



BOROUGH OF RUMSON

80 East River Road,
Rumson, NJ 07760
732-842-3022

Date of Application

Month: 07 Date: _____ Year: 2025

APPLICATION TO THE PLANNING BOARD

Please check all appropriate boxes below

MAJOR SUBDIVISION <input type="checkbox"/>	MINOR SUBDIVISION <input checked="" type="checkbox"/>
MAJOR SITE PLAN <input type="checkbox"/>	MINOR SITE PLAN <input type="checkbox"/>

PROJECT NAME _____

4 and 4A Third Street	24.01	2.01 & 2.02
Location of subdivision/site plan	Street Address	Block Lot

Estate of Gail M. Meltesen
by Kimberly Wells,
as Executrix

146 Old Orchard Lane	Ocean	NJ	07712
Name of Applicant	Address	City	State Zip code

(732) 245-6490

kwellsfive@aol.com

Applicant Phone

Applicant email

Same as Applicant

Owner (if other than Applicant)	Address	City	State	Zip code	Phone
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DEVELOPMENT PLANS:

Number of proposed lots 2

Area of entire tract 13,146 sf

Area being subdivided _____

ANSELL GRIMM & AARON, Attorneys for Applicant

Signature of applicant By: _____

RICK BRODSKY, ESQ.

Received by _____ Date _____

Minor subdivision to subdivide the existing single-family residential lot into two (2) single-family residential lots, with a variance for front yard setback as to the existing dwelling on proposed Lot 2.02, which is to remain. No other variances are requested in connection with this application, and no new construction is proposed.



BOROUGH OF RUMSON

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PROJECT CONTACT INFORMATION

ATTORNEY

Name: Rick Brodsky, Esq. Address: Ansell Grimm & Aaron, PC
1500 Lawrence Avenue, CN 7807, Ocean, NJ 07712

Phone: (732) 922-1000 Email: rbrodsky@ansell.law

ARCHITECT N/A

Name: Address:

Phone: Email:

ENGINEER

Name: Charles Surmonte, P.E. & P.L.S. Address: 301 Main Street, 2nd Floor, Allenhurst, NJ 07711

Phone: (732) 660-0606 Email: ct.surmonte@comcast.net

ENVIRONMENTAL ENGINEER N/A

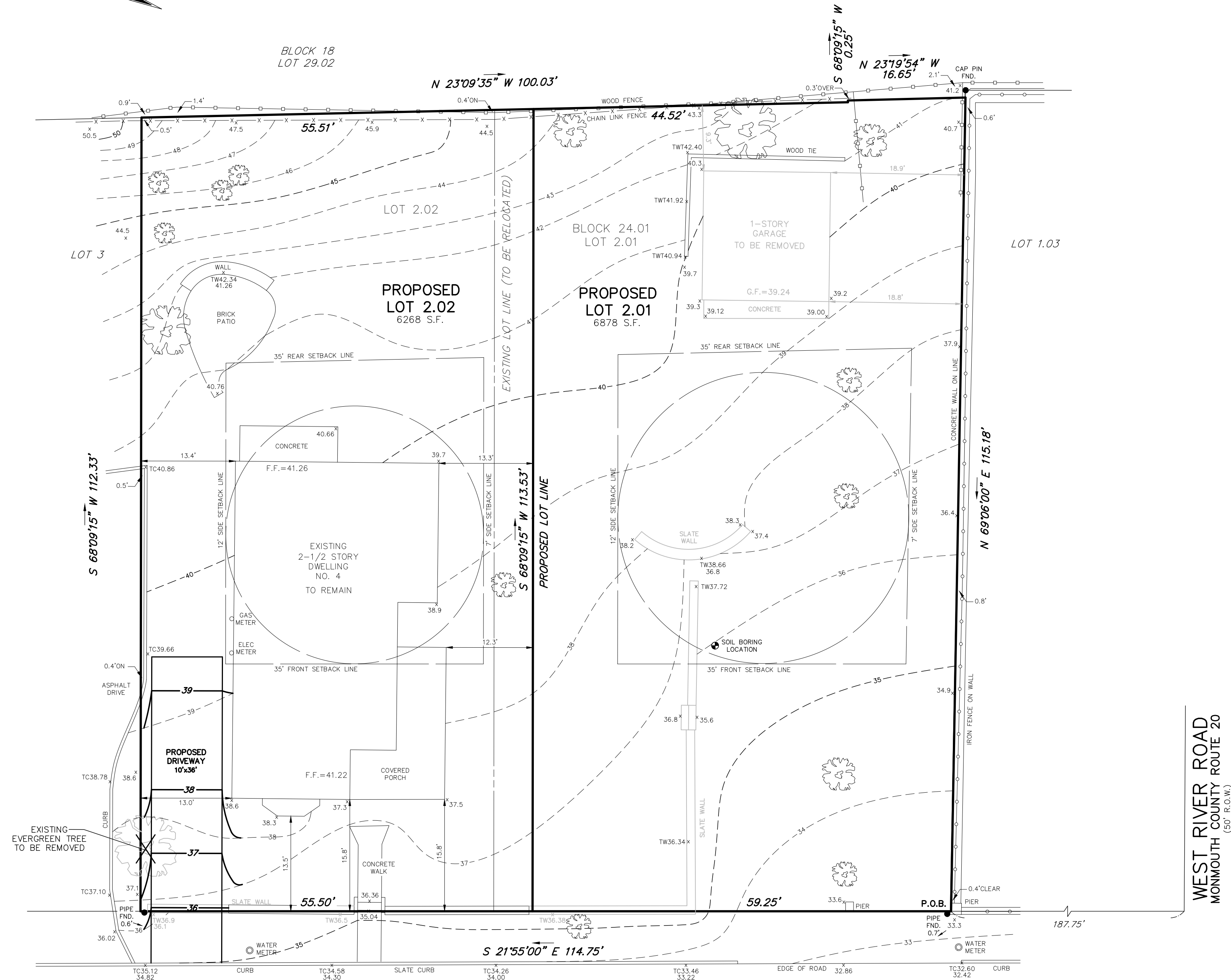
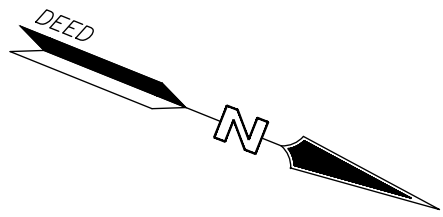
Name: Address:

Phone: Email:

PLANNER

Name: Address:

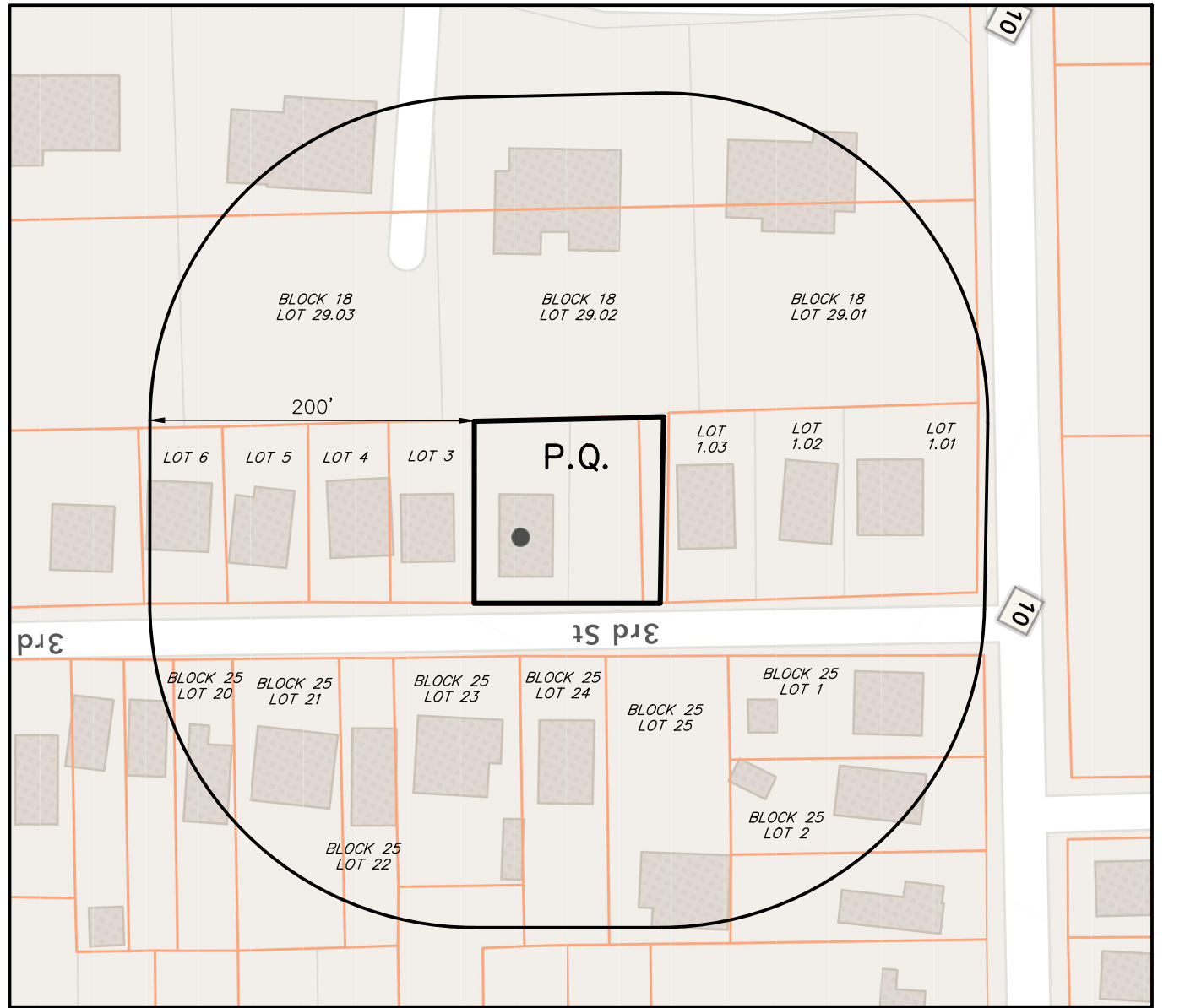
Phone: Email:



SANITARY SEWER
MANHOLE
X-CUT IN R/W
ELEV.=34.64

1"=10'
0 10 20
feet

SOIL LOG - BORING PERFORMED 03/04/2025
0'-15" DARK BROWN (10YR 3/3) LOAM
15'-44" DARK YELLOW BROWN (10YR 4/6) FINE LOAMY SAND
44'-55" YELLOW BROWN (10YR 5/4) FINE LOAMY SAND
55'-69" DARK YELLOW BROWN (10YR 4/6) SANDY CLAY LOAM
69'-77" YELLOW BROWN (10YR 5/6) FINE SANDY LOAM
77'-90" LIGHT YELLOW BROWN (10YR 6/4) FINE SAND
90'-106" STRONG BROWN (7.5YR 5/6) FINE SANDY LOAM AND LOAMY SAND
106'-119" YELLOW (10YR 7/6) FINE SAND
190'-134" STRONG BROWN (7.5YR 5/6) FINE SANDY LOAM WITH COMMON,
MEDIUM, DISTINCT YELLOW RED (5YR 4/6) MOTTLES AT 119"



KEY MAP
1"=100'

GENERAL NOTES:

- PROPERTY KNOWN AS LOT 2.01/2.02 IN BLOCK 24.01 AS SHOWN ON THE OFFICIAL TAX MAPS OF THE BOROUGH OF RUMSON, MONMOUTH COUNTY, NEW JERSEY SHEET No. 10.
- PLAN BASED ON OUTBOUND AND TOPOGRAPHIC SURVEY PREPARED BY CHARLES SURMONTE P.E. & P.L.S., DATED 02/17/2025. ELEVATIONS BASED ON NAVD '88 DATUM, JOB BENCHMARK - X-CUT IN MANHOLE AS NOTED ON PLAN.
- THE APPLICANT PROPOSES TO SUBDIVIDE THE SUBJECT PROPERTY TO CREATE TWO (2) RESIDENTIAL LOTS.
- TOTAL LOT AREA PRIOR TO SUBDIVISION: 13,146 S.F. (0.302 Ac.)
- OWNER/APPLICANT: KIMBERLY WELLS
4 THIRD STREET
RUMSON, N.J. 07760
- PROPERTY IS SITUATED IN THE R-5 (SINGLE FAMILY RESIDENTIAL) ZONE.
- THERE ARE NO WETLANDS OR OTHER ENVIRONMENTALLY SENSITIVE LANDS ONSITE.
- THERE ARE NO EXISTING EASEMENTS ASSOCIATED WITH THIS PROPERTY.
- THERE ARE NO EXISTING OR PROPOSED DEED RESTRICTIONS OR COVENANTS ASSOCIATED WITH THIS APPLICATION.
- ALL NECESSARY UTILITY SERVICES ARE AVAILABLE WITHIN THIRD STREET RIGHT-OF-WAY.
- PROPOSED SUBDIVISION SHALL BE PERFECTED BY DEED
- PROPOSED LOT NUMBERS SHALL BE APPROVED BY RUMSON BOROUGH TAX ASSESSOR
- LIST OF OUTSIDE AGENCY APPROVALS:
- MONMOUTH COUNTY PLANNING BOARD
- FREEHOLD SOIL CONSERVATION DISTRICT
- GRADING PLAN FOR PROPOSED LOT 2.01 SHALL BE SUBMITTED TO THE BOROUGH ENGINEER FOR REVIEW AND APPROVAL PRIOR TO ISSUANCE OF BUILDING PERMITS. SAID PLANS SHALL ADDRESS STORMWATER MANAGEMENT REQUIREMENTS.
- PROPOSED DRIVEWAY AND CURB CUT LOCATIONS AND WIDTHS SHALL COMPLY WITH BOROUGH ORDINANCE 22-7.26.
- ANY PAVEMENT OR CURB DAMAGED AS PART OF CONSTRUCTION SHALL BE REPAIRED TO THE SATISFACTION OF THE BOROUGH ENGINEER.
- ALL EXISTING IMPROVEMENTS SHALL BE REMOVED.
- LIST OF COMPLETENESS WAIVERS REQUESTED
ITEM B18 - SIZE AND LOCATION OF EXISTING AND PROPOSED STRUCTURES
ITEM B28 - PRELIMINARY ARCHITECTURAL PLANS AND ELEVATIONS

R-5 ZONING COMPLIANCE:

	EXISTING		PROPOSED			
	REQUIRED/ PERMITTED	13,146 S.F. (0.302ac)	REQUIRED/ PERMITTED	PROPOSED LOT 2.01	REQUIRED/ PERMITTED	PROPOSED LOT 2.02
MIN. LOT AREA	6000 S.F.	13,146 S.F. (0.302ac)	6000 S.F.	6878 S.F.	6000 S.F.	6268 S.F.
MIN. LOT WIDTH	50 FT.	114.8 FT.	50 FT.	59.83 FT.	50 FT.	55.5 FT.
MIN. LOT FRONTAGE	50 FT.	114.8 FT.	50 FT.	59.25 FT.	50 FT.	55.5 FT.
MIN. LOT SHAPE (DIAMETER)	34 FT.	43.8 FT.	34 FT.	41.2 FT.	34 FT.	36.5 FT.
PRINCIPAL BUILDING:						
MIN. FRONT YARD SETBACK	35 FT.	13.5 FT. *	35 FT.	TO COMPLY	35 FT.	13.5 FT. *
MIN. SIDE YARD SETBACK	12.0 FT.	13.0 FT.	6.5 FT.	TO COMPLY	6.5 FT.	13.0 FT.
MIN. TOTAL SIDE YARD SETBACK	34.0 FT.	86.5 FT.	17.5 FT.	TO COMPLY	17.5 FT.	26.3 FT.
MIN. REAR YARD SETBACK	35 FT.	48.9 FT.	35 FT.	TO COMPLY	35 FT.	48.9 FT.
MAX. BUILDING HEIGHT (RIDGE)	35 FT.	30.8 FT.	35 FT.	TO COMPLY	35 FT.	30.8 FT.
MAX. BUILDING HEIGHT (EAVE)	26 FT.	25.5 FT.	26 FT.	TO COMPLY	26 FT.	25.5 FT.
ACCESSORY BUILDING:						
MIN. SIDE YARD SETBACK	5 FT.	18.8 FT.	5 FT.	TO COMPLY	5 FT.	TO COMPLY
MIN. REAR YARD SETBACK	5 FT.	9.3 FT.	5 FT.	TO COMPLY	5 FT.	TO COMPLY
MAX. BUILDING HEIGHT (RIDGE)	16 FT.	14.5 FT.	16 FT.	TO COMPLY	16 FT.	TO COMPLY
MAX. BUILDING COVERAGE	2290 SF	1465 SF	1514 SF	TO COMPLY	1401 SF	1265 SF
MAX. LOT COVERAGE	4572 SF	1695 SF	2974 SF	TO COMPLY	2779 SF	1680 SF
MAX. PERMITTED FLOOR AREA	3815 SF	2240 SF	2563 SF	TO COMPLY	2380 SF	2240 SF
PARKING REQUIREMENT (PSIS)						
3 BEDROOM (2 SPACES)		2 SPACES		3 SPACES		2 SPACES
4 BEDROOM (2.5 SPACES)						
* DENOTES EXISTING VARIANCE CONDITION						

MINOR SUBDIVISION PLAN

4 THIRD STREET
LOTS 2.01 & 2.02 BLOCK 24.01

BOROUGH OF RUMSON MONMOUTH COUNTY NEW JERSEY

Charles Surmonte P.E. & P.L.S.
New Jersey Professional Engineer and Land Surveyor
License No. 35885

301 Main Street, 2nd Floor
Allentown, New Jersey, 07711
Phone 732-660-0606
Fax 732-660-0404

PROJECT No.	DATE:	SCALE:	SHEET:
24-555	04-11-25	1"=10'	1 OF 1



RMPB-R9160

September 4, 2025

Via Email (mdesoucey@rumsonnj.gov)

Marie DeSoucey, Board Secretary
Borough of Rumson Planning Board
80 East River Road
Rumson, NJ 07760

**Re: Minor Subdivision
4 & 4A Third Street; Block 24.01, Lots 2.01 & 2.02; R-5 Zone
Completeness Review, Engineering Review and Fee Determination**

Dear Board Members:

As requested, we have reviewed the above-referenced Minor Subdivision application, plans, and supplemental information submitted for the above-referenced project.

The subject property, Lots 2.01 & 2.02 of Block 24.01, is a tract of land situated along Third Street within the R-5 Residential Zone District. Existing Lot 2.01 consists of a 1-story garage, gravel driveway, stone retaining wall, and a slate wall extending from the Third Street frontage. Existing Lot 2.02 contains a 2-1/2 story residential dwelling with an associated walkway.

The applicant is seeking minor subdivision approval to adjust the existing lot line between the two properties approximately 5.5 feet to the north, expanding Lot 2.02. The applicant proposes to remove the 1-story garage present in Lot 2.01 and construct a new driveway to the existing dwelling in Lot 2.02.

We have reviewed the following documents submitted by the applicant in support of this application:

1. Minor Subdivision Plan, prepared by Charles Surmonte, P.E., P.L.S. dated April 11, 2025, consisting of one (1) sheet.
2. Applicant Submission Letter, prepared by Rick Brodsky, Esq., of Ansell Grimm & Aaron, PC, dated July 30, 2025.
3. Borough of Rumson Planning Board Application dated July 2025.
4. Land Use & Development Permit Denial prepared by Marie DeSoucey, Land Use & Development Official, signed May 12, 2025.
5. Draft Notice of Hearing, prepared by Rick Brodsky, Esq., of Ansell Grimm & Aaron, PC, dated July 20, 2025.
6. Borough of Rumson Certified List of Property Owners 200 ft of the property dated May 14, 2025.
7. Borough of Rumson Statement of Property Taxes dated July 22, 2025.
8. Escrow Letter signed by Applicant, dated June 10, 2025.

A. Completeness Review

Based on our review of the Minor Subdivision application, the applicant has submitted all applicable checklist items, with the exception of the following:

- **Item No. B2** – Notarized Signature. *(I have no objection to the Board granting a completeness waiver for this item provided that signed plans are submitted as a condition of approval.)*
- **Item B5** – Key map at specified scale showing location to surrounding properties, streets, municipal boundaries, etc., within 500 feet of property. *(The key map includes features within 200 feet of the property. I have no objection to the Board granting a completeness waiver for this item)*



Re: **Minor Subdivision
4 & 4A Third Street; Block 24.01, Lots 2.01 & 2.02; R-5 Zone
Completeness Review, Engineering Review and Fee Determination**

provided the key map is revised to include features within 500 feet of the property prior to the Board Hearing.)

- **Item No. B8** – Signature blocks for Chairman, Secretary, and Municipal Engineer. *(I have no objection to the Board granting a completeness waiver for this item provided the plans are revised to include same as a condition of approval.)*
- **Item No. B14** – Metes and Bounds description showing dimensions, bearings of original and proposed lots. *(I have no objection to the Board granting completeness waivers for this item provided that same is submitted as a condition of approval.)*
- **Item No. D7** – Payment of all applicable fees. *(I recommend this item be provided prior to the application being deemed complete.)*

We find that the application is adequately complete for the purpose of performing a first engineering review and have no objection to the board granting the above completeness waivers. The Board should consider memorializing the above completeness waivers prior to commencing the hearing. As noted above, we recommend that Item D7 be provided prior to the public hearing.

B. Fee Determination

We have prepared a fee determination for the application in accordance with Section 22-3.14 of the Borough Ordinance. I have calculated the application fee to be \$950.00 and the escrow fee to be \$4,000.00. Please see Schedule “A” attached. Any remaining fee balances should be posted as separate checks.

C. Engineering Review

Based on our review of the application, we offer the following comments for the Board’s consideration:

1. Planning and Zoning

- 1.1 Per Ordinance §22-5.8e. and Schedule 5-1 of the Borough Ordinance, a minimum front yard setback of 35 feet within the R-5 Zoning District, whereas the existing residential dwelling in Lot 2.02 has a front yard setback of 13.5 feet and is proposed to remain. We note that this is a pre-existing non-conforming condition.
- 1.2 The applicant shall clarify the number of bedrooms within the existing dwelling of Lot 2.02 to confirm the number of required parking spaces associated with the dwelling. Tax information indicates a total of 4 bedrooms exist within the dwelling, which would require a total of 3 parking spaces per Ordinance Section 22-5.8.b.1 & 22-9.2.b.1. If 3 parking spaces are required, the driveway shall be extended to include the additional parking space, or a variance may be required.
- 1.3 Per Ordinance §22-9.2b.5.(c), parking shall be located behind the front yard setback line, whereas the applicant proposes a driveway/parking area within the front yard setback. A design waiver will be required.



Re: **Minor Subdivision
4 & 4A Third Street; Block 24.01, Lots 2.01 & 2.02; R-5 Zone
Completeness Review, Engineering Review and Fee Determination**

2. General

- 2.1 Revise the single & combined side yard setbacks for proposed Lot 2.02. Per review of the plan, a minimum side yard setback of 12.3 feet and a combined side yard setback of 25.3 feet will be present for Proposed Lot 2.02.
- 2.2 A construction detail shall be provided for the proposed driveway and curb cut in Lot 2.02. Per General Note 15 on the Subdivision Plan, locations and widths shall comply with Borough Ordinance 22-7.26.
- 2.3 General Note 17 indicates all existing improvements are to be removed, whereas the plan indicated only the garage is to be removed. Please clarify.
- 2.4 It is noted that that the survey indicates an encroachment of curb from the adjacent Lot 3's driveway onto Lot 2.02.
- 2.5 General Note 11 on the Subdivision Plan indicates that the proposed subdivision is to be filed by deed. Two (2) copies of the final plans or deeds must be submitted for tax map revisions, as well as to our office and the Board attorney for review and approval. As a condition of approval, the applicant must post the tax map revision fee of \$200 per lot.
- 2.6 All proposed lot numbering shall be approved by the Tax Assessor.
- 2.7 In accordance with Section 22-4.5.f of the Ordinance, prior to the signing of the final plans, the issuance of any construction permits or the start of any construction, the applicant shall submit one (1) standard AutoCAD .DWG or .DXF file copy (on a CD, DVD or other recordable media) of the final layout plan and/or final plat. The AutoCAD file shall be used for municipal purposes only. The file shall include the following minimum information:
 - (a) Location and distances of all existing and proposed property lines.
 - (b) Location of all existing and proposed easements.
 - (c) Existing and proposed roadways (edge of pavement and/or curb).
 - (d) Location of all existing and proposed sanitary and storm sewers.
 - (e) All existing and proposed block and lot numbers.

All line and text elements shall be on separate layers, and all the above items shall be on separate layers. Each CD, DVD or other recordable media shall be labeled with the name of the subdivision and/or site plan, the name of the applicant, and the tax map block and lot numbers for future identification.
- 2.8 The final plan submitted for signatures must be signed by the owner and notarized.
- 2.9 The plans shall be revised to include signature blocks for the Board Chairman, Board Secretary, and Board Engineer.
- 2.10 Approvals or letters of no interest should be obtained from any agencies having jurisdiction. These may include, but shall not be limited to, the following:
 - a. Monmouth County Planning Board
 - b. All other agencies having jurisdiction.



**Re: Minor Subdivision
4 & 4A Third Street; Block 24.01, Lots 2.01 & 2.02; R-5 Zone
Completeness Review, Engineering Review and Fee Determination**

If you have any questions or require additional information, please call.

Very truly yours,

T&M ASSOCIATES

EDWARD W. HERRMAN, P.E., P.P., C.M.E., C.F.M.
RUMSON PLANNING BOARD ENGINEER

EWH:GMM

cc: Thomas S. Rogers, Borough Administrator
David M. Marks, PE, CME, CFM, Borough Engineer
Helen Graves, Chief Financial Officer
Michael B. Steib, Esq., Planning Board Attorney
Kendra Lelie, Planning Board Planner
Estate of Gail M. Meltesen c/o Kimberly Wells, Applicant (kwellsfive@aol.com)
Rick Brodsky, Esq., Applicant's Attorney (rbrodsky@ansell.law)
Charles Surmonte, PE, PLS, Applicant's Engineer (ct.surmonte@comcast.net)

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Re: Minor Subdivision
4 & 4A Third Street; Block 24.01, Lots 2.01 & 2.02; R-5 Zone
Completeness Review, Engineering Review and Fee Determination

RMPB-R9160

September 4, 2025

SCHEDULE "A"

**4 & 4A THIRD STREET MINOR SUBDIVISION
4 & 4A THIRD STREET; BLOCK 24.01, LOTS 2.01 & 2.02
DETERMINATION OF REQUIRED FEES**

(REFERENCED IS MADE TO SECTION 22-3.14)

c.	Minor Subdivision Approval Fees	
	2. Application Fee	\$250.00
	3. Plat Review Fee (2 lots x \$200.00 per lot)	\$400.00
f.	Variances	
	3. Hardship or Bulkhead Variances	
	(a) Single Family and/or Two Family Residential Uses	
	(1 Variance x \$100.00 per Variance, \$200.00 minimum)	\$200.00
h.	Public Hearing	\$100.00
		SUBTOTAL
		<u>\$950.00</u>
m.	Refundable Application Escrow Fee	<u>\$4,000.00</u>
	(Minor Subdivision - 2 lots x \$2,000.00 per lot proposed)	
		TOTAL FEES
		<u>\$4,950.00</u>