The Keyport Unified Planning Board held a Regular Meeting on February 26, 2026, which was called to order by Juan Carlos Oviedo at 7:00 PM, the Sunshine Law Notice was read followed by the Flag Salute.

Present: Mayor Araneo, Councilmember Bergen (arrived 7:10pm), Chairman Oviedo, W. Kane, H. Aumack, T. Burke, S. Dixon, F. Occhuizzi, K. Bartolome, A. Alfano

Absent**:** C. Demarest,

Professionals: Board Attorney Marc Leckstein, Trevor Taylor, Engineer,
Ronald Reinertsen, Planner

MINUTES: JANUARY 22, 2026

Motion made by H. Aumack, second by S. Dixon with ayes by all present

APPLICATION: WILLOW RECOVERY
46-48 HIGHWAY 36, LLC
BLK 106, LOT 1
SITE PLAN/USE AND BULK VARIANCE

Mr. Leckstein spoke about the application Willow Recovery. He explained that during Mr. Reinertsen' s research he a link on the Borough page for a Redevelopment plan for Routes 35 and 36 Highway commercial. After two weeks the Board Secretary found a hardcopy of the plan that wasn't signed. The plan was given to Mr. Himmel when we found it. We have been doing research to see if this plan was ever adopted. Mr. Leckstein explained that if this was adopted that the Willow Application couldn't be heard by the Board it would have to go to the Council. He explained that he did have a conversation with Mr. Himmel regarding the situation and told him that he was going to ask the Board to carry the application to the March meeting so further research regarding this plan could be completed. Mr. Leckstein felt that in his legal opinion that this was the correct way to go.

Mr. Himmel stated that this application has been going on for a year. He stated that he is very troubled by what has happened. He explained that the Board has approved applications in this area in the past. Mr. Leckstein explained that they were not aware that this plan existed until now. There was further discussion regarding the redevelopment plan and the application that is before the Board. After a lengthy discussion Mr. Himmel agreed to carry the application to the March 26th meeting without further notice. Mr. Leckstein put on record that the application would continue as long as the redevelopment plan was not approved, if the plan was approved the Board had no jurisdiction on hearing the application and the applicant would have to go to the Mayor and Council.

APPLICATION: KUPB 25-01 ABROHOM SCHLAFF
ZONING APPEAL/INTERPRETATION
3 CASS STREET
BLK 33 LOT 16

Mr. Leckstein explained that the application has been withdrawn by the applicant

REQUEST FOR EXTENSION: EMAIL REQUESTING A ONE-YEAR EXTENSION FOR KUPB 23-03 NICA NICA

Board asked the secretary to get additional information as to why the applicant needs a one-year extension.

Motion to carry to the March 26th meeting was made by H. Aumack, second by Councilmember Bergen with ayes by all present.

REQUEST FROM CLERK – Review Ordinance for consistency Ordinance No. 2026-03

AN ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, STATE OF NEW JERSEY, TO AMEND CHAPTER 25 OF THE CODE OF THE BOROUGH OF KEYPORT TO CREATE SECTION 21-1-15.21 ENTITLED "MANDATORY AFFORDABLE SET-ASIDE" TO ADDRESS THE BOROUGH'S COMPLIANCE WITH ITS AFFORDABLE HOUSING OBLIGATIONS. (This ordinance was passed upon introduction at the February 17, 2026 Council Meeting.)

Mr. Taylor explained the ordinance to the Board, he stated that he felt is consistent with the Masterplan.

There was discussion regarding what would happen if the Board didn't vote on this ordinance tonight. Mr. Leckstein explained that you have until March sixteenth because March fifteenth is a Sunday and apparently the judge had entered an order. Your order says you have to have it done by March sixteenth. Mr. Leckstein stated he would not recommend messing with that being that it's a judge's order.

Motion to send letter to Mayor and Council stating the Board found the ordinance to be consistent with the Master Plan was made by H. Aumack, second by F. Occhuizzi

Mr. Leckstein stated that there would be a discussion regarding having a special meeting for the second ordinance before we adjourn this evening.

Ayes: Mayor Araneo, Chairman Oviedo, W. Kane, H. Aumack, T. Burke, S. Dixon, F. Occhuizzi, K. Bartolome, A. Alfano

Abstain: Councilmember Bergen

APPLICATION: KUPB 24-14 104 GREEN GROVE LLC
104 GREEN GROVE AVE
BLK 103 LOT 76
USE VARIANCE / BULK VARIANCE APPLICATION (Mayor and Council cannot participate)

Mayor and Councilmember stepped down from the dais not because they didn't want to participate in the application but they cannot vote on a use variance application. Boardmember Dixon stepped down from the dais because he lives within 200 feet of the application.

Exhibit A1 – Application
Exhibit A2 – Plans
Exhibit B1 – CME review letter dated 10/2/25

Mr. Dante Alfieri representing the application. Mr. Alfieri described the application that was before the board.

Mr. Steven Smith principal owner of the property. Mr. Smith spoke about the property he described the fences that surrounded the property. He stated that the single-family home already exists. Mr. Smith would like the ability to store his vehicles on the property. The vehicles would consist of three pick up trucks with plows, one trailer and one skid-steer loader and temporary fencing. There was discussion regarding the time frame that these would be stored. It was discussed it would be 365 days, if it snowed then the equipment would be moved to the site that it was plowing.

Mr. Altieri asked if any hazardous materials or salt would be stored at the location; no.

Mr. Leckstein asked who lived in the house; Mr. Smith's son. Mr. Leckstein questioned that there would be two principal sues on the site and asked if that created another variance. One would the commercial use and the other would the residence. There was discussion regarding whether this was two uses and if it would create another variance.

Mr. Leckstein asked how would the town protect itself from what is being stored on the property if the Board decided to approve the application. Mr. Alfieri stated that they would submit what would be stored and it would be carried with the property. Mr. Leckstein stated that these specific items that would be stored would be recorded on the deed restriction and no other items would be allowed to be stored on the property.

Mr. Alfieri stated that the site adjacent to his client's property is a landscape company.

Mr. Taylor asked if there would be a fence around the equipment that is being stored. There was a discussion regarding the additional fence, the applicant agreed to fence in the equipment. Mr. Taylor asked what type of fence is around the property; there is a chain link fence, part of the fence has privacy slats.

There was discussion regarding the site plan having a pull barn; Mr. Altieri stated that was removed from the application.

Further discussion took place regarding the parking of the vehicles and the fencing around the location.

Motion to open to the public at 8:00PM was made by K. Bartolome, second by A. Alfano with ayes by all present.

Michael Lane, 51 First Street, stated he felt that it was important to put in the resolution what vehicles were going to be stored at the location. Mr. Lane asked if the Board had the history regarding the property flooding. There was discussion regarding the possible flooding on the property and neighboring properties.

Mr. Taylor stated that they would have to submit a plan to the Flood Plan Manager. Mr. Smith stated that his family has lived there 75 years and was never flooded. Mr. Alfieri explained that his client will comply with the obligation.

Mr. Lane asked that the application be required to delineate the parking spaces and to add landscape to hide the vehicles.

Mr. Taylor asked about the gazebo on the plan; it was removed. He asked if the applicant would consider planting five to six trees to screen the area. Mr. Alfieri explained that the applicant already had a eight-foot fence and felt the trees were not necessary. After discussion they agreed the fence with the privacy slats was enough.

Motion to close to the public at 8:15PM was made by K. Bartolome, second by F. Occhuizzi.

Christine Cofone, Planner described the application and what is surrounding the property.

Ms. Cofone explained that currently there is a single-family home on the property. Ms. Cofone spoke about the positive criteria for the use of this property.

There was discussion regarding the number of principal uses that would be on the property and whether it should be owner occupied. Ms. Cofone felt that it shouldn’t matter who lived in the house because the owner would be responsible for the upkeep of the property.

Motion to open to the public at 8:35PM was made by A. Alfano, second by K. Bartolome with ayes by all present.

Michael Lane, 51 First Street, stated that the zoning RC area has been unchanged in 35-40 years.

Motion to close to the public at 8:36PM was made by F. Occhuizzi, second by H. Aumack with ayes by all present.

Motion to approve the application was made by H. Aumack, second by F. Occhuizzi

Ayes: Chairman Oviedo, W. Kane, H. Aumack, T. Burke, S. Dixon, F. Occhuizzi, K. Bartolome, A. Alfano

APPLICATION: KUPB 25-09 JENNIFER KAYE MEEHAN
176 SECOND ST
BLK 11 LOT 134
USE VARIANCE / MINOR SITE PLANS (Mayor and Council cannot participate)

Exhibit A1 – application
Exhibit A2 – Resident Plan
Exhibit A3 – Survey
Exhibit B1 – CME review letter
Exhibit B2 – Denial letter

Mr. Philip Meehan and Ms. Jennifer Meehan was sworn in. Mr. Meehan explained that his sister lives at the house with her son. They are looking to create two residents within the home. The only thing changing on the outside would be that they would be removing a window and adding a door.

The second resident would consist of one bedroom, kitchen, bathroom, living room.

Mr. Meehan spoke about the positive criteria regarding the application. He added that there is no added bedroom for this structure. They will be adding a one car driveway for the new apartment. There are no additional utilities. The primary house would pay for the utilities.

There was discussion regarding only having one meter for the gas, water and electric.

Mr. Reinersten suggested since this was a D1 variance that they consult a planner and come back before the Board. Mr. Meehan explained that financially they couldn't do a planner.

Mr. Leckstein spoke about the Master Plan and stated that this area was kept as single family. Mr. Meehan explained that the neighborhood does have multi-family units.

Mr. Meehan felt that there were no negative criteria regarding this application.

Chairman Oviedo asked for the use of the two family; Mr. Meehan stated the second resident would be rented.

Mr. Aumack asked what utilities were currently at the home; one water, one sewer. Mr. Aumack asked if that will remain; yes.

Mr. Bartolome asked if the utilities would be part of the rent; yes. There was further discussion regarding the utilities being included with the rent.

There was discussion regarding the amount of parking that is required and what was being proposed.

Motion to take a five-minute break was made and carried.

Back in session at 9:15PM Mr. Leckstein stated that everyone was present to continue.

Motion to open to the public at 9:15PM was made by H. Aumack, second by K. Bartolome with ayes by all present.

Michael Lane, 51 First Street stated that there was a requirement of 400 square feet of recreation for each unit.

Mr. Leckstein explained that there are two units, they are asking for an exception.

Mr. Lane stated that this area is a single family zone.

Motion to close to the public at 9:17PM was made by K. Bartolome, second by S. Dixon with ayes by all present.

There was discussion regarding the reason the applicant is requesting the additional unit. The applicant explained that his sister is a single mom and they would like to keep the house in the family.

There was discussion regarding the cost for a water connection, Mr. Taylor explained even if the applicant didn't add a meter the fee would be 5,400.00. Mr. Dixon confirmed that the tenant would be on the applicants electric, water and sewer; yes.

Mr. Taylor asked if the HVAC was multiple zones; yes.

Motion to approve the application was made by H. Aumack, second by F. Occhuizzi
Ayes: Chairman Oviedo, W. Kane, H. Aumack, T. Burke, F. Occhuizzi. S. Dixon, K. Bartolome

Mr. Leckstein spoke about having a special meeting regarding Affordable House, he explained that this meeting needs to take place before March 11th and after March 3rd. The meeting would be via zoom. The Board decided that Wednesday, March 4th at 5:30PM worked for everyone.

The next scheduled Planning Board Meeting will be Thursday, March 26, 2026.