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FILE NO. 65999/00001

March 3, 2025

Via E-mail and Via Hand Delivery

Robin Atlas, Secretary
Northfield Planning Board
City Hall
1600 Shore Road
Northfield, NJ 08225

Re: Vincent M. Mazzeo and Gerri L. Mazzeo
Property located at 2001 Shepherd Drive, also known as Block 84, Lot 18, City of
Northfield, County of Atlantic, State of New Jersey

Dear Ms. Atlas:

Our law firm represents Vincent M. Mazzeo and Gerri L. Mazzeo ("Applicants"). Applicants request minor subdivision approval for the residential property located at 2001 Shepherd Drive, Block 84, Lot 18, City of Northfield (the "Property"). Applicants propose to subdivide the Property into two (2) lots and request variance relief for side yard setback and lot coverage for proposed Lot A and lot area and lot width for proposed Lot B. Proposed Lot A will contain the existing 1-story, single-family home and proposed Lot B will be vacant land that will be developed in the future with a single-family home.

We are enclosing the following items:

1. Original and three (3) copies of the Minor Subdivision Application and Project Narrative;
2. Four (4) copies of the Minor Subdivision Plan prepared by Arthur W. Ponzio, Jr., dated February 3, 2025, consisting of one (1) sheet;
3. One (1) copy of Certification of Paid Taxes dated February 26, 2025;
4. One (1) copy of correspondence to the Tax Assessor dated February 20, 2025 requesting the 200 ft. property owners list;

Robin Atlas, Secretary

March 3, 2025

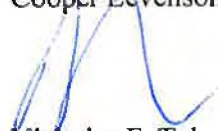
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5. Original W-9 for Vincent M. Mazzeo;
6. One (1) copy of correspondence to William Johnson, Tax Assessor requesting Block and Lot Assignment;
7. Check in the amount of \$550.00 for the application fee;
8. Check in the amount of \$750.00 for the required escrow; and
9. One electronic copy of all of the enclosures.

If you require anything additional, please feel free to contact me.

Thank you for your time and attention to this matter.

Very truly yours,
Cooper Levenson, P.A.



Nicholas F. Talvacchia

NFT/ln

Enclosures

cc: Matt Doran, Professional Engineer (w/ enclosures via email and hand delivery)
Joel M. Fleishman, Esquire (w/ enclosures via email and hand delivery)
Northfield Construction Office (w/ enclosures via hand delivery by Board Secretary)
Northfield Fire Department (w/ enclosures via hand delivery by Board Secretary)
Northfield Tax Assessor (w/ enclosures via hand delivery by Board Secretary)
Mr. and Mrs. Vincent M. Mazzeo (w/ enclosures via email)
Jon J. Barnhart, PP, PE of Arthur Ponzio Co. (w/ enclosures via email)