101 Crawfords Corner Road
Suite 3400
Holmdel , NJ 07733
Main: 877 627 3772

Colliers
Engineering & Design

September 18, 2026

VIA EMAIL

Amanda Kisty, Secretary
Manchester Township Planning Board
1 Colonial Drive
Manchester, NJ 08759

Application No. PB-2026-20
Sarama Brothers, LLC; Minor Subdivision
Block 1.114, Lots 14 thru 21
Manchester Township, Ocean County, New Jersey
Colliers Engineering & Design Project No. MCP-0126

Dear Amanda,

We have received a copy of the above-referenced Application for minor subdivision approval. The subject of the Application is the consolidation of eight existing undersized lots and re-subdividing them into two conforming lots. The tract has frontage on Sixth Avenue between Oakdale and Parkview Avenues, and is within the R-10 Residential Zone.

We've received the following documents on September 4, 2026:

1. "Minor Subdivision – Block 1.114, Lots 14 - 21", prepared by East Coast Engineering, Inc. and dated May 20, 2026.
2. "Survey Map w/Topography", prepared by East Coast Engineering, Inc. and dated May 20, 2026.
3. "Map of Neighborhood", prepared by East Coast Engineering, Inc. (undated).
4. Certified List of Property Owners within 200 Feet (undated).
5. Standard Planning Board Application.

We understand the Applicant has provided a W-9 Form, proof that property taxes are current and the requisite application and escrow fees.

The Applicant should also formally request the following completeness waivers:

1. Metes and bounds descriptions showing bearing and dimensions of all existing right-of-way centerlines.
2. Soil logs and permeability test results.
3. Serviceability statements from utility companies.

The Board should act on the requested waivers prior to proceeding with the Application.

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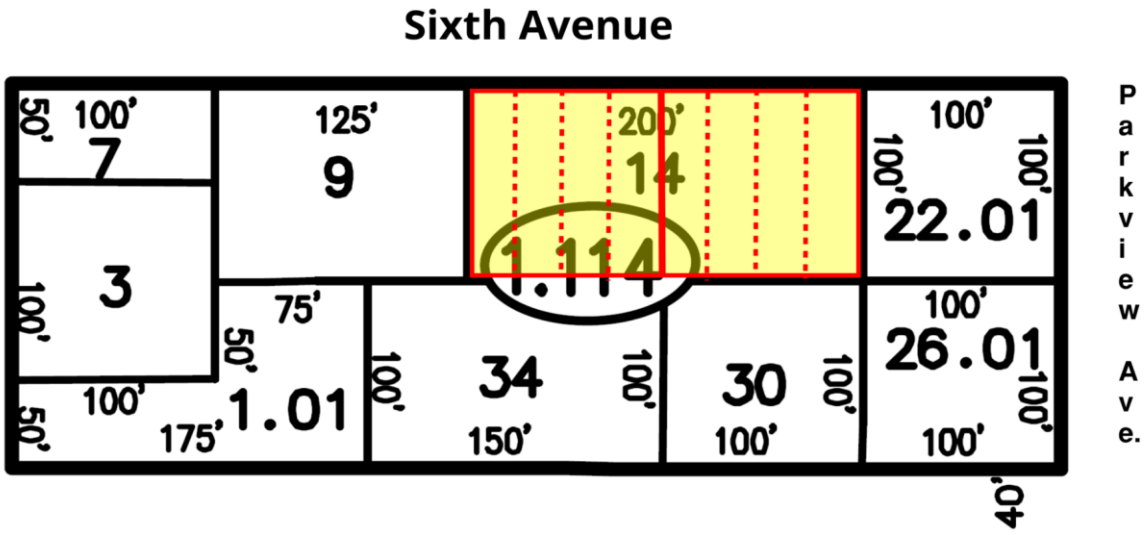
We have reviewed the submittals and offer the following comments for the Board's consideration:

1. **Planning and Zoning**

   1.1. The subject of the Application is the consolidation of eight existing undersized lots and re-subdividing them into two conforming lots. The tract has frontage on Sixth Avenue between Oakdale and Parkview Avenues and is within the R-10 Residential Zone.

   1.2. There is an existing single-family dwelling, along with associated improvements (driveway, paver patio, wood deck, etc.), on the property that are proposed to be removed per the application. A note indicating same should be added to the Subdivision Plan. We recommend removal of all existing improvements be a condition of any approval.

   1.3. The Applicant has requested waivers from the requirements to install curb and sidewalks. Given that there are presently no sidewalks and only limited curb in the vicinity, we have no objection to the granting of the waiver.





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2. Miscellaneous

2.1. Subject to Board approval, the Applicant should confirm the subdivision will be filed by map. We recommend monuments be set prior to submitting for map filing.

2.2. It should be noted that, subject to the Board granting approval for the proposed subdivision, the Applicant will be required to follow the Township's standard procedure (plot plan, top-of-block submittal, etc.) and acquire all applicable permits for house construction.

2.3. The Applicant should confirm compliance with the Township's tree ordinance, Chapter 403. A note indicating same should be added to the plan.

2.4. Proof of the following approvals will be required:

2.4.1. Ocean County Planning Board.
2.4.2. Ocean County Board of Health.
2.4.3. Manchester Township Tax Assessor for block and lot numbering.
2.4.4. Manchester Township Department of Utilities.

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

Sincerely,

Colliers Engineering & Design



Robert A. Mullin, PE, PP, CME, CPWM
Planning Board Conflict Engineer

RAM/
cc: Gary Sylvester, Director of Land Use and Planning (via email)
Pasquale Popolizio, Manchester Township Zoning Officer (via email)
Mike Martin, Manchester Township Construction Official (via email)
Martin Lynch, CTA, Township Tax Assessor (via email)
Joseph Coronato, Jr., Esq., Planning Board Attorney (via email)
Nick Dickerson, PP, AICP, CFM, Board Planner (via email)
Sarama Brothers, LLC, Applicant
1634 Mink Court, Toms River, NJ 08755
Peter Loffredo, Esq., Applicant's Attorney (via email at peter@pallawoffice.com)
Robert Harrington, PE, Applicant's Engineer (via email at rob@eceinc.net)

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