



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
- Check for Application Fee \$ 500.00 Check # 298
- Check for Escrow Fee \$ 1,000.00 Check # 299

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
Attorney for Applicant

Date

6/8/20

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

June 8, 2026

Via Hand Delivery and Jfife@longbeachtownship.com

Jackie Fife

Long Beach Township Land Use Board

6805 Long Beach Boulevard

Brant Beach, NJ 08008

Re: Curran Bulk Variance
Block 12.10, Lot 30,
31 W. Bay Berry Drive, Long Beach Township, N.J. 08008

Dear Jackie:

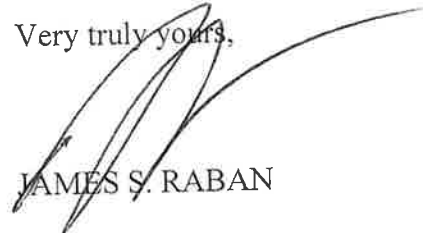
Enclosed please find the following with regard to the above referenced matter:

- (x) Original and 15 copies of Land Use Development Application;
- (x) 16 copies of Floor Plans prepared by R.A. Hoffman Architects, Inc.;
- (x) 16 copies of Variance plans prepared by Gravatt Consulting Group;
- (x) 16 copies of Tax Map with Property Lot and Block highlighted;
- (x) 16 color copies of (4) Property Photos;
- (x) 1 copy of Affidavit of Ownership;
- (x) 1 copy of Signed Checklist;
- (x) 1 copy of Technical Checklist;
- (x) 1 Proposed Public Notice;
- (x) Application Fee check 298 Amount \$500.00
- (x) Attorney Escrow check 299 Amount \$1,000.00
- (x) Please consent and/or approve for public hearing on July 8, 2026 at 6:30 p.m.

Jackie Fife
June 8, 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: James and Jill Curran (via email)
Gravatt Consulting Group (via email)
R. A. Hoffman Architects Inc. (via email)
Frank Little, Jr., P.E., P.P., (via email and regular mail)
Robin La Bue, 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: Curran Variance
Block: 12.10 Lot(s): 30 & 30.01
Property Address: 31 W. Bay Berry Drive

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

CHECK ALL THAT APPLY:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Bulk Variance | <input type="checkbox"/> Minor Subdivision (Exempt) |
| <input type="checkbox"/> Use Variance | <input type="checkbox"/> Major Subdivision/Preliminary |
| <input type="checkbox"/> Interpretation | <input type="checkbox"/> Major Subdivision Final Major |
| <input type="checkbox"/> Informal | <input type="checkbox"/> Site Plan/Preliminary Major |
| <input type="checkbox"/> Conditional Use | <input type="checkbox"/> 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: James Curran and Jill Curran
Address: Street: 705 Alton Court City: Amber, PA Zip: 19002
Phone: (215) 820-6082 e-mail: jim@libertyroofpa.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: Same as Applicant
Address: Street: _____ City: _____ Zip: _____
Phone: _____ e-mail: _____

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: Gravatt Consulting Group
Address: Street: 414 Lacey Road City: Forked River Zip: 08731
Phone: (609) 693-6126 e-mail: bjacobs@gravattconsulting.com

5. Architect: R.A. Hoffman Architects Inc.
 Address: Street: 55 Plank Avenue City: Paoli Zip: 19301
 Phone: (610) 889-0660 e-mail: rhoffman@hoffman-architects.com

Attache additional sheets if necessary.

6. Location of property:
 Zone: R-50 Lot Area: 4,637 sq. ft. (45) Lot Dimensions: 61.46' x 80' (irreg)

7. Is the property located on a county road? No

8. Current Use: two-family
 No. of Dwelling Units: 2 No. of Commercial Units: 0

9. Proposed Use: single-family

10. When was the property purchased? 12/19/2025

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>34.00</u>	<input type="checkbox"/>	Building Height: <u>34.00</u>	<input type="checkbox"/>
Front Yard Set Back <u>21.90</u>	<input type="checkbox"/>	Front Yard Set Back <u>12.00</u>	<input checked="" type="checkbox"/>
Side Yard Set Back <u>9.20</u>	<input checked="" type="checkbox"/>	Side Yard Set Back <u>10.41</u>	<input type="checkbox"/>
Side Yard Set Back <u>15.50</u>	<input type="checkbox"/>	Side Yard Set Back <u>12.00</u>	<input type="checkbox"/>
Rear Yard Set Back <u>16.60</u>	<input type="checkbox"/>	Rear Yard Set Back <u>15.00</u>	<input type="checkbox"/>
Dist. to Adj. Struct. <u>15.00</u>	<input type="checkbox"/>	Dist. to Adj. Struct. <u>15.00</u>	<input type="checkbox"/>
Lot Coverage (sq.ft.) <u>1,238.08</u>	<input type="checkbox"/>	Lot Coverage (sq.ft.) <u>1,525.57</u>	<input type="checkbox"/>
% Lot Coverage <u>26.70</u>	<input type="checkbox"/>	% Lot Coverage <u>32.90</u>	<input type="checkbox"/>
% Impervious Coverage <u>34.00</u>	<input type="checkbox"/>	% Impervious Coverage <u>36.00</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>0.00</u>	<input type="checkbox"/>	No. Accessory Structures <u>0.00</u>	<input type="checkbox"/>
Lot Width <u>61.46</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

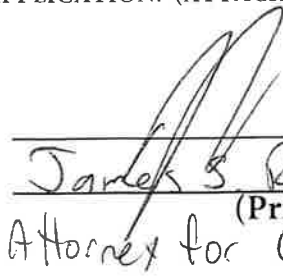
17. Briefly describe any prior or currently pending proceedings before the Land Use Board or any other Federal, State, County or local Board or Agency involving this property which is the subject of this application and attach copies of any application, supporting documentation, pleadings, decisions 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.

- Variance Plan/Plot Plan prepared by Gravatt Consulting Group
- Architectural Drawings prepared by R.A. Hoffman Architects Inc.
- 4 photographs of the subject property

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

Dates: 6/8/26



James S. Raban, Owner
(Print name under signature)
Attorney for Owner/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

James Curran and Jill Curran (collectively, the “Applicant”) have made application to the Long Beach Township Land Use Board for a bulk variance relative to proposed development at the property designated as Lots 30 and 30.01 in Block 12.10 on the Tax Map of the Township of Long Beach, located at 31 W. Bay Berry Drive in the Peahala Park Section of Long Beach Township. The property is currently developed with a two-family dwelling. The Applicant is seeking to demolish the existing two-family dwelling and construct a new single-family dwelling. Under Section 205-55(C)(3) of the Long Beach Township Zoning Ordinance, a minimum front yard setback of 20 feet is required. The Applicant is proposing a 12-foot front yard setback to the proposed open porch and stairs at the front of the new dwelling. There is a hardship to the Applicant based upon the unique shape of the property, particularly along the bulkhead.

TOWNSHIP OF LONG BEACH
 LAND USE BOARD
 TECHNICAL CHECKLIST

Owner: James Curran and Jill Curran Phone # 215-820-6082 Email: jim@libertyroofpa.com

Applicant: Same as Owner Phone #: _____ Email: _____

Address: 31 W. Bay Berry Drive

Block: 12.10 Lot(s): 30 & 30.01 Date: 6/8/26

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
PLAT SPECIFICATIONS									
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 MUST provide current information and be dated within one (1) year of the hearing date. (ADDED 7.10.24)	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)
GENERAL INFORMATION									
Existing and proposed lot lines with dimensions, bearing and curve data.	X	X	X	X	X	X	X	X	(P) (W) (N/R)

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 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)
NATURAL FEATURES									
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
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	BULK	USE	SITE PLAN	SUBDIVISION	PRELIMINARY	FINAL	PRELIMINARY	FINAL	MUST BE COMPLETED
MAN-MADE FEATURES									
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)
STREET									
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)
MISCELLANEOUS									
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 James Curran and Jill Curran (collectively, the “Applicant”) have made application to the Long Beach Township Land Use Board for a bulk variance relative to proposed development at the property designated as Lots 30 and 30.01 in Block 12.10 on the Tax Map of the Township of Long Beach, located at 31 W. Bay Berry Drive in the Peahala Park Section of Long Beach Township. The property is currently developed with a two-family dwelling. The Applicant is seeking to demolish the existing two-family dwelling and construct a new single-family dwelling. Under Section 205-55(C)(3) of the Long Beach Township Zoning Ordinance, a minimum front yard setback of 20 feet is required. The Applicant is proposing a 12-foot front yard setback to the proposed open porch and stairs at the front of the new dwelling.

Although the Applicant believes that no additional variances, waivers or exceptions are required, any additional 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 July 8, 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

(609-361-6653) 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 Monday through Thursday 9:00 a.m. to 3:00 p.m.

File #3754

James S. Raban
Attorney for the Applicant