposed improvements which exceed RSIS.



Howell Township Planning Board  
Re: Chicketano (SD-2991A)  
Minor Subdivision - Engineering Review #1

December 6, 2023  
H-HW-P0018.02  
Page 5

6. The Applicant should be prepared to discuss the following issues with the Board:
  - a. Whether the subdivision, if approved, would be filed with the County Clerk's Office by Deed or Plat. Regardless of the means of filing, the Plat must be prepared in accordance with the Map Filing Law.
  - b. Utility services for the proposed properties.
  - c. The need to construct the proposed driveway within proposed Lot 18.02 at this time, prior to the submission of development plans for this lot. The location of the driveway shall also be discussed, and if any consideration was taken for the number and size of trees that would have to be removed for the construction of the driveway.
  - d. The stormwater management of the existing property and proposed lots, including the need for any drywell systems.
  - e. The need for any improvements (curb, sidewalk, widening, right-of-way dedication, etc.) along the Bry Avenue site frontage and/or unimproved Holy Place site frontage should be reviewed.
7. Based upon our review, we note the following:
  - a. All signature approval certifications, as required by the Map Filing Law, must be provided on the Plat.
  - b. A detail for the proposed driveway on proposed Lot 18.02 shall be provided on the plan.
  - c. A tree removal permit will be required to be secured prior to any site disturbance, in accordance with Section 188-193C. Additionally, graphically depict and specifically indicate tree protection fencing at the limits of clearing.

Prior to the application being deemed complete, the Board must act on the Applicant's request for the submission waivers outlined in Item #3 of our report. We recommend the Applicant comply with all applicable notification requirements as set forth in the Howell Township Land Use Ordinance and the Municipal Land Use Law.

The right is reserved to present additional comments pending the receipt of revised plans and/or the testimony of the Applicant before the board.



Howell Township Planning Board  
Re: Chicketano (SD-2991A)  
Minor Subdivision - Engineering Review #1

December 6, 2023  
H-HW-P0018.02  
Page 6

If you have any questions with regard to the above matter, please do not hesitate to call.

Very truly yours,

**CME ASSOCIATES**

Laura J. Neumann, PE, PP  
Planning Board Engineer

LJN/JAR/ROM/MVAP

cc: Howell Township Environmental Commission  
Ronald Cucchiaro, Esq. – Board Attorney  
Jennifer Beahm, AICP, PP – Board Planner  
Mark Chicketano – Applicant ([markbuck0914@gmail.com](mailto:markbuck0914@gmail.com))  
Main Street Surveying – Applicant's Surveyor ([mroman2@optonline.net](mailto:mroman2@optonline.net))  
Kenneth L. Pape, Esq. – Applicant's Attorney