

# ***PLANNING/ZONING BOARD***

## **BOROUGH OF AVALON**

### **AGENDA**

Type of Meeting: **Work Session/Regular**

Meeting Date: **September 12, 2023**

Meeting Location: Avalon Borough Hall, 3100 Dune Drive, Avalon NJ

Meeting Time: **6:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. **Open Public Meetings Act:** This meeting of the Avalon Planning & Zoning Board is being conducted in accordance with the **Open Public Meetings Act**. This meeting specifying time, date and location and format has been published in the December 16, 2022 Edition of *The Press of Atlantic City*, sent to the Cape May County Herald, posted on the Borough's Official Bulletin Board and is on file with the Municipal Clerk. All Meeting Agendas are posted, in advance of every meeting on the Borough's Official Website at [www.avalonboro.net](http://www.avalonboro.net)
5. Memorialize Minutes – August 8, 2023
6. Memorialize Resolutions – None
7. **Application PZ#23-06** (*D2 Variance for 3<sup>rd</sup> floor addition*) ZB  
Property Owner/Applicant: Heck, Keith & Kaitlin and Minderjahn, Steven  
Address: 54 E 27<sup>th</sup> Street, Unit C & D / Block: 27.01 Lots: 12.01, 12.02 & 12.03  
(*deadline for action 11/11/2023*)
8. **Application PZ#23-07** (*Variance for shed*) ZB  
Property Owner/Applicant: Kerr, John  
Address: 401 21<sup>st</sup> Street, Unit B / Block: 20.06 Lot: 113.01  
(*deadline for action 11/17/2023*)
9. Old Business
10. New Business
11. Public Comments

***AGENDAS ARE SUBJECT TO LAST MINUTE ADDITIONS AND CHANGES***

# **GENERAL MEETING PROCEDURES**

- 1) Order of Agenda
  - Call to Order/Pledge of Allegiance/Roll Call
  - Open Public Meeting Act Statement
  - Memorialization of Minutes and Resolutions
  - Applications
  - Old Business
  - New Business
  - Adjournment
- 2) Order of Applications
  - Presentation by Applicant and its Witnesses
  - Comments/Questions from Board Professionals
  - Questions from Board Members
  - Comments/Questions from Public
  - Applicant's Summation
  - Board Finding of Facts/Conclusions of Law
  - Motion and Vote
- 3) Guidelines for Public Comment
  - a) Public Comment will only be taken at the appropriate time during the hearing.
  - b) No member of the Public shall be heard until recognized by the Chairperson, having stated their name and address for the record and been sworn in by the Solicitor.
  - c) Public Comment is limited to 5 minutes per person to ensure adequate time for all speakers and the application to be completed.
  - d) Petitions, letters and e-mails will not be accepted.
  - e) The Public may cross-examine the applicant and witnesses. However, the Public is also subject to cross-examination.
  - f) Repetitive or irrelevant questions or comments are not permitted.
- 4) Miscellaneous Matters
  - a) The Order of the Agenda and time limitations for Public Comment may be changed at the Chairperson's discretion.
  - b) No new applications will be called after 9:00 pm. and the meeting will be adjourned no later than 10:00 pm.
  - c) It is the Board's intention to hear all applications as scheduled.
  - d) A full copy of the Board's adopted Rules is available from the Board Secretary upon request and payment of required fees.

***AGENDAS ARE SUBJECT TO LAST MINUTE ADDITIONS AND CHANGES***