



APPLICATION TO THE KEYPORT UNIFIED PLANNING BOARD

1. SUBJECT PROPERTY

Location: 25 E. Front Street
Tax Map: Block 80 Lot(s) 1.02
Dimensions: Frontage 306.90 - Front St. Depth Irregualr Total Area 1.45 acres
Zone District: GC 126.01 - Broad St.

Location of the property is approximately 60 feet from the intersection of
Front Street and Broad Street.

The property is located within 200 feet of another municipality: XX NO YES
If yes, name of municipality _____

The property fronts on a County Road or State Hwy: NO XX YES
COUNTY ROUTE NO. 4 STATE HWY NO. N/A

2. APPLICANT INFORMATION

Full Legal Name: Keyport Professional Plaza, LLC
Address: 525 Milltown Road, Suite 402, Milltown, NJ 08850
(Street) (City) (State) (Zip)
Telephone Numbers: DAY (732) 981-0808 (Attorney) EVENING _____
Applicant is a: ☒ Corporation ☐ Partnership ☐ Sole Proprietor ☐ Resident
(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: N/A
Address: _____
(Street) (City) (State) (Zip)
Telephone Numbers: DAY _____ EVENING _____

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) ☒ 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): _____

Present - office

Proposed - Residential, office and commercial

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

Applicant Attorney: Clarkin & Vignuolo, P.C.
(Name and Firm if Applicable)

Address: 86 Washington Avenue, Milltown, NJ 08850
(Street) (City) (State) (Zip)

Telephone: (732) 981-0808 Fax (732) 981-9797

Applicant Engineer: Menlo Engineering Associates
(Name and Firm if Applicable)

Address: 261 Cleveland Avenue, Highland Park, NJ 08904
(Street) (City) (State) (Zip)

Telephone: (732) 846-8585 Fax (732) 846-9439

Applicant Planning Consultant: TBA
(Name and Firm if Applicable)

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

Telephone: _____ Fax _____

Applicant Traffic Engineer: None
(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: Ric Perez, AIA Field of Expertise: Architect

Address: 397 Princeton Hightstown Road, Suite 308, Cranbury, NJ 08512
(Street) (City) (State) (Zip)

Telephone: (609) 443-4031 Fax (609) 443-5277

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

☒ Major Site Plan Approval ☐ Minor Site Plan Approval
☒ Preliminary Site Plan Approval (phases – if applicable) _____
☒ 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: _____
Testimony to be provided at Public Hearing _____

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

	<u>EXISTING</u>	<u>PROPOSED</u>	<u>REQUIRED</u>
Minimum lot area:*	<u>1.45 acres</u>	<u>1.45 acres</u>	<u>N/A</u>
Building coverage limit:*	<u>24%</u>	<u>35%</u>	<u>85%</u>
Front yard setback:*	<u>0 feet</u>	<u>0 feet</u>	<u>N/A</u>
Side yard setback:*	<u>0 feet</u>	<u>0 feet</u>	<u>20 feet</u>
Rear yard setback:*	<u>51.19 feet</u>	<u>43 feet</u>	<u>20 feet</u>
Roadway setback:	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
Impervious coverage limit:	<u>73%</u>	<u>80%</u>	<u>90%</u>
Parking spaces:*	<u>54</u>	<u>85</u>	<u>113</u>
Building height:*	<u>35 feet</u>	<u>75.5 feet</u>	<u>70 feet</u>

*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 UNTIL 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	_____	☒	_____
Frehold 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): See submission letter

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

None at this time

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

25th day of June, 2021
Caroline H. Camara
NOTARY PUBLIC

CAROLINE H. CAMARA
A Notary Public of New Jersey
My Commission Expires 12/28/2025

X *[Signature]*
SIGNATURE OF APPLICANT
James F. Clarkin III, Attorney For Applicant
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 N/A
SIGNATURE OF OWNER

Owner's Name (Print)