



# LONG BEACH TOWNSHIP LAND USE BOARD CHECKLIST FOR INITIAL SUBMISSION

**\*\*INCOMPLETE SUBMISSIONS WILL NOT BE ACCEPTED\*\***

PLEASE READ

**INSTRUCTIONS:**

1. A completed, signed checklist must be received by the Land Use Board Secretary & Attorney prior to application being deemed complete.
2. All required documents must be submitted at least forty-five (45) days prior to the regularly scheduled Land Use Board Meeting at which consideration is sought.
3. All documents must be submitted at the same time - Incomplete submissions will NOT be accepted!
4. Applicant MUST deliver Completed Application and supporting documents in the following arrangement:

**Robin La Bue, Esq.:**

- 1 Copy of Complete Application
- 1 Copy Variance Plan, Site Plan, or Subdivision Map
- 1 Copy of Architectural Plans
- 1 Copy of Zoning Denial Letter (if applicable)
- 1 Copy of Color Photos
- 1 Copy of Tax Map with Property Block & Lot highlighted
- 1 Copy of Affidavit of Ownership, Consent, Authorization and Non-Collusion
- 1 Copy of this Checklist
- Mailed to Robin La Bue 98 East Water Street, Toms River, NJ 08753

**Frank Little, P.E., P.P.:**

- 1 Copy of Complete Application
- 1 Copy Variance Plan, Site Plan, or Subdivision Map
- 1 Copy of Architectural Plans
- 1 Copy of Zoning Denial Letter (if applicable)
- 1 Copy of Color Photos
- 1 Copy of Tax Map with Property Block & Lot highlighted
- 1 Copy of COMPLETED Technical Check List
- Mailed to Frank Little: Owen, Little & Associates Inc. 443 Atlantic City Boulevard, Beachwood, NJ 08722

**Board Secretary: Jackie Fife 6805 Long Beach Boulevard, Brant Beach, NJ 08008:**

1 ORIGINAL of each of the following:

- Application     Variance Plan     Site Plan     Subdivision Plan     Architectural Plan(s)
- Tax Map     Color Photos     1-W-9     Zoning Denial     Signed Checklist
- Technical Checklist     Affidavit of Ownership, Consent, Authorization and Non-Collusion
- Electronic copy PDF format of all the above emailed to [jfife@longbeachtownship.com](mailto:jfife@longbeachtownship.com)
- Check for Application Fee \$ 1,200.<sup>00</sup>    Check # 179
- Check for Escrow Fee \$ 2,500.<sup>00</sup>    Check # 180

**Board Member Packets (COLLATED):**

- 15 Copies of Complete Application including:
- 15 Copies Variance Plan, Site Plan, or Subdivision Map
- 15 Copies of Architectural Plans
- 15 Copies of Zoning Denial Letter (if applicable)
- 15 Copies of Color Photos
- 15 Copies of Tax Map with Property Block & Lot highlighted

Applicant Signature

James S. Raban  
Print Name  
Attorney for Applicant

Date

2/18/20

Approved

Denied

**RABAN & RABAN**

— LLC —

*Attorneys at Law*

**11710 Long Beach Blvd.  
Haven Beach, NJ 08008**

REGINALD J. RABAN (1945-2024)

JAMES S. RABAN\*▲

MEMBER OF NJ BAR \*

MEMBER OF PA BAR ▲

TEL (609) 492-0533

FAX (609) 492-0464

Email: [jraban@regraban.com](mailto:jraban@regraban.com)

February 18, 2026

Via Hand Delivery and [Jfife@longbeachtownship.com](mailto:Jfife@longbeachtownship.com)

Jackie Fife

Long Beach Township Land Use Board

6805 Long Beach Boulevard

Brant Beach, NJ 08008

Re: Tilly's Empandas LLC Minor Site Plan and Bulk Variance  
Block 13.17, Lot 1  
8211 Long Beach Blvd. Long Beach Township, NJ 08008

Dear Jackie:

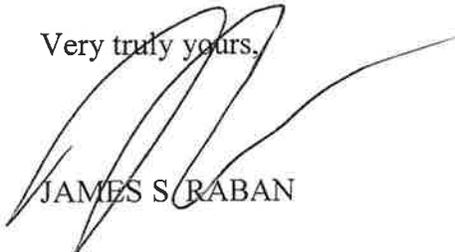
Enclosed please find the following with regard to the above referenced matter:

- (x) Original and 15 copies of Land Use Development Application;
- (x) 16 copies of site plan prepared by Molina Architecture;
- (x) 16 copies of survey (not to scale) prepared by First Order, LLC;
- (x) 16 copies of Tax Map with Property Lot and Block highlighted;
- (x) 16 color copies of 4 Property Photos;
- (x) 1 W-9;
- (x) 1 Affidavit of Ownership
- (x) 1 Signed Checklist;
- (x) 1 Technical Checklist;
- (x) 1 Proposed Public Notice;
- (x) Application Fee Variance check # 179 Amount \$1,200.00;
- (x) Attorney Escrow check # 180 Amount \$2,500.00;
- (x) Please consent and/or approve for public hearing on March 11, 2026 at 6:30 p.m.

Jackie Fife  
February 18, 2026  
Page 2

If you have any questions, please do not hesitate to contact me. Thank you for your courtesies and attention to this matter.

Very truly yours,



JAMES S. RABAN

JSR/dh  
Encl.

cc: Tilly's Empanadas LLC (via email)  
Juan Molina, R.A. (via email)  
Frank Little, Jr., P.E., P.P. (via email and regular mail)  
Robin LaBue, Esq. (via email and regular mail)

**APPLICATION TO THE LONG BEACH  
TOWNSHIP LAND USE BOARD**

Do not write below - for official use only

Project Name: Tilly's Empanadas LLC Site Plan  
Block: 13.17 Lot(s): 1  
Property Address: 8211 Long Beach Boulevard

Date Received: \_\_\_\_\_  
Application Fee: \$ \_\_\_\_\_  
Escrow Fee: \$ \_\_\_\_\_  
Docket Number: \_\_\_\_\_

**CHECK ALL THAT APPLY:**

- Bulk Variance
- Use Variance
- Interpretation
- Informal
- Conditional Use

- Minor Site Plan
- Minor Subdivision (Exempt)
- Major Subdivision/Preliminary
- Major Subdivision Final Major
- Site Plan/Preliminary Major
- Site Plan/Final

**ANSWER ALL QUESTIONS. IF NOT APPLICABLE INDICATE WITH 'N/A' OR 'None'  
DO NOT LEAVE BLANKS. INCOMPLETE APPLICATIONS WILL NOT BE  
ACCEPTED OR WILL BE DEEMED INCOMPLETE**

1. Applicant Name: Tilly's Empanadas LLC - Guillermo DiClemente, Sole Member  
Address: Street: 8211 Long Beach Blvd. City: Long Beach Twp Zip: 08008  
Phone: (201) 725-0276 e-mail: gdclemente@icloud.com

Applicant is:  Owner  Agent  Corporation  Partnership  LLC

If applicant and/or owner is a corporation, LLC or partnership set forth the names addresses of all stockholders, partners or members having 10% or more interest on a separate paper. Corporations must be represented by a New Jersey licensed attorney and include a Resolution authorizing the Application.

2. Owner's Name: 8211 LLC - Guillermo DiClemente, Sole Member  
Address: Street: 281 Witherspoon St., 3rd Floor City: Princeton Zip: 08640  
Phone: (201) 725-0276 e-mail: gdclemente@icloud.com

All owners must be identified and sign application. (Use additional pages if necessary)

3. Attorney: James S. Raban, Esq.  
Address: Street: 11710 Long Beach Blvd. City: Haven Beach Zip: 08008  
Phone: (609) 492-0533 e-mail: jraban@regraban.com

4. Planner/Surveyor: First Order, LLC  
Address: Street: 4383 Hecktown Road, Suite B City: Bethlehem, PA Zip: 18020  
Phone: (610) 365-2907 e-mail: \_\_\_\_\_

5. Architect: Molina Architecture  
 Address: Street: 80 Van Pelt Pl. #3 City: Little Falls Zip: 07424  
 Phone: (201) 403-5408 e-mail: jmolina@molina-arch.com

*Attache additional sheets if necessary.*

6. Location of property:  
 Zone: C Lot Area: 6,375 sq. ft. Lot Dimensions: 75' x 85'

7. Is the property located on a county road? Yes

8. Current Use: Commercial (Restaurant)  
 No. of Dwelling Units: 0 No. of Commercial Units: 1

9. Proposed Use: Commercial (Restaurant) #

10. When was the property purchased? 1/20/2026

11. Date of Last Certificate of Occupancy: \_\_\_\_\_ Attach Copy

12. Date of last construction, alteration or addition: \_\_\_\_\_ Attach copies of permits

13. Existing conditions	Pre-Existing non-conformity	Proposed conditions	Variance Needed
Building Height:	<u>&lt;34ft.</u> <input type="checkbox"/>	Building Height:	<u>&lt;34ft.</u> <input type="checkbox"/>
Front Yard Set Back	<u>10.00</u> <input type="checkbox"/>	Front Yard Set Back	<u>10.00</u> <input type="checkbox"/>
Side Yard Set Back	<u>13.00</u> <input type="checkbox"/>	Side Yard Set Back	<u>13.00</u> <input type="checkbox"/>
Side Yard Set Back	<u>16.00</u> <input type="checkbox"/>	Side Yard Set Back	<u>16.00</u> <input type="checkbox"/>
Rear Yard Set Back	<u>25.00</u> <input type="checkbox"/>	Rear Yard Set Back	<u>25.00</u> <input type="checkbox"/>
Dist. to Adj. Struct.	<u>N/A</u> <input type="checkbox"/>	Dist. to Adj. Struct.	<u>N/A</u> <input type="checkbox"/>
Lot Coverage (sq.ft.)	<u>1,820.00</u> <input type="checkbox"/>	Lot Coverage (sq.ft.)	<u>1,820.00</u> <input type="checkbox"/>
% Lot Coverage	<u>28.00</u> <input type="checkbox"/>	% Lot Coverage	<u>28.00</u> <input type="checkbox"/>
% Impervious Coverage	<u>47.98</u> <input type="checkbox"/>	% Impervious Coverage	<u>55.73</u> <input type="checkbox"/>
No. Principal Structures	<u>1.00</u> <input type="checkbox"/>	No. Principal Structures	<u>1.00</u> <input type="checkbox"/>
No. Accessory Structures	<u>2.00</u> <input type="checkbox"/>	No. Accessory Structures	<u>2.00</u> <input type="checkbox"/>
Lot Width	<u>75.00</u> <input type="checkbox"/>		

14. Existing Restrictions:  
 (A) Deed Restrictions: \_\_\_\_\_ (Attach Copies)  None  
 (B) Easements: \_\_\_\_\_ (Attach Copies)  None  
 (C) Condominium: \_\_\_\_\_ (Attach Copies)  None

15. Proposed Restriction: \_\_\_\_\_  None

**16. Variances and Waivers:**

**(A) List Required Variances: (Include Ordinance Number)**

None

See attached Application Supplement.

**On a separate paper provide legal theory supporting variance relief.**

**(B) List of Requested Waivers:**

None

See attached Application Supplement.

**17. Briefly describe any prior or currently pending proceedings before the Land Use Board or any other Federal, State, County or local Board or Agency involving this property which is the subject of this application and attach copies of any application, supporting documentation, pleadings, decisions and/or orders from the relevant entity including any denials.  None**

**18. List all material submitted with this application i.e. plans, surveys, drawings, photos, reports etc.**

- Architectural Drawings, Renderings, and Site Plan prepared by Molina Architecture
- 4 photographs of the subject property

ALL OWNERS OF RECORD AND APPLICANT MUST SIGN APPLICATION. (ATTACH ADDITIONAL PAGES IF NECESSARY.)

Dates: 2/18/26

  
\_\_\_\_\_  
James S. Raban, Owner  
(Print name under signature)  
Attorney for Applicant

Dates: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_, Owner  
(Print name under signature)

Applicant Signature (if different from owner):

Dates: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_, Applicant  
(Print name under signature)

Dates: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_, Applicant  
(Print name under signature)

**MUST BE SIGNED BY OWNER(S) AND/OR APPLICANT NOT ATTORNEY**

## APPLICATION SUPPLEMENT/STATEMENT OF OPERATIONS

Tilly's Empanadas LLC (the "Applicant") has made application to the Long Beach Township Land Use Board (the "Board") for minor site plan approval and a bulk variance from the Long Beach Township Zoning Ordinance relative to proposed development at the property designated as Lot 1 in Block 13.17 on the Tax Map of the Township of Long Beach, located at 8211 Long Beach Boulevard in the Brighton Beach Section of Long Beach Township.

The property is currently developed with a one-story commercial building most recently occupied by Pinky Shrimp's Seafood Company. The Applicant is seeking to renovate the existing structure and continue the restaurant use at the site, with the footprint of the building remaining the same. The restaurant will be called Tilly's Empanadas, and will serve breakfast, lunch, and dinner. Breakfast will focus on coffee, cappuccino, and espresso, with pastries and sandwiches also being served. Empanadas will be the primary item on the lunch and dinner menus. The Applicant is proposing 12 indoor seats and 32 outdoor seats.

Under Section 205-59(E)(2) of the Long Beach Township Zoning Ordinance, restaurants are required to provide one off-street parking space for every 6 seats. There are 44 total seats proposed (12 indoor and 32 outdoor), which requires 8 off-street parking spaces. There are currently 0 off-street parking spaces at the site. The Applicant is unable to provide any off-street parking spaces due to the location of the existing building on the property. However, the Applicant feels that there is ample on-street parking in the area of the property, and that many customers will walk or bike to the restaurant rather than traveling by motor vehicle. The Applicant is also requesting a waiver to submit a formal site plan based upon the fact that the site is fully developed.

During the summer season, the Applicant plans on being open seven days per week from approximately 7:00 a.m. to 10:00 p.m. The Applicant anticipates a maximum of six employees being on site at any given time. While the Applicant intends on being open all year round, the days and hours of operation during the offseason will be dependent upon demand.



TOWNSHIP OF LONG BEACH  
 LAND USE BOARD  
 TECHNICAL CHECKLIST

Owner: 8211 LLC Phone # 201-725-0276 Email: gdiclemente@icloud.com

Applicant: Tilly's Empanadas LLC Phone #: 201-725-0276 Email: gdiclemente@icloud.com

Address: 8211 Long Beach Blvd.

Block: 13.17 Lot(s): 1 Date: 2/18/26

\*\*This checklist **MUST** be completed and submitted as part of any application. All of the following items must be shown on the submitted plans or attached for the application to be considered for completeness review.\*\*

\*\*Waivers may be requested from some of the following items should be checked where provided and an explanation of the reason for the waiver or non-applicable items explained in a separate letter to be attached to this checklist. See Initial Submission Checklist for number of copies and how to distribute.\*\*

**KEY: X= REQUIRED P= PROVIDED W= WAIVER N/R= NOT REQUIRED or APPLICABLE**

DESCRIPTION	VARIANCE APPLICATION		MINOR APPLICATION		MAJOR SITE PLAN		MAJOR SUBDIVISION		CIRCLE ONE
	BULK	USE	SITE PLAN	SUBDIVISION	PRELIMINARY	FINAL	PRELIMINARY	FINAL	MUST BE COMPLETED
<b>PLAT SPECIFICATIONS</b>									
For Major and Minor Subdivisions and Site Plan Applications, a scale of not less than 1" = 30' for tracts up to five (5) acres or 1" = 50' for tracts greater than five (5) acres. For Variance Applications, a scale of not less than 1" = 10' for lots 10,000 SF or less and 1" = 20' for lots greater than 10,000 SF.	X	X	X	X	X	X	X	X	(P)(W) (N/R)
Signature, seal, address, license number of professional preparing plat.	X	X	X	X	X	X	X	X	(P)(W) (N/R)
All Plans <b>MUST</b> provide current information and be dated within one (1) year of the hearing date. <b>{ADDED 7.10.24}</b>	X	X	X	X	X	X	X	X	(P)(W) (N/R)
Plat based on land survey less than 12 months old	X	X	X	X	X	X	X	X	(P)(W) (N/R)
Sheet size up to 30" x 42"	X	X	X	X	X	X	X	X	(P)(W) (N/R)
Each sheet numbered and titled	X	X	X	X	X	X	X	X	(P)(W) (N/R)
<b>GENERAL INFORMATION</b>									
Existing and proposed lot lines with dimensions, bearing and curve data.	X	X	X	X	X	X	X	X	(P)(W) (N/R)

TOWNSHIP OF LONG BEACH  
LAND USE BOARD  
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	BULK	USE	SITE PLAN	SUBDIVISION	PRELIMINARY	FINAL	PRELIMINARY	FINAL	MUST BE COMPLETED
Title Block: Applicant name, name of development, preparer, lot and block numbers, date prepared, application type, and zoning district.	X	X	X	X	X	X	X	X	(P)(W)(N/R)
Tax map sheet, lot and block numbers	X	X	X	X	X	X	X	X	(P)(W)(N/R)
Zone boundaries, tax map sheet, lot and block number and names and addresses of all owners within 200 FT.	X	X	X	X	X	X	X	X	(P)(W)(N/R)
Date of original and all revisions.	X	X	X	X	X	X	X	X	(P)(W)(N/R)
Written and graphic map scale.	X	X	X	X	X	X	X	X	(P)(W)(N/R)
North arrow with reference meridian.	X	X	X	X	X	X	X	X	(P)(W)(N/R)
Data and signature as per the "Map Filing Law"	X	X	X	X	X	X	X	X	(P)(W)(N/R)
Table of zoning requirements, showing existing nonconformities and proposed variances.	X	X	X	X	X	X	X	X	(P)(W)(N/R)
Area of the tract and of each lot.	X	X	X	X	X	X	X	X	(P)(W)(N/R)
Approval signature lines for Chairman, Secretary and Board Engineer			X	X	X	X	X	X	(P)(W)(N/R)
<b>NATURAL FEATURES</b>									
Existing and proposed contours at one-foot intervals indicating surface drainage and topography within 50 FT			X	X					(P)(W)(N/R)
Existing and proposed contours at one-foot intervals indicating surface drainage and topography within 200 FT					X	X	X	X	(P)(W)(N/R)
All existing water courses and related areas that are subject to 100 Year floods under FEMA standards.			X	X	X	X	X	X	(P)(W)(N/R)
The boundaries of wetlands and wetland transition areas.	X	X	X	X	X	X	X	X	(P)(W)(N/R)

REVISED JULY 10, 2024  
SPECIAL RESOLUTION #10-2024

TOWNSHIP OF LONG BEACH  
 LAND USE BOARD  
 TECHNICAL CHECKLIST

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	BULK	USE	SITE PLAN	SUBDIVISION	PRELIMINARY	FINAL	PRELIMINARY	FINAL	MUST BE COMPLETED
<b>MAN-MADE FEATURES</b>									
Show existing structures and setbacks from existing and proposed property lines, indicating those to be modified or removed or to remain. Show setback of structures on adjacent properties.	X	X	X	X	X	X	X	X	(P) (W) (N/R)
Location of proposed buildings, finished grade, first floor and basement elevations, setbacks of all buildings from nearest lot lines, building height and other pertinent improvements.	X	X	X	X	X	X	X	X	(P) (W) (N/R)
Building coverage and lot coverage calculations.	X	X	X		X	X			(P) (W) (N/R)
Existing and proposed easements, rights-of-way and their purposes.	X	X	X	X	X	X	X	X	(P) (W) (N/R)
Existing and proposed manholes, sewer lines, stormwater management facilities, waterlines, fire hydrants and utility poles within 200 FT.			X	X	X	X	X	X	(P) (W) (N/R)
Plans and profiles of proposed utility layouts, such as sewers, storm drains, water, gas, communications and electric, showing feasible connections to existing or proposed utility systems as well as channel section details, pipe sizes, types and inverts, road crowns and slopes.					X	X	X	X	(P) (W) (N/R)
All monumentation as required as per the "Map Filing Law" including all monuments found, set or to be set.				X			X	X	(P) (W) (N/R)

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	BULK	USE	SITE PLAN	SUBDIVISION	PRELIMINARY	FINAL	PRELIMINARY	FINAL	MUST BE COMPLETED
Off street parking and loading spaces required and proposed, and location and dimensions of access drives, aisles and parking stalls		X	X		X	X			(P)(W)(N/R)
<b>STREET</b>									
Location, names and widths of all existing and proposed streets, sidewalks and street widening within 200 FT of the site.			X	X	X	X	X	X	(P)(W)(N/R)
Plans, profiles and cross-sections of paved areas, curbs and sidewalks.			X	X	X	X	X	X	(P)(W)(N/R)
<b>MISCELLANEOUS</b>									
Exterior Lighting Plan, including the location, direction of illumination, amount of illumination expressed in horizontal foot candles, wattage and drawn details of all outdoor lighting standards and fixtures.			X		X	X	X	X	(P)(W)(N/R)
Landscaping and Screening Plan showing the location, type of tree or shrub and the location, type and amount of each type of ground cover.			X	X	X	X	X	X	(P)(W)(N/R)
Storm drainage calculations.					X		X		(P)(W)(N/R)
Stormwater management facilities shown on the grading plan showing all aspects of the stormwater system.			X		X	X	X	X	(P)(W)(N/R)

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Applications for new construction or additions to buildings: See Initial Checklist for number of copies to distribute of building plans showing elevations and floor areas (including dimensions) for all floors. "Multi-family units and commercial uses require sealed Architectural Plans;" Building elevation to be provided for the full height of the building from grade to roof peak. Plan scale shall be a minimum of 1/4" per foot. Building elevations shall be provided for all sides and shall be labeled North, South, East and West.	X	X							(P) (W) (N/R)
Location of all signs and drawn details showing the size, construction type, height and content of all signs.			X		X	X			(P) (W) (N/R)
Drawn details of the type of screening to be used for the refuse storage areas, outdoor equipment and bulk storage.			X		X	X			(P) (W) (N/R)
Dimensioned Interior Layout Plan for Commercial Space; including counters, seating, equipment, etc. (ADDED 7.10.24)			X		X	X			(P) (W) (N/R)
Dimensioned Interior Layout Plan for Residential Units showing all floors, room dimensions and proposed use of each area. (ADDED 7.10.24)	X	X		X	X	X	X	X	(P) (W) (N/R)

**PUBLIC NOTICE**

**LONG BEACH TOWNSHIP**

PLEASE TAKE NOTICE that Tilly's Empanadas LLC (the "Applicant") has made application to the Long Beach Township Land Use Board (the "Board") for minor site plan approval and a bulk variance from the Long Beach Township Zoning Ordinance relative to proposed development at the property designated as Lot 1 in Block 13.17 on the Tax Map of the Township of Long Beach, located at 8211 Long Beach Boulevard in the Brighton Beach Section of Long Beach Township.

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Although the Applicant believes that no additional variances, waivers or exceptions are required, any variances, waivers or exceptions deemed necessary or appropriate by the Board will be requested at the public hearing.

This matter is on the Clerk's Docket and a hearing has been ordered for March 11, 2026 at 6:30 PM in the Administration Building, First Floor Court Room, 6805 Long Beach Boulevard, Brant Beach, NJ, at which time persons interested may appear personally or by agent or attorney with a properly authorized power of attorney. Please note that this is an in-person meeting only. There will be no virtual component.

Should the meeting format change, the Township website will be updated with necessary information up to and including the date of the meeting. You will not receive notice of a meeting format change. It is up to you to check the Township website or call the Township (609-361-6637) during normal business hours on the day of the hearing for any change from in person to virtual meeting.

Documents are available for inspection at the Land Use Board Office, 6805 Long Beach Boulevard, Brant Beach, New Jersey during normal business hours Monday through Thursday 9:00 a.m. to 3:00 p.m.

File #3736

James S. Raban  
Attorney for the Applicant