

**RARITAN TOWNSHIP COMMITTEE REGULAR MEETING
RARITAN TOWNSHIP MUNICIPAL BUILDING
TUESDAY, FEBRUARY 4, 2020**

MEETING CALLED: Mayor Kuhl called the regular meeting to order at 6:31 p.m.

ROLL CALL: The following were present: Mayor, Jeff Kuhl; Deputy Mayor, Karen Gilbert; Comm. Gary Hazard; Comm. Scott MacDade; Comm. Louis Reiner

ABSENT: None

ALSO PRESENT: Administrator, Don Hutchins; Municipal Clerk, Lisa Fania; Township Attorney, Jeff Lehrer; Joseph Sordillo, Esq., DiFrancesco Bateman (left at 6:52 p.m.)

MEETING NOTICED: Mayor Kuhl advised that the meeting was advertised in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975 in the January 13, 2020 issue of the Courier News and noticed to the Hunterdon County Democrat, Star Ledger, Express Times, NJ.com and posted on the municipal bulletin board and the Township website.

Attorney, Jeff Lehrer, read Resolution #20-46 in full.

Mayor Kuhl asked for a motion to approve Closed Session Resolution.

Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #20-46

RESOLUTION RETIRING INTO EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231 P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Township is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the specified subject matter.
2. The general nature of the subject matter to be discussed is as follows:

- a) Contract Negotiations: Habitat for Humanity Agreement for the Purchase and Sale of Real Estate; Etzel Property Acquisition New Jersey Conservation Foundation
- b) Personnel:
- c) Attorney-Client Privilege:
- d) Pending Litigation: TapInto v. Township of Raritan update

- 3. It is anticipated that the minutes on the subject matter of the Executive Session will be made public upon conclusion of the matter under discussion; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 4-13.
- 4. The Committee will return to Regular Session and may take further action.
- 5. This Resolution shall take effect immediately.

CLOSED SESSION MINUTES WILL BE DONE IN A SEPARATE DOCUMENT

The regular meeting reconvened at 7:03 p.m.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE: Mayor Kuhl asked all to join in the Pledge of Allegiance to our flag and to remain standing for a moment of silence to remember our men and women serving in the Armed Forces and in particular those serving in troubled areas around the world.

AMEND/APPROVE THE AGENDA

Mayor Kuhl asked for a motion to approve the Agenda.
Motion by Gilbert, seconded by Reiner

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl
NOES: None
ABSTAIN: None
ABSENT: None

PUBLIC COMMENT: It is the policy of the Township Committee that all public comments on an issue shall be limited to three minutes per person. Public comment shall be permitted on items of concern regarding the agenda only. In addition, time will be allotted at the end of the meeting for public comment on any issue.

The following members of the public spoke during public comment:

John Mackay, a resident of 122 Featherbed Lane, inquired about the status of the TapInto litigation and asked for explanation of Ordinance #20-04 Establishing a Cap Bank for 2020.

Barbara Sachau, a resident of 2 Glenway Drive, asked how many members are on the Raritan Township Community Emergency Response Team (CERT); what is the cost to the Township of the fee exemptions for those members now eligible; and if senior housing is included in meeting the Township's affordable housing obligation.

During Public Comment, Mr. Hutchins addressed the inquiry regarding Ordinance #20-04 explaining a "cap bank." Mr. Hutchins also reiterated, as he stated during a previous regular meeting, that Ordinance #17-24 lists all of the fee exemptions including pet licensing and recycling permits that are extended to active police, fire and rescue squad members, and veterans for which the CERT team is now included. He further commented that the CERT team is comprised of about eight or nine members. Deputy Mayor Gilbert also explained that the entire fee schedule was reviewed when establishing the fee waivers. Mr. Lehrer and Mayor Kuhl advised that there is no comment regarding the TapInto litigation as such is still pending; and explained that the percentage of affordable housing units is mandated by the State.

At this time, Deputy Mayor Gilbert requested that Item 15a. correspondence from Junior Girl Scout Troop #80685 be advanced, as interested parties were in attendance. There were no objections.

Allison Chittenden and **Chelsea Hittner**, members of Girl Scout Junior Troop #80685 and residents of Raritan Township, appeared before the Committee to request use of Mine Brook Park for a "Kindness Rocks" scavenger hunt as their Bronze Award project. They explained that the project involves painting rocks with quotes of kindness and hiding them throughout the park to bring encouragement, kindness and happiness to those that discover them while enjoying the park.

Deputy Mayor Gilbert inquired as to how long the rocks will remain in the park and the timing for the project. The Scouts advised that the rocks will remain there indefinitely; that completion will be sometime around the end of the school year; and that they are hoping to continue after the award. Committee Members spoke highly in favor of the idea.

Committee Member Reiner motioned to approve the request of use by Allison Chittenden and Chelsea Hittner of Junior Girl Scout Troop #80685 for a "Kindness Rocks" scavenger hunt for a Bronze Award project; seconded by Gilbert

MOTION UNANIMOUSLY CARRIED

FINANCIAL ISSUES

Payment of Bills as listed for Raritan Township: **\$3,772,813.21**

Mayor Kuhl asked for a motion to approve the bill list for Raritan Township.
Motion by Reiner, seconded by Gilbert

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

REPORTS

The following report was acknowledged by the Committee:

*Public Works – snow removal for January 18-19, 2020

LIAISON REPORTS

Karen Gilbert: Fire/Rescue/OEM; Open Space Advisory Committee; Planning Board
(Deputy Mayor) (Class III Member)
Deputy Mayor Gilbert advised that she will be attending the Fire Company's next meeting and will report at the next regular Township Committee meeting. Deputy Mayor Gilbert reported on a meeting of the Planning Board advising that the Board reviewed the Township's Housing Plan Element and Fair Share Plan with minimal discussion and no objections.

Gary Hazard: Court; Open Space Advisory Committee; RTMUA
Committee Member Hazard announced the upcoming meeting date of the RTMUA.

Jeff Kuhl: Finance; Historians; Personnel; Planning Board (Class I Member)
(Mayor) Mayor Kuhl reported that discussions are underway regarding the 2020 Municipal Budget; advised on a meeting of the Historians Committee reporting that discussion was held on the progress of the schoolhouse renovations; and reiterated Deputy Mayor Gilbert's comments about the recent Planning Board meeting.

Scott MacDade: Board of Health; Environmental Commission; Historians
Committee Member MacDade reported that there were no meetings as of his appointment and announced the upcoming meeting dates for the Board of Health (February 20); Environmental Commission (February 12) and the Historians (February 11).

Louis Reiner: Agriculture Advisory Board; Finance
Committee Member Reiner commented on the status of the 2020 Municipal Budget.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Green Team Appointments – Mayor Kuhl solicited input from Committee Members regarding two proposed appointments to the Green Team, John Giotis and David Moutner. There was no discussion.

Committee Member Hazard motioned to approve the 2020 appointment of John Giotis and David Moutner to the Green Team, seconded by MacDade.

MOTION UNANIMOUSLY CARRIED

Millbrook Place name change – Mayor Kuhl explained that residents in the vicinity of Millbrook Place and Millbrook Road are seeking a name change for Millbrook Place due the similarity of names of both roads. He continued that the suggested name change is Burry Lane. Mr. Lehrer advised that a name change for a road must be done by Ordinance. Mr. Hutchins added that both the 9-1-1 Coordinator and the Tax Assessor have no objections to the recommendation. It was the consensus to direct Mr. Lehrer to proceed with an Ordinance for introduction at the next regular meeting.

ORDINANCES (INTRODUCTION/FIRST READING)

Mayor Kuhl read by title Ordinance #20-06.

AN ORDINANCE AUTHORIZING THE TOWNSHIP OF RARITAN TO PURCHASE A PORTION OF BLOCK 22, LOT 24 OF APPROXIMATELY 19.753 ACRES AND ALL OF BLOCK 22, LOT 25.03 FROM GLENN BROWNSTEIN AND MARY BROWNSTEIN IN AN AMOUNT OF \$273,456.00

At this time, Mr. Hutchins commented on how the Township is saving money by its ability to perform surveying of such properties in-house. He continued that each survey costs about \$10,000.00 to \$15,000.00.

Mayor Kuhl asked for a motion to introduce Ordinance #20-06 on first consideration.
Motion by Gilbert, seconded by MacDade

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl
NOES: None
ABSTAIN: None
ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for February 18, 2020.

Mayor Kuhl read by title Ordinance #20-07:

AN ORDINANCE AUTHORIZING THE TOWNSHIP OF RARITAN TO PURCHASE BLOCK 65, LOT 6 FROM THE RARITAN TOWNSHIP FIRE COMPANY IN ORDER TO EFFECTUATE A SALE OF A PORTION THEREOF TO HABITAT FOR HUMANITY TO CONSTRUCT TWO AFFORDABLE HOUSING UNITS

Mayor Kuhl asked for a motion to introduce Ordinance #20-07 on first consideration.
Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl
NOES: None
ABSTAIN: None
ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for February 18, 2020.

ORDINANCES (FINAL ADOPTION/PUBLIC HEARING)

Mayor Kuhl read by title Ordinance #20-01.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, AMENDING, REVISING AND SUPPLEMENTING VARIOUS CHAPTERS OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF RARITAN PURSUANT TO THE CONDITIONS OF APPROVAL OF THE TOWNSHIP'S SETTLEMENT OF ITS AFFORDABLE HOUSING LITIGATION

Mayor Kuhl asked for a motion to open public hearing.
Motion by Hazard, seconded by Gilbert

During the Vote, Committee Member Reiner voted no; then corrected his vote to yes.
MOTION UNANIMOUSLY CARRIED.

There was no public comment.

Mayor Kuhl asked for a motion to close the public hearing and adopt Ordinance #20-01 on final consideration, same to be published according to law.
Motion by Gilbert, seconded by MacDade

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Mayor Kuhl

NOES: Reiner

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

Ordinance advertised January 24, 2020 the Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #20-01

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, AMENDING, REVISING AND SUPPLEMENTING VARIOUS CHAPTERS OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF RARITAN PURSUANT TO THE CONDITIONS OF APPROVAL OF THE TOWNSHIP'S SETTLEMENT OF ITS AFFORDABLE HOUSING LITIGATION

WHEREAS, the Township of Raritan entered into a settlement agreement with Fair Share Housing Center ("FSHC") to settle its Mount Laurel affordable housing declaratory judgment action titled In re Township of Raritan Compliance with Third Round Mount Laurel Affordable Housing Obligation, Docket No. HNT-L-312-15 (the "Raritan DJ Action"), which settlement agreement was approved by the Court by Order dated July 24, 2019, issued by the Honorable Thomas C. Miller, P.J. Civ.; and

WHEREAS, as a condition of approval, the Township is required to revise, update and amend its affordable housing ordinances to bring in compliance with current law, and to allow for the implementation of the terms of the settlement agreement.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, as follows:

Section 1. Chapter 15.20 entitled "Affordable Housing" of Title 15 entitled "Buildings and Construction" of the *Revised General Ordinances of the Township of Raritan*, is hereby deleted in its entirety and replaced to read as follows:

Chapter 15.20. Affordable Housing.**15.20.010. Intent, Purpose and Applicability.**

- A. This Ordinance is intended to assure that low- and moderate-income units ("affordable units") are created with controls on affordability and that low- and moderate-income households shall occupy these units. This Ordinance is also intended to ensure that any site that benefits from a rezoning, variance or redevelopment plan approved by the Township that results in multi-family residential development of five (5) dwelling units or more produces affordable housing at a set-aside rate of 20% for for-sale affordable units and at a set-aside rate of 15% for rental affordable units. This Ordinance shall apply except where inconsistent with applicable law.
- B. The Township of Raritan Planning Board shall adopt a Housing Element and Fair Share Plan pursuant to the Municipal Land Use Law at N.J.S.A. 40:55D-1, et seq. (hereinafter "Fair Share Plan"). The Fair Share Plan shall subsequently be endorsed by the governing body. The Fair Share Plan shall describe how Raritan Township shall address its fair share of low- and moderate-income housing as documented in the Fair Share Plan itself, the Settlement Agreement entered into between the Township and Fair Share Housing Center ("FSHC") on June 14, 2019, last signed June 18, 2019 (hereinafter "FSHC Settlement Agreement"), and the Court Order approving same, which was entered by the Court on July 24, 2019 after a properly noticed Fairness Hearing.
- C. The Township of Raritan shall track the status of the implementation of the Fair Share Plan.

15.20.020. Definitions.

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

"Accessory apartment" means 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.

"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.

"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 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 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, all or a portion of, which consists of restricted units.

“Affordable housing development” means a development included in the Township’s Fair Share Plan, 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 Township’s Fair Share Plan prepared or implemented to address the Township’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 Court.

“Agency” means the New Jersey Housing and Mortgage Finance Agency established by P.L. 1983, c. 530 (N.J.S.A. 55:14K-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 such that: 1) all the residents of the development where the unit is situated are 62 years or older; or 2) at least 80 percent of the units are occupied by one person that is 55 years or older; or 3) the development has been designated by the Secretary of the U.S. Department of Housing and Urban Development as “housing for older persons” as defined in Section 807(b)(2) of the Fair Housing Act, 42 U.S.C. § 3607.

“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 low-income household or moderate-income household.

“COAH” means the New Jersey Council on Affordable Housing.

“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. A major system includes weatherization, roofing, plumbing (including wells), heating, electricity, sanitary plumbing (including septic systems), lead paint abatement and/or load bearing structural systems.

“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. Inclusionary developments must have a twenty (20) percent set aside of affordable units if the development has five or more units and is a for-sale project, or a fifteen (15) percent set-aside if the development is a rental project. 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 county, as adopted annually by the Department.

“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.

“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 the Department.

“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, but does not include a market-rate unit financed under UHORP or MONI.

“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.

15.20.030. Affordable Housing Programs.

The Township of Raritan will use the following mechanisms to satisfy its affordable housing obligations:

A. A Rehabilitation Program.

1. The Township of Raritan and FSHC have agreed that the Township's indigenous need rehabilitation obligation is sixteen (16) units. The Township shall continue to sponsor a local rehabilitation program sufficient to satisfy its present need obligation of sixteen (16) units. The Township shall establish a rehabilitation program manual. In the event the Township satisfies its rehabilitation obligation, it will continue to implement its rehabilitation program, and any additional units that are rehabilitated may be credited towards any future affordable housing obligations, if permitted by applicable law and regulations. The Township will continue its rehabilitation program to 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 Township will continue to rehabilitate housing units to improve its housing stock and to continue to provide indigenous need affordable units.
2. All rehabilitated rental and owner-occupied units shall remain affordable to low- and moderate-income households for a period of 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.
3. The Township of Raritan shall dedicate an average of \$10,000 for each unit to be rehabilitated through this program, reflecting the minimum hard cost of rehabilitation for each unit.
4. The Township of Raritan will continue to administer the Rehabilitation Program in accordance with N.J.A.C. 5:93, et. seq.
5. Units in a Rehabilitation Program shall be exempt from N.J.A.C. 5:93-9 and UHAC requirements, but shall be administered in accordance with 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 a low- or moderate-income 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 issued by a New Jersey administrative agency with proper authority to issue such standards.

- 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.
- B. Percentage of Mandatory Set-Asides for All Future Residential Developments.

If the Township or a Township Planning Board or Zoning Board of Adjustment permits the construction of multi-family or single-family attached residential development that is “approvable” and “developable,” as defined at N.J.A.C. 5:93-1.3, the Township or the Township’s Planning Board or Zoning Board of Adjustment shall require that an appropriate percentage of the residential units be set aside for low and moderate income households. This requirement shall apply beginning with the effective date of this Ordinance to any multi-family or single-family attached residential development, including the residential portion of a mixed-use project, which consists of five (5) or more new residential units, whether permitted by a zoning amendment, a variance granted by the Township’s Planning Board or Zoning Board of Adjustment, or adoption of a Redevelopment Plan or amended Redevelopment Plan in areas in need of redevelopment or rehabilitation. For any such development for which the Township’s land use ordinances (e.g. zoning or an adopted Redevelopment Plan) already permitted residential development as of the effective date of this Ordinance, this requirement shall only apply if the Township or the Township’s Zoning Board of Adjustment permits an increase in approvable and developable gross residential density to at least twice the permitted approvable and developable gross residential density as of the effective date of this Ordinance. Nothing in this paragraph precludes the Township or the Township’s Zoning Board of Adjustment from imposing an affordable housing set-aside in a development not required to have a set-aside pursuant to this paragraph consistent with N.J.S.A. 52:27D-311(h) and other applicable law. For inclusionary projects in which the low and moderate units are to be offered for sale, the appropriate set-aside percentage is 20 percent; for projects in which the low- and moderate-income units are to be offered for rent, the appropriate set-aside percentage is 15 percent. This requirement does not create any entitlement for a property owner or applicant for a zoning amendment, variance, or adoption of a Redevelopment Plan or amended Redevelopment Plan in areas in need of redevelopment or rehabilitation, or for approval of any particular proposed project. This requirement does not apply to any sites or specific zones otherwise identified in the Township’s Settlement Agreement with FSHC dated June 14, 2019, or in the Township’s Housing Element and Fair Share Plan, for which density and set-aside standards shall be governed by the specific standards set forth therein.

Furthermore, this section shall not apply to developments containing four (4) or less dwelling units. All subdivision and site plan approvals of qualifying residential developments shall be conditioned upon compliance with the provisions of this section. Where a developer demolishes existing dwelling units and builds new dwelling units on the same site, the provisions of this section shall apply only if the net number of dwelling units is five (5) or more.

- C. Phasing. Inclusionary developments shall be subject to the following schedule, except where an alternate phasing schedule has been incorporated into a development or redevelopment agreement:

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

- D. Fractional Units. If 15 or 20 percent of the total number of units in a development results in a fraction or decimal, the developer shall be required to provide an additional affordable unit on site.

Example: an 8-unit development requiring an affordable housing set-aside of 1.6 units is proposed. The developer is required to provide two on-site affordable units.

- E. Integration of Affordable Units. In inclusionary developments, to the extent possible, low- and moderate-income units shall be integrated with the market rate units.
- F. Utilities. Affordable units shall utilize the same type of heating source as market units within the affordable development.
- G. Common Elements and Facilities. In inclusionary development, low- and moderate-income units shall have access to all of the same common elements and facilities as the market units.
- H. Alternative Living Arrangements.

1. 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:
 - a. 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 Court;
 - b. Affordability average and bedroom distribution (N.J.A.C. 5:80-26.3).
2. With the exception of units established with capital funding through a 20-year operating contract with the Department of Human Services, Division of Developmental Disabilities, alternative living arrangements shall have at least 30-year controls on affordability in accordance with UHAC, unless an alternative commitment is approved by the Court.

3. 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.

15.20.040. New Construction.

The following general guidelines apply to all newly constructed developments that contain low- and moderate-income housing units, including any currently unanticipated future developments that will provide low- and moderate-income housing units.

- 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.
 2. In each affordable development, at least fifty (50%) percent of the restricted units within each bedroom distribution shall be low-income units. If there is only one affordable unit it must be a low-income unit.
 3. Thirteen (13%) percent of all affordable units in the Township, with the exception of units constructed as of July 1, 2008, and units subject to preliminary or final site plan approval as of July 1, 2008, shall be designated as very-low income households at 30% of the median income, with at least fifty (50%) percent of all very-low income units being available to families. Very-low income units shall be considered low-income units for the purposes of evaluating compliance with the required low/moderate income unit splits, bedroom distribution, and phasing requirements of this ordinance.
 4. 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-bedroom units shall be no greater than 20 percent of the total low- and moderate-income units;
 - b. At least 20 percent of all low- and moderate-income units shall be three-bedroom units;
 - c. At least 30 percent of all low- and moderate-income units shall be two-bedroom units;
 - d. The remaining units may be allocated among two- and three-bedroom units at the discretion of the developer.
 5. Affordable developments that are age-restricted shall be structured such that the number of bedrooms shall equal the number of age-restricted low- and moderate-income units within the inclusionary development. The standard

may be met by having all one-bedroom units or by having a two-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 multi-story 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 multi-story buildings in which a restricted dwelling unit is attached to at least one other dwelling unit shall have the following features:
 - a. An adaptable toilet and bathing facility on the first floor;
 - b. An adaptable kitchen on the first floor;
 - c. An interior accessible route of travel on the first floor;
 - d. An interior accessible route of travel shall not be required between stories within an individual unit;
 - e. An adaptable room that can be used as a bedroom, with a door or the casing for the installation of a door, on the first floor;
 - 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 the Township of Raritan has collected funds from the developer sufficient to make ten (10%) percent of the adaptable entrances in the development accessible:
 - i. Where a unit has been constructed with an adaptable entrance, upon the request of a disabled person who is purchasing or will reside in the dwelling unit, an accessible entrance shall be installed.
 - ii. To this end, the builder of restricted units shall deposit funds within the Township's Affordable Housing Trust Fund sufficient to install accessible entrances in ten (10%) percent of the affordable units that have been constructed with adaptable entrances.
 - iii. The funds deposited under paragraph b. above shall be used by the Township of Raritan for the sole purpose of making the adaptable entrance of any 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.

- iv. The developer of the restricted units shall submit a design plan and cost estimate for the conversion from adaptable to accessible entrances to the Construction Official of the Township.
- v. 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 Township's Affordable Housing Trust Fund and appropriately earmarked.
- vi. Full compliance with the foregoing provisions shall not be required where 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. 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 regional income limits published by HUD which includes the regional weighted average of uncapped Section 8 income limits and using calculation procedures approved by the Court. Income limits for all units that are part of the Township's Housing Element and Fair Share Plan and for which income limits are not already established through a federal program exempted from the UHAC pursuant to N.J.A.C. 5:80-26.1, shall be updated by the Township annually within 30 days of the publication of determinations of median income by the Department of Housing and Urban Development ("HUD") as follows:
 - a. Regional income limits shall be established for the region that the Township is located within 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 Township's housing region. This quotient represents the regional weighted average of median income for a household 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 HUD determination of the regional weighted average median income for a family of four. The income limit for a very low-income unit 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 those for the previous year.

- b. The income limits are the result of applying the percentages set forth in paragraph (1) above to HUD's determination of median income for the fiscal year 2019, and shall be utilized until the Township updates the income limits after HUD has published revised determinations of median income for the next fiscal year.
- c. 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 Township annually by taking the percentage increase of the income limits calculated pursuant to paragraph (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.
- d. In establishing sale prices and rents of affordable housing units, the Township's administrative agent shall follow the procedures set forth in UHAC, utilizing the regional income limits established pursuant to the process defined above:
 - i. The resale prices of owner-occupied low- and moderate-income units may increase annually based on the percentage increase in the regional median income limit for each housing region determined pursuant to the above methodology. In no event shall the maximum resale price established by the administrative agent be lower than the last recorded purchase price.
 - ii. The rent levels of very-low-, low- and moderate-income units may be increased annually based on the percentage increase in the Housing Consumer Price Index for the Northeast Urban Area, 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.

2. The maximum rent for restricted rental units within each affordable development shall be affordable to households earning no more than 60 percent of median income, and the average rent for restricted low- and moderate-income units shall be affordable to households earning no more than fifty-two (52%) percent of median income.
3. The developers and/or municipal sponsors of restricted rental units shall establish at least one rent for each bedroom type for both low-income and moderate-income units.
 - a. At least thirteen (13%) percent of all low- and moderate-income dwelling units shall be affordable to households earning no more than thirty (30%) percent of median income.
4. The maximum sales price of restricted ownership units within each affordable development shall be affordable to households earning no more than 70 percent of median income, and each affordable development must achieve an affordability average of fifty five (55%) percent for restricted ownership units; in achieving this affordability average, moderate-income ownership units must be available for at least three different prices for each bedroom type, and low-income ownership units must be available for at least two different prices for each bedroom type.
5. In determining the initial sales prices and rents for compliance with the affordability average requirements for restricted units other than assisted living facilities, the following standards shall be used:
 - a. A studio shall be affordable to a one-person household;
 - b. A one-bedroom unit shall be affordable to a one- and one-half person household;
 - c. A two-bedroom unit shall be affordable to a three-person household;
 - d. A three-bedroom unit shall be affordable to a four and one-half person household;
 - e. A four-bedroom unit shall be affordable to a six-person household.
6. In determining the initial rents for compliance with the affordability average requirements for restricted units in assisted living facilities, the following standards shall be used:

- a. A studio shall be affordable to a one-person household;
 - b. A one-bedroom unit shall be affordable to a one- and one-half person household;
 - c. A two-bedroom unit shall be affordable to a two-person household or to two one-person households.
7. 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 (95%) percent 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 (28%) percent 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.
 8. The initial rent for a restricted rental unit shall be calculated so as not to exceed thirty (30%) percent of the eligible monthly income of the appropriate household size 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.
 9. The price of owner-occupied low- and moderate-income units may increase annually based on the percentage increase in the regional median income limit for each housing region. In no event shall the maximum resale price established by the administrative agent be lower than the last recorded purchase price.
 10. The rent of very low-, low- and moderate-income units may be increased annually based on the percentage increase in the Housing Consumer Price Index for the United States. 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.
 11. Utilities. Tenant-paid utilities that are included in the utility allowance shall be so stated in the lease and shall be consistent with the utility allowance approved by DCA for its Section 8 program.

15.20.050. Affirmative Marketing Requirements.

- A. The Township of Raritan shall adopt by resolution an Affirmative Marketing Plan, subject to approval of the Court, compliant with N.J.A.C. 5:80-26.15, as may be amended and supplemented. The initial Affirmative Marketing Plan shall include the following community and regional organizations: Fair Share Housing Center, the New Jersey State Conference of the NAACP, the Latino Action Network, Supportive Housing Association, NORWESCAP, and the Central Jersey Housing Resource Center.
- 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 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 4 and covers the period of deed restriction.
- C. The Affirmative Marketing Plan shall provide a regional preference for all households that live and/or work in Housing Region 4.
- D. The municipality 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 resales and re-rentals.
- E. The Administrative Agent designated by the Township of Raritan shall assure the affirmative marketing of all affordable units consistent with the Affirmative Marketing Plan for the municipality.
- F. In implementing the Affirmative Marketing Plan, the Administrative Agent shall provide a list of counseling services to low- and moderate-income applicants on subjects such as budgeting, credit issues, mortgage qualification, rental lease requirements, and landlord/tenant law.
- G. 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 Administrative Agent shall consider the use of language translations where appropriate.
- H. The affirmative marketing process for available affordable units shall begin at least four months prior to the expected date of occupancy.
- I. 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; the municipal administration building and the

municipal library in the municipality in which the units are located; and the developer's rental office. Applications shall be mailed to prospective applicants upon request.

In addition to other affirmative marketing strategies, the Administrative Agent shall provide specific notice of the availability of affordable housing units in the Township of Raritan, and copies of the application forms, to the following entities: Fair Share Housing Center, the New Jersey State Conference of the NAACP, the Latino Action Network, Supportive Housing Association, NORWESCAP, and the Central Jersey Housing Resource Center.

- J. The costs of advertising and affirmative marketing of the affordable units shall be the responsibility of the developer, sponsor or owner, unless otherwise determined or agreed to by the Township.

15.20.060. Occupancy Standards.

- A. In referring certified households to specific restricted units, to the extent feasible, and without causing an undue delay in occupying the unit, the Administrative Agent shall strive to:
 - 1. Provide an occupant for each bedroom;
 - 2. Provide children of different sex with separate bedrooms;
 - 3. Provide separate bedrooms for parents and children; and
 - 4. Prevent more than two persons from occupying a single bedroom.
- B. Additional provisions related to occupancy standards (if any) shall be provided in the municipal Operating Manual.

15.20.070. 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 Ordinance until the Township of Raritan elects to release the unit from such requirements, however, and prior to such an election, 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, for at least 30 years.
- 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.

- D. At the time of the first sale of the unit, the purchaser shall execute and deliver to the 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 requirements of this Ordinance, 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 Ordinance 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 that follows the expiration of the applicable minimum control period provided under N.J.A.C. 5:80-26.5(a), as may be amended and supplemented.

15.20.080. Price Restrictions for Restricted Ownership Units, Homeowner Associations 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 Administrative Agent.
- B. The Administrative Agent shall approve all resale prices, in writing and in advance of the resale, to assure compliance with the foregoing standards.
- C. The method used to determine the condominium association fee amounts and special assessments shall be indistinguishable between the low- and moderate-income unit owners and the market unit owners. The master deeds shall also not contain any distinction between the condominium or homeowner association fees and special assessments paid by low- and moderate-income purchasers and those paid by market purchases.
- D. The owners of restricted ownership units may apply to the Administrative Agent to increase the maximum sales price for the unit on the basis of capital improvements. Eligible capital improvements shall be those that render the unit suitable for a larger household or the addition of a bathroom.

15.20.090. 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 low-income ownership units shall be reserved for households with a gross household income less than or equal to 50 percent of median income and moderate-income ownership units shall be reserved for

households with a gross household income less than eighty (80%) percent of median income. Very low-income units shall be reserved for households with a gross household income of less than thirty (30%) percent of median income.

- B. Notwithstanding the foregoing, the Administrative Agent may, upon approval by the Township Committee, and subject to the Court's approval, permit a moderate-income purchaser to buy a low-income unit, if and only if, the Administrative Agent can demonstrate that there is an insufficient number of eligible low-income purchasers in the housing region to permit prompt occupancy of the unit and all other reasonable efforts to attract a low income purchaser, including pricing and financing incentives, have failed. Any such low-income unit that is sold to a moderate-income household shall retain the required pricing and pricing restrictions for a low-income unit.
- C. A certified household that purchases a restricted ownership unit must occupy it as the certified household's principal residence and shall not lease the unit; provided, however, that the Administrative Agent may permit the owner of a restricted ownership unit, upon application and a showing of hardship, to lease the restricted unit to another certified household for a period not to exceed one year. Violations of this provision shall be subject to the applicable enforcement provisions of Section 15.20.150 of this Ordinance.
- D. 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 (33%) percent of the household's certified monthly income.

15.20.100. Limitations on Indebtedness Secured by Ownership Unit; Subordination.

- A. Prior to incurring any indebtedness to be secured by a restricted ownership unit, the Administrative Agent shall determine in writing that the proposed indebtedness complies with the provisions of this section.
- B. With the exception of original purchase money mortgages, during a control period 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 (95%) percent of the maximum allowable resale price of that unit, as such price is determined by the Administrative Agent in accordance with N.J.A.C.5:80-26.6(b).

15.20.105 Capital Improvements to Ownership Units

- A. The owners of restricted ownership units may apply to the 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 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 10-year, straight-line depreciation, has been approved by the Administrative Agent. Unless otherwise approved by the 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.

15.20.110. 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 Ordinance until the Township of Raritan elects to release the unit from such requirements pursuant to action taken in compliance with N.J.A.C. 5:80-26.1, et. al, as may be amended and supplemented, and prior to such an election, a restricted rental unit must remain subject to the requirements of N.J.A.C. 5:80-26.1, et al as may be amended and supplemented, for at least 30 years.
- 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 Hunterdon. A copy of the filed document shall be provided to the Administrative Agent within 30 days of the receipt of a Certificate of Occupancy.
- C. A restricted rental unit shall remain subject to the affordability controls of this Ordinance, 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.

15.20.120. Price Restrictions for Rental Units; Leases.

- A. A written lease shall be required for all restricted rental units, except for units in an assisted living residence, 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 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 Administrative Agent.
- C. Application fees (including the charge for any credit check) shall not exceed five percent of the monthly rent of the applicable restricted unit and shall be payable to the Administrative Agent to be applied to the costs of administering the controls applicable to the unit as set forth in this Ordinance.
- 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 15% of the total number of dwelling units are restricted rental units in compliance with this Ordinance.

15.20.130. 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 (30%) percent of median income.
 - 2. Low-income rental units shall be reserved for households with a gross household income less than or equal to fifty (50%) percent of median income.
 - 3. Moderate-income rental units shall be reserved for households with a gross household income less than eighty (80%) percent of median income.
- B. The Administrative Agent shall certify a household as eligible for a restricted rental unit when the household is a very low-income, 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 (35%) percent (forty (40%) percent 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 (35%) percent (forty (40%) percent 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 (35%) percent (forty (40%) percent 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 proposed 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 5 above with the Administrative Agent, who shall counsel the household on budgeting.

15.20.140. Administration.

- A. The position of Municipal Housing Liaison (MHL) for the Township of Raritan is established by this Ordinance. The Township 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 the Township of Raritan.
 2. The person appointed as the MHL must be reported to the Court and thereafter posted on the Township's website.
 3. The MHL must meet all the requirements for qualifications, including initial and periodic training, if such training is made available by COAH or the DCA.
 4. The MHL shall be responsible for oversight and administration of the affordable housing program for the Township of Raritan, 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 Township'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. The Township of Raritan shall designate by resolution of the Township Committee, subject to the approval of the Court, one or more Administrative Agents to administer newly constructed affordable units in accordance with N.J.A.C. 5:93 and UHAC.
- C. An Operating Manual shall be provided by the Administrative Agent(s) to be adopted by resolution of the governing body. The Operating Manual shall be available for public inspection in the Office of the Municipal Clerk and in the office(s) of the Administrative Agent(s).
- D. The Administrative Agent shall perform the duties and responsibilities of an administrative agent as are set forth in UHAC, including those set forth in N.J.A.C. 5:80-26.14, 16 and 18 thereof, and shall have authority to take all actions necessary and appropriate to carry out its responsibilities, which includes:
- 1. 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).;
 - 2. Affirmative Marketing:
 - a. Conducting an outreach process to affirmatively market affordable housing units in accordance with the Affirmative Marketing Plan of the Township of Raritan and the provisions of N.J.A.C. 5:80-26.15; and
 - b. 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.
 - 3. Household Certification:
 - a. Soliciting, scheduling, conducting and following up on interviews with interested households;
 - b. 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;

- c. Providing written notification to each applicant as to the determination of eligibility or non-eligibility;
- d. 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.;
- e. 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;
- f. Employing a random selection process as provided in the Affirmative Marketing Plan of the Township of Raritan when referring households for certification to affordable units; and
- g. Notifying the following entities of the availability of affordable housing units in the Township of Raritan: Fair Share Housing Center, the New Jersey State Conference of the NAACP, the Latino Action Network, the Supportive Housing Association, and the Central Jersey Housing Resource Center.

4. Affordability Controls:

- a. 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;
- b. 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;
- c. Ensuring that the removal of the deed restrictions and cancellation of the mortgage note are effectuated and properly filed with the Hunterdon County Register of Deeds or Hunterdon County Clerk's office after the termination of the affordability controls for each restricted unit;
- d. Communicating with lenders regarding foreclosures; and
- e. Ensuring the issuance of Continuing Certificates of Occupancy or certifications pursuant to N.J.A.C. 5:80-26.10.

5. Resale and re-rental:

- a. Instituting and maintaining an effective means of communicating information between owners and the Administrative Agent regarding the availability of restricted units for resale or re-rental;

- b. Instituting and maintaining an effective means of communicating information to low- (or very low-) and moderate-income households regarding the availability of restricted units for resale or re-rental.
- 6. Records retention;
- 7. Processing requests from unit owners;
 - a. 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 Ordinance;
 - b. 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 bathrooms and the depreciated cost of central air conditioning systems;
 - c. Notifying the municipality of an owner's intent to sell a restricted unit;
 - d. Making determinations on requests by owners of restricted units for hardship waivers.
- 8. Enforcement, though the ultimate responsibility for retaining controls on the units rests with the municipality.
 - a. Securing annually from the municipality 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;
 - b. 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 Administrative Agent;
 - c. Posting annually, in all rental properties (including two-family homes), a notice as to the maximum permitted rent together with the telephone number of the Administrative Agent where complaints of excess rent or other charges can be made;
 - d. 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;
 - e. Establishing a program for diverting unlawful rent payments to the municipality's Affordable Housing Trust Fund;

- f. Creating and publishing a written operating manual for each affordable housing program administered by the Administrative Agent, to be approved by the Township Committee and the Court, setting forth procedures for administering the affordability controls.

9. Additional Responsibilities:

- a. The Administrative Agent shall have the authority to take all actions necessary and appropriate to carry out its responsibilities hereunder.
- b. 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 this Ordinance.
- c. The Administrative Agent shall attend continuing education sessions on affordability controls, compliance monitoring, and affirmative marketing at least annually and more often as needed.

15.20.150. Enforcement of Affordable Housing Regulations.

- A. Upon the occurrence of a breach of any of the regulations governing the affordable unit by an Owner, Developer or Tenant the municipality shall have all remedies provided at law or equity, including but not limited to foreclosure, tenant eviction, municipal fines, a requirement for household recertification, acceleration of all sums due under a mortgage, recoupment of any funds from a sale in the 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 municipality may take the following action against the Owner, Developer or Tenant for any violation that remains uncured for a period of 60 days after service of the written notice:
 1. The municipality 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 found by the Court to have violated any provision of the regulations governing affordable housing units the Owner, Developer or Tenant shall be subject to one or more of the following penalties, at the discretion of the Court:
 - a. A fine of not more than \$10,000.00 or imprisonment for a period not to exceed 90 days, or both. Each and every day that the violation continues or exists shall be considered a separate and specific violation of these provisions and not as a continuing offense;
 - b. In the case of an Owner who has rented his or her low- or moderate-income unit in violation of the regulations governing affordable housing units, payment into the

Township of Raritan Affordable Housing Trust Fund of the gross amount of rent illegally collected;

- c. In the case of an Owner who has rented his or her 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.
3. The municipality may file a Court action in the Superior Court seeking a judgment, which would result in the termination of the Owner's equity or other interest in the unit, in the nature of a mortgage foreclosure. Any 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- and moderate-income unit.
 - C. Such judgment shall be enforceable, at the option of the municipality, 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 municipality, including attorney's fees. The violating Owner shall have the right to possession terminated as well as the title conveyed pursuant to the Sheriff's sale.
 - D. 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 municipality 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 municipality in full as aforesaid, the violating Owner shall be personally responsible for and to the extent of such deficiency, in addition to any and all costs incurred by the municipality 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 municipality for the Owner and shall be held in such escrow for a maximum period of two years or until such earlier time as the Owner shall make a claim with the municipality for such. Failure of the Owner to claim such balance within the two-year period shall automatically result in a forfeiture of such balance to the municipality. Any interest accrued or earned on such balance while being held in escrow shall belong to and shall be paid to the municipality, whether such balance shall be paid to the Owner or forfeited to the municipality.
 - E. Foreclosure by the municipality 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 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.

- F. 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 municipality may acquire title to the 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 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.
- G. Failure of the low- and moderate-income unit to be either sold at the Sheriff's sale or acquired by the municipality shall obligate the Owner to accept an offer to purchase from any qualified purchaser which may be referred to the Owner by the municipality, with such offer to purchase being equal to the maximum resale price of the low- and moderate-income unit as permitted by the regulations governing affordable housing units.
- H. 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.

15.20.160. Annual and Periodic Monitoring of the Implementation of the Township's Affordable Housing Plan.

- A. Beginning one year after the entry of the Township's Round 3 Judgment of Compliance and Repose, the Township will provide annual reporting through July 1, 2025 of the status of all affordable housing activity and of its Affordable Housing Trust Fund activity within the Township through posting on the municipal website with a copy of such posting provided to Fair Share Housing Center, using forms previously developed for this purpose by the Council on Affordable Housing or any other forms endorsed by the Special Master and Fair Share Housing Center. In addition to the foregoing, the Township may also post such activity on the Council on Affordable Housing Tracking and Monitoring (CTM) System and/or file a copy of its report with COAH or its successor agency at the State level. The reporting 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.
- B. The Fair Housing Act includes two provisions regarding action to be taken by the Township during its ten-year repose period. The Township will comply with those provisions as follows:
 - 1. For the midpoint realistic opportunity review due on July 1, 2020, as required pursuant to N.J.S.A. 52:27D-313, the Township will post on its municipal website, with a copy provided to Fair Share Housing Center, a status report as to its implementation of its Plan 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 Township, with a copy to Fair Share Housing Center, 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 Court regarding these issues.

2. For the review of very low income housing requirements required by N.J.S.A. 52:27D-329.1, within 30 days of the third anniversary of the entry of the Township's Judgement of Compliance and Repose, and every third year thereafter, the Township will post on its municipal website, with a copy provided to Fair Share Housing Center, 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 Township and Fair Share Housing Center on the issue of whether the Township has complied with its very low-income housing obligation under the terms of this settlement.
3. In addition to the foregoing postings, the Township may also elect to file copies of its reports with COAH or its successor agency at the State level.

15.20.170. Appeals.

Appeals from all decisions of an Administrative Agent designated pursuant to this Ordinance shall be filed with the Superior Court of New Jersey, Hunterdon County.

Section 2. Chapter 16.11 entitled "Growth Share Affordable Housing Production" of Title 16 entitled "Land Development Code" of the *Revised General Ordinances of the Township of Raritan*, is hereby deleted in its entirety and replaced to read as follows: [Added text **bold and underlined.**]

Chapter 16.11. Reserved.

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, and to this end the provisions of this ordinance are hereby declared severable.

Section 4. All other ordinances in conflict or inconsistent with this ordinance are hereby repealed, to the extent of such conflict or inconsistency. In the event of any inconsistencies between the provisions of this Ordinance and any prior ordinance of the Township of Raritan, the provisions hereof shall be determined to govern. All other parts, portions and provisions of the *Revised General Ordinances of the Township of Raritan* are hereby ratified and confirmed, except where inconsistent with the terms hereof.

Mayor Kuhl read by title Ordinance #20-02.

AN ORDINANCE AUTHORIZING ACCEPTANCE OF A STORMWATER MANAGEMENT MAINTENANCE EASEMENT FOR BLOCK 16, LOT 16.11 OF THE TAX MAP OF THE TOWNSHIP OF RARITAN FROM MACEDO INDUSTRIAL PARK IV, LLP AND A CONSERVATION EASEMENT FOR BLOCK 16, LOTS 16.07, 16.08, 16.09, 16.11 & 67.01 OF THE TAX MAP OF THE TOWNSHIP OF RARITAN FROM RENDALE'S LLC AND MACEDO INDUSTRIAL PARK IV, LLP

Mayor Kuhl asked for a motion to open public hearing.

Motion by Hazard, seconded by Reiner

MOTION UNANIMOUSLY CARRIED

There was no public comment.

Mayor Kuhl asked for a motion to close the public hearing and adopt Ordinance #20-02 on final consideration, same to be published according to law.

Motion by Hazard, seconded by Gilbert

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

Ordinance advertised January 24, 2020 the Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #20-02

AN ORDINANCE AUTHORIZING ACCEPTANCE OF A STORMWATER MANAGEMENT MAINTENANCE EASEMENT FOR BLOCK 16, LOT 16.11 OF THE TAX MAP OF THE TOWNSHIP OF RARITAN FROM MACEDO INDUSTRIAL PARK IV, LLP AND A CONSERVATION EASEMENT FOR BLOCK 16, LOTS 16.07, 16.08, 16.09, 16.11 & 67.01 OF THE TAX MAP OF THE TOWNSHIP OF RARITAN FROM RENDALE'S LLC AND MACEDO INDUSTRIAL PARK IV, LLP

WHEREAS, the Township Committee of the Township of Raritan wishes to accept a stormwater management maintenance easement for Block 16, Lot 16.11 of the tax map of the Township of Raritan from Macedo Industrial Park IV, LLP ("Macedo") and a conservation easement for Block 16, Lots 16.07, 16.08, 16.09, 16.11 & 67.01 of the tax map of the Township of Raritan from Rendale's LLC ("Rendales") and Macedo; and

WHEREAS, Rendales and Macedos are hereafter referred to as "Grantors."

WHEREAS, these dedications are required by the Township of Raritan Planning Board memorializing resolution adopted on April 25, 2018; and

WHEREAS, the Township Attorney for the Township of Raritan reviewed the Deed of Easements in substantially the form attached and finds each acceptable.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that it hereby authorizes acceptance of the Conservation Easement attached hereto as Exhibit "A" and the Stormwater Management Maintenance Easement attached hereto as Exhibit "B" and directs its appropriate officials to execute and record same as may be necessary.

This Ordinance shall become effective according to law.

Mayor Kuhl read by title Ordinance #20-03.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY, AMENDING TITLE 3 ENTITLED "REVENUE AND FINANCE" OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF RARITAN TO INCLUDE CERTAIN FEE EXEMPTIONS FOR COMMUNITY EMERGENCY RESPONSE TEAM VOLUNTEERS

Mayor Kuhl asked for a motion to open public hearing.

Motion by Gilbert, seconded by Hazard

MOTION UNANIMOUSLY CARRIED

There was no public comment.

Mayor Kuhl asked for a motion to close the public hearing and adopt Ordinance #20-03 on final consideration, same to be published according to law.

Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

Ordinance advertised January 24, 2020 the Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #20-03

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY, AMENDING TITLE 3 ENTITLED "REVENUE AND FINANCE" OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF RARITAN TO INCLUDE CERTAIN FEE EXEMPTIONS FOR COMMUNITY EMERGENCY RESPONSE TEAM VOLUNTEERS

BE IT ORDAINED, by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey as follows:

Section 1 Paragraph B of Section 3.16.010 entitled "Intent" of Chapter 3.16 entitled "Fee Exemptions for Active Police, Fire and Rescue Members" of Title 3 entitled "Revenue and Finance" of *The Revised General Ordinances of the Township of Raritan* is hereby amended to read as follows:

For purposes of this Chapter, the following terms shall have the following meanings:

1. "Exempt Resident of Raritan Township" shall mean a person whose primary place of residence is located within Raritan Township and who, through use of documentation can demonstrate that he or she is (i) an active voluntary member in the Raritan Township Fire Company, the Flemington-Raritan First Aid and Rescue Squad, or the Flemington Borough Fire Department, or a member of the Raritan Township Community Emergency Response Team ("CERT"), as demonstrated through an identification card or other form of documentation, or (ii) a member of the Raritan Township Police Department as demonstrated through an identification card or other form of documentation, or (iii) a United States Veteran as defined by this Section.

...

Section 2. If any section or provision of this Ordinance shall be held invalid in any court of competent jurisdiction, the same shall not affect the other sections or provisions of this Ordinance, except so far as the section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

Section 3. The Ordinance shall take effect upon its adoption, passage and publication according to law.

Mayor Kuhl read by title Ordinance #20-04.

**CALENDAR YEAR 2020
ORDINANCE TO ESTABLISH A CAP BANK
(N.J.S.A. 40A:4-45:14)**

Mayor Kuhl asked for a motion to open public hearing.

Motion by Hazard, seconded by Gilbert

MOTION UNANIMOUSLY CARRIED

There was no public comment.

Mayor Kuhl asked for a motion to close the public hearing and adopt Ordinance #20-04 on final consideration, same to be published according to law.

Motion by Gilbert, seconded by MacDade

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

Ordinance advertised January 24, 2020 the Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #20-04

**CALENDAR YEAR 2020
ORDINANCE TO ESTABLISH A CAP BANK
(N.J.S.A. 40A:4-45:14)**

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A:4-45.1 *et. seq.*, provides that in the preparation of its annual budget, a municipality shall limit any increase in said final budget appropriations to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations; and

WHEREAS, a municipality may, by ordinance, bank the difference between its final budget appropriations and the 3.5% increase authorized by this ordinance when said difference is not appropriated as part of the final budget; and

WHEREAS, the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby determines that this difference in the amount of \$549,220.22 that is not appropriated as part of the final budget shall be retained as an exception to the final appropriations in either of the next two succeeding years.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the Township of Raritan shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$549,220.22, and that the CY 2020 municipal budget for the Township of Raritan be approved and adopted in accordance with this ordinance; and

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriations in either of the next two succeeding years; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance, upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Mayor Kuhl read by title Ordinance #20-05.

AN ORDINANCE AUTHORIZING ACCEPTANCE OF A SIGHT TRIANGLE EASEMENT FOR BLOCK 16, LOT 66 OF THE TAX MAP OF THE TOWNSHIP OF RARITAN FROM CENTER FOR EDUCATIONAL ADVANCEMENT

Mayor Kuhl asked for a motion to open public hearing.

Motion by Hazard, seconded by Gilbert

MOTION UNANIMOUSLY CARRIED

There was no public comment.

Mayor Kuhl asked for a motion to close the public hearing and adopt Ordinance #20-05 on final consideration, same to be published according to law.

Motion by Reiner, seconded by Gilbert

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

Ordinance advertised January 24, 2020 the Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #20-05

AN ORDINANCE AUTHORIZING ACCEPTANCE OF A SIGHT TRIANGLE EASEMENT FOR BLOCK 16, LOT 66 OF THE TAX MAP OF THE TOWNSHIP OF RARITAN FROM CENTER FOR EDUCATIONAL ADVANCEMENT

WHEREAS, the Township Committee of the Township of Raritan wishes to accept a sight triangle easement for Block 16, Lot 66 of the Tax Map of the Township of Raritan from the Center for Educational Advancement (“Grantor”); and

WHEREAS, these dedications are required by the Township of Raritan Planning Board of Adjustment approval Resolution No. 2019-19, B.O.A. of Application No. 2019-02 which permits the use of building #2 as a microbrewery and related improvements; and

WHEREAS, said approval requires that Grantor grant a sight triangle easement to the Township of Raritan; and

WHEREAS, the Township Attorney for the Township of Raritan reviewed the Deed of Easement in substantially the form attached and finds each acceptable.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that it hereby authorizes acceptance of the Deed of Easement attached hereto as Exhibit “A” and directs its appropriate officials to execute and record same as may be necessary.

This Ordinance shall become effective according to law.

CORRESPONDENCE

Girl Scouts request for use of Township-owned park for scavenger hunt – Action was advanced for consideration to earlier in the meeting agenda following Public Comment.

NON-CONSENT

Township Committee Regular Meeting Minutes

Mayor Kuhl asked for a motion to approve the Regular Meeting Minutes of January 21, 2020.
Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl
NOES: None
ABSTAIN: None
ABSENT: None

Township Committee Executive Session Meeting Minutes

Mayor Kuhl asked for a motion to approve the Executive Session Meeting Minutes of January 21, 2020.

Motion by MacDade, seconded by Gilbert

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl
NOES: None
ABSTAIN: None
ABSENT: None

Township Committee Special Meeting Minutes

Mayor Kuhl asked for a motion to approve the Special Meeting Minutes of January 21, 2020.

Motion by Gilbert, seconded by MacDade

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl
NOES: None
ABSTAIN: None
ABSENT: None

Mayor Kuhl read Resolution #20-47 by title.
Mayor Kuhl asked for a motion to adopt Resolution #20-47.
Motion by Hazard, seconded by Gilbert

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #20-47

A RESOLUTION AUTHORIZING A BUDGET TRANSFER

WHEREAS, N.J.S.A. 40A:4-58 of the Local Budget Law provides for the transfer of funds from appropriations deemed to have an excess, to appropriations where sufficient balances are not available to fulfill the purpose of the appropriation to the end of the fiscal year, providing that no transfers may be made to appropriations for contingent expenses or deferred charges, and no transfers may be made from appropriation for contingent expenses, deferred charges, cash deficit of the preceding year, reserve for uncollected taxes, down payments, capital improvements fund and debt service; and

WHEREAS, N.J.S.A. 40A:4-45a and 45.38 of the Budget Law restrict transfers from appropriations excluded from the Cap Law to appropriations within the Cap Law and also between appropriations excluded from the Cap Law except that transfers may be made to debt service.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the following transfers are authorized between appropriations in the 2019 appropriation reserve budget and that a certified copy of this resolution adopted by not less than a two-thirds (2/3) vote of the full membership of the governing body be transmitted to the Administrator/CFO.

<u>Transfer From</u>	<u>Transfer To</u>	<u>Amount</u>
Group Health Insurance	HealthCare Trust Reserve	\$200,000.00
Snow Removal OE	Snow Trust Reserve	\$ 25,000.00

Mayor Kuhl read Resolution #20-48 by title.
Mayor Kuhl asked for a motion to adopt Resolution #20-48.
Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade Reiner, Mayor Kuhl
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #20-48

A RESOLUTION CERTIFYING COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "ENFORCEMENT GUIDANCE ON THE CONSIDERATION OF ARREST AND CONVICTION RECORDS IN EMPLOYMENT DECISIONS UNDER TITLE VII OF THE CIVIL RIGHTS ACT OF 1964"

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c. 183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964" as amended, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the Township Committee have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

Mayor Kuhl read Resolution #20-49 by title.
Mayor Kuhl asked for a motion to adopt Resolution #20-49.
Motion by Gilbert, seconded by MacDade

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Mayor Kuhl
NOES: Reiner
ABSTAIN: None
ABSENT: None

RESOLUTION #20-49

A RESOLUTION ENDORSING THE 2020 AMENDED THIRD ROUND HOUSING PLAN ELEMENT AND FAIR SHARE PLAN

WHEREAS, upon notice duly provided pursuant to N.J.S.A. 40:55D-13, the Raritan Township Planning Board (the "Board"), held a public hearing on January 22, 2020, on the proposed 2020 amended Housing Element & Fair Share Plan, dated January 6, 2020, prepared by Jessica C. Caldwell, P.P., A.I.C.P., Township Planner, License No. 5944 (the "Plan").

WHEREAS, upon the conclusion of the public hearing the Board determined that the proposed Plan will guide the use of lands and affordable housing in the Township in a manner which protects public health and safety and promotes the general welfare and affordable housing in accordance with N.J.S.A. 40:55D-28, considers the lands that are most appropriate for construction of very low, low and moderate income housing in accordance with N.J.S.A. 52:27D-310, and is designed to achieve access to affordable housing to meet the Township's Mount Laurel constitutional affordable housing obligations.

WHEREAS, by motion duly made and seconded on January 22, 2020, the Board pursuant to Resolution No. 8-2020 adopted the Plan.

NOW, THEREFORE, BE IT RESOLVED by motion duly made and seconded on February 4, 2020, the Township Committee hereby endorses the Plan.

Mayor Kuhl read Resolution #20-50 by title.

Mayor Kuhl asked for a motion to adopt Resolution #20-50.

Motion by Gilbert, seconded by MacDade

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #20-50

A RESOLUTION AUTHORIZING THE PLANNING BOARD TO CONDUCT A PRELIMINARY INVESTIGATION WHETHER THE PROPERTY IDENTIFIED AS BLOCK 84, LOT 34 IN THE TOWNSHIP OF RARITAN MEETS THE CRITERIA AS AN AREA IN NEED OF REDEVELOPMENT (NON-CONDEMNATION)

WHEREAS, Mavrode Holdings, LLC (the "Developer") has approached the Township of Raritan (the "Township") for the potential redevelopment of the property identified as Block 84, Lot 34 on the Tax Map of the Township of Raritan, located at 99 Route 31/202, Ringoes, New Jersey (the "Property" or "Study Area"); and

WHEREAS, the Developer wishes for the Township to perform a study of whether the Property meets the criteria as an "area in need of redevelopment" pursuant to the Local Housing and Redevelopment Law, N.J.S.A. 40A:12A-1, *et seq.* (the "Redevelopment Law"); and

WHEREAS, the Developer and the Township have entered into a Funding Agreement which provides for the Developer's payment toward the reasonable fees of the Township's professionals (including the Planning Board's professionals) in connection with the redevelopment investigations, the preparation of any redevelopment plans, along with related agreements; and

WHEREAS, the Redevelopment Law sets forth the procedures for the Township to declare an area in need of redevelopment, along with the development and effectuation of a redevelopment plan; and

WHEREAS, pursuant to the required redevelopment procedures, specifically set forth in N.J.S.A. 40A:12A-6, no area of a municipality shall be determined a redevelopment area unless the governing body of the municipality shall, by resolution, authorize the Planning Board to undertake a preliminary investigation to determine whether a proposed area is a redevelopment area according to the criteria set forth in N.J.S.A. 40A:12A-5; and

WHEREAS, pursuant to P.L. 2003, Chapter 159, the resolution authorizing the planning board to undertake a preliminary investigation shall state whether the redevelopment area determination shall authorize the municipality to use all those powers provided by the Legislature for use in a redevelopment area other than the use of eminent domain (hereinafter referred to as a 'Non-Condensation Redevelopment Area') or whether the redevelopment area determination shall authorize the municipality to use all those powers provided by the Legislature for use in a redevelopment area, including the power of eminent domain (hereinafter referred to as a 'Condensation Redevelopment Area'); and

WHEREAS, the Township Committee of the Township of Raritan finds it to be in the best interest of the Township and its residents to authorize the Township Planning Board to undertake such preliminary investigation of the Study Area as a Non-Condensation Redevelopment Area.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the Planning Board is hereby authorized to undertake a preliminary investigation, pursuant to the notice, hearing and other requirements of the Redevelopment Law, in order to make a recommendation to the Township Committee whether the Study Area, or any portion thereof, is an area in need of redevelopment according to the criteria set forth in N.J.S.A. 40A:12A-5.

BE IT FURTHER RESOLVED that at least ten (10) days prior to the public hearing before the Planning Board, a map showing the boundaries of the Study Area and location of the various parcels of property included therein will be on file with the Planning Board for public inspection.

BE IT FURTHER RESOLVED that, pursuant to New Jersey P.L.2013, c.159, the redevelopment area determination shall authorize the Township to use all those powers provided by the Legislature for use in a redevelopment area other than the use of eminent domain, also known as a "Non-Condensation Redevelopment Area."

BE IT FURTHER RESOLVED that a certified copy of this Resolution is to be forwarded to the Township Planning Board.

BE IT FURTHER RESOLVED that this Resolution shall take effect pursuant to law.

Mayor Kuhl read Resolution #20-51 by title.

Mayor Kuhl asked for a motion to adopt Resolution #20-51.

Motion by Reiner, seconded by Gilbert

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #20-51

**A RESOLUTION AUTHORIZING THE FIRST AMENDMENT TO THE
MEMORANDUM OF AGREEMENT BETWEEN THE TOWNSHIP OF
RARITAN AND ALFRED C. PAYNE III, CHIEF OF POLICE**

WHEREAS, this Memorandum of Understanding is effective as of April 1, 2019 by and between the TOWNSHIP OF RARITAN, a Municipality of the County of Hunterdon, State of New Jersey, hereinafter referred to as the "Township" and Alfred C. Payne, III, Chief of Police, hereinafter referred to as the "Chief;" and

WHEREAS, the Township and Chief Alfred C. Payne III have agreed to amend Section VII, A. of the Memorandum of Agreement, reducing the annual accrued allotment of sick days from fifteen (15) to twelve (12).

NOW, THEREFORE, BE IT RESOLVED that the Mayor and the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey hereby authorizes the following first Amendment to the Memorandum of Agreement, dated April 1, 2019, between the Township of Raritan and Alfred C. Payne III, Chief of Police effective retroactively to January 1, 2020.

1. The Chief shall be able to accrue twelve (12) days of sick leave during each calendar year.
2. The Chief shall receive \$1,350.00 as a one-time buyout of three (3) sick days which shall be incorporated into the base salary.

Mayor Kuhl read Resolution #20-60 by title.

Mayor Kuhl asked for a motion to adopt Resolution #20-60.

Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #20-60

**A RESOLUTION EXTENDING AFFORDABLE HOUSING RESTRICTIONS AND
CONTROLS ON EXISTING TOWNSHIP AFFORDABLE HOUSING UNITS**

WHEREAS, N.J.A.C. 5:80-26.25(a) provides that "a municipality shall have the right to determine that the most desirable means of promoting an adequate supply of low and moderate income housing is to prohibit the exercise of any repayment option and maintain controls on lower income housing units sold within the municipality beyond the period required by N.J.A.C. 5:93-9.2" (the "Controls"); and

WHEREAS, such a determination shall be made by resolution of the municipal governing body and shall be effective upon adoption; and

WHEREAS, the municipality's resolution must specify the time period for which the repayment option shall not be applicable, and that during such period, no seller in the municipality may utilize any repayment option permitted by N.J.A.C. 5:93-9.8; and

WHEREAS, pursuant to N.J.A.C. 5:80-26.25(b), a municipality that exercises the option outlined above shall: (1) provide public notice in a newspaper of general circulation and (2) notify the municipality's administrative agent; and

WHEREAS, the municipality's administrative agent or attorney shall ensure that the deed restriction(s) on all affected housing units reflect the extended period of Controls; and

WHEREAS, the Controls set forth in any declaration may be extended by municipal resolution as provided for in N.J.A.C. 5:93-9 and said paragraph provides that the resolution shall provide for a period of extended restrictions; and

WHEREAS, out of an abundance of caution and due to the discrepancy in some dates of potential termination of the Controls, and because Raritan Township has determined that the most desirable means of promoting an adequate supply of low and moderate income housing in Raritan Township pursuant to N.J.A.C. 5:80-26.25 is to maintain the Controls on certain affordable housing units for a longer period than the initial time period(s), Raritan Township has determined to adopt the within Resolution to extend the Controls on these affordable housing units (the "Units").

WHEREAS, certain buyers of six Units have previously voluntarily extended at real estate closings the Controls on those Units and the Township affirms that those six Units shall also be subject to the extended restrictions set forth in this resolution in a similar manner and fashion.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, as follows:

1. Any repayment option shall not be permitted from the date of this Resolution until in perpetuity.
2. The Controls are extended in perpetuity, and during this period of extended Controls no seller of the Units may utilize any repayment option as permitted by N.J.A.C. 5:93-9.8.
3. The Raritan Township Clerk is authorized and directed to publish this Resolution in full in the official newspaper of Raritan Township and to notify the administrative agent and affordable housing attorney for the Township of the Raritan Township Committee's action.
4. This Resolution shall evidence that the Controls have been extended in accordance with the Uniform Housing Affordability Controls, N.J.A.C. 5:80-26.1, et seq. and any amendments, changes or supplements thereto ("UHAC") and the Raritan Township affordable housing ordinances.
5. The Township of Raritan shall ensure that the Controls on the Units extend in perpetuity or until otherwise released by Raritan Township in accordance with UHAC.
6. The sale and use of the Units is governed by UHAC.
7. The covenants (the "Covenants") in paragraph 8 herein shall run with the Units for the in perpetuity period of time (the "Control Period").

**The Units in the
 Township of Raritan, County of Hunterdon**

	<u>Block</u>	<u>Lot</u>	<u>Unit</u>	<u>Unit Address</u>
1.	71.25	1	(C01108)	108 Blackberry Court
2.	71.25	1	(C0508)	508 Reed Court
3.	71.25	1	(C01208)	1208 Southard Court
4.	71.25	1	(C0710)	710 Reed Court
5.	71.25	1	(C0714)	714 Reed Court
6.	71.25	1	(C0308)	308 Saddle Court
7.	71.25	1	(C0408)	408 Saddle Court
8.	71.25	1	(C1010)	1010 Wheatfield Court
9.	71.25	1	(C1108)	1108 Wheatfield Court

Block 71.25, Lot 1, is formerly known as Block 71, Lot 25. Said Units 1 to 9 above further subject to the provisions of a Deed dated July 13, 1990, from Stone Gate Developers, Inc. as grantor, to Stone Gate Developers, Inc. as Grantee, recorded with the Hunterdon County Clerk on July 25, 1990, in Deed Book 1046, Page 317, formerly known as Block 71, Lot 25.

10.	64	3	(C0203)	203 Clark Circle
11.	64	3	(C0404)	404 Clark Circle
12.	64	3	(C0504)	504 Clark Circle
13.	64	3	(C0505)	505 Clark Circle
14.	64	3	(C0604)	604 Clark Circle
15.	64	3	(C0705)	705 Clark Circle

Said Units 10 to 15 above, located and known as South Main Village Condominium Association, Inc. Said Units being further subject to the provisions of the South Village Condominium Master Deed dated April 28, 1989, recorded in the Hunterdon County Clerk's Office on May 11, 1989, in Deed Book 1025, Page 819, and as recorded further on the same date in Deed Book 1025, Page 882.

**Six Previously Closed
 And Extended Units**

	<u>Block</u>	<u>Lot</u>	<u>Unit</u>	<u>Unit Address</u>	<u>Closing Date</u>
16.	64	3	(C0103)	103 Clark Circle	March 15, 2012
17.	64	3	(C0104)	104 Clark Circle	May 14, 2009
18.	64	3	(C0304)	304 Clark Circle	July 17, 2013
19.	64	3	(C0403)	403 Clark Circle	October 30, 2013
20.	64	3	(C0603)	603 Clark Circle	April 6, 2011
21.	71	25	(C0608)	608 Wheatfield Court	December 29, 2015

Mailing address for all 21 units is Flemington, New Jersey 08822.

8. In accordance with N.J.A.C. 5:80-26.11, each restricted Unit shall remain subject to the requirements of the Control Period until Raritan Township elects to release the Unit from such requirements. Prior to such a municipal election, a restricted Unit must remain subject to the requirements of this subchapter for a period of at least thirty (30) years from the date of this Resolution.
 - A. Sale and use of the Units is governed by regulations known as the Uniform Housing Affordability Controls, which are found in New Jersey Administrative Code at Title 5, chapter 80, subchapter 26 (N.J.A.C. 5:80-26.1, et seq., the "Uniform Controls").
 - B. The Units shall be used solely for the purpose of providing dwelling units for very low, low, or moderate income households, and no commitment for any such very low, low, or moderate income dwelling unit shall be given or implied, without exception, to any person who has not been certified for that Unit in writing by the Administrative Agent. So long as any very low, low, or moderate income dwelling unit remains within its Control Period, sale of the Unit must be expressly subject to UHAC Deed Restrictions, deeds of conveyance must have these Deed Restrictions appended thereto, and no sale of the Units shall be lawful, unless approved in advance and in writing by the Administrative Agent and Raritan Township.
 - C. No improvements may be made to the Units that would affect the bedroom configuration of any of its very low, low, or moderate income dwelling units, and any improvements to the very low, low, or moderate income dwelling units must be approved in advance and in writing by the Administrative Agent and Raritan Township.
 - D. The Owner shall notify the Administrative Agent and Raritan Township of any foreclosure actions filed with respect to the Property within five (5) business days of service upon Owner.
 - E. The Owner shall notify the Administrative Agent and Raritan Township within three (3) business days of the filing of any petition for protection from creditors or reorganization filed by or on behalf of the Owner.

9. A breach of the Covenants will cause irreparable harm to the Administrative Agent, to Raritan Township and to the public, in light of the public policies set forth in the New Jersey Fair Housing Act, the Uniform Housing Affordability Control rules found at N.J.A.C. 5:80-26, and the obligation for the provision of very low, low and moderate income housing.
 - A. In the event of a threatened breach of any of the Covenants by the Owner, or any successor in interest of the units, the Administrative Agent and Raritan Township shall have all remedies provided at law or equity, including the right to seek injunctive relief or specific performance.
 - B. Upon the occurrence of a breach of any Covenants by a Unit owner, or any successor in interest or other owner of the Units, the Administrative Agent and the Municipality shall have all remedies provided at law or equity, including but not limited to, forfeiture, foreclosure, acceleration of all sums due under any mortgage, recouping of any funds from a sale in violation of

the Covenants, diverting of rent proceeds from illegal rentals, injunctive relief to prevent further violation of said Covenants, entry on the premises, those provided under Title 5, Chapter 80, Subchapter 26 of the New Jersey Administrative Code and specific performance.

CONSENT AGENDA

All matters listed on the Consent Agenda are considered to be routine by the Township Committee and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

Mayor Kuhl asked for a motion to approve the Consent Agenda.
Motion by Reiner, seconded by MacDade

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Reiner, Mayor Kuhl
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #20-52

A RESOLUTION AUTHORIZING THE RETURN OF DEVELOPER'S ESCROW (CONFIDENT CANINE)

WHEREAS, Confident Canine has requested the return of a Developer's Escrow; and
WHEREAS, Kristi Gano, Payroll/Benefits Coordinator, has submitted a memo dated January 22, 2020 and recommended the return of the following Developer's Escrow:

Confident Canine	\$1,000.00
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NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the Developer's Escrow posted in the amount of \$1,000.00 by Confident Canine is hereby refunded.

RESOLUTION #20-53

A RESOLUTION AUTHORIZING THE REFUND OF A CONSTRUCTION PERMIT FEE (SUNRUN INSTALLATION SERVICES, INC.)

WHEREAS, Sunrun Installation Services, Inc. has requested the refund of a construction permit fee; and

WHEREAS, Danielle Langreder, Assistant Supervisor of Accounts, has submitted a memo dated January 17, 2020 recommending the refund of building and electrical permit fees in the amount of \$224.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the building and electrical permit fees in the amount of \$224.00 paid by Sunrun Installation Services, Inc. is hereby refunded.

RESOLUTION #20-54

**A RESOLUTION AUTHORIZING THE REFUND OF A
CONSTRUCTION PERMIT FEE (VIVINT SOLAR DEVELOPERS)**

WHEREAS, Vivint Solar Developers has requested the refund of a construction permit fee; and

WHEREAS, Danielle Langreder, Assistant Supervisor of Accounts, has submitted a memo dated January 23, 2020 recommending the refund of building and electrical permit fees in the amount of \$224.00.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the building and electrical permit fees in the amount of \$224.00 paid by Vivint Solar Developers is hereby refunded.

RESOLUTION #20-55

**A RESOLUTION AUTHORIZING THE RELEASE OF A
STREET OPENING BOND
(MASHAS)**

WHEREAS, Mark Mashas has requested the release of a street opening bond posted in the amount of \$1,000.00 for Block 72.28, Lot 12 (14 Skyline Drive); and

WHEREAS, Township Engineer, Antoine Hajjar, has performed a site inspection and recommends the release of the street opening bond in the amount of \$1,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the release of the street opening bond in the amount of \$1,000.00 posted by Mark Mashas is hereby granted.

RESOLUTION #20-56

**A RESOLUTION AUTHORIZING THE RETURN OF A CASH BOND
POSTED FOR A SOLICITOR'S PERMIT**

WHEREAS, Lance Dunn has requested the release of a cash bond posted in the amount of \$500.00 for a solicitor's permit; and

WHEREAS, Lisa Fania, Municipal Clerk, recommends the release of the cash bond in the amount of \$500.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the \$500.00 bond posted by Lance Dunn is hereby returned.

RESOLUTION # 20-57

**A RESOLUTION DESIGNATING RAYMOND L. HUGHES II AS
RISK MANAGER FOR THE TOWNSHIP OF RARITAN**

WHEREAS, a condition of membership in the Somerset County Joint Insurance Fund is that a Risk Manager be designated to represent the Township of Raritan.

WHEREAS, the Township Administrator recommends Raymond L. Hughes II as Risk Manager; and

WHEREAS, the Township Committee has selected Raymond L. Hughes II of New Jersey Risk Managers and Consultants, Inc., 20 West End Avenue, P.O. Box 367, Somerville, New Jersey 08876 to provide the services of Risk Manager for Raritan Township.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that Raymond L. Hughes II be designated as the Risk Manager for the Township of Raritan.

RESOLUTION #20-58

**A RESOLUTION APPROVING CONTRACT EXTENSION OF MANAGEMENT
AND ADMINISTRATION OF DATA PROCESSING SERVICES TO
LINK HIGH TECHNOLOGIES**

WHEREAS, the Township of Raritan has an existing contract for Management and Administration of Data Processing Services with Link High Technologies; and

WHEREAS, the award of contract by Resolution #18-43 allows for two (2), one-year extensions; and

WHEREAS, there remains an option to extend the contract for one (1), one-year extension; and

WHEREAS, the Township Administrator recommends that the contract with Link High Technologies be extended for one (1) year; and

WHEREAS, the Township Committee of the Township of Raritan wishes to extend the contract for Management and Administration of Data Processing Services with Link High Technologies; and

WHEREAS, the Chief Financial Officer has certified that funds are available through Certificate of Availability of Funds #20-02 for the amount of \$27,600.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey as follows:

- 1) That it hereby authorizes a contract extension for the Management and Administration of Data Processing Services with Link High Technologies, 51 Gibraltar Drive, Suite 2A, Morris Plains, New Jersey 07950 for a one-year extension effective February 21, 2020 and terminating February 20, 2021.
- 2) For an annual sum of \$27,600.00 which includes a \$500.00 monthly retainer for remote and on-site support, proactive monitoring of 63 workstations and 3 servers.
- 3) Additional support and service at \$110.00 per hour.

RESOLUTION #20-59

A RESOLUTION APPROVING EXTENSION OF MUNICIPAL MANAGEMENT SOFTWARE CONTRACT WITH SPATIAL DATA LOGIC (SDL)

WHEREAS, the Township of Raritan has an existing contract for purchase and licensing of Municipal Management System Software to manage the Construction, Fire Inspection, Planning/Zoning/Engineering, Tax Assessor, Clerk and Administration Departments; and

WHEREAS, the Township Administrator recommends that the contract be extended for one (1) year; and

WHEREAS, the Township Committee of the Township of Raritan wishes to extend the contract for purchasing and licensing Municipal Management System Software through Spatial Data Logic (SDL); and

WHEREAS, Spatial Data Logic Municipal Management Software qualifies to be purchased and licensed using State Bid Contract M-0003 New Jersey Software Reseller Contract, from SHI International Corporation, Kevin Gordon, Account Executive, 300 Davidson Drive, Somerset, New Jersey 08873, at a cost of \$ 32,500.00; and

WHEREAS, the Chief Financial Officer has certified that funds are available through Certificate of Availability of Funds #20-03.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the contract for the purchase and licensing of Spatial Data Logic Municipal Management Software, under State Bid Contract M-0003 New Jersey Software Reseller Contract, from SHI Corporation, Somerset, New Jersey at a cost of \$32,500.00 for a contract period of one-year, to commence upon the date of the expiration of the existing contract is hereby authorized.

PRIVILEGE OF THE FLOOR

The following members of the public spoke during public comment:

Barbara Sachau, a resident of 2 Glenway Drive, commented on the negative impact of salt on the environment such as water and plants. Ms. Sachau also advised that the County approved the acquisition of the Bowlby Farm with no cost to Raritan Township.

ADJOURNMENT

Mayor Kuhl asked for a motion to adjourn.
Motion by Reiner, seconded by MacDade
MOTION UNANIMOUSLY CARRIED

Meeting adjourned at 7:36 p.m.

Respectfully submitted,



Lisa Fania, RMC
Township Clerk