

*The Pearl of the Bayshore*<sup>SM</sup>  
**Keyport**  
*NEW JERSEY*



**Cover Photography: Carl Pena**

# The Borough of Keyport Mayor and Council

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Mayor	Rose Araneo	mayoraraneo@keyportonline.com
Council President	Melissa Vecchio	mvecchio@keyportonline.com
Councilmember	Heather Brady	hbrady@keyportonline.com
Councilmember	Stephen Gross	sgross@keyportonline.com
Councilmember	Kathleen McNamara	kmcnamara@keyportonline.com
Councilmember	Ronald Peperoni	rpeperoni@keyportonline.com
Councilmember	Cathleen Reilly	creilly@keyportonline.com



## Welcome to the Borough of Keyport

Keyport is situated on the Raritan Bay, along the Eastern Coast of New Jersey. It is approximately 25 miles southwest of New York City.

Keyport is known for its picturesque waterfront along the Raritan Bay. This area offers scenic views and recreational opportunities.

Keyport is accessible by several major roadways, including Route 35 and Route 36. The Garden State Parkway is also nearby, providing easy access to other parts of New Jersey.

Keyport offers various attractions, including parks, marinas, and waterfront activities.

Nicknamed "The Pearl of the Bayshore," Keyport has a land area of 1.40 square miles. Established as a Borough in 1908, Keyport's geographic location along the Raritan Bay has fostered numerous harbor facilities and a strong charter boat industry. The sheltered coast of Keyport allowed for the establishment of a thriving oyster industry which lasted until the mid-20th century.

**The Borough will post the most updated information at [www.keyportonline.com](http://www.keyportonline.com) and on our Facebook page, Borough of Keyport.  
Please contact Keyport Borough Hall with any questions or concerns.**

**Please report all suspicious activity or concerns to the Keyport Police Department immediately.**

Recycling is not only significant because it keeps millions of tons of materials out of landfills and other disposal facilities, but also because it conserves natural resources, saves energy, and reduces emissions of water and air pollutants, including greenhouse gas emissions.

Recycling is also an easy and important way for people to express their commitment to the environment.

**For the most updated information and times for events, please visit our website at [www.keyportonline.com](http://www.keyportonline.com)**



# Tax and Water Sewer Utility Billing and Collection

Phone: 732-739-3900 x 5271

Tax Bills are due in four quarterly payments on the following dates:

February 1st  
May 1st  
August 1st  
November 1st

Water/Sewer Bills are due in four quarterly payments on the following dates:

January 1st  
April 1st  
July 1st  
October 1st

Each quarterly payment has a ten-day grace period that includes the due date. Interest is calculated at 8% for balances up to \$1500.00 and 18% for delinquencies over \$1500.00. Please call the tax office if your payment is overdue, interest accrues daily.

You may make your payment in person, online, by mail, or in the 24-hour drop box in the vestibule of the municipal building. If you require a receipt when mailing your payments, please enclose your entire bill and enclose a self-addressed stamped envelope.

Application forms for all of the following deductions are available in the Tax Collector's or Tax Assessor's Office.

## **Senior Citizen Deduction**

There is a Senior Citizen deduction of \$250.00 for property owners over sixty-five (65) years of age. Senior Citizens must provide proof of age. Your income may not exceed \$10,000, but Social Security, certain government pensions and Railroad Retirement are excluded from this figure. Income verification for the previous year is required annually.

[http://www.state.nj.us/treasury/taxation/pdf/other\\_forms/lpt/ptd.pdf](http://www.state.nj.us/treasury/taxation/pdf/other_forms/lpt/ptd.pdf)

## **Disabled Persons Deduction**

There is a Disabled Persons deduction of \$250.00. Permanently Disabled Individuals must provide proof of disability. Income may not exceed \$10,000 a year, but Social Security, certain government pensions and Railroad Retirement are excluded from this figure. Income verification for the previous year is required annually.

[http://www.state.nj.us/treasury/taxation/pdf/other\\_forms/lpt/ptd.pdf](http://www.state.nj.us/treasury/taxation/pdf/other_forms/lpt/ptd.pdf)

## **Veteran Deduction**

There is a Veterans or surviving spouse deduction of \$250.00. Veterans must be a legal resident of New Jersey and have owned the property as of October 1st of the pretax year. Veterans must be honorably discharged with active duty military service. A copy of your DD214 is required and a copy of your NJ State Driver's License.

Surviving spouses must be a resident of New Jersey and have not remarried, have proof that the deceased veteran was a resident of New Jersey at the time of death and own the property that the deduction is claimed for.

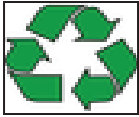
[http://www.state.nj.us/treasury/taxation/pdf/other\\_forms/lpt/vss.pdf](http://www.state.nj.us/treasury/taxation/pdf/other_forms/lpt/vss.pdf)

## **New Jersey Property Tax Relief**

Information about other New Jersey Property Tax Relief programs may be found at:

<https://www.nj.gov/treasury/taxation/relief.shtml>

For the most updated information and times for events, please visit our website at [www.keyportonline.com](http://www.keyportonline.com)



## Keyport Borough Recycles

In New Jersey, all residents and businesses are  
required to recycle by law.



### **What are the benefits of reducing waste & recycling?**

#### Keyport Borough Recycles

In the state of New Jersey, both residents and businesses are legally obligated to participate in recycling initiatives. The purpose of these requirements is to promote a sustainable environment, reduce waste production, and generate revenue for local communities. By adhering to these rules and actively participating in recycling efforts, residents and businesses can contribute to the overall wellbeing of their community and the environment.

Waste disposal is an expense borne by local taxpayers or through trash collection fees. Each ton of general trash costs approximately \$75 for communities to dispose of at landfills or incinerators. By reducing waste generation or recycling materials, you effectively lower the waste disposal costs for your community while enabling them to profit from the sale of recyclable materials to recycling companies. The more actively a community participates in recycling, the more income it can generate from recycled materials' collection and, consequently, the more funds it will have available to allocate towards essential services such as local schools.

Recycling is crucial for conserving valuable resources and energy. By recycling and reusing existing materials, we reduce the need to extract new raw materials, thereby preserving our planet's finite natural resources. Furthermore, recycling processes typically consume less energy than producing items from new materials, leading to lower greenhouse gas emissions and reduced environmental impact.

To ensure that your recyclables are collected and appropriately processed, it is essential to familiarize yourself with the latest recycling guidelines in your area. These rules may specify which items can be recycled and how they should be prepared for collection. Contaminated or incorrectly sorted recyclables risk being rejected by designated disposal markets, leading to potential non-collection from curbside locations.

To avoid such issues, it is vital to separate non-recyclable materials from your recyclables and refrain from using plastic bags for curbside collection. By adhering to these guidelines and actively participating in recycling efforts, you can make a positive contribution to your community's environmental sustainability and financial wellbeing.

For the most accurate and up-to-date information regarding recycling rules and guidelines, we recommend referring to the Keyport Borough website or checking the annual calendar provided by the town. To ensure that your recyclables are collected and processed effectively, adhere to the following list of acceptable items for each category:

1. **Glass & Plastic:** These materials can be mixed together in your recycling bin. Acceptable items include aluminum cans, glass bottles, plastic bottles, steel cans, and tin cans. The number of cans allowed is unlimited, but size and weight restrictions apply.
2. **Paper:** This category includes newspapers, junk mail, office papers, books, magazines, cardboard, and boxes. These items should be mixed with other recyclables in your designated recycling container.
3. **Miscellaneous Items:** For construction and demolition materials, residents must remove these at their own expense. If using a dumpster for this purpose, a permit from Borough Hall is required. Other miscellaneous items include tires, household hazardous waste (such as chemicals, paint, and batteries), propane tanks, gas cans, and fire extinguishers. Information on disposal options can be found on the County website ([www.visitmonmouth.com](http://www.visitmonmouth.com)).
4. **Textiles:** Clothing and fabric items can be placed at the curb on your regular trash day for collection.

Please note that recyclables should not be placed in plastic bags, as they will not be picked up if contained in this manner. The recycling center is open on Saturdays from 9 AM to 12 PM (except for holidays). By adhering to these guidelines and actively participating in recycling efforts, you can contribute positively to your community's environmental sustainability and financial wellbeing.

## Keyport Public Works

732-739-5428

### LEAVES AND BRANCHES

#### **Leaf & Branch Pick up**

Section 1 & 2 April 17, May 8, Sept. 18, October 16, Nov. 6, December 11  
Section 3 & 4 April 24, May 15, Sept. 25, October 23, Nov. 13,  
December 18

Leaves and Branches will **ONLY** be collected during these periods of the year. Branches must be neatly stacked, tied and cut into length not exceeding 6 feet. You may bring leaves and branches to the recycling center on Saturdays when the recycling center is opened.

**Do not** mix sticks, tree branches, grass or other debris in with leaves.  
**Leaves in open containers or clear plastic bags will not be accepted.**

**GRASS CLIPPINGS:** Grass clippings have been banned from the County Landfill. The Borough of Keyport will not collect them.

**Saturdays from 9am—12am**

**CHRISTMAS TREES** may be placed to the curb on Mondays during the months of December, January, and February.

**BULK PICKUP:** You are allowed to put out one bulk item with each trash pickup. Rugs must be cut, rolled, and tied 6' lengths a limit of four rolls per pickup. The following are not included in bulk pickup:

Brush, leaves, concrete, asphalt, scrap metal, white goods (appliances), paint, oil, antifreeze, all liquid substances, wood scraps, glass containers, aluminum cans, newspapers, cardboard, mixed paper, batteries, light iron, heavy iron, & tires.

## Keyport Recycling

732-739-5136

**Question: What are the guidelines for placing contractor debris out for collection in Keyport Borough?**

**Answer: For contractor debris, no debris related to construction or renovation projects will be collected by the municipality. This includes but is not limited to brush, wood, concrete, dirt, and other construction materials. .**

**Question: What are the procedures for disposing of electronics, appliances, and scrap metal in Keyport Borough?**

**Answer: If you have items like appliances (e.g., washers, dryers, hot water heaters, stoves, dishwashers, dehumidifiers) or electronic devices (computers, monitors, televisions), you must call the Keyport Borough at 732-739-5136 to schedule a pickup. DO NOT place items to the curb without a scheduled pickup date.**

**Scrap metal must be neatly stacked and cut into lengths not exceeding 6 feet (or 50 pounds) for collection.**

**A \$20 sticker fee is required for items containing Freon, such as refrigerators and air conditioners, and doors must be removed from appliances before collection.**

**Propane and BBQ grill tanks should be taken to the Monmouth Hazardous Household Waste Facility by contacting them at 732-683-8686. Latex paint cans can be dried and placed in the garbage, while other paint cans must follow specific disposal procedures.**

**Question: What are the reminders and precautions for residents when disposing of waste in Keyport Borough?**

**Answer: Residents are reminded not to put food waste, oils, or grease down their drains. Debris should not be placed within 10 feet of any catch basin or storm drain, and all materials must be separated into different piles that cannot be mixed together with anything else.**



## Keyport Public Library

### 732-264-0543

E-mail: [keyportlibrary@gmail.com](mailto:keyportlibrary@gmail.com)  
[keyportlibrary.org](http://keyportlibrary.org)

Keyport Public Library  
732-264-0543  
Email: [keyportlibrary@gmail.com](mailto:keyportlibrary@gmail.com)  
[www.keyportlibrary.org](http://www.keyportlibrary.org)

Unlock a world of knowledge and entertainment with your Keyport Borough Library Card! Borrow books, magazines, audiobooks, DVDs, and access electronic databases for materials, movies, language learning, and online courses. Your library card also grants you access to check out items at any Libraries of Middlesex Automation Consortium (LMxAC) library. Return borrowed items to any participating location for your convenience.

Keyport Borough residents can apply for a free 3-year library card by presenting their driver's license or proof of residency showing a Keyport address. For children under 17, a parent or legal guardian must be present with their own library card to register. Non-residents can purchase a library card for \$25 per year.

Visit the library at 109 Broad St., Keyport, NJ 07735. The handicap entrance is located on the 3rd Street side. Our hours of operation are:

Monday: 10 am - 6 pm  
Tuesday: 10 am - 8 pm  
Wednesday: 10 am - 8 pm  
Thursday: 10 am - 8 pm  
Friday: 10 am - 6 pm  
Saturday: 10 am - 2 pm  
Sunday: Closed

Stay connected with the Keyport Library by following us on Facebook and Instagram for updates, special programs, and activities. We look forward to seeing you at the library!

Please visit the Keyport Library's Website, Facebook, and Instagram page for up to date information regarding changes to operating hours, special programs and activities.

For the most updated information and times for events, please visit our website at [www.keyportonline.com](http://www.keyportonline.com)

## Embrace a Cleaner Keyport with New Jersey Clean Communities!

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The Borough of Keyport is committed to participating in the statewide litter-abatement program, NJ Clean Communities. This comprehensive initiative aims to eliminate trash from our streets, parks, rivers, and other public spaces, creating a cleaner and more enjoyable environment for all residents.

As part of this effort, we encourage everyone to adopt the "Trash-In, Trash-Out" policy. By following this simple principle, we can work together to maintain our beautiful parks and keep our community the "hidden gem" we all love. Let's take pride in our neighborhood and join forces with the New Jersey Clean Communities program to ensure a cleaner and more vibrant Keyport for everyone.



## STOP STORMWATER POLLUTION

Stormwater Pollution hurts all residents. Pollution damages our drinking water and limits our enjoyment of water activities. Stormwater enters our lives through ground water and as run off.

Municipal storm sewers carry water away from roads and houses to nearby rivers and lakes. It is important that we keep pollution out of the system.

Eventually, all water returns to either the ocean or to the ground. Many public water systems utilize ground water for drinking. Allowing pollution into the water recharge system is harmful to nature and the public.

Everyone can help by taking the following actions:

- ⇒ **Limit the use of fertilizers**
- ⇒ **Recycle**
- ⇒ **Do not put pollutants in storm drains**
- ⇒ **Clean up pet waste**
- ⇒ **Don't litter**

# JUNE 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
 <p>Check out the Borough website and Facebook page for upcoming community events.</p>						1  <b>Keyport Garden Walk Music in the Mini Park</b>
2  <b>Keyport Garden Walk Music in the Mini</b>	3 Trash Zone 1  7PM Recreation Meeting	4 Trash Zone 2  Primary Election Polls open 6AM-8PM	5 Recycling Zones 3&4	6 Trash Zone 3  <b>Woof Stock</b>	7 Trash Zone 4	8  <b>Town wide Yard Sale</b>
9  <b>Town wide Yard Sale</b>	10 Trash Zone 1  7PM Harbor Commission Meeting	11 Trash Zone 2  7PM Mayor & Council Work Meeting	12 Recycling zones 1&2  7PM KBBC Meeting	13 Trash Zone 3 6PM Municipal Alliance Meeting 7PM Library Meeting 2:30PM Court <b>Woof Stock (rain date)</b>	14 Trash Zone 4	15  <b>Juneteenth Event</b>
16 <b>Fathers' Day</b>	17 Trash Zone 1	18 Trash Zone 2	19 Recycling Zones 3&4  <b>Movie Night - 5 Nights of Freddy</b>	20 Trash Zone 3  2:30 PM Court	21 Trash Zone 4	22
23	24 Trash Zone 1  8PM Environmental Commission Meeting	25 Trash Zone 2  7PM Mayor & Council	26 Recycling zones 1&2 <b>Movie Night (rain date)</b>	27 Trash Zone 3 <b>Car Show</b>  7PM Land Use Meeting	28 Trash Zone 4	29
30		Recycling plays an important role in protecting our air, water and land, all of which are essential and valuable natural resources.				

For the most updated information and times for events, please visit our website at [www.keyportonline.com](http://www.keyportonline.com)





## Keyport Recreation Committee

### Keyport Recreation Committee

The Keyport Recreation Committee is a dedicated group of volunteers who work tirelessly to create engaging leisure activities for residents throughout the year. Our goal is to offer a diverse range of cultural, environmental, social, physical, and educational programs that cater to people of all ages and backgrounds.

We aim to provide affordable access to these activities by setting fees at levels that accommodate various socio-economic groups. Scholarships are also available on a case-by-case basis.

The Recreation Committee consists of nine members appointed by the Mayor, each serving without compensation. They meet monthly at Borough Hall to discuss and plan events such as summer camps, movie nights in the park, and bus trips.

Our activities take place across four beautiful parks within Keyport. By engaging with the community through these events, we strive to create lasting memories and foster a sense of unity among our residents.

## Senior Center

The Keyport Senior Center, located at 110 Second Street, is a welcoming space for our senior citizens to gather and enjoy various activities. Registration is free for Keyport residents and \$100 for non-residents. This center offers several features, including an Exercise/ Table Tennis Room, Kitchen/Educational Room equipped with Smartboard & Tablets, Dining/Multi-purpose Room, and a Game/TV Lounge Room.

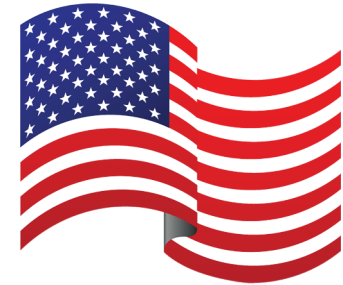
For more information or inquiries, feel free to contact Madeline Costello at 732-264-4916 or via email at [mcostello@keyportonline.com](mailto:mcostello@keyportonline.com).

# JULY 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	<b>1</b> Trash Zone 1 Water/Sewer Payments  7PM Recreation Meeting	<b>2</b> Trash Zone 2	<b>3</b> Recycling Zones 3&4  Movie Night– Harry Potter	<b>4</b> <i>Fourth of July</i> T  Borough Hall Closed	<b>5</b> Trash Zone 4	<b>6</b>
<b>7</b>	<b>8</b> Trash Zone 1  7PM Harbor Commission Meeting	<b>9</b> Trash Zone 2	<b>10</b> Recycling zones 1&2 7PM KBBC Meeting Movie Night (rain date)	<b>11</b> Trash Zone 3 6PM Municipal Alliance Meeting 2:30PM Court 7PM Library Meeting Swiftie Night on the Bay	<b>12</b> Trash Zone 4	<b>13</b>
<b>14</b>	<b>15</b> Trash Zone 1	<b>16</b> Trash Zone 2  7PM Mayor & Council Meeting	<b>17</b> Recycling Zones 3&4  Christmas in July Movie—ELF	<b>18</b> Trash Zone 3  Disco in the Park	<b>19</b> Trash Zone 4	<b>20</b>
<b>21</b>	<b>22</b> Trash Zone 1  8PM Environmental Commission Meeting	<b>23</b> Trash Zone 2	<b>24</b> Recycling zones 1&2 Christmas in July Movie—ELF (rain date)	<b>25</b> Trash Zone 3 2:30PM Court 7pm Land Use Meeting Dancing in the Park (rain date)	<b>26</b> Trash Zone 4	<b>27</b>
<b>28</b>	<b>29</b> Trash Zone 1	<b>30</b> Trash Zone 2  Fireman's Fair 7PM Land Use Meeting	<b>31</b> Recycling Zones 3&4  Fireman's Fair	 <p><b>HAPPY FOURTH OF JULY</b>                      Have a safe and happy Summer! Please be cautious when driving due to increase in traffic.</p>		

For the most updated information and times for events, please visit our website at [www.keyportonline.com](http://www.keyportonline.com)

***Keyport Borough Police Department***  
***Chief Shannon Torres***



**MISSION STATEMENT**

We, the members of the Keyport Police Department, are committed to delivering quality services in response to our community's diverse needs. We recognize the need to take a leadership role in the areas of law enforcement, education, domestic preparedness, crime prevention and address all quality of life issues. We seek to build partnerships with all the members of our community in an effort to maintain order while affording dignity and respect to every individual. With faith in our society and honor in our work ethic, we will strive to protect and serve with excellence and professionalism.

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**Emergency Management**

Go to the Borough of Keyport Website

[www.keyportonline.com](http://www.keyportonline.com), then click;

Emergency Notifications and sign up for SMART 911 emergency alert system or go to the link below and register.

<https://www.smart911.com/smart911/registration/registrationLanding.action>

Once registered, residents will receive a confirmation text to their mobile device. Residents may also customize their alert settings by going to and registering.

# AUGUST 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
 <p><b>Third Quarter Taxes Are Due August 1st.</b>  <b>There will be an extended grace period for the 3rd quarter.</b>  <b>Check your tax bill for more details.</b></p>				<b>1</b> Trash Zone 3  <b>Fireman's Fair</b>	<b>2</b> Trash Zone 4  <b>Fireman's Fair</b>	<b>3</b>
<b>4</b>	<b>5</b> Trash Zone 1  7PM Recreation Meeting	<b>6</b> Trash Zone 2	<b>7</b> Recycling zones 1&2  <b>Movie Night—Jurassic Park</b>	<b>8</b> Trash Zone 3 6PM Municipal Alliance Meeting 2:30PM Court 7PM Library Meeting <b>Light up the Bay</b>	<b>9</b> Trash Zone 4	<b>10</b>
<b>11</b>	<b>12</b> Trash Zone 1  7PM Harbor Commission Meeting	<b>13</b> Trash Zone 2	<b>14</b> Recycling Zones 3&4 7PM KBBC Meeting <b>Movie Night (rain date)</b>	<b>15</b> Trash Zone 3  <b>Light up the Bay (rain date)</b>	<b>16</b> Trash Zone 4	<b>17</b>
<b>18</b>	<b>19</b> Trash Zone 1	<b>20</b> Trash Zone 2 7PM Mayor & Council Meeting	<b>21</b> Recycling zones 1&2	<b>22</b> Trash Zone 3  <b>80's Party in the Park</b> 2:30PM Court 7PM Land Use Meeting	<b>23</b> Trash Zone 4	<b>24</b>
<b>25</b>	<b>26</b> Trash Zone 1  8PM Environmental Commission Meeting	<b>27</b> Trash Zone 2	<b>28</b> Recycling Zones 3&4	<b>29</b> Trash Zone 3 <b>80's Party in the Park (rain date)</b>	<b>30</b> Trash Zone 4	<b>31</b>  <b>Food Truck Festival</b>

For the most updated information and times for events, please visit our website at [www.keyportonline.com](http://www.keyportonline.com)



# Certificate of Inspection

Application made for inspection, approval and issuance of a Change of Occupancy for the following dwelling/business units as provided by the Code of the Borough of Keyport 12-2.3.

NO PROPERTY MAY CHANGE OWNERSHIP OR OCCUPANT PRIOR TO THE ISSUANCE OF A CERTIFICATE OF INSPECTION

Applicants need to obtain a **CHANGE OF OCCUPANCY** for a residential or commercial property sale, rental, or transfer of title for occupancy.

## **\*MINIMUM 10 BUSINESS DAYS NOTICE REQUIRED FOR INSPECTIONS\***

- ⇒ The date and time must be approved by the Inspecting Official.
- ⇒ Please provide a phone number where you can be reached for the date & time confirmation by the Official.
- ⇒ A \$75.00 **NON-REFUNDABLE** fee must be paid at the time of application (made out to the Borough of Keyport).
- ⇒ Failure to make application for an inspection and obtain a Certificate of Occupancy for each new tenant or buyer of a business/dwelling is punishable by a fine in the amount not exceeding \$1250.00.
- ⇒ Smoke Detector Inspection Fee Minimum \$45.00.

# Construction Department

## Construction Official & Building Sub-Code Official

Phone: 732-739-5134

If you are planning an improvement to your property you must obtain the necessary building permits. Local ordinances must be adhered to before a permit can be processed through the Building Department. The Building Department uses state and national regulations as guidelines for actual construction/alteration work. All work must be Inspected to assure that it is performed according to code.

NJ State Uniform Construction Code 5:23-2.14 states: It shall be unlawful to construct, enlarge, repair, renovate, alter, reconstruct or demolish a structure, or change the use of a building or structure, or portion thereof, or to install or alter any equipment for which provision is made or the installation of which is regulated by this chapter, or to undertake a project involving lead abatement in accordance with NJCC 5:17, without first filing an application with the Construction Official, or the appropriate Sub-code Official where the construction involves only one Sub-code, in writing and obtaining the required permit therefore.

Please check with the Building Department to see if permits are required. Some projects require a combination of permits.

### **The following is a partial list of improvements for which permits are required:**

Building permits are required for most improvement projects including additions, alterations, renovations, demolition, asbestos removal, tank removal, decks, sheds, fireplaces, wood/coal burning stoves and chimneys, signs, above ground and in-ground swimming pools, pool fences, cabanas and gazebos.

**NOTE:** A building permit will not be issued until **ALL ZONING** or other prior approvals have been obtained.

**\*Please check the Borough website for Hours of Operation and the**

# SEPTEMBER 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 <i>Labor Day</i> Trash Zone 1  Borough Hall Closed	3 Trash Zone 2  7PM Mayor & Council Work Meeting	4 Recycling zones 1&2  7PM Recreation Meeting	5 Trash Zone 3  2:30 PM Court	6 Trash Zone 4	7 <i>Snapper Contest</i> <i>1/2 way to St. Patricks Day</i>
8  <i>Restaurant Week</i>	9 Trash Zone 1  7PM Harbor Commission Meeting	10 Trash Zone 2  7PM KBBC Meeting	11 Recycling Zones 3&4	12 Trash Zone 3 6PM Municipal Alliance Meeting 7PM Library Meeting <i>Car Show</i>	13 Trash Zone 4	14  <i>Town wide Yard Sale</i>
15  <i>Car Show (rain date)</i> <i>Town wide Yard Sale</i>	16 Trash Zone 1	17 Trash Zone 2  7PM Mayor & Council Meeting	18 Recycling zones 1&2	19 Trash Zone 3  2:30PM Court	20 Trash Zone 4	21  <i>Keyport Fest 5K race</i>
22	23 Trash Zone 1  8PM Environmental Commission Meeting	24 Trash Zone 2	25 Recycling Zones 3&4	26 Trash Zone 3  7PMLand Use Meeting	27 Trash Zone 4	28
29	30 Trash Zone 1	 <p>Schools are back in session, please drive safe and be aware. We wish all our students a great year!</p>				

# Code Enforcement

**Phone: 732-739-5134**

Application made for inspection, approval and issuance of a Change of Occupancy for the following dwelling/business units as provided by the Code of the Borough of Keyport 12-2.3.

- All properties and structures shall meet the most recent Property Maintenance Code.
- No house/apartment cleanouts are allowed. A resident or home owner must remove at their own expense.

## Property Maintenance

The Borough of Keyport has a new tree ordinance that has been implemented to enhance and protect the green spaces in our community. To comply with this ordinance, residents must follow specific procedures regarding any tree removal on their properties. Please check with Keyport's property maintenance for more details.

## CONDITIONS CONSTITUTING A PUBLIC NUISANCE:

Conditions constituting a public nuisance include any of the following:

- A. Any physical condition or occupancy of any premises or its appurtenances considered an attractive nuisance to children, including but not limited to, abandoned wells, shafts, basements, excavations and unsafe fences or structures
- B. Any premises that has unsanitary sewerage or plumbing facilities;
- C. Any premises designated as unsafe for human habitation;
- D. Any premises that is manifestly capable of being a fire hazard, or is manifestly unsafe or unsecure so as to endanger life, limb or property;
- E. Any premises from which the plumbing, heating or facilities required by this code have been removed, or from which utilities have been disconnected, destroyed, removed or rendered ineffective, or the required precautions against trespassers have not been provided;
- F. Any premises that is unsanitary, or that is littered with rubbish or garbage, or that has an uncontrolled growth of weeds; or
- G. Any structure that is in a state of dilapidation, deterioration or decay; faulty construction; overcrowded; open, vacant or abandoned; damaged by fire to the extent so as not to provide shelter; in danger of collapse or failure; and dangerous to anyone on or near the premises.



## Fire Prevention Bureau

**Fire Marshal Anthony P. Vecchio**

**Phone: 732-739-3900 EXT. 5269**

**Email: [Firebureau@keyportonline.com](mailto:Firebureau@keyportonline.com)**

The Borough of Keyport Fire Prevention Bureau's primary task is preventing fires within the Borough of Keyport limits for the protection of its residents and visitors. The bureau is responsible for all fire inspections in commercial buildings and non owner occupied 1 & 2 family dwellings with the intent of eliminating safety hazards for the protection of life and property. The bureau is also responsible for all origin and cause investigations of fires that occur in the Borough.

Since 1922, the week including October 9<sup>th</sup> has been designated as Fire Prevention week and recently in 2000 was extended to include the entire month. Fire Prevention Month has its roots dating back to The Great Chicago Fire of 1871 that killed 250 people and left over 100,000 homeless while destroying over 17,000 structures. This fire prompted the beginnings of fire safety. During Fire Prevention Month Fire Prevention Agencies join forces to educate the public on fire safety practices. Every year the Borough of Keyport Fire Prevention Bureau in conjunction with the Keyport Fire Department presents Fire Prevention Day at Keyport Central School. Students are educated in the latest in fire safety.

# OCTOBER 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
 <b>HAPPY HALLOWEEN</b> Check <a href="http://www.monmouthcountytvotes.com">www.monmouthcountytvotes.com</a> for updated election information.		<b>1</b> Trash Zone 2 Water/Sewer Payments Due  7PM Mayor & Council Work Meeting	<b>2</b> Recycling zones 1&2	<b>3</b> Trash Zone 3  2:30PM Court	<b>4</b> Trash Zone 4	<b>5</b>  Howl-o-ween Movie—Scooby-Doo
<b>6</b> Howl-o-ween Movie—Scooby Doo (rain date)	<b>7</b> Trash Zone 1  7PM Recreation Meeting	<b>8</b> Trash Zone 2	<b>9</b> Recycling Zones 3&4  7PM KBBC Meeting	<b>10</b> Trash Zone 3  6PM Municipal Alliance Meeting 7PM Library Meeting	<b>11</b> Trash Zone 4	<b>12</b>
<b>13</b>	<b>14</b> <i>Columbus Day</i> Trash Zone 1  Borough Hall Closed	<b>15</b> Trash Zone 2 7PM Harbor Commission Meeting 7PM Mayor & Council Meeting	<b>16</b> Recycling zones 1&2	<b>17</b> Trash Zone 3  2:30PM Court	<b>18</b> Trash Zone 4	<b>19</b> Wake of The Dead Trunk or Treat
<b>20</b> Wake of The Dead Trunk or Treat (rain date)	<b>21</b> Trash Zone 1	<b>22</b> Trash Zone 2	<b>23</b> Recycling Zones 3&4	<b>24</b> Trash Zone 3  7PM Land Use Meeting	<b>25</b> Trash Zone 4	<b>26</b> Bewitched
<b>27</b> Bewitched (rain date)	<b>28</b> Trash Zone 1  7PM Environmental Commission Meeting	<b>29</b> Trash Zone 2  7PM Land Use Meeting	<b>30</b> Recycling zones 1&2  8:00PM Curfew for Minors, watch for Trick or Treaters.	<b>31</b> Trash Zone 3  8:00PM Curfew for Minors, watch for Trick or Treaters.		

For the most updated information and times for events, please visit our website at [www.keyportonline.com](http://www.keyportonline.com)



## • Clerk •

**Municipal Clerk: Michele Clark**

**Phone: 732-739-5124**

**Email: [mclark@keyportonline.com](mailto:mclark@keyportonline.com)**

The Clerk's Office is here to assist with licenses for legalized games of chance (raffles and bingos), landlord registration, solicitor permits, and ABC. The Clerk's Office is also the Records Custodian and assists with Open Public Records Requests.

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### **Election Information**

For the most up to date election information visit  
[www.monmouthcountyvotes.com](http://www.monmouthcountyvotes.com).

The County site has forms to register to vote, apply for mail-in ballots, switch party affiliation and shows current and past election results, as well as provides the most up to date information regarding early voting, ballot drop boxes and election timelines.

You may also call or e-mail the Borough Clerk with any questions or concerns and we will be happy to assist.

### **Keyport Polling Locations**

Polls are open from 6:00 am – 8:00 pm on Election Day

## • Registrar •

**Registrar of Vital Statistics: Donna Purcell**

[dpurcell@keyportonline.com](mailto:dpurcell@keyportonline.com) 732-739-5136

**Deputy Registrar of Vital Statistics: Laurie Graham**

[lgraham@keyportonline.com](mailto:lgraham@keyportonline.com) 732-739-5134

The Registrar of Vital Statistics maintains records of births, marriages and deaths that occurred in Keyport Borough.

### **Certified Copies**

The fee for all certified copies in the Borough of Keyport is \$10.00 payable by cash, check or money order. Valid government issued identification is required. You must fully complete an application for a certified copy, and provide proof of your relationship to the individual named on the vital record you are requesting.

### **Marriage License Application**

At least one member of the couple must live in Keyport Borough, New Jersey to apply for the marriage license here; unless both applicants are from out of State and are getting married in Keyport.

Appointments are **required** for marriage license applications. Please call 732-739-5136 to set up an appointment. Both members of the couple and one **(1)** witness over the age of 18 must attend the appointment. The witness cannot be the officiant performing the wedding ceremony. All three must have valid, government issued identification, and proof that one member of the couple lives in Keyport Borough.

If any of the three attending the application appointment do not speak and understand English you must bring an interpreter with you. [The fee for the license is \\$28 payable by cash, check or money order.](#)

You must make application at least 72 hours before the wedding but we can accept applications up to 6 months prior to the wedding. Once the application is received by the Borough, there is a mandatory **72 hours waiting period** before the license can be issued. Please note that once the license is issued, it will only be valid for **30 days** after the date of issuance not the date of application.

After your ceremony, your officiant has the responsibility to file your license in the town where the marriage took place. Once the license is filed you [may](#) apply for a **certified marriage certificate** from the town where the ceremony occurred.

# NOVEMBER 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
 <p><b>Thank you Veterans. HAPPY THANKSGIVING</b></p> <p><b>Fourth Quarter Taxes Are Due November 1st with a 10 day grace period. Visit the Borough website and Facebook page for upcoming events.</b></p>					<b>1</b> Trash Zone 2  <i>SEWER PAYMENTS DUE</i>	<b>2</b>
<b>3</b>	<b>4</b> Trash Zone 1  7PM Recreation Meeting	<b>5 <i>Election Day</i></b> Trash Zone 2  Polls open 6am-8pm	<b>6</b> Recycling Zones 3&4	<b>7</b> Trash Zone 3  2:30 PM Court 7PM Land Use Meeting	<b>8</b> Trash Zone 4	<b>9</b>
<b>10</b>	<b>11 <i>Veterans Day</i></b> Trash Zone 1  Borough Hall closed	<b>12</b> Trash Zone 2  7PM Harbor Commission Meeting	<b>13</b> Recycling Zone 1&2  7PM KBBC Meeting	<b>14</b> Trash Zone 3  6PM Municipal Alliance Meeting 7PM Library Meeting	<b>15</b> Trash Zone 4	<b>16</b>
<b>17</b>	<b>18</b> Trash Zone 1	<b>19</b> Trash Zone 2	<b>20</b> Recycling Zones 3&4	<b>21</b> Trash Zone 3  2:30 PM Court	<b>22</b> Trash Zone 4	<b>23</b>
<b>24</b>	<b>25</b> Trash Zone 1  8PM Environmental Commission	<b>26</b> Trash Zone 2  7PM Mayor & Council Meeting	<b>27</b> Recycling Zone 1&2	<b>28 <i>Thanksgiving</i></b>  Borough Hall Closed	<b>29</b> Trash Zone 4  Borough Hall Closed	<b>30</b>  <i>Miracle on Front Street—Tree Lighting</i>

For the most updated information and times for events, please visit our website at [www.keyportonline.com](http://www.keyportonline.com)

## • Animal Licensing •

- **Licensing Your Dog:** All dogs seven months or older must be licensed.

### **Proof of Rabies Inoculation is required.**

Rabies Vaccination Requirement: N.J.S.A. 4:19-15-3a requires that the duration of the immunity extends through out at least the first 10 months of the 12 month licensing period.

There is an additional charge for non-neutered or non-spayed animals (\$3.00 for dogs). Proof of Neutering/Spaying is required.

Dog licenses (\$8.20 for neutered \$11.20 for non-neutered ) that are being renewed must be done by February 15th to not incur an additional \$15.00 late fee.

**A Free Rabies Clinic** will be held at the Public Works Building at 120 Francis Street please check website late summer for specific date.

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Check [www.keyportonline.com](http://www.keyportonline.com) for more information

Residents are strongly urged to register for emergency and non-emergency notifications on our website at [www.keyportonline.com](http://www.keyportonline.com)

## WATCH FOR UPCOMING EVENTS ON OUR BOROUGH WEBSITE

### **SNOW REMINDER**

In the event of snow, if you have off street parking vehicles must be removed from Borough street so the plows may clear them.

All residents are required to remove snow and ice from their sidewalks within 24 hours.

In the case of ice which may be so frozen to make removal impracticable it should be thoroughly covered with an ice melt. It is against Borough Ordinance to shovel or throw any snow or ice into the street.

### **Volunteers welcome!**

Please consider joining the Keyport Fire Department, Keyport First Aid Squad, or CERT Team and be the first out there to help your neighbors.

Contact the organizations for more information.



# DECEMBER 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Trash Zone 1  7PM Recreation Meeting	3 Trash Zone 2	4 Recycling Zones 3&4	5 Trash Zone 3 2:30PM Court  7PM Land Use Meeting	6 Trash Zone 4	7   Ugly Sweater Sip & Shop
8	9 Trash Zone 1  7PM Harbor Commission Meeting	10 Trash Zone 2	11 Recycling Zone 1&2  7PM KBBC Meeting	12 Trash Zone 3 6PM Municipal Alliance Meeting 7PM Library Meeting	13 Trash Zone 4	14   Holiday Market
15 Holiday Market (rain date)	16 Trash Zone 1	17 Trash Zone 2  7PM Mayor & Council	18 Recycling Zones 3&4	19 Trash Zone 3  2:30PM Court	20 Trash Zone 4	21   Holiday Sip & Shop Recreation Winter Craft
22	23 Trash Zone 1	24 <i>Christmas Eve</i> Trash Zone 2  Borough Hall Closed	25 <i>Christmas Day</i>  Borough Hall Closed	26 Trash Zone 3	27 Trash Zone 4	28
29	30 Trash Zone 1	31 Trash Zone 2	 <p><b>HAPPY HOLIDAYS</b></p> <p>Stay safe and be weather aware! Please clear your sidewalks and any nearby hydrants in the event of snow.</p>			





The Borough of Keyport is proud to join forces with Monmouth County and other Monmouth County towns to become a “Stigma Free Community”. The goal of this initiative will be to reduce the stigmas associated with mental illness and substance use disorder. We are dedicated to raising awareness of the diseases of mental illness and substance use disorders to create a culture where residents feel supported by their community and neighbors and feel free to seek treatment for the diseases without fear of stigma. Keyport Borough will be putting together a local committee to help foster programs and awareness campaigns throughout our Borough.

**Keyport Borough is served by the Monmouth County Health Department.**  
**They provide a number of Health and Environmental services, including:**

**HOUSEHOLD HAZARDOUS WASTE FACILITY:** The facility is a safe and efficient system for the management and disposal of hazardous materials. Residents can drop off chemicals such as cleaners, pesticides, oil based paints, motor oil and much more.

**AIR AND NOISE CONTROL PROGRAMS:** This program routinely conducts site visits at gas stations and dry cleaners to determine compliance with NJDEP regulations. It also responds to citizen complaints of indoor air quality, radon, and odors. They also enforce regulations for bus and truck idling.

**ADULT IMMUNIZATION CLINIC:** Adult immunizations are available and include vaccines such as influenza, tetanus, pertussis and more. For further information call 732-431-7456, Ext 8513.

**LEAD BASE PAINT ABATEMENT:** Dwellings are inspected by a licensed Lead Risk Assessor with specialized equipment for children with elevated blood levels.

**IMMUNIZATION CLINICS:** The childhood immunization clinic provides immunizations to children from birth to 18 years old who do not have Insurance or who are underinsured. For an appointment call 732-431-7456, Ext. 8516

**PUBLIC HEALTH NUISANCE COMPLAINTS:** They investigate resident complaints about noxious weeds, solid waste, insects, rodents, etc. Call 732-431-7456, option 2.

**MOSQUITO CONTROL DIVISION:** Provides courtesy inspections of properties for standing water and controls mosquito larvae in this habitat as needed. Conducts community-wide pesticide applications for flying adult mosquitos.

**RABIES CONTROL:** Member municipalities are provided with free rabies vaccination programs for dogs and cats. Specific dates and locations can be obtained by calling 732-431-7456.

**FOOD SURVEILLANCE AND SANITATION:** Food establishments must operate in accordance with Chapter 24 of the NJ Sanitary Code. Food establishments are inspected at least once per year. Enforcement action can be taken as necessary to insure compliance.

**INFECTIOUS DISEASE CONTROL:** Health professionals and community members working together to coordinate efforts to heighten public awareness about disease prevention.

# ITEMS THAT REQUIRE ZONING APPROVAL

## NEW BUSINESS/ HOME BASED BUSINESS

### FENCE ORDINANCE 25:1-15.16g

RESIDENTIAL APPLICATION FEE: \$50.00

COMMERCIAL APPLICATION FEE: \$75.00

INDUSTRIAL APPLICATION FEE: \$150.00

### ZONING PERMITS ARE NEEDED FOR THE FOLLOWING:

NEW CONSTRUCTION, AC CONDENSORS, SOLAR PANEL SYSTEMS

SHEDS, DRIVEWAYS, PATIOS, APRONS, CURBS, WALKWAYS, SIDEWALKS, ASPHALT AND CONCRETE SLABS.

POOL/ HOT TUB, GARDEN STRUCTURES, GENERATOR, CHICKEN COOP

SIDEWALK CAFÉ ORDINANCE: 5-15

BULKHEAD/PIER ORDINANCE: 12-5

RETAINING WALL, SIGNS ORDINANCE: 25:1-17

TEMPORARY STORAGE CONTAINERS (POD)  
ORDINANCE: 25:1-27,

90 DAY PERMIT FEE: 25.00

90 DAY EXTENSION FEE: \$50.00

DUMPSTERS ORDINANCE 25:1-28

90 DAY PERMIT FEE: \$30.00

Fees for zoning permits shall be determined as follows:

Every application for a zoning permit shall be accompanied by a payment made payable to the Borough of Keyport in accordance with the following schedules:

1. For each zoning application (includes variance, conditional use, appeal from decision of Administrative Officer or Construction Official or interpretation of a zoning map or ordinance) to the Zoning Officer not accompanied by a subdivision or site plan application, the fee shall be \$25.
2. A zoning permit fee of \$15 per \$1,000 of contribution costs, minimum of \$40 shall be charged for the construction or alteration of driveways, patios, aprons, curbs, walkways, sidewalks, asphalt and concrete slabs.
3. A zoning permit fee of \$5 per \$1,000 of contribution costs shall be charged for the construction or alteration of decks, additions, accessory structures and pools.
4. The fee for a zoning permit to install or reconstruct a shed shall be \$50.

N.J.A.C 5:23-1.4

"Prior approvals" means the necessary certifications or approvals issued or authorized by any Federal or State agency, or any political subdivision of the State, which are not inconsistent with this chapter and which are conditions precedent to the issuance of a construction permit or a certificate of occupancy or approval, as the case may be. Prior approvals shall include, but not be limited to, the following: 1.Zoning; 2.Soil erosion and sediment control; 3.Highway curb cuts; 4.Water and sewer treatment works approvals; 5.Coastal areas facilities review; 6.Compliance of underground storage tank systems with N.J.A.C. 7:14B; An approval granted by the Department of Environmental Protection or the construction official by authority of N.J.A.C. 7:14B shall be deemed to be a prior approval; 7.Educational adequacy review of public school facilities under N.J.A.C. 6A:26; 8.Pinelands review; and 9.Compliance of abandoned wells with N.J.A.C. 7:9-9. i. Compliance with N.J.A.C. 7:9-9.1 shall be evidenced by a certification issued by a well driller licensed by the Department of Environmental Protection.

## HOUSEHOLD GARBAGE COLLECTION

The Borough of Keyport will provide garbage collection to any residential dwelling or business in the Borough that meet the following requirements:

- ⇒ **Each single family home is allowed up to 3 containers** (with lids) that do not exceed 50 pounds and/or up to 50 gallons in capacity each per pick up. **Multi family** homes as well as **Mixed use buildings** are allowed up to **6 containers**. **Businesses without residential** addresses are allowed up to **4 containers**. All materials must be in plastic bags before being placed into the containers which **must be placed curbside the night before not prior to 4pm the scheduled pick up**. (Ordinance 16-5.3 (1) and 16-5.4)

Items **NOT** Acceptable for Garbage Collection:

Brush, cans and bottles, mixed paper, newspaper, asphalt, cardboard, chipboard (cereal boxes, etc.), leaves, appliances, drums, tanks and tires, toilets, sinks, tubs, windows & doors.

## RECYCLING COLLECTION

Recycling is unlimited regarding the number of cans but is still limited to the size and weight restrictions.

Bottles and plastic are to be place in containers  
Newspaper, Junk mail, office papers, books, magazines, cardboard/boxes should be tied in bundles or placed in a container

Containers must be placed curbside the night before scheduled pick up

**ELECTRONIC & METAL RECYCLING** – This includes: computers, monitors, fax machines, computer related electronic equipment, televisions, and phones. **ALSO**, any metal items such as washer, dryer, stove, bicycle, fencing, bed frames and such. You will need to call 732-739-5136 to schedule a pick up date before placing the items to the curb. The only items that would need a permit is air conditioning or refrigeration. You may purchase the permit from the Municipal Clerk's office at Borough Hall.

You may also drop the above items off at the Recycling Center at address:  
Florence Avenue, Keyport

Saturdays 9am to noon  
(except Holidays)

## RECYCLING DATES FOR 2024

All recycling will be collected on **EVERY OTHER WEDNESDAY** including: cardboard, newspaper, all types of paper (magazines, chipboard, junk mail, and mixed paper), bottles and cans (aluminum, steel, plastic #1 & #2, plastic - neck of the bottle should be smaller than the base).

Recycling must be placed at the curb the night before scheduled pickup.

### **ZONE 1 & 2**

		MAR 6, 20
APRIL 3, 17	MAY 1, 15, 29	JUNE 12, 26
JULY 10, 24	AUG 7, 21	SEPT 4, 18
OCT 2, 16, 30	NOV 13, 27	DEC 11, 25

### **ZONE 3 & 4**

		MAR 13, 27
APRIL 10, 24	MAY 8, 22	JUNE 5, 19
JULY 3, 17, 31	AUG 14, 28	SEPT 11, 25
OCT 9, 23	NOV 6, 20	DEC 4, 18

# KEYPORT BOROUGH COMMUNITY CALENDAR

This annual calendar is full of information to help residents attend public meetings and events, know regulations, and to be able to contact local officials. The calendar also replaces the annual recycling and solid waste flyer. The information contained within the calendar will identify collection schedules for recycling, leaves and bulk pick-ups. Another plus to the calendar, is our ability to highlight various departments. Each month will feature a part of the Borough's operation from the Clerk's Office to the Police to Public works.

The Mayor and Council work hard to provide clear communications to the public. This calendar is one more step in that direction. During the year residents may also reach out to the Borough web page [www.keyportonline.com](http://www.keyportonline.com), and Borough Facebook page.

**Residents may sign up for e-mail alerts at [keyportonline.com](http://keyportonline.com).**

**The primary goal of this calendar is to keep residents informed as to the dates the borough will provide services such as recycling, brush pick up, leaf pick up, and bulk pick up. In addition, it reminds everyone as to tax collection, dog licensing, and council meeting dates.**

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## BOROUGH CONTACT LIST

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Administrative Office	(732) 739-5123	Library	(732) 264-0543
Senior Center	(732) 264-4916	Police Department (non-emergency)	(732) 264-0706
Construction Department	(732) 739-5134	Public Works Department	(732) 739-5428
Court Office	(732) 739-5155	Registrar/Board of Health	(732) 739-5136
Land Use Board	(732) 739-5123	Clerk Office	(732) 739-5124
Tax/Water	(732) 739-3900 x 5271	Recreation	(732) 739-5145
Code Enforcement	(732) 739-5134	Fire Official	732-739-3900 EXT. 5269

### Monmouth County

Health Department	(732) 431-7456	<u>New Jersey Poison Control</u>	<b>1(800) 222-1222</b>
Social Services	(732) 431-6000	<u>JCP&amp;L/Street Lights</u>	<b>1(800) 544-4877</b>