

3/7/19
Agenda

BOROUGH OF WATCHUNG PLANNING BOARD

TRACEE SCHAEFER, CHAIRWOMAN

**Reorganizational Meeting
Regular Meeting
January 15, 2019**

**OFFICIAL MINUTES
ADOPTED FEBRUARY 19, 2019**

Chairwoman Schaefer called the Reorganizational Meeting to order at 7:00 p.m. The Regular Meeting immediately followed. Board members present were Mr. Desnoyers, Councilman Sopko, Ms. Pennett, Mr. Speeney, Mr. Pote and Ms. Joren. Mayor Balla, arrived at 7:20. Also present were Frank Linnus, Esq., Board Attorney, Tom Herits, P.E., Board engineer, Theresa Snyder, Board Clerk, Mark Healey, PP, Board Planner and Marica Shiffman, PP, Board consultant. There was 1 member from the public present.

Chairwomen Schaefer indicated that there was a quorum to conduct business and stated that this meeting was being held in compliance with N.J.S.A. 10:4-6 of the Open Public Meetings Act and proper notification of this meeting had been made. She then led the flag salute to the American flag, and the Board members identified themselves for the record.

OATH OF OFFICE

Albert Ellis, Class IV member, term to expire 12/31/2022

Stephen Pote, Class IV member, term to expire 12/31/2020

George Sopko, Class III member, term to expire 12/31/2019

REORGANIZATION FOR 2019

Election of Officers

Chairperson

On motion by Mr. Speeney, seconded by Ms. Pennett, the election of Tracee Schaefer to Chairwoman was accepted and carried on voice votes.

c: m/c, JLD 2/22/19

Vice-Chairperson

On motion by Mr. Desnoyers, seconded by Councilman Sopko, the election of Donald Speeney to Vice Chairman was accepted and carried on voice votes.

Secretary

On motion by Mr. Speeney, seconded by Councilman Sopko, the election of Pete Desnoyers to Secretary was accepted and carried on voice votes.

RESOLUTIONS**Resolution PB 19-R1****Calendar of Regular Meetings**

On motion by Chairwoman Schaefer, seconded by Mr. Speeney, the calendar of regular meeting dates for 2019 was accepted and carried on voice votes.

Resolution PB 19-R2**Adoption of By-Laws**

On motion by Chairwoman Schaefer, seconded by Ms. Pennett, the Board By-Laws for 2019 was accepted and carried on voice votes.

Resolution PB 19-R3**Designation of Official Newspapers**

On motion by Chairwoman Schaefer, seconded by Ms. Pennett, the official newspapers for 2019 were accepted and carried on voice votes.

Resolution PB 19-R4**Appointment of Board Professionals**

On motion by Chairwoman Schaefer, seconded by Mr. Speeney, the appointment of professionals for 2019 was accepted and carried on voice votes.

Tom Herits, Mark Healey and Marcia Shiffman were sworn in to give testimony.

COMMITTEE APPOINTMENTS**Site Plan and Sub-division****Committee:**

Tracee Schaefer

Donald Speeney

Ellen Spingler

Pete Desnoyers

Ordinance Committee:

Tracee Schaefer

Donald Speeney

George Sopko

Frank Linnus

County Planning Liason:

Tracee Schaefer
Donald Speeney
Al Ellis
Mayor Keith Balla

Environmental Committee:

Karen Pennett

Finance Committee:

Tracee Schaefer
Theresa Snyder
Ellen Spingler

Master Plan Committee:

Tracee Schaefer
Don Speeney
Debra Joren
Steve Pote

APPROVAL OF MINUTES

On motion by Mr. Pote, seconded by Mr. Desnoyers, the minutes for the November 20, 2018, Regular Meeting were accepted and carried on voice votes.

DISCUSSION**Housing Element and Fair Share Plan**

Marcia Shiffman presented the HEFSP (Housing Element and Fair Share Plan). The Plan will become part of the Master Plan. On page 2, the introduction states that the Plan is consistent with the Settlement Agreement and the Supreme Court ruling. The Plan is three-part:

1. Rehabilitation Obligation
2. Any remaining Prior Round Obligation that has not been constructed
3. Third Round Obligation

For the Third Round Obligation, the Court determined that there was a Gap Period from 1999-2015 and a Prospective Need Period from 2015-2025. The Plan included a Municipal Summary and an Affordable Housing Timeline.

The Borough reached a Settlement Agreement on June 7, 2018. The following is the Borough's Affordable Housing Obligations:

- Rehabilitation- 4 Units
- Prior Round (1987-1999)- 169 Units
- Third Round (1999-2025)- 53 Units
- Unmet Need (Prior Round)- 37 Units
- Unmet Need (Third Round)- 355 Units

The Plan included 25 pages of demographic data. There is a total of 2,346 housing units in the Borough that consists of single-family detached units, single-family attached units and multi-family dwelling units. The data relating to the condition of the Borough's housing stock was taken from the 2010 U.S. Census. Of the 48 housing units with incomplete kitchens, 30 units hold potential for rehab.

In 2017, the current "Property Value Classification" was published. The findings resulted in residential properties comprising 87.8 percent (1,947) giving the Borough 77.8% of its total land value. Reported also, were 90 commercial parcels (4.1 percent) and one apartment parcel contributing 2.8 percent.

Middlesex County Utilities Authority services 80 percent of the Borough's public sewer needs with a limited portion of the Borough being serviced by Berkeley Township Wastewater Treatment Plant in Union County. The Borough is expected to be fully serviced by sewer in the next 8-10 years.

Future development in the Borough is limited due to the restrictions of the environmental features on the remaining vacant lands.

The Fair Share Plan included summaries of three areas: "description of existing credits intended to satisfy the obligation; description of mechanisms that will be used to meet any outstanding obligations and an implementation schedule that sets forth a detailed timetable for units to be provided."¹

As part of the FSHC Settlement Agreement, the Borough has an obligation to rehabilitate 4 units. The current Spending Plan has included \$100,000 to rehabilitate units.

The Borough has existing credits for affordable housing through the following:

- Life Skills Resource Center, (Block 5002, Lot 4), 166 Johnston Drive Extension
- Lakeside Villas at Watchung, Age-Restricted Apartments; (Block 4001, Lot 4), Schmidt Circle
- The Point at Watchung, (Block 5601, Lot 2.01), Westbound Route 22, Crystal Ridge Drive
- Phillipsburg Regional Contribution Agreement
- Tom Tom Realty, Inc., (Block 4701, Lot 301), 495 Somerset Street

The Borough's proposed credits will be calculated by the Accessory Apartment Program and the Bonnie Burn Road Redevelopment Area.

¹ Borough of Watchung, Housing Element & Fair Share Plan, January 2019, Prepared by Marcia Shiffman, PP, AICP, LLA

There are only 9 properties in the Borough that are vacant. The RDP (Realistic Development Potential) is determined by the Vacant Land Inventory (VLI).

Existing credits are also found in two Medicaid beds housed at Brandywine at Mountain Ridge facility.

The Borough seeks to satisfy proposed credits through Watchung Associates, LLC and the Bonnie Burn Road Redevelopment Area.

There is an unmet need of 372 units proposed to be satisfied in the following ways:

- Mandatory Affordable Housing Setaside Ordinance
- Route 22 Affordable Housing Overlay District
- Somerset Street/Watchung Avenue Affordable Housing Overlay Zone

The Borough has prepared a Spending Plan and implementation schedule.

The Board concluded that the Draft of the HEFSP was consistent with the Master Plan and Settlement Agreement. A public hearing of said Draft will be held on Tuesday, February 19, 2019.

Draft Ordinance: Elimination of the Office/ Conference Overlay Ordinance

Mark Healey, PP, presented the Ordinance to the Board.

On motion by Mr. Speeney, seconded by Mr. Pote, the Board directed Theresa to draft a letter to notify the Borough Council that there were no inconsistencies with the Master Plan or the Borough's Settlement Agreement based on the following roll call vote:

Roll Call:	Ayes:	Mr. Desnoyers, Councilman Sopko, Ms. Pennett, Mayor Balla, Mr. Speeney, Mr. Pote and Chairwoman Schaefer
	Nays:	
	Not Eligible:	
	Abstain:	
	Absent:	

Draft Ordinance: Triangle Area Affordable Housing Overlay Ordinance

Mark Healey, PP, presented the Ordinance to the Board.

On motion by Mr. Desnoyers, seconded by Mr. Pote, the Board directed Theresa to draft a letter to notify the Borough Council that there were no inconsistencies with the

Master Plan or the Borough's Settlement Agreement based on the following roll call vote:

Roll Call: Ayes: Mr. Desnoyers, Councilman Sopko,
 Ms. Pennett, Mayor Balla, Mr. Speeney,
 Mr. Pote and Chairwoman Schaefer
 Nays:
 Not Eligible:
 Abstain:
 Absent:

ADJOURN

The Board unanimously voted to adjourn the meeting at 9:15 p.m.

Respectfully Submitted,

Theresa Snyder

Theresa Snyder
Board Clerk