

SURF CITY LAND USE BOARD CHECKLIST FOR INITIAL SUBMISSION

PLEASE NOTE: A signed, completed checklist must be received by the Land Use Board Clerk and attorney prior to deeming your application complete.

All applications and all required documents shall be submitted at least forty five (45) days prior to the regularly scheduled meeting of the Land Use Board at which consideration is sought.

NUMBER OF COPIES REQUIRED - ALL DOCUMENTS MUST BE SUBMITTED AT THE SAME TIME.
INCOMPLETE SUBMISSIONS WILL NOT BE ACCEPTED!!!!

- 15 Copies of Application
- 15 Copies of Variance Map, Site Plan, or Subdivision and all supporting documents
- 15 Copies of Tax Map sheet with Block and Lot highlighted
- 15 Copies of the Permit Refusal from the Zoning Officer
- 15 Color Copies of Property Photos (min. 4 color photos taken within past 30 days.)
- **1 copy of W-9 Form
- **1 copy of Affidavit of Ownership, Consent, Authorization and Non-Collission
- **1 copy of Signed Checklist (must be submitted with initial documentation. Application will not be accepted without signed Checklist.)

**These items are to be included in initial package to board secretary only.

DISTRIBUTION

Please note it is the Applicant's responsibility to distribute completed applications

Kevin S. Quinlan, Esq., 207 W Main Street, Tuckerton, NJ 08087

- 1 Copy of complete Application
- 1 Copy of Variance Map, Site Plan or Sub-division map
- 1 Copy of Color Photos
- 1 Copy of Tax Map with property Lot and Block highlighted
- 1 Copy of Checklist

Frank Little, P.E. P.P., Owen Little and Associates, Inc 443 Atlantic City Blvd. Beachwood, NJ 08722

- 1 Copy of complete Application
- 1 Copy of Variance Map, Site Plan or Sub-division map
- 1 Copy of Color Photos
- 1 Copy of Tax Map with property Lot and Block highlighted

Surf City Fire Company 713 Long Beach Blvd, Surf City, NJ 08008

- 1 Copy of complete Application
- 1 Copy of Variance Map, Site Plan or Sub-division map
- 1 Copy of Color Photos

Board Clerk 813 Long Beach Blvd, Surf City, NJ 08008

- 1 Original of each Application Variance Plat, Site Plan or Sub-division Plat Tax Map Zoning Denial
- Color Photos items marked with ** (Check all that apply)
- 12 Copies of Application
- 12 Copies of Variance Map, Site Plan or Sub-division map
- 12 Copies of Color Photos
- 12 Copies of Tax Map with property Lot and Block highlighted
- 12 Copies of the Zoning Denial Letter
- Check for Application Fee \$ 200.00
- Check for Initial Escrow \$ 1500.00

Sign Name _____

Date: 10/30/25

Print Name _____

James J. Raban, Attorney for Applicant

**APPLICATION TO THE SURF CITY
LAND USE BOARD**

Name: Spinello Variance
 Block: 74 Lot(s): 9 Qual: C001F
 Street Address: 223 N. 11th St., 1F

Do not write below- for official use only	
Date Received:	
Application Fee:	\$
Escrow Fee:	\$
Collected By:	
Application #:	

CHECK AS MANY AS 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 |
| <input type="checkbox"/> Informal | <input type="checkbox"/> Major Site Plan/Preliminary |
| <input checked="" type="checkbox"/> Conditional Use | <input type="checkbox"/> Major Site Plan/Final |
| <input type="checkbox"/> Other _____ | |

1. Applicant's Name: James Spinello & Kim A. Spinello
 Applicant's Address: 252 Chestnut Avenue, East Meadow, NY 11554
 _____ Fax: (____) _____

Applicant is the Owner Agent
 Applicant is Individual(s) Corporation Partnership/LLC

If applicant and/or owner is a corporation, LLC or Partnership, set forth the names and addresses of all stockholders or partners having 10% interest or more on a separate paper. Corporations must be represented by a New Jersey Licensed Attorney and provide a Resolution Authorizing the Application.

2. Owner's Name(s): Same as Applicant
 Address: _____
 Phone: (____) _____ Fax: (____) _____ e-mail: _____
All owners of the property must be identified and sign application. Use additional pages if necessary

3. Applicant's Attorney/Firm: James S. Raban, Esq.
 Address: 11710 Long Beach Blvd., Haven Beach, NJ 08008
 Phone: (609) 492-0533 Fax: (609) 492-0464 e-mail: jraban@regraban.com

4. Applicant's Planner/Surveyor: Robert A. Woodcock, P.E., P.P.
 Firm Name and Address: JCR Engineering, LLC, 915 Lacey Road, Forked River, NJ 08731
 Phone: (609) 971-0745 Fax: (____) _____ e-mail: jcrengineeringllc@gmail.com

Applicant's Architect/Engineer: Sarah D. Jennings, AIA
 Firm Name and Address: CWB Architecture, 799 Route 72, Manahawkin, NJ 08050
 Phone: (609) 597-8880 Fax: (609) 597-5289 e-mail: Sarah@CWBrearley.com

Attach additional sheet sheets if necessary.

5. Location of Property: Tax Map Block 74 Lot(s) 9 Qual: C001F
Street Address: 223 N. 11th St., 1F

Zone: RA Tract Area: 5,000 sq. ft. Lot Dimensions: 50' x 100'

6. Current Use: two-family Number of Dwelling Units: 2
Proposed Use: two-family Number of Proposed Lots: 1

7. Existing Restrictions:
(A) Deed Restrictions: _____ (attach copy) None
(B) Easements: _____ (attach copy) None
(C) Condominium or Cooperative: See enclosed Master Deed (attach copy) None

8. Proposed Restrictions: _____ None

9. Variance(s)/Waiver(s) Sought:
(A) List required variances: _____ None
See attached Application Supplement

Provide on separate paper the ordinance number(s) for which a variance(s) is/are being requested and the legal theory supporting the relief sought.

(B) List Waiver(s) requested: _____ None
If waivers requested provide on a separate paper the basis for the request.

10. Briefly describe any prior or currently pending proceedings before this 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 applications, supporting documentation and decisions of the relevant body including any denials. (Attach additional sheets if necessary). _____ None

11. List all material submitted with this application i.e. plans, drawings, photos, calculations, reports etc.
-Plot/Grading Plan prepared by JCR Engineering, LLC
-Architectural Drawings prepared by CWB Architecture
-4 photographs of the subject property

All owners of record must sign Application.

Dated: 10/30/2025

James Spinello
James Spinello, Owner
(Print name under signature)

Dated: 10/30/2025

Kim Spinello
Kim Spinello, Owner
(Print name under signature)

APPLICATION SUPPLEMENT

Kim A. Spinello and James Spinello (collectively, the “Applicant”) are seeking bulk variances and a conditional use variance relative to proposed development at the property designated as Lot 9, Qualifier C001F, in Block 39 on the Tax Map of the Borough of Surf City, located at 223 N. 11th Street, 1F. The property is currently developed with two separate single-family dwellings, with a two-story single-family dwelling located toward the front of the property, and a one and one half-story single-family dwelling located toward the rear of the property. The property has been converted to a two-unit condominium, with each of the dwellings representing one of the condominium units. A copy of the Master Deed for the Condominium has been submitted with the Application.

In the RA Residential Zone, two dwelling units are permitted on a property so long as the property has a minimum area of 10,000 square feet and a minimum frontage of 100 feet. The subject property has an area of 5,000 square feet and frontage of 50 feet. The Applicant is seeking to slightly expand the area of the second story of the dwelling located toward the front of the property, with the result being that the footprint of the second story will essentially match the footprint of the first story. The total area of the expanded area on the second floor is 72 square feet. The height of the second story, and overall height of the dwelling, are also increasing slightly, with the new overall height of the dwelling being 21.82 feet. Due to the minor expansion of the front dwelling, a conditional use variance is required based upon the fact that the property does not meet the conditions required for the existing two-family use at the site.

The Applicant also requests the following bulk variances from the Surf City Zoning Ordinance:

1. Section 30-6.5(a)(1): the minimum required front yard setback is 10 feet. The existing front yard setback to the front dwelling is 8.1 feet; the proposed front yard setback is also 8.1 feet.
2. Section 30-6.5(a)(2) requires side yards with minimum widths of five feet on one side of the main building and 10 feet on the other side. The existing westerly side yard setback to the front dwelling is 2.6 feet; the proposed westerly side yard setback to the front dwelling is also 2.6 feet.

The following nonconforming conditions also exist at the property:

1. The westerly side yard setback to the existing shed to the rear of the front dwelling is 2.6 feet where a minimum of five feet is required.
2. The westerly side yard setback to the rear dwelling is 3 feet where a minimum of 5 feet is required.
3. The easterly side yard setback to the shed adjacent to the rear dwelling unit is 1.2 feet where a minimum of 5 feet is required.
4. The rear yard setback to the shed adjacent to the rear dwelling unit is 0 feet where a minimum of 5 feet is required.
5. The rear yard setback to the existing dwelling unit at the rear of the property is 0 feet where minimum rear yard setback of 5 feet is required.

The proposed expansion is *de minimis*, with the second story being expanded to match the area of the first floor. The Applicant is simply seeking to gain some additional space within the home without increasing the overall footprint of the home.



SHEET 9



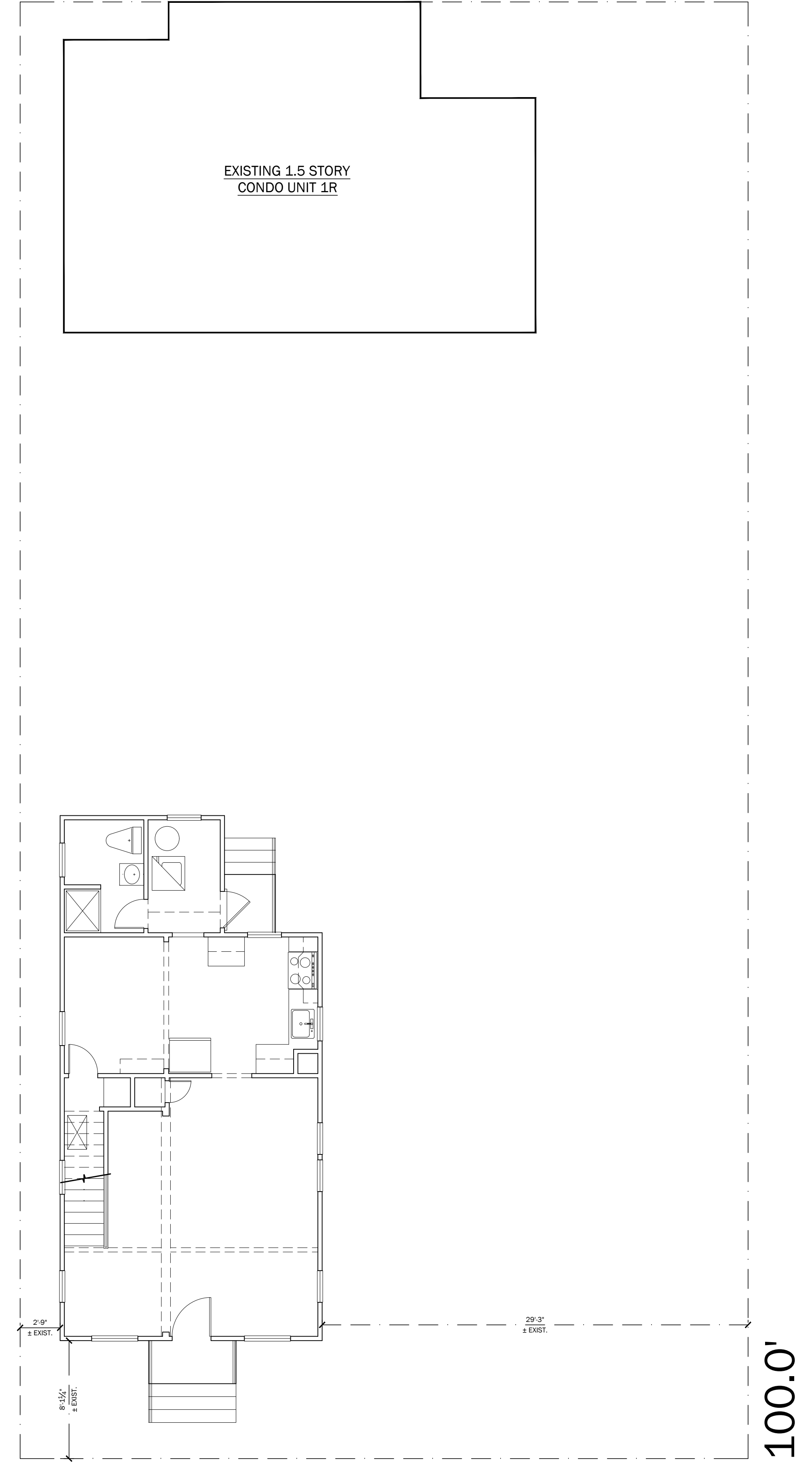
REVISIONS		
DATE	BY	DESCRIPTION
12/22/00	WJ/SJS	ISSUE
12/22/00	WJ/SJS	REVISION

THIS MAP WAS PREPARED BY THE
 BUREAU OF SURVEYING AND MAPPING
 DEPARTMENT OF TREASURY AND TAXATION
 OF THE STATE OF NEW JERSEY
 UNDER THE SUPERVISION OF
 THE COMMISSIONER OF TREASURY AND TAXATION
 AND IN ACCORDANCE WITH
 THE PROVISIONS OF P.L. 1997-11
 AND P.L. 1997-12

THIS MAP WAS DESIGNED AND COMPUTED BY
 AGES GRAPHICS/DESIGN (CAD/D) AND COORDINATE
 GEOGRAPHY (CGO)

TAX MAP
 BOROUGH OF SURF CITY
 OCEAN COUNTY, NEW JERSEY
 SCALE: 1" = 100' SEPTEMBER 2002
 THOMAS CRADER, P.L.S. 21782
 SCHOUR DEPALMA
 940 CEDAR BRIDGE AVENUE
 P.O. BOX 1124
 BRICK, NEW JERSEY 08723

SHEET 11



N. 11TH ST.

50.0'

100.0'

SITE PLAN
3/16" = 1'-0"

Sarah D. Jennings, A.I.A.
#N.J. A121771
Kevin Swarczkopf, NCARB
#N.J. A123236
Principal Architect
Please Refer to Sheet S-1

799 Route 72, Manahawkin
New Jersey 08050
www.cwbarchitecture.com
(Phone) 609-597-8880
(Fax) 609-597-5289



SPINELLO RESIDENCE
LOT: 9 BLOCK: 74
BOROUGH OF SURF CITY
OCEAN COUNTY, NEW JERSEY
PRELIMINARY SITE PLAN

REVISIONS	
No.	Date

DATE
09/19/2025

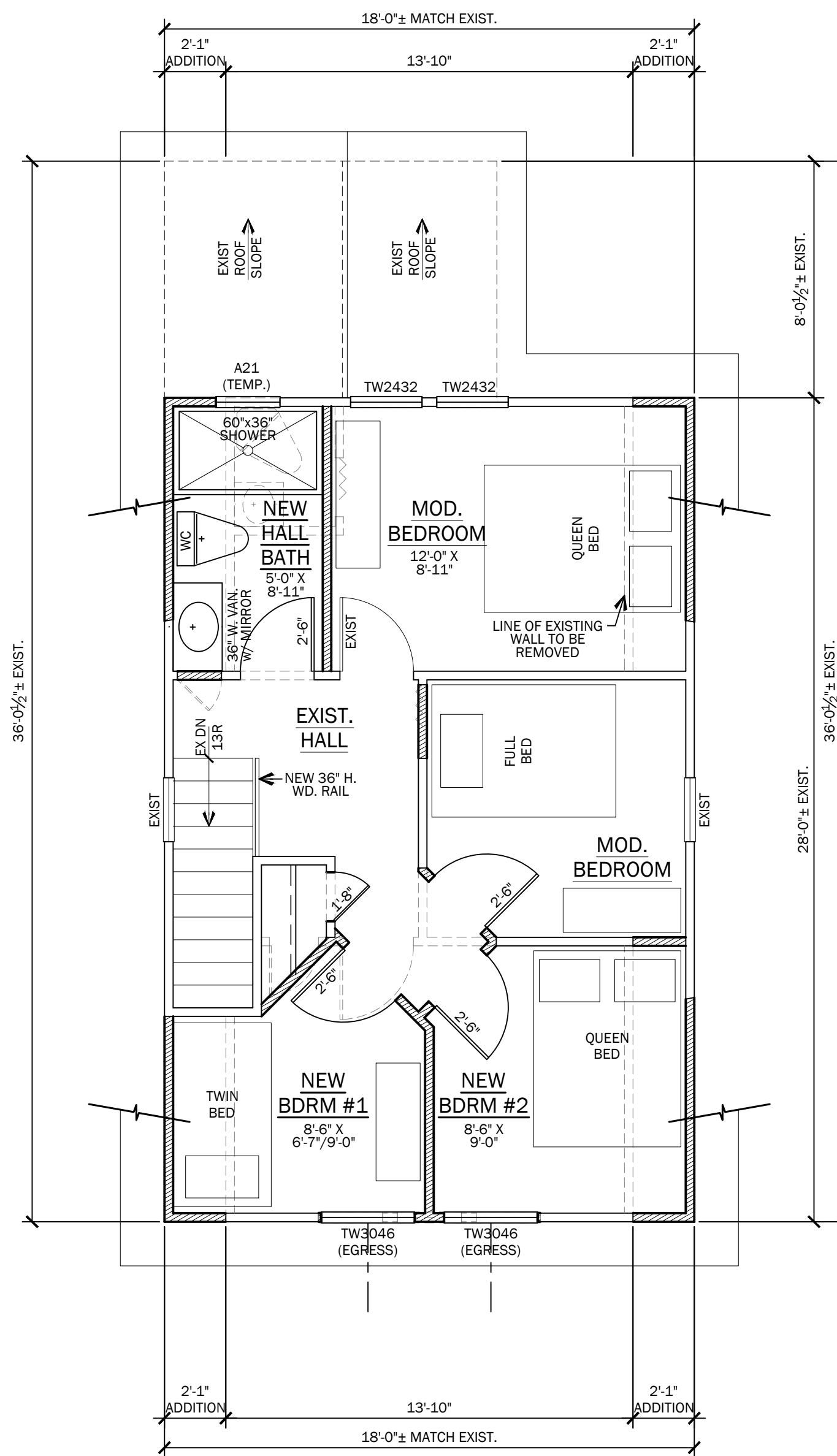
COMM. No.
25059

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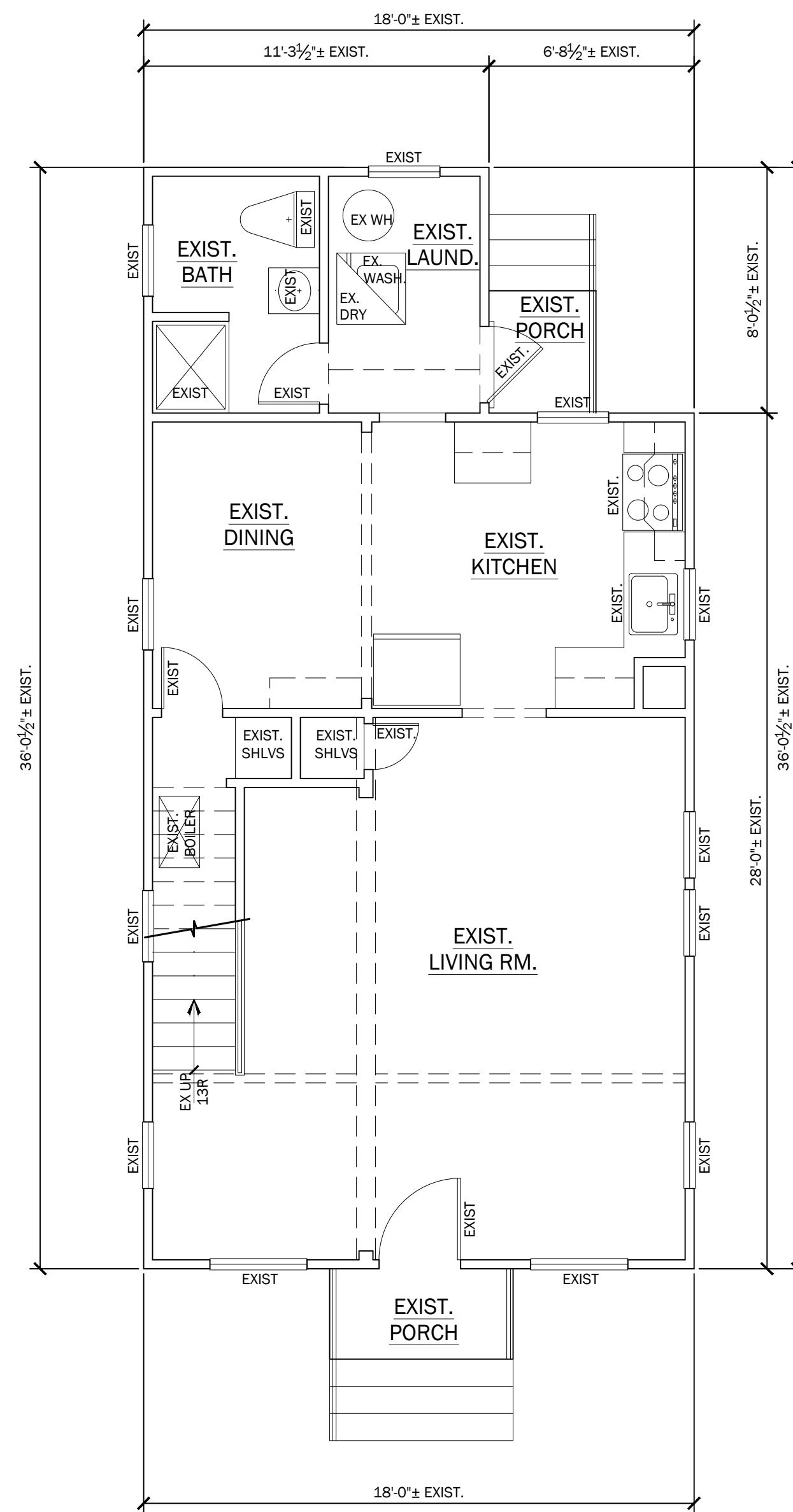
S-1

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SECOND FLOOR PLAN

1/4" = 1'-0"



FIRST FLOOR PLAN

1/4" = 1'-0"

FLOOR AREA	
TOTAL SITE AREA	5,000.0 SQ.FT.
BUILDING COVERAGE	EXIST. TO REMAIN
LIVING AREAS:	
EXIST FIRST FLOOR	595 SQ.FT.
EXIST SECOND FLOOR	402 SQ.FT.
NEW SECOND FLOOR	72 SQ.FT.
TOTAL	1,069 SQ.FT.
MISC. AREAS:	
NEW PORCH	37.9 SQ.FT.
NEW GAR / STORAGE	847.5 SQ.FT.
ALT. 1ST. FLR. DECK	248.7 SQ.FT.
NEW 2ND FLR. DECK	403.0 SQ.FT.
NEW ROOF DECK	425.2 SQ.FT.
OUTDOOR SHWR	32.0 SQ.FT.
NOTE: NUMBERS INDICATED ARE IN SQUARE FEET U.N.O.	

Sarah D. Jennings, A.I.A.
#N.J. A121771
Kevin Svarczkopf, NCARB
#N.J. A123236
Please Refer to Plans
Set in Envelope

799 Route 72, Manahawkin
New Jersey 08050
www.cwarchitecture.com
(Phone) 609-597-8880
(Fax) 609-597-5289

ARCHITECTURE

SPINELLO RESIDENCE
LOT: 9 BLOCK: 74
BOROUGH OF SURF CITY
OCEAN COUNTY, NEW JERSEY
PRELIMINARY FLOOR PLANS

REVISIONS	
No.	Date

DATE
09/19/2025

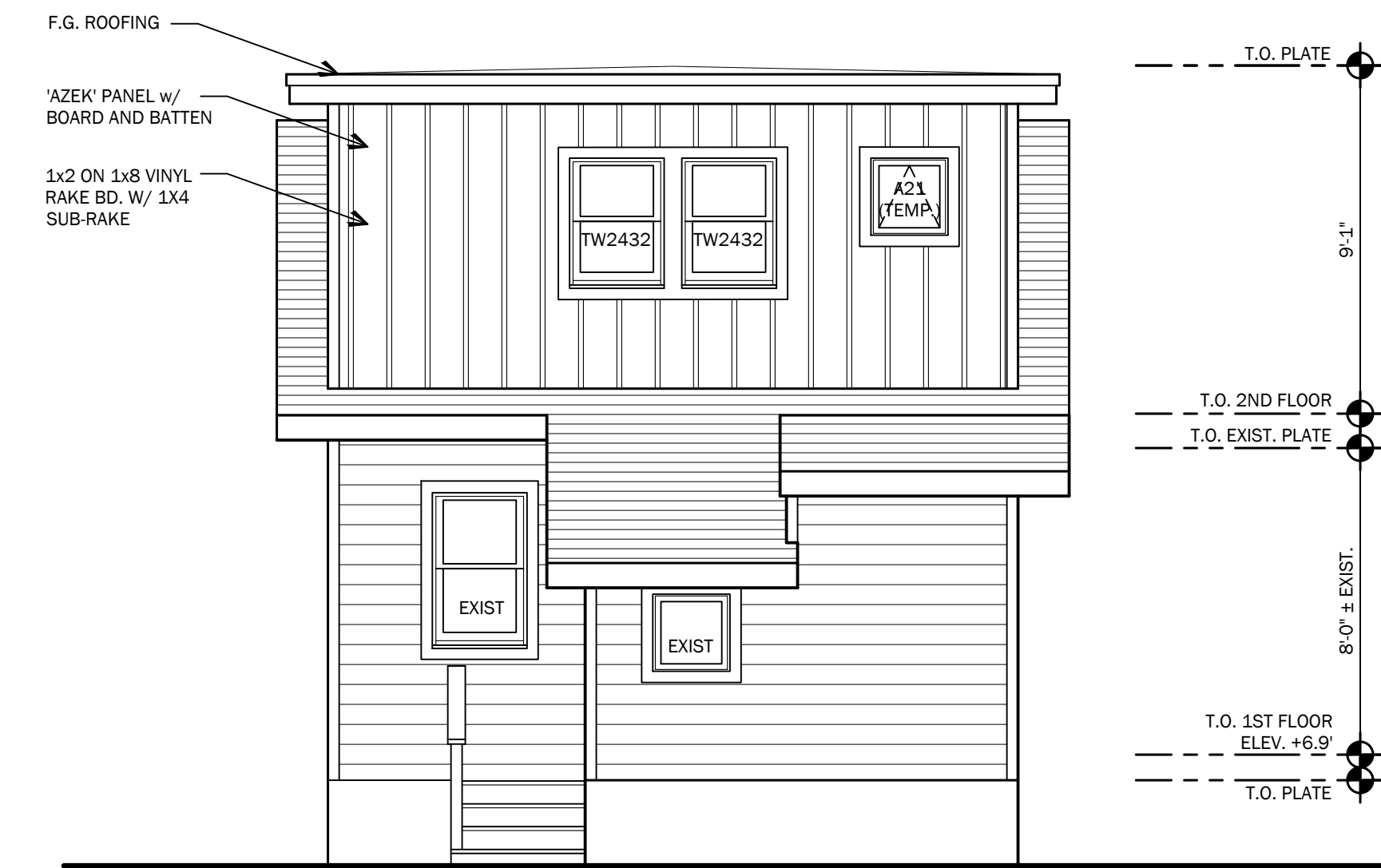
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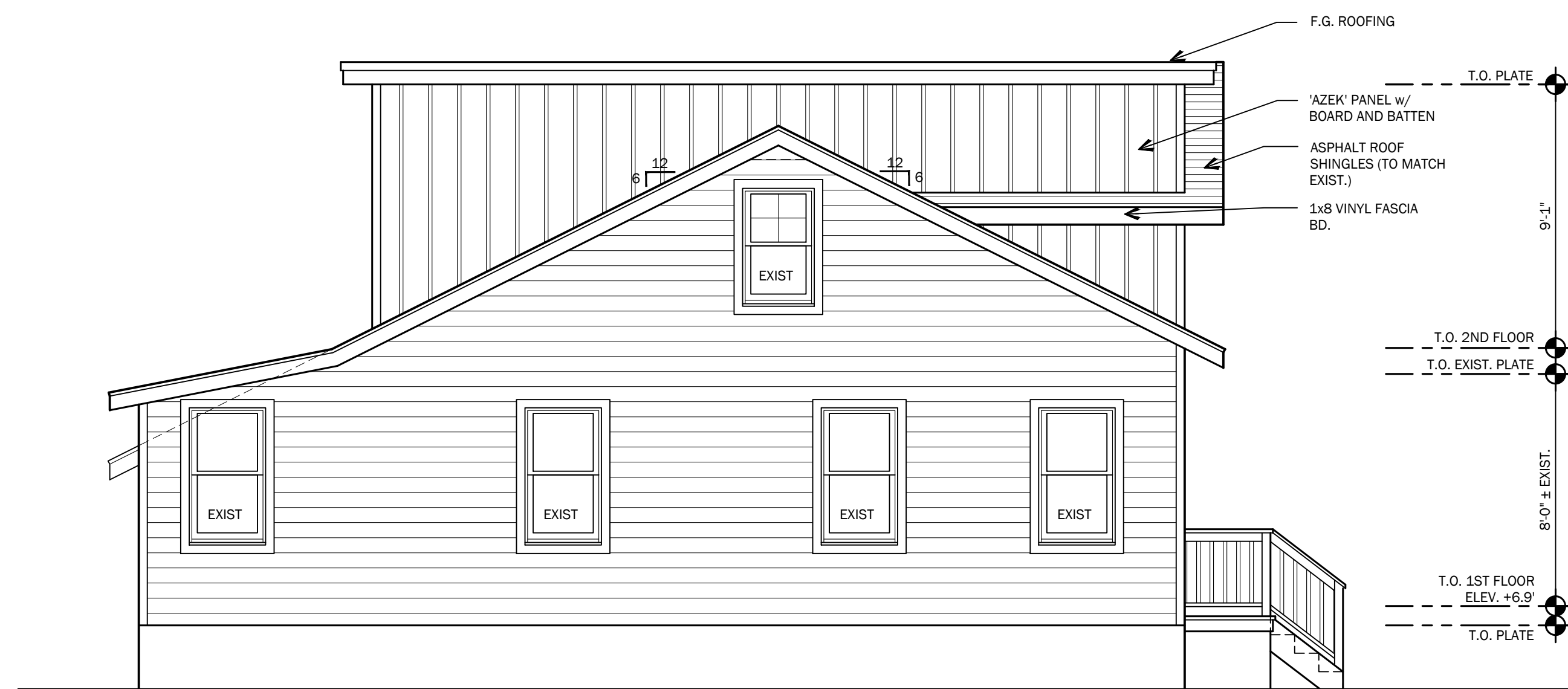
SHEET
BD-1
COPYRIGHT 2025



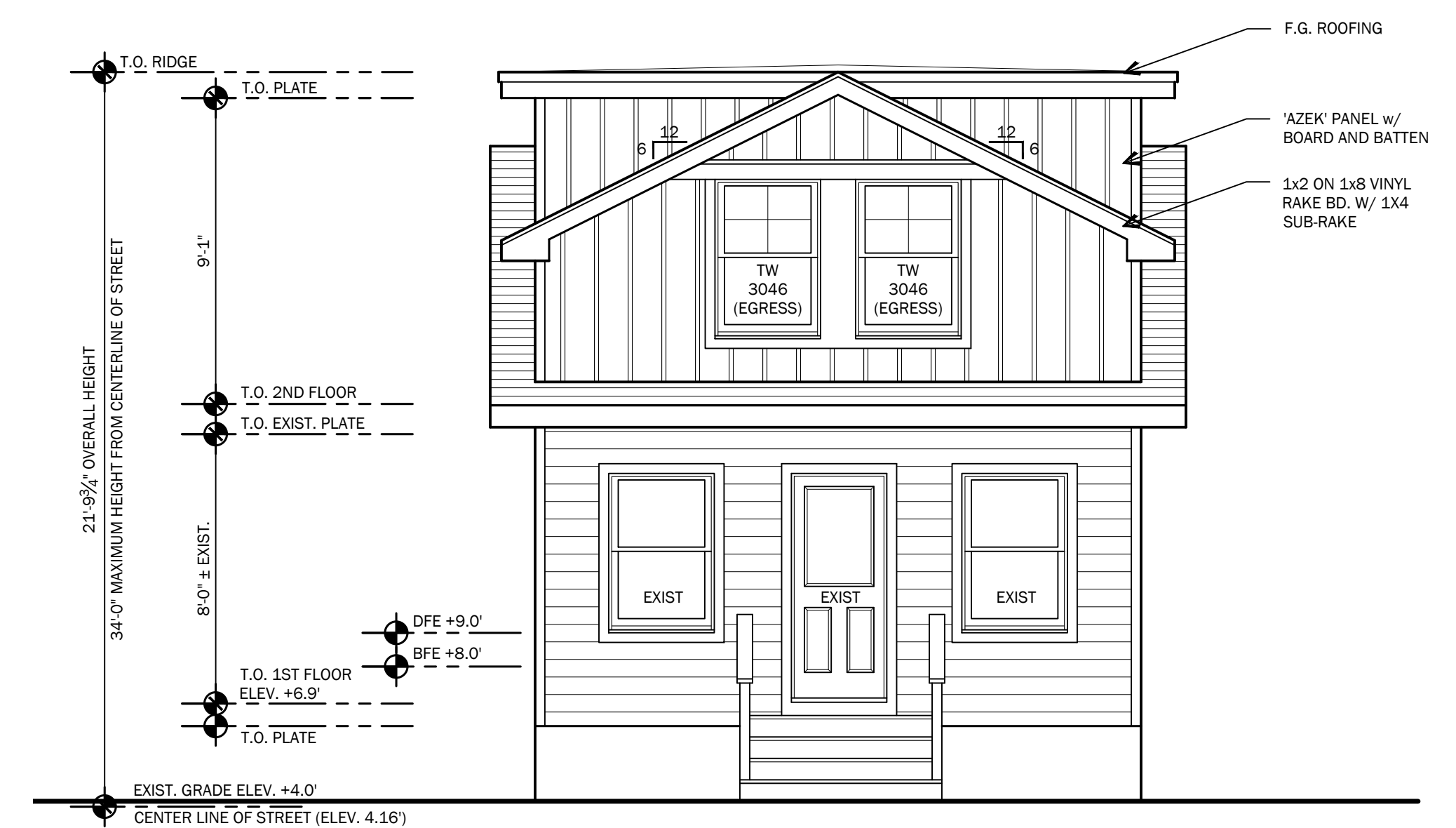
RIGHT SIDE ELEVATION - EAST
1/4" = 1'-0"



REAR ELEVATION - NORTH
1/4" = 1'-0"



LEFT SIDE ELEVATION - WEST
1/4" = 1'-0"



FRONT ELEVATION - SOUTH (N. 11TH ST.)
1/4" = 1'-0"

Sarah D. Jennings, A.I.A.
#N.J. A121771
Kevin Swarczkopf, NCARB
#N.J. A123236
Please Refer to Plans
Sheet Embossed

799 Route 72, Manahawkin
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SPINELLO RESIDENCE
LOT: 9 BLOCK: 74
BOROUGH OF SURF CITY
OCEAN COUNTY, NEW JERSEY
PRELIMINARY ELEVATIONS

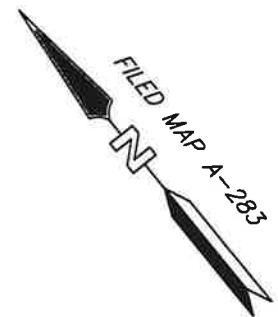
REVISIONS	
No.	Date

DATE
09/19/2025

COMM. No.
25059

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ZH

SHEET
BD-2
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NOTES:

- 1) GRADING PLAN BASED ON "PLAN TO ACCOMPANY APPLICATION FOR BUILDING PERMIT" PREPARED BY: LAND LINE SURVEYORS, JOHN M. LIS, PLS No. 35378, DATED 07/15/25.
- 2) ALL ELEVATIONS SHOWN HEREON ARE BASED ON N.A.V.D. 1988 DATUM.
- 4) PROPOSED BFE: ZONE = AE, ELEV = 7', AS PER OCEAN COUNTY, NJ PRELIMINARY F.I.R.M. #34029C0516H, COMMUNITY PANEL #345280-0516-H, EFFECTIVE MARCH 28, 2014.
- 3) PROPERTY IS LOCATED IN FLOOD ZONE AE, BASE FLOOD ELEVATION=7.0, PER MAP NUMBER #34029C0516G, COMMUNITY PANEL #345324-0516-G, EFFECTIVE DECEMBER 16, 2021, NAVD 88'.
- 4) THERE ARE NO CONSERVATION EASEMENTS OR WETLANDS ON SITE
- 5) PROPERTY IS LOCATED IN THE RA RESIDENTIAL ZONE. ZONE REQUIREMENTS:

DESCRIPTION	REQUIRED	EXISTING	PROPOSED
MINIMUM LOT AREA	10,000 SF	5,000 SF	5,000 SF
MINIMUM LOT FRONTAGE	100 FT	50 FT	50 FT
UNIT # 1F			
MINIMUM FRONT SETBACK	10 FT	8.1 FT*	8.1 FT*
MINIMUM ONE SIDE SETBACK	5 FT	2.6 FT*	2.6 FT*
MINIMUM OTHER SIDE SETBACK	10 FT	29.0 FT	29.0 FT
MINIMUM REAR SETBACK	5 FT	55.3 FT	55.3 FT
MINIMUM SIDE SETBACK (SHED)	5 FT	2.6 FT*	2.6 FT*
MINIMUM REAR SETBACK (SHED)	5 FT	43 FT	43 FT
UNIT # 1R			
MINIMUM FRONT SETBACK	10 FT	76.9 FT	76.9 FT
MINIMUM ONE SIDE SETBACK	5 FT	3.0 FT*	3.0 FT*
MINIMUM OTHER SIDE SETBACK	10 FT	14.6 FT	14.6 FT
MINIMUM REAR SETBACK	5 FT	0 FT*	0 FT*
MINIMUM SIDE SETBACK (SHED)	5 FT	1.2 FT*	1.2 FT*
MINIMUM REAR SETBACK (SHED)	5 FT	0 FT*	0 FT*
BOTH DWELLINGS			
MAXIMUM BUILDING LOT COVERAGE	35%	29.40%	29.40%
MAXIMUM BUILDING HEIGHT	33 FT	<33 FT	21.82 FT

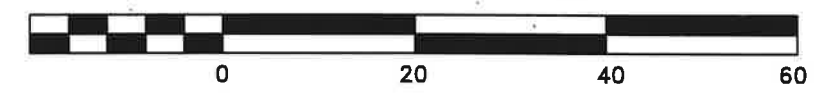
*EXISTING NON-CONFORMANCE

BUILDING HEIGHT CALCULATION
 PROPOSED FINISHED FLOOR ELEV = 6.9
 ROOF RIDGE ELEV = 6.90 + 19.08 = 25.98
 BUILDING HEIGHT = 25.98 - 4.16 = 21.82 FT

BUILDING LOT COVERAGE CALCULATION
 ALLOWABLE BUILDING LOT COVERAGE = 35%
 EXIST. DWELLING # 1R = 664.62 SF
 EXIST. SHED & SHOWER FOR # 1R = 90.52 SF
 EXIST. DWELLING # 1F = 608.25 SF
 REAR PORCH & STEPS >8" FOR #1F = 23.20 SF
 EXIST. SHED & SHOWER FOR #1F = 83.50 SF
 LOT AREA = 5,000 SF
 BUILDING LOT COVERAGE: 1,470.09 / 5,000 = 29.40%

AVERAGE GRADE (AT CROWN OF ROAD) = 4.16
 4.12 + 4.21 = 8.33 / 2 = 4.16

GRAPHIC SCALE: 1" = 20'



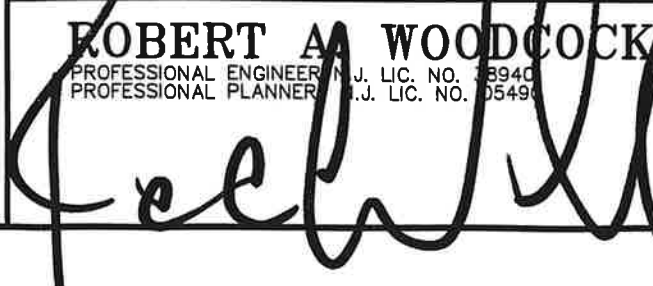
THIS PLAN IS FOR THE PURPOSE OF OBTAINING A BUILDING PERMIT. BUILDING DIMENSIONS AND FINISHED FLOOR ELEVATIONS SHALL BE VERIFIED BY CONTRACTOR OR BUILDER PRIOR TO STARTING CONSTRUCTION.

COPYRIGHT PENDING-NO REPRODUCTION OR TRANSFER OF SURVEY OR ENGINEERING DATA WITHOUT EXPRESSED WRITTEN AUTHORIZATION UNDER PENALTY OF LAW.

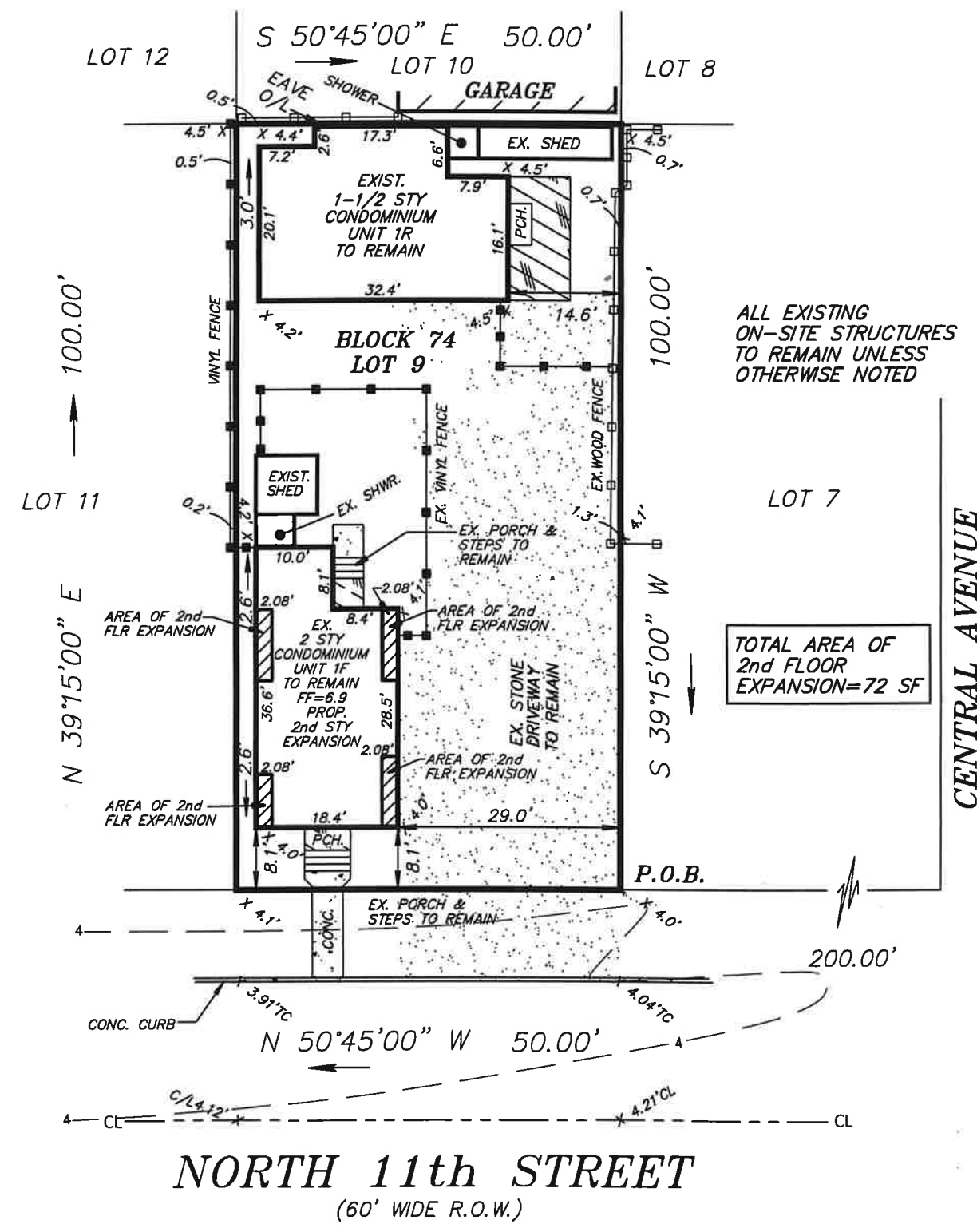
OFFSET DIMENSIONS FROM BUILDINGS AND FENCES AS SHOWN HEREON ARE NOT TO BE USED FOR ESTABLISHING PROPERTY LINES AND SETBACK LINES

THIS SURVEY SUBJECT TO ANY EASEMENT OF RECORD AND OTHER PERTINENT FACTS WHICH AN ACCURATE TITLE SEARCH MIGHT DISCLOSE. UNDERGROUND IMPROVEMENTS OR ENCROACHMENTS, IF ANY, ARE NOT SHOWN HEREON ENVIRONMENTALLY SENSITIVE AREAS AND HAZARDOUS WASTE SITES, IF ANY, ARE NOT LOCATED BY THIS SURVEY. NO ATTEMPT WAS MADE TO DETERMINE IF ANY PORTION OF THIS PROPERTY IS CLAIMED BY THE STATE OF NEW JERSEY AS TIDELANDS. ONLY COPIES FROM THE ORIGINAL OF THIS SURVEY MARKED WITH AN ORIGINAL OF THE LAND SURVEYOR'S EMBOSSED SEAL SIGNIFY THAT THIS SURVEY WAS PREPARED IN ACCORDANCE WITH THE EXISTING CODE OF PRACTICE ADOPTED BY THE N.J. STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS. NO LIABILITY IS ASSUMED BY THE CERTIFYING SURVEYOR FOR THE USE OF THIS SURVEY BY ANY PARTY NOT SHOWN ON THE CERTIFICATIONS HEREON, OR FOR THE USE OF SURVEY WITH SURVEY AFFIDAVIT. CERTIFICATIONS ARE NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS.

ROBERT A WOODCOCK
 PROFESSIONAL ENGINEER N.J. LIC. NO. 38940
 PROFESSIONAL PLANNER N.J. LIC. NO. 05496



NO.	REVISION DESCRIPTION	DATE
PLOT / GRADING PLAN LOT 9 BLOCK 74 223 NORTH 11th STREET BOROUGH OF SURF CITY OCEAN COUNTY NEW JERSEY		
JCR ENGINEERING, LLC Civil, Structural, Environmental & Consulting Engineers Certificate of Authorization Number 24GA28158400 915 Lacey Road Forked River, New Jersey 08731 (609) 971-0745		
DRAWN BY CPW	CHECKED BY RAW	DATE 10/28/25
SCALE 1" = 20'	SHEET 1 OF 1	JOB NO. 25140



ALL EXISTING ON-SITE STRUCTURES TO REMAIN UNLESS OTHERWISE NOTED

TOTAL AREA OF 2nd FLOOR EXPANSION=72 SF

CENTRAL AVENUE

NORTH 11th STREET
 (60' WIDE R.O.W.)