

**Borough of Highlands  
Zoning Board of Adjustment  
Regular Meeting  
September 6, 2012**

Mr. Braswell called the meeting to order at 7:37 p.m.

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

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

**ROLL CALL:**

**Present:** Ms. Ryan, Mr. Fox, Mr. Britton, Mr. Kutosh, Mr. Gallagher,  
Mr. Braswell

**Absent:** Mr. Knox, Mr. Cervantes

**Also Present:** Carolyn Cummins, Board Secretary  
Greg Baxter, Esq., Board Attorney

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**ZB#2012-3 Sandpiper Condo Assoc.  
Block 100 Lot 27 – 326 Shore Drive  
Appeal of Zoning Officers Decision – Application Review & Set P.H. Date**

**Present:** Maureen O'Connor, Sandpiper Condo Board Member

**Conflict:** Ken Braswell Stated that he has a conflict of interest on this matter.

The Board reviewed the application and the following was stated:

1. This is appeal of the Zoning Officers Decision.
2. The Board Secretary must send notice to the Zoning Officer to provide copies of his complete file on this matter.
3. The applicant must serve public notice to all property owners within 200 ft and publish notice in the newspaper.
4. The Zoning Officer will be required to be present at the hearing.
5. Board Secretary was directed to pull the old Seastreak files.
6. The public hearing was scheduled for October 4, 2012

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**ZB#2012-4 Two Rivers Construction  
Block 56 Lot 8 – Private Road  
Application Review & Set P.H. Date**

**Present:** John Beer, Applicant

The Board reviewed the application with the applicant and the following was stated:

1. There are issues with the lot and the board needs to see subdivision documents.
2. Applicant stated this lot was part of a family agreement.
3. Board - may not be a legal subdivision could require subdivision approval.
4. The board needs to know if lot 8 is a real lot because the survey only refers to a written agreement.
5. The board discussed discrepancies in the recent survey.
6. The board stated that the title and creation of the this lot is a very important issue.
7. Applicant will provide photos of the lot and the area at the public hearing.
8. Mr. Braswell will provide aerial photos of the site.
9. The applicant will have his attorney contact the board attorney to discuss concerns of the lot.
10. Public notice will be required.

The Board reserved jurisdiction on this application and requested proof of ownership of the lot.

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Mr. Kutosh offered a motion to schedule this matter for a public hearing on November 1, 2012, seconded by Mr. Fox and approved on the following roll call vote:

**ROLL CALL:**

**AYES:** Ms. Ryan, Mr. Fox, Mr. Britton, Mr. Kutosh, Mr. Gallagher, Mr. Braswell

**NAYES:** None

**ABSTAIN:** None

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**Approval of Minutes**

Ms. Ryan offered a motion to approve the August 2, 2012 Zoning Board Minutes, seconded by Mr. Fox and approved on the following roll call vote:

**ROLL CALL:**

**AYES:** Ms. Ryan, Mr. Fox, Mr. Britton, Mr. Kutosh, Mr. Braswell

**NAYES:** None

**ABSTAIN:** None

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**Communications:**

**Letter of Resignation from Kevin Connelly** – No action required.

Mr. Fox offered a motion to adjourn the meeting, seconded by Ms. Ryan and all were in favor.

The meeting adjourned at 8:25 p.m.

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Carolyn Cummins, Board Secretary