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July 30, 2026

**Chairman and Members**  
**Long Beach Township Land Use Board**  
6805 Long Beach Blvd.  
Brant Beach, NJ 08008

|            |                      |                                                          |
|------------|----------------------|----------------------------------------------------------|
| <b>Re:</b> | <b>Docket #:</b>     | <b>LUB-22-25 – Preliminary and Final Major Site Plan</b> |
|            | <b>Applicant:</b>    | <b>Sunset Harbor Marina, LLC</b>                         |
|            | <b>Block:</b>        | <b>6.25</b>                                              |
|            | <b>Lot(s):</b>       | <b>1 QualC0009</b>                                       |
|            | <b>Location:</b>     | <b>32 West South 32<sup>nd</sup> Street, Unit C-9</b>    |
|            | <b>OLA File No.:</b> | <b>LBLUB-26-SUN</b>                                      |

Dear Chairman and Members:

This office is in receipt of and has reviewed the Preliminary and Final Major Site Plan Application for the referenced site.

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

- A. Site Plan, One (1) Sheet, prepared by Horn, Tyson and Yoder, Inc., signed by James D. Brzozowski, PE, PP, dated 06/11/2025, and last revised 7/20/2026.
- B. Architectural Plans – Proposed Restroom Facility, One (1) Sheet, prepared and signed by Ralph L. Finelli Architect, dated 09/30/2024, and last revised 5/8/2026.
- C. Four (4) photographs of the subject site, prepared by the applicant and undated.
- D. Tax Map Sheet #9 with the subject property highlighted.
- E. Resolution of Memorialization for Approval of Minor Site Plan and Variance Application- Long Beach Township Land Use Board, Application LUB 25-04 and dated August 5, 2004.
- F. Resolution of Memorialization for Denial of Preliminary and Final Major Site Plan Application with Variances to construct a bathroom facility, Long Beach Township Land Use Board, Application LUB 22-25 and dated March 11, 2026.

The subject lot is 28,725 SF of upland area and is locally known as Sunset Harbor Marina which contains an 8-unit condominium building and a 24 space parking lot as well as 56 boat slips. The area of the lot that is specifically being reviewed as part of this application is the asphalt parking lot area which presently contains the 24 parking spaces.

The applicant proposes the construction of a 10 FT x 27 FT bathroom facility which will contain two (2) separate ADA-compliant bathroom units, each containing a toilet, sink and shower. A 5 FT x 27 FT wide covered deck is also proposed as well as a handicap chair lift to access the bathroom. Two (2) 9 FT x 18 FT parking spaces will be provided underneath the building.

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

1. **Zoning** - The subject site lies within the MC- Marine Commercial Zone. Review of the above-mentioned materials indicates the following:
  - a. **Side Yard Setback – Section 205-61(B)(4)** - The existing side yard setbacks (adjacent to S. West 31<sup>st</sup> Street and S. West 32<sup>nd</sup> Street) are 8.3 FT, however, these dimensions are related to an existing structure onsite and were determined by a property survey prepared by FRD Surveying, LLC, dated 1/31/2024. The proposed side yard setback of the bathroom facility from S. West 31<sup>st</sup> Street is 10 FT which meets the minimum ordinance requirement.
  - b. **Off Street Parking – Section 205-61(C)(1)** – The existing marina is comprised of 56 boat slips whereas 1 parking space per 2 boat slips is required by Code, therefore 28 parking spaces are needed. Currently, 24 spaces exist onsite, and the applicant proposes to realign spaces to allow for construction of the bathroom facility and include two (2) (9 FT x 18 FT parking stalls underneath the bathroom building.

The plans indicate that thirteen (13) parking spaces are proposed along the northerly side of the parking lot. However, one of these spaces is partially encumbered by the concrete pad and access gate serving the proposed trash enclosure. Based on our review, it does not appear that the trash enclosure could be adequately accessed if a vehicle were parked within this space. Accordingly, it is our opinion that this parking space should not be counted toward the total parking supply unless testimony or revised plans are provided demonstrating how unobstructed access to the trash enclosure will be maintained.

Based on the foregoing, the proposed parking layout appears to provide twelve (12) parking spaces along the northerly side of the parking lot and ten (10) parking spaces along the southerly side, for a total of twenty-two (22) spaces. One (1) of these spaces will be ADA-compliant, and the associated access aisle/loading zone shall be properly striped in accordance with applicable standards. The northeastern-most parking space is proposed to be a gravel parking space with a wheel stop, while all remaining parking spaces will be located on an asphalt-paved surface.

The plans also identify two (2) EV-ready parking spaces, which qualify for a two-space parking credit. Accordingly, the following parking schedule applies:

|                                            | Required  | Existing  | Proposed        |
|--------------------------------------------|-----------|-----------|-----------------|
| Marina Parking 56 slips<br>1 space/2 slips | 28 spaces | 24 spaces | 22 spaces       |
| <u>EV Parking Credit</u>                   |           |           | <u>2 spaces</u> |
|                                            | 28 spaces | 24 spaces | 24 spaces       |

A variance is required as 28 parking spaces ( 9 FT x 18 FT) are required and 24 parking spaces are proposed.

- c. **Impervious Coverage – Section 205-33(B)(3)(a)** – The subject property currently contains approximately 82% impervious coverage and is developed with an existing residential condominium building and an asphalt parking lot. The proposed improvements include replacing a portion of the existing landscaped/curbed island with asphalt pavement and converting a portion of the existing paved parking area to gravel. The plans indicate that the proposed improvements will result in a slight reduction in impervious coverage from 82.0% to 81.8%.

Despite this minor reduction, because modifications are proposed to the existing parking lot, the impervious coverage is no longer considered a pre-existing nonconforming condition and, therefore, the proposed 81.8% impervious coverage requires variance relief. Testimony may be provided.

2. **Architectural Plans** - The submitted architectural plans show a 10 FT x 27 FT elevated bathroom building with an attached 5 FT x 27 FT covered deck. The interior layout includes two (2) separate ADA bathroom units, each comprised of a toilet, sink and shower. A wheelchair lift is also proposed to access the landing area.

The elevations indicate that the structure will include a pitched roof and multiple windows along the southerly facade designed to provide natural light while maintaining privacy for restroom occupants. The proposed building is located outside of the Coastal A Zone; therefore, pile-supported construction is not required but will be utilized to allow for vehicle parking under the structure.

Additional testimony shall be provided by the applicant in regards to the following:

- Restroom hours of operation (seasonal and year-round)?
- Anticipated maintenance plan for both daily use as well as incidents such as a sewerage overflow, etc.
- Means of access for patrons, i.e. will doors be equipped with coded locks and self-closing?
- Proposed interior and exterior lighting for both usage and safety.
- Will this building be heated and/or cooled?

3. **Utilities**- No detail is provided related to connection to the municipal sewer and water utility system nor standalone sanitary waste system. Testimony shall be provided.
4. **Application and CAFRA Approval** - The applicant shall provide testimony related to the regulatory requirement for this bathroom facility.

We note that NJDEP General Permit 9 authorizes construction of support facilities at legally existing and operating marinas but does not require bathroom construction. In addition, if the marina was proposed, and not yet constructed, a CAFRA Individual Permit would be required and the applicant would have to demonstrate that adequate support facilities, such as bathrooms and showers, were provided as part of the site plan. In addition, it does not appear that this site has received a GP-9 approval from the NJDEP, therefore, testimony related to the status of this permit is required.

5. **Landscaping** – The applicant shall address any proposed landscaping or buffering that may be proposed as part of this new building construction, especially adjacent to the residential lots and S. West 31<sup>st</sup> Street. Presently, a 4 FT tall board on board fence exists onsite.
6. **Flood Zone** – All construction shall be designed in accordance with the applicable regulations at time of plot plan approval.
7. **Additional Approvals/Outside Agencies** – Should the Board approve this application, additional approval requirements will be as follows:
  - a. NJDEP CAFRA Permit and any other additional Coastal or Flood Hazard Permit, as applicable.
  - b. Any and all other outside agency approvals as may be required.

It is therefore recommended that should the Board approve this application, it be conditional upon consideration of the comments cited above and any other conditions the Board may wish to impose.

We recommend that this application be deemed complete and placed on the next agenda meeting provided the applicant has met the administrative requirements of the Ordinance.

Very truly yours,



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

FJL:ASI

Cc: Jackie Fife, Board Secretary ([jfife@longbeachtownship.com](mailto:jfife@longbeachtownship.com))