



YOUR GOALS. OUR MISSION.

KUPB-R2020

June 30, 2021

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

Via email and mail

Attn: Denise Nellis, Recording Secretary

**Re: Hudson Pointe at Keyport, LLC – Preliminary and Final Site Plan Approval (21-03)
Block 120, Lots 8 & 9 and Block 130, Lots 42, 48, 49, 50, 51 & 52
75 Manchester Avenue
First Completeness Review**

Dear Board Members:

As requested, we have reviewed the plans, entitled “Preliminary and Final Major Site Plan Block 120, Lots 8 & 9 and Block 130, Lots 42, 48, 49, 50, 51, & 52 for Hudson Pointe at Keyport, LLC,” that were prepared by Walter J. Hopkin, P.E., of WJH Engineering, dated October 30, 2020, revised through May 14, 2021, and consisting of fourteen (14) sheets. Additionally, the applicant submitted the following documents in support of this application:

1. Boundary & Topographic Survey, prepared by Peter P. Bennett III, P.L.S., of WJH Engineering, dated May 7, 2019, revised through June 16, 2019, and consisting of one (1) sheet.
2. Architectural Plans, prepared by James J. Monteforte, A.I.A. of Monteforte Architectural Studios, dated November 12, 2020, revised through May 13, 2021, and consisting of seven (7) sheets.
3. Pre-Developed Drainage Area Map, prepared by Walter J. Hopkin, P.E., of WJH Engineering, dated October 30, 2020, and consisting of one (1) sheet.
4. Post-Developed Drainage Area Map, prepared by Walter J. Hopkin, P.E., of WJH Engineering, dated October 30, 2020, and consisting of one (1) sheet.
5. Stormwater Management Report, prepared by Walter J. Hopkin, P.E., of WJH Engineering, dated October 30, 2020, revised through May 14, 2021, and consisting of two hundred ninety-four (294) sheets.
6. Traffic Impact Analysis, prepared by John Rea, P.E., of McDonough & Rea Associates, Inc., dated April 6, 2021, and consisting of twenty-two (22) sheets.



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7. Environmental Impact Statement, prepared by Kristin Wildman, or Dubois and Associates, LLC, dated April 25, 2021, and consisting of fifty-six (56) sheets.
8. Engineer's Report for Portable Water, prepared by Walter J. Hopkin, P.E., of WJH Engineering, dated May 14, 2021, and consisting of three (3) sheets.
9. Engineer's Report for Sanitary Sewer, prepared by Walter J. Hopkin, P.E., of WJH Engineering, dated May 14, 2021, and consisting of three (3) sheets.
10. Site Plan Application Checklist, dated May 14, 2021, and consisting of four (4) sheets.
11. Borough of Keyport Water and Sewer Department 'Will Serve' letter, dated May 18, 2021, and consisting of two (2) sheets.
12. Disclosure of 10% ownership interest of corporation or partnership which is 10% owner of applying corporation or partnership.
13. Copies of onsite easements.
14. Planning Board Application, dated February 4, 2021, and consisting of twenty-three (23) sheets.

A. Project Description

The applicant is requesting Preliminary and Final Site Plan approval to demolish the existing vacant industrial buildings and construct two (2) apartment buildings, consisting of twenty-four (24) units each, for a total of forty-eight (48) apartments, six (6) duplex units, a two-family home and two (2) single-family homes. The applicant also proposes a club house and associated parking, walkways, lighting, landscaping and stormwater management system.

The subject properties, consisting of 2.86 Acres (124,581.60 SF), are located between Maple Place, Manchester Avenue, E. Seventh Street and the Henry Hudson Trail. The site has approximately 415 feet of frontage on Maple Place, 275 feet frontage on Manchester Avenue and 50 feet of frontage on E. Seventh Street. The majority of the site is located in the Limited Industrial (LI) District and a portion (Lot 42) of the proposed development is in the Residential A (RA) district. The entire site is part of the Hudson Pointe Redevelopment Plan.

B. Completeness Review

Based on our review of the submitted items, we recommend the application be deemed **complete**. Several of the checklist items were not included with the plan set and shall be submitted prior to the



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application being heard. Below is a summary of the items that shall be submitted and/or completeness waivers granted by the Board prior to the public hearing:

1. Items Preliminary 3 and Final 8– Certification by Borough Tax Collector that all taxes including current taxes are paid. *The applicant shall provide proof that taxes are current prior to the public hearing.*
2. Items Preliminary 4 and Final 3 – Application and Escrow Fees. *Application and Escrow Fee calculations to be provided under a separate cover. The applicant shall post the required fees prior to the public hearing.*
3. Item Preliminary 6 – Soil Erosion and Sediment and Control Permit and Soil Conservation District Approval. *We have no objection to the Board granting a completeness waiver for this item, provided that the applicant obtains Freehold Soil Conservation District approval as a condition of approval.*
4. 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.*
5. Item Preliminary 12 – Application for state ingress and egress approval. *Since the property is not located on a state highway, we have no objection to the Board granting a completeness waiver for this item.*
6. 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.*
7. Items Final 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.*
8. 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.*
9. 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.*



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We recommend that the applicant provide or clarify the items noted in B1 and B2 prior to the public hearing.

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:DW:lkc

c: Marc Leckstein, Planning Board Attorney
Mark Sessa, Planning Board Chairman
Salvatore Alfieri, Applicant's Attorney
Walter Hopkins, Applicant's Attorney
Hudson Pointe at Keyport, LLC, 234 Boundary Road, Unit 104, Marlboro, NJ 07746