



**Neptune Township ~ Zoning Board of Adjustment  
Regular Meeting Agenda  
To be Held in the Municipal Complex  
25 Neptune Boulevard  
2<sup>nd</sup> Floor Township Committee Meeting Room  
Wednesday, February 7, 2024 at 7:30 PM**

This Regular Meeting of the Neptune Township Zoning Board of Adjustment which has been duly constituted and advertised according to law is now called to order. Fire exits are clearly marked at the side and rear of this room. If alerted of a fire, please move in a calm and orderly manner to the nearest smoke free exit. At this time, I would ask everyone to please silence all cell phones and other paging devices, as they are distracting to others.

It is the policy of the Zoning Board of Adjustment to end all matters no later than 11 p.m. No new applications will begin after 10:00 p.m. nor will any new witnesses or testimony begin after 10:30 p.m.

It is the Board's policy to adhere to the following procedure:

After testimony by the Applicant's attorney, their professional or proffered witness, questions will follow by members of the Zoning Board for that particular witness. After the Members of the Zoning Board ask their questions, the Zoning Board Professionals shall have the opportunity to ask questions. These questions by the Members of the Board and its professionals directed to applicant's witness may overlap.

After the Board Members and Board Professionals have finished their questioning, the Chairperson of the Zoning Board shall open the Public Portion session of the meeting for the public to ask **QUESTIONS ONLY** of the witness currently testifying. **THIS IS NOT THE TIME FOR PUBLIC COMMENT OR OPINION.** Each member of the Public who wishes to question this witness **MUST** form a line at the podium in order to be heard.

Each individual from the public must **state their name, spell their last name, state their address for the record**, and will have **ONE (1), five (5) minute session** to question the applicant's witness currently under oath. All questions should be directed to the Witness regarding his or her testimony **ONLY** and questions should not be repeated. **Time is not transferable between members of the public.**

The Public should be aware that a public question session will be held upon the conclusion of **EACH INDIVIDUAL WITNESS FOR THE APPLICANT**. Once the applicant's witness (or any other witness) has finished testifying, they are not subject to recall by the public, but may take the stand again as a part of the Applicant's hearing process. Every witness who appears may be subject to Board Member, Board Professional, and Public Questioning. **THE BOARD AND ITS PROFESSIONALS; HOWEVER, ARE NOT SUBJECT TO QUESTIONING.**

At the completion of Applicant's case, when the applicant has finished with all of their witnesses and evidence presentation, the Chairperson of the Zoning Board will open up the floor for **PUBLIC COMMENT**. At this time, individuals from the public will be sworn in, give their name and address for the record and will have **ONE (1), five (5) MINUTE SESSION TO PROVIDE COMMENT OR OPINION ON THE APPLICATION AS A WHOLE. THIS IS THE TIME WHEN THE PUBLIC MAY EXPRESS TO THE BOARD THEIR OPINIONS ABOUT THE APPLICATION SUBJECT TO A VOTE. Time is not transferable between members of the public.**

At the conclusion of the Public Session for Comments, the Applicant or their attorney may provide a "Summation" or Closing Statement to the Board. After Summation, the Board and its Professionals may engage in a discussion, on the record, regarding the Application and its contents. **There will be no further input from the public or the applicant at this time.**

Upon conclusion of Discussion, the Board may make a motion with regard to the application and vote upon same. We ask that both the Applicant and members of the Public be respectful of the process as outlined above.

**I. Roll Call on Board Members:**

Barbara Bascom	Shane Martins, 1 <sup>st</sup> Vice Chair	Danny Lynn (Alternate #1)
Dr. James Brown	Naomi Riley, 2 <sup>nd</sup> Vice Chair	Shawn Weston (Alternate #2)
William Frantz, Chair	Derel Stroud	Lisa DiPace (Alternate #4)

Also Present:           Monica C. Kowalski, Esq. – Board Attorney  
                              Matt Shafai, PE, PP, CME – Board Engineer  
                              Jennifer C. Beahm, PP, AICP – Board Planner

**II. Flag Salute**

**III. Swearing in of New/Reappointed Board Members:**

- a. **Danny Lynn as Alternate #1 for the remainder of a 2-year term expiring December 31, 2024**
- b. **Lisa DiPace as Alternate #4 for a 2-year term expiring December 31, 2025**

**IV. Resolutions to be memorialized:**

- a. **Resolution ZBA#24-04 – Appointment of Board Attorney for 2024 – Monica C. Kowalski, Esq.**  
*Those Eligible: Barbara Bascom, Dr. James Brown, Derel Stroud, Shawn Weston, Naomi Riley, Shane Martins, and William Frantz*
- b. **Resolution ZBA#24-05 – Appointment of Board Engineer for 2024 – Matt Shafai, PE of Leon S. Avakian, Inc.**  
*Those Eligible: Barbara Bascom, Dr. James Brown, Derel Stroud, Shawn Weston, Naomi Riley, and William Frantz*
- c. **Resolution ZBA#24-06 – Election of Chairperson for 2024 – William Frantz**  
*Those Eligible: Barbara Bascom, Dr. James Brown, Derel Stroud, Shawn Weston, Naomi Riley, and Shane Martins*
- d. **Resolution ZBA#24-07 – Election of 1<sup>st</sup> Vice Chairperson for 2024 – Shane Martins**  
*Those Eligible: Barbara Bascom, Dr. James Brown, Derel Stroud, Shawn Weston, Naomi Riley, and William Frantz*
- e. **Resolution ZBA#24-08 – Election of 2<sup>nd</sup> Vice Chairperson for 2024 – Naomi Riley**  
*Those Eligible: Barbara Bascom, Dr. James Brown, Derel Stroud, Shawn Weston, Shane Martins, and William Frantz*
- f. **Resolution ZBA#24-09 – Designation of Newspapers for Publication of Legal Notices 2024 – Asbury Park Press & The Coaster**  
*Those Eligible: Barbara Bascom, Dr. James Brown, Derel Stroud, Shawn Weston, Naomi Riley, Shane Martins, and William Frantz*
- g. **Resolution ZBA#24-10 – Adoption of Regular & Special Meetings for 2024**  
*Those Eligible: Barbara Bascom, Dr. James Brown, Derel Stroud, Shawn Weston, Naomi Riley, Shane Martins, and William Frantz*

**h. Resolution ZBA#24-11 – (Approval of Bulk Variance for Disturbance of Steep Slope) – Alexander Sinkovich – Block 4915, Lot 1 – 171 Hillside Drive**

*Those Eligible: Barbara Bascom, Dr. James Brown, Derel Stroud, Shawn Weston, Naomi Riley, Shane Martins, and William Frantz*

**V. Applications Under Consideration: None.**

**VI. Adjournment:**

- a. Next scheduled meeting will be our **REGULAR MEETING on Wednesday, March 6, 2024 at 7:30 PM** which will take place here, in person, in the Municipal Complex 2<sup>nd</sup> floor meeting room, 25 Neptune Boulevard.
- b. With no further business before the Board a motion to adjourn was offered by \_\_\_\_\_ to be moved and seconded by \_\_\_\_\_, meeting closed at \_\_\_\_\_ PM.