

**PDS**

**PROFESSIONAL DESIGN SERVICES, L.L.C.**

1245 AIRPORT ROAD • SUITE 1 • LAKEWOOD • NEW JERSEY 08701 • 732-363-0060 • FAX 732-363-0073  
ENGINEERING@PDS-NJ.COM WWW.PDS-NJ.COM

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July 27, 2023

Ms. Amanda Kisty  
Manchester Township Planning Board  
One Colonial Drive  
Manchester Township, NJ 08759

Re: Minor Subdivision Submission with Bulk Variances  
Block: 1.252 – Lot(s): 36 & 38  
Manchester Township, Ocean County  
**PDS Ref. #323645**

**RECEIVED**  
**AUG 01 2023**

Dear Ms. Kisty,

We are submitting herewith on behalf of the applicant, the following plans and supporting data with respect to a Minor Subdivision with Variances approval for the above referenced project:

1. Twenty (20) copies of Manchester Township Application
2. Application and Escrow Fee
  - \$150.00 Minor Subdivision Application Fee
  - \$1,000.00 Minor Subdivision Escrow Fee
  - \$250.00 Variance Application Fee
  - \$3,800.00 Variance Escrow Fee
3. One (1) copy of Proof of Taxes Paid
4. One (1) copy of 200' Property Owner's List
5. W-9 Form
6. Application Checklist
7. Twenty (20) copies of Minor Subdivision Plan
8. Twenty (20) copies of the Survey
9. Twenty (20) copies of Variance Plan
10. Twenty (20) copies of Architectural Plans
11. Proof of Submission to the Ocean County Planning Board

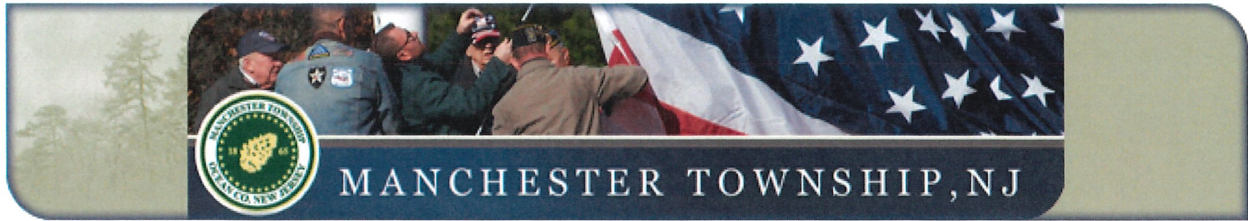
If you have any questions or require additional information, please do not hesitate to contact this office.

Very truly yours,

William A. Stevens, P.E., P.P.  
Professional Design Services, L.L.C.

WAS/ec  
Enclosure

Cc: Jeffrey R. Jerman

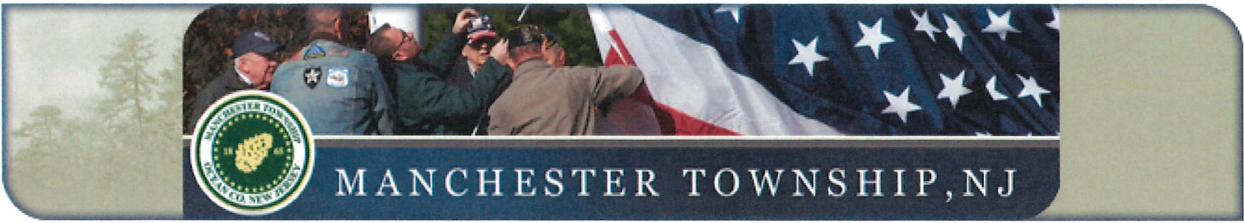


<b>Block/Lot/Qual:</b>	1.252 38.	<b>Tax Account Id:</b>	2358
<b>Property Location:</b>	1209 TWELFTH AVE	<b>Property Class:</b>	2 - Residential
<b>Owner Name/Address:</b>	DALLESSANDRO, LORI 1209 TWELFTH AVE TOMS RIVER NJ 08757	<b>Land Value:</b>	85,000
		<b>Improvement Value:</b>	112,900
		<b>Exempt Value:</b>	0
		<b>Total Assessed Value:</b>	197,900
		<b>Additional Lots:</b>	39-42
<b>Special Taxing Districts:</b>		<b>Deductions:</b>	

Taxes **Utilities**

<div style="display: flex; justify-content: space-around;"> <span><a href="#">Make a Payment</a></span> <span><a href="#">View Tax Rates</a></span> <span><a href="#">View Current Bill</a></span> <span><a href="#">Project Interest</a></span> </div>							
Year	Due Date	Type	Billed	Balance	Interest	Total Due	Status
2023	02/01/2023	Tax	1,095.88	0.00	0.00	0.00	PAID
2023	05/01/2023	Tax	1,095.87	0.00	0.00	0.00	PAID
	<b>Total 2023</b>		<b>2,191.75</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
2022	02/01/2022	Tax	1,072.13	0.00	0.00	0.00	PAID
2022	05/01/2022	Tax	1,072.12	0.00	0.00	0.00	PAID
2022	08/01/2022	Tax	1,119.62	0.00	0.00	0.00	PAID
2022	11/01/2022	Tax	1,119.62	0.00	0.00	0.00	PAID
	<b>Total 2022</b>		<b>4,383.49</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
2021	02/01/2021	Tax	1,043.93	0.00	0.00	0.00	PAID
2021	05/01/2021	Tax	1,043.92	0.00	0.00	0.00	PAID
2021	08/01/2021	Tax	1,100.32	0.00	0.00	0.00	PAID
2021	11/01/2021	Tax	1,100.32	0.00	0.00	0.00	PAID
	<b>Total 2021</b>		<b>4,288.49</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
Last Payment: 05/11/23							

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<b>Block/Lot/Qual:</b>	1.252 36.	<b>Tax Account Id:</b>	2357
<b>Property Location:</b>	1217 TWELFTH AVE	<b>Property Class:</b>	1 - Vacant Land
<b>Owner Name/Address:</b>	BRECKENRIDGE PROPERTIES LLC PO BOX 925 PT PLEASANT BORO NJ 08742	<b>Land Value:</b>	10,000
		<b>Improvement Value:</b>	0
		<b>Exempt Value:</b>	0
		<b>Total Assessed Value:</b>	10,000
		<b>Additional Lots:</b>	37 TTL79-8051
<b>Special Taxing Districts:</b>		<b>Deductions:</b>	

Taxes

<div style="display: flex; justify-content: space-around;"> <span><a href="#">Make a Payment</a></span> <span><a href="#">View Tax Rates</a></span> <span><a href="#">View Current Bill</a></span> <span><a href="#">Project Interest</a></span> </div>							
Year	Due Date	Type	Billed	Balance	Interest	Total Due	Status
2023	02/01/2023	Tax	55.38	0.00	0.00	0.00	PAID
2023	05/01/2023	Tax	55.37	0.00	0.00	0.00	PAID
Total 2023			110.75	0.00	0.00	0.00	
2022	02/01/2022	Tax	54.18	0.00	0.00	0.00	PAID
2022	05/01/2022	Tax	54.17	0.00	0.00	0.00	PAID
2022	08/01/2022	Tax	56.58	0.00	0.00	0.00	PAID
2022	11/01/2022	Tax	56.57	0.00	0.00	0.00	PAID
Total 2022			221.50	0.00	0.00	0.00	
2021	02/01/2021	Tax	52.75	0.00	0.00	0.00	PAID
2021	05/01/2021	Tax	52.75	0.00	0.00	0.00	PAID
2021	08/01/2021	Tax	55.60	0.00	0.00	0.00	PAID
2021	11/01/2021	Tax	55.60	0.00	0.00	0.00	PAID
Total 2021			216.70	0.00	0.00	0.00	
Last Payment: 01/25/23							

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# MANCHESTER TOWNSHIP

1 COLONIAL DRIVE • MANCHESTER, NJ 08759 • (732) 657-8121

OFFICE OF THE TAX ASSESSOR

MARTIN LYNCH, CTA  
TAX ASSESSOR

ROBERT S. ARACE  
MAYOR

June 20, 2023

Professional Design Services, LLC  
1245 Airport Rd. Suite 1  
Lakewood, NJ 08701

Attention: Michelle Allen

Dear Ms. Allen,

The attached is a certified list of properties within 200 feet of:

Block: 1.252 Lot: 36 & 38  
PDS Ref. No. 323645

I hereby certify the attached information to be true and correct according to the records of the Manchester Township Tax Assessors' Office.

A handwritten signature in black ink, appearing to read "Martin W. Lynch".

---

Martin W. Lynch  
Tax Assessor

Utilities located in and around Manchester Township to be notified are as follows:

Comcast  
830 Route 37 West  
Toms River, NJ 08755

Verizon, Eng. Dept.  
PO Box 152206  
Irving, TX 75015

GPU  
400 Lincoln Street  
Phillipsburg, NJ 08865

Manchester Township  
Clerk's Office  
1 Colonial Drive  
Manchester, NJ 08759

NJ DEP  
CN 401  
Trenton, NJ 08625

NJ DOT  
Route 79 & Daniels Way  
Freehold, NJ 07728

NJ Natural Gas  
PO Box 1464  
Wall, NJ 07719

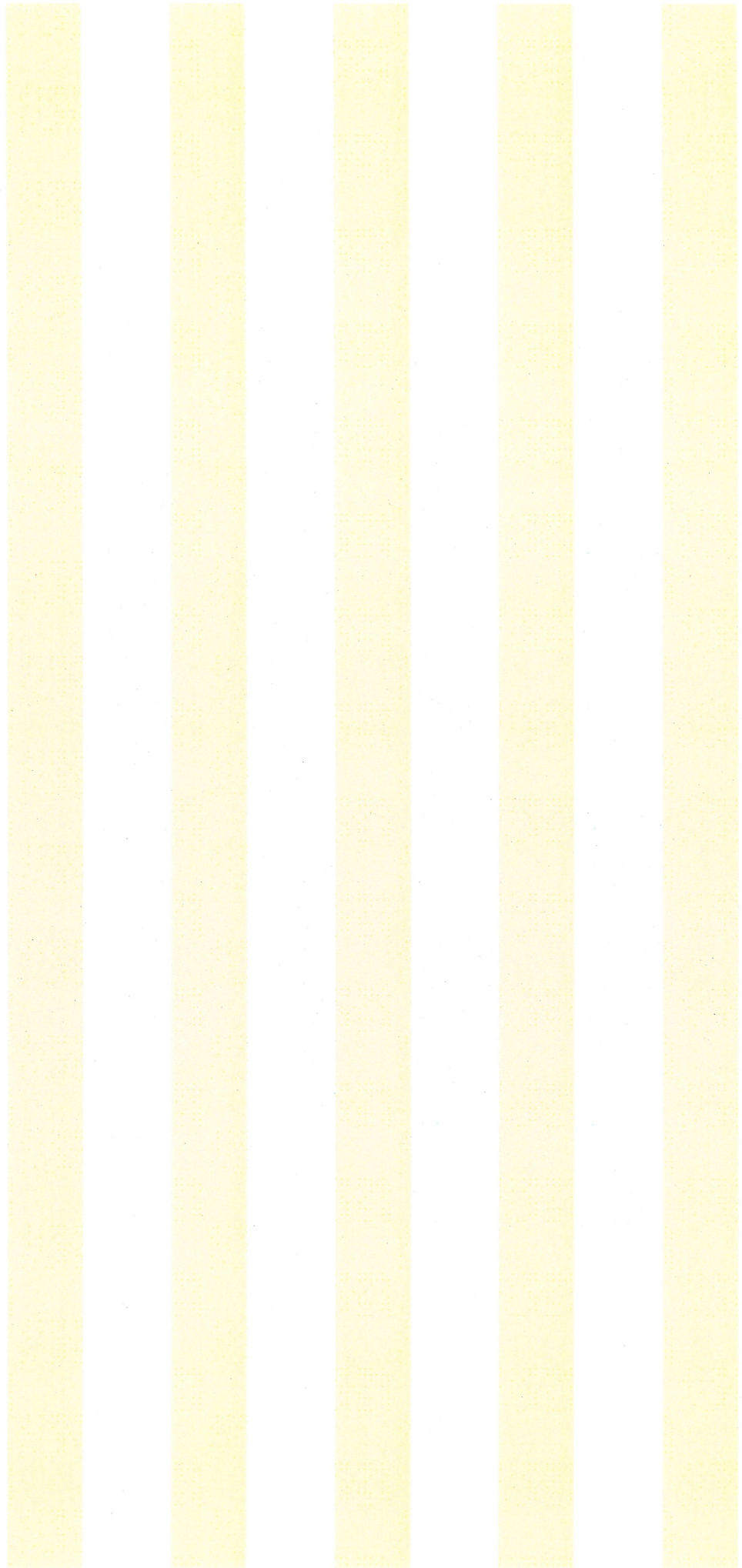
Ocean County MUA  
PO Box P  
Bayville, NJ 08721

Ocean County Road Dept.  
119 Hooper Avenue  
Toms River, NJ 08753

Block Lot Qual	Property Location		Property Class	Owner Address		Zip Code
	Additional Lot	Additional Lot		City, State	City, State	
1.238 1	1201 COMMONWEALTH BLVD 2-4		2	CANNIN, ALFRED 1201 COMMONWEALTH BLVD TOMS RIVER NJ		08757
1.238 5	1200 TWELFTH AVE 6-8		2	RUSSELL, ALEXIS R & TIMOTHY J 1200 TWELFTH AVE TOMS RIVER NJ		08757
1.238 9	1208 TWELFTH AVE 10-12		2	DAMATO, VINCENT & SUSAN 1208 TWELFTH AVE TOMS RIVER NJ		08757
1.238 13	1216 TWELFTH AVE 14-16		2	BONILLA, DAVID L & PEACE, MEGAN 1216 TWELFTH AVE TOMS RIVER NJ		08757
1.238 17	1222 TWELFTH AVE		15C	MANCHESTER TOWNSHIP 1 COLONIAL DR MANCHESTER NJ		08759
1.238 18	1228 TWELFTH AVE 19-21		2	G AND O PROPERTY LLC 5014-16 AVENUE APT 24 BROOKLYN NY		11204
1.238 22	1163 PEMBERTON ST 23-25		2	SMITH, LLOYD & JACQUELINE 1163 PEMBERTON ST TOMS RIVER NJ		08757
1.238 26	1233 COMMONWEALTH BLVD 27-31		2	PITMAN, JAMES A 1233 COMMONWEALTH BLVD TOMS RIVER NJ		08757
1.238 32	1225 COMMONWEALTH BLVD 33-35		2	DURHAM, RICHARD T JR & YALENA O 1225 COMMONWEALTH BLVD TOMS RIVER NJ		08757
1.238 36	1221 COMMONWEALTH BLVD 37		1	MAGGIORE, MARIA 1217 COMMONWEALTH BLVD TOMS RIVER NJ		08757
1.238 38	1217 COMMONWEALTH BLVD 39		2	DAVIES, MATTHEW & MAGGIORE, MARIA 1217 COMMONWEALTH BLVD TOMS RIVER NJ		08757
1.238 40	1209 COMMONWEALTH BLVD 41-42		2	BARONE, THOMAS P JR 1209 COMMONWEALTH BLVD TOMS RIVER NJ		08757
1.239 22	1163 SOUTHAMPTON BLVD 23-25		2	ALLEN, PATRICIA A 1163 SOUTHAMPTON BLVD TOMS RIVER NJ		08757

Block Lot Qual	Property Location Additional Lot Additional Lot	Property Class	Owner Address City, State	Zip Code
1.251 22	1213 SOUTHAMPTON BLVD 23-25	2	AMARO, ZACARIAS 1213 SOUTHAMPTON BLVD TOMS RIVER NJ	08757
1.251 26	1201 SOUTHAMPTON BLVD 27-29	2	GRIMM, GARRY M & GRABER, MARYANN T 1201 SOUTHAMPTON BLVD TOMS RIVER NJ	08757
1.252 1	1201 TWELFTH AVE 2-4	2	KLUSEK, CZESLAW 1201 TWELFTH AVE TOMS RIVER NJ	08757
1.252 5	1200 MADISON AVE 6-8	2	DESOSA, CARLOS & MARIA ESTEVES 1200 MADISON AVE TOMS RIVER NJ	08757
1.252 9	1208 MADISON AVE 10-12	2	WOOLLEY, GEORGE & LORETTA 1208 MADISON AVE TOMS RIVER NJ	08757
1.252 13	1216 MADISON AVE 14-17	2	TAYLOR, RICHARD W & ALINA 1216 MADISON AVE TOMS RIVER NJ	08757
1.252 18.01	1232 MADISON AVE	1	SICKER, DOVID & SARA H 395 ROSE COURT LAKEWOOD NJ	08701
1.252 22	1213 PEMBERTON ST 23-27	2	SAVINI, KEVIN D & OWENS-SAVINI, A N 1213 PEMBERTON ST TOMS RIVER NJ	08757
1.252 28.01	1241 TWELFTH AVE	1	SUBURBAN AGENCY INC PO BOX 109 LAKEWOOD NJ	08701
1.252 32	1225 TWELFTH AVE 33-35	2	NETELKOS, SHERRI 442 SUSSEX ROAD WOOD-RIDGE NJ	07075
1.252 36	1217 TWELFTH AVE 37 TTL79-8051	1	BRECKENRIDGE PROPERTIES LLC PO BOX 925 PT PLEASANT BORO NJ	08742
1.252 38	1209 TWELFTH AVE 39-42	2	DALLESSANDRO, LORI 1209 TWELFTH AVE TOMS RIVER NJ	08757
1.267 1	1201 MADISON AVE 2-4	2	WOLF, ALAN & CINDY 1201 MADISON AVE TOMS RIVER NJ	08757

Block Lot Qual	Property Location Additional Lot Additional Lot	Property Class	Owner Address City, State	Zip Code
1.267 29	1233 MADISON AVE 30-34	2	SALISKI, THOMAS & JACQUELYN 1233 MADISON AVE TOMS RIVER NJ	08757
1.267 35	1225 MADISON AVE 36-38	2	ROOT, CHRISTOPHER F 1225 MADISON AVE TOMS RIVER NJ	08757
1.267 39	1217 MADISON AVE 40-42	2	KING, MARK F & SHEENA M 1217 MADISON AVE TOMS RIVER NJ	08757



LAND USE AND DEVELOPMENT

245 Attachment 3

Township of Manchester

Appendix 3

Application Checklist and Documents Required to be Submitted  
 [Amended 11-27-2000 by Ord. No. 00-040; 11-28-2005 by Ord. No. 05-053; 2-22-2010 by Ord. No. 10-006;  
 6-24-2013 by Ord. No. 13-005]

No.	Description	Variance	Informal Sketch Plat	Minor Application			Major Application				Submitted		
				Subdivision	Site Plan	Preliminary	Final	Preliminary	Final	Final	Final		
A.	Application Form (20 copies for review)	X	X	X	X	X	X	X	X	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B.	Project Plat Information (20 copies for review)												
	1. Name, telephone number and address of owner and applicant	X	X	X	X	X	X	X	X	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2. Notarized signature/affidavit of ownership. If applicant is not the owner, state applicant's interest in plan. (Final Plat prior to filing)	X	X	X	X	X	X	X	X	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3. Name, signature, license number, seal, address, telephone number, e-mail and Fax number of professional engineer, land surveyor, architect, planner and certified landscape architect, as applicable, involved in preparation of plat.	X	X	X	X	X	X	X	X	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	4. Title block denoting type of application, Tax Map sheet, county, name of municipality, block and lot, and street location.	X	X	X	X	X	X	X	X	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



MANCHESTER CODE

No.	Description	Variance	Informal Sketch Plat	Minor Application		Major Application						Submitted			
				Subdivision	Site Plan	Subdivision		Site Plan		Final	Final	Final	Final		
5.	Key map at specified scale showing location to surrounding properties, streets, easements, municipal boundaries, etc., within 500 feet of property.	X	X	X	X	X	X	X	X	X	X	X	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	North arrow and scale for key map and plat. Scale to include bar graph depicting feet.	X	X	X	X	X	X	X	X	X	X	X	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Schedule of required zoning district requirements including lot area, density, FAR, width, depth, yard setbacks, building coverage, open space, parking, etc.	X	X	X	X	X	X	X	X	X	X	X	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Signature and date blocks for Board Chairman, Secretary and Engineer.			X	X	X	X	X	X	X	X	X	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Proof that taxes are current.	X	X	X	X	X	X	X	X	X	X	X	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	Certification blocks required by Map Filing Law.			X			X						<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	Monumentation as specified by Map Filing Law and required by Township Engineer.			X			X						<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.	Date of current property survey, name of reference plat and name and license number of New Jersey Professional Land Surveyor.			X	X	X	X	X	X	X	X	X	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

LAND USE AND DEVELOPMENT

No.	Description	Variance	Informal Sketch Plat	Minor Application		Major Application				Submitted				
				Subdivision	Site Plan	Subdivision		Site Plan		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13.	Plans to a scale of not less than 1 inch = 50 feet (except that 40 acres or larger may be 1 inch = 10 feet) and not larger than 1 inch = 10 feet on one of four of the following standard sheet sizes: 8 1/2" x 13" 15" x 21" 24" x 36" 30" x 42"			X	X		X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14.	Metes and bounds description showing dimensions, bearings of original and proposed lots.			X	X		X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15.	Metes and bounds description showing dimensions, bearings, curve data, length of tangents, radii, arcs, chords, and central angles for all centerlines and rights-of-way and centerline curves on streets.			X	X		X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16.	Acreege of tract to the nearest tenth of an acre (for GDP to nearest acre).	X	X	X	X		X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17.	Date and number of original preparation and of each subsequent revision. Include brief narrative of each revision.	X		X	X		X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18.	Size and location of any existing and proposed structures with all setbacks and length measurement of perimeter building walls dimensioned.	X	X	X	X		X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MANCHESTER CODE

No.	Description	Variance	Informal Sketch Plat	Minor Application		Major Application				Submitted	
				Subdivision	Site Plan	Subdivision Preliminary	Final	Site Plan Preliminary	Final	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/> N/A <input type="checkbox"/> X <input type="checkbox"/>
19.	Size and location of all existing structures within 200 feet of the site boundaries. (General use for sketch plat.)		X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/> N/A <input type="checkbox"/> X <input type="checkbox"/>
20.	Tax lot and block numbers of existing lots. The final plat shall show block and lot numbers, street names and addresses (numbers) approved by the Tax Assessor.			X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/>
21.	Proposed lot lines and area of proposed lots in square feet.		X	X	X	X	X			X	
22.	Any existing or proposed easement or land reserved for or dedicated to public use.	X	X	X	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>
23.	Property owners within 200 feet of subject property. (Most recent municipal tax records.)	X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/>
24.	Location of natural slopes of 15% or greater, streams, floodplains, wetlands and other environmentally sensitive area on or within 200 feet of the project site. "Natural slopes" for checklist purposes, shall not include areas previously cleared and/or graded in gravel and mineral mining areas. (Note: Applications for bulk variances need only show these features on-site.)	X		X	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>
25.	List of variances required or requested.	X		X	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/> X <input type="checkbox"/>
26.	List of requested design exceptions.	X	X	X	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/> X <input type="checkbox"/>

LAND USE AND DEVELOPMENT

No.	Description	Variance	Informal Sketch Plat	Minor Application		Major Application				Submitted			
				Subdivision	Site Plan	Subdivision Preliminary	Subdivision Final	Site Plan Preliminary	Site Plan Final	<input type="checkbox"/> X	<input type="checkbox"/> N/A		
27.	Phasing plan as applicable to include: a. Circulation plan, including signage, separating construction traffic from traffic generated by intended use of site. b. Phasing sequence.					X	X			X	<input type="checkbox"/> X	<input type="checkbox"/> N/A	<input type="checkbox"/> X
28.	Preliminary architectural plans and elevations.	X	X		X			X	X	X	<input type="checkbox"/>	<input type="checkbox"/> X	<input type="checkbox"/>
29.	Site identification signs, traffic control signs, and identification signs.				X	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/> X	<input type="checkbox"/>
30.	Sight triangles.			X	X		X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/> X	<input type="checkbox"/>
31.	Proposed street names when new street is proposed.					X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/> X	<input type="checkbox"/>
32.	Parking plan showing spaces, size and type, side width, curb cuts, drives, driveways, and all ingress and egress areas and dimensions, the number of spaces required by ordinance, and the number of spaces provided.				X			X	X	X	<input type="checkbox"/>	<input type="checkbox"/> X	<input type="checkbox"/>
32.1.	Number of employees, total and maximum per shift.				X			X	X	X	<input type="checkbox"/>	<input type="checkbox"/> X	<input type="checkbox"/>
33.	Solid waste management and recycling plan showing dumpster and holding location and provisions for waste and recyclables.				X	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/> X	<input type="checkbox"/>
34.	Size and location of any existing or proposed streets (general location for sketch plat).	X	X	X	X	X	X	X	X	X	<input type="checkbox"/> X	<input type="checkbox"/>	<input type="checkbox"/>

MANCHESTER CODE

No.	Description	Variance	Informal Sketch Plat	Minor Application		Major Application				Submitted	
				Subdivision	Site Plan	Subdivision		Site Plan			
						Preliminary	Final	Preliminary	Final	<input type="checkbox"/>	<input type="checkbox"/>
35.	Topographical features of subject property from USC and GS map.		X	X	X					<input type="checkbox"/>	<input type="checkbox"/>
36.	Boundary, limit, nature and extent of wooded areas, specimen trees, and other significant physical features (details may vary).	X	X	X	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>
37.	Existing system of drainage of subject site and of any larger tract or basin of which it is a part.					X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>
38.	Drainage area map.					X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>
39.	Drainage calculations.					X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>
40.	Percolation and soil lots (where septic system, retention basin, or groundwater recharge is proposed).			X	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>
41.	Existing rights-of-way and easements within 200 feet of the tract.		X	X	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>
42.	Number of lots following subdivision and acreage if over one acre, square feet if one acre or less.	X	X	X	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>
43.	Identification and calculation of critical areas.		X	X	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>
44.	Overall concept plan for all phased development parks and planned office industrial parks.		X			X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>

LAND USE AND DEVELOPMENT

No.	Description	Variance	Informal Sketch Plat	Minor Application		Major Application				Submitted			
				Subdivision	Site Plan	Subdivision Preliminary	Final	Site Plan Preliminary	Final	<input type="checkbox"/> X	<input type="checkbox"/> N/A		
45.	Lot yield map showing the number of lots possible under conventional zoning and the number of lots proposed, notation of any variances or design exceptions or waivers necessary to achieve the yield under conventional zoning and all environmental constraints affecting the tract proposed for development.					X				<input type="checkbox"/> X	<input type="checkbox"/> X		
46.	Indication of existing utilities.		X							<input type="checkbox"/>	<input checked="" type="checkbox"/> X		
47.	Copy of plat and plans on a CD in a .dxf file format if the plat or plans are drawn with the aid of a computer in AutoCAD or GIS format.						X			<input type="checkbox"/>	<input checked="" type="checkbox"/> X		
48.	Two copies of the final map as filed with the Ocean County Clerk shall be filed with the Township Tax Assessor and Engineer.						X			<input type="checkbox"/>	<input checked="" type="checkbox"/> X		
C. Construction Plans													
1.	Site layout showing all roadways, circulation patterns, curbs, sidewalks, buffers, structures, open space, recreation, etc., as applicable.				X		X		X		X	<input type="checkbox"/>	<input checked="" type="checkbox"/> X

MANCHESTER CODE

No.	Description	Variance	Informal Sketch Plat	Minor Application		Major Application				Submitted			
				Subdivision	Site Plan	Subdivision Preliminary	Subdivision Final	Site Plan Preliminary	Site Plan Final	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/> N/A <input type="checkbox"/>		
2.	Grading and utility plan to include, as applicable: <ul style="list-style-type: none"> <li>a. Existing and proposed contours at one-foot intervals for grades 3% or less and at two-foot intervals for grades more than 3% (at a distance of 50 feet beyond limits of major subdivision).</li> <li>b. Elevations of existing and proposed structures.</li> <li>c. Location and invert elevation of existing and proposed drainage structures.</li> <li>d. Location of all streams, ponds, lakes, wetland areas.</li> <li>e. Locations of existing and proposed utilities, including depth of structures, locations of manholes, valves, services, etc.</li> </ul>				X		X	X		X		<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/> X <input type="checkbox"/>
3.	Typical cross-sections and center-line profiles of all proposed streets, including utilities and stormwater facilities.							X		X		<input type="checkbox"/>	<input checked="" type="checkbox"/>

LAND USE AND DEVELOPMENT

No.	Description	Variance	Informal Sketch Plat	Minor Application		Major Application				Submitted			
				Subdivision	Site Plan	Subdivision Preliminary	Subdivision Final	Site Plan Preliminary	Site Plan Final	<input type="checkbox"/> X	<input type="checkbox"/> N/A		
3.	<p>b. Final center-line profiles for all new streets. Show existing grade, proposed grade, stationing and proposed elevations of all proposed vertical curves, stationing and proposed elevations and intersection of all utility and stormwater lines.</p>						X				X		
4.	<p>Landscaping plan to include:</p> <p>a. Location of existing vegetation, including all shade trees 10 inches in caliper or greater at 5 feet above ground level and all ornamental trees 4 inches in caliper or greater at one foot above ground limits and clearing limits.</p> <p>b. Proposed buffer areas and method of protection during construction.</p> <p>c. Proposed landscaped areas.</p> <p>d. Number, size, species and location of proposed plantings including street trees.</p> <p>e. Details for method of planting, including optimum planting season.</p>				X			X	X		<input type="checkbox"/>	<input checked="" type="checkbox"/> X	
5.	<p>Soil Erosion and Sediment Control Plan prepared in accordance with the standards for soil erosion and sediment control in New Jersey and the requirements of Chapter 188, Soil and Land Conservation.</p>				X			X	X		X	<input type="checkbox"/>	<input checked="" type="checkbox"/> X



MANCHESTER CODE

No.	Description	Variance	Informal Sketch Plat	Minor Application		Major Application				Submitted				
				Subdivision	Site Plan	Subdivision Preliminary	Subdivision Final	Site Plan Preliminary	Site Plan Final	<input type="checkbox"/> X	<input type="checkbox"/> N/A	<input type="checkbox"/> X		
6.	Lighting plan to include: 1. Location and height of proposed fixtures. 2. Detail for construction of fixture.				X							<input type="checkbox"/> X	<input type="checkbox"/> N/A	<input type="checkbox"/> X
7.	All required standard Township construction details for all improvements, including: 1. Roadways 2. Curb 3. Sidewalk 4. Driveway aprons 5. Drainage inlets 6. Pipe backing 7. Outfalls 8. Manholes 9. Gutters 10. Plantings 11. Soil erosion and sediment control structures 12. Parking lots 13. Water services, fire hydrants, and valves					X							<input type="checkbox"/> X	<input type="checkbox"/> X
D. Supplementary Documents														
1.	List of all federal, state, county regional and/or municipal approvals or permits required.	X		X		X		X		X		X	<input type="checkbox"/> X	<input type="checkbox"/>
2.	Copies of any existing or proposed deed restrictions or covenants.	X		X		X		X		X		X	<input type="checkbox"/>	<input type="checkbox"/> X
3.	Freshwater wetlands letter of interpretation for the project area.			X		X		X		X		X	<input type="checkbox"/>	<input type="checkbox"/> X
4.	Disclosure statement. (See N.J.S.A. 40:55D-48.1 et seq.)	X	X	X		X		X		X		X	<input type="checkbox"/>	<input type="checkbox"/> X

LAND USE AND DEVELOPMENT

No.	Description	Variance	Informal Sketch Plat	Minor Application			Major Application			Submitted	
				Subdivision	Site Plan	Subdivision Preliminary	Subdivision Final	Site Plan Preliminary	Site Plan Final	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/> N/A <input type="checkbox"/>
5.	Statement from utility companies as to serviceability of the site.			X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/> N/A <input type="checkbox"/>
6.	Stormwater management calculations.					X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/> X <input type="checkbox"/>
7.	Payment of all applicable fees.	X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/>
8.	Statement of Environmental Impact and Assessment (SEIA).					X		X		<input type="checkbox"/>	<input type="checkbox"/> X <input type="checkbox"/>
9.	Number of witnesses and their expertise, if any.	X	X	X	X	X	X	X	X	<input type="checkbox"/> X <input type="checkbox"/>	<input type="checkbox"/>

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ASSOCIATE

July 27, 2023

Ocean County Planning Board  
Attn: Ms. Veronica Tompkins, Planning Board Secretary  
129 Hooper Avenue  
P.O. Box 2191  
Toms River, New Jersey 08754-2191

Re: Minor Subdivision Submission  
Block: 1.252 – Lot(s): 36 & 38  
Manchester Township, Ocean County  
***PDS Ref. #323645***


Dear Ms. Tompkins:

We are submitting herewith, on behalf of the applicant, the following plans and supporting data for the above referenced project:

1. Application Submission Checklist
2. Three (3) copies of Fee Schedule
  - \$30.00 Application Fee
3. Three (3) copies of the Application
4. One (1) digital copy of plans and supporting documents
5. Three (3) copies of Minor Subdivision Plan
6. Three (3) copies of the Variance Plan
7. Three (3) copies of Survey

Should you have any questions or require additional information, please do not hesitate to contact this office.

Very truly yours,



William A. Stevens, P.E., P.P.  
Professional Design Services, L.L.C.

WAS/ec

Enclosure

cc: Jeffrey R. Jerman