

KEYPORT UNIFIED PLANNING BOARD
MEETING OF AUGUST 27, 2020
COUNCIL CHAMBERS 7:00 PM

Conference call information:

Dial In via Computer Link:

<https://us02web.zoom.us/j/84083174446?pwd=OFIYyYtvdjNKUlo1Mk01RzF6ZFhjQT09>

Dial in Number: 1-646-558-8656

Meeting ID: 840 8317 4446

Passcode: 673698

CALL TO ORDER PM

SUNSHINE LAW NOTICE:

FLAG PLEDGE:

ROLL CALL: Mayor Kennedy, M. Goode, M. Sessa, H. Aumack R. Benedict, L. Davidson, K. Howe,
D. Pacheco, N. Vecchio

Alternates: J. Oviedo, J. Royster

MINUTES: July 23, 2020

Motion: Second: Ayes: Nays: Ab:

Mayor Kennedy, M. Goode, M. Sessa, H. Aumack R. Benedict, L. Davidson, K. Howe, D. Pacheco
N. Vecchio

Alternates: J. Oviedo, J. Royster

NEW BUSINESS:

**APPLICATION: KUPB 20-02 "C" VARIANCE
HEATHER SCHACHTEL
PHILIP O'BRIEN
15 PINE STREET
BLK 136 LOT 3**

Motion to Open to the Public:

Motion: Second: Ayes: Nays: Ab:

Mayor Kennedy, M. Goode, M. Sessa, H. Aumack R. Benedict, L. Davidson, K. Howe, D. Pacheco
N. Vecchio

Alternates: J. Oviedo, J. Royster

Motion to Close to the Public:

Motion: Second: Ayes: Nays: Ab:

Mayor Kennedy, M. Goode, M. Sessa, H. Aumack, R. Benedict, L. Davidson, K. Howe, D. Pacheco
N. Vecchio

Alternates: J. Oviedo, J. Royster

Application Vote:

Motion: Second: Ayes: Nays: Ab:

Mayor Kennedy, M. Goode, M. Sessa, H. Aumack, R. Benedict, L. Davidson, K. Howe, D. Pacheco
N. Vecchio

Alternates: J. Oviedo, J. Royster

PLANNING BOARD PROFESSIONALS: Update on applications

Motion to Adjourn:

Motion: Second: Ayes: Nays: Ab:

Mayor Kennedy, M. Goode, M. Sessa, H. Aumack R. Benedict, L. Davidson, K. Howe, D. Pacheco
N. Vecchio

Alternates: J. Oviedo, J. Royster

Motion to Adjourn:

The next regularly scheduled Planning Board Meeting will be Thursday, September 24, 2020

ADJOURNMENT: PM

The Keyport Unified Planning Board held a Regular Meeting on July 23, 2020 which was called to order at 7:04 PM via zoom conference call. The meeting was called to order by Mark Sessa, the Sunshine Law Notice was read followed by the Flag Salute.

ROLL CALL: Mayor Kennedy, M. Goode, M. Sessa, R. Benedict, L. Davidson, K. Howe, D. Pacheco, N. Vecchio, J. Oviedo, J. Royster

Absent: H. Aumack

MINUTES: June 25, 2020

Motion to approve the minutes was made by L. Davidson, second by Councilman Goode with ayes by all present.

Ayes: M. Goode, M. Sessa, R. Benedict, L. Davidson, K. Howe, D. Pacheco, N. Vecchio, J. Oviedo, J. Royster

Abstain: N. Vecchio, Mayor Kennedy (received the incorrect minutes)

COMMUNICATION:

Hudson Pointe Redevelopment Plan, 75 Manchester

Resolution 186-20 Referring to the Keyport Unified Planning Board for Review and Comment a Redevelopment Plan Entitled "Redevelopment Plan – Block 120, Lots 8 and 9 and Block 130 Lots 42, 48, 49, 50, 51 and 52 (Scattered Site Properties)" Pursuant to the local Redevelopment and Housing Law, *N.J.S.A. 40:12A-1, et seq.*

Mr., Sessa stated that this was referred to the Board for consistency with the Master Plan. Mr. Leckstein confirmed that was the only reason.

Mr. Sessa asked Mr. Van den Kooy if he thought that the redevelopment plan was consistent to the Master Plan. Mr. Van den Kooy spoke about the plan and stated he felt it was consistent with the Master Plan.

Mr. Sessa spoke about the density of the project being a tradeoff to for the cleanup of the site and understands that anything less wouldn't be feasible.

Mr. Leckstein mentioned to the Board that Mr. Janiw from Beacon Planning was in attendance if any Boardmembers had any question for him regarding the Plan.

No other questions from the Board.

Motion to send letter to Mayor and Council stating that the Board feels the redevelopment plan is consistent with the Master Plan was made by Councilman Goode, Second by N. Vecchio

Ayes: Mayor Kennedy, M. Goode, M. Sessa, H. Aumack R. Benedict, L. Davidson, K. Howe, D. Pacheco N. Vecchio

Motion to Adjourn the meeting at 7:17pm was made by Mayor Kennedy, second by L. Davidson with ayes by all present.

The next regularly scheduled Planning Board Meeting will be Thursday, August 27, 2020



JOHN H. ALLGAIR, PE, PP, LS (1983-2001)
DAVID J. SAMUEL, PE, PP, CME
JOHN J. STEFANI, PE, LS, PP, CME
JAY B. CORNELL, PE, PP, CME
MICHAEL J. McCLELLAND, PE, PP, CME
GREGORY R. VALES, PE, PP, CME

TIMOTHY W. GILLEN, PE, PP, CME
BRUCE M. KOCH, PE, PP, CME
LOUIS J. PLOSKONKA, PE, CME
TREVOR J. TAYLOR, PE, PP, CME
BEHRAM TURAN, PE, LSRP
LAURA J. NEUMANN, PE, PP
DOUGLAS ROHMEYER, PE, CFM, CME
ROBERT J. RUSSO, PE, PP, CME
JOHN J. HESS, PE, PP, CME

August 10, 2020

Keyport Unified Planning Board
70 West Front Street
PO Box 60
Keyport, NJ 07735

Attn: Denise Nellis
Recording Secretary

**Re: Heather Schachtel & Philip O'Brien
Block 136, Lot 3 - 15 Pine Street - Application No. KUPB 20-02
Bulk Variance Approval (Zoning Board)
Completeness, Planning and Engineering Review and Fee Determination
Borough of Keyport, Monmouth County, NJ
Our File: HKPE0136.01**

RECEIVED
AUG 11 2020
BY:

Dear Chairman Sessa and Board Members:

In accordance with your authorization, our office has performed a review of the above referenced application, including but not limited to the following submission items:

- "Addition and Renovations to the O'Brien Residence, 15 Pine Street, Keyport, NJ" prepared by James T. Daley, Architect, dated June 4, 2020, revised to July 2, 2020, consisting of three (3) sheet;
- "Location Survey for Heather Schachtel, Lot 3, Block 136" prepared by Richard E. Stockton, dated March 18, 2020, consisting of one sheet included in the cover of the Architectural Plans;
- Completed application forms and various other application documents and submission items.

Based upon our review of same, we offer the following comments.

- 1) The Applicant is seeking variance relief to make alterations to an existing 2-story single family house located on Block 136, Lot 3 (15 Pine Street). It appears that the dwelling is proposed to be serviced by existing utilities. There are no other public improvements proposed as part of this application. Permitted single family dwellings are exempt from site plan approval; however the proposed alterations to the house require several variances. The renovations include enclosing an existing covered area in the southwest corner of the house with a 5'± by 13'± addition and expanding the second floor in the rear of the structure over an existing one-story roof. It is noted that the footprint of the building is not being expanded with the only new walls on the first floor proposed where the open roofed area exists today. In addition, the overall height of the structure will not change as a result of the alterations.
- 2) The 3,312 square foot property has 53.84 feet of frontage along the southern side of Pine Street between Cedar Street and Walnut Street. The property is situated in the RA Residential Zone.

S:\Keyport\Project Files\E0136.01 - 15 Pine Street\20-08-10 Completeness, Planning & Eng Rvw - Fee Determination.docx



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The property is located in the "X" zone of the preliminary Flood Maps. Properties surrounding the subject site are similarly zoned RA and contain residential dwellings to the south, east and west of the subject property. There is an accessory structure (vinyl shed) in the rear yard.

- 3) Based upon our review of this application from a completeness standpoint, it appears that all required submission items have been provided. Accordingly, we recommend that this application be deemed **complete**.

4) Zoning Compliance

The subject property is situated within the Residential A (RA) Zone District and the table below summarizes the bulk measures and zone requirements for the property:

Table 1: Bulk Standards, RA 'Residential Zone (§25:1-5)			
Standard	Required	Existing Lot 3	Proposed Lot 3
Minimum Lot Area (sq. ft.)	5,000 SF	3,312	3,312 (EC)
Minimum Lot Width(ft.)	50 '	42.5'±	42.5± (EC)
Principal Building Setbacks			
Front Yard (ft.)	20'	0.8'	0.8' (EC)
Side Yard (ft.)	6'	2.1'	2.1' (EC)
Side Yard Combined (ft.)	16'	12.5'	12.5' (EC)
Rear Yard (ft.)	15'	43.75'	43.75'
Accessory Building/ Struct. Setbacks			
Side Yard (ft.)	3'	4.5'	4.5'
Rear Yard (ft.)	3'	2'	2' (EC)
Maximum Lot Coverage – Principal Building	30%	27.9%	27.9%
Maximum Lot Coverage – Accessory Building	10%	0.5%	0.5%
Building Coverage (Inclusive of Accessory)	40%	28.4%	28.4%
Lot (Impervious Surface) Coverage	60%	39.3%	39.3%
Principal Building Height (Stories)	2.5	2.0	2.0
Maximum Principal Building Height (ft.)	30'	25'	25'
Accessory Building Height (Stories)	1.5	1.0	1.0
Maximum Accessory Building Height (ft.)	16'	C	C
Maximum Front Yard Coverage by Parking	30%	21.5%	21.5%

(EC): Existing Condition

(V): Variance Required

(C) Complies



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- 5) It should be noted that the variances requested are existing conditions and none of these conditions are being exacerbated by the proposed building alterations.
- 6) Section 25:1-14.3(d)(1) indicates that canopies may project into side yards a distance not exceeding two (2") inches per one foot of side yard width but may not exceed a total of three (3') feet. The western side yard setback is 10.4' which allows a canopy of 20.8". It appears that the canopy proposed over the proposed door is 2.0' which exceeds the maximum permitted width of the canopy. A **variance** is required for the 2.0', or 24", canopy width where 20.8" is permitted.
- 7) We offer the following comments for review and consideration by the Board and discussion at the Public Hearing:
 - a) The Applicant shall provide testimony in support of the required variances and that the variances can be granted without causing substantial detriment to the public good and that the granting of the variances will not substantially impair the intent and purpose of the municipal zoning plan and ordinance.
 - b) The Applicant should indicate whether any attempt has been made to purchase property from the adjacent property owners in order to make the lot conforming to the minimum lot area and lot width requirements of the zone.
 - c) The existing driveway is approximately 30' x 10.4' and is gravel. The Board should consider requiring that the driveway be resurfaced with asphalt, concrete or other hard surface.
- 8) The following items should be conditions of any approval granted by the Board:
 - a) The owner shall obtain all required building permits from the Borough prior to any renovations to the structure.
 - b) A final as built survey shall be submitted to the Borough once any renovations to the structure are complete.

9) Fee Determination

Based upon our review of the subject application, we estimate that the following fees are required:

Description	Application Fee	Escrow Fee
Bulk Variances	\$150.00	\$1,000.00



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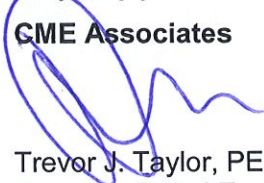
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We recommend the Borough collect \$150.00 in nonrefundable application fees and \$1,000.00 in refundable professional services escrow fees from the Applicant prior to deeming the application complete.

Should you have any questions or require additional information, please do not hesitate to contact this office.

Very truly yours,

CME Associates


Trevor J. Taylor, PE, PP, CME
Planning Board Engineer

TT

cc: Marc Leckstein, Esq.
David Olsen, Zoning Officer
Laurie Graham
Heather Schachtel
(heatherschachtel@yahoo.com)
James T. Daley, AIA
(gymteedaily@aol.com)
Peter Van den Kooy, PP, AICP, Board Planner