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May 11, 2026

**Ship Bottom Land Use Board**

1621 Long Beach Blvd.  
Ship Bottom, NJ 08008

<b>Re: Docket No.:</b>	<b>2026-06</b>
<b>Applicant/Owner:</b>	<b>Mark Shae and Karen Shae, Owner Lot 5</b>
<b>Owner:</b>	<b>John H. Eaglesham, Jr. and Lucille A. Eaglesham, Trustees- Eaglesham Family Trust, Owner Lot 4</b>
<b>Block(s):</b>	<b>53</b>
<b>Lot(s):</b>	<b>4 and 5</b>
<b>Address:</b>	<b>302 (lot 4) and 306 (lot 5) W. 18th Street</b>
<b>Type of Application:</b>	<b>Minor Subdivision</b>
<b>OLA File No.:</b>	<b>SBLU-26-SHAE</b>

Dear Chairman and Members:

Our office is in receipt of the following for review as it relates to the above-referenced application:

- A. Minor Subdivision, One (1) Sheet, prepared by Shore Point Engineering, signed by Kevin E. Shelly, PE and dated 4/17/2026.
- B. Plot Plan for Lot 5, prepared by Shore Point Engineering, unsigned and dated 11/13/2025 (*requested from the Borough Construction Department for this review*).

Currently, lot 4 is developed with a single-family dwelling and a new single-family dwelling is under construction on lot 5. Existing lot 4 is 40 feet x 100 feet (4,000 square feet) and lot 5 is 60 feet x 100 feet (6,000 square feet). The applicant proposes to adjust the lot line presently separating lots 4 and 5 by 10 feet to the west with the result being that each new lot will be 50 feet x 100 feet and contain lot areas of 5,000 square feet each. The existing fence that separates the lots will be relocated to align with the new property line.

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

- 1. **Zoning** – The subject site lies within the R-2 Single - Family Residential District and the proposed re-subdivision of the existing lots into two (2) new 50-foot x 100-foot (5,000 square foot) lots will conform to the Borough's requirements for subdivisions in this zone. No variance relief is required. We note that the existing house on Lot 4 will benefit from the 1,000 square foot increase in lot area while the area of lot 5, which contains the dwelling under construction, will be reduced by 1,000 square feet.

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Review of the plot plan for Lot 5 was requested by this office to assess compliance with the proposed subdivision. Our review determined that the approved building coverage for the original 6,000 square foot lot was 29.1% (1,726 square feet). Applying the same building coverage to the proposed 5,000 square foot lot results in a building coverage of 34.9%, which remains conforming.

However, the applicant shall confirm the building coverage calculations to ensure they include not only the 1,424 square foot building footprint, but also all decks extending more than 12 inches above grade.

In addition, the proposed lot coverage will increase, and it appears there may have been an error in the approved plan calculations. Specifically, the total driveway area is identified as 809 square feet, all of which must be included in the lot coverage calculation. The difference between the approved building coverage and approved lot coverage is only 624 square feet, which does not correspond with the stated driveway area.

Using 2,370 square feet as the total building coverage and adding the 809 square feet of driveway area results in a total lot coverage of 3,179 square feet, or 63.6% of the total lot area. As noted above, although both the proposed building coverage and lot coverage appear to remain conforming with the reduced lot area, the applicant shall provide revised and detailed coverage calculations at the time of the public hearing.

2. **Site Improvements** - All required site improvements associated with Lot 5 were previously addressed and reviewed at the time of the original plot plan and building permit review. As such, no additional site improvement concerns were identified as part of this subdivision review, other than the need to confirm the revised building and lot coverage calculations associated with the reduced lot area.
3. **Concrete Curb and Sidewalk** – Concrete curb and sidewalk exists along the frontage of the subject lots, however, it appears to be in deteriorated condition. Testimony related to the condition of the curb and sidewalk should be provided and replacement of both improvements may be required.
4. **Additional Approvals** – Upon approval, the following will be required:
  - a. Verification of proposed lot numbers with the Borough of Ship Bottom's Tax Assessor's office prior to filing.
  - b. Ocean County Planning Board approval.
  - c. Ocean County Soil Conservation District.
  - d. Ship Bottom Borough Water and Sewer Department.
  - e. Filing with the County Recording Office in accordance with the New Jersey Map Filing Law.
  - f. All other outside agency approvals as may be required.

g. Monuments shall be set in accordance with the New Jersey Map Filing Law.

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.

Very truly yours,

  
Frank J. Little, Jr., P.E., P.P., C.M.E.  
Land Use Board Engineer

FJL:ASI:kmd

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Kevin E. Shelly, PE (Fax 732-924-8110)  
Mark Shae and Karen Shae, Applicant & Owner Lot 5 (28235 Captiva Shell Loop, Bonita Springs, FL 34135)  
John H. Eaglesham, Jr. and Lucille A. Eaglesham, Trustees. Eaglesham Family Trust, Owner Lot 4 (1283 Deer Trail Lane, Solvang, CA 93463)

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