

DONNA M. JENNINGS, ESQ.

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September 23, 2025

VIA EMAIL

Erin Mathioudakis, Zoning Board of Adjustment Secretary
Manchester Township
1 Colonial Drive
Manchester Township, NJ 08759

**RE: Congregation Mikvah of Pine Lake Park
1209 Ninth Avenue
Block 1.186, Lot 39
Zoning Board Application No. 24-48**

Dear Ms. Mathioudakis:

This firm represents Congregation Mikvah of Pine Lake Park (“Applicant”) in connection with the above-referenced application. I am reaching out to advise that upon review of a copy of the affidavit of publication, attached hereto as Exhibit A, the newspaper inadvertently published the notice for the upcoming September 29th hearing in the Home News Tribune instead of the Asbury Park Press, as initially requested by my office. A copy of the email requesting publication in the Asbury Park Press and an email response confirming publication in the Asbury Park Press is attached hereto as Exhibit B. As such, the Board will be unable to assume jurisdiction over the application at the September 29th hearing. Our office will notice for the October 30th hearing in due course and ensure that the notice is published in the correct newspaper well in advance of the statutory deadline.

Because the Applicant may not proceed on September 29th, I would like to see if we could set up a special hearing date shortly thereafter in November. I checked the Project Team’s availability, and everyone is available November 20th. Would you kindly see if that date would work for the Board members and if there is an available venue.

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

Thank you for your continued assistance with this matter.

Very truly yours,

A handwritten signature in black ink, appearing to read "Donna Jennings", with a stylized flourish at the end.

DONNA M. JENNINGS

cc: Christopher Reid, Esq.
Luke H. Policastro, Esq.

EXHIBIT A

AFFIDAVIT OF PUBLICATION

Order Number : 11652709

STATE OF WISCONSIN
Brown County

Of the **Home News Tribune**, a newspaper printed in Freehold, New Jersey and published in East Brunswick, in State of New Jersey and Middlesex County, and of general circulation in Middlesex and Union Counties, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in said newspaper in the issue:

09/12/2025

Legal Clerk

Notary Public State of Wisconsin County of Brown

My commission expires

DENISE ROBERTS
Notary Public
State of Wisconsin

LEGAL NOTICE
Manchester Township

PLEASE TAKE NOTICE that the undersigned has applied to the Manchester Township Zoning Board of Adjustment for minor site plan approval, a use variance, and several bulk variances to convert the existing one-story single family residence into a mikvah (religious ritual bath) with related site improvements on property located at 1209 Ninth Avenue and identified as Block 1.186, Lot 39 on the Manchester Township tax maps. Specifically, the undersigned is seeking the following relief:

- 1 Minor site plan approval;
- 2 D(1) use variance relief from Ordinance Section 245-31(E)(1) to permit a mikvah in the R-10 Zone where mikvahs are not permitted;
3. Bulk variance relief from Ordinance Sections 245-31(E)(3), Schedule A, 245-28(D)(2), 245-28(C) with respect to (1) minimum principal building rear yard setback; (2) minimum principal building side yard setback; (3) maximum lot coverage; (4) minimum parking space setback from street right-of-way line; (5) minimum parking space side yard setback; and (6) minimum parking space size;
- 4 Bulk variance relief, if deemed necessary, from Ordinance Section 245-31(E)(3), Schedule A with respect to (1) minimum improvable lot area; (2) minimum accessory structure rear yard setback; and (3) minimum accessory structure side yard setback, which are pre-existing deviations to remain;
- 5 Bulk variance relief, if deemed necessary, from Ordinance Section 245-29 with respect to the minimum landscaped buffer for a non-residential use in a residential zone; and
- 6 Such other relief, as may be required, including any variances, exceptions, or waivers deemed necessary by the Zoning Board of Adjustment or its professionals during review of the application

Copies of the application, plans, and supporting documents are on file with the Zoning Board Secretary in the Building Department, located at 1 Colonial Drive, Manchester Township, NJ 08759, and are available for inspection Monday through Friday between the hours of 9 a.m. to 3:30 p.m.

PLEASE TAKE FURTHER NOTICE that this matter has been placed on the agenda of the Manchester Zoning Board of Adjustment for September 29, 2025 at 6:30 p.m., which is a special meeting date, in the Manchester Township High School auditorium, located at 101 Hawks Way, Manchester, NJ 08759, at which time you may appear in person or by an attorney and present any comments and/or objections you may have to the relief sought.

Congregation Mikvah of Pine Lake
Park, a NJ Nonprofit Corporation
1209 Ninth Avenue
Toms River, NJ 08757

EXHIBIT B

Policastro, Luke

From: Policastro, Luke
Sent: Tuesday, September 23, 2025 9:31 AM
To: Policastro, Luke
Subject: FW: 11652709 RE: RE PLEASE PUBLISH - Congregation Mikvah of Pine Lake Park - Legal Notice
Attachments: Order_Confirmation_Liners - 2025-09-08T123223.243.pdf

From: Gannett Legals Public Notices 2 <ganlegpubnotices2@gannett.com>
Sent: Monday, September 8, 2025 12:34 PM
To: Cavallaro, Sarah <SCavallaro@WILENTZ.com>
Subject: RE: 11652709 RE: RE PLEASE PUBLISH - Congregation Mikvah of Pine Lake Park - Legal Notice

Hello Sarah,

Please find your order confirmation and proof of ad attached.

Your ad is set to run in the Asbury Park Press on 9/12. The order cost is \$79.07 which includes an affidavit, that will be mailed to you 7-10 business days after the last day of the ad printing. Please reply by today at 5 p.m. with any changes.

All orders are subject to a non-refundable 3.99% service fee. As an incentive for customers, we provide a discount off the order cost equal to the 3.99% service fee if you pay by ACH. Pay by ACH and Save! Final order cost provided at time of payment and via a receipt.

Your notice is scheduled to run per your request and will publish unless you reply to this email requesting changes or to cancel.

Our invoicing is done on a monthly basis.

You will receive an invoice for this ad after the close of the month.

In the future, be on the lookout for access to our online self-serve ad portal in your local publication to conveniently place future legal notices.

Thanks,

***NOTE:** We are not legally trained, and it is your responsibility to make sure your AD meets the requirements of your State/Court which includes wording and publication times. Please verify all information is there and that it is correct. If your ad is not compliant with applicable law and needs to be re-published you will be responsible for all additional fees incurred.

Mary Joyce Waite
Public Notice Representative



Office: 844-254-5256
Tell my boss I rock HERE!

From: Cavallaro, Sarah <SCavallaro@WILENTZ.com>

Sent: Monday, September 8, 2025 12:14 PM

To: Gannett Legals Public Notices 2 <ganlegpubnotices2@gannett.com>

Cc: Policastro, Luke <LPolicastro@WILENTZ.com>

Subject: 11652709 RE: RE PLEASE PUBLISH - Congregation Mikvah of Pine Lake Park - Legal Notice

see attached, please send proof – thank you! ☺

Sarah Cavallaro | Legal Secretary

WILENTZ

—ATTORNEYS AT LAW—

Wilentz, Goldman & Spitzer, P.A.

90 Woodbridge Center Drive, Suite 900

Woodbridge, New Jersey 07095

T: 732.855.6022

scavallaro@wilentz.com | www.wilentz.com | [LinkedIn](#)

From: Gannett Legals Public Notices 2 <ganlegpubnotices2@gannett.com>

Sent: Monday, September 8, 2025 10:57 AM

To: Cavallaro, Sarah <SCavallaro@WILENTZ.com>

Subject: RE PLEASE PUBLISH - Congregation Mikvah of Pine Lake Park - Legal Notice

Hi Sarah, I am getting error messages trying to scan the PDF. Could you resend the document in a Word file? Thanks,
Mary

Mary Joyce Waite
Public Notice Representative



Office: 844-254-5256

Tell my boss I rock HERE!

From: Cavallaro, Sarah <SCavallaro@WILENTZ.com>

Sent: Monday, September 8, 2025 10:17 AM

To: Gannett Legals Public Notices 2 <ganlegpubnotices2@gannett.com>

Cc: Policastro, Luke <LPolicastro@WILENTZ.com>; Jennings, Donna <djennings@wilentz.com>

Subject: 11652196 PLEASE PUBLISH - Congregation Mikvah of Pine Lake Park - Legal Notice

Good Morning,

Please publish the attached legal notice in the Asbury Park Press in the September 12, 2025 publication.

The firm account number is **1121931**.

Please provide an affidavit of publication.

Thank you,

Sarah Cavallaro | Legal Secretary



Order Confirmation

Not an Invoice

Account Number:	1121931
Customer Name:	Wilentz Goldman Spitzer
Customer Address:	Wilentz, Goldman & Spitzer, P.A. 90 Woodbridge Center DR # 900 Sarah Cavallaro Woodbridge NJ 07095-1155
Contact Name:	<Not Provided>
Contact Phone:	
Contact Email:	vkossup@wilentz.com
PO Number:	Congregation Mikvah

Date:	09/08/2025
Order Number:	11652709
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	113.0000
Height in Inches:	9.3400

Print

Product	#Insertions	Start - End	Category
BCN Home News Tribune	1	09/12/2025 - 09/12/2025	Public Notices
BCN mycentraljersey.com	1	09/12/2025 - 09/12/2025	Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	\$79.07
Tax Amount	\$0.00
Service Fee 3.99%	\$3.15
Cash/Check/ACH Discount	-\$3.15
Payment Amount by Cash/Check/ACH	\$79.07
Payment Amount by Credit Card	\$82.22

Order Confirmation Amount	\$79.07
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Ad Preview

LEGAL NOTICE Manchester Township

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2. D(1) use variance relief from Ordinance Section 245-31(E)(1) to permit a mikvah in the B-10 Zone where mikvahs are not permitted;

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4. Bulk variance relief, if deemed necessary, from Ordinance Section 245-31(E)(3), Schedule A, with respect to (1) minimum improvable lot area; (2) minimum accessory structure rear yard setback; and (3) minimum accessory structure side yard setback, which are pre-existing deviations to remain;

5. Bulk variance relief, if deemed necessary, from Ordinance Section 245-29 with respect to the minimum landscaped buffer for a non-residential use in a residential zone; and

6. Such other relief, as may be required, including any variances, exceptions, or waivers deemed necessary by the Zoning Board of Adjustment or its professionals during review of the application.

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Congregation Mikvah of Pine Lake Park, a NJ Nonprofit Corporation
1209 Ninth Avenue
Toms River, NJ 08757

9/12/25 (\$79.07)