The Keyport Unified Planning Board held a Regular Meeting on December 7, 2023, which was called to order by Mark Sessa at 7:00 PM, the Sunshine Law Notice was read followed by the Flag Salute.

Present: Mayor Araneo, Councilmember Davidson, Chairman Sessa, J. Royster, W. McDermott, J. Oviedo, (arrived 7:05pm), D. Pacheco (arrived 7:10 pm)

Professionals: Board Attorney Michael Leckstein, Board Engineer Fran Mullan

MINUTES: OCTOBER 26, 2023

Motion to approve minutes was made by Councilmember Davidson, second by W. McDermott with ayes by all present.

Chairman Sessa explained that there were two cases on the agenda that have asked to be carried.

Keyport Yacht Club has to be re-noticed, the public will receive notice with the new date. If anyone was here for that case, it will be heard at a future date.

Paul Miller application, 80 West Front Street, will be carried to January only for a new date. The application will not be heard at that time. If anyone is present for that application, they can contact the Board Secretary after the January 25th meeting for the new date.

RESOLUTION: KUPB 23-11
BRENDA & FRANK OCCHIPINTI
57 ELIZABETH STREET
VARIANCE RELIEF

Motion to approve resolution was made by J. Merla, second by Councilmember Davidson

Ayes: Mayor Araneo, Councilmember Davidson, J. Royster, W. McDermott, J. Merla

Abstain: Chairman Sessa

APPLICATION: KUPB 22-02
ANITA MAKSIMOW
57 MAIN STREET
ADMINISTRATIVE CHANGE MOTION TO APPROVE / DENY

Mr. Mullan explained that this property has already received Board's approval. While the applicant was doing construction, they realized that the framing was in disrepair. Nothing has changed with the plans; they are requesting administrative approval from the Board. T&M stated that it is in complete compliance with was previously approved. They have made some small changes that does not trigger any variances. Mr. Mullan stated that they are adding 18 inches in the roof height. In T&M view, it is a very simple fully compliant request for an administrative change. He had brought it to the Board so that the stop work order from construction could be lifted and the applicant can continue to work on the project. Mr. Mullan spoke about the review letter that was dated December 4th, they included the pictures that were submitted.

There was discussion regarding the additional space that was added to the height. Mr. Pacheco confirmed that the additional height does not make it an additional room it was just for headroom; correct.

Motion to approve was made by W. McDermott, second by D. Pacheco

Ayes: Mayor Araneo, Chairman Sessa, J. Royster, J. Oviedo, W. McDermott, D. Pacheco, J. Merla
Abstain: Councilmember Davidson

RESOLUTION TO APPROVE ADMINISTRATIVE CHANGE

Motion to approve resolution was made by J. Merla, second by D. Pacheco
Ayes: Mayor Araneo, Chairman Sessa, J. Royster, J. Oviedo, W. McDermott, D. Pacheco, J. Merla
Abstain: Councilmember Davidson

Motion to Adjourn: at 7:15pm was made by W. Mc Dermott, second by J. Merla with ayes by all present.

The next regularly scheduled Planning Board Meeting will be Thursday, January 25, 2024.