



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

TIM W. GILLEN, PE, PP, CME (1991-2019)
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

September 4, 2024

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

Attn: Denise Nellis
Recording Secretary

Re: Edward Etheridge - Applicant
Block 60, Lot 17 – 11 Warren Street - Application No. KUPB 24-10
Bulk Variance Approval
Completeness, Planning and Engineering Review #1
Borough of Keyport, Monmouth County, NJ
Our File: HKPE0060.06

Dear Chairman Merla 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:

- “Proposed Addition and Renovation to Existing Single Family Dwelling, 11 Warren Street, Keyport, NJ” Plans TS 01, A 1.0 Floor Plans, A 1.0 Elevations, Building Section, dated July 10, 2024, prepared by Tekton Architecture Studio, LLC.
- No. 11 Warren Street, Location Land Survey for #17 in Block 60 on the Official Tax Map of the Borough of Keyport; Monmouth County, New Jersey, prepared by Thomas Finnegan Land Surveying, dated March 30, 2021.
- 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 60, Lot 17 (11 Warren 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. The proposed alterations to the house require several variances. The proposed alterations include a 3.0 foot wide x 21.5 foot long two-story addition to a portion of the west side of the house and the construction of a roof over an existing wood deck at the rear (north side) of the existing home. The overall height of the structure will not change as a result of the proposed alterations. The proposed additions do not impact the existing east side and front yard setbacks of the dwelling which are existing non-conformities.
- 2) The 3,885 square foot property has 35.08 feet of frontage along the north side of Warren Street, west of Broad Street, and is an interior lot. The site is located in the RA Residential Zone.

S:\Keyport\Project Files\E0060.06 - Etheridge, Edward (11 Warren Street)\Review Phase\CME & Board Prof Review Reports & Correspondence\24-09-03 Completeness, Planning & Eng Rvw - Fee Determination.docx

CONSULTING AND MUNICIPAL ENGINEERS

1460 ROUTE 9 SOUTH • HOWELL, NEW JERSEY 07731 • (732) 462-7400 • FAX: (732) 409-0756



Keyport Unified Planning Board
 Re: 11 Warren Street - Application No. KUPB 24-10
 Completeness, Planning and Engineering
 Review #1

September 4, 2024
 HKPE0060.06
 Page 2

- 3) The property is not located in a flood zone as shown on the FEMA Flood Map 34025C0037F.\
- 4) The application as submitted has substantially met the requirements of Sections 25-6-8 of the Land Use Regulations Ordinance. We have no objection to the Board granting completeness waivers for several of the items.

Accordingly, we recommend that this application be deemed **complete** and scheduled for the next available public hearing.

5) Zoning Compliance

The subject property is situated within the Residential 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	Proposed
Minimum Lot Area (sq. ft.)	5,000 SF	3,885.11 (EC)	3,885.11 (EC)
Minimum Lot Width(ft.)	50 ‘	35.08 (EC)	35.08 (EC)
Principal Building Setbacks			
Front Yard (ft.)	20’	10.8 (EC)	10.8 (EC)
Side Yard (ft.)	6’	1.9 (EC)	1.9 (EC)
Side Yard Combined (ft.)	16	12.8 (EC)	9.9 (V)
Rear Yard (ft.)	15’	53.8	36.5
Accessory Building/ Struct. Setbacks			
Side Yard (ft.)	3’	0.67 (EC)	0.67 (EC)
Rear Yard (ft.)	3’	0.21 (EC)	0.21 (EC)
Maximum Lot Coverage – Principal Building	30%	22.7%	29.8%
Maximum Lot Coverage – Accessory Building	10%	17.0% (EC)	17.0% (EC)
Building Coverage (Inclusive of Accessory)	40%	39.6%	46.8% (V)
Lot (Impervious Surface) Coverage	60%	50.5% *	57.1% *
Principal Building Height (Stories)	2.5’	C	C
Maximum Principal Building Height (ft.)	30’	27.5 *	27.5 *
Accessory Building Height (Stories)	1.5	D	D
Maximum Accessory Building Height (ft.)	16’	D	D
Maximum Front Yard Coverage by Parking	30%	22.8%	22.8%

(EC): Existing Condition

(V): Variance Required

(C) Complies

(D) Unknown; the Applicant should provide testimony

* As shown on the application submitted



Keyport Unified Planning Board
Re: 11 Warren Street - Application No. KUPB 24-10
Completeness, Planning and Engineering
Review #1

September 4, 2024
HKPE0060.06
Page 3

- 6) 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; 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 shall provide testimony regarding the number of stories and height of the existing accessory building (garage) and if there are any additional accessory structures on the site.
 - c) The Applicant shall provide testimony indicating that there are no other impervious surfaces on the property besides what is shown on the survey included with the application.
- 7) 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.

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.
Laurie Graham
George Falco, Bldg. Inspector
Edward Etheridge, Applicant
Malvika Apte, PP, AICP, Board Planner