The Keyport Unified Planning Board held a Regular Meeting on September 24, 2020 which was called to order at 7:00 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, Councilman Goode, M. Sessa, H. Aumack, R. Benedict, L. Davidson, K. Howe, N. Vecchio, J. Oviedo, J. Royster

ABSENT: D. Pacheco (couldn't connect to the zoom meeting)

**MINUTES**: August 27, 2020

Motion to approve was N. Vecchio, second Councilman Goode

Ayes: Mayor Kennedy, Councilman Goode, M. Sessa R. Benedict, N. Vecchio, J. Oviedo, J. Royster, H. Aumack

Abstain: K. Howe, L. Davidson

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

Motion to approve was made by Councilman Goode, second by R. Benedict
Ayes: Mayor Kennedy, Councilman Goode, M. Sessa, H. Aumack, R. Benedict, N. Vecchio
Abstain: L. Davidson, K. Howe

**NEW BUSINESS:**

**APPLICATION: KUPB 20-04 BULK VARIANCE**
**DARREN & CHRISTINA GREENBERG**
**144 THERESE AVENUE**
**BLK 9 LOT 57**

The applicants were sworn in.

Exhibit A1 – Application
Exhibit A2 – Survey of property
Exhibit A3 – Architectural of the property consisting of six sheets
Exhibit B1 – CME letter dated 9/10/2020

Mr. Leckstein explained that what the applicant is proposing would not increase any of the variances, they are just before the Board because there are pre-existing conditions on the property that are variance conditions and they are just looking to reaffirm those. What the applicant is proposing is not triggering anything.

Mr. Sessa asked Mr. & Ms. Greenberg to describe what they would like to do.

Ms. Christina Greenberg explained that when they purchased the house they didn't think they were able to have children and then they had two children in 23 months and there is only two bedrooms and they have a boy and a girl. The boy is not ten years old and they would like him to have his own room. They are looking to enlarge the kitchen and add a mud room in the back on the first floor and on the second floor they are looking to add a bedroom upstairs.

There was discussion regarding what the applicant is requesting from the Board. Ms. Greenberg stated that there was an addition to the house when they bought it. The addition stopped eight feet short of the back of the house. Ms. Greenberg explained that is where they want to increase their kitchen. Mr. Sessa asked if the addition on the left side of the house will it go all the way back to be even with the addition you are proposing to put at the back of the house; no the addition that they are putting out their back door is just a mud room and what is currently the patio will be open space that will be covered by what would be the new bedroom upstairs. Further discussion regarding the covered area.

Mr. Van de Kooy explained that it the application is exactly what Mr. Leckstein had mentioned there are a total of seven (7) variances which are already related to existing conditions that have not changed with the proposed addition. The application is goal one from the Master Plan that preserves and protects the small town quality.

Mr. Taylor asked if the addition on the left side was a two story addition or single; it will be a two story addition. Mr. Taylor asked about the addition in the back where the mud room will be is approximately 11 ½ feet by 14 feet he asked if that was the mudroom on the first floor and the bedroom on the second; yes. Mr. Taylor confirmed that both of the additions are going to be two story additions.

Mr. Sessa asked if any Board member had any questions.

Mr. Benedict stated he had a few questions but felt it was difficult to determine what the applicant was trying to do by the drawings they submitted. As far as there are no other issues regarding zoning he would be in favor of the application. Mr. Benedict mentioned that each page was not drawn to the same scale which made it difficult for him to see how each piece comes together. Mr. Benedict asked Mr. Vecchio if he can tell how it is going to go together. There was discussion regarding the drawings that were enclosed in the application. Mr. Aumack stated that the construction official will need more detailed plans submitted.

Mr. Taylor explained the plans to the Board and what the applicant is proposing to be changed to the property. Mr. Taylor stated that any approval tonight would be conditioned to getting approval from the construction department before they start construction.

Mr. Benedict confirmed that there will be full construction drawings before the building starts; Mr. Taylor replied yes.

Ms. Davidson asked if there were any regulations about how close the end of the property is with the new addition to where the pools is currently; Mr. Aumack replied no. Mr. Taylor stated it will be approximately 22 feet between the rear of the building and the pool.

Motion to open to the public at 7:18pm was made by Councilman Goode, second by N. Vecchio with ayes by all present.

Michael Lane, 51 First Street, drove by the home and stated it is a beautiful site to see from the road. He encourages the Board to approve the application.

Elmer J. Graham, 22 St. Peters Place, recommended to approve the application.

Motion to close to the public at 7:22pm was made by N. Vecchio, second by Councilman Goode with ayes by all present.

Mr. Taylor stated that he wanted to mention item #9 in their review letter be a condition of approval. Condition #9 states that owner shall obtain all required building permits from the Borough prior to any renovations to the structure and a final as built survey shall be submitted to the Borough once any renovations are complete.

Ms. Greenberg asked if there was a way they could get a waiver from the 45-day waiting period after the resolution. Mr. Leckstein explained the 45-day appeal period, Ms. Greenberg asked if they would be able to start construction during the appeal period; Mr. Leckstein explained that they could start construction but they would be doing it at their own risk, which means if somebody does sue and wins the appeal there would be a possibility they would have to remove the construction.

Mayor Kennedy confirmed that the it is 45-days from the day the resolution is approved; Mr. Leckstein explained it is 45 days from publication of the resolution. Mayor Kennedy asked if they would have to wait until next month to approve the resolution; yes. Mr. Leckstein explained that he didn't have the resolution with him. Mr. Leckstein explained the process for the publication. There was further discussion regarding the process.

The Mayor asked the Chairman about possibly having a special meeting for the approval of the resolution. There was discussion regarding having a special meeting for the resolution. H. Aumack stated that is the process. Mr. Leckstein mentioned that he would caution doing it. He explained that you don't want to start precedence for resolutions unless the Board wants to.

H. Aumack asked the applicants if they have the building plans prepared; Ms. Greenberg stated they would be completed by no later than Monday of next week. They would like to start as soon as possible. Further discussion regarding the construction.

Motion to approve application with condition number 9 was made by Councilman Goode, second by N. Vecchio.

Ayes: Mayor Kennedy, Councilman Goode, M. Sessa, H. Aumack, R. Benedict, L. Davidson, K. Howe

**PLANNING BOARD PROFESSIONALS:**

Mr. Taylor explained that the application for 357 W. Front Street, submitted their amended application, CME submitted their report to them this week. He asked for a couple of items to be submitted before the meeting and as long as they comply with the CME letter he is hoping to get them on the October meeting.

22 Van Dorn Street is back to the Board because his approval expired he is requesting the same approval as he did in the past.

There was discussion regarding meeting in the council room for the Planning Board meeting as well as hybrid meetings.

N. Vecchio asked about the electricity for Waverly being underground, he thought that was a condition. Mr. Taylor stated he would look into it and advise the Board. Further discussion regarding the wires. There was discussion regarding when they were going to pave the road.

Mike Lane requested that for the Marina application that the public has access to full size drawings. Mr. Leckstein stated the Board can ask for additional copies but we can’t make them. Mr. Leckstein explained that Mr. Lane can make copies at his expense. The public can call and see the plans from the Board Secretary. Mr. Leckstein explained that if Mr. Lane wants to present exhibits before the meeting that he gives them to the Board Secretary ahead of time so that she can have them ready to be shown on the screen when Mr. Lane is going to be making comments. Mr. Lane stated that he has the capability to load the documents, he explained that he has had a lot of zoom experience and he did load documents for the council meeting. Mr. Lane explained that he would do both.

There was discussion regarding the public viewing the plans. The Mayor stated that they will see what they can do to accommodate.

Motion to adjourn at 7:38pm was made by K. Howe, second by N. Vecchio with ayes by all present.