

**BOROUGH OF INTERLAKEN  
MINUTES- PLANNING BOARD  
JANUARY 22, 2018 7:30 P.M.  
BOROUGH HALL, 100 GRASSMERE AVENUE**

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A meeting of the PLANNING BOARD of the Borough of Interlaken, Monmouth County, New Jersey was held on January 22, 2018 at 7:30 p.m. in the Borough Hall.

Mr. Papp opened the meeting, announced that the meeting was being held in accordance to the Open Public Meeting Act and that Notice of the meeting had been published in the Coaster. The announcement was followed by the Pledge of Allegiance.

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**ROLL CALL:**

Present: Chairman Papp, Councilman Gunn, Vice Chairwoman Umfrid, Ms. Dalton, Ms. Heinz, Mr. Menditto, Mr. Tilton, Mr. Wasilishen and Mr. Weaver

Also Present: Planning Board Attorney Sanford Brown and Planning Board Secretary Gina Kneser

Absent: None

The following Board members were sworn in by Board Attorney Brown:

- Thomas Papp
- Marguerite Dalton
- Katherine Umfrid
- John Gunn
- Rick Menditto
- Thomas Wasilishen

UPON MOTION of Councilman Gunn, seconded by Vice Chairwoman Umfrid, carried, the Board approved the minutes of December 18, 2017 meeting.

**ROLL CALL:**

In Favor: Chairman Papp, Councilman Gunn, Vice Chairwoman Umfrid, Ms. Dalton, Ms. Heinz, Mr. Menditto, Mr. Tilton, Mr. Wasilishen and Mr. Weaver

Opposed: None

Ineligible: None

Abstain: None

Absent: None

Mr. Councilman Gunn NOMINATED Mr. Papp as PLANNING BOARD CHAIRPERSON, seconded by Ms. Dalton.

With no additional nominations, the Board voted and carried. The following resolution was adopted:

BE IT RESOLVED by the Interlaken Planning Board that the APPOINTMENT of Thomas Papp as Chairman for the year 2018 is hereby approved.

ROLL CALL:

In Favor: Chairman Papp, Councilman Gunn, Vice Chairwoman Umfrid, Ms. Dalton, Ms. Heinz, Mr. Menditto, Mr. Tilton, Mr. Wasilishen and Mr. Weaver

Opposed: None

Ineligible: None

Abstain: None

Absent: None

Chairman Papp opened the floor for nominations for Vice Chairperson.

Mr. Tilton NOMINATED Ms. Umfrid as PLANNING BOARD VICE CHAIRPERSON, seconded by Mr. Menditto.

With no additional nominations, the Board voted and carried. The following resolution was adopted:

BE IT RESOLVED by the Interlaken Planning Board that the APPOINTMENT of Kathy Umfrid as Vice Chairwoman for the year 2018 is hereby approved.

ROLL CALL:

In Favor: Chairman Papp, Councilman Gunn, Vice Chairwoman Umfrid, Ms. Dalton, Ms. Heinz, Mr. Menditto, Mr. Tilton, Mr. Wasilishen and Mr. Weaver

Opposed: None

Ineligible: None

Abstain: None

Absent: None

Chairman Papp opened the floor for nominations for the Planning Board Secretary.

Chairman Papp NOMINATED Gina Kneser as PLANNING BOARD SECRETARY, seconded by Councilman Gunn.

With no additional nominations, the Board voted and carried. The following resolution was adopted:

BE IT RESOLVED by the Interlaken Planning Board that the APPOINTMENT of Gina Kneser as Board Secretary for the year 2018 is hereby approved.

ROLL CALL:

In Favor: Chairman Papp, Councilman Gunn, Vice Chairwoman Umfrid, Ms. Dalton, Ms. Heinz, Mr. Menditto, Mr. Tilton, Mr. Wasilishen and Mr. Weaver

Opposed: None

Ineligible: None

Abstain: None

Absent: None

UPON MOTION of Chairman Papp, seconded by Councilman Gunn, carried, the following resolution was adopted:

BE IT RESOLVED by the Interlaken Planning Board that The Coaster and the Asbury Park Press are hereby designated as Official Newspapers for notices and matters as may be deemed necessary, according to law.

In Favor: Chairman Papp, Councilman Gunn, Vice Chairwoman Umfrid, Ms. Dalton, Ms. Heinz, Mr. Menditto, Mr. Tilton, Mr. Wasilishen and Mr. Weaver

Opposed: None

Ineligible: None

Abstain: None

Absent: None

UPON MOTION of Ms. Heinz, seconded by Mr. Wasilishen, carried, the following resolution was adopted:

WHEREAS, the Open Public Meetings Act is the law of the State of New Jersey and provides for Public Notices to be given to certain requirements concerning meetings of the Planning Board of the Borough of Interlaken, and

WHEREAS, the Planning Board of the Borough of Interlaken, and regular meetings and such meetings as may be necessary to carry out the business of the Planning Board and the Board wishes to adopt certain basic rules and regulations.

NOW, THEREFORE, BE IT RESOLVED that the following schedule is hereby adopted by said Board:

The regularly scheduled meetings of the Planning Board of the Borough of Interlaken shall be held at 7:30 PM on the third Monday of each month except in the case of legal holidays and other appropriate reasons when the meeting will be set forth as provided by law.

In the event of the Board's lack of business, notice will be given to an official newspaper of the Board on the cancellation of said meeting.

All meetings shall be held in the Borough Hall, 100 Grassmere Avenue, Interlaken, New Jersey.

THEREFORE, PURSUANT TO THIS RESOLUTION, the following dates for regular meetings shall be:

February 26, 2018	August 20, 2018
March 19 2018	September 17, 2018
April 16, 2018	October 15, 2018
May 21, 2018	November 19, 2018
June 18, 2018	December 17, 2018
July 16, 2018	January 28, 2019

THEREFORE, PURSUANT TO THIS RESOLUTION, the dates for work sessions shall be determined on an as needed basis and notice of work sessions will be published in The Coaster or the Asbury Park Press.

BE IT FURTHER RESOLVED that in the event regular meetings or additional meetings have to be held at a date, time and place other than set forth herein due to unforeseen circumstances or in any emergency or for other appropriate reason, same shall be held at a date, time and place set forth by the chairman or according to law, and published in The Coaster or the Asbury Park Press and one in the office of the Borough Clerk.

BE IT REOLVED that the Board requires that all applications and appropriate plans in support thereof be received at least fourteen (14) days prior to the regular meeting at which it is proposed that the matter be heard.

THEREAFTER, the Board, at its discretion, will advise the applicant of the specific hearing date to appear for public hearing by the Planning Board Administrative Officer when the application and plans have been determined to be complete.

ROLL CALL:

In Favor: Chairman Papp, Councilman Gunn, Vice Chairwoman Umfrid, Ms. Dalton, Ms. Heinz, Mr. Menditto, Mr. Tilton, Mr. Wasilishen and Mr. Weaver

Opposed: None

Ineligible: None

Abstain: None

Absent: None

UPON MOTION of Chairman Papp, seconded Councilman Gunn, carried, the following resolution was adopted:

WHEREAS, There is a need for a Board Attorney and a Board Engineer and Planner, and

WHEREAS, FUNDS ARE AVAILABLE FOR THIS PURPOSE and the Local Public Contracts Law (N.J.S.A. 40A:11-1 et. seq.) requires that the appointments made without competitive bidding must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Borough of Interlaken, that:

The Planning Board hereby engages the services of SANFORD D. BROWN, ESQ. and the firm of Sanford D. Brown, L.L.C. as Board Attorney and PETER R. AVAKIAN, P.E., of Leon S. Avakian, Inc., as Board Engineer and Planner. These appointments are being made under the same terms and conditions as 2017 and for the term of one (1) year, effective January 1, 2018.

1. These appointments are being made without competitive bidding because these appointments involve a member of a recognized profession, licensed and regulated by law, and are, therefore, exempt under N.J.S.A. 40A:11-5.

2. The Planning Board Chairman and Secretary are hereby authorized and directed to execute agreements with SANFORD BROWN, ESQ. and PETER R. AVAKIAN, P.E.

3. A copy of this Resolution shall be published in The Coaster as required by law.

ROLL CALL:

In Favor: Chairman Papp, Councilman Gunn, Vice Chairwoman Umfrid, Ms. Dalton, Ms. Heinz, Mr. Menditto, Mr. Tilton, Mr. Wasilishen and Mr. Weaver

Opposed: None

Ineligible: None  
Abstain: None  
Absent: None

UPON MOTION of Councilman Gunn, seconded by Chairman Papp, carried, the following resolution was adopted:

WHEREAS, the Planning Board of the Borough of Interlaken is required, pursuant to the N.J. S. A. 40:55D-70.1 and 40:55D-25c., reviewed at least once a year its decision on applications and appeals for variances, and to prepare and adopt by Resolution a report on its findings on Zoning Ordinance provisions which were subject of variance requests and its recommendations for Zoning Ordinance amendments or revisions, if any, and

WHEREAS, the Board has prepared a report, has discussed same, and find the report to be proper;

NOW, THEREFORE, BE IT RESOLVED, by the Planning Board of the Borough of Interlaken, as follows,

1. The report, a copy of which is attached hereto and incorporated herein, is approved.
2. The Chairman of the Board is hereby authorized to execute the report.
3. A copy of the report and the herein Resolution shall be forwarded to the Mayor and Council.

**ROLL CALL:**

In Favor: Chairman Papp, Councilman Gunn, Vice Chairwoman Umfrid, Ms. Dalton, Ms. Heinz, Mr. Menditto, Mr. Tilton, Mr. Wasilishen and Mr. Weaver

Opposed: None

Ineligible: None

Abstain: None

Absent: None

**MEMORIALIZATION**

**BOROUGH OF INTERLAKEN PLANNING BOARD  
RESOLUTION WITH VARIANCES  
TO MICHAEL ZBORAY, 619 BRIDLEMERE AVENUE**

**WHEREAS, MICHAEL ZBORAY**, hereinafter referred to as “Applicant”, is the owner of a certain property known as Block 30, Lot 19.01, on the official tax map of the Borough of Interlaken (“Property”), which Property is located at 619 Bridlemere Avenue in the Borough of Interlaken, County of Monmouth, and State of New Jersey; and

**WHEREAS**, said Property is located in the R-A Single Family Residential Zone of the Borough of Interlaken; and

**WHEREAS**, a denial from the Zoning Official has been received by the Applicant dated October 6, 2017 indicating side and front yard setbacks are existing and non-conforming; and

**WHEREAS**, Applicant is requesting approval for the construction of a second floor addition over the existing garage and a one-story addition at the rear of the dwelling; and

**WHEREAS**, after proper notice, a public meeting on the within application was held on December 18, 2017 at the Interlaken Borough Hall; and

**WHEREAS**, the Board has considered the report of the Board Engineer, Peter R. Avakian P.E., P.P., dated December 6, 2017, and the documents and exhibits presented in support of the application, and comments of the public;

**NOW THEREFORE**, the Planning Board of the Borough of Interlaken makes the following findings of fact:

1. The Applicant is the owner of Block 30, Lot 19.01 in the Borough of Interlaken, County of Monmouth and State of New Jersey.

2. The property is rectangular in shape and measures 100 feet in width and by 150 in depth. The property contains an area totaling 15,000 sq. ft.

3. The Applicant is requesting approval from the Planning Board for the construction of a second floor addition over the existing garage and a one-story addition at the rear of the dwelling.

4. A denial from the Zoning Official dated October 6, 2017 has been received by the Applicant indicating that the improvements require variances for front and side yard setbacks.

5. The Property in question is located in the R-A Single Family Residential Zone of the Borough of Interlaken.

6. The minimum lot area permitted per the zoned district is 15,000 square feet. The existing lot area is 15,000 square feet, which conforms.

7. The minimum lot width permitted per the zoned district is 75 feet. The existing lot width is approximately 100 feet, which conforms.

8. The minimum lot depth permitted per the zoned district is 150 feet. The existing lot depth is 150 feet, which conforms.

9. The minimum front yard setback permitted per the zoned district is 50 feet except that no building shall be nearer to the street than the average alignment of existing buildings within 200 feet of each side of the lot and within the same block. The existing front yard setback is 32.1 feet to the first floor and approximately 30 feet to the second story overhang, which both represent existing non-conformities. The Applicant is proposing a front yard setback of 36.8 feet to the second floor addition, which is an expansion of an existing non-conformity, and requires a variance.

10. The minimum side yard setback permitted per the zoned district is 15 feet. The existing west side yard setback is 18.2 feet, which conforms. The existing east side yard setback is 9.8 feet, which represents an existing non-conformity. The Applicant is proposing an east side yard setback of 11.9 feet to the second story addition and 15.3 feet to the one story addition. The side yard to the second story addition is an expansion of an existing non-conformity and requires a variance. The side yard setback to the one story addition conforms.

11. The minimum rear yard setback permitted per the zoned district is 30 feet. The existing rear yard setback is 68 feet, which conforms.

12. The maximum building area coverage permitted per the zoned district is 25% of the lot area. The Applicant is proposing a building coverage of 21.8%, which conforms.

13. The maximum impervious surface area per the zoned district is 45%. The existing



impervious coverage of 27.8%.

14. The maximum building height permitted per the zoned district is 35 feet. The existing building height is 29.4 feet, which conforms. The proposed additions will not exceed the existing building height, which conforms.

15. At the hearing, the Owner testified that the addition will add architectural appeal to the neighborhood and that there will be no negative impact on the neighborhood including because the rear addition will be not seen by the neighbors. The new clapboard siding on the additions will match the existing siding. He also testified that they he does not plan to remove any trees. He also testified that while a portion of the dwelling may be occupied by a family member, that there will be no separate kitchen and there will never be any renting of a portion of the dwelling (i.e. different from if the entire dwelling might be renting to one family).

**NOW, THEREFORE, BE IT RESOLVED** by the Planning Board of the Borough of Interlaken that the application for variance approval pursuant to N.J.S.A. 40:55D-70(c)(2)(flexible “c” standards) be and is hereby approved, in that as to this particular Property the benefits of the proposed improvements will substantially outweigh any detriment of not granting said variances based on Applicant’s proofs including testimony, that the proposed improvements are aesthetically pleasing and will add architectural appeal to the neighborhood; and also based on that the relief can be granted without substantial detriment to the public good because there are no architectural or visual negatives caused by the proposed improvements, and the finding that the proposed improvements will not substantially impair the intent and purpose of the Zone Plan and Zoning Ordinance of the Borough of Interlaken, but subject to the following conditions:

- A. Applicant shall comply with the provisions of paragraphs 1 and 2 of the “General Comments” section of the Board Engineer’s letter report dated December 6, 2017.
- B. There shall be no trees removed for the construction of the proposed improvements.
- C. There shall be only one kitchen in the residence.
- D. There shall be no rental of the new space in the rear east side addition, as this is strictly a

single family zone.

E. Publication of a notice of this decision in the official newspaper serving the Borough of Interlaken, and return of proof of publication to the Board Secretary.

F. Payment by the Applicant of all taxes, escrows and assessments to date. No building permit or certificate of occupancy is to be issued until proof is furnished to the Board Secretary that there are no taxes, escrows, or assessments due or delinquent on the property in question.

G. The obtaining of all proper building permits for construction, and construction in accordance with the documents marked at the hearings, and in compliance with the testimony and stipulations of the Applicant at the hearing.

H. Compliance with the requirements of all governmental agencies having jurisdiction over the development of the Property.

I. Pursuant to Ordinance Section 25-3, Applicant shall have one year from the date of this Resolution to start construction; otherwise this variance approval shall expire, and once issued, the Applicant shall continue to complete the construction in a commercially reasonable time frame.

**BE IT FURTHER RESOLVED** that a copy of this Resolution, certified by the Secretary of the Planning Board of the Borough of Interlaken to be a true copy, be forwarded to the Borough Construction Official, the Borough Clerk, the Borough Tax Assessor and Collector and the Applicant herein; and

**BE IT FURTHER RESOLVED** that this Resolution shall serve as one of memorialization of the action taken by this Board at its meeting on December 18, 2017.

The foregoing Resolution was offered by Councilman Gunn and seconded by Mr. Tilton and adopted on Roll Call by the following vote:

ROLL CALL:

In Favor: Chairman Papp, Vice Chairwoman Umfrid, Ms. Dalton, Councilman Gunn, Ms. Heinz, Mr. Menditto, Mr. Tilton, Mr. Wasilishen and Mr. Weaver

Opposed: None

Abstained: None  
Ineligible: None  
Absent: None

The foregoing is a true copy of a Resolution adopted by the Planning Board of the Borough of Interlaken on the 22<sup>nd</sup> day of January, 2018.

UPON MOTION of Mr. Weaver, seconded by Chairman Papp, carried, the Board memorialized the application.

ROLL CALL:

In Favor: Chairman Papp, Councilman Gunn, Vice Chairwoman Umfrid, Ms. Dalton, Ms. Heinz, Mr. Menditto, Mr. Tilton, Mr. Wasilishen and Mr. Weaver  
Opposed: None  
Ineligible: None  
Abstain: None  
Absent: None

UPON MOTION of Mr. Wasilishen, seconded by Chairman Papp, carried, the Board adjourned the meeting.

ROLL CALL:

In Favor: Chairman Papp, Councilman Gunn, Vice Chairwoman Umfrid, Ms. Dalton, Ms. Heinz, Mr. Menditto, Mr. Tilton, Mr. Wasilishen and Mr. Weaver  
Opposed: None  
Ineligible: None  
Abstain: None  
Absent: None

Approved: \_\_\_\_\_  
Mr. Papp, Chairman

Attest: \_\_\_\_\_  
Gina Kneser, Secretary