



KUPB-R2250

September 26, 2023
Via email

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

Attn: Denise Nellis, Recording Secretary

Re: KUPB Application No. 23-06 — Nickiann Ferrari
Administrative Approval of Revised Application
128 First Street, Block 95, Lot 6
RA (Residential) Zoning District
Second Planning & Engineering, First Resolution Compliance Review

Dear Chairman Sessa and Board Members:

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

1. Borough of Keyport Unified Planning Board Application and supplemental documents, consisting of 32 pages, dated February 9, 2023;
2. Borough of Keyport Application Checklist prepared by Nickiann Ferrari, consisting of four (4) pages, dated February 28, 2023;
3. Survey prepared by Thomas Craig Finnegan, P.L.S., P.P., of Thomas Craig Finnegan Land Surveying, LLC, consisting of one (1) sheet, dated November 21, 2022;
4. Survey and Plot Plan prepared by Thomas Craig Finnegan, P.L.S., P.P., of Thomas Craig Finnegan Land Surveying, LLC, consisting of one (1) sheet, dated April 12, 2023, last revised May 25, 2023;
5. Architectural Plans prepared by Gary Junkroft, R.A., of Kinetic Architects, consisting of five (5) sheets, dated January 8, 2023; ***revised through September 22, 2023;***
6. Architect's Plot Plan and Variance Plan prepared by Gary Junkroft, R.A., of Kinetic Architects, consisting of one (1) sheet, dated February 18, 2023, last revised May 23, 2023;
7. Architectural Plans prepared by Gary Junkroft, R.A., of Kinetic Architects, consisting of two (2) sheets, dated April 15, 2023, last revised May 23, 2023;
8. Special Flood Hazard Area Development Permit Review prepared by William H.R. White, III, P.E., P.P., C.M.E., C.F.M., C.P.W.M. of Colliers Engineering and Design, consisting of two (2) pages, dated March 3, 2023;
9. ***Keyport Unified Planning Board (KUPB) Resolution of Approval prepared by Marc A. Leckstein, Esq., Unified Planning Board Attorney, consisting of five (5) pages, memorialized July 27, 2023; and,***
10. ***Ten (10) construction photos of building and foundation provided by Applicant, received August 23, 2023.***

We offer the following comments regarding the above-referenced Application and supporting documents.



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Second Planning and Engineering Review

A. Subject Property and Surrounding Area

The subject property, 128 First Street, consists of 4,518 square feet in area and is comprised of Block 95, Lot 4, as identified on the Borough Tax Map. The property was improved with an existing single-family dwelling, asphalt driveway, and an in-ground pool and paved patio area to the rear of the existing dwelling. During the recently approved construction, the foundation of the dwelling was found to be in poor shape and unsafe shape. Please see the attached images below of the subject property's foundation condition. The property is located within the RA (Single-Family) Residential Zoning District. The property is not located within a flood hazard area.

All lots adjacent to the subject property and opposite First Street are also located within the RA (Single-Family Residential) Zone. Adjacent to the south, east and west of the subject property are existing single-family dwellings located on Block 95, Lots 14, 7, and 5, respectively. Also adjacent to the south is an existing three-family dwelling located on Block 95, Lot 13. Directly to the north of the property and opposite First Street are an existing multi-family apartment building located on Block 94, Lot 28, and a single-family dwelling located on Block 94, Lot 29. To the northeast of the property opposite First Street lies the Harbor-View at Keyport, a multi-family apartment complex.

B. Project Description

The applicant received site plan approval during the public hearing held on June 22, 2023. The Resolution of Approval was memorialized on July 27, 2023, to construct a three-story addition to portions of the front and rear of the existing dwelling. The total floor area of the first floor will increase from an existing 842 SF to 986 SF, and the total floor area of the second floor will increase from an existing 575 SF to 986 SF. A third-floor attic space with a total habitable floor area of 310 SF was also approved. The total floor area of the building will increase from an existing 1,417 SF to 2,282 SF. The proposed addition includes three new bedrooms on the second level, as well as "bump-out" expansions of the first and second levels.

During the recently approved construction, the foundation of the dwelling was found to be in poor and unsafe shape, which required a gut renovation of the entire existing building, along with portions of the constructed building addition approved by the Board on June 22, 2023. As the gut renovation of the existing dwelling was not part of this approval, the Applicant is requesting administrative approval to reconstruct the single-family dwelling in tandem with the approved addition. The reconstruction consists of reinforcing the eastern side foundation wall, replacing deteriorating/buckling brick foundation walls, and to reconstruct the two-story dwelling with all approvals from the June 22, 2023 public hearing, as outlined in the Resolution of Approval memorialized July 27, 2023. No changes to the previously approved addition are proposed.

Please see the attached images below of the subject property's foundation condition, which were received by our office August 23, 2023.



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Existing Foundation Photos (Block 95, Lot 6)





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Existing Foundation Photos – Continued (Block 95, Lot 6)





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C. Zoning - Use

Pursuant to Section 25-1-5.1 of the Borough's Land Use Regulations Ordinance, the following are permitted principal uses within the RA (Residential) Zone:

- Single-family detached dwelling.
- Public Park and Playground.

As described in the property description in Item B above, the applicant is seeking administrative approval for the reconstruction of the single-family dwelling with the approved changes as outlined in the resolution of approval memorialized July 27, 2023. The reconstruction consists of reinforcing the eastern side foundation wall, replacing deteriorating/buckling brick foundation walls, and to reconstruct the two-story dwelling with all approvals from Resolution of Approval memorialized July 27, 2023. No changes to the previously approved addition are proposed. Single-family detached dwellings are a permitted use within the RA (Residential) Zone therefore, a use variance is not required.

D. Zoning - Area and Bulk Requirements

The proposed development's compliance with the bulk and area requirements of the RA (Residential) Zone are outlined in the table below, pursuant to Section 25-1-16, Attachment 2 of the Borough's Land Use Regulations Ordinance:

Bulk and Area Requirements — RA (Residential) Zone — §25-1-16, Attachment 2					
DESCRIPTION	PERMITTED	EXISTING	APPROVED JUNE 22, 2023	PROPOSED	COMPLIANT
Minimum Lot Requirements					
Minimum Lot Area	5,000 square feet (0.115 acres)	4,518 square feet (ENC)	No Change	No Change	No (PA)
Minimum Lot Width	50 feet	36 feet (ENC)	No Change	No Change	No (PA)
Yard Depth - Principal Building					
Minimum Front Yard Setback – Principal Building	20 feet	11 feet – Covered Front Porch (ENC); 15.42 feet – Front Building Façade (ENC)	No Change	No Change	No (PA)
Minimum Side Yard Setback – Principal Building	6 feet	2.6 Feet (ENC)	No Change	No Change	No (PA)
Minimum Side Yard Setback – Principal Building	10 Feet	10.2 Feet	No Change	No Change	Yes
Minimum Rear Yard Setback – Principal Building	15 Feet	65.1 feet	No Change	No Change	Yes
Minimum Side Yard Setback – Accessory Building	3 Feet	N/A	No Change	No Change	N/A



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Bulk and Area Requirements — RA (Residential) Zone — §25-1-16, Attachment 2					
DESCRIPTION	PERMITTED	EXISTING	APPROVED JUNE 22, 2023	PROPOSED	COMPLIANT
Minimum Rear Yard Setback – Accessory Building	3 Feet	N/A	No Change	No Change	N/A
Maximum Building Height					
Principal Building Stories	2.5 Stories	2 Stories	3 Stories (V)	No Change	No (PA)
Principal Building Feet	30 feet	< 30 Feet (not shown on plans)	27.58 Feet	27.7 Feet	Yes
Accessory Building Stories	1.5	N/A	N/A	N/A	N/A
Accessory Building Feet	16 feet	N/A	N/A	N/A	N/A
Maximum Percent Lot Coverage					
Maximum Building Coverage – Principal Building	30%	Approx. 22.1% (not shown on plans)	24.0%	No Change	Yes
Maximum Lot Coverage – Accessory Building	10%	N/A	N/A	N/A	N/A
Buildings Inclusive of Accessory Buildings	40%	Approx. 22.1% (not shown on plans)	24.0%	No Change	Yes
All Buildings and Impervious Coverage	60%	Approx. 79% (not shown on plans)	80%	No Change	No (PA)
Maximum Front Yard Coverage by Parking	30 %	32% (ENC)	No Change	No Change	No (ENC)

(ENC) = Existing Non-Conformity

(PA) = Prior Variance Approval from June 22, 2023 Public Hearing.

We note that the applicant's proposal based on the submitted plans revised through September 22, 2023 does not require any additional "c" bulk variances. All required variance relief was previously approved at the June 22, 2023 Public Hearing, as memorialized in the Board Resolution of Approval adopted July 27, 2023.

E. Off-Street Parking Requirements

Pursuant to Section 25-1.5.5 of the Borough Ordinance, minimum off-street parking requirements shall be in accordance with the New Jersey Residential Site Improvements Standards (RSIS), N.J.A.C. 5:21. The proposal's conformance with the minimum off-street parking requirements pursuant to Section 5:21-4.14 of the RSIS are outlined in the table below.



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RSIS Minimum Off-Street Parking Requirements - <u>N.J.A.C. 5:21-4.14</u>					
Description	Minimum No. Permitted	Existing	Approved July 27, 2023	Proposed	Conforming
Single-Family, Detached 3-Bedroom Dwelling	2 Spaces	3 Spaces (not shown on plans)	No Change	No Change	Yes

We note that there are no proposed changes to the existing driveway, and the proposal conforms with the minimum number of spaces pursuant to the RSIS standard as noted above. ***Prior to final approval, the plans should be revised to include the existing and proposed number of spaces to demonstrate conformance with the RSIS requirement above, as parking calculations have not been provided on the plans.***

F. Landscaping

A landscaping plan has not been included with the submitted plans. The existing foundation images in section B above indicates that all of the previous landscaping in the front yard of the property has been removed. ***A landscaping plan shall be submitted, including all existing trees and shrubs removed and the quantity, location, and type of landscape plantings proposed.***

G. Lighting

1. The 1st floor electric plan on Sheet 4 of the architectural plans indicates that two (2) exterior wall mounted lighting fixtures are proposed on the front building façade within the front porch and two (2) exterior fixtures on the rear building façade. ***The architectural plans approved during the public hearing held June 22, 2023, did not indicate any existing or proposed exterior wall mounted lighting on the front porch. The plans should be revised to include construction details of the proposed exterior wall mounted lighting fixtures prior to any final approval. Any proposed lighting fixtures should be shielded and downward facing to prevent glare and spillage onto the adjacent residential properties.***
2. Sheet 5 of the architectural plans should be revised to include the location of the proposed front elevation wall mounted lighting fixtures and the rear elevation wall mounted lighting fixtures. ***The plans should be revised to include this information prior to any final approval.***

H. Additional Comments

1. An updated survey showing the existing conditions of the property should be provided.
2. The Zoning Data Table on Sheet 1 of the architectural plans should be revised to include existing dimensions.
3. The proposed building height should be clarified. The Zoning Data Table on Sheet 1 the architectural plans revised through June 30, 2023, indicates a proposed building height of 28.4 feet, meanwhile, the Zoning Data Table on Sheet 1 of the architectural plans revised through August 28,



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2023, indicates a proposed building height of 27.7 feet. ***The plans should be revised to address this discrepancy prior to any final approval.***

4. Additionally, Sheet 5 of the architectural plans revised through August 28, 2023, includes two different building height calculations. The rear and right-side elevation indicates a building height of 26.11 feet whereas, the front and left-side elevation indicates a building height of 27.7 feet. ***The plans should be revised to address this discrepancy prior to any final approval.***

Finding of Fact No. 15 of the Resolution of Approval Memorialized July 27, 2024, indicates that it was agreed up during testimony that Mr. Junkroft would confirm the height of the building and report same back to Mr. Mullan. ***Confirmation of the height of the building should be provided. Additionally, the Zoning Data Table on Sheet 1 and the building elevations on Sheet 5 should provide the same building height.***

5. We note that the Applicant started construction on the subject property prior to obtaining final approval with the conditions outlined in the Board Resolution of Approval memorialized July 27, 2023. ***The section below indicates the recommendations and comments from T&M's First Completeness, Planning and Engineering Review, dated June 2, 2023, and Conditions of Approval from the Resolution of Approval Memorialized July 27, 2023.***

If administratively approved by the Board, we recommend approval be conditioned upon adherence to all outstanding items outlined in our Office's First Completeness, Planning, and Engineering Review, along with all Conditions outlined in the original Resolution of Approval Memorialized July 27, 2023.

First Resolution Compliance Review

Conditions of Approval – KUPB Resolution of Approval Memorialized July 27, 2023

As indicated above, the Applicant has submitted revised plans and additional documents to address the comments outlined in the Board's Resolution of Approval memorialized July 27, 2023, and our Second Completeness, First Planning and Engineering review letter dated June 2, 2023. The following is a summary of each condition of the Resolution and its current status as noted in ***bold italic text***. We reserve the right to further review of the Application based on any updated Board Resolution should the Application be granted administrative approval.

1. The improvements must be made pursuant to the architectural plans marked into evidence as Exhibit A-3 and in conformance with the survey marked into evidence as Exhibit A-2. ***This is a continuing comment that remains to be addressed during construction. We defer to the Borough Engineer and Building Department regarding the proposal's conformance with this condition.***
2. Subject to the condition that the exterior of the addition be made consistent with the existing home as to ensure it looks like one unified structure. ***This is a continuing comment that remains to be addressed during construction. We defer to the Borough Engineer and Building Department regarding the proposal's conformance with this condition.***



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3. Subject to the condition that the home's drainage system be installed in such a fashion so as to ensure there is no runoff onto any adjacent properties. Drainage must run to the front of the property. All drainage plans shall be subject to the review and approval of the Board's Engineer. ***Addressed per revised plans.***
4. Subject to the requirements of the Planning/Engineering review letter (Exhibit B-1). ***Please refer to our comments below:***

T&M First Completeness, Planning and Engineering Review – June 2, 2023

All items not listed from the above review are informational or have been considered addressed from a planning and engineering standpoint.

C. Completeness Review

The following items require additional action from the Applicant:

Preliminary Site Plan Checklist:

- Item 2D. All lot lines, approximate locations of all structures and owners of lots within two hundred (200) feet of the site. *The plans submitted do not contain this information. The plans shall be revised to include all lot lines and approximate locations of all lots and structures with their respective owners within 200 feet of the site. The plans revised through September 22, 2023 do not include a list of property owners within 200 feet and should be revised accordingly prior to any final approval.*
- Item 2H. Preliminary plans for parking, lighting, loading signs, landscaping and buffers. *No existing and proposed parking, lighting, landscaping or buffers are shown on the submitted plans. The plans shall be revised to include existing and proposed landscaping, lighting and buffers for the application to be deemed complete. Partially addressed. The revised plans do not include the items listed above and should be revised to include this information prior to any final approval.*
- Item 2K. 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. *A survey dated November 21, 2022 has been provided which shows the existing conditions of the site. As described in Item 2A. above, the architectural plot plan has been superimposed over the existing Survey, which shows the proposed addition and setback dimensions. However, a note states that "This is an architect's plot plan and is subject to verification by a licensed surveyor." A full-scale plot plan authorized by a licensed surveyor or engineer must be submitted for the application to be deemed complete.*

Additionally, the submitted Plot Plan must include the following items:

1. *All existing dimensions should be included in the Zoning Table for the RA Residential Zone, pursuant to the requirements of Ordinance Section 25-1-16, Attachment 2.*
2. *All existing and proposed parking spaces, and parking requirements pursuant to Section 5:21-4.14 of the New Jersey Residential Site Improvement Standards (RSIS)*



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3. *Show all proposed on and off-site improvements, including parking, utilities, curbing and pavement repairs. Details of same shall be added to the plan.*
4. *The existing driveway apron and its dimensions shall be added along with sight triangles.*
5. *The location of staging areas for construction equipment and storage/disposal of materials shall be shown.*

The revised plans do not include the items listed above and should be revised to include this information prior to any final approval.

Item 2L. The following legend shall be on the site plan map:

Site plan of _____
Block _____ ***Lot*** _____ ***Zone*** _____
Date _____ ***Scale*** _____
Applicant _____
Address _____

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

(Owner) _____ ***(Date)***

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

(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)***

The revised plans do not include the full signature block above and should be revised to include this information prior to any final approval.

Item 2M. Name and License number of site planner of Professional Engineer with documents sealed with raised seal. *A seal is not shown on the site plans and architectural plans submitted. We have no objection to the Board granting a completeness waiver for this item, provided that the applicant revises both sets of plans to include a raised seal prior to the scheduled public hearing. The*



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revised plans do not include a signature or seal and should be revised to include this information prior to any final approval.

- Item 4. Payment of all applicable fees for preliminary site plan review. *We have no objection to the Board granting a completeness waiver for this item provided that the pay all required fees prior to the public hearing. We defer to the Board Secretary regarding the proposal's conformance with this Item and any final approval shall be conditioned upon same.*

Final Site Plan Checklist:

- Item 3. Payment of all Final Site Plan Filing Fees. *Application and escrow fee calculations to be provided under a separate cover. We 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. The application fee schedule is provided in Section D. below. All fees shall be addressed by the applicant prior to the scheduled public hearing. We defer to the Board Secretary regarding the proposal's conformance with this Item and any final approval shall be conditioned upon same.*
- Item 4. Payment of Performance Guaranty in favor of municipality approved by the Borough Attorney and Borough Engineer. *We have no objection to the Board granting completeness waivers for these items, provided that performance guarantees and/or inspection fees are provided as a condition of any approval. We defer to the Borough Engineer and Borough Attorney regarding the proposal's conformance with this Item. If applicable, any final approval shall be conditioned upon same.*
- Item 5. Soil removal permit signed by Borough Engineer. *We have no objection to the Board granting a completeness waiver for this item, provided that the applicant obtains a soil removal permit as a condition of any approval if any soil will be removed from the subject site. We defer to the Borough Engineer regarding the proposal's conformance with this Item. If applicable, any final approval shall be conditioned upon same.*
- Item 7. Engineering Inspection Fees. *We have no objection to the Board granting completeness waivers for these items, provided that payment of engineering inspection fees is provided as a condition of any approval. We defer to the Borough Engineer regarding the proposal's conformance with this Item and any final approval shall be conditioned upon same.*
- Item 9. Permits from other authorities upon which approvals were conditioned. *We have no objection to the Board granting completeness waivers for these items, provided that copies of all permits and approvals are provided as a condition of any approval. As of the date of this Review, our office is not in receipt of any outside approval letters or letters of no interest from any agencies having jurisdiction over this Application, which shall be provided (if applicable) prior to any final approval.*

F. Zoning – Area and Bulk Requirements

6. A maximum principal building stories of 2.5 stories is permitted, whereas 3 stories are proposed for the principal building. Therefore, a 'c' bulk variance is required.



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We note that based on the Zoning Table included on the plans, the proposed third story is shown as a half story. Pursuant to Section 25-1-3, “story, half” is defined as “*A partial story under a gable, hip or gambrel roof, the wall plates of which on at least two opposite exterior walls are not more than four feet above the floor of such story; provided that any partial story shall not be used for residence purposes.*” The proposed attic space contains seven-foot walls which does not comply with the definition of a half-story above. ***The Zoning Table on the plans should be revised to indicate that three (3) stories are proposed instead of the 2.5 stories shown prior to any final approval.***

H. Off-Street Parking Requirements

Our office has calculated a total of three (3), 20-foot by 9-foot off-street parking spaces provided in the existing asphalt driveway connecting First Street, whereas a minimum of two spaces are required. As no changes are proposed to the existing driveway, the proposal conforms with the minimum number of spaces pursuant to the RSIS standard above. ***However, the plans should be revised to include the existing and proposed number of spaces to demonstrate conformance with the RSIS requirement above prior to any final approval.***

I. Landscaping and Lighting

No proposed lighting and landscaping are shown on the submitted plans. ***The plans should be revised to reflect all proposed landscaping, including the type, quantity and dimensions of all plantings, along with construction details of the proposed lighting fixtures attached to the front and rear building facades, prior to any final approval. Any proposed lighting fixtures should be shielded and downward facing to prevent glare and spillage onto the adjacent residential properties.***

J. Additional Site Plan Comments

1. The Zoning Data Table on both sets of plans should be revised to include existing figures for all area and dimensional requirements of the RA Residential Zone, pursuant to Ordinance §25-1-16, Attachment 2. ***The plans should be revised to include this information prior to any final approval.***
2. The Plot Plan on Sheet 1 of the revised plans should be revised to include the footprint of the proposed deck as shown on Sheets 2 and 3 of the Architectural Plans. ***The plans should be revised to include this information prior to any final approval.***
3. The left (eastern) building elevation shows one small window proposed for the first floor, with a solid façade proposed for the remainder of this building elevation. We recommend the applicant revise the plans to include facade treatment such as shutters and additional windows/glazing to the rear and side building elevations, similar to said façade treatments proposed for the front building elevation. These treatments will prevent the appearance of a blank, wall-like façade from the perspective of the adjacent residential use on Lot 7. ***The revised plans do not show any additional windows/glazing proposed for the left side building elevations and should be revised accordingly prior to any final approval.***



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5. The applicant will be required to repair any pavement, curb, sidewalk or pavement that is in disrepair or damaged as a result of the proposed improvements. ***This is a continuing comment that shall be addressed by the Applicant after construction. We note that a note has been added to Sheet 1 of the revised variance plan stating that, "all sidewalk, curbing and pavement that is in disrepair or damage during construction shall be replace to the satisfaction of the Borough Engineer." We defer to the Borough Engineer regarding the proposal's conformance with this requirement post-construction.***
6. The applicant should confirm that the property is not subject to any existing easements, deed restrictions and/or covenants. ***We note that the Resolution of Approval is silent with respect to this matter. The plans shall be revised accordingly to show any existing deeds/easements on the subject property or a note shall be added to the plans confirming no deeds/easements are present.***
7. The applicant shall obtain all necessary permits and approvals and provide copies of same to the Board. ***As of the date of this Review, our office is not in receipt of any outside approval letters or letters of no interest from any agencies having jurisdiction over this Application.***
8. The applicant will be required to obtain any necessary municipal building permits required. No permits will be issued until all requirements of the land use approval process are completed. ***All conditions of approval above and below shall be addressed by the applicant prior to any final approval and the issuance of construction permits.***

Conditions of Approval – KUPB Resolution of Approval Memorialized July 27, 2023 (Continued)

5. Subject to all representations made by the applicant during the application. ***No further comment.***
6. This application is granted only in conjunction with the conditions noted herein and but for the existence of the same, the within applicant would not be approved. ***No further comment.***
7. Subject to any and all other approvals as may be required by the Borough, prior to the issuance of any permits. ***All conditions of approval above and below shall be addressed by the applicant prior to any final approval and the issuance of construction permits.***
8. Subject to the payment of any fees, escrows, and taxes as may be due to the Borough, prior to the issuance of any permits. ***We defer to the Board Secretary and Borough Tax Collector regarding the proposal's conformance with this item. Any final approval shall be conditioned upon same.***
9. This approval shall be deemed void by abandonment if a building permit is not applied for within two years of the date hereof. ***No further comment.***
10. The action of the Unified Planning Board in approving this application shall not relieve the applicant of responsibility for any damage caused by this project, nor does the Unified Planning Board or its reviewing professionals and agencies accept any responsibility for the structural design of the proposed improvements or for any damage that may be caused by the development. ***No further comment.***
11. The applicant must publish adequate notice of this Resolution in the official newspaper of the Borough of Keyport at their sole cost, within ten days, and provide proof of publication to the Board Secretary



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within thirty days. *We defer to the Board Secretary regarding compliance with this item as it pertains to the current administrative approval requested.*

Should you have any questions, please do not hesitate to contact us.

Sincerely,

T&M ASSOCIATES

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

CAROLINE Z. REITER, P.P., A.I.C.P.
PLANNING BOARD PLANNER

Cc (via email): Denise Nellis, Planning Board Secretary (dnellis@keyportonline.com)
Mark Sessa, Planning Board Chairman (markorlisa.sessa@verizon.net)
Marc Leckstein, Planning Board Attorney (marc@lecksteinlaw.com)
Kimberly Humphrey, Borough Administrator (khumphrey@keyportonline.com)
David Olsen, Borough Zoning Officer (dolsen@keyportonline.com)
Derek Jordan, Borough Engineer (djordan@colliersengineering.com)
Nicki Ann Ferrari, Applicant (nickiann.ferrari@gmail.com)
Raymond Laytham, Esq., Applicant's Attorney (laythamlaw@gmail.com)
Gary Junkroft, R.A., Applicant's Architect (gjunkroft@kineticarchitects.com)
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