

Approved 3/23/17

KEYPORT UNIFIED PLANNING BOARD

The Keyport Unified Planning Board held a Special Meeting on February 8, 2017 which was called to order at 7:00 PM in the Council Chambers at Borough Hall, 70 West Front Street, Keyport, NJ, called to order by Mark Sessa, the Sunshine Law Notice was read followed by the Flag Salute.

ROLL CALL:

PRESENT: Mayor Harry Aumack II, Councilman Goode, R. Burlew, D. Fotopoulos, J. Kovacs, G. Sappah, T. Musson, M. Sessa, J. Carlos Oviedo (arrived at 7:10pm), J. Kovacs-Olsen

Donna Miller, Planner, Marc Leckstein, Planning Board Attorney, Stephen Gallo, Business Administrator, Peter Van den Kooy and Maciej Maslonka from Matrix

ABSENT: R. Benedict

DISCUSSION: DRAFT MASTER PLAN

Steve Gallo introduced Peter Van den Kooy and Maciej Maslonka from Matrix. Steve discussed how the committees came about. Spoke about the different elements and how the Master Plan drives the Land Use Ordinances. S. Gallo spoke about why the changes take place.

Mr. Leckstein swore in all the professionals.

P. Van den Kooy gave a brief overview of the Master Plan after the overview he gave a slide presentation. (The presentation is attached to the minutes.)

D. Fotopoulos asked for clarification of the agenda; there was a discussion regarding the agenda.

T. Musson stated that he understood the Master Plan came from Planning and Zoning he stated that he didn't see it until public session except from committee members. He spoke about how the Engineers came about and feels the Board has been by passed. Mr. Musson feels it if is the Boards responsibility they should have been more involved.

R. Burlew stated that they are preparing the Master Plan the correct way. He has comments and questions mostly on the Resiliency section.

M. Leckstein explained that the Master Plan is the Planning Board's responsibility. The Planning Board adopts the plan there is not requirement that the Plan gets adopted tonight.

J. Kovacs stated that the Master Plan has been online, there has also been hard copies available at Borough Hall since the Committee started the process.

D. Fotopoulos mentioned that Plan doesn't have to be adopted at this meeting. There was a further discussion regarding the process of the Master Plan.

Mr. Gallo mentioned that Peter created a document that synopsized all the comments and was submitted to the Planning Board and the Steering Committee.

PUBLIC SESSION

Motion to open to the public at 7:29pm was made by D. Fotopoulos, second by J. Kovacs with ayes by all present.

Jessica Magee-Callandrillo, 106 Fulton Street, as a resident since September. There was also a meeting where volunteers were asked for to be on committees. She also received phone call and had the link with the plan on it. Feels that the information has been available.

Ann Boyce, 42 Broad Street, spoke about the Historic Element. Ms. Boyce questioned if there was any ordinance regarding the facade of the buildings.

There was a discussion regarding the historic ordinance and the historic buildings downtown. Mr. Gallo explained that after the Master Plan is adopted that D. Miller from T&M will be working on the ordinances. Mr. Leckstein explained what would have to be done for declaring historic districts.

J. Kovacs-Olsen explained that there were four districts that have already been established. The last time downtown was painted was when the NPP received a grant probably around the early 1990's. While doing research for the Master Plan there was a lot of push back that they couldn't do certain things. Mr. Musson added that the Historic Commission didn't continue was because there was no support from the Mayor and Council or Planning Board. He believed they took pictures of every house. There was further discussion regarding the Historic Commission and the facade of the buildings.

Ann Boyce mentioned the time frame that was involved with the Master Plan. Mr. Gallo stated that if we need to keep going then we will keep going. There was further discussion regarding the time frame.

Bill Shadel, 62 Division Street, thanked the professionals for the presentation. Mentioned that he had two suggestions: Recycling Commission should be broader possibly solid waste commission and parking /transportation commission. Second item is regarding a guideline for the downtown and to support Mr. Musson that the Zoning Board gets adequate time to review the plan.

Edward Gittines, 115 First Street mentioned currently the Yacht Club is zoned residential. The plan has one lot going to commercial the other residential. Would like both lots commercial. Also, would like the street that was given to the Yacht club taken off the site plan.

Mr. Musson asked if the Yacht Club falls under Marine/Commercial. P. Van den Kooy stated that he believed so it is GMC. D. Fotopoulos asked if the Yacht Club leases the mooring from the state; yes. There was further discussion regarding the zoning of this property.

Michael. Lane, 51 First Street, gave background to the process of the 1989 Master Plan. M. Lane spoke about the land use element and explained the different zones in the Master Plan and what is allowed in each zone. Would like Peter to look at the different zones. Would like to remove specification for density and would like to propose that the Green Grove apartments be a guideline going forward.

Jennifer Henning, 102 Main Street, thanked everyone on the committees as well as everyone that was involved. At the last meeting she thought that the residents asked for another meeting before it came to the Planning Board. J. Henning asked if there could be another meeting with each subcommittee so that the residents can see what they do for their element. J. Henning stated that she had a bunch of questions. J. Henning went through her questions and there was a discussion regarding each question.

Janet Buggle, 67 East Front Street, question regarding process, is there still time to send comments to Peter. Mr. Leckstein explained that this would be carried over to the next meeting. Second she felt that the Board should take the extra time to look over the plan. One question regarding the land use on page 9 is part of the land use element. Land use plan object number 2 on the current draft was not what the committee submitted. Not sure why it was changed. Would like it to be looked at before the final plan is submitted. The other comments will be reviewed with M. Lane and be submitted to Peter if needed.

S. Gallo spoke about new projects that will be coming into town. One example is Aeromarine where the water access is on private property which we would need to get access to. Steve spoke more about this project.

Mr. Musson asked if that statement is necessary. S. Gallo stated that it is fine to have it there, not sure why it was changed.

There was discussion regarding developing points on the Redevelopment process.

Andrea Shadel, 62 Division, spoke about the road on Division Street, feels it is like an industrial center around her neighborhood. The trucks drive up and down the street and feels it is unsafe. Would like to know what is happening to that part of town. Steve replied that there will be a Division Street Neighborhood Plan that will be coming out shortly. There are four neighborhood plans that are following the Master Plan.

Mayor Aumack did send Mr. Gallo over to look at the neighborhood just to look around. They are aware of and will be taking care of it.

Victoria Snoy, 30 W. Second Street, received a call two weeks ago regarding the meetings and that was the first time she received anything. Would like to see the communications be used more often. Offered to help proof read the plan.

There was discussion as to how all the residents were notified from the beginning of the process.

Collette Kennedy, 421 Atlantic Street, thanked everyone for all the communication and to the public for their input. Feel like they continue to hear that there is not enough time to review, feels that three quarters of the Board were involved. There was discussion regarding why it took so long for the Master Plan to be completed.

Tom Gallo, 55 A Fulton Street, thanked everyone for their hard work, would like to have a summary letter with changes instead of going through the full document again. P. Van den Kooy explained that there are summary sheets as well the track document. Mr. Gallo spoke about what would happen if everyone makes changes to what the sub committees turned in.

M. Sessa asked for the changes and the memorandum to be placed on the website.

Jennifer Henning, asked what happens next. Do they get to see the changes that were made before the next meeting? M. Leckstein stated that the changes will be placed on line. S. Gallo stated that he will have another meeting if that is what the residents want. The deadline for the Master Plan is April 6th. There was further discussion regarding the process of the plan as well as having another meeting for the residents.

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Sophia Lamberson, 286 Van Dorn Street, explained that she worked on the project with her subcommittee since September. Ms. Lamberson asked if it was explained to the public what a Master Plan is about; Mr. Leckstein replied yes it was.

Jessica stated that she agreed with Mr. Gallo that when she first saw the document and realized it was over 300 pages, she wondered how she would know what changes were made. So she would like to see the changes made in a bullet format so that the changes can be recognized.

S. Gallo thanked the community mentioned that if there is a mistake please let him know. If there are any issues please feel free to contact him. S. Gallo spoke about the garbage contract and what was done to preserve the price that we originally had with Future.

Motion to close to the public at 8:32pm was moved by J. Kovacs, second by D. Fotopoulos with ayes by all present.

T. Musson apologized for coming off so strong at the beginning of the meeting. Wanted to thank everyone for their hard work and the citizens that were involved. Mr. Musson went through what he would like to see changed/edited in the document. Under the vision statement he would like the Pearl of the Bayshore changed would like it to go back to Gateway to the Bayshore.

R. Burlew spoke about the light industry for 75 Manchester Mr. Burlew believes it was sold and believes it would be a fantastic project and would get property cleaned up.

T. Musson continued with his comments, he spoke of taking productive properties off the tax rolls. D. Fotopoulos stated he disagrees, he explained why the subcommittee placed these properties in their element. There was further discussion regarding these properties.

Mayor Aumack mentioned that this afternoon the owner of Pedersen's Mariner has a problem with someone telling him what he can and cannot do with his property. S. Gallo stated he will remit Mr. Pedersen's concerns in a written form. There was further discussion regarding Mr. Pedersen's property.

Mayor Aumack spoke about Olsen's Marina. Any project would have to come before the Board.

There was further discussion regarding edits to the Master Plan.

Motion was made to carry the Master Plan to the next meeting on February 23, 2017 by T. Musson, second by R. Burlew with ayes by all present.

Motion to go into executive session at 9:48pm was moved and carried.

The next regularly scheduled Planning Board Meeting will be Thursday, February 23, 2017.

Motion to adjourn meeting 9:59pm was moved by J. Kovacs, seconded by T. Musson with ayes by all present.

The next regularly scheduled Planning Board Meeting will be February 23, 2017.

Borough of Keyport: Master Plan and Community Resiliency



MATRIX**NEW**WORLD
Engineering Progress

Vision Statement

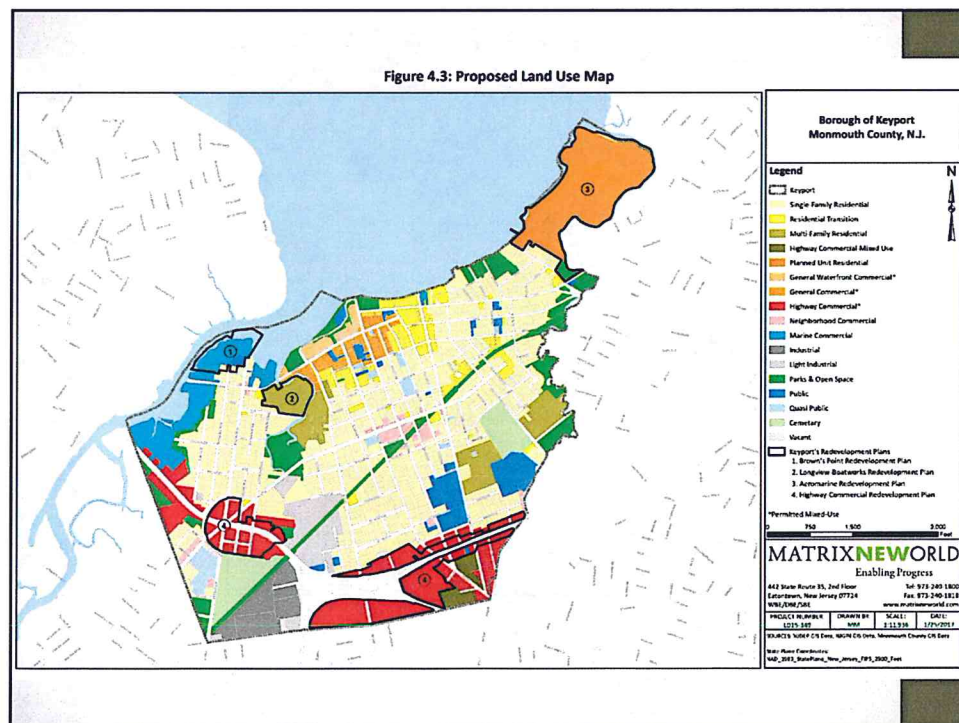
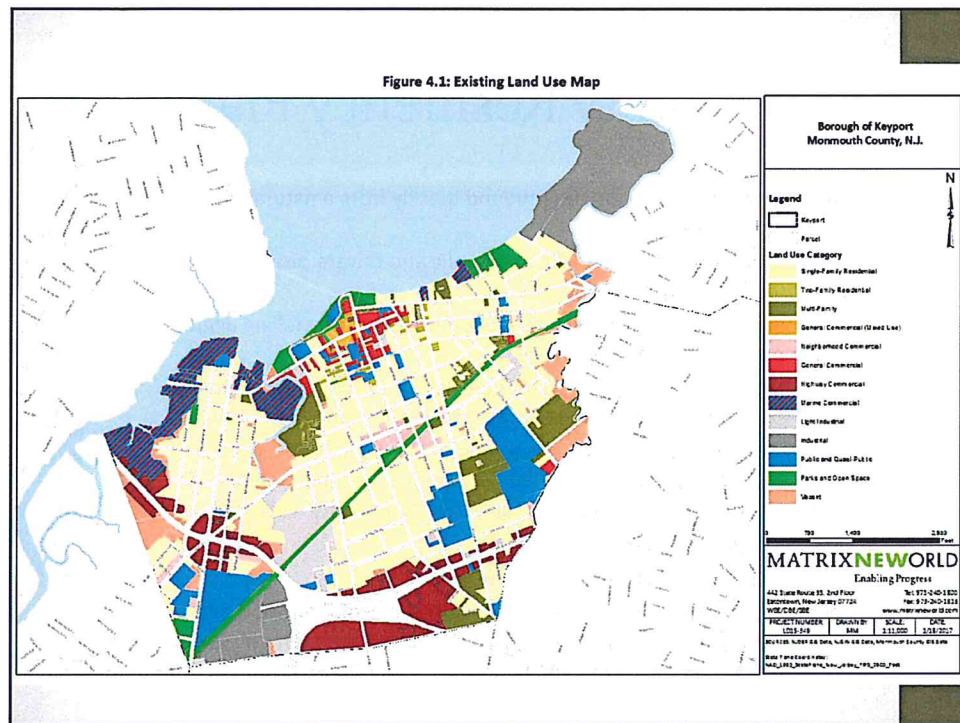
- Vision Statement: How do you envision the character of your community in 10 years...?
- Existing Vision Statement has been prepared from the perspective of the reader being in Keyport 10 years in the future (2027) and reflecting on the condition of the Borough and what has been accomplished by that time
- Key themes include physical, economic, recreational and community development as well as conservation and resiliency

Goals and Objectives

- Principles, assumptions, policies, and standards
- Key areas include:
 - Preserve and protect the existing residential character, maritime uses, historic character and natural areas
 - Resiliency to future potential natural hazards and emergency preparedness
 - Enhancement of community facilities
 - Economic development
 - Open space and conservation
 - Transportation and infrastructure improvements to improve the quality of life and support the other goals and objectives
 - Public school transportation/circulation safety and use of school recreation facilities as public asset for use by residents
 - Sustainability (Living shorelines, green building design, increased recycling and similar initiatives)

Land Use Plan

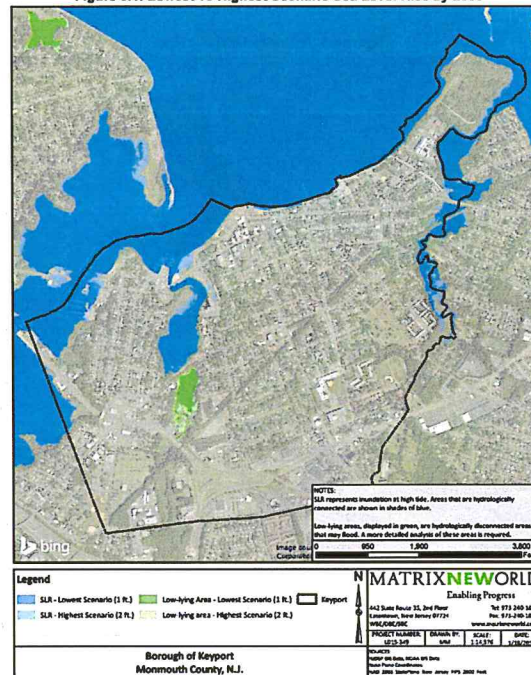
- Preserve and protect the hometown feel/ambience of Keyport
- Preserve and protect existing & established residential neighborhoods
- Continue a public-private partnership to enhance & expand the marine and commercial waterfront economic base in balance with public access
- Ensure community resilience in the face of severe storm flood risk and sea level rise projections through 2050
- Increase the economic value of the General Commercial (GC) and Highway Commercial (HC) District
- Maintain the Neighborhood Commercial (NC) Districts, which are in 4 locations completely surrounded by residential districts, as low intensity "neighborhood shopping areas"
- Evaluates public schools as a land use
- Proposed Ordinance amendments that support the Master Plan Goals and Objectives

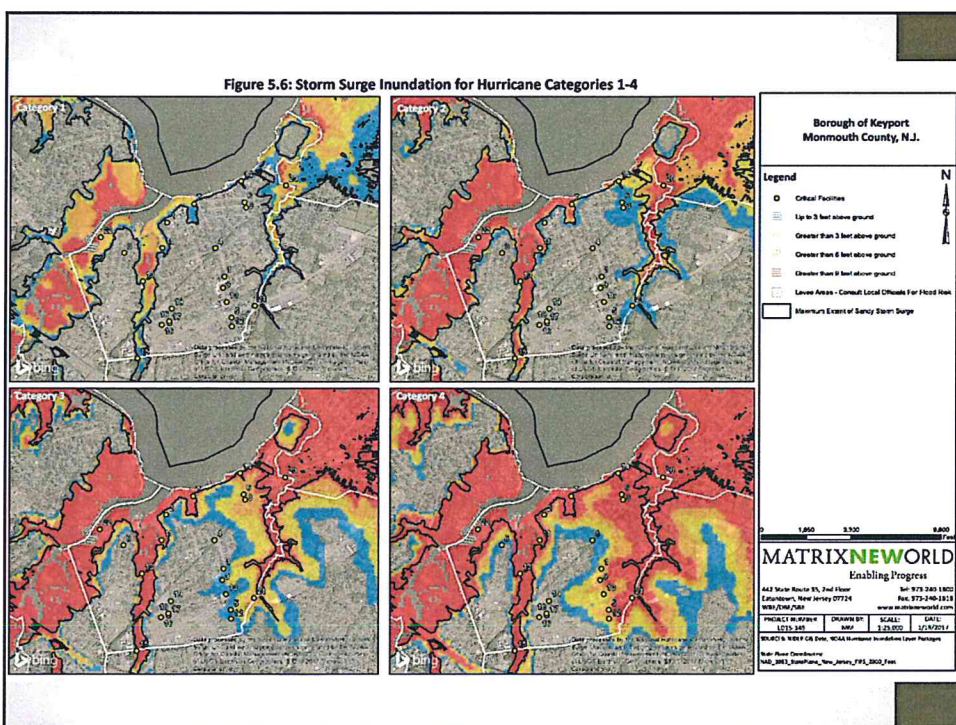
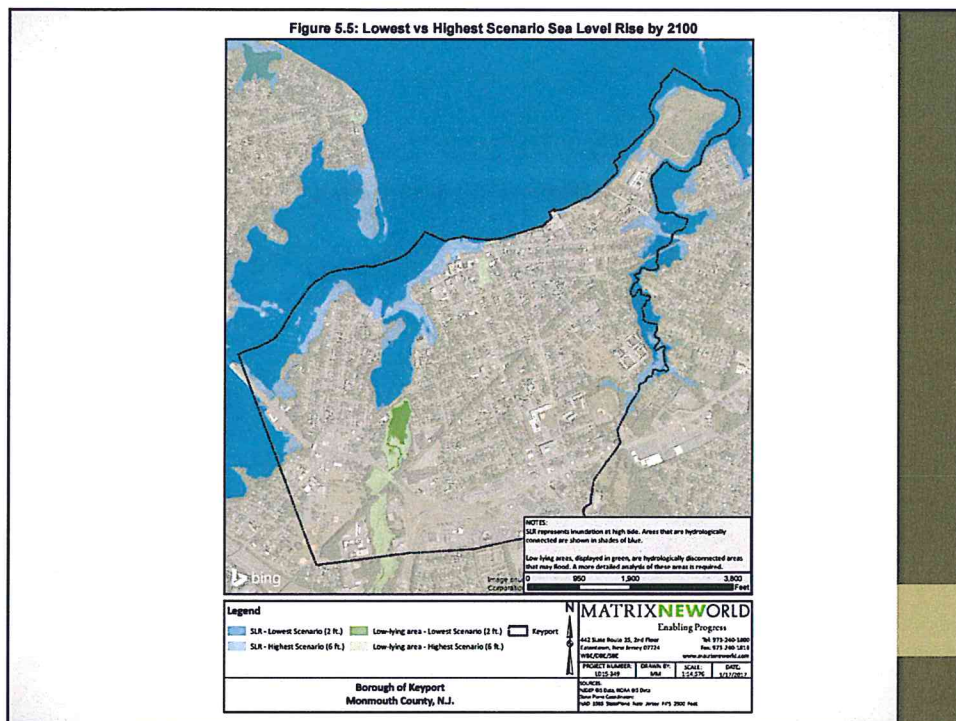


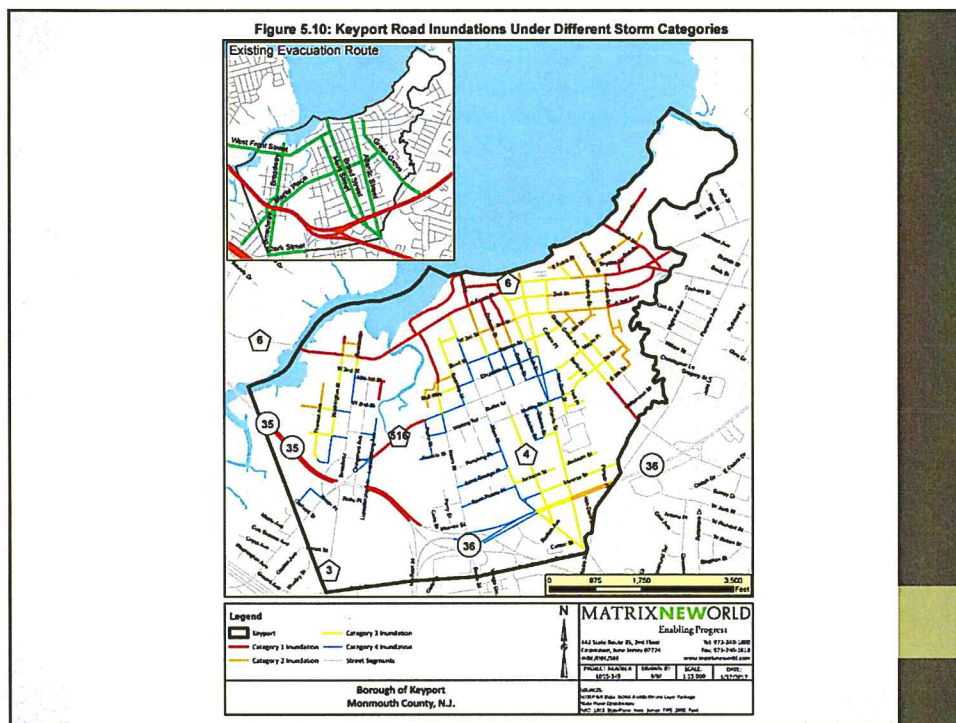
Community Resiliency Plan

- Discusses how to prepare for and rebound quickly from a natural disaster or other hazardous event
- Reduce the exposure of human life and public and private property to the threat posed by severe storms.
- Secure the future of Keyport against economic setbacks by taking aggressive steps to ensure community resilience.
- Take steps to ensure that Keyport continues as a Bayfront community not prone to extensive damage due to severe storms now and in the future.
- Discusses utilizing resilient infrastructure and building design, proactive planning and storm preparedness, land use ordinance amendments, education, and related approaches to improve community resiliency
- Evaluates vulnerability of critical facilities
- Includes Utilities and Community Facilities Plans
- Recommends coordination between Borough, Board of Education and school system administration to support and promote the school system in order to maintain and enhance the quality of education in Keyport.

Figure 5.4: Lowest vs Highest Scenario Sea Level Rise by 2050







Housing Plan

- Provides a detailed community demographic profile
- Expands upon the Land Use Plan's recommendations that pertain to residential land uses
- Demonstrates that the Borough maintains a substantial amount of inherently affordable housing and identifies existing affordable housing properties, such as Bethany Manor and the 76 housing units that were rehabilitated under Monmouth County Rehabilitation program
- Recommends pursuing incentives to put vacant and abandoned properties back into productive use
- Discourages conversion of single-family homes into multi-family properties

Circulation Plan

- Formation of a Parking Commission
 - Responsible for a detailed comprehensive analysis & oversight of parking needs
 - Analysis of feasibility of parking garage
 - Analyze parking revenue generation options
- 15-minute parking spaces in appropriate location
- Various approaches to increase parking capacity
- Analysis and implementation of traffic calming techniques
- Approaches to improve public safety near schools, busy intersections and at other locations
- Bus service preservation and potential for shuttle service to train station
- Bike lanes, racks and related improvements
- Many other safety and infrastructure improvement recommendations

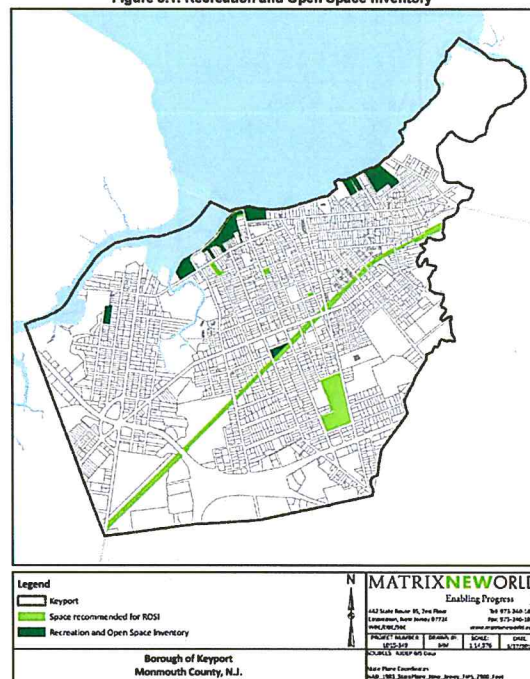
Figure 7.1: Keyport Road Network



Recreation Plan Element

- Inventory of parks and open spaces areas
- Recommended unencumbered access to the entire beachfront alongside the water's edge enabling a pedestrian the ability to walk from Cedar Street to the American Legion Drive/Waterfront, ultimately from bridge to bridge.
- Specific recommendations for improvements at each park
- Evaluates public school recreation areas
- Creation of a Park and Open Space Department – 2 employees
 - Responsible for the maintenance needs, funding, scheduling, accessibility, landscaping, repairs, litter pick up, enforcement, etc.
 - Keyport Recreation Commission be – restructured to form Event Planning Advisory Committee under this new Dept.
- Expansion of parks and public access

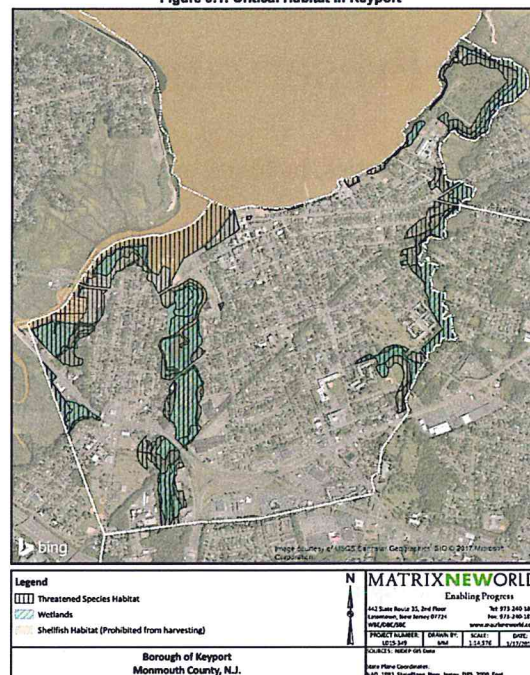
Figure 8.1: Recreation and Open Space Inventory



Open Space and Conservation Element

- Discussion of natural resources and conservation measures
- Recommendations for additional open space areas to acquire
- Preserve, protect and maintain existing public spaces
 - Recommend the formation of a Parks Commission whose mission will be to ensure the protection and maintenance of Opens Spaces and parks
- Propose to nurture an active oyster culture along the borough's waterfront, creeks and estuaries
- Evaluates public school open space areas
- Protect public/private trees
- Create physical spaces (e.g., walkways and lookouts) for observing nature and wildlife in the marshlands and bay
- Protect & enhance waterfront access
- Discourage development/redevelopment that detracts from natural resource areas

Figure 9.1: Critical Habitat in Keyport



Economic Plan

- Discusses employment, economic assets, redevelopment opportunities and commercial land use by zone
- Promote economic development of the Arts, the Culinary Industry, Tourism and Historical related businesses
- Plan for and promote the further redevelopment of underutilized commercial and industrial areas
- Utilize public/private partnerships
- Improve transportation infrastructure and systems
- Leverage waterfront asset
- Promote appropriate tourism & market the Borough
- Clean up commercial areas
- Realize full development potential of Highway District

Historic Preservation Plan

- Describes historic properties, buildings and resources in the Borough
- Update and enforce the current ordinance (#2.89) from 1996 that establishes the Historic Preservation Commission and Historic Districts
- Update the current survey of historic sites within the Borough
- Establish Historic Preservation Guidebook, in consultation with the Keyport Historical Society
- Develop tools to encourage property owners to preserve, restore and adapt their Historic Structures
- Create historic resource brochure and integrate with the marketing of the Borough

Recycling Plan

- Describes State and local regulations
- Describes current Keyport Borough recycling program
- Establishes goals of an increase in recycling tonnage of 2% per year going forward
- Discusses approaches for waste reduction
- Key approaches include: **Education** of Residents; **Cooperation** between Residents, Businesses, Institutions; Proper **Communication**; Consistent **Enforcement**; and Leveraging new **Technology** to promote Recycling.
- Initiate a comprehensive waste reduction program beginning with a waste reduction program for all municipal buildings.
- Host two (2) Paper Shredding Events per year.

Green Buildings and Environmental Sustainability Plan

- Balance between development and conservation
- Utilize green technology , design and best practices, e.g.,
 - Encourage the use of sustainable building materials, construction techniques, and Energy Star appliances by offering reduced permit fees
 - Minimize site disturbance during construction
 - Pass an anti-light pollution ordinance
 - Create living shorelines
- Educational outreach program
 - Coordination with schools to educate children
 - Information packet during the building permit process
 - Provide all available information on the Borough website

Questions or Comments?

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 Eatontown, NJ 07724



MATRIXNEWORLD
 Engineering Progress

Appeal Resolution, ID: 1903 - Borough of Keyport, Monmouth County, New Jersey

Property Address: various, Keyport, NJ
 FIRM Panel: 2402500029
 Revised Preliminary Mapping

