

The Keyport Unified Planning Board held a Regular Meeting on September 25, 2025, 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 Merla, J. Oviedo, W. Kane, C. Demarest W. McDermott, H. Aumack, K. Bartolome (arrived 7:50PM), S. Dixon

Absent: T. Burke, D. Pacheco

Professionals: Board Attorney Marc Leckstein, Matthew Zwingraf, CME, Christopher Dochney, CME, Planner

MINUTES: AUGUST 28, 2025

Motion to approve was made by Mayor Araneo, second by Councilmember Merla

Ayes: Mayor Araneo, Councilmember Merla, Chairman Oviedo, H. Aumack, S. Dixon,

**RESOLUTION: GRANTING 1 YEAR EXTENSION FOR KEYPORT PROFESSIONAL PLAZA
KUPB18-04 BLK80 LOT 1.02**

MOTION TO APPROVE RESOLUTION:

Motion to approve was made by Chairman Oviedo, second by Mayor Araneo

Ayes: Mayor Araneo, Chairman Oviedo, H. Aumack, S. Dixon

Abstain: Councilmember Merla

**RESOLUTION: ADMINISTRATIVE CHANGE – PMB GROUP SANSONE JR.
KUPB 23-01 BLK 112, LOT 1.02**

MOTION TO APPROVE RESOLUTION:

Motion made by Councilmember Merla, second by Mayor Araneo

Ayes: Mayor Araneo, Councilmember Merla, Chairman Oviedo, H. Aumack, S. Dixon

**RESOLUTION: ADMINISTRATIVE CHANGE – BLAZE KEYPORT LLC
KUPB 24-12 BLK 110, LOT 24**

MOTION TO APPROVE RESOLUTION:

Motion made by Mayor Araneo, second by Councilmember Merla

Ayes: Mayor Araneo, Councilmember Merla, Chairman Oviedo, H. Aumack, S. Dixon

**RESOLUTION: KUPB 25-06 VM ASSOCIATES
38-40 BROAD ST
BLK21.01 LOT 59
BULK VARIANCE SITE PLAN**

MOTION TO APPROVE RESOLUTION:

Motion made by Mayor Araneo, second by Chairman Oviedo

Ayes: Mayor Araneo, Chairman Oviedo, H. Aumack, S. Dixon

Abstain: Councilmember Merla

**RESOLUTION: KUPB 24-11 KEY 201 PROPERTY, LLC
201 BEERS STREET
BLK 47 LOT 7
BULK VARIANCE**

MOTION TO APPROVE RESOLUTION:

Motion made by Councilmember Merla, second by Chairman Oviedo

Ayes: Mayor Araneo, Councilmember Merla, Chairman Oviedo, H. Aumack, S. Dixon

**APPLICATION: KUPB 25-09 JENNIFER MEEHAN
176 SECOND ST
BLK 134 LOT 5
USE VARIANCE / SITE PLAN APPLICATION**

Mr. Leckstein explained that the applicant has requested their application to be carried to the November 6th meeting since there would only be six members that would be able to vote on the application.

Mr. Leckstein stated that the application would be carried to the November 6th meeting without further notice. He stated that anyone present for this application must come back on the November 6th to be heard.

**APPLICATION: KUPB 25-07 STEVEN BRYCE
65 FULTON ST
BLK 134 LOT 38
VARIANCE APPLICATION**

Exhibits A1 – application

Exhibit A2 – Survey Plan titled 65 Fulton Street

Exhibit A3 – Survey Plan blk 38 lot 134
Exhibit A4 – Architectural Plans
Exhibit B1 – CME Letter dated 6/25/25

Steven Bryce explained he is the husband of one of the five sisters that own the property. He stated that the property had a house and there was a fire losing both of the parents.

He would like to build a home on the property the variances that he is requesting 5,000 square feet are required and he is proposing 4160 square feet. Mr. Leckstein asked if this was a pre-existing condition that Mr. Bryce has no control over; correct. Mr. Bryce stated that the lot with is 32 feet wide; Mr. Leckstein stated that is a pre-existing condition as well; correct. Mr. Bryce stated that he needs a variance for the side set back it is required 16 feet he would be left with a narrow home. He is requesting a variance of 6 feet on both sides for the setback which would give him a 20-foot home.

Chairman Oviedo asked if there was anything that remained from the previous home; no. Chairman Oviedo asked if the house he is requesting to build was the same size as the previous house, no it was probably smaller. It also didn't have the correct setbacks.

Mr. Leckstein asked if he was looking to keep the shed; Mr. Bryce would like to keep it but if not, he understood. If he kept it he would fix the shed to match the house. Mr. Leckstein stated if the application was approved as a condition of approval you would agree to reside the shed to match the house; yes.

Mr. Zwingraf went through with the review letter and asked if he had any comments or concerns regarding the letter; no.

Mr. Aumack commented that he felt the plans needed more details; there was nothing on the plans to show about the utilities and nothing about off street parking. Mr. Bryce stated that would be one of the other variances the street is narrow. He explained the house would have a driveway and a garage on the first floor. There was discussion regarding the drawing that was submitted and the location of where the garage and the driveway would be located.

Mr. Dochney asked about the open room behind the garage; it would be a utility room and for storage. Further discussion regarding the first-floor space. Mr. Leckstein confirmed that there is no living space on the ground floor; correct.

Chairman Oviedo asked about any plans for the storm water; he will grade the property like he is supposed to. Mr. Leckstein asked if the Board grants the approval as a condition of approval would you agree to submit a stormwater report to the Board Engineer; yes. There was further discussion regarding the water runoff.

Mr. Zwingraf commented that a survey with a grading plan has to be submitted if approved.

Chairman Oviedo asked that the applicant label the first floor as storage. Mr. Leckstein commented that could be added to the deed restriction.

Motion to open to the public at 7:20PM was made by Councilmember Merla, second by Mayor Araneo with ayes by all present.

Ian Banny, 63 Fulton Street commented he is happy the house is being built, concerned with the width of the house. Mr. Bryce stated it would be six feet from both side yards. Mr. Bryce added that they are planning to put a new fence around the property.

Michael Lane, 51 Frist Street – the new house will have four bedrooms, 2 ½ baths 2400 square feet total, he asked what the previous house had; three bedrooms upstairs and two full baths. Mr. Lane stated that he didn't delineate where the bedrooms and baths were going to be. Mr. Leckstein stated that they are on the plans.

Mr. Lane asked about fire suppression; Mr. Leckstein responded that a single-family house didn't have to have one.

Mr. Lane felt that this would be an overbuild for the site he felt it should be more in line to what was previously there.

Mike Resteipo, 64 Fulton Street, stated the street is narrow where would they place the dumpster or equipment. Mr. Leckstein explained that the Board doesn't get into that; he would have to go to the building department for permits.

Mr. Resteipo mentioned that there is an issue with the number of cats at this location; Mr. Leckstein indicated that would have to be addressed by the Board of Health.

Motion to close to the public at 7:30PM was made by C. Demarest, second by Mayor Araneo with ayes by all present.

Mr. Zwingraf referred to the CME letter – are you willing to replace the fence, curbs and sidewalks; yes.

Chairman Oviedo asked if he was willing to lower the first-floor ceiling to 8.6 then there would be no variance; Mr. Bryce stated that he could do that. Mr. Leckstein confirmed that would eliminate the height variance.

Motion to approve application was made Councilmember Merla, second by Mayor Araneo

Ayes: Mayor Araneo, Councilmember Merla, Chairman Oviedo, W. Kane, H. Aumack, C. Demarest; W. McDermott, S. Dixon

**APPLICATION: KUPB 25-04 146 THIRD ST
146 THIRD ST
BLK 129 LOTS 1 &2
USE VARIANCE AND BULK**

Mayor and Councilmember stepped down; they cannot vote on a use variance application.

Exhibit A1 – Application
Exhibit A2 – Boundary
Exhibit A3 – Site Plan
Exhibit A4 – Elevation
Exhibit B1 – CME Review letter

Mr. Salvatore Alfieri, applicant's attorney explained that his client is before the board to build six town homes. They are requesting bulk and D variances. He explained he had two witnesses to go before the Board.

Mr. Jim Egarian, Engineer stated that he prepared the site plan and the storm water report. Mr. Egarian described the property location and what surrounded this location. The property is in a RA zone the existing property has a one-story building, asphalt parking lot on Waverly and a gravel parking lot behind the building. The property is 100% impervious. The lot is non-conforming having a front yard setback of 0.4 feet First Street and nine feet on Waverly. The building coverage currently is 31.8 percent where 30 percent is required. The building impervious is 100 percent where 60 percent is required. Front yard coverage is 100 percent where 30 percent is required. Mr. Egarian spoke about the storm water and run off on this property.

Mr. Alfieri stated that in the CME letter the Board Engineer had no objection to the waivers that were required.

The applicant is proposing to build six town homes, driveways, decks and patios on this location. The property will be landscaped, they proposed a six-foot vinyl privacy fence. The front yard along Third Street will have a four-foot aluminum fence with arborvitaes. The parking requirements would be satisfied by the garage and the driveway each unit would have a paver patio with a deck above.

Mr. Egarian explained the variances that would be needed for this project. There will be an HOA for this project. Mr. Leckstein asked if the drain system would fall under the HOA; Mr. Alfieri stated all the areas would be HOA. Mr. Leckstein confirmed that if the application was approved the HOA would be a condition of approval.

The applicant has agreed that they will get any outside agencies approval. Mr. Alfieri stated that the trash cans will remain in the garage except for pick up at that time the home owners will bring the cans to the street.

Mr. Alfieri stated that the applicant would like to put privacy fences between the homes.

Mr. Zwingraf asked if they are going to extend the side walk along the front; yes.

Motion to open to the public at 7:45PM was made by C. Demarest, second by W. McDermott with ayes by all present.

Susan Holliday, 40 Fulton Street asked if this application is just for the VFW or the property behind as well; Mr. Alfieri stated just the VFW. Ms. Holliday stated that the property is not that large. She also asked if any of the house were low income. Mr. Alfieri stated he didn't believe any had to be. Ms. Holliday asked how many bedrooms in each unit; four.

Motion to close to the public at 7:55PM was made by C. Demarest, second by S. Dixon with ayes by all present

Christine Cofone, Planner spoke about the commercial property that is surrounding this property. Ms. Cofone stated that it was her opinion that the application fit in this neighborhood. She spoke about the positive criteria for the project and felt there was no negative criteria. There was discussion regarding reducing the impervious property as well as the set backs that are currently at this location.

Mr. McDermott asked if single family homes were considered; Ms. Cofone stated that currently it has a commercial use they would have to demolish the building and there is a commercial building across the street. She felt that it makes a perfect transitional use of the property. There was further discussion regarding single family home or townhomes at this location.

Motion to open to the public at 8:00PM was made by W. McDermott, second by C. Demarest with ayes by all present.

Susan Gass-Smith, 38 Fulton Street – she lives right behind this property. Ms. Smith stated that she will be losing her privacy, feels that it would be better to have a small house on the location. Ms. Cofone stated even if they were going to build a single-family home that would happen. There was further discussion regarding the height of the town homes.

Michael Lane, 51 First Street spoke about the condominium association. He asked if the deed for the property if it would be in the name of the condominium association; Mr. Leckstein replied that is how it works. Mr. Alfieri stated it would be reviewed by the Board Professionals.

Mr. Lane spoke about the number of single-family homes vs. condominium and town homes that are currently in Keyport. He stated that single family homes are now a minority.

Motion to close to the public at 8:05PM was made by C. Demarest, second by W. McDermott with ayes by all present.

Motion to approve application was made by C. Demarest, second by S. Dixon

Ayes: Chairman Oviedo, W. Kane, H. Aumack, C Demarest, S. Dixon, K. Bartolome

Nays: W. McDermott

Motion to adjourn meeting at 8:10PM was made by K. Bartolome, second by S. Dixon with ayes by all present