Minutes of a Special Meeting of the Mayor and Council, Borough of Keyport, held on the above date via videoconference in Borough Hall Council Chambers, Keyport, NJ, pursuant to the Special Meeting Notice on file with the Borough Clerk forwarded to the Asbury Park Press and Newark Star Ledger and posted on the Bulletin Board in accordance with the Open Public Meeting Act, P.L. 1975, Ch. 231.

Members of the public who wished to participate in the meeting used the following dial in information:

Link: https://zoom.us/j/91061114526?pwd=WklEQ0w5Znp2TEpBRkovZGU2RU53Zz09

Meeting ID: 910 6111 4526
Passcode: 527223
Dial in Number: (646) 558-8656

Mayor Kennedy called the Meeting to Order at 7:00PM. Borough Clerk Michele Clark read the Sunshine Law Notice.

ROLL CALL

On Roll Call the following were present via videoconference: Councilmembers Goode, Fotopoulos, McDermott, Davidson and McNamara. Present in Council Chambers: Mayor Kennedy, Borough Administrator Jay Delaney. Borough Attorney Leslie London was present via videoconference. Councilwoman Pacheco arrived at 7:51PM.

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Mayor Kennedy dedicated a moment of silence

PURPOSE OF SPECIAL MEETING

The purpose of this meeting is to update the Governing Body and the public as to the recent updates to the Complete Streets Design Project

Mayor Kennedy spoke briefly about the Complete Streets Project. She said that the Committee was derived after the Grant was received and consisted of many different project teams. The Consultants took all of the survey results that the Community participated in and feedback from the different Committees, and put a Design plan together. Because this does touch County roadways, we needed to have a full review of it by the Governing Body.
Mayor Kennedy turned the meeting over to Adam Tecza, Urban Designer and Project Manager of FHI Studio and explained how the meeting will proceed.

Adam Tecza – He briefly explained the purpose of the three documents prepared in his presentation.

- Existing Conditions Report *(Draft, August of 2020)*
- Review of Existing Policies, Guidelines, and Plans *(Draft, June of 2020)*
- Complete Streets Outreach Summary *(Draft, March of 2021)*

Existing Conditions Report

- Mobility history
- Previous plans
- Demographics
- Land use and essential destination
- Functional classifications
- Modal analysis
- Green infrastructure
- Capacity analysis

Review of Existing Policies, Guidelines, and Plans

- Background on Complete Streets
- Why Complete Streets are important
- Complete Streets policy growth
- Review of model policies and guides
- Best practices; Ordinance
- Best practices; implementation

Complete Streets Outreach Summary

- Stakeholder meetings (seven meetings with more than a dozen people)
- Results from 262 survey responses
- Feedback from 103 participants submitting over 800 responses during the online workshop
- Four technical advisory committee meetings

Accessing Essential Services

- 2% of Keyport residents identified that they walk to work
- More than 50% of respondents walk to access an essential service at least some of the time
- 3 in 4 respondents walk to a park at least half the time they go
- Very few streets received high quality from Residential feedback for walking and biking

Work Product

- There are four documents
    1. Ordinance and Policy
    2. Complete Streets Design Guide
    3. Complete Streets Implementation Guide
    4. Land Use & Subdivision Ordinance Review

1. Ordinance

- Makes Complete Streets Official Policy
- Establishes design guide as official regulating document
- Complete Streets advisory committee
- Public participation
- Project prioritization
- Exceptions
- Reporting
- Re-examination

2. Complete Streets Design Guide

- Design guidance for all existing and new streets
- Includes bike and pedestrian network maps
- Provides guidance design tools (bulb outs, bicycle parking, mid-block crossing, etc.)
- Identifies priority interventions

These are three draft maps

- Street Typology Map – helps identify what Typology applies to what street
- Priority Bike – seen as the bike network map
- Priority Pedestrian – streets which have been identified as places where there is high volume of pedestrian traffic and should get enhanced treatments because of their particular roles in the pedestrian network

Introduced Hannah Brockhaus who works on his team

Each Typology will include a graphic vision on how the street should be designed

- Narrative description of the goals and vision of the street
- A set of design standards
- A number of design tools
- Background tools

In addition to that there will be a whole section on guidance to

- How to install Bike Parking, the types that should be used and where they should be located
- Bulb-out/Curb Extension

Implementation Strategy

- Best practices
- Implementation strategy
- Project delivery pathways
- Champions
- Project prioritization
- Funding

- Evaluation and reporting
- Implementation matrix

Land Use and Subdivision Review
- Parking standards
- RSIS standards
- Shared parking
- Bicycle parking
- Parking access standards
- Complete streets standards
- Development checklist

Disclaimers
- Planning document
- DRAFT concepts

BEFORE CONSTRUCTION
- Preliminary design
- Final design
- Traffic analysis
- Impact studies
- Public information studies

Bike and Pedestrian Network
Bike Network
- Bike lanes on Broad and Main Street
- Cross connections on Maple and Third Street to help leverage the Henry Hudson Trail

Priority Pedestrian Network
- Broad and Main – Enhanced bicycle facilities
    - Standard bike lane
    - Protected bike lane (Best option)
    - Cycle track

- 3rd Street
    - Leaving 1st Street as two-way
    - Leaving 2nd Street as two-way
    - Converting 3rd Street to a two-way bicycle facility and a one-way East bound drive lane

- Maple Place
    - Wide Street that is under utilized
    - Biking is a top priority
    - Stormwater management is as important as parking, if not more
    - Respondents preferred as balanced approach
    - Paint Only Option - Bicycles and parking are in the center of the road

- Route 524 Project
    - Stormwater management (County will maintain the system)
        - 3 stormwater management basins
        - Median bioswales
        - Infiltration basins

- Temporary Demonstration Project on Maple Place, Church Street, Atlantic Street
    - One week improvements
    - Bike and pedestrian improvements
    - Coordinated with the County
    - Scheduled for the spring

- Next Steps
    - Public and Council review
        - Complete Streets Ordinance

        - Implementation Guide
        - Land Use and Subdivision Review
        - Outreach Summary
        - Download at the Borough Website or KeyportStreets.com
    - Comments
        - Administrator@keyportonline.com
        - Due by Monday March 22nd at 9:00AM
    - Design Guide
        - County coordination
        - Draft based on feedback
    - Demonstration Project
        - Spring

The meeting was turned back over to Mayor Kennedy. Mayor Kennedy thanked Adam Tecza and asked Council if they had any comments or questions.

Council President Goode – He asked about the raised curbs and stormwater on Maple and what would be the cost to the Borough.

Adam Tecza – He said it is not going to be cheap and that it is a significant investment. There is opportunity to coordinate with the County and there are also grants out there that can help support this.

Councilman Fotopoulos – He thanked Adam and everyone for all of the work they have done throughout.

Councilwoman McDermott – She said her question is in regards to Maple Place, there is a bridge that has consistent flooding. When you look at Third Street, there are some areas that have excess waters. She asked what they were going to do with those areas and what the time span was going to be.

Adam Tecza – He said that he knows that there are localized flooding issues on Third Street and all through the area from Maple Place to the Bayfront. One of the things that they tried to include was small rain gardens.

Adam Tecza shared his screen to show small rain garden examples.

Councilwoman Davidson – She thought that the primary focus was to provide pathways for evryone walking to and from schools and she didn't see much of a focus on that specifically. She thinks that is really an important factor making sure that is clearly defined how that is going to make it better for everybody walking their children to school, as we live in a walking district for schools.

Adam Tecza shared his screen to show the draft bike network map.

Councilwoman Davidson – She said on Maple Place between Beers Street and Luppatatong there is bridge that dips down. She asked if in the conversations with the County, has it been discussed to lift that bridge and, if it is lifted, what happens with the tractor trailers? She lives on Maple Place and tractor trailers speed by. A huge concern of hers is having pedestrians and bicyclists in the middle of Maple Place, not to mention you have to worry about heavy traffic from both directions, as well as people backing in and out of their driveways. She said yes, the street is wide, but for people who drive larger vehicles, backing in and out on a 90-degree angle into your driveway that doesn't seem like enough space to turn your vehicle in safely while worrying about pedestrians and traffic and parked cars all in the same area. She asked what the County has said so far about tractor trailers and removing them.

Adam Tecza – We haven't had those conversations with the County. The County has identified that road as a truck route and from our understanding has been a truck route. We can raise that question again.

Councilwoman Davidson – As to the raingardens that are proposed on the corners, she asked what kind of plants will be used and will they cause any visibility issues making the turn.

Adam Tecza – He said that it is a very common approach that has been used across the country and throughout New Jersey to bring localized stormwater solutions in areas where it's appropriate. They are called "woody plants" and he can send some pictures. They don't rise up above a foot above the ground.

Councilwoman McNamara – She asked if other towns have folded this Ordinance into their Master Plan.

Adam Tecza - The Ordinance is something that Council adopts. We also think it would be wise to adopt the design guide as a part of your Master Plan. It has a relationship with the Capital Improvement Plan and it will create a foundation for private changes to the roadway system.

Councilwoman McNamara – She asked if he has had higher success rates with communities that do fold it in.

PUBLIC COMMENT PORTION
The Meeting was opened to the public for comments or questions listed on the Agenda at 8:31PM moved by Goode, carried by Pacheco with ayes by all present.

Clare Skeen, 33 St. Peters Pl. – She said much of what was presented is quite ambitious and costly. She would love to see more, modest, easily attainable goals incorporated into our Complete Streets vision. She means paved streets, sidewalks that are in good shape, crosswalks that are clearly marked, particularly in places that crosswalks don't currently exist. One of the reasons she loves living in this town is because you can walk to anything. She would like speed limits enforced in town to where speed limits are no longer an issue in town.

Adam Tecza – She advised Clare to look at the Implementation Plan, which talks about how you phase approach the implementations.

Andrew Kelsey, 29 St. Peters Pl. – He asked about the traffic calming and what else is being done about it. It's a big issue here in Keyport.

Hannah Brockhaus – She said we identified a lot of the key areas, for example like Broadway, Atlantic and Beers Street. The streets are connected to Route 35 and Route 36 and can be improved with traffic calming. We are focusing on intersections.

Elmer J. Graham, Jr., 22 St. Peters Pl. – He said to keep going forward with the Complete Streets Initiative Plan. It can only help Keyport in the long run.

Michael Lane, 51 First Street – He said that he lives on a County street and two significant issues are speed and the size of the vehicles. The sidewalks are only 3ft wide and they sit back about a foot from the curb. He asked if there has been any dialogue with the County about speed limits on the County roads.

Adam Tecza – He said that he has not had a dialogue with the County about speed limits.

Michael Lane – He said you need to take water tables into account.

There being no further comments or questions, the Meeting was closed to the public at 8:50PM moved by Goode, carried by Pacheco with ayes by all present.

Motion to allow the Professionals to move the Design Plan as written to the County with the understanding of no commitment of implementing these plans and that it is just to open up conversation with the County made by Fotopoulos, carried by Pacheco.

Roll Call: Ayes: Goode, Pacheco, Fotopoulos, McDermott, Davidson, McNamara
Nays:
Absent:
Abstain:

ADJOURNMENT
Motion to Adjourn at 8:59PM moved by Pacheco, carried by McDermott with ayes by all Present.