

HOUSING BOARD
Re-organization & Regular Meeting Minutes
January 26, 2022
Noon

Call to Order

The Re-organization and Regular Meeting of the Housing Board was called to order by Secretary, Michele Tipton-Walters at 12:00P.M.

The following notice requirement was read aloud:

Adequate notice of this meeting was provided by posting the date and time on the Kingwood Township Municipal website on January 4, 2022. The agenda and Zoom link were posted to the website under Current Agendas.

In order to ensure full public participation in this meeting, all members of this Board, and also members of the public are requested to speak only when recognized by the Chair so that there is no simultaneous discussion or over-talk.

ROLL CALL

Present

Philip Lubitz
Nancy Good
Cynthia Ostergaard
Leslie Bella

Absent

Thomas Ciacciarelli

Also present were Township Attorney, Katrina Campbell from Lavery, Selvaggi, Abromitis and Cohen, P.C. and Township Planner, David Banisch from Banisch Associates, Inc.

Reorganization

Motion for Nomination of Chairperson for the Housing Board for 2022.

It was moved by Leslie Bella, seconded by Nancy Good and carried to nominate Philip Lubitz **Chairperson** of the Housing Board for year 2022.

Roll Call Vote:

Aye: Lubitz, Ostergaard, Bella, Good
Nay: None
Abstain: None
Absent: Ciacciarelli

Motion for Nomination of Vice-Chairperson for the Housing Board for 2022

It was moved by Cynthia Ostergaard, seconded by Leslie Bella and carried to nominate Nancy Good **Vice-Chairperson** of the Housing Board for year 2022.

Roll Call Vote:

Aye: Lubitz, Ostergaard, Bella, Good
Good
Nay: None
Abstain: None
Absent: Ciacciarelli

Motion to approve the below meeting dates for 2022

It was moved by Cynthia Ostergaard, seconded by Nancy Good to approve meeting dates for 2022 as listed.

April 27, 2022

July 27, 2022

October 26, 2022

All Voted "Aye" on Roll Call Vote

Public Comment – Privilege of the Floor

No Comments

New Business

Approve Minutes of the September 29, 2021 Housing Board Meeting

It was moved by Leslie Bella, seconded by Cynthia Ostergaard to approve the September 29, 2021 Housing Board Meeting minutes.

Roll Call Vote:

Aye: Lubitz, Ostergaard, Bella, Good
Good
Nay: None
Abstain: None
Absent: Ciacciarelli

2022 Budget Request

Boar discussed expected upcoming Fair Share housing costs for 2022. It was determined to request the same amount as 2021 which was \$5,000.00

Affordable Housing Litigation Update

K. Campbell updated the Board on Fair Share Housing Application. There is a new Judge and a new Master and she expects that in the near future they will address outstanding questions. Requests will be made on the Townships behalf that the entire original list not be reviewed since many of those items have been completed. The original list included:

Erratta – To go with Housing Element and Fair Shar Plan

Appendix – Including all accrediting done.

Fair Share Document – One submission plan with all document included

Rehab Manual – Still needs to be submitted

Rehab Aministrator – David Banisch and needs to be re-appointed for 2022.

Administrative Agent –

Adoption Affordable Housing Ordinance
Adoption Development Ordinance
Adoption Accessory Apartment Ordinance
Adoption Spending Plan Ordinance
Resolution of Intent to Fund
Adoption for Municipal Housing Liaison Ordinance
Resolution Appointing an Administrative Agent and a contract.

D. Banisch stated that the previous Master did not foresee need for an administrative agent until the Eastern Gateway Overlay District begins with inclusionary development at which point more work would be needed. Mr. Banisch will follow up with NORSCAP to see if they are still able to provide this administrative service.

Affordable Housing Compliance Update

Baptistown Property

D. Banisch reviewed plans that were resubmitted by Bruno and Pat Casascelli of Galleria Construction for housing units on Route 519, Baptistown along with plans for housing units at the Locktown – Route 12 location.

Mr. Banisch noted that the problem with the Route 519 plan is that each of the 10 individual units would need on-site waste sewage disposals. The maximum amount allowed is 2,000 gallons/day which ten units would definitely exceed. Mr. Casascelli suggested possible sub-division of this lot to submit to NJDEP as two separate properties. Neither of these scenarios would align well with NJDEP regulations.

Permitting for septic system in excess of 2,000 gallons/day would cost approximately \$10,000 to \$15,000 and the contractor would likely ask for a municipal contribution for this process. Mr. Banisch will check with the Engineer for actual estimate. This would also require a Waste Water Management Plan Amendment with the County. P. Lubitz summarized that this location would need a bedroom mix for 5 units that would keep the waste water usage at under 2,000 gallons/day.

The Board determined it would rather see two rental units along Route 519 instead of the garage but would accept the current plan with a garage. The second group of 5 units would likely create a problem.

D. Banisch recommended that K. Campbell and he meet with the Bruno and Pat Casascelli to discuss development at the Baptistown site that meets the COAH requirements while keeping waste water usage underneath the 2,000-gallon limit. Part of this meeting will be a request that House Board would like to see staked corners on this property.

Locktown Road and Route 12 Project

This parcel is less than 2 acres and would have Locktown Rd access. Board reviewed this location design. The zoning ordinance would need to be amended for this property. A mailing notification to property owners within 200 feet would need to go out. Can likely expect public input on this project.

The Board agreed that the Bapitstown site could be addressed first since the current structures are in bad condition and the Galleria Construction would rather build new units instead of renovation of existing structure.

K. Campbell will brief Tom Ciacciarelli on this meeting and plan to obtain his input as the Township Committee liaison.

Adjournment

It was moved by Cynthia Ostergaard, seconded by Leslie Bella and carried to adjourn the meeting at 1:00PM. All voted Aye on Roll Call Vote.

Respectfully submitted by,
Michele Tipton-Walters,
Housing Board Secretary