



BOROUGH OF SHIP BOTTOM

GATEWAY TO LONG BEACH ISLAND

1621 Long Beach Boulevard
Ship Bottom, Ocean County, N.J. 08008
(609) 494-2171 or 2172 Fax (609) 361-8484

LAND USE DEVELOPMENT APPLICATION

-TO BE COMPLETED BY BOROUGH STAFF ONLY-

Date Filed _____	Docket No. _____
Application Fees _____	Escrow Deposit _____
Scheduled for: Review for Completeness _____	Hearing _____

1. SUBJECT PROPERTY – TO BE COMPLETED BY APPLICANT

Location: 240 West 9th Street

Tax Map: Page 14 Block 99 Lot(s) 7

Page Block Lot(s)

Dimensions: Frontage 60.00 ft. Depth 95.00 ft. Total Area 5,700 s.f.

Zoning District: GC-General Commercial

2. APPLICANT

Name: JAJB Properties, LLC

Address: 365 N. Main Street West Creek, NJ 08092

Telephone No.: Home: ~~800-500-6210~~ Local:

Work: Fax:

Applicant is a: Corporation Partnership Individual

Other (Please Specify) Limited Liability Company

3. DISCLOSURE STATEMENT

Pursuant to N.J.S.A. 40:55D-48.1, the names and address of all persons owning 10% of the stock in a corporate applicant or 10% interest in any partnership applicant must be disclosed. In accordance with N.J.S.A. 40:55D-48.2, that disclosure requirement applies to any corporation or partnership which owns more than 10% interest in the applicant followed up the chain of ownership until the names and addresses of the non-corporate stockholders and partners exceeding the 10% ownership criterion have been disclosed (attach pages as necessary to fully comply).

Name James Sutter Address 365 N. Main Street West Creek, NJ 08092 Interest 50

Name April Sutter Address 365 N. Main Street West Creek, NJ 08092 Interest 50

4. If Owner(s) is other than the applicant, provide the following information on the owner(s):

Owner's Name _____

Address _____

Telephone No. Home: _____ Work: _____ Local: _____

Relationship of the applicant to the property in question:

Owner _____ Lessee _____ Purchaser Under Contract _____ Other _____

5. PROPERTY INFORMATION

Deed restrictions, covenants, easements, rights of way, association bylaws or other dedication existing or proposed on the property:

Yes (Attach copies) _____ No. X Proposed _____

Note: All deed restrictions covenants, easement, rights of way association bylaws, or other dedications existing and proposed must be submitted for review.

Site Plan and/or conditional use applicants:

Proposal for: New structure X Expanded area _____ Alteration _____

Expansion of structure _____ Change of Use _____ Sign _____

Other (Please specify) _____

Has this property been the subject of any prior application(s) to the Planning Board or Zoning Board of Adjustment? Yes _____ No X If so, please attach the date(s), the relief sought, the disposition of the case and a copy of the resolution(s).

Is the subject property located on:

A county road: Yes _____ No X; A State Road: Yes X No _____;

Within 200 feet of a municipal boundary: Yes _____ No X

Present use of the premises: Vacant Lot

6. Applicant's Attorney Richard Visotcky Kelly & Visotcky Law Firm
Address 204 Laurel Court West Creek, NJ 08092
Telephone No. 609-713-6187 Fax No. _____

7. Applicant's Engineer Jason M. Marciano, P.E., P.P. East Coast Engineering, Inc.
Address 508 Main Street Toms River, NJ 08753
Telephone No. 732-244-3030 Fax No. 732-244-3044

8. Applicant's Planning Consultant Jason M. Marciano, P.E., P.P. East Coast Engineering, Inc.
Address 508 Main Street Toms River, NJ 08753
Telephone No. 732-244-3030 Fax No. 732-244-3044

9. Applicant's Architect Sarah D. Jennings, A.I.A. CWB Architecture
Address 799 Route 72 Manahawkin, NJ 08050
Telephone No. 609-597-8880 Fax No. 609-597-5289

10. List any other Expert who will submit a report or who will testify for the Applicant: (Attach additional sheets as may be necessary)

Name _____

Field of Expertise _____

Address _____

Telephone No. _____ Fax No. _____

11. APPLICATION REPRESENTS A REQUEST FOR THE FOLLOWING:

SUBDIVISION:

_____ Minor subdivision Approval
_____ Subdivision Approval (Preliminary)
_____ Subdivision Approval (Final)
Number of lots to be created _____ Number of proposed dwelling units _____ (If applicable)
Area and dimensions of each proposed lot _____

SITE PLAN:

_____ Minor Site Plan Approval
x Preliminary Site Plan Approval [Phases (if applicable) _____]
x Final Site Plan Approval [Phases (if applicable) _____]
_____ Amendment or Revision to an Approved Site Plan Area to be disturbed (square feet)

Total number of proposed dwelling units 2
_____ Request for Waiver from Site Plan Review and Approval
Reason for request: _____

_____ Informal Review
_____ Appeal decision of an Administrative Officer [N.J.S.A. 40:55D-70a]
_____ Map or Ordinance Interpretation or Special Question [N.J.S.A. 40:55D-70b]
x Variance Relief (hardship) [N.J.S.A. 40:55D-70c(1)]
x Variance Relief (substantial benefit) [N.J.S.A. 40:55D-70c(2)]
_____ Variance Relief (use) [N.J.S.A. 40:55D-70d]
_____ Conditional Use Approval [N.J.S.A. 40:55D-67]
_____ Direct issuance of a permit for a structure in bed of a mapped street, public drainage way, or flood control basin [N.J.S.A. 40:55D-34]
_____ Direct issuance of a permit for a lot lacking street frontage [N.J.S.A. 40:55D-35]

12. Section(s) of Ordinance from which a variance is requested: 16.48.010.(D)-
Lot area, 16,000 s.f. required, 5,700 s.f. provided. Lot frontage, 160 ft. required, 60 ft. provided.

Lot width, 160 ft. required, 60 ft. provided. Lot depth, 100 ft. required, 95 ft. provided.

13. Waivers Requested of Development Standards and/or Submission Requirements: [attach additional pages as needed]

Applicant reserves the right to request any waivers that may be required at hearing.

14. Attach a copy of the proposed Notice to appear in the official newspaper of the municipality and to be mailed to the owners of all real property, as shown on the current tax duplicate, located within the State and within 200 feet in all directions of the property which is the subject of this application. *The Notice must specify the sections of the Ordinance from which relief is sought, if applicable.

***The publication and the service on the affected owners must be accomplished at least 10 days prior to the date scheduled by the Administrative Officer for the hearing.**

***An affidavit of service on all property owners and a proof of publication must be filed before the application will be complete and hearing can proceed.**

15. Explain in detail the exact nature of the application and the changes to be made at the premises, including the proposed use of the premises: [attach pages as needed]

Applicant plans to construct a 2 story multi use building on a lot that was previously developed which is now vacant. The new structure shall be office space on the ground floor, (1) 3-bedroom apartment on the first floor and (1) 3-bedroom apartment on the second floor. The ground floor is 1,517 s.f. gross. The ground floor contains 885 s.f. of office space, 112 s.f. of stairs/vestibule, 260 s.f. of storage for apartment unit A and 260 s.f.

of storage for apartment unit B. The first and second floor apartments are 1,309 s.f. each.

16. Is a public water line available? Yes
17. Is public sanitary sewer available? Yes
18. Does the application propose any lighting? Yes
19. Have any proposed new lots been reviewed with the Tax Assessor to determine appropriate lot and block number? N/A
20. Are any off-tract improvements required or proposed? No
21. Is the subdivision to be filed by Deed or Plat? N/A
22. What form of security does the applicant propose to provide as performance and maintenance guarantees? N/A
23. Other approvals which may be required and date plans submitted:

	Yes	No	Date Plans Submitted
Ship Bottom Fire Prevention Bureau			
Ship Bottom Water & Sewer Department			
Ship Bottom Public Works Department			
Long Beach Island Health Department			
Ocean County Planning Board	X		
Ocean County Soil Conservation District			
NJ Dept. of Environmental Protection			
Sanitary Sewer Connection Permit			
Sewer Extension Permit			
Waterfront Development Permit			
Wetlands Permits			
Tidal Wetlands Permit			
FEMA			
NJ Department of Transportation	X		
Atlantic Electric			
NJ Natural Gas			
Other			

24. Certification from the Tax Collector that all taxes due on the subject property have been paid.
25. List of Maps, Reports and other materials accompanying the application (attach additional pages as required for complete listing).
 *The documentation must be received by the Board Secretary at least twenty-one [21] days prior to the meeting at which the application is to be considered, or as otherwise required in Section 16.80.010 of the Land Development Ordinance. A list of the professional consultants is attached to the application form.

Quantity	Description of Item
18 Copies	Site Plan prepared by East Coast Engineering, Inc.
18 Copies	Architectural plans prepared by CWB Architecture

26. The Applicant hereby requests that copies of the reports of the professional staff reviewing the application provided to the following of the applicant's professionals:

*Specify which reports are requested for each of the applicant's professionals or whether all reports should be submitted to the professional listed.

Applicant's Professional	Reports Requested
_____ Attorney	_____ All Reports
_____ Engineer	_____ All Reports
_____ Architect	_____ All Reports

CERTIFICATIONS

27. I certify that the foregoing statements and the materials submitted are true, and waive all applicable time limits until the first public hearing of this application. I further certify that I am the individual applicant or that I am an Officer of the Corporate applicant and that I am authorized to sign the application for the Corporation or that I am a general partner of the partnership applicant. [If the applicant is a corporation this must be signed by an authorized corporate officer. If the applicant is a partnership, this must be signed by a general partner].

11/15/25

DATE



SIGNATURE OF APPLICANT

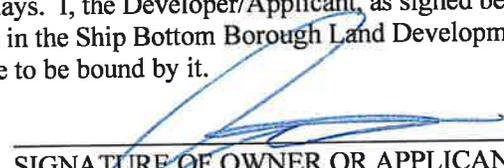
DATE

SIGNATURE OF OWNER

28. I, the Developer/Applicant understand that a sum, to be determined by the Administrative Officer, will be deposited in an Escrow Account, in accordance with the Ordinances of the Borough of Ship Bottom. I further understand that the escrow account is established to cover the cost of professional services including engineering, planning, legal and/or other expenses associated with the review of submitted materials. Sums not utilized in the review process shall be returned. If additional sums are deemed necessary, I understand that I will be notified of the required additional amount and shall add that sum to the escrow account within fifteen (15) days. I, the Developer/Applicant, as signed below acknowledge familiarity with the procedures set forth in the Ship Bottom Borough Land Development Ordinance for submittals and required action and agree to be bound by it.

11/15/25

DATE



SIGNATURE OF OWNER OR APPLICANT

BOROUGH OF SHIP BOTTOM PROFESSIONAL CONSULTANTS

Land Use Board Attorney

Joseph D. Coronato, Sr., Esq.
Coronato Law
121 Washington Street
Toms River, NJ 08753

Office: (732) 808-4600
Fax: (732) 808-0449

Land Use Board Engineer/Planner

Frank J. Little, Jr., P.E., P.P.
Owen Little & Associates
443 Atlantic City Blvd.
Beachwood, NJ 08722

Office: (732) 244-1090
Fax: (732) 341-3412