**PLANNING BOARD**

**BOROUGH OF ATLANTIC HIGHLANDS  
January 7, 2021**

The Meeting of the Planning Board of the Borough of Atlantic Highlands, was held on January 7, 2021 via ZOOM Conference Meeting.  Instructions on how to join the meeting were posted on the Borough website, Borough Face Book page, and at Borough Hall.

**REORGANIZATION MEETING: 7:08 P.M.**

**Roll Call** **Members Present** – Mr. Dougherty (via Zoom), Mr. Crowley (via Zoom), Mr. Hawley (via Zoom), Mr. Caccamo (via Zoom), Mr. McGoldrick (via Zoom) , Mr. Neff (via Zoom) , Mr. Colangelo, Mr. Crowther (via Zoom) , Mr. Josko (via Zoom) , Mr. Curry (via Zoom)

**Members Absent** – Mr. Pepe, Mrs. Murray, Mr. Krupinski

Michael Steib was present as Board Attorney. Douglas Rohmeyer was present via Zoom Conference Meeting as Board Engineer.

Chairman Colangelo called the meeting to order and stated that the meeting is being held in compliance with the Open Public Meetings Act. Chairman Colangelo stated that notice of this meeting has been transmitted to the Asbury Park Press and the Two River Times, continuously posted in the Borough Hall on a bulletin board reserved for such announcements and filed in the office of the Municipal Clerk of Atlantic Highlands, on January 02, 2020.  He read the “Open Public Meetings Act” compliance statement and stated that formal action would be taken.

Mr. Colangelo made it known that he, attorney Michael Steib, Planning Board Secretary Kelly Snyder were present in Borough Hall along with Councilwomen Lori Hohenleitner to run the zoom meeting.

Mr. Colangelo called for a moment of silent prayer followed by the Pledge of Allegiance.

Michael Steib was present as Board Attorney. Mr. Steib swears in Mr. Colangelo, Mr. Caccamo, Mr. Crowley, Mr. Crowther, Mr. Josko, Mr. Neff, Mr. Dougherty, Mr. McGoldrick, and Mr. Hawley

Mr. Steib announces the following applications will not be heard at tonight’s meeting.

1. **PB20-19, Block 9, Lot 5.03, 254 E Highland Avenue (Jasontek/Zilincar) - Application for Bulk Variances.** They are being carried to the 2.4.21 meeting with proper noticing to their 200ft list.
2. **PB20-18 Block 61, Lot 4, 87 Memorial Parkway (Zlata/Clancy) - Application for variance.** Theywill not be heard at tonight’s meeting. Their attorney is ill and they will be carried to the 2.4.21 meeting with no further noticing.
3. **PB20-03 Block 37, Lots 16 & 17, 144-146 Wesley Avenue (Evergreen Builders/Hoffman)-Application for Minor Subdivision, Lot Line Adjustment.** The application has been carried now for several months and Mr. Steib is requiring the applicant to re-notice, as there may be new neighbors interested in the hearing. With proper notice, that application will be carried to the 2.4.21 meeting.

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**Appointment of Chairman**

MR. HAWLEY MOVED TO APPOINT RICH COLANGELO AS CHARIMAN, SECONDED BY MR. NEFF

Ayes: MR. DOUGHERTY, MR. HAWLEY, MR. CACCAMO, MR. MCGOLDRICK, MR. NEFF, MR. JOSKO, MR. CURRY

Nays: NONE

Abstain: MR. CROWLEY, MR. COLANGELO, MR. CROWTHER

Absent: MR. PEPE, MRS. MURRAY, MR. KRUPINSKI

**Appointment of Vice Chairman**

MR. HAWLEY MOVED TO APPOINT DOUG PEPE AS VICE CHARIMAN, SECONDED BY MR. NEFF

Ayes: MR. DOUGHERTY, MR. HAWLEY, MR. CACCAMO, MR. MCGOLDRICK, MR. NEFF, MR. COLANGELO, MR. JOSKO, MR. CURRY

Nays: NONE

Abstain: MR. CROWLEY, MR. CROWTHER

Absent: MR. PEPE, MRS. MURRAY, MR. KRUPINSKI

Mr. Colangelo announced the following appointments:

**Announcement of Mayor’s Appointment Mayor’s Designee Class I – Brian Dougherty**

**Announcement of Mayor’s Appointment Class II – Martin Hawley**

**Announcement of Mayor’s Appointment Class III - Council Representative – Jon Crowley**

**Announcement of Mayor’s Appointment Class IV – Richard Colangelo**

**Announcement of Mayor’s Appointment Class IV- Joseph Caccamo**

**Announcement of Mayor’s Appointment Class IV- James Neff**

**Announcement of Mayor’s Appointment Alternate #1 – Martin Crowther**

**Announcement of Mayor’s Appointment Alternate #2 – Thomas Josko**

**Announcement of Mayor’s Appointment Alternate #4 – Michael Curry**

**Appointment of Review Sub-Committee and Alternate Sub-Committee**

MR. MCGODRICK, MR. HAWLEY AND MR. DOUGHTERY VOLUNTEERED FOR REVIEW SUB- COMMITTEE

MR. CACCAMO, MR. CROWTHER AND MR. NEFF VOLUNTEERED FOR ALTERNATE SUB-COMMITTEE

**Appointment of Board Attorney**

MR. NEFF MOVED TO APPOINT MICHAEL STEIB AS BOARD ATTORNEY, SECONDED BY MR. DOUGHERTY.

Ayes: MR. DOUGHERTY, MR. HAWLEY, MR. CACCAMO, MR. MCGOLDRICK, MR. NEFF, MR. COLANGELO, MR. CROWTHER, MR. JOSKO, MR. CURRY

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Nays: MR. CROWLEY

Abstain: NONE

Absent: MR. PEPE, MRS. MURRAY, MR. KRUPINSKI

**Appointment of Board Engineer**

MR. DOUGHERTY MOVED TO APPOINT CME ASSOCIATES AS BOARD ENGINEER, SECONDED BY MR. MCGOLDRICK.

Ayes: MR. DOUGHERTY, MR. CROWLEY, MR. HAWLEY, MR. CACCAMO, MR. MCGOLDRICK, MR. NEFF, MR. COLANGELO, MR. CROWTHER, MR. JOSKO

Nays: NONE

Abstain: NONE

Absent: MR. PEPE, MRS. MURRY, MR. KRUPINSKI

**Appointment of Designated Planner on an as needed basis**

MR. COLANGELO MOVED TO APPOINT THOMAS PLANNING ASSOCIATES AS DESIGNATED PLANNER, SECONDED BY MR. NEFF.

Ayes: MR. DOUGHERTY, MR. HAWLEY, MR. CACCAMO, MR. MCGOLDRICK, MR. NEFF, MR. COLANGELO, MR. CROWTHER, MR. JOSKO, MR. CURRY

Nays: NONE

Abstain: MR. CROWLEY

Absent: MR. PEPE, MRS. MURRAY, MR. KRUPINSKI

**Appointment of Board Secretary**

MR. COLANGELO MOVED TO APPOINT KELLY SNYDER AS BOARD SECRETARY, SECONDED BY MR. MCGOLDRICK.

Ayes: MR. DOUGHERTY, MR. CROWLEY, MR. HAWLEY, MR. CACCAMO, MR. MCGOLDRICK, MR. NEFF, MR. COLANGELO, MR. CROWTHER, MR. JOSKO

Nays: NONE

Abstain: NONE

Absent: MR. PEPE, MRS. MURRAY, MR. KRUPINSKI

**Appointment of The Two River Times and Asbury Park Press for Legal Publications**

MR. COLANGELO MOVED TO APPOINT THE TWO RIVER TIMES AND ASBURY PARK PRESS FOR LEGAL PUBLICATION, SECONDED BY MR. MCGOLDRICK.

Ayes: MR. DOUGHERTY, MR. CROWLEY, MR. HAWLEY, MR. CACCAMO, MR. MCGOLDRICK, MR. NEFF, MR. COLANGELO, MR. CROWTHER, MR. JOSKO

Nays: NONE

Abstain: NONE

Absent: MR. PEPE, MRS. MURRAY, MR. KRUPINSKI

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**Approval of 2021 Meeting Dates:**

February 4th

March 4th

April 1st

May 6th

June 3rd

July 1st

August 5th

September 2nd

October 7th

November 4th

December 2nd

January 6, 2022- Reorganization Meeting

MR. NEFF MOVED TO APPROVE THE MEETING DATES FOR 2021, SECONDED BY MR. MCGOLDRICK.

Ayes: MR. DOUGHERTY, MR. CROWLEY, MR. HAWLEY, MR. CACCAMO, MR. MCGOLDRICK, MR. NEFF, MR. COLANGELO, MR. CROWTHER, MR. JOSKO

Nays: NONE

Abstain: NONE

Absent: MR. PEPE, MRS. MURRAY, MR. KRUPINSKI

Mr. Colangelo thanked Councilwoman Lori Hohenleitner for her efforts in helping the Planning Board run their Zoom meetings since March.

Mr. Colangelo noted there is no further business to be discussed during the Reorganization Meeting.

MR. DOUGHERTY MOVED TO ADJOURN THE REORGANIZATION MEETING, SECONDED BY MR. CROWLEY. BY VOICE VOTE ALL AGREED.

There being no further business to come before the Board, the Re-Organization Meeting Adjourned at 7:28pm.

**WORKSHOP MEETING: 7:29pm**

**Roll Call** **Members Present** – Mr. Dougherty (via zoom), Mr. Crowley (via zoom), Mr. Hawley (via zoom), Mr. Caccamo (via zoom), Mr. McGoldrick (via zoom), Mr. Neff (via zoom), Mr. Colangelo, Mr. Crowther (via Zoom), Mr. Josko (via Zoom), Mr. Curry (via zoom)

**Members absent**- Mr. Pepe, Mrs. Murray, Mr. Krupinski

**Public Comment** – Mr. Colangelo opened the meeting to any members of the public who wish to make comments. There were no public comment.

**Pending Litigation** – Mr. Steib announced the only pending litigation involves the Denholtz parcel and they are still in discussion of a settlement. It has not been finalized as of yet.

**Other Business**: **Appoint Conflict Engineer for PB20-22 Block 89, Lot 1.021, 37 East Washington Avenue.**

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MR. NEFF MOVED TO APPROVE PETER AVAKIAN AS THE CONFLICT ENGINEER, SECOND BY MR. CROWLEY

Ayes: MR. DOUGHERTY, MR. CORLWEY, MR. HAWLEY, MR. CACCAMO, MR. MCGOLDRICK, MR. NEFF, MR. COLANGELO, MR. CROWTHER, MR. JOSKO

Nays: NONE

Abstain: NONE

There being no further business to come before the Board, the Workshop Meeting Adjourned at 7:34 PM.

**Roll Call** **Members Present** – Mr. Dougherty (via zoom), Mr. Crowley (via zoom), Mr. Hawley (via zoom), Mr. Caccamo (via zoom), Mr. McGoldrick (via zoom), Mr. Neff (via zoom), Mr. Colangelo, Mr. Crowther (via Zoom), Mr. Josko (via Zoom), Mr. Curry (via zoom)

**Members absent**- Mr. Pepe, Mrs. Murray, Mr. Krupinski

**Approval of Minutes for December 3, 2020 Meeting**

MR. DOUGHERTY MOVED TO APPROVE THE DECEMBER 3, 2020 MINUTES SECOND BY MR. MCGOLDRICK

Ayes: MR. DOUGHERTY, MR. HAWLEY, MR. CACCAMO, MR. MCGOLDRICK, MR. NEFF, MR. COLANGELO, MR. CURRY

Nays: NONE

Abstain: MR. CROWLEY, MR. CROWTHER, MR. JOSKO

Absent: MR. PEPE, MRS. MURRAY, MR. KRUPINSKI

**Approval of the November 2020 Attorney Voucher in the amount of $2,578.50**

MR. HAWLEY MOVED TO APPROVE THE ATTORNEY VOUCHER IN THE AMOUNT OF $2578.50 SECOND BY MR. NEFF

Ayes: MR. DOUGHERTY, MR. HAWLEY, MR. CACCAMO, MR. MCGOLDRICK, MR. NEFF, MR. COLANGELO, MR. CURRY

Nays: NONE

Abstain: MR. CROWLEY, MR. CROWTHER, MR. JOSKO

Absent: MR. PEPE, MRS. MURRAY, MR. KRUPINSKI

**PB20-17 Block 6, Lot 2.05, 351 Ocean Blvd. (Woods/King) - Memorialize Resolution granting approve for bulk variances**

MR. MCGOLDRICK MOVED TO APPROVED PB20-17, SECOND BY MR. NEFF

Ayes: MR. DOUGHERTY, MR. HAWLEY, MR. CACCAMO, MR. MCGOLDRICK, MR. NEFF, MR. COLANGELO,

Nays: NONE

Abstain: NONE

Absent: MR. PEPE, MRS. MURRAY, MR. KRUPINSKI

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**PB20-13, Block 97, Lot 28, 31 Second Avenue (Niles)-Application for Bulk Variances**

Mr. Steib announced that he reviewed service, service is in order and the Board does have jurisdiction to hear this matter. Mr. Steib listed the exhibits which the Board has received to date. Exhibit A-1, zoning review from your zoning officer Michelle Clark, dated 5/21/20. Exhibit A-2, an application for variance of Charles and Jeanne Niles, dated 5/18/20. Exhibit A3, is a renovation plan, prepared by Robert Gorski, dated 3/17/16, including a site plan, floor plan and deck plan. Exhibit A4, is review #1 of your Engineer CME and Associates, dated 7/2/20. Exhibit A5, A-E, is a series of five photographs of the existing conditions in the area of the proposed deck. Exhibit A6, is a set of hand written area calculations, Exhibit A7, are four pages of schismatic deck stair drawings. Exhibit A8, is a survey prepared by Thomas A. Finnegan, dated 8/18/11. Exhibit A9, is review #2 from your engineers CME and Associates, dated 7/28/20. Exhibit A10, is a Finnegan survey with a Gorski floor plan, revised 8/11/20. Exhibit A11, is review #3 from your engineer CME and Associates, dated 9/8/20. Mr. Steib gives a brief synopsis of the application.

Mr. Steib swears in Jeanne Niles of 31 Second Avenue. Mrs. Niles explains her proposed deck plans.

Mr. Colangelo moves to Board Questions.

Mr. Colangelo questions how far the deck extends. Mrs. Niles states it would extend 14ft. Mr. Colangelo questions any steep incline in the backyard, in which Mrs. Niles replies there is not. Mr. Colangelo questions the design of the deck, in which Mrs. Niles explains it is a simple design and similar to others in the neighborhood. Mr. Crowley questions the deck location, in which Mrs. Niles explains it will be toward the North side of her property. Mr. Josko questions the height of the proposed deck, in which Mrs. Niles replies 6ft off the ground. Mr. Colangelo questions any fire concern to Mr. Hawley. Mr. Hawley explains there is no fire concern. Mr. Rohmeyer questions which materials would be used for the deck, in which Mrs. Niles explains it would be wood. Mr. Rohmeyer questions if water would be able to run through the material, in which Mrs. Niles replies it would. Mr. Rohmeyer questions if any roofing is proposed, in which Mrs. Niles states there is not. Mr. Rohmeyer questions if there will be a landing pad at the end of the proposed stairs, in which Mrs. Niles replies there will be a landing pad. Mr. Rohmeyer questions if there will be any changes to the storm water runoff, in which Mrs. Niles replies there will not.

Mr. Colangelo moves to Public Questions. There were none.

Mr. Colangelo moves to Public Comments. There were none.

Mr. Colangelo moves to Board Discussion. Mr. Colangelo states it is a standard deck and doesn’t have any concerns. Mr. Neff states that is seems like an ordinary deck and the variance request seems standard. Mr. Crowley agrees the request seems standard and asks Mr. Steib if he agrees. Mr. Steib gives a very detailed statement on the criteria to determine if a variance is appropriate or not. Mr. Colangelo adds it’s an extension of what is currently there and feels it is a reasonable request.

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MR. HAWLEY MOVED TO APPROVED PB20-13, SECOND BY MR. DOUGHERTY

Ayes: MR. DOUGHERTY, MR. CROWLEY, MR. HAWLEY, MR. CACCAMO, MR. MCGOLDRICK, MR. NEFF, MR. COLANGELO, MR. CROWTHER, MR. JOSKO

Nays: NONE

Abstain: NONE

Absent: MR. PEPE, MRS. MURRAY, MR. KRUPINSKI

MR. NEFF MADE A MATION TO ADJOURN THE REGULAR MEETING, SECOND BY MR. MCGOLDRICK.

The regular meeting adjourned at 8:02.