

**BOROUGH OF INTERLAKEN
MINUTES- PLANNING BOARD
FEBRUARY 22, 2021 7:30 P.M.
BOROUGH HALL, 100 GRASSMERE AVENUE**

A meeting of the PLANNING BOARD of the Borough of Interlaken, Monmouth County, New Jersey was held on February 22, 2021 at 7:30 p.m.

The meeting was held via Zoom.

Chairman Papp opened the meeting and read the following Sunshine Statement: *“THE NOTICE REQUIREMENTS OF THE OPEN PUBLIC MEETINGS ACT HAVE BEEN SATISFIED BY FORWARDING NOTICE TO THE ASBURY PARK PRESS AND THE COASTER THAT THERE WOULD BE A VENUE CHANGE TO THE REGULARLY SCHEDULED MEETING HELD ON FEBRUARY 22, 2021 AT 7:30. THE MEETING WAS MOVED FROM THE BOROUGH HALL, 100 GRASSMERE AVENUE LOCATION TO BE HELD VIA ZOOM CONFERENCE UNDER THE GOVERNOR’S EXECUTIVE ORDER 107. A COPY OF THE NOTICE IS POSTED ON THE OFFICIAL BOROUGH WEBSITE WITH FULL DIRECTIONS ON HOW THE PUBLIC CAN ATTEND AND MAKE COMMENT AT THE MEETING. ALSO, A COPY WAS PLACED ON THE DOOR AT BOROUGH HALL AND IS ON FILE IN THE BOROUGH CLERK’S OFFICE.”*

IT IS DEEMED THAT THIS HEARING IS BEING HELD THROUGH ELECTRONIC COMMUNICATION. SHOULD THERE BE ANY DISCONNECT OR FAILURE OF TECHNOLOGY, THE MEETING WILL BE CONSIDERED ADJOURNED. ALL AGENDA ITEMS WILL AUTOMATICALLY BE CARRIED TO THE NEXT REGULARLY SCHEDULED INTERLAKEN PLANNING BOARD MEETING, WHICH IS EXPECTED TO BE SCHEDULED FOR MARCH 15, 2021 AT 7:30PM. ADDITIONAL NOTICE WILL NOT BE REQUIRED.

These announcements were followed by the Pledge of Allegiance.

ROLL CALL:

Present: Mr. Papp, Councilman Butler, Ms. Umfrid, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Ms. Heinz, Mr. Weaver, Ms. Kane, Mr. Wentz and Ms. Kapp

Also Present: Planning Board Attorney Representative Nick Falcone and Planning Board Secretary Gina Kneser

Late Arrival: None

Absent: None

UPON MOTION of Ms. Heinz, seconded by Ms. Kapp, carried, the Board approved the minutes of December 21, 2020 meeting.

ROLL CALL:

In Favor: Mr. Papp, Councilman Butler, Mr. Tilton, Ms. Dalton, Ms. Heinz, Ms. Kane and Ms. Kapp

Opposed: None

Ineligible: Ms. Umfrid, Mr. Wasilishen, Mr. Weaver and Mr. Wentz

Absent: None

Abstain: None

The following members were sworn in by Board Attorney Representative Nick Falcone:

Margaret Dalton	Class II
Jodi Heinz	Class IV

The swearing of Leonard Blasucci was tabled to the next meeting.

Chairman Papp congratulated newly sworn members.

UPON MOTION of Councilman Butler, seconded Ms. Kapp, carried, the following resolution was adopted:

WHEREAS, There is a need for a Board Attorney, 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 Brown, as Board Attorney. This appointment is being made under the same terms and conditions as 2020 and for the term of one (1) year, effective January 1, 2011.

1. This appointment is being made without competitive bidding because this appointment involves 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.

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

In Favor: Mr. Papp, Councilman Butler, Ms. Umfrid, Mr. Tilton, Ms. Dalton, Ms. Heinz, Mr. Weaver, Ms. Kane, Mr. Wentz and Ms. Kapp

Opposed: None

Ineligible: None

Absent: None

Abstain: None

Mr. Weaver NOMINATED Mr. Papp as PLANNING BOARD CHAIRPERSON, seconded by Ms. Umfrid.

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 2021 is hereby approved.

ROLL CALL:

In Favor: Mr. Papp, Councilman Butler, Ms. Umfrid, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Ms. Heinz, Mr. Weaver, Ms. Kane, Mr. Wentz and Ms. Kapp

Opposed: None

Ineligible: None

Abstain: None

Absent: None

Chairman Papp thanked the Board for their vote of confidence.

Chairman Papp opened the floor for nominations for Vice Chairperson.

Ms. Heinz NOMINATED Ms. Umfrid as PLANNING BOARD VICE 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 Kathy Umfrid as Vice Chairwoman for the year 2021 is hereby approved.

ROLL CALL:

In Favor: Chairman Papp, Councilman Butler, Ms. Umfrid, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Ms. Heinz, Mr. Weaver, Ms. Kane, Mr. Wentz and Ms. Kapp

Opposed: None

Ineligible: None

Abstain: None

Absent: None

Chairman Papp congratulated Vice Chairwoman Umfrid.

UPON MOTION of Mr. Weaver, seconded Mr. Wasilishen, carried, the following resolution was adopted:

WHEREAS, There is a need for a Board Engineer/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 Leon S. Avakian. This appointment is being made under the same terms and conditions as 2020 and for the term of one (1) year, effective January 1, 2021.

1. This appointment is being made without competitive bidding because this appointment involves 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 Leon S. Avakian.

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

ROLL CALL:

In Favor: Chairman Papp, Councilman Butler, Vice Chairwoman Umfrid, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Ms. Heinz, Mr. Weaver, Ms. Kane, Mr. Wentz and Ms. Kapp

Opposed: None

Ineligible: None

Abstain: None

Absent: None

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

Mr. Wasilishen NOMINATED Gina Kneser as PLANNING BOARD SECRETARY, seconded by Councilman Butler.

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 2021 is hereby approved.

ROLL CALL:

In Favor: Chairman Papp, Councilman Butler, Chairwoman Umfrid, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Ms. Heinz, Mr. Weaver, Ms. Kane, Mr. Wentz and Ms. Kapp

Opposed: None

Ineligible: None

Abstain: None

Absent: None

UPON MOTION of Mr. Weaver, seconded by Vice Chairwoman Umfrid, 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.

ROLL CALL:

In Favor: Chairman Papp, Councilman Butler, Vice Chairwoman Umfrid, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Ms. Heinz, Mr. Weaver, Ms. Kane, Mr. Wentz and Ms. Kapp

Opposed: None

Ineligible: None

Abstain: None

Absent: None

UPON MOTION of Vice Chairwoman Umfrid, seconded by Mr. Weaver, 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.

March 15, 2021	September 20, 2021
April 19, 2021	October 18, 2021
May 17, 2021	November 22, 2021*
June 21, 2021	December 20, 2021
July 19, 2021	January 24, 2022*
August 16, 2021	

*Meeting held on 4th Monday

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 Butler, Chairwoman Umfrid, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Ms. Heinz, Mr. Weaver, Ms. Kane, Mr. Wentz and Ms. Kapp

Opposed: None

Ineligible: None

Abstain: None

Absent: None

UPON MOTION of Mr. Weaver, seconded by Vice Chairwoman Umfrid, 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 Butler, Chairwoman Umfrid, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Ms. Heinz, Mr. Weaver, Ms. Kane, Mr. Wentz and Ms. Kapp

Opposed: None

Ineligible: None

Abstain: None

Absent: None

The Board commenced with a discussion regarding Land Use Continuity led by Mr. Wentz and Ms. Kapp.

Board members reviewed proposed changes and asked specific questions which including items pertaining to building height measurement from the crown of the road, use variances, family day care centers, home offices, use of garage as home office, houses of worship, lot size and contiguous lots.

Board Attorney Representative Falcone answered questions from Board members during the discussion.

Mr. Tilton and the rest of the Board thanked Mr. Wentz and Ms. Kapp for all their work on the proposed changes.

UPON MOTION of Mr. Weaver, seconded by Vice Chairwoman Umfrid, carried, the Board adjourned the meeting.

ROLL CALL:

In Favor: Chairman Papp, Councilman Butler, Vice Chairwoman Umfrid, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Ms. Heinz, Mr. Weaver, Ms. Kane, Mr. Wentz and Ms. Kapp

Opposed: None

Ineligible: None

Abstain: None

Absent: None

Approved: _____
Mr. Papp, Chairman

Attest: _____
Gina Kneser, Secretary