

KEYPORT UNIFIED PLANNING BOARD APPLICATION

BOROUGH OF KEYPORT
70 WEST FRONT STREET
KEYPORT, NEW JERSEY 07735

APPLICATION TO THE KEYPORT UNIFIED PLANNING BOARD

1. SUBJECT PROPERTY

Location: 218 Broad Street

Tax Map: Sheet 4 Block: 57 Lot(s) 5 and 5.01

Dimensions: Frontage _____ Depth _____ Total Area _____

Zone District: NC: Neighborhood Commercial Zone District

Location of the property is approximately 0 feet from the intersection of Broad Street and Butler.

The property is located within 200 feet of another municipality: X NO _____ YES

If yes, name of municipality _____

The property fronts on a County Road or State Highway: ____ NO __X__ YES

COUNTY ROUTE NUMBER CR 4 STATE HIGHWAY NUMBER _____

2. APPLICANT INFORMATION

Full Legal Name: Keyport Broad Street, LLC

Address: 684 Holmdel Road Hazlet, NJ 07730

(Street) (City) (State) (Zip)

Telephone Numbers: Day 732-241-3165 Evening _____

Email: pic.imperial@gmail.com

Applicant is a _____ Corporation ____ Partnership ____ Sole Proprietor ____ Resident _X_LLC

3. OWNER IF DIFFERENT FROM APPLICANT:

If the owner of the property is someone different from the Applicant, then please complete the following:

Owner's Name: same

Address: _____

(Street) (City) (State) (Zip)

Telephone Numbers: Day _____ Evening _____

Email: _____

4. **ADDITIONAL PROPERTY INFORMATION**

Restrictions, covenants, easements, homeowners/condo association by-laws, existing or proposed on the property:

___YES (attach copies and/or copy of deed) ___PROPOSED (attach description) X NONE

NOTE: All Deeds Restrictions, covenants, easements, association by-laws, either existing or proposed, must be submitted for review, and must be written in easily understandable English in order to be approved.

Present use of the premises and proposed use (describe in detail): _____

_____

_____

_____

5. **APPLICANT'S EXPERTS / REPRESENTATIVES**

Applicant Attorney: MARK L. BREITMAN, ESQ.
(Name and Firm if Applicable)

Address: 684 HOLMDEL ROAD HAZLET, NJ 07730
(Street) (City) (State) (Zip)

Telephone: (P) 732-970-7814 Fax (F) 732-970-7815

Applicant Engineer: Andrew R. Stockton PE,PLS,PP Eastern Civil Engineering, LLC
(Name and Firm if Applicable)

Address: 31 Grand Tour Highlands, NJ 07732
(Street) (City) (State) (Zip)

Telephone: 732-872-7736 Fax 732-872-7736

Applicant Planning Consultant: same as above
(Name and Firm if Applicable)

Address: _____
(Street) (City) (State) (Zip)

Telephone: _____ Fax _____

Applicant Traffic Engineer: _____
(Name and Firm if Applicable)

Address: _____
(Street) (City) (State) (Zip)

Telephone: _____ Fax _____

6. OTHER EXPERTS

List any other expert(s) who will submit a report and/or testify on behalf of the Applicant.

Name: _____ Field of Expertise: _____

Address: _____
(Street) (City) (State) (Zip)

Telephone: _____ Fax _____

7. RELIEF BEING REQUESTED

SUBDIVISION APPROVAL

_____ Minor Subdivision

_____ Major Subdivision _____ Major Subdivision – Final

_____ Number of Lots to be Created _____ Number of Proposed Dwelling Units

Note: A "Plan of Subdivision" must be submitted in accordance with the submission requirements set forth in the Submission Checklist and the Borough of Keyport Ordinance.

SITE PLAN APPROVAL

__X__ Major Site Plan Approval _____ Minor Site Plan Approval

__X__ Preliminary Site Plan Approval (phases – if applicable) _____

__X__ Final Site Plan Approval (phases – if applicable) _____

_____ Amendment or Revision to an Approval Site Plan (Area to be disturbed – square feet)

_____ Request for a Waiver from Site Plan Review and Approval. Reason for Request: _____

_____

_____

OTHER

_____ Informal Review of _____

_____ Appeal Decision of the Zoning Officer (N.J.S.A. 40:55D-70.a.) Describe nature of appeal: _____

_____ Interpretation of Map or Ordinance, or Decisions upon Special Questions (N.J.S.A. 40:55D 70.b.) Explain: _____

_____ Variance Relief-Hardship (N.J.S.A. 40:55D-70c (1)) Provide Reasons: _____

_____ Variance Relief-Substantial Benefit (N.J.S.A. 40:55D-70c (2)) Provide Reasons: _____

_____ Variance Relief-Use (N.J.S.A. 40:55D-70cd) Provide Reasons: _____

	EXISTING	PROPOSED	REQUIRED
Minimum lot area:*	6974 sf	No change	7500 sf
Building coverage limit:*	21.0 %	24.1 %	75%
Front yard setback:*(Broad St)	3.7 feet	5.0 feet	5 feet
Side yard setback:*	9.3 feet	7.5 feet	N/A
Rear yard setback:*	98.9 feet	97.6 Feet	25 feet
Roadway setback:	3.7 feet	5.0 feet	5 feet
Impervious coverage limit:	24.5 %	57.8 %	90 %
Parking spaces:*	0	9	9
Building height:*	< 25 feet	24 Ft	25 feet
Front yard setback (Butler St.)	3.1 Ft	5.0 Ft	5 Ft.

*DENOTES ITEMS REQUIRED ON THE SITE PLAN.

7. SUBMISSION REQUIREMENTS

The Applicant is required to submit each of the following, unless otherwise noted:

A. Application: An Original and nineteen (19) copies to the Board Secretary (Total 20) must be submitted (with attached site plan, plot plan, survey and/or other pertinent documents).

B. Escrow Agreement (Form #1): Sign and submit with original copy of application

C. Notice of Public Hearing (Form #2): DO NOT MAIL TO PROPERTY OWNERS UNTIL AUTHORIZED TO DO SO BY THE BOARD'S SECRETARY. Submit a draft copy (leaving date of hearing blank) and submit with original application. *(Not required for minor subdivision where no variances are requested)*

C. Affidavit of Publication – Asbury Park Press: Evidencing that the Notice of Public Hearing (Form #3) was published at least ten (10) days prior to the hearing date: (DO NOT PUBLISH NOTICE IN NEWSPAPER UNITL AUTHORIZED TO DO SO BY THE BOARD'S SECRETARY) Submit to the Board's Secretary as soon as received by the newspaper. (Not required for minor subdivision where no variances are requested)

D. Affidavit of Service – with attachments (Form #4). Submit to the Board's Secretary along with Original copies of Certified Mail Receipts stamped by the US Post Office as to the date of mailing, and a copy of the Notice of Public Hearing (Form #2) with hearing date.

E. Tax Payment Certification (Form #5). Submit with Original copy of Application.

8. OTHER APPROVALS, WHICH MAY BE REQUIRED, AND THE DATES THAT PLANS/APPLICATIONS WERE SUBMITTED:

AGENCY OR PERMIT	YES	NO	DATE PLANS SUBMITTED
Borough of Keyport Health Dept	____	____	_____
Borough of Keyport Planning Board	____	____	_____
Freehold Soil Conservation District	____	____	_____
NJ Dept. of Transportation	____	____	_____
JCP&L	____	____	_____
Other: _____	____	____	_____

*NJ Dept of Environmental Protection

*Check nature of approval(s) needed on next page:

____ Sewer Extension Permit; ____ Sanitary Sewer Connection Permit; ____ Potable Water Construction Permit;

____ Stream Encroachment Permit; ____ Wetlands Permit; _____ Tidal Wetlands Permit; ____ Other_____

List of Maps, Reports and other materials accompanying this application (attach additional pages as required for complete listing): Site Plan consisting of 2 sheets dated 8-3-23
Architectural Plans

9. OTHER INFORMATION ATTACHED IN SUPPORT OF YOUR APPLICATION. (List specific information attached and its importance/significance to your application): _____

10. CERTIFICATIONS

APPLICANT

I certify that the foregoing statements and the materials submitted are true. I further certify that I am the individual applicant or that I am an Officer of the Corporate applicant that I am authorized to sign the application for the Corporation, or that I am a general partner of the partnership applicant. (If the Applicant is a corporation, this application must be signed by an authorized corporate officer as indicated in a resolution of the corporation which must be attached hereto. If the applicant is a partnership, this must be signed by a general partner).

Sworn to and subscribed before me this

27 day of September, 2023

Karen Mastrogiovanni
NOTARY PUBLIC

KAREN MASTROGIOVANNI
NOTARY PUBLIC OF NEW JERSEY
Commission # 50027402
My Commission Expires 11/23/2025

X Laura Piccinich
SIGNATURE OF APPLICANT

Laura Piccinich, Manager
Applicant's Name (Print)

OWNER (IF DIFFERENT FROM APPLICANT)

I certify that I am the Owner of the property which is the subject of this application, that I have authorized the applicant to make this application and that I agree to be bound by the application, the representations made by the applicant, and the decision of the Board in this matter.

Sworn to and subscribed before me this

_____ Day of _____, 20___

_____
NOTARY PUBLIC

X_____
SIGNATURE OF OWNER

_____
Owner's Name (Print)

ESCROW AGREEMENT

THIS AGREEMENT (the "Agreement") is entered into this _____ day of _____ 20____ by and between the KEYPORT UNIFIED PLANNING BOARD (the"Board") and Keyport Broad Street, LLC (the "Applicant").

1. PURPOSE. The Board authorizes its professional staff to review, inspect, report to the Board, and study all plans, documents, statements, improvements and provisions submitted by the Applicant to the Board or pursuant to relief granted to the Applicant by the Board. The Board is entitled to reimbursement from an Applicant for all reasonable costs/fees incurred by the Applicants in accordance with N.J.S.A 40:55D-8, and N.J.S.A 40:55D-53 et seq. of the New Jersey Municipal Land Use Law ("MLUL").

2. ESCROW ESTABLISHED. The Board, Borough and Applicant, in accordance with the provisions of this Agreement, hereby create an escrow deposit account to be established with the finance office of the Borough of Keyport.

3. ESCROW FUNDED. The Applicant, by execution of this Agreement, shall pay to the Borough to be deposited in the account referred to in paragraph 2 above.

4. INCREASE IN ESCROW AMOUNT DEPOSITED. If, during the existence of this escrow agreement, the funds deposited into said escrow account are insufficient to cover any voucher or bill submitted by the Board's professional staff, the applicant shall, within fourteen (14) days of receipt of a notice from the Board or the Borough that a deficiency in the escrow exists, provide such funding as required to fund the existing deficit as well as to pay for projected costs and fees associated with the ongoing professional reviews, inspections, etc., pursuant to applicable Borough ordinances governing the same, as well as the MLUL.

5. DISPUTES AND APPEALS. Should any disputes arise by and between the applicant and the Borough and/or the Board with respect to either the funding of, or payment from, the escrow account established herein, then the settlement of any and all disputes, including appeals from any decisions made by the Borough and/or the Board regarding such escrow account shall be made as called for by the applicable ordinance of the Borough of Keyport and the provisions of the MLUL.

6. COLLECTION OF DELINQUENT ESCROW BALANCES. Should the Applicant fail to adequately and on a timely basis fail to fund its escrow account so that the payment of necessary fees of the Board's professionals can be made in accordance with the law, then the Borough and/or Board shall be entitled to pursue all remedies available at either law of inequity, including but not limited to all amounts due, and simple interest at a rate of 18% per annum on all sums unpaid, beginning from 30 days after the applicant received notice of such deficiencies, if permitted by law. The Borough and/or Board shall be permitted to place a lien against any and

all properties within the Borough owned by the Applicant until such time as all sums due and owed have been paid. The Borough shall also have the right to withhold and/or suspend any building permits, the conduct of construction inspections, the issuance of certificates of occupancy, and other actions, unless and until all escrow deficiencies have been satisfied by the Applicant.

Date:_____

x Laura Piccinich
SIGNATURE OF APPLICANT

Laura Piccinich, Manager
Owner's Name (Print)

Sworn to and subscribed before me this
27 day of September, 2023

Karen Mastrogiovanni
NOTARY PUBLIC

KAREN MASTROGIOVANNI
NOTARY PUBLIC OF NEW JERSEY
Commission # 50027492
My Commission Expires 11/23/2026

Date:_____

_____
BOROUGH OF KEYPORT

Date:_____

_____
BOROUGH OF KEYPORT
UNIFIED PLANNING BOARD

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Project Name: Site Plan for Keyport Broad Street, LLC
Owner: Keyport Broad Street, LLC
Engineer/Designer Andrew R. Stockton PE, PLS, PP
Person Completing Form: Andrew R. Stockton
Date: 8-3-23
Block(s) 57
Lot(s) 5 and 5.01
Application #:
Date submitted:
Date declared complete:
Date revised:

THIS FORM MUST COMPLETE AND RETURNED TO THE ADMINISTRATIVE OFFICE WITH THE SITE PLAN OR SUBDIVISION APPLICATION WHEN FILED. FAILURE TO INCLUDE ALL ITEMS REQUIRED ON SUBMITTED PLANS OR ATTACHMENTS WILL RESULT IN APPLICATION BEING CONSIDERED INCOMPLETE AND REJECTED

PRELIMINARY SITE PLAN, WAIVERS AND VARIANCE

To be checked by applicant

			Yes	No	Waiver
( )	1.	Sixteen (16) copies of complete application	✓		
( )	2.	Sixteen (16) copies of site plan upon which the following Information must be depicted pursuant to Section 804 of the Development Review Ordinance for detailed submission requirements. Failure to comply with submission requirements will result in application being rejected as incomplete.	✓		
( )	A.	Scale not less than one (1) inch equals one hundred (100) feet.	✓		
( )	B.	Locator map showing all road intersections within fifteen Hundred feet (1500)	✓		
( )	C.	Wooded areas and topography with two (2) foot intervals	✓		
( )	D.	All lot lines, approximate location of all structures and owners of lots within two hundred (200) feet of the site	✓		
( )	E.	Streets, easements, watercourses and right-of-way	✓		
( )	F.	Utility and drainage plans and information	✓		
( )	G.	Plans for elevations and locations of structures including Exterior materials and trim	✓		
( )	H.	Preliminary plans for parking, lighting, loading signs Landscaping and buffers	✓		
( )	I	An extension of off-tract improvements necessitated By the proposed development	N/A		
( )	J.	The lot and block number, Tax Map number, exact Dimensions and acreage of property to be build upon	✓		

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To be checked by applicant			Yes	No	Waiver
( )	K	A survey prepared by a licensed surveyor of the State of New Jersey shall accompany the plan, showing existing and proposed monuments and all existing and proposed lot lines and all set back lines.	✓		
( )	L.	The following legends shall be on the site plan map:			

Site plan of _____

Block 57 Lot 5 & 5.01 Zone NC

Date 8-3-23 Scale 1" = 20'

Applicant Keyport Broad Street, LLC

Address 684 Holmdel Rd. Hazlet, NJ 07730

I consent to the filing of this site plan with the Planning Board

X Laura Piccinich 9/7/2023

(Owner) Laura Piccinich, Manager (Date)

I hereby certify that I have prepared the site plan and that all dimensions and information thereon depicted is correct.

PE, PLS, PP

(Name) (Title & License)

I have reviewed this site plan and certify that it meets all codes and ordinances under that jurisdiction

_____

(Date) (Municipal Engineer)

Approved by Planning Board:

Preliminary _____

Final _____

_____

(Chairman) (Date)

( )	M.	Name and License number of site planner of Professional Engineer with documents sealed with raised seal.	✓		
( )	N.	Date and revision dates of drawing and plans	✓		
( )	3.	Certification by Borough Tax Collector that all taxes including Current taxes are paid	✓		

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To be checked by applicant	Yes	No	Waiver
( ) 4. Payment of all applicable fees for preliminary site plan review	✓		
( ) 5. Submission of Environmental Impact Statement	N/A		
( ) 6. Soil erosion and sediment and Control Permit and Soil Conservation District Approval (if project involves disturbance of more than 5,000 Square feet of land surface area).	✓		
( ) 7. Storm water management plan	✓		
( ) 8. Referral to Monmouth County Planning Board for review and approval.	✓		
( ) 9. Six copies of completed checklist.	✓		
( ) 10. Disclosure of 10% ownership interest of corporation or partnership which is 10% owner of applying corporation or partnership.	✓		
( ) 11. Applicant for a project located within a flood hazard area to apply For approval in conformance with the "90 Day Construction Permit Act."	N/A		
( ) 12. Application for state ingress and egress approval, if necessary	N/A		
( ) 13. Variance(s) from Section(s) and reasons, if necessary	✓		
( ) 14. Waiver required from Section(s) and reason	✓		
( ) 15. Owners signed Certificate of Concurrence with the plan	✓		

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FINAL SITE PLAN APPLICATION

To be checked by applicant	Yes	No	Waiver
( ) 1. Sixteen (16) copies of complete application for Final Site Plan Approval.	✓		
( ) 2. Sixteen (16) copies of site plan in final form prepared in accordance With Section 804 of the Development Review Ordinance, including all Information depicted on the preliminary plan and satisfaction of all Conditions of preliminary approval	✓		
( ) 3. Payment of all Final Site Plan Filing Fees.	✓		
( ) 4. Payment of Performance Guaranty in favor of municipality approved by Borough Attorney and Borough Engineer.	✓		
( ) 5. Soil removal permit signed by Borough Engineer	✓		
( ) 6. Date and revision dates of drawing and/or reports	✓		
( ) 7. Engineering Inspection Fees	✓		
( ) 8. Certification form Tax Collector that all taxes are current on the property through the current month quarter.	✓		
( ) 9. Permits from other authorities upon which approvals were conditioned.	✓		