

The Keyport Unified Planning Board held a Regular Meeting on September 23, 2021 which was called to order at 7:05 PM. The meeting was called to order by Mark Sessa, the Sunshine Law Notice was read followed by the Flag Salute.

Roll Call: Mayor Kennedy, Councilmember Davidson, H. Aumack, D. Pacheco, M. Sessa

Absent: K. Howe, J. Oviedo, N. Vecchio, W. McDermott, G. Kotzas

Professionals were sworn in: Fran Mullan, Engineer and Kendra A. Lelie, PP, AICP, LLA

Minutes: August 26, 2021

Motion to approve was made by H. Aumack, second by D. Pacheco

Ayes: Mayor Kennedy, H. Aumack, D. Pacheco, M. Sessa

Abstain: Councilmember Davidson

Chairman Sessa stated that there was request to carry the following applications:

**APPLICATION: KUPB # 21-07 ARJIKA PROPERTY INC
108 BROAD STREET
BLK 60, LOT 6
USE VARIANCE
HYBRID MEETING**

Mr. Leckstein explained that the professionals were not available for the 108 Broad Street application. The applicant requested that they be carried without further notice to the next available agenda. Mr. Leckstein asked the Board secretary when they could be re-scheduled. D. Nellis stated that it would be the December 2nd meeting. Mr. Leckstein stated that the application would be an in person meeting only.

Motion to carry application to the December 2nd meeting at 7pm, in person without further notice was made by J. Royster, second D. Pacheco by with ayes by all present.

Mayor Kennedy stated that she was not happy that the application keeps getting carried and that they are wasting the time of volunteers. Mr. Leckstein stated he did speak with the attorney for the applicant the previous evening and he had indicated that they would be at the meeting. Mr. Leckstein stated that something happened between the time they spoke and today regarding one of the professionals having a family emergency. Mr. Leckstein explained that doesn't negate the point that the Mayor made, he just didn't want it to reflect poorly on the applicant.

Chairman announced that anyone in attendance for this application it will be carried to December 2nd at 7pm without further notice. Mr. Leckstein stated that this would be in person and that zoom will not be available.

**APPLICATION: KUPB 21-06 ROBERT DEVINO
5 THERESE AVENUE
BLK 9 LOTS 35 & 36
MINOR SUB DIVISION AND VARIANCE RELIEF
HYBRID MEETING**

Mr. Leckstein mentioned that we asked that they be carried because of the previous applications being heard and the fact that they might not be heard.

Mayor stated that this is what she was speaking about, how can she have volunteers get enthusiastic about things.

Mr. Leckstein asked the Board Secretary when this application was going to be carried to. D. Nellis stated this would be scheduled for the October 28th meeting.

Mr. Leckstein stated that this application would be an in person meeting only. Anyone on zoom this evening this application would be in person only and zoom would not be available.

Mayor asked that a banner be placed on the webpage under announcements stating that these two applications will be heard in person only.

Motion to carry to the October 28th meeting at 7pm without further notice was made by H. Aumack, second by D. Pacheco with ayes by all present.

Chairman Sessa announced anyone that was present for the 5 Therese Street application it will be carried until the October 28th meeting at 7pm, it will be an in person meeting at Borough Hall without further notice.

Chairman Sessa stated the last minute request that the Board just received was a request to carry the Marina application.

Mr. Leckstein explained that there are two things, the KUPB 17-07 which is the main property that they have asked for an extension which the Board has been carrying pending the resolution of the Marina application. Mr. Leckstein stated that it is his understanding after speaking to governmental officials today that the applicant still has not been reappointed as the developer as of today for the main property not the Marina. Mr. Leckstein explained that this application for the request for the extension, the Board doesn't have jurisdiction of right now because there is nothing to grant an extension for. Mr. Leckstein stated that he knows that there are still ongoing negotiations happening so it is possible that they will come back to the Board. Mr. Leckstein asked that the Board carries this to the same date that the Marina application gets carried to, so that way the Board can deal with both on the same day. He doesn't want to dismiss it if they are going to come back because there was a lot of work put into the original application.

There was discussion regarding Mr. Pape requesting a special meeting. D. Nellis stated that in the email they received he didn't mention a special meeting. Mayor Kennedy stated that she learned of this today and she reached out to two people that did attend the meeting and they didn't recall that

conversation and if they did they would have referred Mr. Pape to the Chairman or the Secretary.

Mr. Leckstein stated he was just seeing if that would be something the Board would be interested in but with the few members that were present it would be difficult to plan. Chairman Sessa stated that the applicant wasn't present either. Mayor added that their request wasn't in their email either. Mayor Kennedy stated that there was no real request for a special meeting.

Mr. Leckstein asked the Board Secretary what date was available. D. Nellis stated that the October agenda has large applications so even if they placed them on that agenda they probably wouldn't be heard unless someone canceled. If the Board wants to they can place them on the December agenda, the Secretary stated that she had three applications on the agenda already but two of them were small. There is no guarantee that they would be heard at that meeting. Mayor asked that they should wait until they get notice on the other item.

Chairman Sessa stated that when you go to a new year then the new Boardmembers have to catch up on the application. Further discussion as to when the application would be carried. The Board decided to carry the application to the December meeting with notice.

CARRIED APPLICATION: KUPB 17-07
357 WEST FRONT STREET, LLC (Browns Point Marina)
BLK 20, LOTS 1,2,3,5,6,6.01,7,9, 11.01, 13 & 14
REQUEST FOR EXTENSION OF PREVIOUS APPROVAL
WHICH EXPIRED ON DECEMBER 12, 2020

APPLICATION: KUPB 20-01
357 WEST FRONT STREET, LLC (Browns Point Marina)
BLK 20 LOT 9,11.01, 13, 14 & 14.01

Motion to carry both KUPB 17-07 and KUPB 20-01 with notice to the December 2nd meeting was made by D. Pacheco, second by Councilmember Davidson with ayes by all present.

Chairman Sessa stated that if there was anyone present for the Marina applications they have been carried to the December 2nd meeting at 7pm. Mr. Leckstein explained that the residents will receive notice in the mail and in the newspaper. If for some reason Mr. Pape isn't available in December, he will have to notify the Board.

COMMUNICATION: Email from Amanda Sabol regarding Bethany Manor Apartments

There was discussion regarding participating with the project at 500 Beers Street, the Board voted on having a subcommittee for the project. Follow up email to Ms. Sabol will be sent from the secretary regarding the Board's interest in participating.

Motion to form a subcommittee was made by H. Aumack, second by L. Davidson with ayes by all present.

The subcommittee consists of H. Aumack, Mayor Kennedy, Councilmember Davidson and J. Royster.

Letter from Har-Beau Enterprise regarding 87 & 89 Fulton Street

Motion to receive and file was made by H. Aumack, second by D. Pacheco with ayes by all present.

Monmouth County Planning Board information for Mariners Village (2 letters)

Motion to receive and file was made by J. Royster, second by H. Aumack with ayes by all present.

Monmouth County Planning Board Information for Browns Point Marina (1 letters)

Motion to receive and file was made by Councilmember Davidson, second by H. Aumack with ayes by all present.

**RESOLUTION: KUPB # 21-03
 HUDSON POINT
 75 MANCHESTER
 BLK 120, LOT 8 & 9
 BLK 130 LOTS 42, 48, 49, 50, 51 & 52
 PRELIMINARY AND FINAL SITE PLAN APPROVAL**

Discussion regarding paragraph twelve, Mr. Leckstein read the revised paragraph for the resolution.

Motion to approve resolution with the revision was made by Mayor Kennedy, second by H. Aumack

Roll Call: Ayes: Mayor Kennedy, H. Aumack, D. Pacheco, J. Royster, M. Sessa
Abstain: Councilmember Davidson (was not eligible to vote because she was absent)

Discussion regarding Parking Ordinance (see attachment from T&M Associates)

Mr. Mullan gave overview of the package that they submitted. He explains that they were asked to give feedback for parking requirements in the GC district. Mr. Mullan stated that the GC rules in the ordinance state that regardless of proposed use in the district the GC district is exempt from any parking requirements. Mr. Mullan stated that is clear in the ordinance. He explained that in one of their letters back in 2011 in one application they used some less than good language in a review letter that he researched because someone else recited it. In 2011 Bonnie Heard wrote a review letter and they indicated that the ordinance language was conflicting or inconsistent; Mr. Mullan re-read it as well as T&M other professionals and they have decided that there is no vagueness or inconsistency or no conflicting provisions in the Borough's ordinance. Mr. Mullan stated that T&M got a little confused in writing the letter in 2011 that has been referred to. Mr. Mullan stated that the Borough ordinance is crystal clear that if you have a property in the GC district there is no requirements for parking. Mr. Mullan continued to state what has happened lately is that any residential component of a mixed use application in the GC district does not need to provide zoning because the Borough's ordinance calls for it; it is exempt per the Borough's ordinance but it does fall under the RSIS standards. The RSIS is a state requirement even if the Borough's ordinance

doesn't require parking those properties do require and will be compelled to provide parking only if there is a residential component to the application. There is a schedule that T&M uses that help them calculate the amount of parking that is required for only the residential component of the application, only because RSIS is required to be imposed on those applications which is a state requirement not a Borough ordinance provision. Mr. Mullan stated that is how they are critiquing parking in the GC district. If an application in that district does not include residential it has no parking requirements per Borough Ordinance and RSIS is not applicable. If it does have a residential component in the application the Borough Ordinance does not impose parking but the RSIS standards do. Mr. Leckstein asked if that is what happened to 31 West Front Street, Mr. Mullan stated that was correct.

Councilmember Davidson confirmed that the applicant is only responsible for the spaces the residential unit and not for any of the commercial property; Mr. Mullan replied that was correct. Mr. Mullan further stated that there is no parking formula for any use other than residential in the GC district and it is only applied to the residential proposed use because of RSIS. If the state didn't have the provision that is imposed on RSIS any residential you would be completely grounded in not requiring parking in the GC District even for residential.

Another inquiry was if RSIS proposed parking in the GC District what happens if they comply with the parking what would happen. Mr. Mullan spoke about the application that came before the Board there was apartments that were proposed and the applicant couldn't comply with the minimum required by RSIS, for example if eight were required and they proposed five they would have been three short of the RSIS standard required parking spaces. The Board moved forward and was accepting of the five that were proposed even though it didn't meet the eight that was required by RSIS. There is a provision in the ordinance that states if are deficient in the parking and you don't fully comply with the minimum number of spaces required there is a schedule on how you must pay a contribution of funds to the Borough for each deficient parking space. Mr. Mullan stated that there is one part of this that needs a little consideration, if the Board accepts something less than what RSIS requires, Mr. Mullan feels that if acceptable from a Planning Board jurisdiction prospective but he thinks there may be a requirement that is on the applicant to get a waiver from not fully complying with the RSIS minimum requirement. If the Board accepts the five spaces but RSIS requires eight the Borough receives this calculated \$1,000 per space times the three spaces, they are deficient the Borough stands to gain the payment in lieu of spaces but he believes the applicant may be walking away with an approval with those conditions facing the need to get a waiver from the minimum RSIS requirements. Mr. Leckstein stated that he always treated that as a variance rather than a waiver when it is a RSIS violation; Mr. Mullan stated that he was good with that. Mr. Leckstein stated that he could be wrong but that was the way he always treated it. Mr. Mullan stated that they are good from a planning, engineering and site planning perspective and land use perspective they don't have a problem with defining that as a variance and all the proofs that go with it. Mr. Mullan stated if it was a relief granted as a waiver or variance there is a provision that states all development has to fully comply with RSIS and if it doesn't the developer or the applicant has to take steps with the State, for the State to acknowledge the lack of full compliance. Separate and apart of what the Land Use does for the municipality.

Mr. Mullan stated with all that, he hoped that frames out what the Borough's rules and ordinances calls for and how they are applying the rules along with the RSIS requirements that are a State level standard that they all have to accept and apply to the applications. Even though the Borough does impose parking RSIS does on the residential piece.

Mr. Mullan spoke about the information that was submitted to the Board, the prior review letter, the that was submitted Mr. Mullan stated he was trying to address the inquiry and some of the specific positions that were mapped out. Mr. Mullan stated that some of it does not align with the ordinance calls for and he added the Master Plan was updated in 2017 by the Borough. The Master Plan specifically mentions parking and downtown parking. It also mentions perhaps creating a parking commission to study the downtown parking needs and contemplating possibly creating a structure but study the and evaluate. It did not write in any form that parking in the GC District should be changed when it comes to the Zoning Ordinance rules. Mr. Leckstein added that the ultimately would be up to the Council.

Motion to open to the public at 7:37PM was made by Mayor Kennedy second by Councilmember Davidson with ayes by all present.

Mike Lane, 51 First Street, explained that he was the Chairperson for the Land Use subcommittee and the Resilience committee and they introduced the concept of mixed use in the downtown. When they introduced that concept their intention was to put a parking requirement in place. In chapter 25:1-9.4 for the GC district they say the parking requirements apply. Unfortunately, they missed the boat because the Land use requirements were updated from page one through section 25:16 at that time the Borough Administrator let the engineer that was working on it go and the ordinance that was adopted by Council with only half the ordinance updated. That resulted in this conflict, 25:1-9.4 states clearly that the parking requirements apply. Examples the driveways, curb radius, in addition to the number of parking spaces that are required. Mr. Lane gave examples of establishments that created parking demands. If they added up the increase in parking demand and if they had delivered on what to do the Borough would have generated three quarters of a million dollars in funds for parking garage or parking capability. Mr. Lane stated what they have now is part of an ordinance that was updated in 2018 and that is only through 25:1-16 then you have the rest of the ordinance that is from 1997. Mr. Lane agrees with Mr. Mullan how the parking is being interpreted but he feels that they should advise Council to look at the ordinance because he feels it needs to be updated. The intention of the Committee is that they would have a parking requirement in the GC District. Mr. Lane stated the parking deficiency ordinance was written in 2011 to go back to get the minutes to that meeting to see what the intention for the original parking deficiency ordinance was. Mr. Lane stated he agreed with Mr. Mullan that this is the way that the parking has to been interpreted but disagrees with him that this is the way it should be going forward.

Mr. Leckstein clarified that he didn't believe that Mr. Mullan stated that this is the way it should be interpreted; Mr. Mullan stated that he is not suggesting, he is only clarifying what the rules are currently and how they should be applied to applications unless it is changed in the future. Mr. Lane stated that he is not disagreeing with Mr. Mullan. He agrees with Mr. Mullan's interpretation right now but feels there is a problem and thinks the Council needs to look at it because that was not the intention of the committee that worked on it. The intention was to be to update the full ordinance and there are other items in the other half of the ordinance that needs to be looked at.

Alan Yunker, 28 Washington Street asked when the Marina was going to be back on the agenda; Mr. Leckstein stated that it would be December 2nd at 7pm.

Maureen Cavallo, 15 Northwest First Street – regarding the Marina there is deconstruction happening across the street for the project that was to become an apartment building. The property manager has started to deconstruct the homes across the street. She stated she was concerned about the public safety, her family's safety. Ms. Cavallo asked what is the requirement for that property owner to communicate to residents; Mr. Leckstein stated that he has no requirements to the residents. Mr. Leckstein stated that the Board has no control over demolition, they have nothing to do with it. In order to get a demolition, permit you have to go to the construction department to get the permit. There is no public notice that is required. Mr. Leckstein stated that the Board knows nothing about demolitions, they are not involved with that. Ms. Cavallo asked how will they know the future of the project, Mr. Leckstein explained that she should come back on December 2nd at 7pm.

Mayor Kennedy stated that they had hoped to get information from them for the Tuesday's agenda and they have not received that information. It is a current topic with the Governing Body but she cannot guarantee Ms. Cavallo it will be on the next Council meeting agenda but she would recommend Ms. Cavallo staying apprised to the Council meeting agenda. Mayor Kennedy stated that there are two council meetings in October and one in November and she would think that they would want to move forward to see if Council is going to approve them to be back as the redevelopment developer.

Mr. Leckstein stated to be clear that entire development has been approved in 2018 and you would have been noticed at that time. Ms. Cavallo stated that she participated in many of those meetings. Mr. Leckstein stated that they have not made any changes to the project. Ms. Cavallo stated that she is concerned about Monday when she is preparing for work and she walks out of her house and there are houses being torn down without barricades or police present no safety. Mr. Leckstein explained for that she would have to speak to the Construction Official because that has nothing to do with the Planning Board. H. Aumack replied as a retired Construction Official there are a lot of rules for demolition before a permit is granted. If there is a demolition permit from the construction department there is a lot of rules that must be followed if there are any questions they could be directed to the construction department to Laurie Graham. She would be able to tell you what permits they do have. Ms. Cavallo asked if there were any requirements to notice the residents; Mr. Leckstein stated that there was none. Mr. Aumack stated that the construction department oversees it and if it is complicated the Borough Engineer gets involved. Mr. Leckstein mentioned that this is not a Borough requirement it is the state law. Ms. Cavallo clarified that there is no safety requirements to notify the residents; Mr. Leckstein replied that there is safety requirements but there is no notification requirements. Mr. Leckstein stated that there is safety requirements he suggested that she check with the construction department, but there is no notification requirements.

Chairman Sessa asked if there was any other comments or questions regarding the parking.

Motion to close to the public at 7:49PM was made by Councilmember Davidson, second by D. Pacheco with ayes by all present.

Chairman Sessa stated that Mr. Lane what his opinion was, the Mayor and Councilmember are on the Board to decide if anything should happen to the ordinance if anything. Mr. Sessa stated that Mr. Mullan is very clear how it is interpreted and how it will be interpreted going forward. Mr. Mullan stated that there was no interpretation done by T&M the language is very clear, they just apply by

rules by the ordinance and the RSIS standards. Mr. Mullan suggested that taking any steps going forward to form a parking commission to evaluate the parking.

Mayor Kennedy stated that they did form a parking committee which consists of five committee members it consists of two councilmembers and three residents. Councilwoman Davidson and Councilwoman McNamara are the two council members that are part of the committee. While that was not the purpose why the Mayor wanted the parking ordinance created the overall evaluation and looking and matching ordinances were part of the Mayor's objective. Randomly signs get placed in the Borough and they don't match the ordinances. The signs downtown do not match any of the ordinances. The committee is reviewing a lot of the ordinance and the parking demands but she will defer to Councilwoman Davidson if she would like to speak further.

Councilwoman Davidson stated that committee is currently doing a lot of studies and on foot counting different times a day and everything that goes around with that. They are also considering the future building for commercial, residential etc. Andrew Kelsey will be writing some reports regarding that. Councilwoman Davidson believes he will have something soon. The ordinance that is before the Board has not come up with the committee yet. Right now they are just walking around to see what the parking demand is. Part of the conversation that she thinks they should have and she would like to hear from the Boardmembers that are present is how does the Board feel about the fees. She agrees with Mr. Lane that they missed a very large opportunity and economics to gain some money to put towards a future parking facility or anything that has to do with parking in the Borough. Mayor Kennedy stated she believes that is more of a Council topic. There was further discussion regarding the fees for parking and the applications that was being referred to.

Councilmember Davidson would like to get the opinion of the Board; Mr. Leckstein stated that she could ask the Board their opinion.

J. Royster asked if other towns charge; Mr. Leckstein replied yes they have parking funds.

Mayor Kennedy asked Mr. Mullan how often do you see municipalities require a fee for parking; Mr. Mullan stated that it is pretty standard, it is not an unusual circumstance.

Mr. Leckstein stated one thing that you would have to ask if you accept the fees is there anywhere you can build a parking garage, because if you are going to accept the fees and never build a garage what are you going to do with the money. Councilmember Davidson asked if the fees have to be used to build a garage or can it be used to repave the parking lot; Mr. Leckstein stated it doesn't have to go to a parking garage, it can be used for whatever as long as it is parking related.

D. Pacheco believes that this would be more of a council discussion and then go back to the Board.

Mayor asked D. Pacheco that he would like to be a member of the parking committee; Mr. Pacheco stated he isn't leaving the town for a while. Councilmember Davidson stated she will have an email sent to him regarding their next meeting.

Motion to adjourn the meeting at 8 PM made by H. Aumack, second Mayor Kennedy with ayes by all present.

Denise Nellis

From: Andrew Denbigh <ADenbigh@tandmassociates.com>
Sent: Thursday, September 23, 2021 2:54 PM
To: Marc Leckstein
Cc: Francis W. Mullan; Stan Slachetka; Kendra A. Lelie; markorlisa.sessa@verizon.net; Denise Nellis; Lynnette Martin; Laurie Colatrella; Joanne Hughes
Subject: Keyport Unified Planning Board Meeting - September 23, 2021 - Parking Discussion
Attachments: FW: Conflicting Requirements in LUR 25:1 - Parking Deficiency (481 KB); Nellis_FWM_DM_Second Engineering Planning Review_31 West Front Street.pdf; 25-1-9 General Commercial District (GC) Regulations.pdf; 25-1-18 Off Street Parking & Loading Requirements.pdf; Nellis_FWM_2nd Completeness Engineerg and Planning Review.PDF; 2017_Keyport_Borough_Master_Plan_Circulation Element_Highlighted Parking.pdf

Marc,

For circulation at tonight's meeting regarding the parking discussion, attached are the following documents:

1. Email From Michael Lane, dated June 25, 2021
2. Section 25-1-9 (GC District) of the Land Use Ordinance
3. Section 25-1-18 (Off Street Parking) of the Land Use Ordinance
4. Section 7 (Circulation Plan Element) of the 2017 Master Plan
5. T&M Review Letter for 17-21 West Front Street LLC, dated October 14, 2011
6. T&M Review Letter for 31 West Front Street LLC, dated July 12, 2021

Below please find the updated parking calculations and deficiency fee for 31 West Front Street:

KUPB-R2030: 31 West Front Street (Mixed Use)

Garden Apartment:

1 BR = 1.8 Spaces/Unit

3 Units x 1.8 Spaces = 5.4 Spaces = **6 Spaces**

2BR = 2 Spaces/Unit

6 Units x 2 Spaces = **12 Spaces**

18 spaces are required whereas **5 spaces** are proposed. The deficiency for the **13 spaces** would be calculated as follows:

1 to 5 spaces @ \$1,000 per space = 5 x \$1,000 = \$5,000

6 to 10 spaces @ \$1,500 per space = 5 x \$1,500 = \$7,500

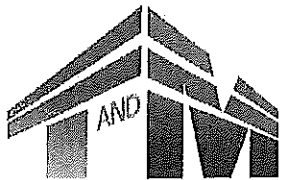
11 to 15 spaces @ \$2,000 per space = 3 x \$2,000 = \$6,000

Total Parking Deficiency Fee = **\$18,500**

Thank You,



ANDREW DENBIGH, PE, CFM
SENIOR STAFF ENGINEER



YOUR GOALS. OUR MISSION

KUPB-R2030

July 12, 2021

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

Via email and mail

Attn: Denise Nellis, Recording Secretary

**Re: 31 West Front Street, LLC – Preliminary and Final Site Plan Approval (21-04)
Block 21.01, Lot 41
Second Engineering & Planning Review**

Dear Board Members:

As requested, we have reviewed the plans, entitled “Preliminary and Final Major Site Plan for Lot 41 in Block 21.01,” that were prepared by Lorali Totten, P.E., of Crest Engineering Associates Inc, dated March 2, 2021, latest revision June 18, 2021, consisting of four (4) sheets. Additionally, the applicant submitted the following documents in support of this application:

1. Architectural Plans, prepared by James J. Monteforte, A.I.A. of Monteforte Architectural Studios, dated March 2, 2021, latest revision June 18, 2021, consisting of eight (8) sheets.
2. Negligible Stormwater & Environmental Impact Statement, prepared by Lorali E. Totten, P.E., P.P., of Crest Engineering Associates Inc, dated February 26, 2021, latest revision June 18, 2021, consisting of three (3) sheets.
3. Planning Board Application, dated March 4, 2021, consisting of twenty-two (22) sheets.

A. Project Description

The applicant is requesting Preliminary and Final Site Plan approval to demolish the existing 2-story building and construct a multi-story mixed use building with lower-level parking, a main level restaurant and three levels of apartments.

The subject property, consisting of 4,500 SF, is located on the northerly side of West Front Street, approximately 75 feet east of the intersection with Main Street. The site has approximately 30 feet of frontage on West Front Street. The entirety of the site is located within the General Commercial District (GC) Zone.

B. Fee Determination

The Application Fee for this project is \$400.00 as shown on Attachment “B”. Additionally, the Ordinance Fee Schedule requires an Escrow Fee be posted in the amount of \$225.00. The applicant is required to post any remaining balance prior to the application being schedule for public hearing.



Re: 31 West Front Street, LLC – Preliminary and Final Site Plan Approval (21-04)
Block 21.01; Lot 41
Second Engineering & Planning Review

C. Planning and Engineering Review

1. Land Use Plan Element

- 1.1 The subject property is located in the General Commercial District (GCD). In the Land Use Plan element of the Master Plan, GCD is identified as the downtown and waterfront commercial area of the Borough. This district is characterized by small retail and commercial land uses, and its public spaces along the waterfront.
- 1.2 Commercial and mixed-use commercial/residential development is encouraged in the GCD. The Borough has defined specific goals and objectives for mixed-use development in the GCD. A key parameter is that the height of any new building should not exceed the elevation of the highest building in the Borough. Mixed-use densities which adhere to this boundary condition are acceptable.
- 1.3 The intent and purpose of the GCD, as stated above, is recognized as the commercial and business hub of the Borough and its commercial uses should continue to offer a variety of specialty shops, business establishments, restaurants, small offices, banks, and other retail uses. The Land Use subcommittee has reinforced the desire to see the current permitted uses continue in the Downtown Core.
- 1.4 The proposed mixed-use development is generally consistent with the land use goals and objectives of the Borough Master Plan.

2. Zoning

- 2.1 The subject property is located in the General Commercial (GC) zone of the Borough of Keyport. Mixed residential commercial use is permitted in this zone per the zoning standards. Eating and drinking establishments are permitted as well. The applicant proposes a restaurant on the ground floor and residential on the upper floors. These are permitted uses in the GC zone.
- 2.2 As recommended in the Master Plan, for a vibrant and sustainable downtown, the GCD (General Commercial District) should permit additional residential density that is in character with the surrounding land uses and the historic character of the Borough by limiting the maximum building roof elevation north of Front Street not to exceed the highest building along the northern street frontage. The applicant shall discuss the proposed height.
- 2.3 To the degree possible, new development should provide on-site parking. The creation of on-site parking provides benefits to the Borough in the form of additional parking capacity which helps reduce traffic congestion, and other benefits.



Re: 31 West Front Street, LLC – Preliminary and Final Site Plan Approval (21-04)
Block 21.01, Lot 41
Second Engineering & Planning Review

Please see Attachment C for the Zoning Table.

3. Floodplain Management

- 3.1 A portion of the property appears to be located in Zone AE11 per the effective FIRM Panel #34025C0029F and Preliminary FIRM and as such may be subject to the Borough Flood Damage Prevention Ordinance. I defer to the Flood Plain Manager.

4. Off-site and Off-tract Improvements

- 4.1 The applicant shall revise the plans to show any off-tract improvements necessary to complete construction of the project.
- 4.2 The plans shall be revised to indicate the limits of curb, sidewalk, and pavement construction.
- 4.3 The proposed pavement detail shall be revised to specify 2" of 9.5M64 Surface Course and 4" of 19M64 Stabilized Base Course.

5. Traffic Circulation and Layout

- 5.1 The applicant shall provide a traffic report detailing anticipated trips, entry and exit into the site and onsite circulations, including refuse pickup, delivery, and emergency vehicles. The applicant should provide testimony regarding the same.
- 5.2 The applicant shall provide testimony regarding the five (5) parking spaces proposed on the ground floor and how they will be utilized for the building.
- 5.3 The parking requirements as per 25-1-18.h. of the ordinance and under the Residential Site Improvement Standards (RSIS) are as follows:

Restaurants, Bars & Nightclubs:

1 space for each 4 seats, or 1 space per 75 square feet of floor area open to the public, whichever the greater
 $4,284 \text{ SF} \times 1 \text{ Space}/75 \text{ SF} = 57.12 \text{ Spaces} = \mathbf{58 \text{ Spaces}}$

Garden Apartment:

1 BR = 1.8 Spaces/Unit
 $3 \text{ Units} \times 1.8 \text{ Spaces} = \mathbf{5.4 \text{ Spaces} = 6 \text{ Spaces}}$
2BR = 2 Spaces/Unit
 $6 \text{ Units} \times 2 \text{ Spaces} = \mathbf{12 \text{ Spaces}}$



Re: 31 West Front Street, LLC – Preliminary and Final Site Plan Approval (21-04)
Block 21.01, Lot 41
Second Engineering & Planning Review

A total of 76 spaces are required, whereas 5 are proposed, therefore, a variance is required and the applicant is to pay a parking deficiency fee of \$188,000 for the 71 deficient spaces in accordance with Section 25:1-18.g.3.

The applicant shall provide testimony for the parking deficiency as well the intent of parking for the residential use.

- 5.4 Section 25:1-18.a.2 of the Ordinance requires parking spaces to have a minimum area of 180 feet square feet (dimensions of 9 feet by 20 feet). The applicant is currently proposing spaces that are 9 feet by 18 feet. Therefore, a design waiver will be required.
- 5.5 Section 25:1-18.a.3 of the Ordinance requires two way access drive to be 24 feet wide. The applicant is currently proposing an access drive approximately 10 feet wide. Therefore, a design waiver will be required.
- 5.6 Table 208.2 of the “ADA Standards for Accessible Design” requires a minimum of 4 (4) ADA spaces for parking facilities with 76 to 100 spaces. The applicant is required to provide 76 parking spaces as per the ordinance and RSIS. The applicant is currently only proposing one (1) ADA space.

6. Grading and Drainage

- 6.1 The proposed development does not disturb one (1) acre or more of land and does not create one-quarter acre or more of regulated impervious surface. Therefore, the project is not considered a “major development,”
- 6.2 The applicant intends to connect the roof leaders from the proposed building to the existing inlets in the rear of the site. A note shall be added to the plans that the existing inlets shall be inspected, and repairs or replacements made to the satisfaction of the Borough Engineer.
- 6.3 The roof leader detail shall be revised to provide an overflow downspout and cleanout for maintenance of the system.
- 6.4 The applicant shall provide calculations demonstrating the inlets have sufficient capacity to handle the post construction flows.
- 6.5 The plans should be revised to include spot elevations along the improvements at the front and rear of the site to confirm ADA compliance.

7. Sanitary Sewer, Potable Water and Utilities

- 7.1 The plans should be revised to clearly include all existing and proposed utilities, including, but not limited to water, sewer, gas, electric and telecommunication lines.



Re: 31 West Front Street, LLC -- Preliminary and Final Site Plan Approval (21-04)
Block 21.01, Lot 41
Second Engineering & Planning Review

- 7.2 The applicant states they will reuse a portion of the existing sewer and water laterals to service the residential portion of the building. A note shall be added to the plans that the existing system will be inspected and the applicant shall be required to make repairs or replace to the satisfaction of the Borough Engineer.
- 7.3 The applicant should provide a calculation of the existing and estimated proposed water and sewer flows. The applicant will be responsible for paying any water and sewer fees related to the proposed change of use as required by Chapter XIV of the Borough Water and Sewer Ordinance. These fees shall include, but not be limited to, the Borough's Sanitary Sewer Connection Fees per Chapter XIV, Section 14-2.11 and the Borough's Water Connection Fees per Chapter XIV, Section 14-1.15, Schedule IV entitled Connection Fees.

8. Landscape and Lighting

- 8.1 The applicant shall revise the plans to include the location, type, height and intensity of any lighting.
- 8.2 The applicant shall clarify if any landscaping is proposed.

9. General Comments

- 9.1 The applicant shall provide testimony for refuse disposal and pickup for the proposed building.
- 9.2 The applicant shall provide testimony regarding the number of anticipated seats, employees, hours of operation and deliveries for the proposed restaurant.
- 9.3 The applicant shall indicate if any signs are proposed as part of the site plan application. Details of the same shall be added to the plans.
- 9.4 The owner's concurrence signature must be signed and notarized.
- 9.5 The applicant shall clarify how mechanicals and HVAC condensers will be screened.
- 9.6 The applicant shall specify the finish material for the side of the proposed structure and if it will be attached to the adjacent buildings.
- 9.7 The applicant shall provide testimony regarding the private terrace on the roof and how the areas will be accessed.
- 9.8 The architectural plans shall be revised to include the elevations at each floor.
- 9.9 The architectural plans shall be revised to show the location of any proposed utilities.



Re: 31 West Front Street, LLC – Preliminary and Final Site Plan Approval (21-04)
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- 9.10 The applicant should confirm that the property is not subject to any existing easement, deed restrictions and/or covenants.
- 9.11 The applicant must post performance and maintenance guarantees and inspection fees, as necessary. Unless waived by the Borough, the applicant must enter into a Developers Agreement with the Borough.
- 9.12 The applicant is advised that no permits for any work on the site will be issued until all requirements of final approval are met, including submission of the required revised plans for signature.

10. Permits and Approvals

- 10.1 The applicant should obtain all necessary permits and approvals including, but not limited to Fire Official, CAFRA, Monmouth County Planning Board, Monmouth County Park Systems, Freehold Soil Conservation District and Bayshore Regional Sewerage Authority and provide copies of same to the Board.
- 10.2 The applicant must obtain any necessary municipal building permits if any are required.

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

STANLEY SLACHETKA P.P., A.I.C.P.
PLANNING BOARD PLANNER

FWM:DMD:AWD:lkc

c: Marc Leckstein, Planning Board Attorney
Mark Sessa, Planning Board Chairman
Salvatore Alfieri, Applicant's Attorney
Loralie Totten, Applicant's Engineer
James Monteforte, Applicant's Architect
31 W Front LLC, Applicant, 155 East 68th Street, New York, NY 10065



ATTACHMENT A

31 West Front Street, LLC – Preliminary and Final Site Plan Approval (21-04) Block 21.01, Lot 41

An outline of Completeness Item Waivers we do not object to:

- A.1 Item Preliminary 8 – Referral to the Monmouth County Planning Board for review and approval. *We have no objection to the Board granting a completeness waiver for this item, provided that the applicant obtains approval from the Monmouth County Planning Board as a condition of approval.*
- A.2 Items Preliminary 4 and Final 7 – Performance Guarantees and Inspection Fees. *We have no objection to the Board granting completeness waivers for these items, provided that performance guarantees and inspection fees are provided as a condition of any approval.*
- A.3 Item Preliminary 15 – Owner's signed Certificate of Concurrence with the plan. *We have no objection to the Board granting a completeness waiver for this item, provided that the owner's concurrence signature block is signed and notarized as a condition of approval.*
- A.4 Item Final 5 – Soil Removal Permit. *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 site.*
- A.5 Item Final 9 – Permits from other authorities. *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.*



**ATTACHMENT B
APPLICATION FEE SCHEDULE**

**31 West Front Street, LLC – Preliminary and Final Site Plan Approval (21-04)
Block 21.01, Lot 41**

Determination of Fees

Site plan	Application Fee	Escrow Fee
Preliminary Site Plan	\$300.00	\$112.50 (4,500 SF disturbance x \$0.025)
Final Site Plan	\$100.00	\$112.50 (4,500 SF disturbance x \$0.025)
Total	\$400.00	\$425.00



ATTACHMENT C

31 West Front Street, LLC – Preliminary and Final Site Plan Approval (21-04) Block 21.01, Lot 41

Zone Requirement	Required	Existing	Proposed
Minimum Lot Area	N/A	4,500 SF	4,500 SF
Minimum Lot Width	N/A	30 FT	30 FT
Minimum Front Yard Setback	N/A	0 FT	0.5 FT
Minimum Side Yard Setback	N/A	0 FT	0.5 FT
Minimum Combined Side Yard Setback	Note 3	0 FT	1 FT
Minimum Rear Yard Setback	Note 3	60.85	17.8 FT
Maximum Stories	N/A	2	5
Maximum Building Height	Note 4	>Elev. 70	Elev. 70
Maximum Building Coverage	85%	45.75%	84.87%
Maximum Lot Coverage	90%	51.35%	84.87%

Note 3: Minimum setback from residential district lot is 20 feet.

Note 4: The peak of the roof and any equipment shall not exceed an elevation of 70.0 feet referenced to NAVD 88

*Borough of Keyport, NJ
Thursday, September 23, 2021*

Chapter 25. Land Use Regulations

Article I. ZONING

§ 25-1-9. GENERAL COMMERCIAL DISTRICT (GC) REGULATIONS.

[Amended 12-18-2018 by Ord. No. 28-18]

Purpose. The purpose of the GC General Commercial District is to serve as the commercial and business hub of the Borough, offering a variety of shops, restaurants, banks, retail uses, offices and business establishments serving local commercial needs of the immediate community as well as those uses that support waterfront tourism.

§ 25-1-9.1. Permitted principal uses.

[Ord. No. 13-90; Ord. No. 28-95; amended 11-22-2016 by Ord. No. 22-16; 12-18-2018 by Ord. No. 28-18]

- a. Uses permitted in the Neighborhood Commercial District.
- b. Apparel shops.
- c. Banks and other financial institutions.
- d. Bars and cocktail lounges.
- e. Club, exclusive of a swimming pool club.
- f. Furniture stores.
- g. (Reserved)
- h. Theaters.
- i. Department stores, specialty shops, personal and business service establishments.
- j. Paint and wallpaper stores.
- k. Studios for yoga, personal training, exercise, gyms, photography, art, music and dance.
- l. Sporting and athletic goods.
- m. Mixed residential commercial use.

§ 25-1-9.2. Permitted accessory uses.

[Ord. No. 13-90; amended 12-18-2018 by Ord. No. 28-18]

- a. Signs subject to § 25-1-17.
- b. Parking garages, off-street parking and loading areas.
- c. Accessory uses and structures customarily incidental to a principal permitted use.
- d. Accessory storage within a wholly enclosed permanent building of materials, goods and supplies intended for sale, processing or consumption on the premises, except new and used cars and boats may be stored outside.

§ 25-1-9.3. Conditional use.

[Added 12-18-2018 by Ord. No. 28-18]

- a. Bed-and-breakfast residences.
- b. Hotels.

§ 25-1-9.4. Minimum off-street parking requirements.

[Ord. No. 13-90; amended 12-18-2018 by Ord. No. 28-18]
Requirements are contained in § 25-1-18.

§ 25-1-9.5. Development standards.

[Ord. No. 13-90; amended 12-18-2018 by Ord. No. 28-18]
As set forth in § 25-1-16 unless specific standard is set forth hereinafter or within § 25-1-14 (General Regulations) and § 25-1-15 (Supplemental Regulations).

- a. Mixed residential commercial uses:
 1. Shall consist of GC District permitted commercial uses on the ground floor and residential dwellings on upper floors. Residential dwelling units shall not be permitted on the basement or first (ground) floor level.
 2. Pedestrian access for the commercial spaces for the mixed use buildings along West Front and East Front Streets shall be provided from West Front Street and East Front Street.
 3. Vehicles shall not be permitted to back on to West Front Street or East Front Street.
 4. Residential dwelling units may be studios, one, two or three bedroom units.
 5. Residential dwelling units shall be a minimum of 675 square feet. The minimum square footage for each dwelling unit may be split between floors however direct access shall be provided between floors in each dwelling unit.
 6. Each residential dwelling unit shall contain its own bathroom, kitchen and closet. Three-bedroom dwelling units shall contain a minimum of two bathrooms.
 7. Each bedroom within the dwelling unit shall contain a closet.
 8. Off-street parking requirement. The number and size of spaces required for the residential use shall be in accordance with N.J.A.C. 5:21, the Residential Site Improvement Standards.

§ 25-1-9.6. (Reserved)

§ 25-1-9.7. Other required conditions.

[Ord. No. 13-90; amended 12-18-2018 by Ord. No. 28-18]

- a. All uses shall be conducted wholly within a completely enclosed building, except for outdoor dining, drinking and food preparation, service stations, banks, dry cleaners and florists, parking lots, off-street parking and loading facilities, provided such outdoor uses comply with all setback requirements for commercial buildings abutting properties located in a residential zoning district, as set forth in this section.

[Amended 11-12-2019 by Ord. No. 19-19]

- b. All uses abutting a residential district shall be screened as required in Subsection 25-1-14.6.

§ 25-1-9.8. Prohibited uses.

[Ord. No. 24-07; amended 12-18-2018 by Ord. No. 28-18]

- a. Storage of boats outside; exceptions. No person shall be permitted to store any boat or boats outside in the General Commercial Zone. The foregoing notwithstanding, on any parcel of real property located within a General Commercial Zone and which is currently occupied for an exclusively residential use, one boat may be stored in the back yard thereof, provided that the same does not exceed 24 feet in length, is owned by, and if required, registered to, a resident of said parcel and the same is reasonably screened from view from outside the borders of said parcel and/or appropriately covered.

*Borough of Keyport, NJ
Thursday, September 23, 2021*

Chapter 25. Land Use Regulations

Article I. ZONING

§ 25-1-18. OFF-STREET PARKING AND LOADING REQUIREMENTS.

[Ord. No. 13-90;Ord. No. 16-08]

- a. Requirements. In all districts, in connection with every manufacturing, business, institutional, recreational, residential or any other use, there shall be provided, at the time any building or structure is erected, except in the GC district, off-street parking spaces in accordance with the requirements set forth herein.
1. Number of parking spaces required. The number of off-street parking spaces required shall be as set forth in Table I below in accordance with the definition of "floor area."

In the case of any building, structure or premises which is not specifically mentioned herein, the Board of Adjustment shall determine the amount of off-street parking required.
 2. Size. Each off-street parking space shall have a minimum area of 180 square feet (nine feet by 20 feet) exclusive of access drives and aisles and shall be of usable shape and condition. Except in the case of dwellings, no parking and area provided hereunder shall be required for fewer than four spaces.
 3. Access. There shall be adequate provision for ingress and egress to all parking spaces. Access drives or driveways shall be no less than 15 feet for ingress or egress and 24 feet wide for both ingress and egress. Except for single-family dwellings, an access drive shall not be closer than 50 feet to any street intersection.
 4. Location. All permitted and required accessory off-street parking and loading spaces, open or enclosed, shall be located on or immediately adjacent to the same zone lot as the use to which such spaces are accessory, except that such space may be provided within a radius of 300 feet from the lot boundary, and provided further that these spaces are provided off the site in accordance with Tables 1 and 2 below. Such spaces shall be in the same ownership as the use to which they are accessory and shall be subject to deed restrictions filed with the Registrar of Monmouth County, binding the owner and his heirs and all successors to maintain the number of spaces available throughout the life of such use.
 5. Screening and landscaping. Off-street parking and loading areas for four or more vehicles shall be effectively screened by a fence or hedge as provided in § 25-1-14.6 on the side or sides adjoining or abutting an R District.
 6. Minimum distances and setbacks. Off-street parking and loading facilities for four or more spaces shall not be closer than five feet to any R-zoned lot or any street right-of-way line.
 7. Surfacing. Any off-street parking or loading area for four or more spaces should be surfaced with an asphaltic or Portland cement pavement or similar durable and dustless surface. All areas should be marked so as to provide for the orderly and safe loading, parking and storage of self-propelled vehicles.

8. Lighting. All lighting used to illuminate any off-street parking or loading area shall be so arranged as to reflect the light away from adjoining residential premises.
9. Drainage. Any off-street parking and loading area shall be graded and drained so as to dispose of all surface water without detriment to surrounding uses.
- b. Parking for churches, synagogues, and other houses of worship. The number of required off-street parking spaces may be eliminated or reduced if there exists within 500 feet of the church, synagogue or other house of worship, public or private parking lots containing a sufficient number of off-street parking spaces to satisfy the requirements of Table 1 below. The church, synagogue or other house of worship must provide the difference if the number of parking spaces in the private or public lots is below the number required by Table 1 below. Any spaces provided in public or private lots shall be shown to be available for worshippers on the day or days of greatest use.
- c. Off-street loading. In a district, in connection with every building, group or part thereof hereafter erected, which is to be occupied by industrial or commercial uses or distribution by vehicles of material or merchandise there shall be provided and maintained on the same lot with such building off-street loading berths in accordance with requirements of Table 2 below.

Each loading space shall not be less than 10 feet in width, 35 feet in length, and have a minimum clearance of 14 feet, may occupy all or any part of any required yard, except the front yard. No off-street loading spaces shall be permitted where the truck or trailer shall extend upon the street right-of-way.
- d. Joint facilities for parking or loading. Off-street parking and loading facilities for separate uses may be provided jointly if the total number of spaces so provided is not less than the sum of the separate requirements for each use and provided that all regulations governing the location of accessory spaces in relation to the use served are adhered to. Further, no accessory space or portion thereof shall serve as a required space for more than one use unless otherwise approved by the Board of Adjustment in accordance with the purpose and procedures set forth herein.
- e. Parking areas and garages.
 1. Location of exits and entrances. Commercial parking areas or garages for 25 or more motor vehicles shall not have an entrance exit for vehicles within 100 feet along the same side of a street on which is located a school, public playground, church, hospital, public library or institution for dependents or for children except where such property is in another block or on another street on which the zone lot does not abut. Such access shall not be closer to the intersection of any two streets than 50 feet.
 2. Work area. In an establishment where motor vehicles are serviced or repaired, all repair operations shall be conducted within a building.
- f. Overnight parking. No commercial vehicle shall be parked out of doors overnight in any residential zone except as hereinafter set forth:
 1. Not more than one vehicle of not more than three-quarter-ton manufacturer's rated capacity may be garaged on each lot in a residential zone.
 2. If garage space is not available, the commercial vehicle shall be parked in a driveway or parking area not nearer than 20 feet of the front property line.
 3. No tractor trailer of more than 18 feet shall be parked between a house and sidewalk, except where the driveway passes in front of the house.
- g. Parking deficiency. If off-street parking requirements are not met as provided in this chapter of the Code of the Borough of Keyport, the developer must:
 1. Obtain approval of a parking space variance subject to the provisions of the applicable land use regulation and in the event a variance is granted:

2. Contribute to the Borough in an amount in accordance with the "Parking Deficiency Schedule."
3. Said contribution will be due at the time each certificate of occupancy is issued.

Parking Deficiency Schedule

Deficiency	Cost Per Space
1 to 5	\$1,000
6 to 10	\$1,500
11 to 15	\$2,000
16 to 20	\$2,500
21 and above	\$3,000

Example: A 22-space deficiency requires \$5,000 for spaces 1 through 5, plus \$7,500 for spaces 6 through 10, plus \$10,000 for spaces 11 through 15, plus \$12,500 for spaces 16 through 20, plus \$6,000 for spaces 21 through 22, for a total of contribution of \$41,000.

- h. Off-street parking and loading requirements.

Table 1

Off-Street Parking and Loading Requirements

Uses	Minimum Required Off-Street Parking Spaces
1. Bowling alleys	5 parking spaces for each alley
2. Churches, synagogues, and houses of worship	1 permanent space for each 4 permanent seats. When individual seats are not provided, each 20 inches of benches shall be considered 1 seat
3. Community buildings, country clubs, social halls, lodges, fraternal organizations and similar uses	1 for each 200 square feet of floor area occupied by all principal and accessory structures
4. Doctors and dentists	4 spaces per doctor, plus 1 space for each employee
5. Motels	1 per unit, plus 1 per employee
6. Funeral homes and mortuaries	15 parking spaces for visitors
7. Hospital, nursing and convalescing homes	1 for each 3 beds
8. Hotels	1 per unit, plus 1 per employee
9. Manufacturing, industrial and general commercial uses not otherwise specified herein	1 for each 1,000 square feet of floor area, plus 1 for each 2 employees in the maximum working shift
10. Offices	1 space for every 400 feet of rentable floor area
11. Restaurants, bars and nightclubs	1 for each 4 seats or 1 space per 75 square feet of floor area open to the public, whichever the greater
12. Retail stores, store groups, shops, etc.	1 for each 300 square feet of floor area where the floor area shall exceed 1,000 square feet

Table 1**Off-Street Parking and Loading Requirements**

Uses	Minimum Required Off-Street Parking Spaces
13. Wholesale establishments or warehouses	1 for each 2 employees in maximum shift; the total parking area shall not be less than 25% of the building floor area

- I. Minimum required off-street loading berths.

Table 2**Minimum Required Off-Street Loading Berths**

Use	Square Feet of Total Floor Area	Number of Berths
Offices; motels	From 10,000 – 25,000	1
Retail, commercial	From 25,000 – 40,000	2
Wholesale, manufacturing	From 40,000 – 60,000	3
Storage and miscellaneous uses	From 60,000 – 100,000	4
	For each additional 50,000 or fraction thereof	1 additional

Planning Board may waive any portion of the off-street loading space based upon demonstrating that such is not required for the specific use or uses.

KUPB-R0750

October 14, 2011

Denise Nellis, Recording Secretary
Keyport Unified Planning Board
70 West Front Street
Keyport, New Jersey 07735

**Re: 17-21 West Front Street LLC
Preliminary and Final Site Plan and
Use Variance Application
Block 21.01, Lots 45, 46 and 48
Second Completeness Review and
Second Engineering and Planning Review**

Dear Ms. Nellis:

As requested, we have reviewed the referenced Preliminary and Final Site Plan and use variance application and recently submitted supplemental information submitted for the above referenced project. The submittal consists of the following:

- Site plan prepared by James A. Kennedy, P.E., P.P., of Kennedy Consulting Engineers, dated September 6, 2011, consisting of three (3) sheets.
- Architectural floor plans and elevations for the rear portion of the building, prepared by Thomas J. Soviero, R.A., dated June 13, 2011, consisting of six (6) sheets.
- Architectural floor plans for the Existing Building JJ Newberry Co, prepared by Peter M. Grygotis, R.A., dated July 28, 1989, consisting of six (6) sheets.
- Previously submitted Survey, prepared by William H. Zieman, Jr., P.L.S., of Azimuth Land Surveying Co, Inc., dated May 6, 2002, consisting of one (1) sheet.
- Previously submitted Unsigned Floor Plans dated February 17, 2011, consisting of three (3) sheets.
- Previously submitted Unsigned West Front Street Elevation drawing dated February 28, 2011, consisting of one (1) sheet.
- Previously submitted Map Quest map of the Borough showing the location of the subject property.

The applicant is requesting preliminary and final major site plan approval and use variance relief to convert the rear portion of the existing building located at 17-21 West Front Street into four dwelling units on the upper levels and two retail spaces on the basement (grade) level. The



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building is within the Borough downtown. It is currently occupied as a retail use by the Family Dollar Store. The building storefront is oriented toward West Front Street. The rear of the building faces the recently completed Borough Waterfront Revitalization Project and the reconstructed American Legion Drive. The property consists of Block 21.01, Lots 45, 46, and 48. The property abuts Lot 49 which is owned by the Borough and recently improved as a parking lot. An alleyway improved as part of the Waterfront Revitalization Project to provide a pedestrian connection between West Front Street and the Waterfront crosses a portion of Lot 48.

Architectural elevation and floor plans provided for the rear portion of the building depict a three story building. Two retail space units (one with a floor area of 1,100 square feet and the other with a floor area of 1,236 square feet), are shown on the basement floor plan. The second floor plan shows two artist's lofts, one of 1,575 square feet and the other with a floor area of 1,548 square feet. The third floor plan shows two artist's lofts, one of 1,670 square feet and the other with a floor area of 1,506 square feet.

Completeness Review:

Although the applicant has submitted supplemental information to address many of the outstanding checklist items as noted in our July 23, 2011 letter, the application remains **INCOMPLETE** until the following items are submitted and/or completeness waivers are granted prior to the start of the hearing. Prior to the public hearing, I recommend that the applicant submit Preliminary Checklist Items 2.G and 10 as noted below:

- Item Preliminary 2.F – Utility and drainage plans and information. *(If no new utilities and/or drainage are proposed, I have no objection to the Board granting a completeness waiver for this item.*
- Item Preliminary 2.G – Plans for elevations and locations of structures including exterior materials and trim. *(The applicant has provided floor plans and elevations for the rear portion of the building that is proposed to be renovated and provided a copy of the floor plans for the entire building that were prepared in 1989. These floor plans do not clearly designate the current uses within the building. (In order to provide clarity and to clearly show the intersection with the building, I recommend that an the overall floor plan be provided to show how the existing and proposed uses will interact.)*
- Item Preliminary 5 – Submission of an Environmental Impact Statement. *(Since the site does not contain any environmentally sensitive areas, I have no objection to the Board granting a completeness waiver for this item.)*



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- Item Preliminary 6 - Soil Erosion and Sediment and Control Permit and Soil Conservation District Approval. *(I have no objection to the Board granting a completeness waiver for this item, since less than 5,000 square feet of disturbance is proposed and as such Freehold Soil Conservation District approval is not required.)*
- Item Preliminary 7 - Stormwater management plan. *(Since no new coverage is proposed, I have no objection to the Board granting a completeness waiver for this item.)*
- Item Preliminary 8 - Referral to the 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 obtains a Letter of No Interest from the Monmouth County Planning Board as a condition of any approval.)*
- Item Preliminary 10 - Disclosure of 10% ownership interest of corporation or partnership which is 10% owner of applying corporation or partnership. *(The applicant should submit a Disclosure of 10% Ownership to the Board Secretary.)*
- Item Preliminary 11 - Applicant for a project located within a flood hazard area to apply for approval in conformance with the "90 Day Construction Permit Act." *(I have no objection to the Board granting a completeness waiver for this item, provided that the applicant obtains a Letter of No Interest as a condition of any approval.)*
- Item Preliminary 15 - Owners signed Certificate of Concurrence with the plan. *(The applicant has included an owner's concurrence signature block; however it has not been signed and notarized. I have no objection to the Board granting a completeness waiver for this item; provided that the signature block is signed and notarized as a condition of approval.)*
- Items Final 4 and Final 7 - Performance Guarantees and Inspection Fees. *(I have no objection to the Board granting completeness waivers for these items, provided that performance guarantees and inspection fees are provided as a condition of any approval.)*
- Item Final 5 - Soil Removal Permit. *(If no soil is proposed to be removed, I have no objection to the Board granting a completeness waiver for this item.)*
- Item Final 9 - Permits from other authorities. *(I 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.)*



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Engineering Review:

Based on our review of the application, we offer the following comments:

1. Planning and Zoning

1.1 Relationship to the Zone Plan

The property is within the Borough downtown in the GC General Commercial zone. The zone permits retail and personal service uses and other commercial activity. The zone does not permit residential uses. The Borough Master Plan, adopted 1989, recognized the need to implement improvements identified in waterfront-downtown improvement program. The 2001 Master Plan Reexamination Report recommended an updated downtown plan to identify functional and visual links between Front Street and the waterfront area. The 2001 reexamination also recommended that the issue of permitting residential use of apartments or offices for second floors of commercial buildings in the core business district be evaluated in detail. However, there have been no changes to the GC zone plan to permit residential apartments in the district. Preserving and enhancing the historic character and architectural diversity of the Borough is one of the Borough planning objectives.

1.2 Planning Comments

1.2.1 The Borough plan recognizes the importance of the waterfront to the Borough and the need for improving the downtown area and the linkages and relationship of the downtown to the waterfront. The applicant has proposed a plan for a mixed-use development that would enhance the portion of the building fronting on the waterfront and has provided sufficient detail in its plans to consider this part of the application. However, to enable the Board to fully evaluate the use variance application and the linkages between the waterfront and downtown, the applicant should provide additional details showing how the proposed new uses will relate to the remaining portion of the existing building that fronts on West Front Street. This should include the existing uses in the remainder of the building and the relationship of the new uses to the proposed uses on each floor and any internal or external improvements, such as passageways, hallways, stairs, or elevators that would provide a pedestrian linkage and access between West Front Street and the portion of the building fronting on the waterfront. The applicant should submit a basic overall floor plan that



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shows the portions of the building and floor area devoted to each existing and proposed use.

- 1.2.2 The architectural treatment of the building elevations submitted with the application is consistent with the historic planning objective of the Borough and represents a substantial improvement for the waterfront area. However, the applicant should indicate whether or not any changes are proposed for the portion of the building fronting on West Front Street. If changes are proposed, elevations for this portion of the building should be submitted.
- 1.2.3 The apartment floor plans submitted identify the apartment units as artists' lofts with an open floor plan. No individual bedrooms are shown. The applicant should address the target market and anticipated household types that will occupy the residential units.
- 1.2.4 The applicant should address its proposal for the West Front Street half of the building. The applicant should confirm that the retail space which now occupies the street level along West Front Street will be retained. As a matter of planning practice, the typical approach in downtown revitalization is to retain the street level space for commercial activity.
- 1.2.5 The individual lots should be consolidated and merged by deed into one tax lot.
- 1.2.6 The applicant should clarify, what if any signs are proposed in conjunction with the subject application. If any signs are proposed, details should be provided for the Board's review and approval. The details should be provided prior to determine if any additional variance relief is required.

1.3 Conformance to Zone Requirements

The application requires a Use Variance pursuant to N.J.S.A. 40:55-D70 (d) 1 to allow the construction of a mixed use residential building in a zone where such use is not permitted. In order to be entitled to Use Variance relief, the applicant must demonstrate that the application satisfies both the positive and the negative criteria of the Municipal Land Use Law for the granting of the use variance relief. The applicant must demonstrate the following for "d" variance relief:



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- a) Positive Criteria. There are two prongs to the positive criteria that the applicant must satisfy for a d (1) variance. These are:

That the site is particularly suited to the use.

There are special reasons that allow a departure from the zoning regulations in this particular case. The purposes of zoning are established by the Municipal Land Use Law (N.J.S.A. 40:55D-2) and the applicant must demonstrate that the variance promotes one or more of those purposes to establish special reasons. Alternatively, the applicant may offer, as a special reason, proof that the refusal to grant the variance would result in undue hardship. Proof of undue hardship for a "d" variance requires that the applicant prove that the property cannot be reasonably adapted to conform to the zone requirements.

- b) Negative Criteria. There are two prongs to the negative criteria that the applicant must satisfy. These are:

That the variance can be granted without substantial detriment to the public good. This prong requires an evaluation of the impact of the variance on surrounding properties and a determination as to whether or not it causes such damage to the character of the neighborhood as to constitute a substantial detriment to the public good.

That the variance will not substantially impair the intent and purpose of the zoning plan and ordinance. The Board is precluded from granting any "d" variance relief unless an applicant demonstrates through an enhanced quality of proof that the variance will not substantially impair the intent and purpose of the zone plan.

2. Off-site and Off-tract Improvements

- 2.1. As a condition of approval, I recommend that the applicant be required to replace the existing curb or sidewalk that is in poor condition or that is damaged as a result of the proposed construction. A note should be added to the plans indicating same.
- 2.2. West Front Street is under Monmouth County jurisdiction. I defer to Monmouth County with respect to off-site and off-tract improvements on West Front Street.



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3. Traffic Circulation and Layout

- 3.1. The applicant should clarify its proposal for trash and recyclables. Unless all trash and recycling will be stored indoors, a dumpster enclosure, with associated screening, should be provided.
- 3.2. The applicant should provide testimony on the anticipated traffic that will be generated by the proposed change in use.
- 3.3. Section 25:1-9.4 of the Ordinance states that the minimum off street parking requirements for the GC zone are contained in Section 25:1-18. Furthermore Section 25:1-18.a of the Ordinance states that "in all districts in conjunction with every manufacturing, business, institutional, recreational, residential or other uses there shall be provided at the time any building or struts is erected, except in the G-C Zone, off-street parking spaces in accordance with the requirements set forth herein". Since these two sections of the ordinance are contradictory, the Board should review these ordinance provisions and provided an interpretation as to whether or not parking is required in the GC Zone.
- 3.4. If the Board determines that parking is required, then it appears that 76 parking spaces are required in accordance Section 25:1-18.a.1 of the Ordinance broken down as follows:

West Front Side of the Building:

Basement Level	(7,500 SF x 1 space/300 S.F. of retail space) =	25 spaces
First Floor	(7,500 SF x 1 space/300 S.F. of retail space) =	25 spaces
Second Floor	(3 apartments x 2.0 parking space/unit) =	6 spaces

Waterfront Side of the Building:

Basement Level	(3,675 SF x 1 space/300 S.F. of retail space) =	12.3 spaces
First Floor	(2 apartments x 2.0 parking space/unit) =	4 spaces
Second Floor	(2 apartments x 2.0 parking space/unit) =	<u>4 spaces</u>
		76.3 spaces

Since no on-site parking either exists or is proposed, a variance will be required if the Board determines that off-street parking is required.

- 3.5. The applicant should clarify the anticipated deliveries and the types of truck traffic. Additionally, testimony on the proposal for loading. Since the existing loading dock



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is proposed to be removed and a new loading space is not provided, a design waiver will be required from Section 25:1-18 of the Ordinance.

4. Grading and Drainage

- 4.1. Since no additional impervious coverage is proposed, the application will have no impact on stormwater management.
- 4.2. The applicant should clarify its proposal for roof drains and the plans should be revised accordingly.
- 4.3. The plans should be revised to denote the proposed grades at the corners of the proposed patio.

5. Lighting and Landscaping

- 5.1. The applicant has revised the plans to include five (5) planters along the perimeter of the proposed paver plaza area. Section 25:1-14.6.a of the Ordinance requires that all non-residential developments provide landscaping or fencing to screen parking areas, loading and waste area. Since no landscaping is proposed, a design waiver is required.
- 5.2. As previously noted, the applicant should clarify if any lighting is proposed as part of this application and the plans should be revised to include same. The applicant should also confirm that the height of any existing or proposed lights does not exceed the maximum height of 12 feet as required by Section 25:1-14.6.c of the Ordinance.

6. General

- 6.1. As previously noted, there is an approximately 1,830 square foot overlap created by the deed of Lot 47. The applicant should address the status of the overlap area and its use by Lot 47. Any approval should be conditioned on the applicant satisfying the Board's Attorney with regard to the legal steps necessary to document disposition of the overlaps. If action by a court is necessary, completion of such action to the satisfaction of the Board's Attorney should be a condition of any approval.
- 6.2. The applicant should confirm that no new utility services are proposed in conjunction with this application. If any new water and sewer services are



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proposed, the applicant will be responsible for paying all water and sewer fees related to the proposed connection as required by Chapter XIV of the Borough Water and Sewer Ordinance.

- 6.3. General construction note #2 should be expanded to note that the site must also be in conformance with all current ADA Regulations.
- 6.4. The applicant should clarify if the property is subject to any exiting easement, deed restrictions and/or covenants.
- 6.5. The plans should be revised to include details for the proposed planters with seasonal flowers.

7. Permits and Approvals

The applicant should obtain all necessary permits and approvals including, but not limited to, Monmouth County Planning Board and provide copies of same to the Board.

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

Very truly yours,

FRANCIS W. MULLAN, P.E.
KEYPORT BOROUGH ENGINEER

A handwritten signature in cursive script that reads 'Bonnie L. Heard'.

BONNIE L. HEARD, P.E.
SUPERVISING ENGINEER

FWM:BLH:han

c: Lorene Wright, Administrator
Thomas Fallon, Chief Financial Officer
Marc Leckstein, Planning Board Attorney
Ken Schwartz c/o World Jeep-Subaru, 688 Shrewsbury Avenue, Tinton Falls, NJ 07701
Kennedy Consulting Engineers, 211 Maple Avenue, Red Bank, NJ 07701
Sean Byrnes, Esq., Byrnes O'Hern, LLC, 28 Leroy Place, Red Bank, NJ 07701
Thomas J. Soviero, R.A., 1684 Union Avenue, Hazlet, NJ 07730
Yorkanis & White Inc., 23 Village Court, Hazlet, NJ 07730

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CIRCULATION PLAN ELEMENT

7. CIRCULATION PLAN ELEMENT

INTRODUCTION

Given the close relationship between circulation and land use, the roadway network and associated transportation infrastructure is an important asset in the community. The main purpose of the Circulation Element of the Master Plan is to establish a framework of how the Borough of Keyport intends to address its future transportation needs. It establishes the policies, strategies, and priorities for short-term and long-term decisions in order to meet the objectives described within the element. In addition to addressing future needs, its purpose is also to point out the deficiencies in the existing roadway network so that they may be rectified.

The Borough of Keyport is served by seven main arterials that connect the Borough to surrounding municipalities and provide local access to residential and commercial areas. These roadways are the Garden State Parkway (north/south), NJ State Highway Route 35 (north/south), NJ State Highway Route 36 (west/north) and County Routes 3, 4, 6 and 516. Proximity to the Garden State Parkway via Interchange 117 in neighboring Hazlet connects the Borough to destinations along New Jersey's eastern coast. Additionally, the junction between NJSH Routes 35 and 36 in the southern portion of Keyport and the several County Routes that serve the Borough augment access to other parts of the state and county, respectively. Despite access along numerous arterial roads, traffic is exacerbated in the spring and summer months, as the area is a destination for seasonal residents and vacationers. Keyport's ability to expand its roadway network to provide alternate north/south or east/west routes is largely limited by the built-out nature of the Borough and environmental constraints.

Seasonal, recreation changes play a role in the changing circulation needs and future transportation planning. Seasonal traffic patterns introduce high traffic volumes, especially along the state highways, during peak times. This results in longer trips, and should be accommodated in future planning.

The Borough of Keyport has experienced a slight decline in year-round population over the past 10 years. The slight decrease eases the strain put on its road network to a small degree. However, as Keyport continues to recover from both the Great Recession of 2008 and Sandy in 2012, both of which put a strain on the regional year-round population, an increase in the population is expected. This will directly relate to an increase in traffic flows on both major and minor roadways. As a result, the existing transportation system will require certain improvements and maintenance in order to provide an optimal level of service.

KEY HIGHLIGHTS

The Circulation Element begins by identifying the problems and needs of Keyport's circulation network. The Circulation Subcommittee identified issues such as traffic calming needs, congestion, road designs and parking as problems related to vehicular travel in Keyport. The Subcommittee also identified pedestrian needs and issues such as a lack of quality sidewalks, multi-modal options, and safe, pedestrian routes surrounding vulnerable land uses, such as schools.

The Element describes the existing modes of travel available in Keyport, which includes identifying roads and their classification, based on the Borough's Land Development Site Plan Subdivision Ordinances. Notable alternative transit options, including bicycle routes, bus transit and the ability for residents to access train stations in neighboring municipalities, were discussed and plans to improve circulation and capitalize on Keyport's regional location.

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The Element describes the Current Planned projects to improve circulation in or near Keyport and the project's managing entities. Some projects revolve on improving the region's road infrastructure, such as Garden State Parkway and Route 35 while other projects focus on improving Keyport's own local roads.

The Element then suggests traffic calming techniques and improvements to both vehicular and pedestrian safety. For a complete list and description of recommended improvements, please see the section *Additional Recommendations for Roadway Improvements*.

Parking, its problems and potential solutions, are also explored in this Element. The establishment of a Parking Commission is discussed, as well as the potential construction of a parking garage to solve long-term parking issues. More immediate solutions, as well as a better marketing campaign were discussed to solve short-term parking issues.

Additional Goals, Objectives and Recommendations are made by the Borough to improve circulation. These include the exploration of improvements to roadway designs, traffic signage and signaling to improve the safety of both pedestrians and vehicles. Other recommendations focus on expanding and improving the walkability and other alternate forms of transportation within the Borough. For additional recommendation, please see the Goals, Objectives and Recommendations section of this Element.

EXISTING CIRCULATION CONDITIONS

Identified Problems and Needs

Circulation needs and problems are present in every municipality due to development, population changes, increases in traffic flow and changes in traffic patterns. Despite a negative growth rate over the past 10 years, traffic volumes remain high throughout the roadway network that connects the Borough to other parts of the county and state. Further, the Circulation Subcommittee stated a desire to attract more carless residents, which requires addressing issues pertaining to public transportation service, as well as pedestrian and bicycle routes throughout Keyport.

In response to the transportation needs of the Borough residents, the various modes of transportation available were evaluated and the results of the evaluation are summarized below:

Vehicular Issues

1. Implement traffic calming techniques based on the results and recommendations of a Borough-wide traffic analysis throughout the Borough. Traffic calming techniques may include speed humps, tables, roundabouts, traffic circles and center island narrowing. For a complete description of each technique, please see the section below, *Traffic Calming Measures*.
2. Truck and excursion bus traffic have strained infrastructure and increased congestion along some minor arterials and major collectors.
3. Traffic congestion and recurring accidents at intersections and along roadways servicing the waterfront must be addressed. A Borough-wide traffic analysis is recommended to target and address specific problem areas.
4. Sharp angles of select street corners hinder the movement of public transportation buses throughout the Borough.
5. Traffic regulations require stronger enforcement.
6. Parking availability is increasingly limited in the downtown commercial district.

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Pedestrian Issues

1. There is a lack of public transportation that serves the Borough and connects it to nearby train stations.
2. Public transportation stops in Keyport are not clearly and consistently identified or user friendly.
3. Traffic and pedestrian areas surrounding Keyport's schools require more separation to improve public safety.
4. The Borough needs more pedestrian and bicycle routes, particularly ones that would serve area train stations.
5. Crosswalks are not always clearly demarcated for motorists and thus present risks to pedestrians attempting to cross.
6. In some areas, sidewalk dimensions and/or conditions limit walkability.

Functional Classification of Streets and Highways

The functional classifications utilized herein correspond with the classifications of existing highways utilized by the County of Monmouth, State of New Jersey and federal transportation agencies. These functional classifications correspond with the classification utilized in the Borough of Keyport Land Development Site Plan Subdivision Ordinances. The roadway classifications are described below:

Freeways or Expressways

Freeways or expressways are high speed, high capacity, limited access highways dedicated exclusively to the mobility of motor vehicles and provide no direct access to abutting properties. They generally cross large areas, often an entire state, and connect with the freeways of adjoining states. Design features include the separation of opposing traffic lanes by continuous center barrier or median strip, and full access control and grade separation at intersections or interchanges, which are generally widely spaced. Expressways usually have right-of-way width greater than 150 feet, carry multiple lanes of traffic in each direction and are generally designed for a capacity of between 1,000 to 5,000 vehicles per hour.

Principal Arterial Highways

Principal arterial highways serve as major feeder roads to and from the highway and Parkway systems and carry major movements of traffic between the principal traffic generators in the region. In areas such as Monmouth County, the extensive system of arterial highways also acts as carriers for major regional traffic flows. Principal arterial highways usually have four or more traffic lanes and provide direct access to abutting properties. They are usually intersected at grade and utilize timed traffic signals, jug-handle intersections, center barriers and lane markings to facilitate traffic flow. Principal arterial highways should have a design speed of 60 miles per hour and should be designed to carry traffic exceeding 10,000 vehicles per day.

Minor Arterial Highways

Minor arterial highways are streets that gather traffic from more than one local, minor or major collector street and direct it into other minor arterial highways or principal arterial highways. This type of roadway places more emphasis on land access and less on traffic mobility than major principal arterials. The desirable right-of-way width for a minor arterial highway is 100 feet. Minor arterials should have a design speed, for alignment and sight distance purposes, of 60 miles per hour and should generally be designed to carry traffic volume approaching 10,000 vehicles per day.

Major Collector Streets (Primary Collector)

Major collector streets gather traffic from local, minor or major collector streets and direct it into minor arterial highways or major arterial highways. The desirable minimum right-of-way width is 80 feet. However, existing streets with a right-of-way of less than 80 feet are classified as major collector streets if their traffic volume

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exceeds 7,500 vehicles per day. The design speed of major collector streets, for alignment and sight distance purposes, should be 50 miles per hour.

Minor Collector Streets (Neighborhood Collector)

Local collector streets serve the principal function of collecting traffic from residential neighborhoods and directing it to roads of higher classifications. They also provide access to adjoining properties. The desirable minimum right-of-way width for local collector streets is 60 feet. Local or minor collector streets should generally be expected to carry traffic ranging from 1,500-3,500 vehicles per day. The design speed of local or minor collectors, for alignment and sight distance purposes, should be 40 miles per hour.

Local Roads (Residential)

Local Roads have the primary function of providing access to residential properties. They also serve as easements for various public utilities and provide light and air to adjacent buildings. Local roads should have a minimum right-of-way width of 50 feet. A road which serves traffic having origins and destinations other than within the lots, which abut the street, shall not be considered a local road. Future roads provided within a subdivision or other private development, which could be expected to carry volumes of less than 500 vehicles per day, would be classified as local roads.

The construction of new residential roads must comply with standards adopted by the State in the Residential Site Improvement Standards issued by the N.J. Department of Community Affairs (DCA) Title 5 Chapter 21.

Table 7.1 below contains a list of the roads within Keyport, including their functional classification and jurisdiction. Table 7.1 corresponds with Figure 7.1 on the next page, which depicts the functional classification of roadways located within the Borough. Table 7.2 details information on actual versus recommended right-of-way and speed limits for these roads.

Table 7.1: Functional Classifications of Road		
Type of Roadway	Jurisdiction	Name
Freeways	NJ Turnpike Authority	• Garden State Parkway
Principal Arterials	NJ Department of Transportation	• New Jersey State Highway Route 35 • New Jersey State Highway Route 36
Minor Arterials	Monmouth County	• Broadway (C.R. 3) between Gerard Avenue and State Route 35 • Broad Street/Main Street (C.R. 4 (2)) • W Front Street (C.R. 6 (1)) between Broad Street and Broadway (C.R. 6 (2)) between Maple Place and W Front Street • Green Grove Avenue/Maple Place/4th Street/Main Street (C.R. 516)
Major Collectors (Primary Collector)	Monmouth County	• W Front Street (C.R. 6 (1)) between Broadway and Amboy Road • Stone Road (C.R. 6 (3)) • 1st Street (C.R. 6 (4))
Minor Collectors (Neighborhood Collector)	Borough of Keyport	• Atlantic Street • Beers Street • Clark Street • Fulton Street

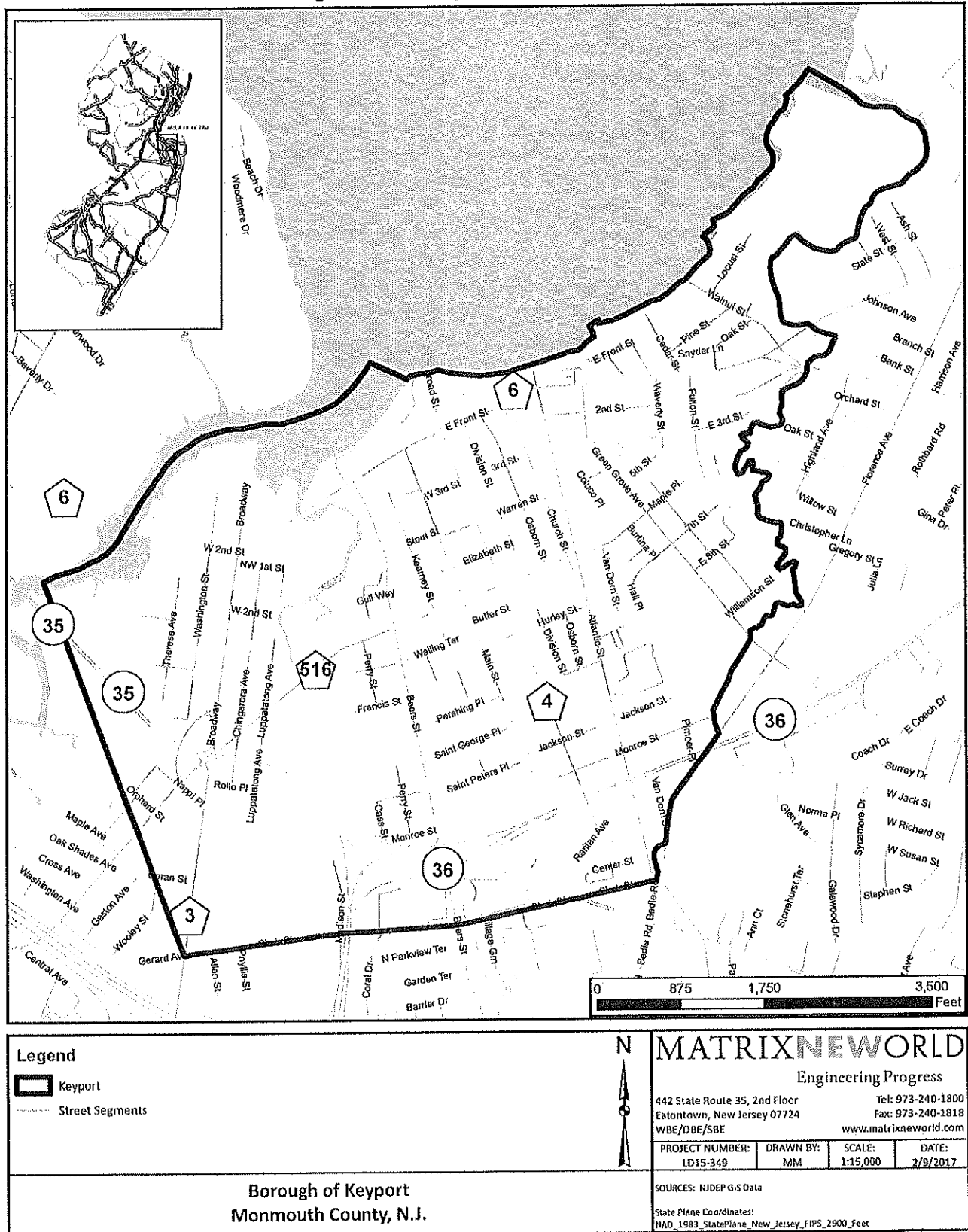
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Table 7.2: Right-of-Way and Speed Limit Recommendations

Road	Actual ROW (ft.)	Recommended ROW (ft.)	Posted Speed Limit (mph)	Recommended Speed Limit (mph)
Garden State Parkway	250 ft	250 ft	65	65
New Jersey State Highway Route 35	80 ft	80 ft	50	50
New Jersey State Highway Route 36	170 ft (at widest point)	170 ft.	50	50
Broadway (C.R. 3) between Gerard Avenue and State Route 35	60 ft	60 ft	40	40
Broad Street/Main Street (C.R. 4 (2))	50 ft	50 ft	30-35	30-35
W Front Street (C.R. 6 (1)) between Broad Street and Broadway (C.R. 6 (2)) between Maple Place and W Front Street	45 ft	45 ft	25-30	25-30
Green Grove Avenue/Maple Place/4th Street/Main Street (C.R. 516)	45 ft	45 ft	35	35
W Front Street (C.R. 6 (1)) between Broadway and Amboy Road	45 ft	45 ft	30	30
Stone Road (C.R. 6 (3))	30 ft	30 ft	35	35
1st Street (C.R. 6 (4))	45 ft	45 ft	25	25
Atlantic Street	45 ft	45 ft	25	25
Beers Street	45 ft	45 ft	25	25
Clark Street	35 ft	35 ft	30	30
Fulton Street	30 ft	30 ft	25	25

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Figure 7.1: Keyport Road Network



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Bicycle and Pedestrian Routes

A segment of the Henry Hudson Trail, part of the National Rails-to-Trails Network, bisects the Borough of Keyport as it moves from its northern terminus at Popamora Point in the Highlands to the southern terminus along the Garden State Parkway in Aberdeen. A former railroad right-of-way, the 12-mile North Section, as well as the 12-mile South section still under construction, provides a path for bicyclists, pedestrians and equestrians through wooded and wetland areas in Monmouth County. The approximately 1 mile segment runs diagonally through the Borough from the northeastern edge to the southwestern border, connecting bicyclists in Keyport to recreational areas throughout northern Monmouth County.

Beyond the Henry Hudson Trail, the Borough would like to enable safe, widespread bicycle travel throughout the Borough. Bicycle lanes will be considered on all streets wide enough to accommodate them as appropriate, as well as on streets with direct access to the Henry Hudson Trail and the Downtown/Waterfront District. In order to accommodate and encourage bicycle usage, storage racks should be placed in areas frequented by riders in the Borough, in particular along the Waterfront Path and Downtown District.

As new applications are made before the Unified Planning and Zoning Board, the Borough should require applicants to, where appropriate, dedicate bike paths consistent with Keyport's Master Plan. Providing for public access to the waterfront should remain a priority in future development.

Additionally, bicycle and pedestrian lanes connecting the Borough and the nearby Aberdeen-Matawan Train Station must be developed given the unsafe state of sidewalks along this route. A footbridge separating vehicle traffic from pedestrians should be explored, particularly if the overpass over Route 35 is going to be removed or replaced.

Safety for pedestrians can also be enhanced by restriping crosswalks throughout Keyport and adding pedestrian right-of-way signage to increase visibility for motorists. Improving the conditions of existing sidewalks through resurfacing; widening to accommodate two-way pedestrian traffic where appropriate and connecting sidewalks across intersections would improve the pedestrian experience and make for a more walkable community. For additional improvements, see the section entitled Traffic Calming Measures below. Extending the waterfront promenade to the new Amboy Avenue and West Front Street bridge can be the first step in a long-term plan to extend the promenade from Aberdeen to Walnut Street, would also support walkability in Keyport.

The above plans and recommendations supplement considerations for a future "Transit Village" in Keyport, catering to people eschewing cars in favor of mass transportation, pedestrian and bicycle-centered communities. The Circulation Subcommittee recommends seeking out grants to construct bicycle and pedestrian paths to advance these goals.

Bus Transportation

New Jersey Transit has had a positive effect on improvement of existing commuter bus service within Monmouth County. The County of Monmouth, in conjunction with New Jersey Transit, is continually working to modify and improve services to better meet the needs of Monmouth County residents.

Currently, Keyport has limited New Jersey Transit service, with only one bus line running through the Borough. The 817 line, with six stops in the Borough, provides service from Belford to Perth Amboy. As noted in "Pedestrian Issues", bus stops in Keyport should be made more visible and accessible to pedestrians through signage and sidewalk access. Bus shelters, benches, lighting and other amenities can improve user experience and promote ridership.

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The need for additional lines that provide access to a larger service area, including destinations such as northern and southern New Jersey and New York City, should be investigated. Direct bus service from the area to the Port Authority Bus Terminal in New York City is only available with Academy, a private bus service, with a stop in neighboring Hazlet across from Airport Plaza on Route 36. Additionally, no bus service links the Borough to the two nearest train stations in Hazlet and Aberdeen, which would provide an important connection to the regions that are not served by the 817 line. The Borough should consider improving access to all regional transit hubs, including the NJ Transit Stations and Academy's facility near Airport Plaza, especially by pedestrians and bicyclists. This would include expanding sidewalks within Keyport along these routes and encouraging Hazlet Township to install amenities such as bike racks at Academy's facility for the benefit of bicyclists as part of this regional transportation initiative.

The Monmouth County Special Citizen Area Transportation (SCAT) bus service caters to senior and disabled residents, residents living in county areas classified as rural and former welfare recipients seeking new or first-time employment. Through five different shared ride programs operated by both contractors and Monmouth County Department of Transportation drivers, qualifying residents can reserve seats for travel within the county, as well as to selected locations outside the county, with emphasis placed on medical appointments and grocery shopping trips. Schedules and routes depend on the demand indicated in reservations. Additionally, the county maintains contracts with private van and taxi operators through the Shared Ride Taxi program to provide transport to any destination upon request. Although Monmouth County provides these services, better information should be made available on mass transit services using print and electronic media to make the public aware that they exist.

Keyport Borough does not currently offer a municipal bus service. However, the Circulation Subcommittee is considering a commuter van service to connect the Borough to transportation hubs (train, bus, and ferry terminals) in the northern Monmouth County area, which would facilitate more convenient commutes for Borough residents.

Rail Transportation

The Borough is not directly served by rail facilities, but neighboring Aberdeen and Hazlet are both served by NJ Transit's North Jersey Coast Rail Line that connects eastern points from Bay Head to Hoboken/New York Penn Station. Keyport's most northeastern extent is just 3 miles from the Aberdeen-Matawan Station, and the Hazlet station is within 2.5 miles of any point in the Borough of Keyport, making the stations reasonably accessible by car and, provided the intended improvement to local bicycle paths, by bicycle as well. Further, NJ Transit's 817 bus line provides a link to Perth Amboy's rail station, also located along the North Jersey Coast Line. NJ Transit is planning improvements to the Perth Amboy Train station in the form of upper platforms and modifications to the station building and pedestrian overpass, enhancing the utility of the station. These rail connections serve as critical links for commuters in Keyport, in particular those traveling to northern New Jersey and New York.

The introduction of an additional rail passenger service, MOM – Monmouth Ocean Middlesex, to northern Monmouth County would not directly benefit the Borough, as the North Jersey coast region is sufficiently served by passenger rail service. However, the MOM line would benefit the more underserved regions of northern Ocean County and western Monmouth County by linking them to major job markets in other parts of New Jersey, as well as New York City and Philadelphia. This would shift some auto and bus commuters from southern and western regions of the service market area away from congested highways near the Borough, potentially reducing overall travel times and have the additional benefit of improving air quality from reduced emissions.

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Water Transportation

No water transportation services are currently available in the Borough other than by privately owned and operated vessels. Due to Keyport's ideal location fronting the Raritan Bay, there is an opportunity to utilize the waterfront for transportation purposes. If the Borough does not incorporate a van service linking commuters to nearby ferry terminals, as discussed in Section G, "Bus Transportation," the possibility may exist for a water taxi service. This service could provide water transportation to ferry terminals in Belford, Atlantic Highlands, the Highlands and other various destinations. Providing this service would remove travelers from the roadways and relocate them to the waterways, therefore easing the congestion on the inland roadway network.

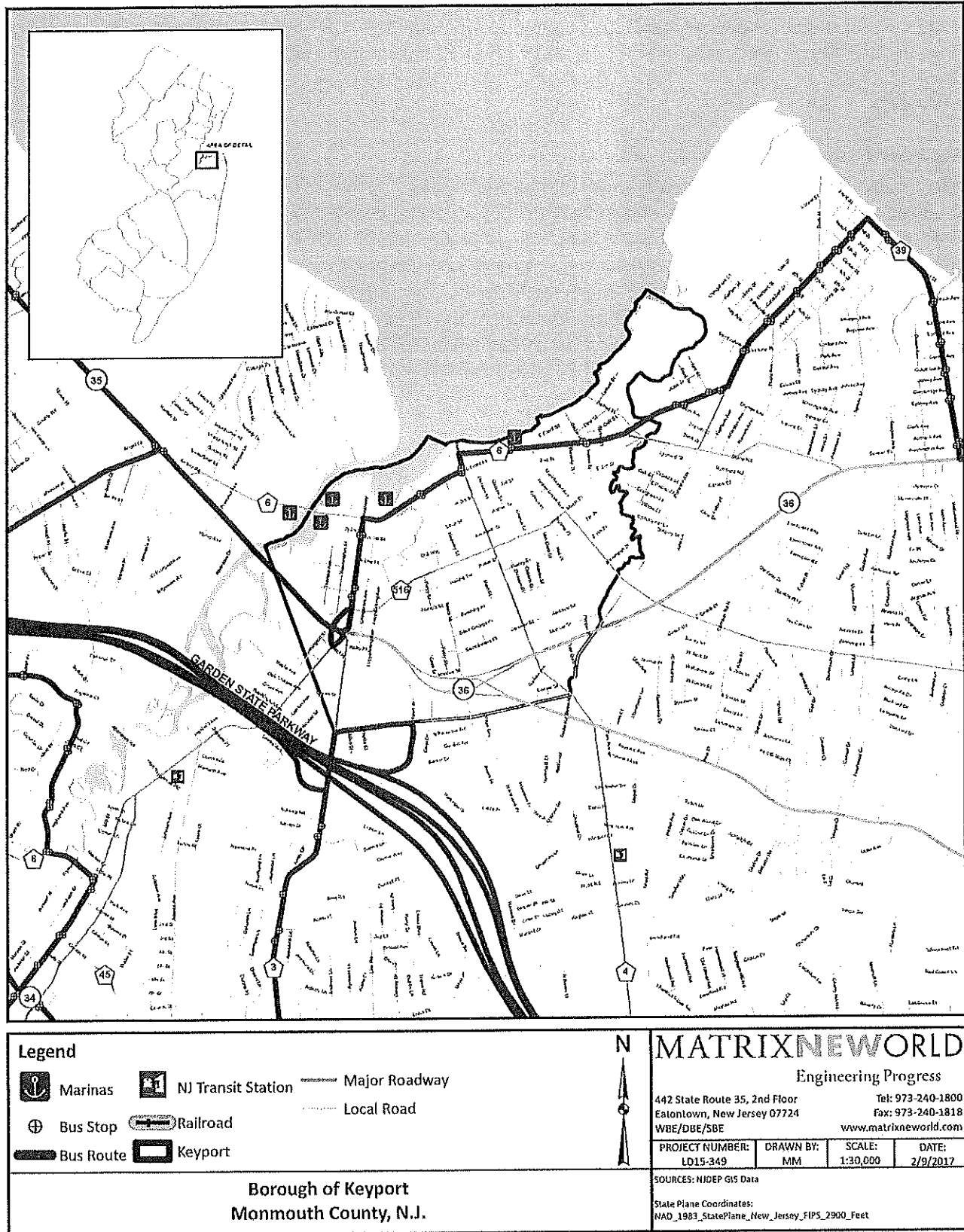
Airport Facilities

The Central New Jersey region is served by a variety of airport facilities. These facilities may be summarized as follows:

1. Newark Liberty International Airport, located 25 miles north of the Borough, provides complete scheduled airline service to domestic and foreign destinations.
2. The Trenton-Mercer Airport, located 40 miles west of the Borough and the Atlantic City International Airport, located 85 miles south of the Borough, provide domestic and international air connections to major airports.

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Figure 7.2: Alternate Transit Map



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CURRENT PLANNED PROJECTS

There are several projects being planned or designed at this time that will have a significant effect on Keyport's future transportation network. Below is a brief description of current planning and design efforts:

State Projects

Garden State Parkway, Interchange 125

Waterfront development in municipalities bordering the Raritan Bay has created congestion along this segment of the Garden State Parkway (GSP), particularly during the summer months. This project will provide new and modified movements to the Garden State Parkway, Interchange 125 at Chevalier Avenue in Sayreville. The existing partial interchange offers access via a southbound entrance ramp and a northbound exit ramp at Chevalier Avenue, compounding traffic along local roads. The improvements at Interchange 125 include the construction of new southbound exit and northbound entrance ramps, as well as the relocation of the current southbound entrance ramp. Both Chevalier Avenue and Main Street will be widened to accommodate increases in traffic due to greater GSP access. The existing structure over the Garden State Parkway at Interchange 125 will be replaced for both northbound and southbound traffic. The new southbound exit ramp is expected to be opened in the spring of 2017 and construction completed in July of 2019. These changes will alleviate congestion and ease access to Keyport from the GSP.

Route 35, Main Street Interchange

This project seeks to improve traffic flow and safety at the Main Street Interchange with Route 35 in South Amboy. Currently, there is no acceleration lane from the northbound side of Route 35 onto the northbound Route 35 ramp. Coupled with truck traffic and the tight radius of the ramp, this deficiency has led to traffic buildup along Route 35. The substandard quality of the Route 35 southbound ramp at the Main Street Interchange has also contributed to lengthy traffic queues. Construction plans will be developed following a complete study of both ramps by the New Jersey Department of Transportation. The intended improvements will better accommodate traffic along Route 35, a highway connecting Keyport with regional employment centers and access to public transit.

Route 36/Broad Street Traffic Signal

The traffic light at the intersection between Route 36 and Broad Street in Keyport has a left-turn arrow for vehicles on the southbound side of Broad Street but lacks a left-turn arrow for northbound vehicles. The addition of this second left arrow could prevent cars from getting stranded at the intersection as well as reduce accidents.

County and Local Projects

Amboy Avenue and W Front Street Bridge

The bridge linking W Front Street in Keyport and Amboy Avenue in South Amboy along C.R. 6 was closed in May of 2016 for replacement with an expected reopening date in November of 2017. The new 350-foot steel girder bridge will have two 12-foot travel lanes and ADA accessible, six-foot wide sidewalks in both directions. Vertical clearance over the mean high water elevation of Matawan Creek will be raised to twelve feet from eight feet. The approach roadways will be elevated and widened slightly to avoid the impacts of flooding in the area. This project will improve traffic flow and safety.

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Stout, Cass, Perry, Monroe and Jackson Street Improvements

The awarding of 2016 Community Development Block Grant Program funds to Keyport will allow the Borough to address the deteriorating condition of the roads in this rectangular area in southern Keyport, just north of Route 35.

Aeromarine Property Redevelopment Plan

This plan, approved by the Borough in 2005, seeks to redevelop a fifty-acre area in the northeastern edge of the Borough with small businesses, open recreation spaces, and residential units. For a complete description of the redevelopment plan and its goals, please see the Land Use Plan Element.

Though consideration is still being given to the design of the circulation system, there should be an emphasis on pedestrian and bicycle access and safety. New roadways may need to be constructed with an access point to the development from Walnut Street or First Street, pending the results of a traffic study. A modern roundabout, among other traffic calming measures, may be considered for the access point. Improvements to the intersections of Walnut Street, First Street and Stone Road may also be necessary to accommodate anticipated increases in traffic.

Waterfront Circulation

The streets leading to and from the Keyport Waterfront Path are congested and have seen increasing problems associated with traffic accidents. The possibility of designating two one-way streets (i.e. Beers Street in a northbound direction and Main Street in a southbound direction) should be investigated to determine if this would be a viable option to improve traffic flow and enhance public safety.

Maple Place Bridge

Truck traffic has increased in the Borough, affecting flow along Maple Street, Broad Street, W Front Street, and 1st Street in particular. The prevalence of heavy trucks and vehicles such as tractor trailers has caused damage to the roads, as well as the utility poles along the streets, parking spaces and overall quality of life (e.g., air and noise pollution). In the past, a bridge over the wetlands along Maple Place (then Mott Avenue) enabled the imposition of weight restrictions on other roads to minimize damage from truck traffic. The reestablishment of this bridge could redirect truck traffic through this area, reducing damage to other roadways, and could also minimize flooding in other parts of Keyport by preserving a larger wetland area beneath the bridge.

Infrastructure Improvements

Some traffic problems in Keyport are caused by inadequate and/or inconsistent signage regarding speed regulations, as well as limited visibility of traffic lights. The lack of a speed limit sign along the western entrance to the waterfront and the position of the traffic light on Broadway at the bridge over Route 35 are examples of these problems. Improved traffic signage and better consideration to the placement of traffic lights would serve a dual purpose of alleviating traffic congestion and enhancing public safety. Additionally, street corners along bus routes should be modified to better accommodate the movement of buses and reduce sidewalk damage.

ADDITIONAL RECOMMENDED ROADWAY IMPROVEMENTS

The Circulation Subcommittee, based on personal experiences, has identified the following improvements necessary to improve circulation throughout the Borough. A Borough-wide traffic analysis and study should be prepared to study the extent of these issues and provide the best solutions to address of these issues.

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Traffic Calming Measures

It is recommended that residential areas that have high vehicular traffic and other areas containing significant pedestrian traffic employ traffic calming measures. The Institute of Transportation Engineers define traffic calming as measures that involves changes in street alignment, installation of barriers and other physical measures to reduce traffic speeds and/or cut-through volumes, in the interest of street safety, livability, and other public purposes. Therefore, the goal of traffic calming measures is to reduce vehicle speeds and improve safety thereby enhancing the quality of life. The following section illustrates a few examples of implemented traffic calming devices.

Speed Humps

Speed humps are rounded raised areas placed across the roadway and are generally 10 to 14 feet long (in the direction of travel). The profile of a speed hump can be circular, parabolic or sinusoidal. They are often tapered as they reach the curb on each end to allow unimpeded drainage.

Speed Tables

Speed tables are flat-topped speed humps often constructed with brick or other textured materials on the flat section. Speed tables are typically long enough for the entire wheelbase of a passenger car to rest on the flat section. Their long flat fields give speed tables higher design speeds than speed humps. The brick or other textured materials improve the appearance of speed tables, draw attention to them and may enhance safety and speed-reduction.

Traffic Circles

Traffic circles are raised islands, placed in intersections, around which traffic circulates. They are good for calming intersections, especially within neighborhoods, where large vehicle traffic is not a major concern but speeds, volumes and safety are problems.

Center Island Narrowing

A center island narrowing is a raised island located along the centerline of a street that narrows the travel lanes at that location. Typically these islands are landscaped and are located at the entrance to a neighborhood along with textured pavement. These islands are fitted with a gap to allow pedestrians to walk through at a crosswalk; they are often called "pedestrian refuges." Center island narrowing works well for entrances to residential areas and wide streets where pedestrians need to cross.

Roundabouts

Roundabouts require traffic to circulate counterclockwise around a center island. Unlike traffic circles, roundabouts are used on higher volume streets to allocate right-of-way between competing movements.

Traffic, Pedestrian and School Safety

The Borough should explore techniques and strategies that maximizes pedestrian safety. Such techniques should include:

- Pedestrian Scrambles/Barnes Dance – a pedestrian crossing system that stops all vehicles and allows all pedestrians to cross intersections in every direction, including diagonally, at the same time.
- Protected Left Turns – providing a left-turn arrow and sequence to allow permitted turns rather than simultaneous attempts during regular green turns.
- Pedestrian Head Starts
- Raised Crossing and Intersections

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- Neckdowns – extended curbs out into the intersection, minimizing crossing distances, and maximizes a vehicles ability to see pedestrians.

The lack of a drive-through drop-off lane servicing Keyport Central Elementary School and Keyport High School presents safety risks to pedestrians. The development of designated drop-off lanes along the schools' front lawns on Broad Street and Atlantic Street, respectively, could better separate through traffic from school-related vehicles and reduce potential dangers to students.

Excursion Bus Stop

Excursion buses, like heavy trucks, have strained the Borough's infrastructure. Establishing one bus stop designed for long distance travel (e.g., to destinations such as Atlantic City) on the outskirts of the Borough could alleviate the problems associated with this type of traffic within the Borough. An appropriate location with convenient access to the Garden State Parkway should be investigated.

Parking

The establishment of a Parking Commission is recommended for consideration to address the issue of limited parking availability in the Borough through an analysis of current resources and a summary of future needs. One long term solution to increase parking space availability is the construction of a parking garage. Although a suitable location must be investigated, potential sites include the existing parking lot between Broad Street and Main Street in a height-restricted development, or, provided the possibility of land acquisition, in an elevated construction on Division Street as long as the design mitigates flood risks.

More immediate solutions to parking availability in the Borough include the consolidation of dumpsters used by the businesses that surround the Broad Street and Main Street parking lot. This would open access to other parking spaces. Paid and/or time-restricted parking in some areas, particularly around Keyport's Borough Hall and throughout the downtown business district, could also ensure greater availability of parking throughout the day. Lastly, the Parking Commission should work towards better communication with the public to increase awareness of underutilized parking lots (such as the lot off Main Street, just south of W 3rd Street) and to notify the community prior to street sweeping so that Keyport residents will be aware of changes in parking availability as they arise.

GOALS, OBJECTIVES AND RECOMMENDATIONS

Parking:

1. Establish a Parking Commission to be responsible for a detailed comprehensive analysis and oversight of parking needs. The Parking Commission would also examine possibilities for a parking garage and related improvements.
2. Consolidation of dumpsters to be shared amongst the businesses in the lot between Main & Broad in order to improve visibility and increase the supply of parking spaces.
3. Add 15-minute parking stalls in front of Borough Hall and throughout the business district in order to improve parking space turnover and increase the availability of parking for customers.
4. Implement single-side parking on Broad Street to alleviate traffic congestion.

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5. Establish a concerted program to educate business owners to encourage employees to park in remote/satellite lots, especially the under-utilized lot on Main Street just south of 3rd Street.
6. Develop and post a schedule for the street sweeper to allow residents to move their cars in advance of sweeping.

Traffic Flow, Safety and Infrastructure Preservation and Maintenance:

1. Improve the safety and flow of traffic around schools. Construct a drive-through drop-off in front of school on underutilized front lawn on Broad Street and examine a similar effort on Atlantic Street.
2. Consider a Borough-wide traffic study, examining the possibility of establishing a one-way north/south circulation system from/to the waterfront utilizing Beers Street going north & Main Street going south, and other strategies to improve traffic flow and reduce accidents. This recommendation also allows for the possibility of angled parking.
3. Consider adding a left-turn arrow to the light at the intersection of Broad Street and Route 36. There is currently a turn arrow for cars traveling south on Broad Street, but not for cars traveling north. Such an arrow would reduce the potential for cars turning west from the north side of Route 36 to either get stuck in the intersection or be involved in accidents.
4. Investigate the effects of a four-way stop at the intersection between Broad Street and West Front Street. This will improve safety for pedestrians utilizing the intersection's cross walks when drivers are making turns.
5. Work with the NJDOT to construct an access lane onto Route 35 in the southbound direction from Main Street, in the right-of-way abutting Suburban Discount Tire. This will reduce accidents at this intersection and improve safety and traffic flow.
6. Investigate methods to reduce truck traffic, particularly on Maple, Broad, W Front and 1st Street. Heavy trucks and long tractor-trailers take a toll on our roads, curbs, utility poles, parking areas and quality of life.
 - o One method of accomplishing this may be to put a bridge over the wetlands on Maple Place as was in existence earlier in the Borough's history (when Maple Place was known as Mott Avenue). In addition to enabling the Borough to put a weight restriction in place, this would also connect the wetlands on both sides of Maple Place to reduce the risk of flooding in other area of Keyport by giving high tides and storm surges additional land on which to percolate.
7. Implement traffic calming techniques, as determined by a traffic study. Analyze speed limits and recommend reductions where needed (e.g., Maple Place-25mph).
8. Improve enforcement of speed limits and install better signage (such as a speed limit sign on the western entrance to the waterfront). Add more consistent directional and informational signage.
9. Limit excursion buses (e.g. buses to Atlantic City) to a location on the outskirts of the Borough. These buses, like trucks put a strain on our infrastructure and increase traffic congestion.

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10. Improve visibility and location of traffic control lights and signs. For example, the light at the foot of the bridge over Route 35 on the St. Joseph's side needs to be relocated or adjusted since cars stop beyond a point where they can see the light.
11. Conduct a traffic study every 5 years focusing on historical data and future needs.

Pedestrian Issues:

1. Organize a team to survey all of the Borough's sidewalks to identify areas where pedestrian safety could be enhanced.
2. Restripe and improve visibility of all crosswalks. Add pedestrian right-of-way signage on dangerous intersections.
3. Make sidewalks wider whenever there is an opportunity to do so, such as new construction.
4. Improve walkability of all sidewalks. Reconnect and add sidewalks as necessary (example Broad Street between Maple Place and Hurley Street).
5. On the waterfront, enhance the Promenade by extending the walkway out to W. Front, all the way to the new bridge. Long term: Extend from Aberdeen to Walnut St. and extend through Aeromarine redevelopment.
6. Explore appropriate pedestrian crossing safety measures and techniques throughout Keyport.

Commutation Issues:

1. Keyport is on the NJ Transit subsidized 817 Route from Belford to Perth Amboy. Although we don't have ridership numbers, it is felt that this bus route is underutilized and provides a critical mass transit connection by connecting to the Perth Amboy Train Station where riders can connect to Newark and New York amongst other important destinations. It also brings people into Keyport to work and shop in our local businesses. This important bus service should be maintained. To this end, bus stops along the route in Keyport should be made more user friendly and be better identified. In addition, the corners where the bus must execute turns should be evaluated for improvements that would allow easier turns for the buses.
2. As there is currently no bus service from Keyport to either of the 2 closest train stations, Matawan or Hazlet; the possibility of commuter vans, shuttles or jitneys to the regional transportation hubs (train, bus, and ferry stations) should be explored, particularly as a condition for permitting the construction of new developments.
3. Consider future "Transit Village" plans for Keyport as we increase the number of people without cars looking to move into pedestrian/cycling/mass transit friendly communities.
4. There is a need for direct, convenient and safe pedestrian and bicycle routes from Keyport to Matawan Train station. The sidewalks are currently too narrow to safely accommodate pedestrians and bicyclists. If the overpass is removed or replaced, these shortcomings need to be remedied. A separate footbridge for bikes and pedestrians should be considered as well.

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5. The Borough should consider partnering with private transit services such as Academy to expand access to other regional employment centers. The Borough should improve access, by both pedestrians and bicyclists, to such private services, such as the Academy Bus station across from Airport Plaza. Improvements should include improved expanded infrastructure such as sidewalks and bike lanes, as well as amenities that improve user experiences.

Make Keyport a Bike-Friendly Town:

1. We recommend the addition of bike lanes on all streets that are wide enough to accommodate them. Most importantly the addition of bike lanes on streets identified as feeder streets to and from the Henry Hudson Trail and the downtown/waterfront area. We also recommend adding additional bike racks at the waterfront and in the business districts.
2. Where possible, we should seek grants to construct energy-producing bike paths, bike stations, and pedestrian areas or at least encourage the utilization of solar energy to light these pathways and areas.

Additional Recommendations:

1. A Parking Study for the downtown business district is recommended in order to identify potential solutions for existing parking issues.
2. As the waterfront area has developed, traffic has become more congested. Consideration should be given to modifying circulation along the streets accessing the waterfront to improve traffic flow as the area continues to grow.
3. In addition to pedestrian and bicycle lanes linking the Borough to public transportation stops, these paths should be enhanced throughout the Borough to improve walkability and safety.
4. Vehicular traffic near Keyport's schools presents safety risks, and designated drop-off lanes should be constructed to reduce the danger to students.
5. Alternative heavy truck and excursion bus routes should be investigated to reduce damage to roadways and roadway infrastructure throughout the Borough.
6. Identify transportation improvements needed in order to become a more resilient community as part of the hazard mitigation plan. Include appropriate projects in the Borough's Capital Improvement Plan.
7. Assess the adequacy, condition and operation of area roadways as part of a transportation study.
8. Identify locations suitable for bicycle racks and install bicycle racks accordingly
9. Identify locations where sidewalks are needed and implement sidewalks accordingly.
10. Apply for grants and funding under programs, such as the Safe Routes to Schools Program, for the projects and initiatives identified above.

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- 11. Explore the feasibility of cost effective commuter ferry service and related parking facilities to enhance the value of Keyport property and support the continued viability of the Keyport Harbor.**

