



YOUR GOALS. OUR MISSION.

KUPB-R0871

November 23, 2021

Keyport Unified Planning Board
70 West Front Street
Keyport, New Jersey 07735

Via email and mail

Attn: Denise Nellis, Recording Secretary

**Re: Deputy Ventures LLC – Amended Major Subdivision (21-14)
Block 26, Lots 26, 30 & 31
First Completeness, Engineering & Planning Review**

Dear Board Members:

As requested, we have reviewed the following documents submitted by the applicant in support of this applications:

1. Planning Board Application, dated October 18, 2021, consisting of twenty-seven (27) sheets.
2. Final Plat Major Subdivision for Mystic @ Keyport, prepared by Eric V. Wilder, PLS, of Colliers Engineering & Design, dated January 1, 2017, last revised August 12, 2021, consisting of one (1) sheet.

A. Project Description

The applicant previously received Bifurcated Use Variance Approval to construct nine (9) new single family dwelling units by resolution dated November 14, 2013, and subsequently received Preliminary and Final Subdivision Approval by resolution dated December 14, 2017.

The applicant is seeking Amended Subdivision Approval due to lot line adjustments of the previously approved final plat.

The subject property, consisting of 44,749 square feet, is located at the corner of Beers Street and Front Street (CR-6). The site is currently vacant. The entirety of the site is located within the General Commercial District (GC) Zone.

B. Completeness Review

The applicant had previously received numerous completeness waivers during their previously appearance before the Board. Based on our review of the variance completeness checklist, the following items must be submitted, or completeness waivers must be granted prior to the application being deemed complete:

- Item 3. Certification by Borough Tax Collector that all taxes including current taxes are paid. *I have no objection to the Board granting a completeness waiver for this item, provided that the applicant submits proof of taxes paid prior to the public hearing.*



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- Item 4. Payment of all applicable fees for preliminary site plan review. *I have no objection to the Board granting a completeness waiver for this item, provided that the applicant pays all applicable fees prior to the public hearing.*
- Item 8. Referral to Monmouth County Planning Board for review and approval. *I have no objection to the Board granting a completeness waiver for this item, provided that the applicant submits to the Monmouth County Planning Board as a condition of approval.*
- Item 10. Disclosure of 10% ownership interest of corporation or partnership which is 10% owner of apply corporation or partnership. *I have no objection to the Board granting a completeness waiver for this item, provided that the applicant submits the disclosure forms prior to the public hearing.*

The applicant shall address Items 3, 4 and 10 as noted above prior to the public hearing.

C. Fee Calculation

The Application Fee for this project is \$300.00 as shown below. Additionally, the Ordinance Fee Schedule requires an Escrow Fee be posted in the amount of \$800.00. The applicant is required to post any remaining balance prior to the application being schedule for public hearing.

Site Plan	Application Fee	Escrow Fee
Major Subdivision	\$300.00	\$800.00 (\$300.00 + \$50.00/Lot)

D. Planning and Engineering Review

1. The applicant shall provide testimony regarding the proposed lot line adjustments.
2. The applicant will be required to file the final plat pursuant to the provisions of the map filing law.
3. The applicant will be required to comply with all conditions of approval as outlined in resolution dated December 14, 2017.
4. The applicant shall obtain all necessary permits and approvals, including, but not limited to, Monmouth County Planning Board, NJDEP and provide copies of the same to the Board.
5. The applicant must obtain any necessary municipal permits, if any are required.



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If you have any questions or require additional information, please do not hesitate to call.

Very truly yours,

T&M ASSOCIATES



FRANCIS W. MULLAN, P.E., C.M.E.
PLANNING BOARD ENGINEER



KENDRA LELIE P.P., A.I.C.P., LLA
For Stan Slachetka, PP, AICP
PLANNING BOARD PLANNER

FWM:DMD:AWD:lkc

cc: Marc Leckstein, Planning Board Attorney
Mark Sessa, Planning Board Chairman
John Giunco, Applicant's Attorney
Daniel Sobieski, Applicant's Engineer
Andrew Janiw, Applicant's Planner
Deputy Ventures, Applicant, PO Box 7394, Shrewsbury NJ 07702
John Caddie, Owner, PO Box 303, Keyport, NJ 07735