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April 21, 2026

Chairman and Members
Borough of Harvey Cedars Land Use Board
7606 Long Beach Blvd.
Harvey Cedars, NJ 08008

Re: Docket # 2026-04
Variance Application
Applicant: Glenn & Virginia Stefani
Block: 20 Lot: 16
Location: 5703 Long Beach Boulevard
OLA File No.: HCLU-2026-04

Dear Chairman and Members:

This office is in receipt of and has reviewed the Variance Application for the referenced site.

In addition to the application, the plan submission consists of the following:

- A. Architectural & Site Plans, Seven (7) Sheets, prepared by Phitown Design, signed by Linda Montanile-Smith, RA and dated 12/10/2025. The plans were revised 03/23/2026 for zoning variances.

Sheet A0.0	Cover Sheet
Sheet A0.2	Site Plan
Sheet AD1.0	Existing/Demo Plan
Sheet AD1.1	Existing/Demo Plan
Sheet AD 1.2	Existing/Demo Elevations
Sheet A1.0	Renovation Plan Second Floor/Roof
Sheet A2.0	Building Elevations

The Cover Sheet indicates that Sheets A3.0 (Building Elevations), A4.0 (Schedules & Details), S1 (Framing Plan) & S2 (Framing Plan) have been prepared, but have not been provided for review.

- B. Resolution of Memorialization of the Land Use Board of the Borough of Harvey Cedars, Docket 2019-09. The applicant sought to construct an 18 FT. x 20 FT. one (1) story addition on pilings to enlarge the family room and dining room along with installation of an 10 FT. x 20 FT. in-ground swimming pool and removal of an existing deck facing Long Beach Boulevard. Variance relief was requested and approved for:
 - a. Existing nonconforming side yard setback (8.2 FT.)
 - b. Existing nonconforming rear yard setback (5.9 FT.)
 - c. Minimum distance between pool and primary structure (5.7 FT.)

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- d. Maximum building coverage (37.5%)
- C. Four (4) Colored Photos of various angles of the site.
- D. Tax Map sheet #3 with proposed site highlighted.

The applicant seeks to renovate the existing upper level reconfiguring the interior within the current building footprint, including enclosure of the previously open and covered deck areas to create 296 SF of new living space. A (425 SF) non-habitable attic space is proposed above the kitchen within a new roof form to screen mechanical equipment and enhance the street facing façade. No increase is proposed to the existing non-conforming setbacks.

Based on our review of the materials submitted, we offer the following comments for the Board's consideration:

1. **Zoning:** The subject site lies within the R-A – Single Family Residential Zone. We note the following variances and existing non-conformities:
 - a. **Minimum Rear Yard Setback (13-9.4(b)(3))** – A Minimum Rear Yard Setback of 10 FT. is required, whereas 5.9 FT. exists. This is an existing non-conformity, no change is proposed as part of this application.
 - b. **Minimum Side Yard Setback (13-9.4(b)(4))** – A Minimum Side Yard Setback of 10 FT. each is required, whereas 8.2 FT. is proposed on the easterly side of the property. This is an expansion of an existing non-conformity, a variance is required.
 - c. **Maximum Driveway Width (13-9.6(c))** – A Maximum Driveway Width of 20 FT. is permitted, whereas 57 FT. exists. This is an existing non-conformity, no change is proposed as part of this application.
2. **Architectural Plans-** The architectural plans show the additional living space to include two (2) additional bedrooms for a total of five (5) bedrooms as well as expanded living room area. All alterations to the dwelling will take place within the existing building footprint.
3. **Off-Street Parking-** Three (3) parking spaces are required for the proposed 5-bedroom dwelling. Adequate off-street parking is available onsite.
4. **Sewer and Water Utilities-** The existing structure is currently served by municipal water and sewer systems, and no modifications to these utilities are proposed. Review by the Borough Water & Sewer Department shall determine the adequacy of these services. If they are deemed to be undersized or in poor condition, replacement will be necessary.
5. **Flood Zone** –The subject property lies with Flood Zone AE, Elevation 7 as shown on Effective FEMA FIRM Map Panel 34029C0509G, dated 12/16/2021 and Flood Zone AE, Elevation 7 as shown on Preliminary FEMA FIRM Map 34029C0509H, dated 01/30/2015.

6. **Additional Approvals/Outside Agencies** - Should the Board approve this application; additional approvals may be required from any other agency having jurisdiction.
 - a. Compliance with all technical revisions and/or additional information previously indicated.
 - b. Any and all other outside agency approvals as may be required.

We recommend this application be deemed complete provided it has met the administrative requirements of the Borough's Ordinance.

Very truly yours,



Frank J. Little Jr., P.E., P.P., C.M.E.

FJL:ASl:cmb

cc: Kristen Christofora, LUB Secretary (kchristofora@harveycedars.org)
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