

**BOROUGH OF HIGHLANDS
PLANNING BOARD
REGULAR/REORGANIZATION MEETING
JANUARY 12, 2006**

Mr. Stockton called the meeting to order at 7:44 P.M.

Mr. Stockton asked all to stand for the Pledge of Allegiance.

Mr. Stockton made the following statement: As per requirement of P.L. 1975, Chapter 231, notice is hereby given that this is a Regular/Reorganization Meeting of the Borough of Highlands Planning Board and all requirements have been met. Notice has been transmitted to the Courier, the Asbury Park Press and the Two River Times. Notice has been posted on the public bulletin board.

ROLL CALL:

Present: Mr. Manrodt, Mr. Kovic, Mr. Mullen, Mayor O'Neil, Mr. Bahrs,
Mr. Urbanski, Mr. Schoellner, Mr. Gilson, Mr. Stockton,
Mr. Harrison, Mr. Cefalo

Absent: None

Also Present: Carolyn Cummins, Board Secretary
Jack Serpico, Esq., Board Attorney
Don Norbut, P.E., Acting Board Engineer

REORGANIZATION:

Mr. Kovic offered a motion to nominate Mr. Stockton as Acting Chairman and Carolyn Cummins as Acting Board Secretary for the purposes of reorganization, seconded by Mr. Mullen and all were in favor.

Mr. Serpico administered the Oath of Office to Andrew Stockton.

Appointment of Chairperson

Mayor O'Neil offered the following Resolution be memorialized and moved on its adoption:

**BOROUGH OF HIGHLANDS
PLANNING BOARD RESOLUTION
DESIGNATING CHAIRPERSON
FOR THE YEAR 2006**

BE IT RESOLVED by the Borough of Highlands Planning Board that ANDREW STOCKTON be appointed Chairperson of the Planning Board for a term of one (1) year expiring December 31, 2006.

Seconded by Mr. Mullen and adopted on the following Roll Call Vote:

ROLL CALL:

AYES: **Mr. Manrodt, Mr. Kovic, Mr. Mullen, Mayor O'Neil, Mr. Bahrs,
Mr. Urbanski, Mr. Schoellner, Mr. Gilson, Mr. Stockton**

NAYES: **None**

ABSTAIN: **None**

Vice Chairperson

Mr. Manrodt offered the following Resolution be memorialized and moved on its adoption:

**BOROUGH OF HIGHLANDS
PLANNING BOARD RESOLUTION
DESIGNATING VICE CHAIRPERSON
FOR THE YEAR 2006**

BE IT RESOLVED by the Borough of Highlands Planning Board that **MIKE KOVIC** be appointed Vice Chairperson of the Planning Board for a term of one (1) year expiring December 31, 2006.

Seconded by Mr. Bahrs and adopted on the following Roll Call Vote:

ROLL CALL:

AYES: **Mr. Manrodt, Mr. Kovic, Mr. Mullen, Mayor O'Neil, Mr. Bahrs,
Mr. Urbanski, Mr. Schoellner, Mr. Gilson, Mr. Stockton**

NAYES: **None**

ABSTAIN: **None**

Board Secretary

Mr. Mullen offered the following Resolution be memorialized and moved on its adoption:

**BOROUGH OF HIGHLANDS
PLANNING BOARD RESOLUTION
APPOINTING BOARD SECRETARY
FOR THE YEAR 2006**

BE IT RESOLVED by the Borough of Highlands Planning Board of the Borough of Highlands that **CAROLYN CUMMINS** be appointed Secretary of the Planning Board for a term of one (1) year expiring December 31, 2006.

Seconded by Mr. Manrodt and adopted on the following Roll Call Vote:

ROLL CALL:

AYES: Mr. Manrodt, Mr. Kovic, Mr. Mullen, Mayor O'Neil, Mr. Bahrs,
Mr. Urbanski, Mr. Schoellner, Mr. Gilson, Mr. Stockton
NAYES: None
ABSTAIN: None

Appoint Board Attorney

Mayor O'Neil offered the following Resolution be memorialized and moved on its adoption:

**BOROUGH OF HIGHLANDS PLANNING BOARD
RESOLUTION APPOINTING BOARD ATTORNEY
FOR THE YEAR 2006**

WHEREAS, there exists the need for the professional legal services for the Planning Board of the Borough of Highlands; and

WHEREAS, such professional legal services can only be provided by a licensed professional and **JACK SERPICO, ESQ.**, is so recognized;

WHEREAS, the Local Public Contracts Law, NJSA 40A:11-1 et. seq., requires that notice with respect to contract for professional services awarded without competitive bids must state the circulation not more than (10) days after the passage of the Resolution is an official newspaper;

NOW, THEREFORE, BE IT RESOLVED, by the Planning Board of the Borough of Highlands that Jack Serpico, Esq., from the firm of Jack Serpico, Esq., be appointed Planning Board Attorney for the term of one (1) year expiring December 31, 2006. The person appointed is a member of a recognized profession and it is not possible to obtain competitive bids; and

BE IT FURTHER RESOLVED that a copy of this Resolution be published in an official newspaper of the Borough within ten (10) days of its passage.

Seconded by Mr. Kovic and adopted on the following Roll Call Vote:

ROLL CALL:

AYES: **Mr. Manrodt, Mr. Kovic, Mr. Mullen, Mayor O'Neil, Mr. Bahrs,
Mr. Urbanski, Mr. Schoellner, Mr. Gilson**

NAYES: **None**

ABSTAIN: **None**

Appoint Board Engineer

Mr. Kovic offered the following Resolution be memorialized and moved on its adoption:

**BOROUGH OF HIGHLANDS PLANNING BOARD
RESOLUTION APPOINTING BOARD ENGINEER
FOR THE YEAR 2006**

WHEREAS, there exists the need for the professional engineering services for the Planning Board of the Borough of Highlands

WHEREAS, such professional engineering services can only be provided by licensed professionals and **ROBERT BUCCO, P.E.** from the firm of T & M Associates is so recognized; and

WHEREAS, the Local Public Contracts Law NJSA 40A:11-1 et. seq. requires that notice with respect to contract for professional services awarded without competitive bids must state the circulation not more than (10) ten days after the passage of the Resolution in an official newspaper;

NOW, THEREFORE, BE IT RESOLVED, by the Planning Board of the Borough of Highlands that Robert Bucco, P.E., from the firm of T & M Associates be appointed Planning Board Engineer for the term of one (1) year, expiring December 31, 2006. The person appointed is a member of a recognized profession and it is not possible to obtain competitive bids; and

BE IT FURTHER RESOLVED that a copy of this Resolution be published in an official newspaper of the Borough within ten (10) days of its passage.

Seconded by Mayor O'Neil and adopted on the following Roll Call Vote:

ROLL CALL:

AYES: **Mr. Manrodt, Mr. Kovic, Mr. Mullen, Mayor O'Neil, Mr. Bahrs,
Mr. Urbanski, Mr. Schoellner, Mr. Gilson, Mr. Stockton**

NAYES: **None**

ABSTAIN: **None**

Set 2006 Meeting Calendar

Mr. Manrodt offered the following Resolution be memorialized and moved on its adoption:

**RESOLUTION SETTING THE SCHEDULE FOR REGULAR
MEETINGS OF THE BOROUGH OF HIGHLANDS
PLANNING BOARD
FOR THE YEAR 2006**

BE IT RESOLVED by the Borough of Highlands Planning Board that the following schedule is hereby designated as the official Regular Meeting Calendar of the Planning Board for the year 2006. The official meeting days shall be the second Thursday of each month unless otherwise noted.

February 9, 2006
March 9, 2006
April 13, 2006
May 11, 2006
June 8, 2006
July 13, 2006
August 10, 2006
September 14, 2006
October 12, 2006
November 9, 2006
December 14, 2006
January 11, 2007 Regular/Reorganization Meeting

BE IT FURTHER RESOLVED that all meetings will be held at the Highlands Municipal Building, Council Chambers, 171 Bay Avenue, Highlands, NJ at 7:30 p.m.

Seconded by Mr. Mullen and adopted on the following Roll Call Vote:

ROLL CALL:

AYES: **Mr. Manrodt, Mr. Kovic, Mr. Mullen, Mayor O'Neil, Mr. Bahrs,
Mr. Urbanski, Mr. Schoellner, Mr. Gilson, Mr. Stockton**

NAYES: **None**

ABSTAIN: **None**

Designate Official Newspapers

Mr. Mullen offered the following Resolution be memorialized and moved on its adoption:

**BOROUGH OF HIGHLANDS
PLANNING BOARD RESOLUTION
DESIGNATING THE OFFICIAL NEWSPAPER
FOR THE YEAR 2006**

BE IT RESOLVED by the Borough of Highlands Planning Board that the **Courier, the Asbury Park Press and the Two River Times**, are hereby designated as the official Newspaper for the Borough of Highlands Planning Board publications which are required by law for the year 2004.

Seconded by Mayor O'Neil and adopted on the following Roll Call Vote:

ROLL CALL:

AYES: **Mr. Manrodt, Mr. Kovic, Mr. Mullen, Mayor O'Neil, Mr. Bahrs,
Mr. Urbanski, Mr. Schoellner, Mr. Gilson, Mr. Stockton**

NAYES: **None**

ABSTAIN: **None**

**PB#2005-8A Osborn, Christopher
Block 58 Lot 26 – 164 Bay Avenue
Application Review & Set P.H. Date**

Present: **Christopher Osborn**

Mr. Osborn stated that he is representing himself on this application for amended site plan approval for 164 Bay Avenue. The original site plan which was approved by the Planning Board there were some problems with it with the Monmouth County Planning Board. So he needs to address the County Planning Boards issues.

The Board reviewed the application and stated that the applicant must serve public notice.

Mr. Manrodt offered a motion to schedule this matter for a public hearing on February 9, 2006, seconded by Mr. Kovic and approved on the following roll call vote:

ROLL CALL:

AYES: **Mr. Manrodt, Mr. Kovic, Mr. Mullen, Mayor O'Neil, Mr. Bahrs,
Mr. Urbanski, Mr. Schoellner, Mr. Gilson, Mr. Stockton**

NAYES: **None**

ABSTAIN: **None**

Review & Make Recommendations for Zoning Ordinance Amendments

Mr. Stockton explained the review process for zoning amendments to the public. He explained that the Planning Board is to review the proposed zoning amendments for consistency to the Master Plan.

Mr. Stockton asked if there were any questions or comments from the public.

Kimberly P. Hager, Esq., resident of 20 Locust Street then expressed her opposition to Ordinance O-05-23, more specifically the proposed mixed use zone change for Locust Street. She then requested that her letter dated January 12, 2006 addressed to the Board Secretary be marked into the record as **A-1**. She feels that this zone change to locust street is devaluing the properties by limiting what they can do on the properties. She then requested that the Planning Board support the residents of Locust Street and make a recommendation to the Governing Body to remove Locust Street from the proposed rezoning to mixed use.

The residents of Locust Street stood up to show that they support Ms. Kimberly and her oppositions.

Mr. Stockton had a discussion with Ms. Kimberly about her concerns.

William Eaton, Esq. attorney for the Paradise Mobile Home Association stated the following:

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1. Lori Dibble, President of the Paradise Home Owners Association is present this evening along with A. Dello, Esq. Legal Services Attorney who represents some of the residents and Debra Manns, from the Baykeepers Association are all present this evening. He then requested that the following letter expressing opposition be marked into the record: Letter from the Paradise Park Homeowners Association dated 1/12/2006 was marked as A-2`.

Ms. Dibble then read her letter into the record which was marked A-2. This letter expressed there opposition to the proposed zoning ordinance amendments;

Mr. Eaton then requested that residents in opposition of this ordinance stand up and state there name for the record.

The following people identified themselves and made a brief statement in opposition to the proposed zoning ordinance:

George Backer of 7 Paradise Park
Ardriana Agudelo, Deputy Director of Ocean and Monmouth Legal Services
Mark Hoffman, 40 Paradise Park
Donald Berenger, 40 Paradise Park
Leonard Burelli, 36 Paradise Park
Barry Fisher, 11 Locust Street
Louis Longo, 15 Locust Street
Jacqueline Longo, 15 Locust Street
Kathleen Kempson, 237 Bay Avenue
Alice Evans, 3 Locust Street
Dennis Palia, 15 Locust Street
_____, 10 Locust Street
Matt Longo, 15 Locust Street
Dawn Wallzeim, 30 Paradise Park
Frank Wallzeim, 30 Paradise Park
Donald Tarpey, 365 Shore Drive
_____, 160 Bayside Drive, Atlantic Highlands
Jason Ingle, 37 Paradise Park
Raymond Scribner, 39 Paradise Park
Dan _____, 13 Paradise Park
_____, 4 Paradise Park
Beth Schaffer, 14 Locust Street
_____, 21 Locust Street
Thomas _____, 21 Locust Street
_____, Locust Street

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Debbie Smith, 6 Paradise Park
_____, Collins, 51 Paradise Park
Gabrielle Tarpey, 365 Shore Drive
Paul Davis, 12 Paradise Park

Debra Mans of the Baykeepers Association expressed there opposition to the rezoning.

George Backer questioned the review process of the zoning ordinance.

Mr. Stockton and Mr. Serpico explained the Master Plan and Zoning Ordinance Amendment process.

Kathleen Kempson asked for a explanation of what a Master Plan is and Mr. Stockton explained it to her.

Dennis Palia asked if anything was received for allowing Mr. Bollerman to have utilities placed underground.

Mayor O'Neil explained that there was just an investigation to have utilities located underground and this was suggested by the Highlands Business Partnership.

Unidentified Woman questioned the legal notification for the Master Plan.

Mr. Stockton explained that the board met the legal notice requirements for the adoption of the Master Plan.

Mr. Eaton stated that they are here tonight to ask the Planning Board to make recommendations to the Council that there are discrepancies between the proposed amendments and the Master Plan.

Mr. Stockton stated that he believes that the board has heard the message of the public.

Mr. Kovic offered a motion to close the public portion, seconded by Mr. Bahrs and all were in favor.

Marty Truscott, P.P. of T & M Associates stated that he submitted a memo to the Board dated January 6, 2006 transmitting a copy of the ordinance amendment. The Board really has a simple task to decide if the ordinance is consistent with the Master Plan. He stated that he has met with the board's sub-committee twice with regard to this ordinance amendment. He hopes that his memo to the Board dated January 6, 2006 would be the boards report in addition to the Resolution to be adopted. He then briefly went over his memo dated January 6, 2006. He believes that the ordinance amendments do implement the goals and objectives of the Master Plan and asked the Board to adopt a Resolution to this effect.

Mayor O'Neil stated that after listening to Ms. Hager about the issues for the residents of Locust Street he feels that the board should recommend removing Locust Street from the proposed zone change.

Mr. Truscott suggested that instead of requesting that Locust Street be taken out, that the board acknowledges the public input.

Mr. Kovic suggested that the Board make a statement in its recommendations to the Governing Body acknowledging the public input about the single family homes on Locust Street & Willow Street to remove them from the proposed zone change, seconded by Mayor O'Neil and approved on the following

ROLL CALL:

AYES: **Mr. Manrodt, Mr. Kovic, Mr. Mullen, Mayor O'Neil, Mr. Bahrs,
 Mr. Urbanski, Mr. Schoellner, Mr. Gilson, Mr. Stockton**

NAYES: **None**

ABSTAIN: **None**

Mr. Serpico stated that he will prepare a Resolution to be adopted at the next meeting.

Henry Hudson Regional School – Long Range Facility Plan

The Board Secretary read the following letter into the record:

Memorandum

To: Highlands Planning Board

From: Peter Mullen

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Date: December 19, 2005

Re: Henry Hudson Regional School District Board of Education
Five Year Long Range Facilities Plan 2005 thru 2009.

Ms. Katherine McDonald-Ott, the Business Administration/Board Secretary for the Henry Hudson Regional School District was pleased to give me an overview of their current Five Year Long Range Facilities Plan.

1. Henry Hudson has recently completed substantial renovations to their facilities addressing their projected needs.
2. As a result of those renovations only minor upgrades are anticipated over the next 5 years. These include projects like; new field drainage system, new building entrance and canopy, replacing gym bleachers, up-grading of boys and girls locker rooms, the repair of roof drainage problems and the like.
3. Our Board's review of their previous, 5-year plan, indicated that we had no comment.

I suggest that the board respond to this plan with our congratulations on their successful addition and take no objection to their current plan.

Mayor O'Neil offered a motion to accept Mr. Mullin's recommendations, seconded by Mr. Kovic and approved on the following roll call vote:

ROLL CALL

AYES: Mr. Manrodt, Mr. Kovic, Mr. Mullen, Mayor O'Neil, Mr. Bahrs,
Mr. Urbanski, Mr. Schoellner, Mr. Gilson, Mr. Stockton

NAYES: None

ABSTAIN: None

Mr. Serpico stated that he will prepare a resolution for adoption for the next meeting.

Approval of Minutes

Mr. Manrodt offered a motion to approve the December 8, 2006 Planning Board Meeting Minutes, seconded by Mr. Kovic and approved on the following roll call vote:

ROLL CALL:

AYES: Mr. Manrodt, Mr. Kovic, Mr. Mullen, Mayor O'Neil, Mr. Bahrs,
Mr. Urbanski, Mr. Gilson, Mr. Harrison

NAYES: None

ABSTAIN: Mr. Stockton

Communications

The Board reviewed the following letters which did not require any action from the board:

Letter from M. Knox withdrawing PB Application #2005-10

Mr. Manrodt offered a motion to adjourn the meeting, seconded by Mr. Schoellner and all were in favor.

The Meeting adjourned at 9:21 P.M.

CAROLYN CUMMINS, Board Secretary