

**Borough of Highlands**  
**May 26, 2022 LUB Special Meeting Minutes**

***Via Zoom***

Chair Rob Knox called the meeting to order at 6:00pm.  
Chair Knox asked all to stand for the Pledge of Allegiance.

Board Secretary Tran read the following statement: This Special Meeting of the Land Use Board of the Borough of Highlands is called pursuant to the provisions of the Open Public Meetings Law. Notice has been transmitted to the Asbury Park Press, Two River Times, and by posting at the Borough of Highlands Municipal Building and website and filing with the Borough Clerk all on May 19, 2022. This agenda is complete to the extent known. Board may limit repetitive comments and may limit the time or number of questions or comments from any one citizen to ensure an orderly meeting and allow adequate time for members of the public to be heard.

This Special Meeting of the Borough of Highlands is called to review O-22-11 Ordinance Repealing Chapter 21 (Zoning and Land Use Regulations), Part VII (Flood Damage Prevention), Article XXIV (Flood Damage Prevention), Sections 21-109 Through 21-127 and Replacing It with a New Article XXIV (Floodplain Management Regulations) to Adopt Flood Hazard Maps and to Designate a Floodplain Administrator for consistency with the Master Plan. This meeting will take place virtually only. Any interested persons may participate (with or without counsel) and ask questions and/or testify at said hearing by signing in and joining the meeting via the Zoom instructions set forth in this Notice.

**ROLL CALL:**

Present: Mayor Broullon, Chief Burton, Ms. LaRussa, Mr. Lee, Mr. Montecalvo, Councilmember Olszewski, Vice Chair Tierney, Chair Knox, Mr. Zill, Mr. Cramer

Absent: Mr. Kutosh, Ms. Chang, Mr. Ziemba

Also Present: Board Attorney Dustin Glass, Esq., Board Engineer Edward Herrman, and Board Secretary Nancy Tran

**ACTION ON OTHER BUSINESS:**

Ordinance O-22-11 Ordinance Repealing Chapter 21 (Zoning and Land Use Regulations), Part VII (Flood Damage Prevention), Article XXIV (Flood Damage Prevention), Sections 21-109 Through 21-127 and Replacing It with a New Article XXIV (Floodplain Management Regulations) to Adopt Flood Hazard Maps and to Designate a Floodplain Administrator

Mr. Glass explained the Ordinance and the reason the Special Meeting was called.

Mr. Herrman explained that the Ordinance was mandated by FEMA if a municipality wanted to participate in their national flood insurance. He further explained that FEMA approved the Ordinance and that he thought that the Ordinance is consistent with the Master Plan.

Mayor Broullon gave the timeline of the Governing Body's involvement with the Ordinance.

Chair Knox asked if there were any changes that needed to be brought to the Board's attention. Mayor Broullon answered that it was pretty standard. Mr. Herrman answered that other towns are in similar boat and that their ordinance was similar.

Mr. Zill asked if there was anything in the document that was not precipitated by FEMA. Mr. Herrman answered no and that FEMA gave a template with limited changes allowed by each municipal.

Chair Knox asked if there were any questions from the Public.

Barbara Domingos, 247 Bay Ave., asked where she could find a copy of the Ordinance. Board Secretary Tran answered that it could be found on this meeting's page and on the Ordinance page of the Borough of Highlands website.

With no more questions and no comments from the public, Ms. LaRussa made a motion.

ON MOTION OF: Ms. LaRussa that O-22-11 is consistent with Master Plan

SECONDED BY: Mayor Broullon

ROLL CALL:

YES: Mayor Broullon, Chief Burton, Ms. LaRussa, Mr. Lee, Mr. Montecalvo, Councilmember Olszewski, Vice Chair Tierney, Chair Knox, Mr. Zill

NO:

INELIGIBLE:

ABSTAIN:

ABSENT: Mr. Kutosh, Ms. Chang, Mr. Ziemba

### **ADJOURNMENT**

Offered by: Mayor Broullon

Seconded by: Councilmember Olszewski

All in favor

None Opposed

Adjourned at 6:18pm.

I, Nancy Tran, certify that this is a true and correct record of the actions of the Borough of Highlands Land Use Board on May 26, 2022.

  
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Nancy Tran, Land Use Board Secretary