

**APPROVED MINUTES
REGULAR MEETING OF THE SEA BRIGHT PLANNING/ZONING BOARD
TUESDAY, January 23, 2024**

Call to Order and Flag Salute

Chairman Cunningham called the meeting to order at 7:30 p.m. and requested those present to join in the Pledge of Allegiance.

Open Public Meetings Statement

Good evening, Ladies and Gentlemen,
This Meeting Is Now Called to Order. The Borough of Sea Bright, in compliance with the Open Public Meetings Act, has provided notice of the time, date, and location of this meeting to the Asbury Park Press and Two River Times, filed notice with the Borough Clerk, and posted notice in the Borough Office and on the Borough website. This Meeting Is Open to The Public.

ADMINISTRATIVE MATTERS

Oath of Office

Board Attorney Ben Montenegro administered the following Oath Appointment:

1 Year Term Class II

Frank Lawrence January 1, 2024 through December 31, 2024

Attendance Roll Call

Present: Bills, Cashmore, Cunningham, DeSio, Lawrence, Leckstein

Absent: DeGiulio, Kelly, Schwartz, Zelina

Also in attendance: Board Attorney Ben Montenegro, Board Engineer David J. Hoder, Board Planner Christine Bell, and Board Secretary Candace B. Mitchell

Board Appointments

Election of Chairperson

Councilman Leckstein offered a motion to elect C. Lance Cunningham as Chairman of the Planning/Zoning Board. Second was offered by Ms. Bills, and the motion was adopted upon the following roll call vote:

Ayes: Bills, Cashmore, Cunningham, DeSio, Lawrence, Leckstein

Nayes: None

Election of Vice Chairperson

Chairman Cunningham offered a motion to elect David DeSio as Vice Chairman of the Planning/Zoning Board. Second was offered by Councilman Leckstein, and the motion was adopted upon the following roll call vote:

Ayes: Bills, Cashmore, Cunningham, DeSio, Lawrence, Leckstein

Nayes: None

Appointment of Board Secretary

Chairman Cunningham offered a motion to appoint Candace B. Mitchell as Secretary to the

Planning/Zoning Board. Second was offered by Councilman Leckstein, and the motion was adopted upon the following roll call vote:

Ayes: Bills, Cashmore, Cunningham, DeSio, Lawrence, Leckstein

Nayes: None

Professional Appointments

Resolution No. 2023-01 Appointing a Board Attorney

Chairman Cunningham offered a motion to appoint Ben Montenegro of Montenegro, Thompson, Montenegro, and Getz as Attorney for the Planning/Zoning Board. Second was offered by Vice Chairman DeSio, and the motion was adopted upon the following roll call vote:

Ayes: Bills, Cashmore, Cunningham, DeSio, Lawrence, Leckstein

Nayes: None

Resolution No. 2023-02 Appointing a Board Engineer

Chairman Cunningham offered a motion to appoint David J. Hoder of Hoder Associates as Engineer for the Planning/Zoning Board. Second was offered by Councilman Leckstein, and the motion was adopted upon the following roll call vote:

Ayes: Bills, Cashmore, Cunningham, DeSio, Lawrence, Leckstein

Nayes: None

Resolution No. 2022-03 Appointing a Board Planner

Chairman Cunningham offered a motion to appoint Leon S. Avakian, Inc. Consulting Engineers as Planners for the Planning/Zoning Board. Second was offered by Councilman Leckstein, and the motion was adopted upon the following roll call vote:

Ayes: Bills, Cashmore, Cunningham, DeSio, Lawrence, Leckstein

Nayes: None

Resolution No. 2021-04 Approving Meeting Dates for the Calendar Year 2024

Councilman Leckstein offered a motion to approve the 2024 Annual Schedule Notice. Second was offered by Chairman Cunningham, and the motion was adopted upon the following roll call vote:

Ayes: Bills, Cashmore, Cunningham, DeSio, Lawrence, Leckstein

Nayes: None

MEETING DATES OF UNIFIED PLANNING BOARD BOROUGH OF SEA BRIGHT 2024 ANNUAL SCHEDULE NOTICE

The dates, as set forth below, comprise the **Annual Unified Planning Board Schedule Notice** of regular meetings which will be held at **7:30 P.M.** prevailing time, in the Sea Bright Beach Pavilion, third floor meeting room, located at 1097 Ocean Ave., Sea Bright, New Jersey.

Meetings will be held on the following Tuesdays:

January	9 and 23
February	13 and 27
March	12 and 26
April	9 and 23
May	14 and 28

June 11
July 9
August 13
September 10 and 24
October 8 and 22
November 12
December 10

Reorganization Meeting January 14, 2025

Designation of Official Newspapers for the Calendar Year 2024

Councilman Leckstein offered a motion to designate the following newspapers as the official newspapers for the 2024 calendar year: Asbury Park Press and Two River Times. Second was offered by Ms. Bills, and the motion was adopted upon the following roll call vote:

Ayes: Bills, Cashmore, Cunningham, DeSio, Lawrence, Leckstein

Nayes: None

ITEMS OF BUSINESS

Approval of 12/12/23 Regular Meeting Minutes

Councilman Leckstein offered a motion to approve the minutes. Second was offered by Ms. Bills, and the motion was adopted on the following roll call vote of eligible members:

Ayes: Bills, Cashmore, Cunningham, DeSio, Lawrence, Leckstein

Nayes: none

Memorialization of Resolution

RESOLUTION OF APPROVAL

**APPLICATION OF
1485 OCEAN AVENUE REALTY, LLC**

IN THE MATTER OF : UNIFIED PLANNING/ZONING BOARD
1485 OCEAN AVENUE REALTY, LLC : BOROUGH OF SEA BRIGHT
: APPLICATION NO. 2023-11
: BLOCK 4, LOT 5
: 1485 OCEAN AVENUE

WHEREAS, 1485 OCEAN AVENUE REALTY, LLC has requested amended preliminary and final site plan approval with variance relief pursuant to N.J.S.A. 40:55D-70 (c) (2) to modify the plan approved via Resolution 2021-05 adopted 4/13/21(memorialized 4/27/21) to construct an awning structure over an existing deck associated with the existing tiki bar on the property located at Block 4, Lot 5 on the tax map of the Borough of Sea Bright, being commonly known as 1485 Ocean Avenue, Sea Bright, New Jersey, and said premises being in the B-3 Oceanfront Business Zone; and

WHEREAS, the Board held a public hearing on said application on December 12, 2023; and

WHEREAS, the applicant provided adequate notice of the hearing in accordance with N.J.S.A. 40:55D-12; and

WHEREAS, the applicant was represented by counsel, Kevin J. Moore, Esq., who presented the Application; and

WHEREAS, the Board heard the testimony and evidence presented by the applicant, applicant's witness and received no comments from the public.

NOW, THEREFORE BE IT RESOLVED, that the Unified Planning/Zoning Board of the Borough of Sea Bright, County of Monmouth and State of New Jersey, made the following findings:

1. The Board found the application complete.
2. Based upon the opening comments of the Applicant's counsel, the Board heard the following:
 - A. The Applicant formally withdrew its appeal of the zoning officer permit denial.
 - B. The Applicant proposed to construct an awning structure which is removable over an existing deck associated with the existing tiki bar on the ocean side of the property as depicted on the plans submitted.
 - C. Bulk variance relief is required for the plan modifications presented; where Section 130-38(D) allows an accessory awning no greater than 500 square feet and the proposed awning is approximately 1021 square feet.
3. The following were submitted in support of the Application:
 - A. Zoning Permit Denial (8/22/23)
 - B. Application Cover Letter (10/20/23)
 - C. Amended Site Plan (10/17/23)
 - D. Site Plan Application (10/20/23)
 - E. Awning Details – 2023
 - F. 200' Property List (10/12/23)
 - G. CAFRA Permit (7/29/20)
 - H. Resolution No. 2021-05 (4/27/21)
 - I. Proof of Service (12/4/23)
 - J. Exhibit A1 – Sheet 1 of Amended Site Plan (Board Mounted)
 - K. Exhibit A2 – Sheet 2 of Amended Site Plan (Board Mounted)
 - L. Exhibit A3 – Color Rendering of Site Plan

- M. Exhibit A4 – Asbury Awning (Specs/Drawings)
- N. Exhibit A5 – CAFRA Permit (7/29/20 Approval Date)
- O. Exhibit A6 – CAFRA Permit Plan by Maser Engineering

4. Based upon the sworn testimony of the Applicant's Principal William Stavola, the Board made the following findings of fact:

- A. He is the Principal/Owner of Applicant 1485 Ocean Avenue Realty, LLC, the owner of the subject property and operator of the Driftwood Cabana Club at the site.
- B. The proposed awning structure as depicted on the plans submitted is to provide cover for the upper deck adjoining the existing tiki bar. During the peak season, this upper deck would provide for tables/chairs, a temporary bar, and is a location for live entertainment for patrons.
- C. The awning proposed will provide for necessary coverage (shade from the sun; cover from any rain).
- D. The awning is removable (if there are any weather conditions/events that would warrant removing the awning cover and/or the awning structure).
- E. He confirmed that the walls/windows have been removed from the tiki bar as required by the prior approvals (Resolution 2021-05 and NJDEP CAFRA Permit dated 7/29/2020).
- F. He agreed that CAFRA Permit compliance (currently and continuing) is a condition of this approval.

5. Based upon the sworn and qualified testimony of the Applicant's Engineer Walter Hopkin, P.E., the Board made the following findings of fact :

- A. The subject property is located in the B-3 Oceanfront Business Zone.
- B. There is an existing beach club – Driftwood Cabana Club - on the subject property with principal structure and accessory structures/uses as depicted on the plans submitted.
- C. Via Resolution 2021-05, Applicant presented (and received a favorable vote) on an application for preliminary and final site

plan approval with bulk variance relief for the tiki bar and ancillary deck area (approximately 2,793 square feet total).

- D. The Applicants' intent per the plans submitted is to modify the originally approved plan to construct a removable awning structure covering the existing upper deck. No other changes to the plans are proposed.
- E. Making reference to the board mounted plans, he described the location of the existing tiki bar and decks (upper and lower).
- F. He testified that the proposed awning will cover the elevated portion of the deck (not the lower deck). The dimensions of the awning structure over the upper deck are approximately 21.1' x 44.6', with an additional bump out of approximately 14' by 5.75'. The total square feet of cover is approximately 1021 square feet.
- G. He testified that the height of the structure is less than the 15' allowed by Ordinance (approximately 14.3' as defined by Borough Ordinance).
- H. He testified that the proposed use would make the use of the site more functional by providing for reasonable shade on the deck during peak sun hours in the summer as well as reasonable cover in the event of rain.
- I. The installation of the temporary awning would enable patrons to enjoy the open space of the beachfront while being protected from the heat/light during the summer.
- J. He opined that the structure is designed in coordination with the existing structures/decks on site and will improve overall aesthetics at the site.
- K. He noted that the location of the property and the limited height of this awning structure is such that there is no negative impact to any nearby property owners in terms of view or visual impact.
- L. The addition of the awning structure to cover the entirety of the upper deck is a better zoning alternative for the site than limiting same to a maximum of 500 square feet.
- M. The surrounding properties on the eastern side of Ocean Avenue are all commercial properties separated from residential uses by Ocean Avenue and significant embankment.

- N. The subject property, particularly the proposed awning structure, is not visible from the street and the structure will not obstruct any sight lines for neighbors.
 - O. The proposal is consistent with the Borough's Ordinance and/or Master Plan which permit awnings in commercial zones and require awnings to compliment the architecture of the building to which it is accessory. The application furthers the Master Plan goal to strengthen the resort character of the Borough.
 - P. He opined that there will be no negative impacts created by the application for amended site plan approval and that the benefits of the amended plans, outweigh any detriments.
6. Based upon the sworn testimony of the Applicant's installer Christopher Zatorski, the Board made the following findings of fact:
- A. He is the installer on the project and fully familiar with the awning structure to be utilized on the site as depicted on Exhibit A4.
 - B. He noted that the design is an A-frame canopy style awning structure.
 - C. The structure utilizes welded aluminum with an awning cover that laces onto the aluminum frame.
 - D. He indicated the removal of the awning cover can be accomplished by his crew within an hour.
 - E. He indicated the removal of the awning roof structure can be accomplished by his crew in less than 3 hours.
 - F. He indicated that the structure will meet all required building codes and that all design, manufacturing and installation techniques meet industry standards.

CONCLUSIONS OF LAW:

WHEREAS, after careful deliberation, the Board has determined that the applicant has met the requirements of N.J.S.A. 40:55D-70(c) (2) with conditions imposed, for the amended site plan approval for awning structure over the existing outdoor upper deck (approximately 1021 square feet total), and the proposed application is an appropriate development of the subject parcel with a permitted use in the Zone;

WHEREAS, after careful deliberation, the Board has determined that the proposal advances purposes of zoning as set forth in N.J.S.A. 40:55D-2 (a) (g) and (i) of the Municipal Land Use Law; and those benefits outweigh any detriment from the proposal; and

WHEREAS, after careful deliberation the Board has determined that the proposed development will not have a substantial negative impact on the

neighborhood and will be a benefit in terms of the functional use of the site by providing for safe use of the upper deck at the beachfront, with improved aesthetics at the site; and

WHEREAS, the Board (noting that despite public notice, no persons appeared in opposition to the application) has determined that the relief sought can be granted without a substantial negative impact to the public good, provided all conditions of approval are satisfied or met; and

WHEREAS, the Board has determined that the relief sought does not impair the intent and purpose of the Master Plan or Zoning Ordinance of the Borough of Sea Bright.

NOW, THEREFORE, BE IT RESOLVED by the Unified Planning/Zoning Board of the Borough of Sea Bright, in the County of Monmouth and State of New Jersey, on the 12th day of December, 2023, upon a motion made by Mr. Leckstein and seconded by Mr. Bieber that the application of 1485 Ocean Avenue Realty, LLC, be granted, subject to the following terms and conditions:

1. The applicant shall be bound by all exhibits introduced, all representations made, and all testimony given before the Board at its meeting of December 12, 2023.
2. The applicant shall provide all required Site Performance Bond and Inspection Fees in accordance with the Municipal Ordinance.
3. The applicant shall be responsible for obtaining any other approvals or permits from other governmental agencies, as may be required by law, including but not limited to CAFRA, and the Municipality's and State's affordable housing regulations; and the applicant shall comply with any requirements or conditions of such approvals or permits.
4. The applicant must comply with the Development Fee Ordinance of the Borough of Sea Bright, if applicable, which Ordinance is intended to generate revenue to facilitate the provision of affordable housing.
5. The Board's Resolution of Approval for Application 2021-05 (memorialized 4/27/21) and all conditions therein remain binding on Applicant unless specifically modified by this Amended Preliminary and Final Site Plan approval.

6. The applicant shall submit proof of payment of all real estate taxes applicable to the property and payment of all outstanding and future fees and escrow charges, posting of all performance guarantees, if any, in connection with the review of this application prior to and subsequent to the approval of this application.
7. The applicant shall comply with all building, FEMA and fire codes including, but not limited to, entrances and exits.
8. The accuracy and completeness of the submission statements, exhibits and other testimony filed with or offered to the Board in connection with this application, all of which are incorporated herein by reference are specifically relied upon by the Board in granting this approval. This condition shall be a continuing condition, deemed satisfied unless and until the Board determines (on notice to Applicant) of a breach thereof.
9. In the event that any documents require execution in connection with this approval, such documents shall not be released until all conditions are satisfied.
10. The applicant shall pay to the municipality any and all sums outstanding for fees incurred by the municipality for services rendered by the municipality's professionals for review of the application for development, review and preparation of documents, inspections of improvements and other purposes authorized by the MLUL.
11. No site work shall be commenced or plans signed or released or any work performed with respect to this approval until such time as all conditions of the approval have been satisfied or otherwise waived by the Board.
12. Applicant shall comply with the following special conditions:
 - A. Compliance by Applicant with its NJDEP CAFRA Permit (currently and continuously) is a continuing obligation of Applicant and an express condition of the Board's approval.

13. Publication of a notice of this decision shall be published in the official newspaper of the Board. Such publication shall be arranged by the applicant.

ADOPTED this 12th day of December, 2023 on a roll call upon a motion offered by Mr. Leckstein and a second by Mr. Bieber

VOTE ON ROLL CALL:

IN FAVOR: Ms. Bills, Mr. Cashmore, Chairman Cunningham,
Ms. DeGiulio, Vice Chairman DeSio, Mr. Lawrence,
Mr. Leckstein, Mr. Zelina

OPPOSED: none

MEMORIALIZED this 23rd day of January, 2024 on a roll call upon a motion offered by Mr. Leckstein and a second by Mr. Cunningham

VOTE ON ROLL CALL:

IN FAVOR: Ms. Bills, Mr. Cashmore, Mr. Cunningham, Mr. DeSio,
Mr. Lawrence, Mr. Leckstein

OPPOSED: None

CERTIFICATION

I, Candace B. Mitchell, Secretary of the Unified Planning/Zoning Board of the Borough of Sea Bright, County of Monmouth, State of New Jersey, do hereby certify the attached is a true copy of the Resolution for Application No. 2023-11 Approved by the Unified Planning/Zoning Board at its regular meeting on December 12, 2023 and memorialized on January 23, 2024.

Candace B. Mitchell

Candace B. Mitchell, Secretary
Borough of Sea Bright Unified Planning/Zoning Board

Application No. 2023-12

Jonathan and Catherine Goldin
7 Atlantic Way, Bl. 29, L. 7

Requesting bulk and use variance approval to construct an addition of a third floor (1/2 story) and partial enclosure for the existing open garage area for storage purposes

The applicant requested and was granted permission to carry the application to the meeting of February 13, 2024 with new notice.

Application No. 2022-09 Administrative Amendment to Prior Approval

Gareth and Dawn Middleton

22 Surf Street, Bl. 11, L. 14

Requesting administrative approval w/o notice for a revision to the approved resolution to include a minor addition of a fireplace bump out on the west elevation of the home

Chairman Cunningham stepped down from hearing this application due to a business conflict, and Vice Chairman DeSio stepped in to chair the meeting.

Property owner Gareth Middleton was present for the application.

Items submitted in support of the Application:

- Site Plans, prepared by Brian Manthey, dated 11/27/23, 3 sheets
- Foundation Location Survey, prepared by Jeffrey S. Grunn, P.L.S., dated 9/30/23, 1 sheet
- Application, dated 10/1/23

Mr. Middleton was sworn in to testify. He described adding the fireplace bump out on the west elevation at the second story level and didn't see it as presenting a problem. Vice Chairman DeSio offered that he didn't have a problem with it.

Attorney Montenegro pointed out that, with the bump out, the structure is approximately 5 ½ inches from the property line. The house, moving to the rear, is literally on the property line. Mr. Montenegro stated that no new variances were requested. A variance for side yard setback had been approved in the original application.

Vice Chairman opened the meeting to the public, and, with no one in the public wishing to speak, he closed the public portion.

No members of the Board offered any further comments.

Councilman Leckstein offered a motion to approve the administrative amendment to prior approval. A second was offered by Ms. Bills, and the motion was carried on the following roll call vote:

Ayes: Bills, Cashmore, DeSio, Leckstein

Nays: Lawrence

There was a short break for Chairman Cunningham to rejoin the Board.

Application No. 2023-10

David Mayer

24 Surf Street

Bl. 11, L. 13, R-2 zone

Bulk variance relief to demolish 1-story structure and construct a new 3-story single-family home

In attendance for the application were owner David Mayer, Attorney Jeffrey P. Beekman, Architect David Feldman, Engineer Jennifer White, and Planner Andrew Janiew.

The following items were submitted in support of the application:

- Borough of Sea Bright Unified Planning-Zoning Board-Certified Application, dated 10/19/23
- Borough of Sea Bright Application for Zoning Permit, dated 7/10/23 (denial issued 7/13/23) Photos of Subject Property
- Survey, by InSite Surveying, dated 4/4/22 (1 sheet)
- Plot Plan, by InSite Engineering, dated 5/23/22 (1 sheet)
- Architectural Plans, by Feldman Architects, dated 5/27/23 (3 sheets)
- Exhibit A1 – Color Rendering Architecturals, 3 sheets: page 1 – Elevations; page 2 – Floor plan; page 3 – Floor plan.
- 1/2/24 Board Planner Report of Jennifer C. Beahm, P.P.
- 11/9/23 Board Engineer Report of David J. Hoder, P.E., P.P., C.M.E.

Attorney Jeff Beekman introduced the application. The applicant is proposing to construct a new single-family home utilizing the existing footprint. In order to build the new home, the project will require variance relief for lot area, front yard setback, side yard setback, rear yard setback, lot coverage, and building coverage.

The applicant, David Mayer was sworn in to testify. He and his wife acquired the property in 2006. The home was a one-story structure. He had the home elevated. During Superstorm Sandy, the home sustained substantial damage, including water in the home, mold damage, personal property damage, and compromise to the flooring and foundation. The applicant had the house lifted a second time and had new footings and foundation installed. The house remains in a state of disrepair and is not habitable. It was determined that new construction was preferable to attempting a renovation. He and his wife would like to create a single-family home for his family to use as a vacation home.

Architect David Feldman was sworn in to testify and was accepted as an expert witness. He entered the following exhibit: a color rendering of the architectural plans. He said these plans were modified slightly, which reduces the upper level, the 2 ft. knee wall, to comply with the Borough ordinance definition for a half story. So, the variance for a third story is eliminated. He also agreed to revise the height to 38 ft. to meet the ordinance limit.

In regard to off-street parking, Mr. Feldman stated that the garage would be able to accommodate two cars inside, and a parking spot outside would accommodate one car. The third parking space would be accessed by pulling through the garage and exiting through the second garage door onto a parking space which could alternately be utilized as a patio. Councilman Leckstein asked why not enclose that entire space. Vice Chairman DeSio noted that you can't have a car parked in the rear setback. Chairman Cunningham added that the third spot is "parking on the patio" and not a fully compliant space. Board Planner Christine Bell stated that you need 2 ½ spaces for a four-bedroom home.

Councilman Leckstein questioned why five bedrooms were planned. He would be more comfortable with four bedrooms. Dave DeSio commented that it looks like an Air BnB boarding house. Stephen Cashmore shared Dave DeSio's concerns. Chairman Cunningham added that the owners have said they have no plans to rent it out. Board Engineer Dave Hoder stated that with five bedrooms or four, there is still a variance needed.

The applicant's attorney asked for a brief recess to have a discussion with the owner. The recess lasted from 8:21 p.m. to 8:29 p.m. The Board reconvened. Everyone was present.

Mr. Feldman stated that the applicant is amenable to making the house a four-bedroom home. He would convert the fifth bedroom into an office by eliminating the closet and using the space to enlarge an adjacent bathroom. The applicant agreed to document the condition with a deed restriction which would have to be approved by the Board Attorney and Board Engineer.

Mr. Beekman asked if there are any changes to the setbacks. Mr. Feldman reviewed all setbacks and coverage for the Board.

Mr. Feldman talked about the mechanicals. Currently the mechanicals are on the side of the house in the setback. They would like to keep the mechanicals on the side of the house, hung off the house. Mr. Cashmore suggested the mechanicals be put on the roof. Mr. Feldman said that placement would make them difficult to service. Councilman Leckstein stated that in order to keep the mechanicals out of the setback, they would have to be put on the roof. Mr. Feldman suggested they could be placed on a deck instead of on the roof. The mechanicals, if placed on a deck would not be in the setback and would not take away the third parking space. The applicant agreed as a condition that the A/C equipment will not be placed in the side or rear yard setbacks and will not conflict with the parking spaces on the plan.

The meeting was opened to the public. With no one wishing to ask questions of Mr. Feldman, the meeting was closed to the public.

The next witness, Engineer Jennifer White, was sworn in to testify. She stated her credentials and was accepted as an expert witness. She offered that the rear yard setback will improve slightly. She discussed drainage. The downspouts will be directed to the front of the property. She also agreed to the condition that curbs or sidewalks damaged during construction would be repaired. There were no public questions for Ms. White.

Planner Andrew Janiew was sworn in to testify and accepted as an expert witness. He stated that single family homes are a permitted use in the R-3 zone. The deficiency of the lot area is an existing condition. The existing footings and foundation are also an existing condition. He noted that the plan improves the rear yard setback and lot coverage nonconformities. He stated that the proposal is consistent with the goals of the master plan and maintains the consistency of the residential neighborhood. There were no public questions for Mr. Janiew; and no one who appeared in opposition to the application.

Councilman Leckstein offered a motion to approve the application with special conditions, as follows: the plans will be revised to reflect a height of 38 ft.; the plans will be revised to reflect an upper level that meets the requirements of a half-story; the plans will be revised to show four bedrooms by converting the fifth bedroom into an office, and there will be a deed restriction for noticing future owners; the air conditioning condensers or any generator will not be located within the side or rear yard setbacks and will not conflict with proposed parking spaces; all drainage spouts will be directed to the front of the property; and damaged sidewalks and curbs will be

repaired before a certificate of occupancy will be issued. Ms. Bills seconded Councilman Leckstein's motion, and the motion was carried on the following roll call vote:

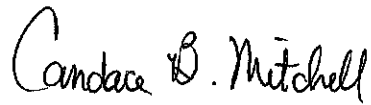
Ayes: Bills, Cashmore, Cunningham, DeSio, Lawrence, Leckstein

Nays: None

With no public questions and no further business to come before the Board, the next meeting date of 2/13/24 was announced.

The meeting was adjourned at 9:07 p.m. on a motion offered by Councilman Leckstein, a second offered by Ms. Bills. and a unanimous voice vote by the Board members.

Respectfully submitted,

A handwritten signature in cursive script that reads "Candace B. Mitchell".

Candace B. Mitchell, Board Secretary