

**CONSENT AGENDA
ORDINANCES
AND
RESOLUTIONS**

R1

RESOLUTION

DRAFT

BE IT RESOLVED by the Mayor and Council of the Borough of Watchung that the appointment of _____ as a probationary Police Officer at an annual salary of \$50,000.00 effective June 1, 2019, be and is hereby confirmed.

DRAFT

Council

Keith S. Balla, Mayor

Date: May 16, 2019

INDEX: Appointments, Police

C: J. Cina
B. Hance
E. Horsfall

RESOLUTION

BE IT RESOLVED that Ordinance OR:19/07 entitled: **"AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF WATCHUNG CH. 5-12-12.76 ET. SEQ., THEREOF AND TO FIX AND DETERMINE MINIMUM AND MAXIMUM SALARIES AND COMPENSATION TO BE PAID TO CERTAIN EMPLOYEES."** has been adopted after public hearing.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Watchung, that the Borough Clerk is hereby authorized to publish notice of adoption, according to law. This ordinance shall become effective after final passage, adoption and publication, according to law.

DRAFT

Council

Keith S. Balla, Mayor

Date: May 16, 2019
Index: Code
C: B. Hance
E. Horsfall

ORDINANCE OR:19/07

"AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF WATCHUNG CH. 5-12-12.76 ET. SEQ., THEREOF AND TO FIX AND DETERMINE MINIMUM AND MAXIMUM SALARIES AND COMPENSATION TO BE PAID TO CERTAIN EMPLOYEES."

BE IT RESOLVED, by the Mayor and Council of the Borough of Watchung, that Chapter 5-12.76 et seq., be amended to include the following position at the minimum and maximum base salary and compensation to be paid to certain employees, be approved as follows:

	<u>Minimum</u>	<u>Maximum</u>
Zoning Officer Part-Time	\$10,000.00	\$20,000.00
Construction Official/Building Subcode Official	\$25,000.00	\$55,000.00

Introduced by:
Passed:
Published:
Adopted:

ATTEST:

Michelle DeRocco, Clerk

Keith S. Balla, Mayor

RESOLUTION

WHEREAS, Section 2-25.13 of the Code of the Borough of Watchung requires that contracts for purchases or services involving more than two thousand dollars be awarded by a resolution of the Mayor and Council.

NOW, THEREFORE, BE IT RESOLVED that the Purchasing Agent be authorized to issue Purchase Orders as follows:

Vendor: Great Blue Lake & Pond Mgmt, 980 Old Foundry Road, Newton, NJ 07860
Item: PW- Lake Mgmt /Algae Treatment
Total Price: \$2,850.00
Charged to: 9-01-150-281

Vendor: Storr Tractor CO. 3191 Route 22, Somerville, NJ 08876
Item: PW- Toro Z – Master 6000 Series/Lawn Mower
Total Price: \$11,439.36
Charged to: 9-01-949-999 - \$10,400.00
 9-01-205-222- \$1,839.36

Vendor: Fun Services, 9 Kippick Road, Fairfield, NJ 07004
Item: Rec – Amusements/Community Picnic
Total Price: \$7,400.00
Charged to: 9-01-145-201

Council

Keith S. Balla, Mayor

RESOLUTION

WHEREAS, Technical Assistant to the Construction Official (TACO) Carolyn Taylor has been acting as the Zoning Officer since April 25, 2019 because of the absence of the Zoning Officer; and

WHEREAS, the Administrator, based upon Ms. Taylor's qualifications to perform the duties of Zoning Officer, recommended to the Borough of Watchung Mayor and Council at the May 2, 2019 Council meeting that Ms. Taylor be appointed as the Zoning Officer effective April 25, 2019; and

WHEREAS, the Mayor and Council of the Borough of Watchung desire to name Carolyn Taylor as the Zoning Officer effective April 25, 2019 to perform the duties of Zoning Officer as described in Section 28-201 of the Revised General Ordinances of the Borough of Watchung.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Watchung as follows:

1. Carolyn Taylor is hereby appointed as Zoning Officer effective April 25, 2019 at an annual salary of \$12,000.00, which salary shall be prorated during 2019.
2. That any action taken by Carolyn Taylor as Acting Zoning Officer since April 25, 2019 is hereby confirmed and ratified.
3. That this Resolution shall take effect immediately.

Council

Keith S. Balla, Mayor

Date: May 16, 2019
INDEX: Appointments
C: M. DeRocco
E. Horsfall
M. Hance
C. Taylor

RESOLUTION

WHEREAS, pursuant to Chapter VIII of the Code of the Borough entitled "Towing", the Watchung Police Department received and reviewed applications from licensed wreckers desiring to engage in business as a wrecker in the Borough at the request of the Police Department; and

WHEREAS, the following applications have been submitted and after review, have been found to meet the requirements and have been recommended to be placed on the towing list for standard and heavy duty towing:

Bardy Farms Towing & Recovery
Warren, NJ 07059

Benham's Service & Garage
Berkeley Heights, NJ 07922

C & L Towing
Berkeley Heights, NJ 07922

M & W Towing Service
Plainfield, NJ 07060

Mike's Towing & Recovery
Bridgewater, NJ

Somerset Hills Towing
Bridgewater, NJ 08807

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Clerk of the Borough of Watchung are hereby authorized to execute a three (3) year license for Towing services with the firms listed above, upon receipt of the completed agreement and required \$750.00 Licensing Fee.

Council

Keith S. Balla, Mayor

Date: 05/16/19
Index: Police, Permits - Special
C: J. Cina, T. Hale, W. Hance,
M. DeRocco, M. Hance

RESOLUTION

WHEREAS, the Borough of Watchung would like to enter into a contract with a company for the services of a Municipal Advisor in connection with the proposed redevelopment project on Bonnie Burn Road; and

WHEREAS, Phoenix Advisors, 625 Farnsworth Avenue, Bordentown, NJ 08505 has provided a proposal to administer these services; and

WHEREAS, after review by the Administration and Finance Committee, it is the recommendation of the Borough Administrator to offer a contract to Phoenix Advisors as per their proposal dated May 6, 2019, copy attached; and

WHEREAS, the Chief Financial Officer of the Borough of Watchung has certified that funds are available in the following account:

Affordable Housing Trust Fund

William J. Hance
William J. Hance, CFO

WHEREAS, Phoenix Advisors, LLC, will be paid from the escrow fund posted by the BNE Real Estate Group for the Bonnie Burn Road Development.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Watchung that the Mayor is hereby authorized and directed to execute a contract for Municipal Advisory Services for redevelopment to

Award to: Phoenix Advisors, 625 Farnsworth Avenue, Bordentown, NJ 08505
Amount: \$195.00 per hour / Not to exceed \$10,000.00

BE IT FURTHER RESOLVED that this contract was not awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 et seq. but has been awarded based on the merits and ability of Phoenix Advisors, LLC to provide the services describe herein.

BE IT FINALLY RESOLVED that the Borough Clerk is hereby authorized to advertise the award of this contract within ten days from the date hereof in accordance with the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.).

Date: May 16, 2019

C: M. DeRocco, W. Hance

Index: Awards - Professional Contracts,
Borough Properties
M. Shiffman, Consultant

Council

Keith S. Balla, Mayor

RESOLUTION

BE IT RESOLVED that Vincent Gerald is hereby appointed as Interim Construction Official/ Building Subcode Official effective May 6, 2019 for a period of thirty (30) days at an hourly rate of \$75.00 for approximately six (6) hours weekly.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to Vincent Gerald, TACO Carolyn Taylor, and to the NJDCA, Uniform Construction Code Division.

DRAFT

Coun

Keith S. Balla, Mayor

Date: May 16, 2019
INDEX: Appointments
Personnel
C: W. Hance
E. Horsfall
C. Taylor

RESOLUTION

BE IT HEREBY RESOLVED by the Mayor and Council that the following staff be appointed as Deputy Emergency Management Coordinators to assist and support the Emergency Management Coordinator at no additional salary, all for one-year terms effective May 16, 2019 through December 1, 2019:

1st Deputy Coordinator – Police Chief, Joseph Cina

Deputy Coordinator – Gary Greves

Deputy Coordinator – Charles Pivnichney

Deputy Coordinator – Administrative Assistant/T Specialist, Brian Townley

Deputy Coordinator – Borough Clerk, Michelle DeRocco

Deputy Coordinator – Public Works Manager Robert Burns

DRAFT

Date: May 16, 2019

Index: Misc., Police, Personnel

C: M. DeRocco

B. Hance

E. Horsfall

C. Solan

Council

Keith S. Balla, Mayor

**NON- CONSENT AGENDA
ORDINANCES
AND
RESOLUTIONS**

RESOLUTION

BE IT RESOLVED that Ordinance **OR:19/08** entitled:

"AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF WATCHUNG CH. 5-12-12.76 ET. SEQ., THEREOF AND TO FIX AND DETERMINE MINIMUM AND MAXIMUM SALARIES AND COMPENSATION TO BE PAID TO CERTAIN EMPLOYEES."

heretofore introduced, does now pass on first reading and that said ordinance be further considered for final passage at a meeting to be held on the 6th day of June, 2019 at 7:30 P.M., or as soon thereafter as the matter can be reached, at the regular meeting place of the Borough Council, and that at such time and place all persons interested be given an opportunity to be heard concerning said ordinance, and that the Borough Clerk is hereby authorized and directed to publish said ordinance according to law with a notice of its introduction and passage on first reading and of the time and place when and where said ordinance will be further considered for final passage.

Date: May 16, 2019
Index: Finance Misc., Salaries
C: M. DeRocco
B. Hance
E. Horsfall

Council

Keith S. Balla, Mayor

ORDINANCE # OR: 19-08

An Ordinance to amend the Code of The Borough of Watchung CH. 5-12.76 et seq., Thereof, and to fix and determine minimum and maximum salaries and compensation to be paid to certain employees.

BE IT RESOLVED, by the Mayor and Council of The Borough of Watchung, that CH. 5-12.76 et seq., the minimum and maximum base salaries and compensations to be paid to certain employees, be approved as follows:

<u>JOB TITLE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
Administrator	\$75,000.00	\$180,000.00
Borough Clerk	\$45,000.00	\$105,000.00
Deputy Clerk / Recycling Coordinator	\$40,000.00	\$65,000.00
Assistant Municipal Clerk	\$35,000.00	\$65,000.00
Mayor/Council Member	\$3,000.00	\$6,000.00
Chief Financial Officer / QPA / Tech Officer	\$40,000.00	\$125,000.00
Deputy Treasurer / Payroll & Benefits Mgr.	\$38,000.00	\$60,000.00
Executive Assistant	\$38,000.00	\$62,000.00
Administrative Assistant	\$34,500.00	\$55,000.00
Administrative Assistant / Finance	\$34,000.00	\$55,000.00
Administrative Assistant / Police Dept.	\$34,500.00	\$55,000.00
Administrative Assistant / TACO	\$35,000.00	\$55,000.00
Administrative Assistant / IT Specialist	\$50,000.00	\$80,000.00
Registrar of Vital Statistics	\$400.00	\$1,000.00
Deputy/Alternate Registrar of Vital Statistics	\$300.00	\$800.00
Construction Code Official/ Building Subcode Official	\$25,000.00	\$55,000.00
Zoning Officer	\$20,000.00	\$20,000.00
Building Inspector	\$20,000.00	\$56,000.00
Fire Sub-Code Official	\$10,000.00	\$28,000.00
Plumbing Sub-Code Official	\$10,000.00	\$26,000.00
Electrical Sub-Code Official	\$10,000.00	\$28,000.00
Fire Official	\$10,000.00	\$42,000.00
OEM Coordinator	\$1,000.00	\$8,000.00
Assistant Engineer	\$55,000.00	\$98,000.00
Municipal Court Judge	\$32,000.00	\$95,000.00
Public Defender	\$6,000.00	\$20,000.00
Chief of Police	\$150,000.00	\$190,000.00
Secretary	\$30,000.00	\$58,000.00
Police Dispatcher	\$34,445.00	\$75,000.00
Recreation Coordinator	\$6,000.00	\$15,000.00
Public Works Manager	\$60,000.00	\$115,000.00
Public Works Assistant Foreman	\$50,000.00	\$80,000.00
Public Works Driver / Operator Step A	\$40,000.00	\$49,918.00
Public Works Driver / Operator Step B	\$40,000.00	\$53,095.00
Public Works Driver / Operator Step C	\$40,000.00	\$56,272.00
Public Works Driver / Operator Step D	\$40,000.00	\$59,655.00
Public Works Driver / Operator Step E	\$40,000.00	\$63,037.00
Public Works Driver / Operator Step F	\$40,000.00	\$67,138.00
Public Works Driver / Operator Step G	\$40,000.00	\$70,417.00
Public Works Driver / Operator Step H	\$40,000.00	\$74,108.00
Public Works Laborer / Driver Probationary	\$35,000.00	\$40,000.00
Public Works Laborer / Driver Step A	\$40,000.00	\$44,177.00
Public Works Laborer / Driver Step B	\$40,000.00	\$46,894.00
Public Works Laborer / Driver Step C	\$40,000.00	\$49,607.00
Public Works Laborer / Driver Step D	\$40,000.00	\$52,685.00
Public Works Laborer / Driver Step E	\$40,000.00	\$55,760.00
Public Works Laborer / Driver Step F	\$40,000.00	\$57,913.00
Public Works Laborer / Driver Step G	\$40,000.00	\$62,012.00
Public Works Laborer / Driver Step H	\$40,000.00	\$65,292.00
Building Maintenance Worker	\$5,200.00	\$7,500.00
Tax Assessor	\$35,000.00	\$65,000.00
Tax Collector	\$10,000.00	\$50,000.00
Tax Clerk	\$25,000.00	\$52,000.00
Tax Clerk	Hourly Wage \$25.00	\$28.00
Dog Census Taker	Hourly Wage \$8.00	\$15.00
Seasonal/Temporary/Part Time Hourly Rate	Hourly Wage \$7.00	\$40.00
Board/Commission Clerk	Hourly Wage \$7.00	\$28.00
Temporary Sub-Code Official	Hourly Wage \$20.00	\$70.00
Temporary Inspector	Hourly Wage \$20.00	\$45.00

Municipal Clerk

Keith Balla, Mayor

Introduced by:
Passed:
Published:
Adopted:

RESOLUTION

BE IT RESOLVED that the Ordinance **OR:19/09** entitled "AN ORDINANCE OF THE BOROUGH OF WATCHUNG, COUNTY OF SOMERSET, STATE OF NEW JERSEY, CREATING THE SOMERSET STREET/WATCHUNG AVENUE AFFORDABLE HOUSING OVERLAY DISTRICT, BY AMENDING SECTION 28-301, TITLED "ZONING DISTRICTS", SECTION 28-302, TITLED "ZONING MAP", AND ADDING A NEW SECTION, SECTION 28-419, TITLED "SOMERSET STREET/WATCHUNG AVENUE AFFORDABLE HOUSING OVERLAY DISTRICT" TO THE LAND DEVELOPMENT ORDINANCE OF THE BOROUGH" having been adopted on first reading.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Watchung that the Borough Clerk is hereby directed to publish notice of said ordinance, along with notice of Public Hearing to be held on June 6, 2019 at a meeting beginning at 7:30 P.M. in the Municipal Building, 15 Mountain Boulevard, Watchung, New Jersey.

DRAFT

Council

Keith S. Balla, Mayor

Date: May 16, 2019
Index: Code, Pl. Board

C: M. Shiffman, T. Schaefer

BOROUGH OF WATCHUNG

ORDINANCE No. OR:19/09

AN ORDINANCE OF THE BOROUGH OF WATCHUNG, COUNTY OF SOMERSET, STATE OF NEW JERSEY, CREATING THE SOMERSET STREET/WATCHUNG AVENUE AFFORDABLE HOUSING OVERLAY DISTRICT, BY AMENDING SECTION 28-301, TITLED "ZONING DISTRICTS", SECTION 28-302, TITLED "ZONING MAP", AND ADDING A NEW SECTION, SECTION 28-419, TITLED "SOMERSET STREET/WATCHUNG AVENUE AFFORDABLE HOUSING OVERLAY DISTRICT" TO THE LAND DEVELOPMENT ORDINANCE OF THE BOROUGH

BE IT ORDAINED, by the Mayor and Council of the Borough of Watchung, in the County of Somerset and State of New Jersey that the Borough Land Development Ordinance is amended as follows:

Section 1: Section 28-301, titled "Zoning Districts", shall be amended to add a new Somerset Street/Watchung Avenue Affordable Housing Overlay District as follows:

S-W Somerset Street/Watchung Avenue Affordable Housing Overlay District

Section 2: Section 28-302, titled "Zoning Map", shall be amended to place the following properties within the Somerset Street/Watchung Avenue Affordable Housing Overlay District: the entirety of Block 47.01 (i.e., Lot 1, Lot 2 Qual. C0001, Lot 3 Qual. C0002, Lot 2 Qual. C0003, Lot 2 Qual. C0004, Lot 2 Qual. C0005, Lot 2 Qual. C0006, Lot 3, Lot 3.01, Lot 4, Lot 5, Lot 6, Lot 7, Lot 8, Lot 9, Lot 10, Lot 11, Lot 13) as shown on "Appendix A: Zoning Map Amendment".

Section 3: New Section 28-419, Somerset Street/Watchung Avenue Affordable Housing Overlay District, is hereby added as follows:

28-419. "S-W" SOMERSET STREET/ WATCHUNG AVENUE AFFORDABLE HOUSING OVERLAY DISTRICT

A. Purpose and Application.

1. Purpose. The purpose of the Somerset Street/Watchung Avenue Affordable Housing Overlay District is to create a realistic opportunity for the development of affordable housing in accordance with the June 7, 2018 Settlement Agreement between the Borough of Watchung and the Fair Share Housing Center, Inc., and the September 19, 2018 Order on Fairness and Preliminary Compliance Hearing by the Superior Court

2. Application of Requirements. The Somerset Street/Watchung Avenue Affordable Housing Overlay District permits mixed-use redevelopment consisting of first floor commercial uses and residential units above within the "Triangle" area bounded by Watchung Avenue, Somerset Street and Johnston Drive. Consistent with the purpose of the district such mixed-use development shall only be permitted in conjunction with the provision of affordable housing pursuant to 28-419.D, Affordable Housing Requirements. The requirements of the "underlying" Neighborhood Business (B-A) zoning district shall remain in full effect in the area encompassed by this Overlay District unless an application is proposed consistent with the requirements of this Overlay District. The requirements of this Overlay District shall only be applicable to the lands involved in such a mixed-use development application. Lands not included in such a mixed-use development application shall continue to be subject to the requirements of the "underlying" zoning district.

B. Permitted Uses.

1. Principal Permitted Uses. Mixed-use development consisting of commercial development on the first floor and residential units above. Permitted commercial uses on the first floor shall consist of the permitted uses specified in Section 28-406.A with respect to the B-A District.

Such mixed-use development shall only be permitted in conjunction with the provision of affordable housing pursuant to 28-419.D.

2. Accessory Uses Permitted.

- a. Off-street loading and parking and private nonresidential garages, either attached or detached.
- b. Storage buildings not exceeding two hundred (200) square feet in size and fifteen (15) feet in height.

- c. Fences and walls in accordance with Section 28-502.
- d. Signs in accordance with Section 28-504, generally, and the requirements of Section 28-504.G specifically with respect to sign height, sign area, setback and other such bulk and dimensional requirements.
- C. Maximum Gross Density. Residential use is permitted at a maximum gross density of 6 units/ acre for for-sale units and 10 units/ acre for rental units.
- D. Affordable Housing Requirements.
1. For-sale units. Where for sale units are provided, a minimum of 20 percent of the total number of units shall be affordable to low-and moderate-income households, with at least 50 percent of the affordable units available for households earning 30 percent or less of the applicable median income limit and 13 percent of the affordable units available for households earning 30 percent or less of the applicable median income limit. For the purpose of this Section fractional results shall be rounded to the nearest whole number (e.g., 2.4 would equal a requirement for 2 affordable units while 2.5 would result in a requirement for 3 affordable units).
 2. For-rent units. Where rental units are provided, a minimum of 25 percent of the total number of units shall be affordable to low-and moderate-income households, with at least 50 percent of the affordable units available for households earning 30 percent or less of the applicable median income limit and 13 percent of the affordable units available for households earning 30 percent or less of the applicable median income limit. For the purpose of this Section fractional results shall be rounded to the nearest whole number (e.g., 2.4 would equal a requirement for 2 affordable units while 2.5 would result in a requirement for 3 affordable units).
 3. The low- and moderate-income units shall be distributed throughout the development, not concentrated in any one building.
 4. Section 28-1000 Affordable Housing Ordinance provisions shall apply.

E. Maximum Building Height.

1. No principal building shall exceed thirty-five (35) feet in height and two and one-half (2-1/2) stories.
2. No accessory building located within the principal building envelope shall exceed twenty-five (25) feet in height and two (2) stories.
3. No accessory building located outside the principal building envelope shall exceed fifteen (15) feet in height and one (1) story.

F. Area and Yard Requirements for the S-W District.

<i>Principal Building</i>	Requirement
Minimum	
Lot Area	10,000 s.f.
Lot Frontage	100'
Lot Width	100'
<i>Principal Building</i>	
Lot Depth	75'
Front Yard	30'
Side Yard - On (Both)	5' (15')
Rear Yard	25'
<i>Accessory Building</i>	
Minimum	
Distance to Side Line	5'
Distance to Rear Line	10'
Distance to Other Building	20'
Maximum	
Building Coverage	30%
Lot Coverage	70%

G. General Requirements

1. Unless otherwise specifically approved by the Board as part of a site plan application, no merchandise,

product, equipment or similar material or objects shall be displayed or stored outside. Where merchandise, products, equipment or similar material or objects are approved by the Board to be displayed or stored outside, the materials shall be suitably screened to be obscured from view from adjacent residential uses and must be situated within the property lines of the principal use.

2. All areas not utilized for buildings, parking, loading, access aisles and driveways or pedestrian walkways shall be suitably landscaped with shrubs, ground cover, seeding or plantings and maintained in good condition.
3. All buildings shall be compatibly designed whether constructed all at one (1) time or in stages over a period of time. All building walls facing any street or residential use or district shall be suitably finished for aesthetic purposes and shall be compatible in design and scale to the surrounding residential areas.
4. At least the first five (5) feet adjacent to any lot line shall not be used for parking and loading and shall be planted and maintained in lawn areas or ground cover and landscaped with evergreen shrubbery.

H. Off-Street Parking and Loading. Parking spaces and loading areas shall be provided for each use in accordance with the requirements of Section 28-503 and the design standards in Article 28-600.

Section 4: If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to such section, paragraph, subdivision, clause or provision and the remainder of this Ordinance shall be deemed valid and effective.

Section 5: In the event of any inconsistencies between the provisions of this Ordinance and any prior ordinance of the Borough of Watchung, the provisions hereof shall be determined to govern. All other parts, portions and provisions of the Land Development Ordinance of the Borough of Watchung are hereby ratified and confirmed, except where inconsistent with the terms hereof.

Section 6: The Borough Clerk is directed to give notice at least ten days prior to a hearing on the adoption of this ordinance to the Somerset County Planning Board and to all other persons entitled thereto

pursuant to N.J.S.A. 40:55D-15, and to the owners of all real property as shown on the current tax duplicates located within the district.

Notice shall also be given by (1) serving a copy on the property owner as shown on the current tax duplicate, or his agent in charge of the property, or (2) mailing a copy by certified mail and regular mail to the property owner at his or her address as shown on the current tax duplicate. Notice to a partnership owner may be made by service upon any partner. Notice to a corporate owner may be made by service upon its president, a vice president, secretary or other person authorized by appointment or by law to accept service on behalf of the corporation. Notice to a condominium association, horizontal property regime, community trust or homeowners' association, because of its ownership of common elements or areas within the district which is the subject of the hearing, may be made in the same manner as to a corporation, in addition to notice to unit owners, co-owners, or homeowners on account of such common elements or areas.

The Borough Clerk shall execute affidavits of proof of service of the notices required by this section, and shall keep the affidavits on file along with the proof of publication of the notice of the required public hearing on the proposed zoning ordinance change.

Section 7: After introduction, the Borough Clerk is hereby directed to submit a copy of the with ordinance to the Planning Board of the Borough of Watchung for its review in accordance with N.J.S.A. 40:55D-26 and N.J.S.A. 40:55D-64. The Planning Board is directed to make and transmit to the Borough Council, within 35 days after referral, a report including identification of any provisions in the proposed ordinance which are inconsistent with the master plan and recommendations concerning any inconsistencies and any other matter as the Board deems appropriate.

Section 8: This ordinance shall take effect immediately upon (1) adoption; (2) publication in accordance with the laws of the State of New Jersey; and (3) filing of the final form of adopted ordinance by the Clerk with the Somerset County Planning Board pursuant to N.J.S.A. 40:55D-16 and shall be transmitted to the Borough Tax Assessor as required by N.J.S.A. 40:49-2.1.

INTRODUCED BY:
PASSED:
PUBLISHED:
ADOPTED:

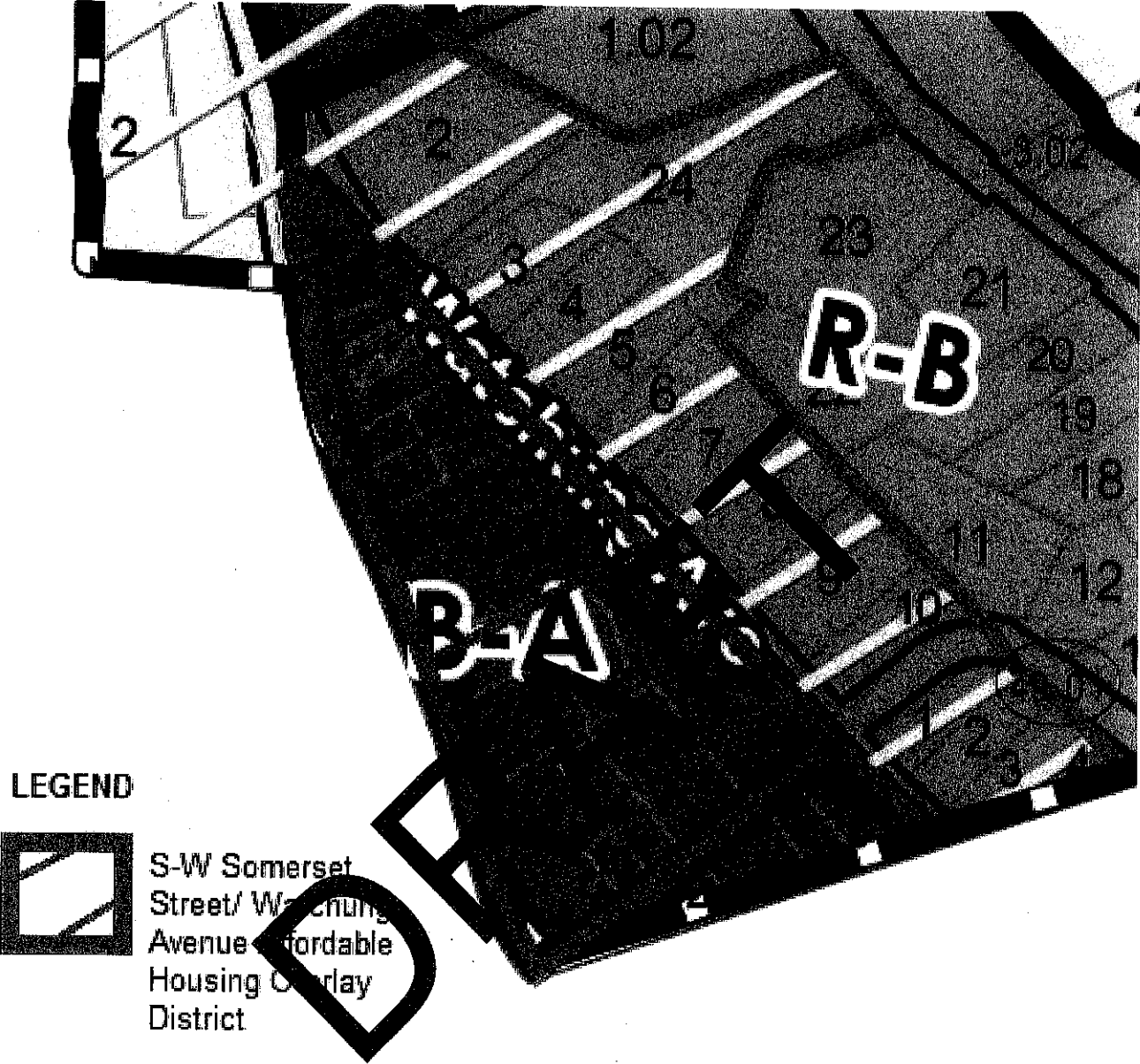
ATTEST:

Michelle DeRocco, Borough Clerk

Keith S. Balla, Mayor

DRAFT

Appendix A: Zoning Map Amendment



RESOLUTION

BE IT RESOLVED that the Ordinance OR:19/10 entitled "AN ORDINANCE OF THE BOROUGH OF WATCHUNG, COUNTY OF SOMERSET, STATE OF NEW JERSEY, REPEALING A PORTION OF SECTION 28-301, TITLED "ZONING DISTRICTS", SECTION 28-302, TITLED "ZONING MAP", AS EACH APPLIES TO THE "O-C' OFFICE BUSINESS/ CONFERENCE CENTER OVERLAY DISTRICT" AND REPEALING SECTION 28-410, TITLED "O-C' BUSINESS/ CONFERENCE CENTER OVERLAY DISTRICT" OF THE LAND DEVELOPMENT ORDINANCE OF THE BOROUGH" having been adopted on first reading.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Watchung that the Borough Clerk is hereby directed to publish notice of said ordinance, along with notice of Public Hearing to be held on June 6, 2019 at a meeting beginning at 7:30 P.M. in the Municipal Building, 15 Mountain Boulevard, Watchung, New Jersey.

DRAFT

Council

Keith S. Balla, Mayor

Date: May 16, 2019
Index: Code, Planning Bd.
C: M. DeRocco, T. Schaefer

BOROUGH OF WATCHUNG

ORDINANCE NO. OR:19/10

AN ORDINANCE OF THE BOROUGH OF WATCHUNG, COUNTY OF SOMERSET, STATE OF NEW JERSEY, REPEALING A PORTION OF SECTION 28-301, TITLED "ZONING DISTRICTS", SECTION 28-302, TITLED "ZONING MAP", AS EACH APPLIES TO THE "'O-C' OFFICE BUSINESS/ CONFERENCE CENTER OVERLAY DISTRICT" AND REPEALING SECTION 28-410, TITLED "'O-C' BUSINESS/ CONFERENCE CENTER OVERLAY DISTRICT" OF THE LAND DEVELOPMENT ORDINANCE OF THE BOROUGH

BE IT ORDAINED, by the Mayor and Council of the Borough of Watchung, in the County of Somerset and State of New Jersey that the Borough Land Development Ordinance is amended as follows:

Section 1: Section 28-301, titled "Zoning Districts", is amended to remove reference to the "'O-C' Office Business/ Conference Center Overlay District".

Section 2: Section 28-302, titled "Zoning Map", is be amended to repeal the "O-C" Office Business/ Conference Center Overlay District in its entirety. Specifically, the legend shall be revised to remove reference to the "O-C" Office Business/ Conference Center Overlay District and the "O-C" Office Business/ Conference Center Overlay District zoning designation shall be removed from the following Lots: entirety of Block 76.01 (i.e., Lots 1, 2, 3, 4, 5, 6, 7, 8, 9.01, 10.02, 10, 11, 12.01, 12.02, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24.01, 24.02, 25, 26, 27, 28 and 29 in Block 76.01) and Lots 4, 5, 6, 7, 8 and 9 in Block 78.01, as depicted on the map in Appendix A.

Section 3: Section 28-410, titled "'O-C' Office Business/ Conference Center Overlay District", is hereby repealed in its entirety.

Section 4: If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to such section, paragraph, subdivision, clause or provision and the remainder of this Ordinance shall be deemed valid and effective.

Section 5: In the event of any inconsistencies between the provisions of this Ordinance and any prior ordinance of the Borough of Watchung, the provisions hereof shall be determined to govern. All other parts, portions and provisions of the Land Development Ordinance of the Borough of Watchung

are hereby ratified and confirmed, except where inconsistent with the terms hereof.

Section 6: The Borough Clerk is directed to give notice at least ten days prior to a hearing on the adoption of this ordinance to the Somerset County Planning Board and to all other persons entitled thereto pursuant to N.J.S.A. 40:55D-15, and to the owners of all real property as shown on the current tax duplicates located within the district.

Notice shall also be given by (1) serving a copy on the property owner as shown on the current tax duplicate, or his agent in charge of the property, or (2) mailing a copy by certified mail and regular mail to the property owner at his or her address as shown on the current tax duplicate. Notice to a partnership owner may be made by service upon any partner. Notice to a corporate owner may be made by service upon its president, a vice president, secretary or other person authorized by appointment or by law to accept service on behalf of the corporation. Notice to a condominium association, horizontal property regime, community trust or homeowners' association, because of its ownership of common elements or areas within the district which is the subject of the hearing, may be made in the same manner as to a corporation, in addition to notice to unit owners, co-owners, or homeowners on account of such common elements or areas.

The Borough Clerk shall execute affidavits of proof of service of the notices required by this section, and shall keep the affidavits on file along with the proof of publication of the notice of the required public hearing on the proposed zoning ordinance change.

Section 7: After introduction, the Borough Clerk is hereby directed to submit a copy of the within Ordinance to the Planning Board of the Borough of Watchung for its review in accordance with N.J.S.A. 40:55D-26 and N.J.S.A. 40:55D-64. The Planning Board is directed to make and transmit to the Borough Council, within 35 days after referral, a report including identification of any provisions in the proposed ordinance which are inconsistent with the master plan and recommendations concerning any inconsistencies and any other matter as the Board deems appropriate.

Section 8: This ordinance shall take effect immediately upon (1) adoption; (2) publication in accordance with the laws of the State of New Jersey; and (3) filing of the final form of adopted ordinance by the Clerk with the Somerset County Planning Board pursuant to N.J.S.A. 40:55D-16 and shall be transmitted to the Borough Tax Assessor as required by N.J.S.A. 40:49-2.1.

INTRODUCED BY:
PASSED:
PUBLISHED:
ADOPTED:

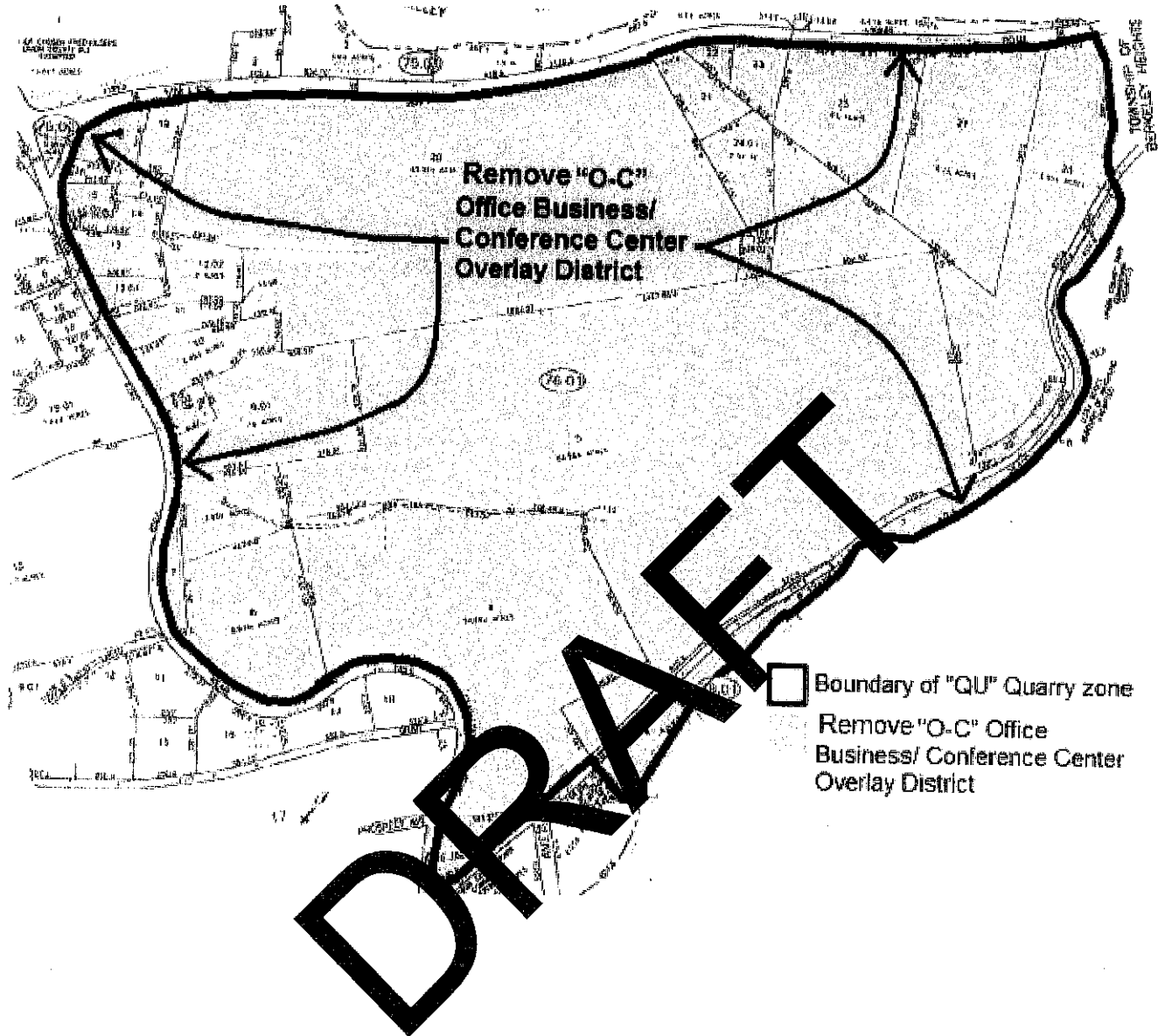
ATTEST:

Michelle DeRocco, Borough Clerk

Keith S. Balla, Mayor

DRAFT

Appendix A: Zoning Map Amendment



RESOLUTION

BE IT RESOLVED that the Ordinance OR:19/11 entitled "AN ORDINANCE OF THE BOROUGH OF WATCHUNG, COUNTY OF SOMERSET, STATE OF NEW JERSEY, REPEALING ARTICLE 28-1000, TITLED "AFFORDABLE HOUSING", OF THE LAND DEVELOPMENT ORDINANCE OF THE BOROUGH, AND REPLACING WITH A NEW ARTICLE 28-1000, TITLED "AFFORDABLE HOUSING", AND REPEALING SECTION 28-402Z, TITLED "AFFORDABLE HOUSING GROWTH SHARE" having been adopted on first reading.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Watchung that the Borough Clerk is hereby directed to publish notice of said ordinance, along with notice of Public Hearing to be held on June 6, 2019 at a meeting beginning at 7:30 P.M. in the Municipal Building, 15 Mountain Boulevard, Watchung, New Jersey.

DRAFT

Council

Keith S. Balla, Mayor

Date: May 16, 2019
Index: Code, Pl. Board

C: M. Shiffman, T. Schaefer

**BOROUGH OF WATCHUNG
ORDINANCE NO. 19/11**

AN ORDINANCE OF THE BOROUGH OF WATCHUNG, COUNTY OF SOMERSET, STATE OF NEW JERSEY, REPEALING ARTICLE 28-1000, TITLED "AFFORDABLE HOUSING", OF THE LAND DEVELOPMENT ORDINANCE OF THE BOROUGH, AND REPLACING WITH A NEW ARTICLE 28-1000, TITLED "AFFORDABLE HOUSING", AND REPEALING SECTION 28-402Z, TITLED "AFFORDABLE HOUSING GROWTH SHARE"

BE IT ORDAINED, by the Mayor and Council of the Borough of Watchung, in the County of Somerset and State of New Jersey, that the Borough Land Development Ordinance is amended as follows:

Section 1. Article 28-1000, titled "Affordable Housing", of the Land Development Ordinance of the Borough is hereby repealed and replaced with a new Article 28-1000, titled "Affordable Housing" as follows:

Article 28-1000: AFFORDABLE HOUSING

28-1001. PURPOSE AND GENERAL REQUIREMENTS

A. Purpose.

1. This Section is intended to assure that very-low, low-, and moderate-income units ("affordable units") are created with controls on affordability and that very-low, low-, and moderate-income households shall occupy these units. This Section shall apply except where inconsistent with applicable law.
2. The Borough of Watchung entered into a Settlement Agreement between the Borough and Fair Share Housing Center ("FSHC") on June 7, 2018 (hereinafter "FSHC Settlement Agreement"), and the Superior Court Order on Fairness and Preliminary Compliance Hearing, preliminarily approving the FSHC Settlement Agreement, was entered by the Court on September 19, 2018 after a properly noticed Fairness Hearing. The FSHC Settlement Agreement describes how the Borough of Watchung shall address its fair share of very-low, low-, and moderate-income housing which will be documented in the Borough of Watchung Housing Element and Fair Share Plan ("HEFSP") itself.
3. The Borough of Watchung shall track the status of the implementation of the Fair Share Plan.

B. Monitoring and Reporting Requirements.

The Borough of Watchung shall comply with the following monitoring and reporting requirements regarding the status of the implementation of its FSHC Settlement Agreement.

- DRAFT**
1. Beginning one year after the entry of the Borough's Round 3 Judgment of Compliance and Repose, and on every anniversary of that date through 2025, the Borough shall provide an annual report of its Affordable Housing Trust Fund activity to the New Jersey Department of Community Affairs ("NJDCA"), Council on Affordable Housing ("COAH"), or New Jersey Local Government Services ("NJLGS"), or other entity designated by the State of New Jersey, with a copy provided to FSHC and posted on the municipal website, using forms developed for this purpose by the NJDCA, COAH, or NJLGS. The report shall include an accounting of all Affordable Housing Trust Fund activity, including the source and amount of funds collected and the amount and purpose for which any funds have been expended. Such reporting shall include an accounting of development fees collected from residential and non-residential developers, payments in lieu of constructing affordable units on site (if permitted by Ordinance or by Agreement with the Borough), funds from the sale of units with extinguished controls, barrier free escrow funds, rental income from Borough owned affordable housing units, repayments from affordable housing program loans, and any other funds collected in connection with Watchung's affordable housing programs, as well as an accounting of the expenditures of revenues and implementation of the Spending Plan approved by the Court.
 2. Beginning one year after the entry of the Borough's Round 3 Judgment of Compliance and Repose, and on every anniversary of that date through 2025, the Borough agrees to provide an annual report of the status of all affordable housing activity within the municipality through posting on the municipal website with a copy of such posting provided to FSHC, using forms previously developed for this purpose by COAH or any other forms endorsed by the Superior Court Appointed Special Master and FSHC.
 3. The Fair Housing Act includes two provisions regarding action to be taken by the Borough during its ten (10) year repose period. The Borough will comply with those provisions as follows:
 - a. For the midpoint realistic opportunity review due on July 1, 2020, as required pursuant to N.J.S.A. 52:27D-313, the Borough will post on its municipal website, with a copy provided to FSHC, a status report as to its implementation of its HEFSP and an analysis of whether any unbuilt sites or unfulfilled mechanisms continue to present a realistic opportunity and whether the mechanisms to meet unmet need should be revised or supplemented. Such posting shall invite any interested party to submit comments to the Borough, with a copy to FSHC, regarding whether any sites no longer present a realistic opportunity and should be replaced and whether the mechanisms to meet unmet need should be revised or supplemented. Any interested party may by motion request a hearing before the Superior Court regarding these issues.

- b. For the review of very-low-income housing requirements required by N.J.S.A. 52:27D-329.1, within thirty (30) days of the third anniversary of the entry of the Borough's Judgment of Compliance and Repose, and every third year thereafter, the Borough will post on its municipal website, with a copy provided to FSHC, a status report as to its satisfaction of its very-low-income requirements, including the family very-low-income requirements referenced herein. Such posting shall invite any interested party to submit comments to the Borough and FSHC on the issue of whether the Borough has complied with its very-low-income housing obligation under the terms of this settlement.
- c. In addition to the foregoing postings, the Borough may also elect to file copies of its reports with COAH or its successor agency at the State level.

28-1002. DEFINITIONS.

The following terms when used in this Section shall have the meanings given in this Section:

"Act" means the Fair Housing Act of 1985, P.L. 1985, c. 222 (N.J.S.A. 52:27D-301 et seq.) as has been subsequently amended.

"Accessory Apartment" shall mean a self-contained residential dwelling unit with a kitchen, sanitary facilities, sleeping quarters and a private entrance, which is created within an existing home, or through the conversion of an existing accessory structure on the same site, or by an addition to an existing home or accessory building, or by the construction of a new accessory structure on the same site.

"Adaptable" means constructed in compliance with the technical design standards of the Barrier Free Subcode, N.J.A.C. 5:23-7.

"Administrative agent" means the entity designated by the Borough responsible for the administration of affordable units in accordance with this ordinance, applicable COAH regulations and the Uniform Housing Affordability Controls (UHAC) (N.J.A.C. 5:80-26.1 et seq.)

"Affirmative marketing" means a regional marketing strategy designed to attract buyers and/or renters of affordable units pursuant to N.J.A.C. 5:80-26.15.

"Affordability average" means the average percentage of median income at which restricted units in an affordable housing development are affordable to low- and moderate-income households.

"Affordable" means a sales price or rent within the means of a very low-, low or moderate-income household as defined by COAH in its applicable regulations or an equivalent controlling New Jersey state agency; in the case of an ownership unit, that the sales price for the unit conforms

to the standards set forth in N.J.A.C. 5:80-26.6, as may be amended and supplemented, and, in the case of a rental unit, that the rent for the unit conforms to the standards set forth in N.J.A.C. 5:80-26.12, as may be amended and supplemented.

"Affordable development" means a housing development in which all or a portion of which consists of restricted units.

"Affordable housing development" means a development included in or pursuant to the Borough's Fair Share Plan or otherwise intended to address the Borough's current or future fair share obligation, and includes, but is not limited to, an inclusionary development, a municipal construction project or a 100 percent affordable development.

"Affordable housing program(s)" means any mechanism in the Borough's Fair Share Plan prepared or implemented to address the Borough's fair share obligation.

"Affordable unit" means a housing unit proposed or created pursuant to the Act, credited pursuant to applicable COAH regulations, the FSHC Settlement Agreement, or an order of the Superior Court.

"Agency" means the New Jersey Housing and Mortgage Finance Agency established by P.L. 1983, c. 530 (N.J.A.C. 55:27K-1, et seq.).

"Age-restricted unit" means a housing unit designed to meet the needs of, and exclusively for, the residents of an age-restricted segment of the population where the head of household is a minimum age of either 62 years, or 55 years and meets the provisions of the 42 U.S.C. § 3601 et seq., except that due to death, a remaining spouse of less than 55 years of age shall be permitted to continue to reside.

"Alternative living arrangement" means a structure in which households live in distinct bedrooms, but share kitchen and plumbing facilities, central heat and common areas. Alternative living arrangements include, but are not limited to: transitional facilities for the homeless; Class A, B, C, D, and E boarding homes as regulated by the State of New Jersey Department of Community Affairs; residential health care facilities as regulated by the New Jersey Department of Health; group homes for the developmentally disabled and mentally ill as licensed and/or regulated by the New Jersey Department of Human Services; and congregate living arrangements.

"Assisted living residence" means a facility licensed by the New Jersey Department of Health and Senior Services to provide apartment-style housing and congregate dining and to assure that assisted living services are available when needed for four or more adult persons unrelated to the proprietor and that offers units containing, at a minimum, one unfurnished room, a private bathroom, a kitchenette and a lockable door on the unit entrance.

"Certified household" means a household that has been certified by an Administrative Agent as a very-low-income household, low-income household or moderate-income household.

"COAH" means the New Jersey Council on Affordable Housing and/or its successors and assigned pursuant to applicable laws.

"The Department" means the Department of Community Affairs of the State of New Jersey, that was established under the New Jersey Fair Housing Act (N.J.S.A. 52:27D-301 et seq.).

"DCA" means the State of New Jersey Department of Community Affairs.

"Deficient housing unit" means a housing unit with health and safety code violations that require the repair or replacement of a major system.

"Developer" means any person, partnership, association, company or corporation that is the legal or beneficial owner or owners of a lot or any land proposed to be included in a proposed development including the holder of an option to contract or purchase, or other person having an enforceable proprietary interest in such land.

"Development" means the division of a parcel of land into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any use or change in the use of any building or other structure, or of any mining, excavation or landfill, and any use or change in the use of any building or other structure, or land or extension of use of land, for which permission may be required pursuant to N.J.S.A. 40:55D-1 et seq.

"Inclusionary development" means a development containing both affordable units and market-rate units. This term includes, but is not necessarily limited to: new construction, the conversion of a non-residential structure to residential and the creation of new affordable units through the reconstruction of a vacant residential structure.

"Low-income household" means a household with a total gross annual household income equal to 50 percent or less of the median household income.

"Low-income unit" means a restricted unit that is affordable to a low-income household.

"Major system" means the primary structural, mechanical, plumbing, electrical, fire protection, or occupant service components of a building, which include but are not limited to, weatherization, roofing, plumbing (including wells), heating, electricity, sanitary plumbing (including septic systems), lead paint abatement or load bearing structural systems.

"Market-rate units" means housing not restricted to low- and moderate-income households that may sell or rent at any price.

"Median-income" means the median income by household size for the applicable housing region, as updated annually by COAH or through a court-approved process.

"Moderate-income household" means a household with a total gross annual household income in excess of 50 percent but less than 80 percent of the median household income.

"Moderate-income unit" means a restricted unit that is affordable to a moderate-income household.

"Municipal Housing Liaison" means the employee charged by the governing body with the responsibility for oversight and administration of the affordable housing program for Watchung.

"Non-exempt sale" means any sale or transfer of ownership other than the transfer of ownership between husband and wife; the transfer of ownership between former spouses ordered as a result of a judicial decree of divorce or judicial separation, but not including sales to third parties; the transfer of ownership between family members as a result of inheritance; the transfer of ownership through an executor's deed to a class A beneficiary and the transfer of ownership by court order.

"Random selection process" means a process by which currently income-eligible households are selected for placement in affordable housing units such that no preference is given to one applicant over another except for purposes of matching household income and size with an appropriately priced and sized affordable unit (e.g., by lottery).

"Regional asset limit" means the maximum housing value in each housing region affordable to a four-person household with an income at 80 percent of the regional median as defined by the Department's adopted Regional Income Limits published annually by COAH, a successor entity or established by the Court.

"Rehabilitation" means the repair, renovation, alteration or reconstruction of any building or structure, pursuant to the Rehabilitation Subcode, N.J.A.C. 5:23-6.

"Rent" means the gross monthly cost of a rental unit to the tenant, including the rent paid to the landlord, as well as an allowance for tenant-paid utilities computed in accordance with allowances published by DCA for its Section 8 program. In assisted living residences, rent does not include charges for food and services.

"Restricted unit" means a dwelling unit, whether a rental unit or ownership unit, that is subject to the affordability controls of N.J.A.C. 5:80-26.1, as may be amended and supplemented.

"UHAC" means the Uniform Housing Affordability Controls set forth in N.J.A.C. 5:80-26.1 et seq.

"Very-low-income household" means a household with a total gross annual household income equal to 30 percent or less of the median household income.

"Very-low-income unit" means a restricted unit that is affordable to a very low-income household.

"Weatherization" means building insulation (for attic, exterior walls and crawl space), siding to improve energy efficiency, replacement storm windows, replacement storm doors, replacement windows and replacement doors, and is considered a major system for rehabilitation.

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28-1003. APPLICABILITY.

- A. The provisions of this Section shall apply to all affordable housing developments and affordable housing units that currently exist and that are proposed to be created within the Borough of Watchung pursuant to the Borough's most recently adopted HEFSP.
- B. This Section shall apply to all developments that contain very low, low-and moderate-income housing units, including any currently unanticipated future developments that will provide affordable housing units.
- C. In addition, any property in the Borough of Watchung that is currently zoned for nonresidential uses and that is subsequently rezoned for residential purposes or receives a zoning change or a use variance to permit residential development, or receives a zoning change or a density variance to permit higher density residential development in accordance with Section 28-401.AB.

28-1004. REHABILITATION PROGRAMS.

- A. The Borough of Watchung and FSHC have agreed that the Borough's Round 3 (1999-2025) indigenous need Rehabilitation Obligation is four (4) units, as adjusted through the FSHC Settlement Agreement. The Borough will address its Round 3 Rehabilitation Obligation via continuation of the Borough Rehabilitation Program. The rehabilitation program will update and renovate deficient housing units occupied by low- and moderate-income households such that, after rehabilitation, these units will comply with the New Jersey State Housing Code pursuant to N.J.A.C. 5:28. The Borough Rehabilitation Program shall be operated in accordance with the Borough's Rehabilitation Manual.
 1. All rehabilitated rental and owner-occupied units shall remain affordable to low- and moderate-income households for a period of at least ten (10) years (the control period). For owner-occupied units, the control period will be enforced with a lien and for renter occupied units the control period will be enforced with a deed restriction.
 2. The Borough of Watchung shall dedicate an average of at least ten thousand dollars (\$10,000) for each unit to be rehabilitated through this program, reflecting the minimum hard cost of rehabilitation for each unit.
 3. Units in the rehabilitation programs shall be administered in accordance with the Borough Rehabilitation Manual, and the following:
 - a. If a unit is vacant, upon initial rental subsequent to rehabilitation, or if a renter-occupied unit is re-rented prior to the end of controls on affordability, the deed

restriction shall require the unit to be rented to an income eligible household at an affordable rent and affirmatively marketed pursuant to N.J.A.C. 5:93-9 and UHAC.

- b. If a unit is renter-occupied, upon completion of the rehabilitation, the maximum rate of rent shall be the lesser of the current rent or the maximum permitted rent pursuant to N.J.A.C. 5:93-9 and UHAC.
- c. Rents in rehabilitated units may increase annually based on the standards in N.J.A.C. 5:93-9 or the standards set forth in this ordinance at Section 28-1007(H).
- d. Applicant and/or tenant households shall be certified as income-eligible in accordance with N.J.A.C. 5:93-9 and UHAC, except that households in owner occupied units shall be exempt from the regional asset limit.

28-1005. ALTERNATIVE LIVING ARRANGEMENTS

- A. The administration of an alternative living arrangement shall be in compliance with N.J.A.C. 5:93-5.8 and UHAC, with the following exceptions:
 - 1. Affirmative marketing (N.J.A.C. 5:80-26.15), provided, however, that the units or bedrooms may be affirmatively marketed by the provider in accordance with an alternative plan approved by the Superior Court;
 - 2. Affordability, size and bedroom distribution (N.J.A.C. 5:80-26.3).
- B. With the exception of units established with capital funding through a twenty (20) year operating contract with the Department of Human Services, Division of Developmental Disabilities, alternative living arrangements shall have at least thirty (30) year controls on affordability in accordance with UHAC, unless an alternative commitment is approved by the Superior Court.
- C. The service provider for the alternative living arrangement shall act as the Administrative Agent for the purposes of administering the affirmative marketing and affordability requirements for the alternative living arrangement.

28-1006. PHASING SCHEDULE FOR INCLUSIONARY DEVELOPMENTS.

In inclusionary developments the following schedule shall be followed:

Maximum Percentage of Market-Rate Units Completed	Minimum Percentage of Very Low, Low and Moderate-Income Units Completed
25	0
25+1	10
50	50
75	75
90	100
100	-

28-1007. NEW CONSTRUCTION.

A. Low/Moderate Split and Bedroom Distribution of Affordable Housing Units:

1. The fair share obligation shall be divided equally between low- and moderate-income units, except that where there is an odd number of affordable housing units, the extra unit shall be a low-income unit. At least thirteen percent (13%) of all restricted rental units shall be very-low-income units (affordable to a household earning thirty percent (30%) or less of regional median income). The very-low-income units shall be counted as part of the required number of low-income units within the development. At least twenty-five percent (25%) of the obligation shall be met through rental units, including at least half in rental units available to families. At least fifty percent (50%) of the very-low-income units must be available to families. A maximum of 25 percent (25%) may be age restricted.
2. In each affordable development, at least fifty percent (50%) of the restricted units within each bedroom distribution shall be very-low or low-income units.
3. Affordable developments that are not age-restricted shall be structured in conjunction with realistic market demands such that:
 - a. The combined number of efficiency and one (1) bedroom units shall be at least ten percent and no greater than twenty percent (20%) of the total affordable units;
 - b. At least thirty percent (30%) of all affordable units shall be two (2) bedroom units;
 - c. At least twenty percent (20%) of all affordable units shall be three (3) bedroom units; and

d. The remaining units may be allocated among two (2) bedroom units only.

4. Affordable developments that are age-restricted shall be structured such that the number of bedrooms shall equal the number of age-restricted very low-, low- and moderate-income units within the inclusionary development. This standard may be met by having all one (1) bedroom units or by having a two (2) bedroom unit for each efficiency unit.

B. Accessibility Requirements:

1. The first floor of all restricted townhouse dwelling units and all restricted units in all other multistory buildings shall be subject to the technical design standards of the Barrier Free Subcode (N.J.A.C. 5:23-7).
2. All restricted townhouse dwelling units and all restricted units in other multistory buildings in which a restricted dwelling unit is attached to at least one (1) other dwelling unit shall have the following features:
 - a. An adaptable toilet and bathing facility on the first floor; and
 - b. An adaptable kitchen on the first floor; and
 - c. An interior accessible route of travel on the first floor; and
 - d. An adaptable room that can be used as a bedroom, with a door or the ceiling for the installation of a door, on the first floor; and
 - e. If all of the foregoing requirements in paragraphs B.2.a. through B.2.d. above cannot be satisfied, then an interior accessible route of travel must be provided between stories within an individual unit, but if all of the terms of paragraphs B.2.a through B.2.d. above have been satisfied, then an interior accessible route of travel shall not be required between stories within an individual unit; and
 - f. An accessible entranceway as set forth at P.L. 2005, c. 350 (N.J.S.A. 52:27D-311a, et seq.) and the Barrier Free Subcode (N.J.A.C. 5:23-7), or evidence that Watchung has collected funds from the developer sufficient to make ten percent (10%) of the adaptable entrances in the development accessible:
 - (1) Where a unit has been constructed with an adaptable entrance, upon the request of a person with disabilities who is purchasing or will reside in the dwelling unit, an accessible entrance shall be installed.

- (2) To this end, the builder of restricted units shall deposit funds into the Borough of Watchung's Affordable Housing Trust Fund sufficient to install accessible entrances in ten percent (10%) of the affordable units that have been constructed with adaptable entrances.
- (3) The funds deposited under Paragraph 2(f) above shall be used by the Borough of Watchung for the sole purpose of making the adaptable entrance of an affordable unit accessible when requested to do so by a person with a disability who occupies or intends to occupy the unit and requires an accessible entrance.
- (4) The developer of the restricted units shall submit a design plan and cost estimate to the Construction Official of the Borough of Watchung for the conversion of adaptable to accessible entrances.
- (5) Once the Construction Official has determined that the design plan to convert the unit entrances from adaptable to accessible meet the requirements of the Barrier Free Subcode, N.J.A.C. 5:23-7, and that the cost estimate of such conversion is reasonable, payment shall be made to the Borough's Affordable Housing Trust Fund in care of the Borough Chief Financial Officer who shall ensure that the funds are deposited into the Affordable Housing Trust Fund and appropriately earmarked.
- g. Full compliance with the foregoing provisions shall not be required if an entity can demonstrate that it is "site impracticable" to meet the requirements. Determinations of site impracticability shall be in compliance with the Barrier Free Subcode (N.J.A.C. 5:23-7).

C. Design:

1. In inclusionary developments, very-low, low-, and moderate-income units shall be integrated with the market units to the extent possible.
2. In inclusionary developments, very-low, low-, and moderate-income units shall have access to all of the same common elements and facilities as the market units.

D. Maximum Rents and Sales Prices:

1. In establishing rents and sales prices of affordable housing units, the Administrative Agent shall follow the procedures set forth in UHAC, utilizing the most recently published regional weighted average of the uncapped Section 8 income limits published by HUD.

2. The maximum rent for restricted rental units within each affordable development shall be affordable to households earning no more than sixty percent (60%) of median income, and the average rent for restricted rental units shall be affordable to households earning no more than fifty-two percent (52%) of median income.
3. The developers and/or municipal sponsors of restricted rental units shall establish at least one (1) rent for each bedroom type for very low-, low-income and moderate-income units, provided that at least thirteen percent (13%) of all low- and moderate-income rental units shall be affordable to very-low-income households, which very-low-income units shall be part of the low-income requirement.
4. The maximum sales price of restricted ownership units within each affordable development shall be affordable to households earning no more than seventy percent (70%) of median income, and each affordable development must achieve an affordability average of fifty-five percent (55%) for restricted ownership units; in achieving this affordability average, moderate-income ownership units must be available for at least three (3) different sales prices for each bedroom type, and low-income ownership units must be available for at least two (2) different sales prices for each bedroom type.
5. In determining the initial sales prices and rent levels for compliance with the affordability average requirements for restricted units other than assisted living facilities and age-restricted developments, the following standards shall be used:
- a. A studio shall be affordable to a one (1) person household;
 - b. A one (1) bedroom unit shall be affordable to a one and one-half (1.5) person household;
 - c. A two (2) bedroom unit shall be affordable to a three (3) person household;
 - d. A three (3) bedroom unit shall be affordable to a four and one-half (4.5) person household; and
- E. In determining the initial sales prices and rents for compliance with the affordability average requirements for restricted units in assisted living facilities and age-restricted developments, the following standards shall be used:
- 1. A studio shall be affordable to a one (1) person household;

2. A one (1) bedroom unit shall be affordable to a one and one-half (1.5) person household; and
3. A two (2) bedroom unit shall be affordable to a two (2) person household or to two (2) one (1) person households.
- F. The initial purchase price for all restricted ownership units shall be calculated so that the monthly carrying cost of the unit, including principal and interest (based on a mortgage loan equal to ninety-five percent (95%) of the purchase price and the Federal Reserve H.15 rate of interest), taxes, homeowner and private mortgage insurance and condominium or homeowner association fees do not exceed twenty-eight percent (28%) of the eligible monthly income of the appropriate size household as determined under N.J.A.C. 5:80-26.4, as may be amended and supplemented; provided, however, that the price shall be subject to the affordability average requirement of N.J.A.C. 5:80-26.3, as may be amended and supplemented.
- G. The initial rent for a restricted rental unit shall be calculated so as not to exceed thirty percent (30%) of the eligible monthly income of the appropriate size household, including an allowance for tenant paid utilities, as determined under N.J.A.C. 5:80-26.4, as may be amended and supplemented; provided, however, that the rent shall be subject to the affordability average requirement of N.J.A.C. 5:80-26.3, as may be amended and supplemented.
- H. Income limits for all units that are part of the Borough's HEFSP, and for which income limits are not already established through a federal program, excepted from the UHAC pursuant to N.J.A.C. 5:80-26.1, shall be updated by the Borough annually within sixty (60) days of the publication of determinations of median income by HUD as follows:
1. Regional income limits shall be established for Region 3 based on the median income by household size, which shall be established by a regional weighted average of the uncapped Section 8 income limits published by HUD. To compute this regional income limit, the HUD determination of median County income for a family of four is multiplied by the estimated households within the County according to the most recent decennial Census. The resulting product for each County within the housing region is summed. The sum is divided by the estimated total households from the most recent decennial Census in the municipality's housing region. This quotient represents the regional weighted average of median income for a family of four. The income limit for a moderate-income unit for a household of four shall be 80 percent of the regional weighted average median income for a family of four. The income limit for a low-income unit for a household of four shall be 50 percent of the regional weighted average

median income for a family of four. The income limit for a very low-income units for a household of four shall be 30 percent of the regional weighted average median income for a family of four. These income limits shall be adjusted by household size based on multipliers used by HUD to adjust median income by household size. In no event shall the income limits be less than the previous year.

2. The income limits are the result of applying the percentages set forth in paragraph H.1. above to HUD's determination of median income for the current Fiscal Year and shall be utilized by the Borough until the Borough updates the income limits after HUD has published revised determinations of median income for the next fiscal year.
 3. The Regional Asset Limit used in determining an applicant's eligibility for affordable housing pursuant to N.J.A.C. 5:80-26.16(b)3 shall be calculated by the municipality annually by taking the percentage increase of the income limits calculated pursuant to paragraph H.1. above over the previous year's income limits and applying the same percentage increase to the Regional Asset Limit from the prior year. In no event shall the Regional Asset Limit be less than that for the previous year.
- I. In establishing sale prices and rents of affordable housing units, the Administrative Agent shall follow the procedures set forth in UHAC, utilizing the regional income limits established pursuant to the process set forth above:
1. The resale prices of owner-occupied very-low, low- and moderate-income units may be increased annually based on the percentage increase in the regional median income limit for each housing region determined pursuant to paragraph H above. In no event shall the maximum resale price established by the Administrative Agent be lower than the last recorded purchase price.
 2. The rent levels of very-low, low and moderate-income units may be increased annually based on the permitted percentage increase in the Housing Consumer Price Index for the Northeast Urban Region, upon its publication for the prior calendar year. This increase shall not exceed nine percent in any one year. Rents for units constructed pursuant to low- income housing tax credit regulations shall be indexed pursuant to the regulations governing low- income housing tax credits.

28-1008. UTILITIES.

- A. Affordable units shall utilize the same type of heating source as market units within an inclusionary development.

- B. Tenant-paid utilities included in the utility allowance shall be set forth in the lease and shall be consistent with the utility allowance approved by the NJDCA for its Section 8 program.

28-1009. OCCUPANCY STANDARDS.

In referring certified households to specific restricted units, the Administrative Agent shall, to the extent feasible and without causing an undue delay in the occupancy of a unit, strive to:

- A. Provide an occupant for each bedroom;
- B. Provide children of different sexes with separate bedrooms;
- C. Provide separate bedrooms for parents and children; and
- D. Prevent more than two (2) persons from occupying a single bedroom.

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28-1010. CONTROL PERIODS FOR RESTRICTED OWNERSHIP UNITS AND ENFORCEMENT MECHANISMS.

- A. Control periods for restricted ownership units shall be in accordance with N.J.A.C. 5:80-26.5, as may be amended and supplemented, and each restricted ownership unit shall remain subject to the requirements of this Section for a period of at least thirty (30) years, until Watchung Borough takes action to release the unit from such requirements; prior to such action, a restricted ownership unit must remain subject to the requirements of N.J.A.C. 5:80-26.1, as may be amended and supplemented.
- B. The affordability control period for a restricted ownership unit shall commence on the date the initial certified household takes title to the unit.
- C. Prior to the issuance of the initial certificate of occupancy for a restricted ownership unit and upon each successive sale during the period of restricted ownership, the Administrative Agent, shall determine the restricted price for the unit and shall also determine the non-restricted, fair market value of the unit based on either an appraisal or the unit's equalized assessed value without the restrictions in place.
- D. At the time of the initial sale of the unit, the initial purchaser shall execute and deliver to the Borough's Administrative Agent, a recapture note obligating the purchaser (as well as the purchaser's heirs, successors and assigns) to repay, upon the first non-exempt sale after the unit's release from the restrictions set forth in this Section, an amount equal to the difference between the unit's non-restricted fair market value and its restricted price, and the recapture note shall be secured by a recapture lien evidenced by a duly recorded mortgage on the unit.
- E. The affordability controls set forth in this Section shall remain in effect despite the entry and enforcement of any judgment of foreclosure with respect to restricted ownership units.
- F. A restricted ownership unit shall be required to obtain a Continuing Certificate of Occupancy or a certified statement from the Construction Official stating that the unit meets all Code standards upon the first transfer of title following the removal of the restrictions provided under N.J.A.C. 5:80-26.5(a), as may be amended and supplemented.

28-1011. PRICE RESTRICTIONS FOR RESTRICTED OWNERSHIP UNITS, HOMEOWNER ASSOCIATION FEES AND RESALE PRICES.

Price restrictions for restricted ownership units shall be in accordance with N.J.A.C. 5:80-26.1, as may be amended and supplemented, including:

- A. The initial purchase price for a restricted ownership unit shall be approved by the Borough's Administrative Agent.
- B. The Borough's Administrative Agent shall approve all resale prices, in writing and in advance of the resale, to assure compliance with the foregoing standards.
- C. The master deeds of inclusionary developments shall provide no distinction between the condominium or homeowner association fees and special assessments paid by low- and moderate-income purchasers and those paid by market purchasers, unless the master deed for the inclusionary project was executed prior to the enactment of UHAC.
- D. The owners of restricted ownership units may apply to the Borough's Administrative Agent, to increase the maximum sales price for the unit on the basis of anticipated capital improvements. Eligible capital improvements shall be those that render the unit suitable for a larger household or the addition of a bathroom. See Sec. 28-1014.

28-1012. BUYER INCOME ELIGIBILITY.

- A. Buyer income eligibility for restricted ownership units shall be in accordance with N.J.A.C. 5:80-26.1, as may be amended and supplemented, such that very low-income ownership units shall be reserved for households with a gross household income less than or equal to thirty percent (30%) of median income, low-income ownership units shall be reserved for households with a gross household income less than or equal to fifty percent (50%) of median income and moderate-income ownership units shall be reserved for households with a gross household income less than eighty percent (80%) of median income.
- B. The Administrative Agent shall certify a household as eligible for a restricted ownership unit when the household is a low-income household or a moderate-income household, as applicable to the unit, and the estimated monthly housing cost for the particular unit (including principal, interest, taxes, homeowner and private mortgage insurance and condominium or homeowner association fees, as applicable) does not exceed thirty-three percent (33%) of the household's eligible monthly income.

**28-1013. LIMITATIONS ON INDEBTEDNESS SECURED BY OWNERSHIP UNIT;
SUBORDINATION.**

- A. Prior to incurring any indebtedness to be secured by a restricted ownership unit, the owner shall apply to the Borough's Administrative Agent for a determination in writing that the proposed indebtedness complies with the provisions of this Section, and the Borough's Administrative Agent shall issue such determination prior to the owner incurring such indebtedness.
- B. With the exception of First Purchase Money Mortgages, neither an owner nor a lender shall at any time cause or permit the total indebtedness secured by a restricted ownership unit to exceed ninety-five percent (95%) of the maximum allowable resale price of the unit, as such price is determined by the Borough's Administrative Agent, accordance with N.J.A.C. 5:80-26.6(b).

28-1014. CAPITAL IMPROVEMENTS TO OWNERSHIP UNITS.

- A. The owners of restricted ownership units may apply to the Borough's Administrative Agent, to increase the maximum sales price for the unit on the basis of capital improvements made since the purchase of the unit. Eligible capital improvements shall be those that render the unit suitable for a larger household or that add an additional bathroom. In no event shall the maximum sales price of an improved housing unit exceed the limits of affordability for the larger household.
- B. Upon the resale of a restricted ownership unit, all items of property that are permanently affixed to the unit or were included when the unit was initially restricted (for example, refrigerator, range, washer, dryer, dishwasher, wall-to-wall carpeting) shall be included in the maximum allowable resale price. Other items may be sold to the purchaser at a reasonable price that has been approved by the Borough's Administrative Agent, at the time of the signing of the agreement to purchase. The purchase of central air conditioning installed subsequent to the initial sale of the unit and not included in the base price may be made a condition of the unit resale provided the price, which shall be subject to ten (10) year, straight-line depreciation, has been approved by the Borough's Administrative Agent. Unless otherwise approved by the Borough's Administrative Agent, the purchase of any property other than central air conditioning shall not be made a condition of the unit resale. The owner and the purchaser must personally certify at the time of closing that no unapproved transfer of funds for the purpose of selling and receiving property has taken place at the time of or as a condition of resale.

28-1015. CONTROL PERIODS FOR RESTRICTED RENTAL UNITS.

- A. Control periods for restricted rental units shall be in accordance with N.J.A.C. 5:80-26.11, as may be amended and supplemented, and each restricted rental unit shall remain subject to the requirements of this Section for a period of at least thirty (30) years, until Watchung Borough takes action to release the unit from such requirements. Prior to such action, a restricted rental unit must remain subject to the requirements of N.J.A.C. 5:80-26.1, as may be amended and supplemented.
- B. Deeds of all real property that include restricted rental units shall contain deed restriction language. The deed restriction shall have priority over all mortgages on the property, and the deed restriction shall be filed by the developer or seller with the records office of the County of Somerset. The deed shall also identify each affordable unit by apartment number and/or address and whether that unit is designated as a very low, low or moderate income unit. Neither the unit nor its affordability designation shall change throughout the term of the deed restriction. A copy of the filed document shall be provided to the Borough's Administrative Agent within thirty (30) days of the receipt of a Certificate of Occupancy.
- C. A restricted rental unit shall remain subject to the affordability controls described in this Section despite the occurrence of any of the following events:
1. Sublease or assignment of the lease of the unit;
 2. Sale or other voluntary transfer of the ownership of the unit; or
 3. The entry and enforcement of any judgment of foreclosure on the property containing the unit.
- 28-1016. RENT RESTRICTIONS FOR RENTAL UNITS; LEASES.**

- A. A written lease shall be required for all restricted rental units and tenants shall be responsible for security deposits and the full amount of the rent as stated on the lease. A copy of the current lease for each restricted rental unit shall be provided to the Borough's Administrative Agent.
- B. No additional fees or charges shall be added to the approved rent (except, in the case of units in an assisted living residence, to cover the customary charges for food and services) without the express written approval of the Borough's Administrative Agent.
- C. Application fees (including the charge for any credit check) shall not exceed five percent (5%) of the monthly rent of the applicable restricted unit and shall be payable to the Developer and/or Landlord or to the Borough's Administrative Agent. If the fees are paid to the Borough's Administrative Agent, they are to be

applied to the costs of administering the controls applicable to the unit as set forth in this Section.

- D. No rent control ordinance or other pricing restriction shall be applicable to either the market units or the affordable units in any development in which at least fifteen percent (15%) of the total number of dwelling units are restricted rental units in compliance with this Ordinance.

28-1017. TENANT INCOME ELIGIBILITY.

- A. Tenant income eligibility shall be in accordance with N.J.A.C. 5:80-26.13, as may be amended and supplemented, and shall be determined as follows:

1. Very-low-income rental units shall be reserved for households with a gross household income less than or equal to thirty percent (30%) of the regional median household income by household size.
2. Low-income rental units shall be reserved for households with a gross household income less than or equal to fifty percent (50%) of the regional median household income by household size.
3. Moderate-income rental units shall be reserved for households with a gross household income less than eighty percent (80%) of the regional median household income by household size.

- B. The Borough's Administrative Agent, shall certify a household as eligible for a restricted rental unit when the household is a very low-income household, low-income household or a moderate-income household, as applicable to the unit, and the rent proposed for the unit does not exceed thirty-five percent (35%) (forty percent (40%) for age-restricted units) of the household's eligible monthly income as determined pursuant to N.J.A.C. 5:80-26.16, as may be amended and supplemented; provided, however, that this limit may be exceeded if one or more of the following circumstances exists:

1. The household currently pays more than thirty-five percent (35%) (forty percent (40%) for households eligible for age-restricted units) of its gross household income for rent, and the proposed rent will reduce its housing costs;
2. The household has consistently paid more than thirty-five percent (35%) (forty percent (40%) for households eligible for age-restricted units) of eligible monthly income for rent in the past and has proven its ability to pay;
3. The household is currently in substandard or overcrowded living conditions;

4. The household documents the existence of assets with which the household proposes to supplement the rent payments; or
 5. The household documents reliable anticipated third-party assistance from an outside source such as a family member in a form acceptable to the Administrative Agent and the owner of the unit.
- C. The applicant shall file documentation sufficient to establish the existence of the circumstances in B.1. through B.5. above with the Borough's Administrative Agent, who shall counsel the household on budgeting.

28-1017. MUNICIPAL HOUSING LIAISON.

- A. The position of Municipal Housing Liaison (MHL) for the Borough of Watchung is established by this Section. The Borough shall make the actual appointment of the MHL by means of a resolution.
1. The MHL must be either a full-time or part-time employee of Watchung.
 2. The person appointed as the MHL must be reported to the Superior Court and thereafter posted on the Borough's website.
 3. The MHL shall be duly qualified through a training program provided by the Borough Administrative Agent before assuming the duties of Municipal Housing Liaison.
 4. The Municipal Housing Liaison shall be responsible for oversight and administration of the affordable housing program for the Borough of Watchung, including the following responsibilities which may not be contracted out to the Administrative Agent.
 - a. Serving as the municipality's primary point of contact for all inquiries from the State, affordable housing providers, Administrative Agents and interested households;
 - b. The implementation of the Affirmative Marketing Plan and affordability controls;
 - c. When applicable, supervising any contracting Administrative Agent;
 - d. Monitoring the status of all restricted units in the Borough's Fair Share Plan;
 - e. Compiling, verifying and submitting annual reports as required;

- f. Coordinating meetings with affordable housing providers and Administrative Agents, as applicable; and
 - g. Attending continuing education opportunities on affordability controls, compliance monitoring and affirmative marketing as offered or approved by the Affordable Housing Professionals of New Jersey (AHPNJ), if such continuing education opportunities are made available by COAH or the DCA.
- B. Subject to the approval of the Superior Court, the Borough of Watchung shall designate one (1) or more Administrative Agent(s) to administer and to affirmatively market the affordable units constructed in the Borough in accordance with UHAC and this Section. An Operating Manual for each affordable housing program shall be provided by the Administrative Agent(s), to be adopted by resolution of the governing body and subject to approval of the Court. The Operating Manual(s) shall be available for public inspection in the office of the Borough Clerk, in the office of the Municipal Housing Liaison, and in the office(s) of the Administrative Agent(s). The Municipal Housing Liaison shall supervise the contracting Administrative Agent(s).

28-1018. ADMINISTRATIVE AGENT.

An Administrative Agent may be an independent entity serving under contract to and reporting to the Borough. The fees of the Administrative Agent shall be paid by the owner of the affordable units for which the services of the Administrative Agent are required. The Borough Administrative Agent shall meet and work with any individual Administrative Agents appointed by individual developers. The Administrative Agent(s) shall perform the duties and responsibilities of an Administrative Agent as set forth in UHAC, including those set forth in Sections 80-26.14, 16 and 18 thereof, which includes:

A. Affirmative Marketing:

1. Conducting an outreach process to affirmatively market affordable housing units in accordance with the Affirmative Marketing Plan of the Borough of Watchung and the provisions of N.J.A.C. 5:80-26.15; and
2. Providing counseling or contracting to provide counseling services to low- and moderate-income applicants on subjects such as budgeting, credit issues, mortgage qualification, rental lease requirements, and landlord/tenant law.

B. Household Certification:

1. Soliciting, scheduling, conducting and following up on interviews with interested households;

2. Conducting interviews and obtaining sufficient documentation of gross income and assets upon which to base a determination of income eligibility for a low- or moderate-income unit;
 3. Providing written notification to each applicant as to the determination of eligibility or non-eligibility;
 4. Requiring that all certified applicants for restricted units execute a certificate substantially in the form, as applicable, of either the ownership or rental certificates set forth in Appendices J and K of N.J.A.C. 5:80-26.1 et seq.;
 5. Creating and maintaining a referral list of eligible applicant households living in the housing region and eligible applicant households with members working in the housing region where the units are located;
 6. Employing a random selection process as provided in the Affirmative Marketing Plan of the Borough of Watchung when referring households for certification to affordable units; and
 7. Notifying the following entities of the availability of affordable housing units in the Borough of Watchung: FSHC, the New Jersey State Conference of the NAACP, the Latino Action Network, NORWESCAP, Supportive Housing Network, Central Jersey Housing Resource Center.
- C. Affordability Controls
1. Furnishing to attorneys or closing agents forms of deed restrictions and mortgages for recording at the time of conveyance of title of each restricted unit;
 2. Creating and maintaining a file on each restricted unit for its control period, including the recorded deed with restrictions, recorded mortgage and note, as appropriate;
 3. Ensuring that the removal of the deed restrictions and cancellation of the mortgage note are effectuated and properly filed with the Somerset County Register of Deeds or the Somerset County Clerk's office after the termination of the affordability controls for each restricted unit;
 4. Communicating with lenders regarding foreclosures; and
 5. Ensuring the issuance of Continuing Certificates of Occupancy or certifications pursuant to N.J.A.C. 5:80-26.10.
- D. Resales and Re-rentals:
1. Instituting and maintaining an effective means of communicating information between owners and the Borough's Administrative

Agent regarding the availability of restricted units for resale or re-rental; and

2. Instituting and maintaining an effective means of communicating information to very-low, low and moderate-income households regarding the availability of restricted units for resale or re-rental.

E. Processing Requests from Unit Owners:

1. Reviewing and approving requests for determination from owners of restricted units who wish to take out home equity loans or refinance during the term of their ownership that the amount of indebtedness to be incurred will not violate the terms of this Section;
2. Reviewing and approving requests to increase sales prices from owners of restricted units who wish to make capital improvements to the units that would affect the selling price, such authorizations to be limited to those improvements resulting in additional bedrooms or bathroom and the depreciated cost of central air conditioning systems;
3. Notifying the Borough of an owner's intent to sell a restricted unit; and
4. Making determination on requests by owners of restricted units for hardship waivers.

F. Enforcement:

1. Securing annually from the Borough a list of all affordable housing units for which tax bills are mailed to absentee owners, and notifying all such owners that they must either move back to their unit or sell it;
2. Securing from all developers and sponsors of restricted units, at the earliest point of contact in the processing of the project or development, written acknowledgement of the requirement that no restricted unit can be offered, or in any other way committed, to any person, other than a household duly certified to the unit by the Borough's Administrative Agent.
3. Posting annually, in all rental properties (including two (2) family homes), a notice as to the maximum permitted rent together with the telephone number of the Borough's Administrative Agent, where complaints of excess rent or other charges can be made;
4. Sending annual mailings to all owners of affordable dwelling units, reminding them of the notices and requirements outlined in N.J.A.C. 5:80-26.18(d)4;

5. Establishing a program for diverting unlawful rent payments to the Borough's Affordable Housing Trust Fund; and
6. Creating and publishing a written operating manual for each affordable housing program administered by the Borough's Administrative Agent, to be approved by the Borough Council and the Superior Court, setting forth procedures for administering the affordability controls.

G. Additional Responsibilities:

1. The Administrative Agent shall have the authority to take all actions necessary and appropriate to carry out its responsibilities hereunder.
2. The Administrative Agent shall prepare monitoring reports for submission to the Municipal Housing Liaison in time to meet the Court-approved monitoring and reporting requirements in accordance with the deadlines set forth in the Section.
3. The Borough's Administrative Agent, shall attend continuing education sessions on affordability controls, compliance monitoring, and affirmative marketing at least annually and more often as needed.

28-1019. AFFIRMATIVE MARKETING REQUIREMENTS.

- A. The Borough of Watchung shall adopt by resolution an Affirmative Marketing Plan that is compliant with N.J.A.C 5:80-26.15, as may be amended and supplemented.
- B. The Affirmative Marketing Plan is a regional marketing strategy designed to attract buyers and/or renters of all majority and minority groups, regardless of race, creed, color, national origin, ancestry, marital or familial status, gender, affectional or sexual orientation, disability, age or number of children to housing units which are being marketed by a developer, sponsor or owner of affordable housing. The Affirmative Marketing Plan is intended to target those potentially eligible persons who are least likely to apply for affordable units in that region. It is a continuing program that directs marketing activities toward Housing Region 3 and is required to be followed throughout the period of restriction.
- C. The Affirmative Marketing Plan shall provide a regional preference for all households that live and/or work in Housing Region 3, comprised of Hunterdon, Middlesex and Somerset Counties.

- D. The Borough has the ultimate responsibility for adopting the Affirmative Marketing Plan and for the proper administration of the Affirmative Marketing Program, including initial sales and rentals and re-sales and re-rentals. The Borough's Administrative Agent designated by the Borough of Watchung, shall implement the Affirmative Marketing Plan to assure the affirmative marketing of all affordable units.
- E. In implementing the Affirmative Marketing Plan, the Borough's Administrative Agent, shall provide a list of counseling services to very-low, low, and moderate-income applicants on subjects such as budgeting, credit issues, mortgage qualification, rental lease requirements, and landlord/tenant law.
- F. The Affirmative Marketing Plan shall describe the media to be used in advertising and publicizing the availability of housing. In implementing the Affirmative Marketing Plan, the Borough's Administrative Agent, shall consider the use of language translations where appropriate.
- G. The affirmative marketing process for available affordable units shall begin at least one hundred and twenty days (120) prior to the expected date of occupancy.
- H. Applications for affordable housing shall be available in several locations, including, at a minimum, the County Administration Building and/or the County Library for each county within the housing region; and the municipal building in which the units are located; and the developer's rental office. Applications shall be mailed to prospective applicants upon request.
- I. The costs of advertising and affirmative marketing of the affordable units shall be the responsibility of the developer, sponsor or owner.

28-1020. ENFORCEMENT OF AFFORDABLE HOUSING REGULATIONS.

- A. Upon the occurrence of a breach of any of the regulations governing an affordable unit by an Owner, Developer or Tenant, the Borough shall have all remedies provided at law or equity, including but not limited to foreclosure, tenant eviction, a requirement for household recertification, acceleration of all sums due under a mortgage, recoupment of any funds from a sale in violation of the regulations, injunctive relief to prevent further violation of the regulations, entry on the premises, and specific performance.
- B. After providing written notice of a violation to an Owner, Developer or Tenant of a low- or moderate-income unit and advising the Owner, Developer or Tenant of the penalties for such violations, the Borough may take the following action(s) against the Owner, Developer or Tenant for any violation that remains

uncured for a period of sixty (60) days after service of the written notice:

1. The Borough may file a court action pursuant to N.J.S.A. 2A:58-11 alleging a violation or violations of the regulations governing the affordable housing unit. If the Owner, Developer or Tenant is adjudged by the Superior Court to have violated any provision of the regulations governing affordable housing units the Owner, Developer or Tenant shall be subject to one (1) or more of the following penalties, at the discretion of the Court:

- a. A fine of not more than two thousand dollars (\$2,000.00) per day or imprisonment for a period not to exceed ninety (90) days, or both, provided that each and every day that the violation continues or exists shall be considered a separate and specific violation of these provisions and not a continuation of the initial offense;

- b. In the case of an Owner who has rented a very-low, low or moderate-income unit in violation of the regulations governing affordable housing units, payment into the Borough of Watchung Affordable Housing Trust Fund of the gross amount of rent illegally collected;

- c. In the case of an Owner who has rented a very-low, low or moderate-income unit in violation of the regulations governing affordable housing units, payment of an innocent tenant's reasonable relocation costs, as determined by the Court.

2. The Borough may file a court action in the Superior Court seeking a judgment that would result in the termination of the Owner's equity or other interest in the unit, in the nature of a mortgage foreclosure. Any such judgment shall be enforceable as if the same were a judgment of default of the First Purchase Money Mortgage and shall constitute a lien against the low- or moderate-income unit.

- a. The judgment shall be enforceable, at the option of the Borough, by means of an execution sale by the Sheriff, at which time the low- and moderate-income unit of the violating Owner shall be sold at a sale price which is not less than the amount necessary to fully satisfy and pay off any First Purchase Money Mortgage and prior liens and the costs of the enforcement proceedings incurred by the Borough, including attorney's fees. The violating Owner shall have his right to possession terminated as well as his title conveyed pursuant to the Sheriff's sale.

- b. The proceeds of the Sheriff's sale shall first be applied to satisfy the First Purchase Money Mortgage lien and any prior liens upon the low- and moderate-income unit. The excess, if

any, shall be applied to reimburse the Borough for any and all costs and expenses incurred in connection with either the court action resulting in the judgment of violation or the Sheriff's sale. In the event that the proceeds from the Sheriff's sale are insufficient to reimburse the Borough in full as aforesaid, the violating Owner shall be personally responsible for the full extent of such deficiency, in addition to any and all costs incurred by the Borough in connection with collecting such deficiency. In the event that a surplus remains after satisfying all of the above, such surplus, if any, shall be placed in escrow by the Borough for the Owner and shall be held in such escrow for a maximum period of two (2) years or until such earlier time as the Owner shall make a claim with the Borough for such. Failure of the Owner to claim such balance within the two (2) year period shall automatically result in a forfeiture of such balance to the Borough. Any interest accrued or earned on such balance while being held in escrow shall belong to and shall be paid to the Borough, whether such balance shall be paid to the Owner or forfeited to the Borough.

- c. Foreclosure by the Borough due to violation of the regulations governing affordable housing units shall not extinguish the restrictions of the regulations governing affordable housing units as the same apply to the very-low, low, and moderate-income unit. Title shall be conveyed to the purchaser at the Sheriff's sale, subject to the restrictions and provisions of the regulations governing the affordable housing unit. The Owner determined to be in violation of the provisions of this plan and from whom title and possession were taken by means of the Sheriff's sale shall not be entitled to any right of redemption.
- d. If there are no bidders at the Sheriff's sale, or if insufficient amounts are bid to satisfy the First Purchase Money Mortgage and any prior liens, the Borough may acquire title to the very-low, low, and moderate-income unit by satisfying the First Purchase Money Mortgage and any prior liens and crediting the violating owner with an amount equal to the difference between the First Purchase Money Mortgage and any prior liens and costs of the enforcement proceedings, including legal fees and the maximum resale price for which the very-low, low, and moderate-income unit could have been sold under the terms of the regulations governing affordable housing units. This excess shall be treated in the same manner as the excess which would have been realized from an actual sale as previously described.
- e. Failure of the very-low, low, and moderate-income unit to be either sold at the Sheriff's sale or acquired by the Borough shall obligate the Owner to accept an offer to purchase from any qualified purchaser which may be referred to the Owner by

the Borough, with such offer to purchase being equal to the maximum resale price of the very-low, low, and moderate-income unit as permitted by the regulations governing affordable housing units.

- f. The Owner shall remain fully obligated, responsible and liable for complying with the terms and restrictions of governing affordable housing units until such time as title is conveyed from the Owner.

28-1021. APPEALS.

Appeals from all decisions of an Administrative Agent appointed pursuant to this Section shall be filed in writing with the Superior Court.

Section 2. Section 28-402Z of the Borough Land Development Ordinance, titled "Affordable Housing Growth Share", is hereby repealed.

Section 3. If any article, section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance and they shall remain in full force and effect.

Section 4. In the event of any inconsistencies between the provisions of this Ordinance and any prior ordinance of the Borough of Watchung, the provisions hereof shall be determined to govern. All other parts, portions and provisions of the Revised General Ordinances of the Borough of Watchung are hereby ratified and confirmed, except where inconsistent with the terms hereof.

Section 5. The Borough Clerk is directed to give notice at least ten (10) days prior to a hearing on the adoption of this ordinance to the Somerset County Planning Board and to all other persons entitled thereto pursuant to N.J.S.A. 40:55D-15, and N.J.S.A. 40:55D-63 (if required).

Section 6. After introduction, the Borough Clerk is hereby directed to submit a copy of the within Ordinance to the Planning Board of the

Borough of Watchung for its review in accordance with N.J.S.A. 40:55D-26 and N.J.S.A. 40:55D-64.

Section 7. This Ordinance shall take effect immediately upon (1) adoption; (2) publication in accordance with the laws of the State of New Jersey; and (3) filing of the final form of adopted ordinance by the Clerk with the Somerset County Planning Board pursuant to N.J.S.A. 40:55D-16, and shall be transmitted to the Borough Tax Assessor as required by N.J.S.A. 40:49-2.1.

INTRODUCED BY:
PASSED:
PUBLISHED:
ADOPTED:

ATTEST:

Michelle DeRocco, Borough Clerk

Keith S. Balla, Mayor

RESOLUTION

BE IT RESOLVED that the Ordinance OR:19/12 entitled "**AN ORDINANCE OF THE BOROUGH OF WATCHUNG, COUNTY OF SOMERSET, STATE OF NEW JERSEY AMENDING ARTICLE 28-300, TITLED "ZONING DISTRICTS AND ZONING MAP", SECTION 28-302, TITLED "ZONING MAP", OF THE LAND DEVELOPMENT ORDINANCE OF THE BOROUGH TO ADOPT A NEW ZONING MAP**" having been adopted on first reading.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Watchung that the Borough Clerk is hereby directed to publish notice of said ordinance, along with notice of Public Hearing to be held on June 6, 2019 at a meeting beginning at 7:30 P.M. in the Municipal Building, 15 Mountain Boulevard, Watchung, New Jersey.

DRAFT

Council

Keith S. Balla, Mayor

Date: May 16, 2019
Index: Code, Pl. Board

C: M. Shiffman, T. Schaefer

BOROUGH OF WATCHUNG

ORDINANCE NO. OR:19/12

AN ORDINANCE OF THE BOROUGH OF WATCHUNG, COUNTY OF SOMERSET, STATE OF NEW JERSEY AMENDING ARTICLE 28-300, TITLED "ZONING DISTRICTS AND ZONING MAP", SECTION 28-302, TITLED "ZONING MAP", OF THE LAND DEVELOPMENT ORDINANCE OF THE BOROUGH TO ADOPT A NEW ZONING MAP

BE IT ORDAINED by the Mayor and Council of the Borough of Watchung in the County of Somerset and State of New Jersey as follows:

Section 1. Article 28-300, titled "Zoning Districts and Zoning Map", Section 28-302, titled "Zoning Map" is repealed and replaced as follows:

The boundaries of the zoning districts are established on the Zoning Map of the Borough of Watchung prepared by Maser Consulting, P.A., dated March 2019, and is attached as Appendix E of Chapter XXVIII, Land Development Ordinance.

Section 2. Appendices E and are replaced by new Appendix E, the Zoning Map of the Borough of Watchung prepared by Maser Consulting, P.A., dated March 2019.

Section 3. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereto.

Section 4. This ordinance shall take effect upon adoption and publication as required by law.

INTRODUCED BY:

PASSED:

PUBLISHED:

ADOPTED:

ATTEST:

Michelle DeRocco, Borough Clerk

Keith S. Balla, Mayor

RESOLUTION

BE IT RESOLVED that the Ordinance OR:19/13 entitled "AN ORDINANCE OF THE BOROUGH OF WATCHUNG, COUNTY OF SOMERSET, STATE OF NEW JERSEY AMENDING ARTICLE 28-1100, TITLED "AFFORDABLE HOUSING DEVELOPMENT FEES", SPECIFICALLY SECTION 28-1102, TITLED "DEFINITIONS", AND SECTION 28-1108, TITLED "MONITORING", OF THE LAND DEVELOPMENT ORDINANCE OF THE BOROUGH" having been adopted on first reading.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Watchung that the Borough Clerk is hereby directed to publish notice of said ordinance, along with notice of Public Hearing to be held on June 6, 2019 at a meeting beginning at 7:30 P.M. in the Municipal Building, 15 Mountain Boulevard, Watchung, New Jersey.

DRAFT

Council

Keith S. Balla, Mayor

Date: May 16, 2019
Index: Code, Pl. Board

C: M. Shiffman, T. Schaefer

BOROUGH OF WATCHUNG

ORDINANCE NO. OR:19/13

AN ORDINANCE OF THE BOROUGH OF WATCHUNG, COUNTY OF SOMERSET, STATE OF NEW JERSEY AMENDING ARTICLE 28-1100, TITLED "AFFORDABLE HOUSING DEVELOPMENT FEES", SPECIFICALLY SECTION 28-1102, TITLED "DEFINITIONS", AND SECTION 28-1108, TITLED "MONITORING", OF THE LAND DEVELOPMENT ORDINANCE OF THE BOROUGH

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Watchung, Somerset County New Jersey, that Article 28-1100, titled "Affordable Housing Development Fees", be amended as follows:

Section 1. Section 28-1102, titled "DEFINITIONS," is amended as follows:

Affordable Housing: Any housing unit with an acquisition price or rent level not exceeding the maximum resale or rent level for low and moderate income housing as set forth in N.J.A.C. 17:27-1.2.

COAH: The New Jersey Council on Affordable Housing; and shall also refer to Superior Court, Law Division.¹

Development Fees: Money paid by an individual, partnership, association, company, or corporation to the improvement of property as permitted in N.J.A.C. 5:92-18 et seq.

Equalized Assessed Value: The value of property determined by the Borough Tax Assessor through a process designed to ensure that all property in the Borough is assessed at the same assessment ratio or ratios required by law. Estimates of the time of building permit may be obtained by the Tax Assessor from estimates for construction cost. Final equalized assessed value will be determined at project completion by the Tax Assessor.

Section 2. Sections 28-1108, titled "MONITORING," is repealed and replaced as follows:

The Borough shall provide annual reports of trust fund activity to the New Jersey Department of Community Affairs, Council on Affordable Housing, or Local Government Services, or other entity designated by the State of New Jersey, with a copy provided to Fair Share Housing Center, Inc., and posted on the municipal website, using forms developed for this purpose by the New Jersey Department of Community Affairs, Council on Affordable Housing or Local Government Services. The reporting shall include an accounting of all housing trust fund activity, including the source and amount of funds collected and the amount and purpose for which any funds have been expended, and return to COAH all monitoring forms related to the collection of development fees, expenditures of revenues, and implementation of the spending plan certified by COAH. Quarterly financial reports and annual program implementation and auditing reports shall be completed by the Borough on forms designed by COAH.

¹ Editor's Note: The portions to be deleted are shown with strike-throughs and will be deleted from the codified version of this Ordinance and the underlined portions will remain in the codified version of this Ordinance.

Section 3. If any article, section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance and they shall remain in full force and effect.

Section 4. In the event of any inconsistencies between the provisions of this Ordinance and any prior ordinance of the Borough of Watchung, the provisions hereof shall be determined to govern. All other parts, portions and provisions of the Land Development Ordinance of the Borough of Watchung are hereby ratified and confirmed, except where inconsistent with the terms hereof.

Section 5. The Borough Clerk is directed to give notice at least ten (10) days prior to a hearing on the adoption of this Ordinance to the Somerset County Planning Board and to all other persons entitled thereto pursuant to N.J.S.A. 40:55D-15, and N.J.S.A. 40:55D-6 (if required).

Section 6. After introduction, the Borough Clerk is hereby directed to submit a copy of the within Ordinance to the Planning Board of the Borough of Watchung for its review in accordance with N.J.S.A. 40:55D-26 and N.J.S.A. 40:55D-64.

Section 7. This Ordinance shall take effect immediately upon (1) adoption; (2) publication in accordance with the laws of the State of New Jersey; and (3) filing of the final form of adopted Ordinance by the Clerk with the Somerset County Planning Board pursuant to N.J.S.A. 40:55D-16, and transmitted to the Borough Tax Assessor as required by N.J.S.A. 40:49-2.1.

INTRODUCED BY:

PASSED:

PUBLISHED:

ADOPTED:

ATTEST:

Michelle DeRocco, Borough Clerk

Keith S. Balla, Mayor

BOROUGH OF WATCHUNG

RESOLUTION NO. _____

**A RESOLUTION OF THE BOROUGH OF WATCHUNG, COUNTY OF SOMERSET,
STATE OF NEW JERSEY ADOPTING AN AFFIRMATIVE MARKETING PLAN
FOR THE BOROUGH OF WATCHUNG**

WHEREAS, in accordance with applicable Council on Affordable Housing ("COAH") regulations and the New Jersey Uniform Housing Affordability Controls ("UHAC") N.J.A.C. 5:80-26., et seq., the Borough of Watchung is required to adopt by Resolution an Affirmative Marketing Plan to ensure that all affordable housing units created, including those created by rehabilitation are affirmatively marketed to very low, low and moderate income households, particularly those living and/or working within Housing Region 3, the Housing Region encompassing the Borough of Watchung and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Watchung, County of Somerset, State of New Jersey, that the Borough hereby adopts the following Affirmative Marketing Plan:

Affirmative Marketing Plan

- A. All affordable housing units in the Borough of Watchung shall be marketed in accordance with the provisions herein unless otherwise provided in N.J.A.C. 5:80-26., et seq. This Affirmative Marketing Plan shall apply to all developments that contain or will contain very low, low or moderate-income units, including those that are part of the Borough's prior Fair Share Plan and its current Fair Share Plan, and those that may be constructed in future developments not yet anticipated by the Fair Share Plan.
- B. The Affirmative Marketing Plan shall be implemented by an Administrative Agent designated by and/or under contract to the Borough of Watchung. All the costs of advertising and affirmatively marketing affordable housing units shall be borne by the developers/sellers/owners of the affordable unit(s). The one exception to this is that the cost of affirmatively marketing the Accessory Apartment Program may be borne by the Borough, at the Borough's discretion.
- C. In implementing the Affirmative Marketing Plan, the Administrative Agent, acting on behalf of the Borough, shall undertake all the following strategies:
 1. Review, approve and ensure that the developers/sellers/owners publish at least one advertisement in a newspaper of general circulation within the housing region.
 2. Broadcast of one advertisement by a radio or television station broadcasting throughout the housing region.

3. At least one additional regional marketing strategy using one of the other sources listed below at Sec. E of this plan.

D. The Affirmative Marketing Plan is a regional marketing strategy designed to attract buyers and/or renters of all majority and minority groups, regardless of race, creed, color, national origin, ancestry, marital or familial status, gender, affectional or sexual orientation, disability, age or number of children to housing units which are being marketed by a developer or sponsor of affordable housing. The Affirmative Marketing Plan is also intended to target those potentially eligible persons who are least likely to apply for affordable units in that region. It is a continuing program that directs all marketing activities toward Housing Region 3 in which the Borough is located and covers the entire period of deed restriction for each restricted housing unit.

E. The Affirmative Marketing Plan is a continuing program intended to be followed throughout the entire period of restrictions and shall meet the following requirements:

1. All newspaper articles, announcements and requests for applications for very low, low, and moderate-income units shall appear in the Courier News, the Home News Tribune and the Echoes-Sentinel.

The primary marketing shall take the form of at least one press release and a paid display advertisement in the above newspapers during the first week of the marketing program and subsequently utilizing internet advertisements each month thereafter until all available units have been leased. The developer/owner shall disseminate all public service announcements and pay for display advertisements. The developer/owner shall provide proof of publication to the Administrative Agent. All press releases and advertisements must be approved in advance by the Borough's Administrative Agent.

Advertisements will also be placed on the following websites:

Watchung Borough - <http://www.watchungnj.gov/>
New Jersey Housing Resource Center (NJHRC) -
<http://www.njhrc.gov>

2. The advertisement shall include a description of the:

- i. Street address(es) of the units;
- ii. Directions to the units;
- iii. Range of prices for the units;
- iv. Number of bedrooms in the affordable units (bedroom mix);
- v. Maximum income permitted to qualify for the units;
- vi. Location of applications;
- vii. Business hours when interested households may obtain an application;

- viii. Application fees, if any;
- ix. Number of units currently available; and
- x. Anticipated dates of availability.

3. Newspaper advertisements, announcements and information on where to request applications for very low, low, and moderate-income housing shall appear in at least three locally oriented weekly newspapers within the region, one of which shall be circulated primarily within Somerset County and the other two of which shall be circulated primarily outside of Somerset County but within the housing region.

4. Advertisements will be broadcast on the following regional cable television station: Borough Cable TV On-imum Channel 15

5. Applications shall be mailed or emailed by the Administrative Agent to the prospective applicants upon request. However, when on-line preliminary applications are utilized, if prospective applicants do not have internet access they will be given a phone number to call the Administrative Agent, who will then enter all pre-application information online during the phone call. Locations of applications, brochures, and flyers to affirmatively market the program are listed in attached Appendix II, and will also be made available on the Borough's website. Also, information on how to apply shall be made available at the developer's sales office and shall be mailed or emailed to prospective applicants upon request.

6. The Administrative Agent shall develop, maintain and regularly update a list of community contact person(s) and/or organizations in Somerset, Hunterdon, and Middlesex Counties that will aid in the affirmative marketing program with particular emphasis on contacts that will reach out to groups that are least likely to apply for housing within the region, including local regional employers. Please see Appendix I for a complete list.

i. Quarterly information shall be sent to each of the following agencies with a request for publication in their journals and for circulation among their members:

Middlesex County Board of Realtors
Hunterdon/Somerset Association of Realtors
North Central Jersey Association of Realtors
Delaware Valley Council of Churches
Somerset County Office on Human Services

ii. Quarterly information shall be sent to the administrators of each of the following agencies in each of the counties and requests to post same shall be sent to the administrators of each of the following agencies within the counties of

Somerset, Hunterdon, and Middlesex:

Welfare or Social Service Board
Rental Assistance Office (local office of DCA)
Offices on Aging or Division of Senior Services
Housing Authority
Community Action Agencies
Community Development Departments

iii. Quarterly information shall be sent to the chief personnel administrators of all the major employers within the region as listed in attached Appendix I in accordance with the Region 3 Affirmative Marketing Plan.

iv. Quarterly information and copies of any press releases and advertisements of the availability of very low, low and moderate-income housing shall be sent to the following additional community and regional organizations:

Fair Share Housing Center (510 Park Boulevard, Cherry Hill, NJ 08002)

New Jersey State Conference of the NAACP (4326 Harbor Beach Blvd. #775, Brigantine, NJ 08203)

The Latino Action Network (P.O. Box 943, Freehold, NJ 07728)

Supportive Housing Association (185 Valley Street, South Orange, NJ 07079)

ORWESCAP (350 Marshall St., Phillipsburg, NJ, 08865)

Central Jersey Housing Resource Center (600 First Ave, Suite 200, Raritan, NJ, 08869)

v. The Administrative Agent will also provide specific direct notice to the following community and regional organizations whenever affordable housing units become available in the Borough to the organizations including, but not limited to those listed below (see Appendix I for full list):

Fair Share Housing Center (510 Park Boulevard, Cherry Hill, NJ 08002)

New Jersey State Conference of the NAACP (4326 Harbor Beach Blvd. #775, Brigantine, NJ 08203)

The Latino Action Network (P.O. Box 943, Freehold, NJ 07728)

Supportive Housing Association (185 Valley Street, South Orange, NJ, 07079)

NORWESCAP (350 Marshall St., Phillipsburg, NJ, 08865)

Central Jersey Housing Resource Center (600 First Ave, Suite 3, Raritan, NJ, 08869)

7. A random selection method to select occupants of very low, low and moderate-income housing will be used by the Borough's Administrative Agent in conformance with N.J.A.C. 5:80-26.16(1).
8. The Affirmative Marketing Plan shall provide a regional preference for all households that live and/or work in Housing Region 3 comprised of Hunterdon, Middlesex, and Somerset Counties.
9. The Administrative Agent shall administer the Affirmative Marketing Plan. The Administrative Agent has the responsibility to income qualify very low, low and moderate income households; to place income eligible households in very low, low and moderate income units upon initial occupancy;; to continue to qualify households for re-occupancy of units as they become vacant during the period of affordability controls; to assist with outreach to very low, low and moderate income households; and to enforce the terms of the deed restriction and mortgage loan as per N.J.A.C. 5:80-26.1, et seq.
10. Whenever appropriate, the Administrative Agent shall provide or direct qualified very low, low and moderate-income applicants to counseling services on subjects such as budgeting, credit issues, mortgage qualifications, rental lease requirements and landlord/tenant law and shall develop, maintain and update a list of entities and lenders willing and able to perform such services.
11. All developers/owners of very low, low and moderate-income housing units shall be required to undertake and pay the costs of the marketing of the affordable units in their respective developments, subject to the direction and supervision of the Administrative Agent. The implementation of the Affirmative Marketing Plan for a development that includes affordable housing shall commence at least 120 days before the issuance of either a temporary or permanent certificate of occupancy.
12. The implementation of the Affirmative Marketing Plan shall continue until all very low, low and moderate-income housing units are initially occupied and for as long as affordable units exist that remain deed restricted and for which the occupancy or re-occupancy of units continues to be necessary. Please note that in addition to complying with this Borough-wide Affirmative Marketing Plan that the Administrative Agent shall also review

and approve a separate Affirmative Marketing Plan for every new affordable development in Watchung that is subject to N.J.A.C. 5:80-26.1 et seq. That document shall be completed by the owner/developer and will be compliant with the Borough's Affirmative Marketing Plan as presented herein, and incorporate development specific details and permitted options, all subject to the Administrative Agent's review and approval. The development specific affirmative marketing plans will use the standard form for Region 3, which is attached hereto as Appendix III.

13. The Administrative Agent shall provide the Municipal Housing Liaison with the information required to comply with monitoring and reporting requirements pursuant to N.J.A.C.5:80-26-1, et seq. and the Order granting the Borough a Final Judgment of Compliance and Repose.

BE IT FURTHER RESOLVED that the appropriate Borough officials and professionals are authorized to take all actions required to implement the terms of this Resolution.

BE IT FURTHER RESOLVED this Resolution shall take effect immediately.

Date: May 16, 2019
Index: Misc., Planning Board
C: M. Shiffman
T. Schaefer

Council

Keith S. Balla, Mayor

Appendix I

<u>Business Name</u>	<u>Address1</u>	<u>Address 2</u>	<u>City State Zip</u>	<u>County</u>	<u>Type of Organization</u>
Bunnvale Library	7 Bunnvale Rd.		Califon, NJ 07830	Hunterdon County	Library
Flemington Free Public Library	118 Main St.		Flemington, NJ 08822	Hunterdon County	Library
Frenchtown Public Library	29 Second St.		Frenchtown, NJ 08825	Hunterdon County	Library
High Bridge Public Library	71 Main St.		High Bridge, NJ 08829	Hunterdon County	Library
Holland Alexandria Library	129 Springfield Rd.		Milford, NJ 08848	Hunterdon County	Library
Hunterdon County Library	314 State Route 12, Bldg #3	Attention: Karen Kilpatrick	Flemington, NJ 08822	Hunterdon County	Library
Lambertville Public Library	6 Lilly St.		Lambertville, NJ 08530	Hunterdon County	Library
North County Branch Library	65 Halstead St.		Califon, NJ 08809	Hunterdon County	Library
Readington Township Library	PO Box 87		Whitehouse Station, NJ 08889	Hunterdon County	Library
South County Branch Library	1432 Route 179	Unit B-1	Lambertville, NJ 08530	Hunterdon County	Library
Tewksbury Public Library	PO Box 49		Oldwicks, NJ 08858	Hunterdon County	Library
Three Bridges Library	449 Main St.		Three Bridges, NJ 08887	Hunterdon County	Library
Milford Public Library	PO Box F		Milford, NJ 08848	Hunterdon County	Library
Clara Barton Branch Library	141 Hoover Avenue		Edison, NJ 08837	Middlesex County	Library

Colgate Palmolive Corporation	909 River Rd., P.O. Box 1343	Attn: Human Resources	Piscataway, NJ 08854	Middlesex County	Library
Cranbury Public Library	23 N. Main St.		Cranbury, NJ 08512	Middlesex County	Library
Cranford Public Library	224 Walnut Ave.		Cranford NJ 07016	Middlesex County	Library
Dowdell Library of South Amboy	100 Harold G. Hoffman Plaza		South Amboy, NJ 08879	Middlesex County	Library
Dunellen Free Public Library	100 New Main Rd.		Dunellen NJ 08812	Middlesex County	Library
East Brunswick Public Library	2 Jean Civil Center		East Brunswick NJ 08816	Middlesex County	Library
Edison Township Free Public Library	340 Plainsboro Ave.		Edison NJ 08817	Middlesex County	Library
Franklin Township Public Library	485 DeMott Lane		Somerset, NJ 08873	Middlesex County	Library
Free Public Library of Woodbridge	1 George Frederick Plaza		Woodbridge NJ 07095	Middlesex County	Library
Highland Park Public Library	31 N. Fifth Ave.		Highland Park NJ 08834	Middlesex County	Library
Jamesburg Public Library	229 Gatzmer Ave.		Jamesburg NJ 08831	Middlesex County	Library
Libraries of Middlesex Automation Consortium	27 Mayfield Ave		Edison, NJ 08837- 3820	Middlesex County	Library
Metuchen Public Library	480 Middlesex Ave.		Metuchen NJ 08840	Middlesex County	Library
Middlesex County College - Library	PO Box 3050		Edison, NJ 08818- 3050	Middlesex County	Library
Middlesex Library	1300 Mountain Ave.		Middlesex, NJ 08846	Middlesex County	Library
Milltown Public Library	20 W. Church St.		Milltown, NJ 08850	Middlesex County	Library

Monroe Twp Public Library- Middlesex	4 Municipal Plaza		Monroe, NJ 08831	Middlesex County	Library
New Brunswick Library	60 Livingston Ave.		New Brunswick, NJ 08901	Middlesex County	Library
North Brunswick Free Public Library	880 Hermann Rd.		North Brunswick, NJ 08902	Middlesex County	Library
North Edison Branch Library	777 Grove Avenue		Edison, NJ 08820	Middlesex County	Library
Old Bridge Public Library	1 Old Bridge Plaza		Old Bridge, NJ 08857	Middlesex County	Library
Perth Amboy Free Public Library	196 Emerson St.		Perth Amboy, NJ 08861	Middlesex County	Library
Piscataway Public Library	500 Hoe		Piscataway, NJ 08854	Middlesex County	Library
Plainsboro Free Public Library	641 Plainsboro Road		Plainsboro, NJ 08536	Middlesex County	Library
Rutgers University	Archibald S Alexander Library	69 College Ave	New Brunswick NJ 08903	Middlesex County	Library
Sayreville Free Public Library	1050 Washington Rd.		Clinton, NJ 08859	Middlesex County	Library
South Brunswick Public Library	110 Kingston Lane		Monmouth County, NJ 08852	Middlesex County	Library
South Plainfield Free Public Library	2484 Plainfield Ave.		South Plainfield, NJ 07080	Middlesex County	Library
South River Public Library	55 Appleby Ave.		South River, NJ	Middlesex County	Library
Spotswood Public Library	548 Main St.		Spotswood, NJ 08884	Middlesex County	Library
Bedminster-Far Hills	2336 Lamington Rd.		Bedminster, NJ 07921	Somerset County	Library
Bernards Township Library	32 South Maple Ave.		Basking Ridge, NJ 07920	Somerset County	Library

Bernardsville Public Library	1 Anderson Hill Rd.	Bernardsville, NJ 07924	Somerset County	Library
Bound Brook Memorial Library	402 East High St.	Bound Brook, NJ 08805	Somerset County	Library
Hillsborough Library	379 South Branch Rd.	Hillsborough, NJ 08844	Somerset County	Library
Manville Public Library	100 S. Tenth Ave.	Manville, NJ 08835	Somerset County	Library
Mary Jacobs Memorial Library	64 Washington Ave.	Rocky Hill, NJ 08553	Somerset County	Library
North Plainfield Memorial Library	6 Rockview Ave.	North Plainfield, NJ 07060	Somerset County	Library
Peapack-Gladstone Library	Peapack-Gladstone Municipal Complex School St.	Peapack, NJ 07977	Somerset County	Library
Raritan Public Library	54 E. Somerset St.	Raritan, NJ 08869	Somerset County	Library
Somerset County Library	1 Vogt Drive	Bridgewater, NJ 08807	Somerset County	Library
Somerset County Library North Plainfield Branch	6 Rockview Ave.	North Plainfield, NJ 07060	Somerset County	Library
Somerville Public Library	35 West End Ave.	Somerville NJ 08876	Somerset County	Library
Warren Township Library	42 Mountain Blvd.	Warren, NJ 07059	Somerset County	Library
Watchung Library	12 Stirling Rd.	Watchung, NJ 07070	Somerset County	Library
3M	500 Route 202 North	Flemington, NJ 08822	Hunterdon County	Major Employers
A.M. Best	1 Ambest Rd.	Oldwick, NJ 08858	Hunterdon County	Major Employers
Atlantic Spring	PO Box 650	Flemington, NJ 08822	Hunterdon County	Major Employers

Burlington Coat Factory	325 US Highway 202 # 1	Flemington, NJ 08822	Hunterdon County	Major Employers
Chubb Insurance	202 Halls Mill Rd.	Whitehouse Station, NJ 08889	Hunterdon County	Major Employers
Exxonmobile Research	1545 US Highway 22 East	Annandale, NJ 08801	Hunterdon County	Major Employers
Flemington Department Store	151 New Jersey 31	Flemington, NJ 08822	Hunterdon County	Major Employers
Foster Wheeler	53 Frontage Rd.	Clinton, Hampton, NJ 08827	Hunterdon County	Major Employers
Georgia Pacific	623 Megelsville Rd.	Milford, NJ 08848	Hunterdon County	Major Employers
Hiran Corp.	362 State Route 31	Flemington, NJ 08822	Hunterdon County	Major Employers
Hunterdon Care Center	1 Leisure Ct.	Flemington, NJ 08822	Hunterdon County	Major Employers
Hunterdon County	PO Box 2900	Flemington, NJ 08822	Hunterdon County	Major Employers
Hunterdon County Chamber of Commerce	119 Main Street Suite 1	Flemington, NJ 08822-1789	Hunterdon County	Major Employers
Hunterdon Hills Playhouse	88 State Route 173	Hampton, NJ 08827	Hunterdon County	Major Employers
Hunterdon Medical Center	2100 Wescott Drive	Flemington, NJ 08822	Hunterdon County	Major Employers
Ingersoll Rand	1467 State Route 31 S.	Annandale, NJ 08801	Hunterdon County	Major Employers
Johanna Foods	PO Box 272	Flemington, NJ 08822	Hunterdon County	Major Employers
Lambertville Station	11 Bridge Street	Lambertville, NJ 08530	Hunterdon County	Major Employers
Lowe's Home Improvement	150 NJ-31	Flemington, NJ 08822	Hunterdon County	Major Employers

Merck	1 Merck Drive		Whitehouse Station, NJ 08889	Hunterdon County	Major Employers
New York Life	110 Cokesbury Rd.		Lebanon, NJ 08833	Hunterdon County	Major Employers
Raritan Valley Disposal	9 Frontage Road		Clinton, NJ 08809-4000	Hunterdon County	Major Employers
Readington Farms	12 Mill Rd		Whitehouse STA, NJ 08889	Hunterdon County	Major Employers
Shop-Rite of Hunterdon	272 US Highway 202/31		Flemington, NJ 08822	Hunterdon County	Major Employers
Sprint	268 US Highway 202		Flemington, NJ 08822	Hunterdon County	Major Employers
Tekni-Plex, Inc	112 Church St		Flemington, NJ 08822	Hunterdon County	Major Employers
The Home Depot	244 Highway 202		Flemington, NJ 08822	Hunterdon County	Major Employers
Walmart	152 State Route 31 North		Flemington, NJ 08822	Hunterdon County	Major Employers
Medical Center at Princeton	1 Plainsboro Road		Plainsboro, NJ 08536	Middlesex Co.	Major Employers
Princeton HealthCare System	1 Plainsboro Road		Plainsboro, NJ 08536	Middlesex Co.	Major Employers
Bank of America	159 Wood Ave		Edison, NJ 08820	Middlesex County	Major Employers
Bristol-Myers Squibb	1 Squibb Drive		New Brunswick, NJ 08901	Middlesex County	Major Employers
Bristol-Myers Squibb	777 Scudders Mill Rd		Plainsboro, NJ 08536	Middlesex County	Major Employers
Dow Jones & Co	54 Eddington Lane		Monroe, NJ 08831	Middlesex County	Major Employers
Engelhard Corporation	101 Woods Ave South		Iselin, NJ 08830	Middlesex County	Major Employers

Hygrade Beverage	P.O. Box 7092	Attn: Human Resources	North Brunswick, NJ 08902	Middlesex County	Major Employers
J. F. K. Medical Center	65 James St.		Edison, NJ 08818	Middlesex County	Major Employers
Johnson & Johnson	1 Johnson & Johnson Plaza	Attn: Human Resources	New Brunswick, NJ 08901	Middlesex County	Major Employers
Johnson & Johnson	425 Hoes Lane		Piscataway, NJ 08854	Middlesex county	Major Employers
MetLife	186 Wood Avenue South		Iselin, NJ 08854	Middlesex County	Major Employers
Middlesex County Regional Chamber of Commerce	109 Church Street		New Brunswick, NJ 08901	Middlesex County	Major Employers
OHM Laboratories	P.O. Box 7300		North Brunswick, NJ 08902	Middlesex County	Major Employers
Phillips Lighting	200 Franklin Square Drive		Somerset, NJ 08873	Middlesex County	Major Employers
Raritan Bay Medical Center	530 New Brunswick Ave.		Perth Amboy, NJ 08861	Middlesex County	Major Employers
Robert Wood Johnson Hospital	1 Robert Wood Johnson Pl.		New Brunswick, NJ 08901	Middlesex County	Major Employers
Rutgers University	Library of Science & Medicine	165 Bevin Rd	Piscataway NJ 08854	Middlesex County	Major Employers
Rutgers University	620 George St.		New Brunswick, NJ 08901	Middlesex County	Major Employers
Siemens AG	755 College Rd.		Princeton, NJ 08540	Middlesex County	Major Employers
Silverline Building Products	1 Silverline Dr		North Brunswick, NJ 08902	Middlesex County	Major Employers
St. Peters University Hospital	254 Eason Ave.		New Brunswick, NJ 08901	Middlesex County	Major Employers
Telcordia Technology	1 Telcordia Dr.		Piscataway, NJ 08854	Middlesex County	Major Employers

Telecordia Technology	444 Hoes Lane		Piscataway, NJ 08854	Middlesex County	Major Employers
Wells Fargo Bank	1899 Route 27		Edison, NJ 08817	Middlesex County	Major Employers
Bank of America	1 Washington Street	P.O. Box 208	Rocky Hill, NJ 08553-0208	Somerset County	Major Employers
Brother International	Corporate Headquarters:	100 Somerset Corporate Blvd.	Bridgewater, NJ 08807-0911	Somerset County	Major Employers
Chubb Group of Insurance Companies	15 Mountain View Rd.		Warren, NJ 07059	Somerset County	Major Employers
Ethicon	Route 22 West		Somerville, NJ 08876	Somerset County	Major Employers
ICI Americas Inc.	10 Findlay Ave.		Bridgewater, NJ 08807	Somerset County	Major Employers
Johnson & Johnson	1 Merck Drive	P.O. Box 2000	Rahway, NJ 07065	Somerset County	Major Employers
Merck	3070 US 22		Branchburg, NJ 08876	Somerset County	Major Employers
Montgomery Township BOE	1014 Route 601		Skillman, NJ 08558	Somerset County	Major Employers
Montgomery Township High School	1016 Route 601		Skillman, NJ 08558	Somerset County	Major Employers
Montgomery Township Lower Middle School	373 Burnt Hill Rd.		Skillman, NJ 08558	Somerset County	Major Employers
Orchard Hill Elementary School	244 Orchard Rd.		Skillman, NJ 08558	Somerset County	Major Employers
Phillips- Van Heusen Corporation	1001 Frontier Rd.		Bridgewater, NJ 08807	Somerset County	Major Employers
Somerset County Business Partnership	360 Grove Street		Bridgewater, NJ 08807	Somerset County	Major Employers
Somerset Medical Center	110 Rehill Ave.		Somerville, NJ 08876	Somerset County	Major Employers

TD Bank	3221 State Route 27	Franklin Park, NJ 08823	Somerset County	Major Employers
Village Elementary School	100 Main Blvd	Skillman, NJ 08558	Somerset County	Major Employers
Bloomberg LP	431 Ridge Rd	Dayton, NJ 08810		Major Employers
Ortho-Clinical Diagnosis, Inc	1001 US 202	Raritan, NJ 08869		Major Employers
Star-Ledger	1 Star Ledger Plaza	Newark, NJ 07102	Essex County	Media
Beacon Newspaper	P.O. Box 650	Princeton, NJ 08542	Hunterdon County	Media
Comcast	279 Howell Rd	Hillsborough, NJ 08844	Hunterdon County	Media
Hunterdon County Democrat	200 State Route 31 Ste 200	Flemington, NJ 08822	Hunterdon County	Media
Cablevision of South Raritan	275 Centennial Ave.	Piscataway, NJ 08854	Middlesex County	Media
Comcast of East Windsor	90 Lake Drive	East Windsor, NJ 08520	Middlesex County	Media
Comcast of Northwest New Jersey	155 Port Murray Rd.	Windsor, NJ 07865	Middlesex County	Media
Home News Tribune	3601 Highway 66	Neptune, NJ 07756	Middlesex County	Media
South Plainfield Observer	1110 Hamilton Blvd Suite 1B	South Plainfield, NJ 07080	Middlesex County	Media
Cablevision of South Raritan	275 Centennial Ave.	Piscataway, NJ 08854	Somerset County	Media
Courier News	92 East Main Street, ste 202	Somerville, NJ 08876		Newspaper
Central Jersey Housing Resource Center	600 First Ave., Suite 3	Raritan, NJ 08869	Somerset County	Other
Hunterdon/Somerset Association of Realtors	3461 Route 22 East, Building B	Branchburg, NJ 08876	Somerset County	Other

DELAWARE VALLEY COUNCIL OF CHURCHES FOOD PANTRY INC	PO BOX 705		LAMBERTVILLE , NJ 08530-0705	Hunterdon County	Religious Buildings
Abundant Life	P.O. Box 870	Bishop George C. Searight	New Brunswick, NJ 08903	Middlesex County	Religious Buildings
Anshe Emeth Memorial Temple	222 Livingston Ave.	Rabbi Bennett Miller	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Antioch Christian Church	28 Oliver Street Avenue		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Ascension Lutheran Church	247 Somerset St #732	Reverend Robert Wilson	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Bayard St. Presbyterian Church	223 Grace Kilmer Ave #2	Reverend Joseph McManis	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Calvary Baptist Church	38 McKinley Ave		Carteret, NJ 07008	Middlesex County	Religious Buildings
Carteret Jewish Community Center	42 Noe St.		Carteret, NJ 07008	Middlesex County	Religious Buildings
Chabad House - Lubavitch	170 College Ave.	Rabbi Joseph Cohen	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Christ Church Episcopal of New Brunswick	5 Paterson St.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Christian Fellowship Church	1212 Livingston Ave.	Reverend Stephen Sherman	New Brunswick, NJ 08902	Middlesex County	Religious Buildings
Emanuel Evangelical Lutheran Church	3 Kirkpatrick St.	Reverend Jeffrey C. Eaton	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Emanuel Lutheran Church	New and Kirkpatrick Streets		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Faith Home Baptist Church	40 Georges Rd.	Reverend William C. Riddick	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
First Baptist Church	24 Essex St.		Carteret, NJ 07008	Middlesex County	Religious Buildings

First Baptist Church of Lincoln Gardens	771 Somerset St.	Reverend Dr. DeForest "Buster" Soaries	Somerset, NJ 08873	Middlesex County	Religious Buildings
First Presbyterian Church	83 Carteret Ave.		Carteret, NJ 07008	Middlesex County	Religious Buildings
First Reformed Church	9 Bayard St.	Reverend Dr. Hartmut Kramer-Mills	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Friendship Christian Church	71 Throop Ave.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Holy Family Church	213 Pershing Ave.		Carteret, NJ 07008	Middlesex County	Religious Buildings
Holy Trinity Episcopal Church	90 Leonard Avenue		South River, NJ 08882	Middlesex County	Religious Buildings
Holy Virgin Protection Russian Orthodox	301 Handy St.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Hungarian Reformed Church	175 Pershing Ave.		Carteret, NJ 07008	Middlesex County	Religious Buildings
Igl Pta Puerto di Sion	318 Townsend St.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Kingdom Hall of Jehovah's Witness	121 French St.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Kingston United Methodist Church	9 Church Street	P.O. Box 291	Kingston, NJ 08528	Middlesex County	Religious Buildings
Magyar Reformed Church	175 Summer St.	Reverend Zsolt Otvos	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Mount Carmel Church of Christ	211 French St.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Mount Zion AME Church	39 Morris St.	Reverend Daylan K. Greer Sr.	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Mount Zion First Born Church	62 Larch Ave.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings

Nativity of the Blessed Virgin Mary Ukrainian	80 Livingston Ave		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
New Brunswick Friends Meeting (Quaker)	109 Nichol Ave.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
New Jersey's Lesbian & Gay Havurah	P.O. Box 2576		Edison, NJ 08818	Middlesex County	Religious Buildings
Our Lady of Mount Carmel Church	75 Morris St.	Reverend Ramon Nacaricon	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Pentecostal Church of God	186 Commercial Ave.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Peoples AME Zion Church	77 Union St.		Carteret, NJ 07008	Middlesex County	Religious Buildings
Presbyterian Church of New Brunswick	100 Livingston Ave. #173	Reverend Szabolcs S. Nagy	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Progressive Church of God & Christ	124 French St.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Revival Center Church	45 Edwin St.		Carteret, NJ 07008	Middlesex County	Religious Buildings
Sacred Heart Roman Catholic	213 Pershing Ave.		Carteret, NJ 07008	Middlesex County	Religious Buildings
Sacred Heart Roman Catholic	56 Throop Ave.	Reverend Joseph Kerrigan	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Saint Peters	222 Easton Ave.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Second Reformed Church	100 College Ave.	Reverend Dr. Andrew R. Rienstra	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Seventh Day Adventist	339 Livingston Ave.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Seventh Day Adventist Spanish Church	27 Division St.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Sharon Baptist Church	25 Howard St.	Reverend Kevin Jones	New Brunswick, NJ 08901	Middlesex County	Religious Buildings

St. Albans Episcopal	148 Lee Ave.	Reverend Harrold Ashton	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
St. Demetrius Ukraine	645 Roosevelt Ave.		Carteret, NJ 07008	Middlesex County	Religious Buildings
St. Elias Church	42 Cooke Ave.		Carteret, NJ 07008	Middlesex County	Religious Buildings
St. John the Evangelist	189 George Rd.	Reverend Matthew L. Butlerbaugh	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
St. Johns The Baptist	29 Abeel St.	Reverend Marco Caceres	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
St. Joseph Byzantine Church	30 Highland St.	Reverend Stephen Skinta	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
St. Joseph Church	7 Locust St.		Carteret, NJ 07008	Middlesex County	Religious Buildings
St. Ladislaus Church	215 Somerset St.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
St. Mary of Mount Virgin	198 1/2 Sanford St.	Monsignor Robert Santa Barbara	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
St. Mary's Ukrainian Catholic	719 Roosevelt Ave.		Carteret, NJ 07008	Middlesex County	Religious Buildings
St. Matthew's Roman Catholic Church	81 Seymour Avenue		Edison, NJ 08817	Middlesex County	Religious Buildings
St. Peters R.C. Church	94 Somerset St.	Reverend Peter Cebulka	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
St. Peters R.C. Church	94 Somerset St.	Reverend Thomas Odorizzi	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
St. Sharbel Maronite Church	7 Reeve St.	Reverend Maron Asmar	Somerset, NJ 08873	Middlesex County	Religious Buildings
Suydam St. Church	74 Drift St.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Synod of Mid Atlantics Reformed Church	17 Seminary Pl.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings

Tabernacle Baptist Church	239 George St.	Reverend Dr. Leo H. Graham	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Tabernacle Pentecostal Church	104 Union St.		Carteret, NJ 07008	Middlesex County	Religious Buildings
Taiwanese American Pres Church	770 US-206		Hillsborough Township, NJ 08844	Middlesex County	Religious Buildings
The Church of Jesus Church	21 Charles St.	Reverend Salvador Sgro	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
The First Baptist Church	226 Halstead St.	Reverend Dr. John Hayward	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
The Promise Church of god	193 Wyndam St.		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
The Salvation Army	287 Handy St.	Captains Domingo & Rose Urban	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
The Temple Emmanuel	100 James Street		Edison, NJ 08818	Middlesex County	Religious Buildings
The United Methodist Church	323 George #23	Reverend Dr. B. Young	New Brunswick, NJ 08901	Middlesex County	Religious Buildings
University Heights Seventh Day	P.O. Box 1152		New Brunswick, NJ 08901	Middlesex County	Religious Buildings
Zion Evangelical Lutheran Church	714 Roosevelt Ave.		Carteret, NJ 07008	Middlesex County	Religious Buildings
Blawenburg Reformed Church	424 Route 518		Blawenburg, NJ 08504	Somerset County	Religious Buildings
Blessed Sacrament Church	1890 Washington Valley Rd.		Martinsville, NJ 08836	Somerset County	Religious Buildings
Bound Brook United Methodist Church	150 West Union Ave.		Bound Brook, NJ 08805	Somerset County	Religious Buildings
Chinese Christian Church	119 Matilda Ave.		Somerset, NJ 08873	Somerset County	Religious Buildings
Christ Presbyterian Church	1600 Washington Valley Rd.		Martinsville, NJ 08836	Somerset County	Religious Buildings

Congregation Kehilat Shalom	Rabbi Susan L. Falk	253 Belle Mead-Griggstown Rd.	Belle Mead, NJ 08502	Somerset County	Religious Buildings
Congregational Church of Bound Brook	209 Church St.		Bound Brook, NJ 08805	Somerset County	Religious Buildings
Emmanuel Baptist Church	34 S 3rd Ave.		Manville, NJ 08835	Somerset County	Religious Buildings
Eternal Life Church	322 Franklin Blvd.		Somerset, NJ 08873	Somerset County	Religious Buildings
Faith in Action Church	228 S. Main St.		Manville, NJ 08835	Somerset County	Religious Buildings
First Baptist Church	43 Franklin St.		South Bound Brook, NJ 08880	Somerset County	Religious Buildings
First Presbyterian Church	321 Main St.		Bernardsville, NJ 07924	Somerset County	Religious Buildings
Gateway Church	324 Milltown Rd.		Bridgewater, NJ 08807	Somerset County	Religious Buildings
Grace Community Church	424 Garretson Rd.		Bridgewater, NJ 08807	Somerset County	Religious Buildings
Hope Church	519 East Main St.		Bound Brook, NJ 08805	Somerset County	Religious Buildings
Kingdom Hall of Jehovah's Witnesses	172 Hollow Rd.		Skillman, NJ 08558	Somerset County	Religious Buildings
Montgomery Evangelical Free Church	Pastor Brian Cooper	246 Belle Mead-Griggstown Rd.	Belle Mead, NJ 08502	Somerset County	Religious Buildings
Montgomery United Methodist Church	Pastor Tony Godlefski	117 Sunset Rd.	Belle Mead, NJ 08502	Somerset County	Religious Buildings
Msgr. Gregory E. S. Malovetz	St. Charles Borromeo Church	47 Skillman Rd.	Skillman, NJ 08558	Somerset County	Religious Buildings
Our Lady of Mercy	122 High St.		South Bound Brook, NJ 08880	Somerset County	Religious Buildings
St. Johns Lutheran Church	319 Windsor St.		Bound Brook, NJ 08805	Somerset County	Religious Buildings

St. Mary of Czestochowa	201 Vosseller Ave.		Bound Brook, NJ 08805	Somerset County	Religious Buildings
St. Paul's Episcopal Church	214 Church St.		Bound Brook, NJ 08805	Somerset County	Religious Buildings
Sts Peter and Paul Catholic Church	285 Hamilton St.		Somerset, NJ 08873	Somerset County	Religious Buildings
The Presbyterian Church of Bound Brook	409 Mountain Ave.		Bound Brook, NJ 08805	Somerset County	Religious Buildings
New Brunswick Senior Center	81 Huntingdon St.		New Brunswick, NJ 08901	Middlesex County	Senior Center
Hunterdon County Administration Building	71 Main Street		Flemington NJ	Hunterdon County	Social Service Offices/Administr ation Buildings
Hunterdon County Department of Human Services	P.O. Box 2900		Flemington, NJ 08822-2900	Hunterdon County	Social Service Offices/Administr ation Buildings
Hunterdon County Dept of Planning, Economic Dev & Land Use	PO Box 2900		Flemington, NJ 08822	Hunterdon County	Social Service Offices/Administr ation Buildings
Hunterdon County Dept. of Human Services, Div. of Senior, Disabilities & Vet. Svcs.	4 Gauntt Place Bldg # 1, P.O. Box 2900		Flemington, NJ 08822-2900	Hunterdon County	Social Service Offices/Administr ation Buildings
Hunterdon County Housing Agency	8 Gauntt Place		Flemington, NJ 08822	Hunterdon County	Social Service Offices/Administr ation Buildings
Hunterdon County Social Services	Community Services Building		Flemington, NJ 08822	Hunterdon County	Social Service Offices/Administr ation Buildings
Hunterdon County Social Services Board, Community Svcs	6 Gauntt Place, P.O. Box 2900		Flemington, NJ 08822-2900	Hunterdon County	Social Service Offices/Administr ation Buildings

The ARC of Hunterdon County	1465 Route 31 South, Suite 23		Annandale, NJ 08801	Hunterdon County	Social Service Offices/Administr ation Buildings
United Way Hunterdon County	4 Walter Foran Blvd	Suite 104	Flemington, NJ 08822	Hunterdon County	Social Service Offices/Administr ation Buildings
Housing Coalition of New Jersey	90 Jersey Avenue		New Brunswick, NJ 08901	Middlesex	Social Service Offices/Administr ation Buildings
American Red Cross of Central Jersey	707 Alexander Rd		Princeton, NJ 08540	Middlesex County	Social Service Offices/Administr ation Buildings
Jewish Family & Vocational Services	32 Ford Ave.		Milltown, NJ 08850	Middlesex County	Social Service Offices/Administr ation Buildings
Salvation Army	433 State St.		Perth Amboy, NJ 08861	Middlesex County	Social Service Offices/Administr ation Buildings
Accelero Learning - Asbury Park Center	907 Grand Avenue		Asbury Park, NJ 07712	Middlesex County	Social Service Offices/Administr ation Buildings
Brunswick and Raritan Housing Corporation	56 Throop Ave.		New Brunswick, NJ 08901	Middlesex County	Social Service Offices/Administr ation Buildings
Carteret Housing Authority	96 Roosevelt Ave.		Carteret, NJ 07008	Middlesex County	Social Service Offices/Administr ation Buildings
Catholic Charities Diocese of Metuchen	319 Maple St.		Perth Amboy, NJ 08861	Middlesex County	Social Service Offices/Administr ation Buildings

Central Jersey Legal Services, Middlesex County Division,	313 State St.	Suite 308	Perth Amboy, NJ 08861	Middlesex County	Social Service Offices/Administr ation Buildings
Central NJ Maternal & Child Health Consortium, Inc	2 King Arthur Court, Suite		North Brunswick, NJ 08902	Middlesex County	Social Service Offices/Administr ation Buildings
Civic League of Greater New Brunswick	47 Throop, #3		New Brunswick, NJ 08901	Middlesex County	Social Service Offices/Administr ation Buildings
Division of Housing, Community Development & Social Services	Middlesex County Administration Bldg, 2nd Floor	75 Bayard Street	New Brunswick, NJ 08901	Middlesex County	Social Service Offices/Administr ation Buildings
East Brunswick Community Corp	PO Box 185		East Brunswick, NJ 08816	Middlesex County	Social Service Offices/Administr ation Buildings
Edison Housing Authority	14 Rev Samuel C Carpenter Blvd		Edison, NJ 08820	Middlesex County	Social Service Offices/Administr ation Buildings
Elijah's Promise	18 Neilson St.		New Brunswick, NJ 08901	Middlesex County	Social Service Offices/Administr ation Buildings
Fish Inc	456 New Market Rd.		Piscataway, NJ 08854	Middlesex County	Social Service Offices/Administr ation Buildings
Franklin Township Municipal Building	475 DeMott Lane		Somerset, NJ 08873	Middlesex County	Social Service Offices/Administr ation Buildings
Highland Park Housing Authority	242 South 6th Avenue		Highland Park NJ 08904	Middlesex County	Social Service Offices/Administr ation Buildings

Metuchen Community Services	223 Fayette Street		Perth Amboy, NJ 08861	Middlesex County	Social Service Offices/Administr ation Buildings
Metuchen/Edison NAACP	127 Newman Street		Metuchen, NJ 08840	Middlesex County	Social Service Offices/Administr ation Buildings
Middlesex Board of Social Services	Alexander F. Jankowski Community Center	1 Olive St.	Perth Amboy, NJ 08861	Middlesex County	Social Service Offices/Administr ation Buildings
Middlesex County Admin Building - Housing	75 Board Street		New Brunswick, NJ 08903	Middlesex County	Social Service Offices/Administr ation Buildings
Middlesex County Board of Social Services	181 How Lane	PO Box 509	New Brunswick, NJ 08903	Middlesex County	Social Service Offices/Administr ation Buildings
Middlesex County Department of Human Services, County Adman. Bldg.	1 JFK Square		New Brunswick, NJ 08901	Middlesex County	Social Service Offices/Administr ation Buildings
Middlesex County Office On Aging	JFK Square		New Brunswick, NJ 08903	Middlesex County	Social Service Offices/Administr ation Buildings
Middlesex County Rental Assistance Offices	181 Howe Lane		New Brunswick, NJ 08903	Middlesex County	Social Service Offices/Administr ation Buildings
Middlesex County Vocational and Technical Adult Evening Schools	457 High St.		Perth Amboy, NJ 08861	Middlesex County	Social Service Offices/Administr ation Buildings
Middlesex County Vocational and Technical Schools	112 Rues Lane		East Brunswick, NJ 08816	Middlesex County	Social Service Offices/Administr ation Buildings

Middlesex County Vocational and Technical Schools	21 Suttons Lane		Piscataway, NJ 08854	Middlesex County	Social Service Offices/Administration Buildings
Middlesex Interfaith Partners with the Homeless	100 Mitch Snyder Dr		Edison, NJ 08837	Middlesex County	Social Service Offices/Administration Buildings
NAAACP New Brunswick Youth Council Branch	PO Box 235		New Brunswick, NJ 08903	Middlesex County	Social Service Offices/Administration Buildings
NAAACP Rutgers University Branch	613 George Street		New Brunswick, NJ 08901	Middlesex County	Social Service Offices/Administration Buildings
New Brunswick Housing Authority	P.O. Box 110		New Brunswick, NJ 08901	Middlesex County	Social Service Offices/Administration Buildings
New Brunswick NAAACP	PO Box 235		New Brunswick, NJ 08903	Middlesex County	Social Service Offices/Administration Buildings
Northwest New Jersey Community Action Program, Inc. (NORWESCAP)	350 Marshall St.		Phillipsburg, NJ 08862	Middlesex County	Social Service Offices/Administration Buildings
Office of Aging & Disabled Services		Middlesex County Admin Bldg., 5th Floor, 75 Bayard Street	New Brunswick, NJ 08901	Middlesex County	Social Service Offices/Administration Buildings
Perth Amboy Adult Education Center	178 Barracks St.		Perth Amboy, NJ 08861	Middlesex County	Social Service Offices/Administration Buildings
Perth Amboy Housing Authority	881 Amboy Ave.	PO Box 390	Perth Amboy, NJ 08862	Middlesex County	Social Service Offices/Administration Buildings

Perth Amboy NAACP	PO Box 1219		Perth Amboy, NJ 08621	Middlesex County	Social Service Offices/Administr ation Buildings
Rahway Housing Authority	498 Capobianco Plz		Rahway, NJ 07065	Middlesex County	Social Service Offices/Administr ation Buildings
South Amboy Housing Authority	250 South Broadway	P.O. Box 817	South Amboy, NJ 08879	Middlesex County	Social Service Offices/Administr ation Buildings
St. John's Center	24 Adel St.		New Brunswick, NJ 08901	Middlesex County	Social Service Offices/Administr ation Buildings
The ARC of Middlesex County	219 Blackhorse Lane #1		North Brunswick, NJ 08902	Middlesex County	Social Service Offices/Administr ation Buildings
The Salvation Army	287 Handy St., P.O. Box 269		New Brunswick, NJ 08901	Middlesex County	Social Service Offices/Administr ation Buildings
United Way of Central Jersey	32 Ford Ave.		North Brunswick, NJ 08853	Middlesex County	Social Service Offices/Administr ation Buildings
Woodbridge Housing Authority	20 Bunns Lane		Woodbridge, NJ 07095	Middlesex County	Social Service Offices/Administr ation Buildings
Franklin Township Housing Authority	1 Parkside Street		Somerset, NJ 08873	Somerset County	Social Service Offices/Administr ation Buildings
Hunterdon-Somerset County Board of Realtors	3461 US-22		Branchburg, NJ 08876	Somerset County	Social Service Offices/Administr ation Buildings

Montgomery Township Senior Center	Otto Kaufman Community Center	356 Skillman Rd.	Skillman, NJ 08558	Somerset County	Social Service Offices/Administration Buildings
Rotary Club of Montgomery/Rocky Hill	P.O. Box 333		Rocky Hill, NJ 08553	Somerset County	Social Service Offices/Administration Buildings
Somerset County Administration Building	20 Grove St.	P.O. Box 3000	Somerville, NJ 08876	Somerset County	Social Service Offices/Administration Buildings
Somerset County Board of Social Services	73 East High St.		Somerville, NJ 08876	Somerset County	Social Service Offices/Administration Buildings
Somerset County Community Action Program (SCAP)	PO Box 189		Somerset, NJ 08875-0189	Somerset County	Social Service Offices/Administration Buildings
Somerset County Office On Aging	First Floor	27 Washington St.	Somerville, NJ 08876	Somerset County	Social Service Offices/Administration Buildings
Somerset County Office on Human Services	20 Grove St.	P.O. Box 3000	Somerville, NJ 08876	Somerset County	Social Service Offices/Administration Buildings
Somerset County Planning Division	20 Grove St.	PO Box 3000	Somerville, NJ 08876	Somerset County	Social Service Offices/Administration Buildings
The ARC of Somerset County	141 South Street		Morrisville, NJ 08835	Somerset County	Social Service Offices/Administration Buildings
Housing Authority of Plainfield	510 East Front Street, Suite 1		Plainfield, NJ 07060	Union County	Social Service Offices/Administration Buildings

North Central Jersey Association of Realtors	767 Central Avenue		Westfield, NJ 07090	Union County	Social Service Offices/Administration Buildings
Warren/ Sussex County Branch of the NAACP	PO BOX 229		WASHINGTON NJ 07882	Warren/Sussex County	Social Service Offices/Administration Buildings
Catholic Charities	398 5th Avenue		Hackettstown, NJ 07840		Social Service Offices/Administration Buildings
Fair Share Housing Center	510 Park Blvd		Cherry Hill, NJ 08002		Social Service Offices/Administration Buildings
Housing and Community Development Network of New Jersey	145 W. Hanover		Trenton, NJ 08618		Social Service Offices/Administration Buildings
Latino Action Network	PO Box 943		Freehold, NJ 07728		Social Service Offices/Administration Buildings
Lutheran Social Ministries	6 Terri Lane, Suite 300		Burlington, NJ 08010		Social Service Offices/Administration Buildings
Mercer County Board of Realtors	1428 Brunswick Ave		Trenton, NJ 08638		Social Service Offices/Administration Buildings
New Jersey Council on Affordable Housing	101 South Broad Street	CN 813	Trenton, NJ 08625-0800		Social Service Offices/Administration Buildings
New Jersey Department of Community Affairs	101 South Broad Street	P.O. Box 800	Trenton, NJ 08625-0800		Social Service Offices/Administration Buildings

New Jersey State Conference of the NAACP	4326 Harbor Beach Blvd. #775	Brigantine, NJ 08203	Social Service Offices/Administr ation Buildings
Plainfield Area NAACP	300 Central Avenue	Plainfield, NJ 07060	Social Service Offices/Administr ation Buildings
Plainsboro Non Profit Housing Corporation	316 Rockingham Row	Princeton, NJ 08540	Social Service Offices/Administr ation Buildings
Supportive Housing Association	185 Valley Street	South Orange, NJ 07079	Social Service Offices/Administr ation Buildings
Urban League of Hudson County	253 Martin Luther King Drive	Jersey City, NJ 07305	Social Service Offices/Administr ation Buildings

Appendix II

Business Name	Address1	Address 2	City State Zip
Middlesex County Administration Bldg	75 Bayard Street		New Brunswick, NJ 08903
Somerset County Admin. Bldg	20 Grove Street		Somerville, NJ 08876
Somerset County Library Headquarters	1 Vogt Drive		Bridgewater, NJ 08807
Hunterdon County Library Headquarters	314 State Highway 12		Flemington, NJ 08822
Hunterdon County Administration Building	71 Main Street		Flemington NJ 08822
Watchung Municipal Building	15 Mountain Blvd		Watchung, NJ, 07069
Watchung Public Library	12 Marlboro Road		Watchung, NJ, 07069
Libraries of Middlesex Automated Consortium	27 Mountain Ave		Edison, NJ, 08837

(Complete Section I individually for all developments or programs within the municipality.)

(Sections II through IV should be consistent for all affordable housing developments and programs within the municipality. Sections that differ must be described in the approved contract between the municipality and the administrative agent and in the approved Operating Manual.)

2. Describe the random selection process that will be used once applications are received.

2. Describe the random selection process that will be used once applications are received.

III. MARKETING

3a. Direction of Marketing Activity: (indicate which group(s) in the housing region are least likely to apply for the housing without special outreach efforts because of its location and other factors)

☐ White (non-Hispanic) ☒ Black (non-Hispanic) ☒ Hispanic ☐ American Indian or Alaskan Native
☒ Asian or Pacific Islander ☐ Other group:

3b. HOUSING RESOURCE CENTER (www.njhousing.gov) A free, online listing of affordable housing ☐

3c. Commercial Media (required) (Check all that applies)

	DURATION & FREQUENCY OF OUTREACH	NAMES OF REGIONAL NEWSPAPER(S)	CIRCULATION AREA
TARGETS ENTIRE HOUSING REGION 3			
Daily Newspaper			
<input type="checkbox"/>		Star-Ledger	
TARGETS PARTIAL COAH REGION 3			
Daily Newspaper			
<input checked="" type="checkbox"/>		Home News Tribune	Middlesex, Somerset, Union
<input checked="" type="checkbox"/>		Courier News	Somerset and Hunterdon
Weekly Newspaper			
<input type="checkbox"/>		Beacon	Hunterdon
<input type="checkbox"/>		Delaware Valley News	Hunterdon
<input type="checkbox"/>		Hunterdon County Democrat / Hunterdon Observer	Hunterdon
<input type="checkbox"/>		Hunterdon Review	Hunterdon
<input type="checkbox"/>		Amity Beacon	Middlesex
<input type="checkbox"/>		Colonia Corner	Middlesex
<input type="checkbox"/>		Cranbury Press	Middlesex
<input type="checkbox"/>		East Brunswick Sentinel	Middlesex
<input type="checkbox"/>		Edison Sentinel	Middlesex
<input type="checkbox"/>		South Brunswick Post	Middlesex
<input type="checkbox"/>		South Plainfield Observer	Middlesex
<input type="checkbox"/>		Suburban, The	Middlesex
<input type="checkbox"/>		Princeton Packet	Middlesex, Somerset
<input type="checkbox"/>		Sentinel, The	Middlesex, Somerset
<input type="checkbox"/>		Atom Tabloid & Citizen Gazette	Middlesex, Union

<input type="checkbox"/>		Parsippany Life	Morris
<input checked="" type="checkbox"/>		Echoes Sentinel	Morris, Somerset
<input type="checkbox"/>		Bernardsville News	Somerset
<input type="checkbox"/>		Branchburg News	Somerset
<input type="checkbox"/>		Chronicle	Somerset
<input type="checkbox"/>		Hills-Bedminster Press	Somerset
<input type="checkbox"/>		Hillsborough Beacon	Somerset
<input type="checkbox"/>		Manville News	Somerset
<input type="checkbox"/>		Messenger-Gazette	Somerset
<input type="checkbox"/>		Reporter	Somerset
<input type="checkbox"/>		Somerset Spectator	Somerset
Monthly Newspaper			
<input type="checkbox"/>		About Our Town/Community News	Middlesex, Somerset
	DURATION & FREQUENCY OF OUTREACH	NAMES OF REGIONAL TV STATION(S)	CIRCULATION AREA AND/OR RACIAL/ETHNIC IDENTIFICATION OF READERS/AUDIENCE
TARGETS ENTIRE HOUSING REGION 3			
<input type="checkbox"/>		2 WJZ-TV CBS Broadcasting Inc.	
<input type="checkbox"/>		3 WWSB-TV CBS Broadcasting Inc.	
<input type="checkbox"/>		4 WNBC-TV NBC Tele Mundo License Co. (General Electric)	
<input type="checkbox"/>		5 WUPV-TV Fox Television Stations, Inc. (News Corp.)	
<input type="checkbox"/>		6 WPVI-TV American Broadcasting Companies, Inc (Walt Disney)	
<input type="checkbox"/>		7 WABC-TV American Broadcasting Companies, Inc (Walt Disney)	
<input type="checkbox"/>		9 WWOR-TV Fox Television Stations, Inc. (News Corp.)	
<input type="checkbox"/>		10 WCAU NBC Tele mundo License Co. (General Electric)	
<input type="checkbox"/>		11 WPIX Wpix, Inc. (Tribune)	
<input type="checkbox"/>		12 WHYY-TV Whyy, Inc.	
<input type="checkbox"/>		13 WNET Educational Broadcasting Corporation	

<input type="checkbox"/>		17 WPHL-TV Tribune Company	
<input type="checkbox"/>		31 WPXN-TV Paxson Communications License Company, Llc	
<input type="checkbox"/>		35 WYBE Independence Public Media Of Philadelphia, Inc.	
<input type="checkbox"/>		39 WLVT-TV Lehigh Valley Public Telecommunications Corp.	
<input type="checkbox"/>		41 WXTV Wxtv License Partnership, G.p. (Univision Communications Inc.)	
<input type="checkbox"/>		48 WGTW-TV Trinity Broadcasting Network	
<input type="checkbox"/>		50 WNJN New Jersey Public Broadcasting Authority	
<input type="checkbox"/>		52 WNJT New Jersey Public Broadcasting Authority	
<input type="checkbox"/>		57 WPSG Cbs Broadcasting Inc.	
<input type="checkbox"/>		58 WNJB New Jersey Public Broadcasting Authority	
<input type="checkbox"/>		61 WPPX Paxson Communications L Company, Llc	
<input type="checkbox"/>		63 WYMT-TV Mountain Broadcasting Corporation	
<input type="checkbox"/>		WUVI Univision Communications, Inc.	
<input type="checkbox"/>		68 WXPB-TV Univision New York Llc	Spanish
TARGETS PARTIAL HOUSING REGION 3			
<input type="checkbox"/>		13 WNEP-TV New York Times Co.	Hunterdon
<input type="checkbox"/>		46 W46BL Maranatha Broadcasting Company, Inc.	Hunterdon
<input type="checkbox"/>		51 WTVE Reading Broadcasting, Inc	Hunterdon (Christian)
<input type="checkbox"/>		25 W25BB New Jersey Public Broadcasting Authority	Hunterdon, Middlesex
<input type="checkbox"/>		22 WYOU Nexstar Broadcasting, Inc	Hunterdon, Somerset
<input type="checkbox"/>		28 WBRE-TV Nexstar Broadcasting, Inc.	Hunterdon, Somerset
<input type="checkbox"/>		44 WVIA-TV Ne Pa Ed Tv Association	Hunterdon, Somerset
<input type="checkbox"/>		56 WOLF-TV Wolf License Corp	Hunterdon, Somerset
<input type="checkbox"/>		60 WBPH-TV Sonshine Family Television Corp	Hunterdon, Somerset

<input type="checkbox"/>		69 WFMZ-TV Maranatha Broadcasting Company, Inc.	Hunterdon, Somerset
<input type="checkbox"/>		29 WTXF-TV Fox Television Stations, Inc. (News Corp.)	Middlesex, Somerset
<input type="checkbox"/>		47 WNJU NBC Telemundo License Co. (General Electric)	Middlesex, Somerset
<input type="checkbox"/>		66 WFME-TV Family Stations of New Jersey, Inc.	Middlesex, Somerset (Christian)
<input type="checkbox"/>		25 WNYE-TV New York City Dept. Of Info Technology & Telecommunications	Somerset

	DURATION & FREQUENCY OF OUTREACH	NAMES OF CABLE PROVIDER(S)	BROADCAST AREA
TARGETS PARTIAL HOUSING REGION 3			
<input type="checkbox"/>		Comcast of Northwest NJ, Southeast Pennsylvania	Partial Hunterdon
<input type="checkbox"/>		Patriot Media & Communications	Partial Hunterdon, Somerset
<input type="checkbox"/>		Service Electric Cable TV of Hunterdon	Partial Hunterdon
<input type="checkbox"/>		Cablevision of Raritan Valley	Partial Middlesex, Somerset
<input type="checkbox"/>		Comcast of Central NJ (Union System)	Partial Middlesex
<input type="checkbox"/>		Comcast of Plainfield	Partial Middlesex, Somerset

	DURATION & FREQUENCY OF OUTREACH	NAMES OF REGIONAL RADIO STATION(S)	BROADCAST AREA AND/OR RACIAL/ETHNIC IDENTIFICATION OF READERS/AUDIENCE
TARGETS ENTIRE HOUSING REGION 3			
AM			
<input type="checkbox"/>		WFAN 660	
<input type="checkbox"/>		WOR 710	
<input type="checkbox"/>		WABC 770	
<input type="checkbox"/>		WCBS 880	
<input type="checkbox"/>		WBBR 1130	
<input type="checkbox"/>		WWTR 1170	
<input type="checkbox"/>		WTTM 1680	Spanish, Asian, etc.
FM			
<input type="checkbox"/>		WFNY-FM 92.3	
<input type="checkbox"/>		WPAT-FM 93.1	Spanish

<input type="checkbox"/>		WNYC-FM 93.9	
<input type="checkbox"/>		WPST 94.5	
<input type="checkbox"/>		WFME 94.7	
<input type="checkbox"/>		WPLJ 95.5	
<input type="checkbox"/>		WQXR-FM 96.3	
<input type="checkbox"/>		WQHT 97.1	
<input type="checkbox"/>		WSKQ-FM 97.9	Spanish
<input type="checkbox"/>		WRKS 98.7	
<input type="checkbox"/>		WAWZ 99.1	Christie
<input type="checkbox"/>		WBAI 99.5	
<input type="checkbox"/>		WPHI-FM 100.3	
<input type="checkbox"/>		WCBS-FM 101.1	
<input type="checkbox"/>		WKXW-FM 101.5	
<input type="checkbox"/>		WQCD 101.9	
<input type="checkbox"/>		WNEW 102.7	
<input type="checkbox"/>		WLIB 103.1	
<input type="checkbox"/>		WKTU 103.5	
<input type="checkbox"/>		WWPR-FM 105.1	
<input type="checkbox"/>		WJMS-FM 105.3	
<input type="checkbox"/>		WJLV-FM 106.7	
TARGETS PARTIAL HOUSING REGIONS 3			
AM			
<input type="checkbox"/>		WFIL 560	Hunterdon
<input type="checkbox"/>		WIP 610	Hunterdon
<input type="checkbox"/>		WAEB 790	Hunterdon
<input type="checkbox"/>		WCHR 1040	Hunterdon
<input type="checkbox"/>		WGPA 1100	Hunterdon
<input type="checkbox"/>		WEEX 1230	Hunterdon
<input type="checkbox"/>		WKAP 1470	Hunterdon
<input type="checkbox"/>		WRNJ 1510	Hunterdon

<input type="checkbox"/>		WWJZ 640	Hunterdon, Middlesex
<input type="checkbox"/>		WPHY 920	Hunterdon, Middlesex
<input type="checkbox"/>		WPHT 1210	Hunterdon, Middlesex
<input type="checkbox"/>		WBUD 1260	Hunterdon, Middlesex
<input type="checkbox"/>		WMCA 570	Middlesex (Christian)
<input type="checkbox"/>		WIMG 1300	Middlesex
<input type="checkbox"/>		WCTC 1450	Middlesex, Somerset
FM			
<input type="checkbox"/>		WRTI 90.1	Hunterdon
<input type="checkbox"/>		WCVH 90.5	Hunterdon
<input type="checkbox"/>		WHYY-FM 90.9	Hunterdon
<input type="checkbox"/>		WXTU 92.5	Hunterdon
<input type="checkbox"/>		WAEB-FM 104.1	Hunterdon
<input type="checkbox"/>		WFKB 107.5	Hunterdon
<input type="checkbox"/>		WMMR 93.3	Hunterdon, Middlesex
<input type="checkbox"/>		WYS	Hunterdon, Middlesex
<input type="checkbox"/>		WJEN-FM 95.7	Hunterdon, Middlesex
<input type="checkbox"/>		WJEN-FM 96.5	Hunterdon, Middlesex
<input type="checkbox"/>		WJGL 97.1	Hunterdon, Middlesex
<input type="checkbox"/>		WUOL 98.9	Hunterdon, Middlesex
<input type="checkbox"/>		WJQQ 102.1	Hunterdon, Middlesex
<input type="checkbox"/>		WMGK 102.9	Hunterdon, Middlesex
<input type="checkbox"/>		WJJZ 106.1	Hunterdon, Middlesex
<input type="checkbox"/>		WKDN 106.9	Hunterdon, Middlesex (Christian)
<input type="checkbox"/>		WAXQ 104.3	Hunterdon, Middlesex, Somerset
<input type="checkbox"/>		WNTI 91.9	Hunterdon, Somerset
<input type="checkbox"/>		WZZO 95.1	Hunterdon, Somerset
<input type="checkbox"/>		WCTO 96.1	Hunterdon, Somerset
<input type="checkbox"/>		WLEV 100.7	Hunterdon, Somerset
<input type="checkbox"/>		WNJT-FM 88.1	Middlesex
<input type="checkbox"/>		WRSU-FM 88.7	Middlesex

<input type="checkbox"/>		WWFM 89.1	Middlesex
<input type="checkbox"/>		WWPH 107.9	Middlesex
<input type="checkbox"/>		WDVR 89.7	Middlesex, Somerset
<input type="checkbox"/>		WVPH 90.3	Middlesex, Somerset
<input type="checkbox"/>		WMGQ 98.3	Middlesex, Somerset
<input type="checkbox"/>		WBLS 107.5	Middlesex, Somerset

3d. Other Publications (such as neighborhood newspapers, religious publications, and organizational newsletters) (Check all that applies)

	NAME OF PUBLICATIONS	OUTREACH AREA	RACIAL/ETHNIC IDENTIFICATION OF READERS/AUDIENCE
TARGETS ENTIRE HOUSING REGION 3			
Weekly			
	Nuestra Comunidad	Central/South Jersey	Spanish Language
Monthly			
<input type="checkbox"/>	Sino Monthly	North Jersey/NYC area	Chinese-American
TARGETS PARTIAL HOUSING REGION 3			
Daily			
<input type="checkbox"/>	24 Hours	Bergen, Essex, Hudson, Middlesex, Passaic, Union Counties	Portuguese-Language
Weekly			
<input type="checkbox"/>	Arab Voice Newspaper	North Jersey/NYC area	Arab-American
<input type="checkbox"/>	Catholic Advocate, The	Essex County area	Catholic
<input type="checkbox"/>	La Jirafa	Hudson, Union, Middlesex Counties	Cuban community
<input type="checkbox"/>	Amerika Magyar Nepszava (American Hungarian Peoples' Voice)	Central/North Jersey	Hungarian-Language
<input type="checkbox"/>	New Jersey Jewish News	Northern and Central New Jersey	Jewish
<input type="checkbox"/>	Nuestra Comunidad	Central/South Jersey	Spanish-Language
<input type="checkbox"/>	Desi NJ	Central Jersey	South Asian
<input type="checkbox"/>	Ukrainian Weekly	New Jersey	Ukrainian Community

3e. Employer Outreach (names of employers throughout the housing region that can be contacted to post advertisements and distribute flyers regarding available affordable housing) (Check all that applies): **See Appendix I of the Borough of Watchung Affirmative Marketing Plan**

3f. Community Contacts (names of community groups/organizations throughout the housing region that can be contacted to post advertisements and distribute flyers regarding available affordable housing) **See Appendix I of the Borough of Watchung Affirmative Marketing Plan**

IV. APPLICATIONS

Applications for affordable housing for the above units will be available at the following locations:

4a. County Administration Buildings and/or Libraries for all counties in the housing region (list county building, address, contact person) (Check all that applies) **See Appendix II of the Borough of Watchung Affirmative Marketing Plan**

4b. Municipality in which the units are located **See Appendix II of the Borough of Watchung Affirmative Marketing Plan**

4c. Sales/Rental Office for units (if applicable)

V. CERTIFICATIONS AND ENDORSEMENTS

I hereby certify that the above information is true and correct to the best of my knowledge. I understand that knowingly falsifying the information contained herein may affect the (select one: Municipality's substantive certification or DCA Balanced Housing Program funding or HMFA UHOMON/CHOICE funding).

Name (Type or Print)

Title/Municipality

Signature

Date

BOROUGH OF WATCHUNG

RESOLUTION NO. _____

**A RESOLUTION OF THE BOROUGH OF WATCHUNG, COUNTY OF SOMERSET,
STATE OF NEW JERSEY ADOPTING AN AFFORDABLE HOUSING SPENDING PLAN**

WHEREAS, the Borough of Watchung, County of Somerset, and State of New Jersey, entered into a Settlement Agreement with the Fair Share Housing Center, Inc., on June 7, 2018; and

WHEREAS, on September 19, 2019, the Superior Court entered an Order on Fairness and Preliminary Compliance; and

WHEREAS, the Settlement Agreement provides that the Borough prepare a Spending Plan, subject to the review and approval by Superior Court; and

WHEREAS, the Spending Plan represents a commitment of expenditure of funds under N.J.S. 52:27B-2 and 329.3, with the 4 year period for expenditure beginning to run with the entry of a final Order on Fairness and Compliance; and

WHEREAS, the Borough received approval from the Council on Affordable Housing in 1997 for a Development Fee Ordinance, which was updated in 2014; and

WHEREAS, the Development Fee Ordinance establishes an Affordable Housing Trust Fund that includes development fees, payments from developers in lieu of constructing affordable units on-site, barrier free escrow funds, rental income, repayments from affordable housing program loans, recapture funds, and proceeds from the sale of affordable units; and

WHEREAS, N.J.A.C. 5:97-8.1(d) requires a municipality with an Affordable Housing Trust Fund to receive approval of a Spending Plan from COAH; and

WHEREAS, the Superior Court now has jurisdiction over this matter; and

WHEREAS, the Borough's Spending Plan includes the following:

1. A projection of revenues anticipated from imposing fees on development, based on pending, approved and anticipated developments and historic development activity;
2. A projection of revenues anticipated from other sources, including payments in lieu of constructing affordable units on sites zoned for affordable housing, funds from the sale of units with extinguished controls, proceeds from the sale of affordable units, rental income, repayments from affordable housing program loans, and interest earned;
3. A description of the administrative mechanism that the municipality will use to collect and distribute revenues;
4. A description of the anticipated use of all affordable housing trust fund;
5. A schedule for the expenditure of all affordable housing trust funds;
6. If applicable, a schedule for the creation or rehabilitation of housing units;
7. A pro-forma statement of the anticipated costs and revenues associated with the development if the municipality envisions supporting or sponsoring public sector or non-profit construction of housing;
8. A plan to spend the trust fund balance as of July 1, 2025, or in accordance with an implementation schedule approved by Superior Court;
9. A plan to spend and/or contractually commit all development fees and any payments in lieu of construction within four (4) years of the end of the calendar year in which funds are collected, and

10. A description of the anticipated use of excess Affordable Housing Trust Funds, in the event more funds than anticipated are collected, or projected funds exceed the amount necessary for satisfying the municipal affordable housing obligation.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Watchung, County of Somerset, and State of New Jersey, that the Borough approves the 2019 Affordable Housing Trust Fund Spending Plan and requests that the Superior Court review and approve the Spending Plan.

Date: May 16, 2019
Index: Misc., Planning Board
C: M. Shiffman
T. Schaefer

Council

Keith S. Balla, Mayor

2019 Affordable Housing Trust Fund Spending Plan
Borough of Watchung
Somerset County, New Jersey

March 2019

DRAFT

Approved by Watchung Borough Council on _____

BOROUGH OF WATCHUNG

Affordable Housing Trust Fund Spending Plan

INTRODUCTION

The Borough of Watchung, Somerset County, has prepared a Housing Element and Fair Share Plan ('HEFSP') in accordance with the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the Fair Housing Act (N.J.S.A. 52:27D-301) and the affordable housing regulations of the New Jersey Department of Community Affairs (the Department) (N.J.A.C. 5:93-1 et seq. and N.J.A.C. 5:96-1 et seq.) and the June 7, 2018 Settlement Agreement with the Fair Share Housing Center ('Fair Share Housing Center Settlement Agreement'). A development fee ordinance creating a dedicated revenue source for affordable housing was approved by the Department on September 10, 1997 and adopted by the Borough of Watchung on October 9, 1997. The current affordable housing development fee ordinance was updated in 2014. The ordinance establishes the Borough of Watchung affordable housing trust fund for which this spending plan is prepared.

1. REVENUES FOR CERTIFICATION PERIOD

As of December 31, 2018, the Borough of Watchung has collected \$1,033,129, expended \$1,823,129, and earned \$178,494 in interest, resulting in a balance of \$ 1,058,538. All development fees, payments in lieu of constructing affordable units on site, funds from the sale of units with extinguished controls, and interest generated by the fees are deposited in a separate interest-bearing affordable housing trust fund in Investors Trust Bank for the purposes of affordable housing. These funds shall be spent in accordance with N.J.A.C. 5:97-8.7-8.9, as described in the sections that follow.

To calculate a projection of revenue anticipated during the period of third round substantive certification, the Borough of Watchung considered the following:

- (a) Development fees:
1. Residential and nonresidential projects which have had development fees imposed upon them at the time of preliminary or final development approvals;
 2. All projects currently before the planning and zoning boards for development approvals that may apply for building permits and certificates of occupancy; and

3. Future development that is likely to occur based on historical rates of development.

(b) Payment in lieu:

No payments in lieu are projected at this time.

(c) Other funding sources:

None collected or projected.

(d) Projected interest:

Interest on the projected revenue of the municipal affordable housing trust fund at the current average interest rate.

PROJECTED SOURCE OF FUNDS	2019	2020	2021	2022	2023	2024	2025	Total
(a) Development fees:								
1. Non-residential Development Fees	312,400	43,700	700		0	0	0	399,800
2. Residential Development Fees	106,620	106,620	106,620	106,620	106,620	106,620	106,620	746,340
(b) Payments in Lieu of Construction	0	0	0	0	0	0	0	0
(c) Other Funds	0	0	0	0	0	0	0	0
(d) Interest 2.02%	8,464	3,036	3,036	2,154	2,154	2,154	2,154	23,152
Total	427,484	153,356	153,356	108,774	108,774	108,774	108,774	1,169,292

The Borough of Watchung projects a maximum of **\$1,146,140** in revenue, to the extent available and depending on the extent of development fees to be collected between January 1, 2019 and December 31, 2025. This amount plus projected interest of **\$23,152** totals **\$1,169,292** in anticipated revenue. This projected revenue, when added to the Borough of Watchung's trust fund balance of **\$1,058,538** as of December 31, 2018, results in anticipated total revenue of **\$2,227,830** available to fund and administer its affordable housing plan. All interest earned on the account shall be used only for the purposes of affordable housing.

2. ADMINISTRATIVE MECHANISM TO COLLECT AND DISTRIBUTE FUNDS

The following procedural sequence for the collection and distribution of development fee revenues shall be followed by the Borough of Watchung:

(a) Collection of development fee revenues:

Collection of development fee revenues shall be consistent with the Borough of Watchung's development fee ordinance for both residential and non-residential development in accordance with the Department's rules and P.L.2008, c.46, sections 8 (C. 52:27D-329.2) and 32-38 (C. 40:55D-3.7), and with the FSHC Settlement Agreement. A development fee ordinance creating a dedicated revenue source for affordable housing was approved by the Department on September 10, 1997 and adopted by the Borough of Watchung on October 9, 1997 with most recent amendment in 2014.

(b) Distribution of development fee revenues:

The Borough of Watchung Administrator recommends to the governing body the expenditure of development fee revenues as set forth in this spending plan. The governing body reviews the request for consistency with the spending plan and adopts the recommendation by resolution.

The release of funds requires the adoption of the governing body's resolution in accordance with the Court-approved spending plan. Once a request is approved by resolution, the Chief Financial Officer releases the requested revenue from the trust fund for the specific use approved in the governing body's resolution.

3. DESCRIPTION OF ANTICIPATED USE OF AFFORDABLE HOUSING FUNDS

(a) Rehabilitation and new construction programs and projects (N.J.A.C. 5:97-3.7)

The Borough of Watchung will dedicate \$1,240,575 to rehabilitation or new construction programs (see detailed descriptions in Fair Share Plan and as discussed below) as follows:

Rehabilitation program: \$100,000

The Borough of Watchung Construction Official performed an exterior conditions survey, which resulted in 4 existing housing units potentially suitable for rehabilitation. The Borough of Watchung has committed \$25,000 for the rehabilitation of each unit, for a total of \$100,000 to be expended from the trust fund. The units will be rehabilitated in accordance with the Watchung Borough Rehabilitation Program, in accordance with the Department requirements. The Borough has an ongoing

affordable housing rehabilitation program in accordance with the *Borough of Watchung Housing Rehabilitation Program Policies and Procedures Operating Manual*.

Accessory Apartments: \$300,000

The Borough of Watchung plans to fund 10 accessory moderate-income affordable apartments at \$30,000 per unit, for a total of \$300,000 to be expended from the trust fund. Additional funding may be provided in accordance with the *Borough of Watchung Affordability Assistance Program Policies and Procedures Manual* to designate these units affordable for low-income households by providing a one-time payment subsidy to render the moderate-income accessory apartments affordable to low-income households.

The Borough has an adopted accessory apartment zoning requirement, which permits affordable accessory apartments. The Borough has contracted with CG&A as their administrative Agent to manage the program in accordance with the *Watchung Borough Accessory Apartment Program Policies and Procedures Manual*.

Group Home/ Affordable Apartments: \$840,000

The Borough of Watchung plans to work with a group home provider to development at least one new group home in the Borough. The site location and group home provider are to be determined.

Alternatively, the Borough may determine other programs approved by the Department, such as acquiring the rights for 30 years to provide additional affordable apartment units, such as the planned Somerset Street/Watchung Avenue triangle mixed use overlay zone, or to provide funds to convert current affordable apartment units to low- or very-low income affordable units or other approved programs.

(b) Affordability Assistance (N.J.A.C. 5:97-8.8)

AFFORDABILITY ASSISTANCE CALCULATION		
Actual development fees through 12/31/2018		2,703,173
Actual interest earned through 12/31/2018	+	178,494
Development fees projected 2019-2025	+	1,146,140
Interest projected 2019-2025	+	23,152
Less housing activity expenditures through 12/31/2018 RCA Phillipsburg	-	1,098,108
Less housing activity expenditures through 12/31/2018 Tom Tom Realty		268,000
Total	=	2,684,851
Calculate 30 percent	x .30 =	805,455
Less Affordability assistance expenditures through 12/31/2018	-	0
PROJECTED MINIMUM Affordability Assistance Requirement 1/1/2019 through 12/31/2025	=	805,455
PROJECTED MINIMUM Very Low-Income Affordability Assistance Requirement 1/1/2019 through 12/31/2025	÷ 3 =	268,485

The Borough of Watchung will dedicate a minimum of \$805,455 from the affordable housing trust fund, to the extent available, such ultimately depending on the development fees collected between 2019 and 2025, to render units more affordable. This would include a minimum of \$268,485 from the affordable housing trust fund, to the extent available, to render units more affordable to households earning 30 percent or less of median income in the region. Affordability assistance mechanisms will include down-payment assistance, rental assistance, and the conversion of low-income units to very-low-income units (including the accessory apartments) and other programs approved by the Department.

(c) Administrative Expenses (N.J.A.C. 5:97-8.9)

ADMINISTRATIVE EXPENSE CALCULATION			
Actual Deposits and Interest thru 12/31/2018			\$ 2,881,667
Projected Development Fees and Interest 2019 through 2025	+		\$ 1,169,292
Payments-In-Lieu of construction and other deposits	+		\$ -
Less RCA expenditures thru 12/31/2018	-		\$ 1,098,108
Total for Administrative Expense Calculation	=		\$ 2,952,851
20% Maximum for Administrative Expenses	x		
	.20		\$ 590,570
Less Administrative Expenses through 12/31/2018	-		\$ 408,760
PROJECTED MAXIMUM available for administrative expenses 1/1/2019 thru 12/31/2025	=		\$ 181,811

The Borough of Watchung projects that \$181,811 will be available from the affordable housing trust fund to be used for administrative purposes through 2025. Projected administrative expenditures, subject to the 20 percent cap, are as follows:

The fee will be utilized for administrative purposes such as salaries and benefits for municipal employees or consultant fees necessary to develop or implement municipal housing programs such as rehabilitation, accessory apartments, new construction including but not limited to group homes, housing elements, affordability assistance and other alternative marketing programs, as described in the Fair Share Plan. Administrative funds may be used to income qualify households and monitor implementation. Development fees may be used to defray the costs of staff or consultants that are preparing or implementing a Fair Share Plan.

The Borough of Watchung will expend the remainder of the trust fund budget (after setting aside funds for the rehabilitation program, accessory apartment program and administrative expenses) for affordability assistance.

4. EXPENDITURE SCHEDULE

PROJECTS/ PROGRAMS	Number of Units Projected	2019	2020	2021	2022	2023	2024	2025	Total
Rehabilitation	4	\$25,000		\$25,000		\$25,000		\$25,000	\$100,000
Accessory Apartments	10	\$30,000	\$30,000	\$30,000	\$30,000	\$60,000	\$60,000	\$60,000	\$300,000
Group Homes or Affordable Apartments					\$425,000	\$300,000		\$115,575	\$840,575
Total Programs		\$55,000	\$30,000	\$55,000	\$455,000	\$385,000	\$60,000	\$200,575	\$1,240,575
Affordability Assistance		\$100,405	\$115,000	\$115,150	\$115,000	\$120,000	\$120,000	\$116,900	\$805,455
Administration		\$30,000	\$30,000	\$30,000	\$30,000	\$25,000	\$25,000	\$21,800	\$181,800
Total Expenditures		\$185,405	\$175,000	\$198,150	\$295,000	\$530,000	\$205,000	\$339,275	\$2,227,830
Projected Funds		\$427,484	\$153,356	\$153,356	\$153,774	\$108,774	\$108,774	\$108,774	\$1,169,292
Accumulated Funds	\$1,058,538	\$1,486,022	\$1,453,974	\$1,432,330	\$1,342,954	\$856,728	\$55,501	\$339,275	\$2,227,830
Remaining Balance	\$1,058,538	\$1,300,617	\$1,278,974	\$1,234,180	\$747,954	\$32,228	\$230,501	\$0	\$0

5. EXCESS OR SHORTFALL OF FUNDS

The three mechanisms that require funding under this Spending Plan are the Rehabilitation, Program, Accessory Apartment Program and Affordability Assistance Program are fully funded. In the event of excess funds, any remaining funds above the amount necessary to satisfy the municipal affordable housing obligation will be used to supplement the Affordability Assistance Program.

6. BARRIER FREE ESCROW

Collection and distribution of barrier free funds shall be consistent with the Borough of Watchung's Affordable Housing Ordinance in accordance with N.J.A.C. 5:97-8.5.

SUMMARY

The Borough of Watchung intends to spend affordable housing trust fund revenues pursuant to N.J.A.C. 5:97-8.7 through 8.9 and generally consistent with the housing programs outlined in the HEFSP adopted in April 2019. The Borough of Watchung has a balance of \$1,058,538 as of December 31, 2018 and anticipates an additional \$69,200 in revenues through 2025 for a total of \$2,227,830. The municipality will dedicate any excess funds or remaining balance towards the affordability assistance program. This Spending Plan demonstrates the Borough's commitment to expend these funds with respect to the following:

- Commitment to expend up to \$100,000 towards hard costs for the planned housing rehabilitation program;
- Commitment to expend up to \$300,000 towards hard costs for affordable accessory apartments;
- Commitment to expend at least 30% of affordable housing funds on affordability assistance;
- Commitment to expend not more than 20% of development revenues for administrative costs.

SPENDING PLAN SUMMARY	
Balance as of December 31, 2018	\$1,058,538
PROJECTED REVENUE 2019-2025	
Development fees	+ \$1,146,140
Payments in lieu of construction	+ 0
Other funds	+ 0
Interest	+ \$23,152
TOTAL AVAILABLE FUNDS	= \$2,227,830
PROJECTED EXPENDITURES 2019-2025	
Funds used for Rehabilitation	\$100,000
Funds used for Accessory Apartments	\$300,000
Funds used for Group Home or Affordable Apartments	\$840,575
Affordability Assistance *	\$80,000
Administration **	\$1,816
TOTAL PROJECTED EXPENDITURES	= \$2,227,580
REMAINING BALANCE	= 0

* Actual affordability assistance minimums are calculated on an ongoing basis, based on actual revenues.

** Administrative expenses are limited to 20 percent of what is actually collected.

BOROUGH OF WATCHUNG

RESOLUTION NO. _____

A RESOLUTION OF THE BOROUGH OF WATCHUNG, COUNTY OF SOMERSET, STATE OF NEW JERSEY ADOPTING A HOUSING REHABILITATION PROGRAM POLICIES AND PROCEDURES OPERATING MANUAL; ACCESSORY APARTMENT PROGRAM POLICIES AND PROCEDURES MANUAL; AFFORDABILITY ASSISTANCE POLICIES AND PROCEDURES MANUAL, AND AFFORDABLE HOUSING ADMINISTRATIVE AGENT POLICIES AND PROCEDURES MANUAL FOR THE BOROUGH

WHEREAS, on April 16, 2019, the Borough of Watchung Planning Board adopted the "2019 Housing Element & Fair Share Plan"; and

WHEREAS, on May 2, 2019, the Borough of Watchung Mayor and Council endorsed the "2019 Housing Element & Fair Share Plan"; and

WHEREAS, Appendix II to the "2019 Housing Element & Fair Share Plan" includes a series of manuals which are necessary to implement the Borough affordable housing Settlement Agreement with the Fair Share Housing Center, Inc., and the "2019 Housing Element & Fair Share Plan"; and

WHEREAS, the Borough of Watchung Mayor and Council desire to adopt the following:

- a) Housing Rehabilitation Program Policies and Procedures Operating Manual;
- b) Accessory Apartment Program Policies and Procedures Manual;
- c) Affordability Assistance Policies and Procedures Manual, and
- d) Affordable Housing Administrative Agent Policies and Procedures Manual.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Watchung, County of Somerset, and State of New Jersey, as follows:

1. The following manuals are hereby adopted:

- a) Housing Rehabilitation Program Policies and Procedures Operating Manual;
- b) Accessory Apartment Program Policies and Procedures Manual;
- c) Affordability Assistance Policies and Procedures Manual, and
- d) Affordable Housing Administrative Agent Policies and Procedures Manual.

2. This Resolution shall take effect immediately.

Date: May 16, 2019

Index: Misc., Planning Board

C: M. Shiffman

T. Schaefer

Council

Keith S. Balla, Mayor

RESOLUTION

WHEREAS, the Administrator has recommended the issuance of a purchase order to Gray's Florist & Greenhouse, 1590 Route 22 East, Watchung, NJ: and

WHEREAS, Chapter 2-25.10 of the Code of the Borough of Watchung provides that "Any purchase order or contract within the purview of the chapter in which any officer or employee of the Borough is financially interested, directly or indirectly, shall be void except that...the Council shall have the authority to waive, by resolution, compliance with this section when it finds such action to be in the best interest of the Borough."

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Watchung, that it finds it in the best interest of the Borough to waive compliance with Chapter 2-25.10 and authorizes the Purchasing Agent to issue a purchase order to Gray's Florist & Greenhouse as follows:

PO # 19-00488 / Amount of \$65.00

Council

Keith S. Balla, Mayor

Date: May 16, 2019
INDEX: Purchasing
C: W. Hance

RESOLUTION

BE IT RESOLVED, by the Mayor and Council of the Borough of Watchung, that the Borough Treasurer be, and is hereby directed to pay bills in the amount of \$2,258,668.14 per the attached bill list. The expenditures can be broken down into the following categories:

Affordable Housing Trust	\$	11,079.00
Animal Control	\$	11.40
Capital Fund	\$	17,050.95
Developer's Escrow	\$	14,943.28
Other Escrow	\$	35,264.77
Watchung Board of Education Taxes	\$	929,253.00
Watchung Hills Regional High School Taxes	\$	522,649.00
Current Fund	\$	720,416.74
Grant Fund	\$	3,000.00
Watchung Community Foundation	\$	5,000.00
Total Expenditures	\$	2,258,668.14

Lindsay Goodloe

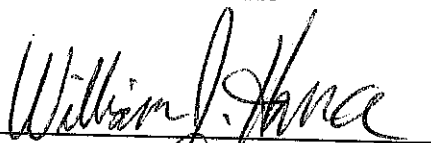
Daryl Eisenberg-Knegten

Stephen Black

William F. Nehls

Robert Gibbs

George Sopko



William J. Hance, CFO

Keith Balla, Mayor

Date: May 16, 2019
Index: Finance
C: Finance