



REGULAR MEETING - BOROUGH OF HIGHLANDS LAND USE BOARD

07.09.2026

151 Navesink Ave. - Court Room
Thursday, July 9, 2026 at 7:00 PM

Minutes

The Regular Meeting of the Land Use Board of the Borough of Highlands was held July 9, 2026 at Borough Hall, 151 Navesink Avenue Highlands.

Regular MEETING: 7:00 pm

Vice Chairman Sayah called the meeting to order and stated that the meeting is being held in compliance with the Open Public Meetings Act. The "Open Public Meetings Act" compliance statement was read. Chairman Knox had everyone stand for the Pledge of Allegiance.

Roll Call:

Members Present –Mayor Broullon, Chief Burton, Ms. Olszewski, Mr. Sayah, Mr. Montecalvo, Mr. Zill, Ms. Chang, Mr. Cramer, Mr. Cody, *Member Vickery arrived at 7:06 pm.

Members Absent – Ms. LaRussa, Mr. Knox, Ms. Tierney

Professionals Present: Attorney Dustin Glass, Board Engineer Cameron Corini

Open for Public Comment: General Questions or Comments not pertaining to Applications

Resident Chris Francy of 36 5th Street expressed his concern with the proposed drainage for the Seastreak application heard at the Land Use Board Special Meeting on 6-25-2026. He stated that with the recent storms, it's imperative that the Board members and Board professionals make sure the applicant does all that they can to improve/alleviate the stormwater runoff in that area.

Approval of Minutes:

1. Approval of LUB Meeting Minutes June 11, 2026

Motion to approve: Mayor Broullon

Second: Mr. Montcalvo

Ayes: Mayor Broullon, Mr. Burton, Mr. Montecalvo, Council Member Olszewski, Mr. Sayah, Mr. Zill, Ms. Chang, Mr. Cramer, Mr. Cody

Nays: None

Abstain: None

Absent: Ms. LaRussa, Ms. Tierney, Mr. Knox, Mrs. Vickery

Minutes approved

2. Approval of LUB Special Meeting Minutes June 25, 2026

Motion to approve: Mr. Cody

Second: Chief Burton

Ayes: Mr. Burton, Mr. Sayah, Mr. Zill, Mr. Cramer, Mr. Cody

Nays: None

Abstain: Mayor Broullon, Mr. Montecalvo, Council Member Olszewski, Ms. Chang

Absent: Ms. LaRussa, Ms. Tierney, Mr. Knox, Mrs. Vickery

Minutes approved

Resolutions:

None

Action on Other Business:

None

Communication and Vouchers:

None

Hearings on Old Business:

None

Hearings on New Business:

LUB 26-01 – Dunn – 26 Seadrift Avenue, B76 L9 – Bulk Variances

Homeowners, Danielle Dunn and Justin Mele, who were both sworn in by Board Attorney Glass, presented their application to the Board requesting variance relief and a design waiver for their proposed inground pool. They then introduced their Professional Engineer, Mr. Gary Chiang of MGC Associates, who was also sworn in by the Board Attorney. He presented a revised grading plan dated 7/8/2026 which was marked into evidence as exhibit A-1.

Before Mr. Chaing reviewed the changes shown on exhibit A-1, Board Engineer, Cameron Corini, reviewed the variances/waivers being sought with the Board members. He advised there are six (6) pre-existing nonconforming variances – minimum lot area, minimum lot width, minimum lot depth, minimum front yard setback, minimum side yard setback, minimum rear yard setback – one (1) new variance – maximum lot coverage – and one (1) design waiver – pool side & rear setbacks. Mr. Corini went into more detail about the proposed new variance stating the maximum permitted lot coverage in the R-2.01 Zone is 75% and the applicant is requesting 84.5%. He then reviewed the proposed design waiver stating the minimum side & rear setbacks for an inground pool are 6’ and the applicant is requesting 3’ side & rear setbacks.

Mr. Corini reviewed his engineering report and the items that need to be addressed. He advised to item #9 in his report which stated the applicant needed to supply a deed that indicates there are no protective covenants, restrictions, and/or easements on the subject site. Mr. Chiang submitted into evidence, exhibit A-2, a photocopy of the existing deed to address this comment. However, Mr. Corini advised that this deed does not indicate if there are any covenants/restrictions/easements. As a condition of approval, the applicant will need to supply an amended deed that indicates whether there is or isn’t any of these items on site. For item #12, he advised that the property is located within the AE Flood Hazard Area which is elevation 11’. As a condition of approval, the applicant is required to submit NJDEP “permit by

registration” documentation. Lastly, for item #14, Mr. Corini advised that the zoning chart on the grading plan dated 4/27/2026 appears to be incorrect. As a condition of approval, the zoning chart will need to be amended to reflect the correct zoning information.

Mr. Chiang reviewed exhibit A-1 and advised that the revised plan now shows the amended zoning chart that reflects the correct zoning information. He went on to advise that there have been slight changes made from the previously submitted plan dated 4/27/2026. The proposed patio area is now to be constructed using pervious pavers and a stone trench is to be installed around the left, rear, and right sides of the pool to help alleviate stormwater runoff to neighboring properties. He also stated the property’s elevations are relatively flat – with elevations ranging from 4.1’-4.7’ – so runoff would not be pitched to any neighbors. Mr. Chaing explained to Board members that if the property conformed to the required lot size/depth/width, the construction of the inground pool would have been conforming as well.

Board Engineer Corini asked where the construction equipment/material will be stored during the construction process. Ms. Dunn advised that the neighbor to the left of her property agreed to allow them to remove the portion of the fence between properties in order for the machinery to get to the back of the property. They will reinstall the fence once excavation is completed. Mr. Corini advised that, as a condition of approval, the applicant must provide a “right of entry” agreement with said neighbor for the Board Attorney to review.

Board Member Cody asked about any safety requirements for the pool such as a walkway around the entire structure. Board Attorney Glass advised that the Construction Department will enforce any UCC (Uniform Construction Code) requirements for safety.

Board Attorney Glass stated the property survey submitted was from 2017. He asked if any changes have been made to the property since then. Ms. Dunn advised the only changes made were tree plantings along the fence line.

Mr. Glass then summarized the variances being sought which are considered “C-1” hardship driven / flexible variances – hardship variances due to the nature of the lot and flexible variances where the applicant is responsible for providing testimony in order to satisfy the positive & negative criteria. The positive criteria being that the proposed application advances the aspects of the Municipal Land Use Law. Mr. Chiang advised that there would be no detriment to the surrounding properties relating to stormwater runoff, the usability of the backyard would be substantially improved, and the project would be a general aesthetic improvement in the Borough.

Mr. Glass then advised the Board as to the three (3) possible conditions of approval should the Board Members approve the application. First, the applicant shall submit a revised deed indicating whether or not the property has any covenants/easements/restrictions subject to the review and approval by the Board Attorney. Second, the applicant shall submit NJDEP “permit by registration” documentation subject to the review and approval by the Board Engineer. Third, the applicant shall submit a written approval from the neighbor of block 76 lot 8, for a temporary “right of entry” agreement for construction purposes subject to the review and approval by the Board Attorney.

Motion to approve: Chief Burton

Second: Mr. Zill

Ayes: Mayor Broullon, Mr. Burton, Mr. Montecalvo, Council Member Olszewski, Mr. Sayah, Mr. Zill, Ms. Chang, Mr. Cramer, Mr. Cody, Mrs. Vickery

Nays: None

Abstain: None

Absent: Ms. LaRussa, Ms. Tierney, Mr. Knox

Bulk Variances with Conditions and Waiver granted

Meeting Adjournment:

A motion was made by Mayor Broullon for adjournment of the Land Use Board Regular Meeting, all were in favor. Meeting adjourned 7:30pm.