

HOUSING BOARD
Regular Meeting Minutes
July 27, 2023
8:00AM

Call to Order

The Regular Meeting of the Housing Board was called to order by Phillip Lubitz, Chairperson. 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 July 9, 2023. The agenda and Zoom link were posted to the website under Current Agendas on July 19, 2023.

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

Absent

Andrew Russano, Jr.

Philip Lubitz

Nancy Good

Leslie Bella

Cynthia Ostergaard

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

Public Comment – Privilege of the Floor

None

New Business

Approve Minutes of the April 20, 2023 Housing Board Reorganization and Regular Meeting

It was moved by Phil Lubitz, seconded by Cynthia Nancy Good to approve the April 20, 2023 Housing Board Meeting Regular meeting minutes.

Roll Call Vote:

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

Family Promise

P. Lubitz presented the status of meetings with Family Promise. This is an organization that has been working in Hunterdon County for many years through various churches to find housing for people/families in need. In 2022 they opened a housing facility in the Calvary Episcopal parish house located at New York Avenue and Broad Street, Flemington. Warren Searles, Family Promise Board President, is interested in creating housing at the Kingwood Township Union Road site, locally known as the Ukarish property, which has been previously approved for a housing project. The proposed housing will be used as permanent housing for people who have completed transitional housing at the Calvary Episcopal site and will consist of 2 duplex units, each unit would be 3 bedroom/2 bath. The proposal would include a request that these houses remain affordable housing units in perpetuity. Both Family Promise and Kingwood Township are interested in entering into a lease for permanent affordable housing.

This project will likely need Kingwood Board of Adjustment approval. Family Promise will be working to attain funding and selecting a builder for the project.

D. Banisch stated that this site was previously approved for an attached 2 family unit configuration on a cul-de-sac. This proposal will look to amended current configuration to one with driveways and frontage along Union Road instead.

A. Russano discussed topics that came up at the meeting he attended with Family Promise. One of the requirements for selection of housing candidates is that they have their own transportation. This is very important since public transportation is very limited in Kingwood Township.

Members of the Board asked if this is permanent housing and if the candidates would be Hunterdon County residents. P. Lubitz stated that the plan is for this project to be permanent housing for those people/families that have completed the transitional housing in Flemington. Since they would be moving from the Flemington housing site they would have likely been residents for a year and their children would have been attending a Flemington school. N. Good asked what the selection criteria will be. At this time that information as not be discussed. P. Lubitz would like to invite Mr. Searles to the October Housing Board Meeting for discussion of the selection process and the project as a whole.

D. Banisch recommended that the Township Committee give Family Promise a Memorandum of Understanding between the parties so that they have something to have to memorialize Kingwood Township's interest in this project.

Galleria Homes – Affordable Rental Proposals:

D. Banisch gave an update of the Galleria Baptistown site. To review, the current site has 4 rental units. Galleria does not want to renovate the units due to the age, condition and antiquated layout of the units. They also want to avoid displacement of the current residents during a renovation project. They prefer to tear these units down and build two new rental units. This would include five affordable and five market rate units. These units would be place rearward on the lot with a garage roadside which would be designed in keeping with the current style of the Baptistown Village.

Mr. Banisch did ask Pat Casuscelli if he would consider making all ten units affordable housing units since that rent would not be far off from market rate. He agreed to consider the suggestion. Affordable units are priced based on 51.5% of the median income for this area. Affordable housing units are rated at either very low income, low income or moderate income. Very low income is based on 35% or less of the median income. Low is based on 35% - 50% of the median income and moderate is based on 50% -80% of median income. The average of all units built have to

average 51.5% of the median income. The make-up of units must be a minimum 40% two-bedroom units and 20% three-bedroom units. A builder can include up to 20% efficiency or one-bedroom units. Galleria would build only two-and-three-bedroom units.

There is a second site that Galleria would like to build five affordable units on located on Locktown Rd. They would like to make these units mixed-use and to possibly include small office or retail space. Pat Casuscelli will submit plans on what this project would look like.

It would be more cost effective for Galleria if they build both sites as one project. This allows them to distribute the bedroom requirements between the two projects and allows for an economy of scale. It would be very good for the Township if all 15 units were affordable housing.

Mr. Banisch noted that it would be better for this project to obtain zoning through the Township Committee so they would not have to go before the Board of Adjustment. Once zoning was in place it would go before the Planning Board. C. Ostergaard queried if it would be the right path for this project to bypass the public involvement that is offered through the Board of Adjustment process. D. Banisch stated that the Township would have three options for zoning; the Board of Adjustment, Redevelopment or Conventional Zoning. Designating both sites as redevelopment sites is a process that is becoming more common within municipalities. The scenario would require only the land owner be notified of the redevelopment designation. The Township could choose to notify all residents within 200 ft of the site but it's not required. Under conventional zoning the governing body would propose rezoning the two sites and the Planning Board would adopt a new master plan. Before any rezoning could take place all the property owners within 200 ft. of the proposed rezoning area would receive notice of the possible rezoning. Interested members of the public could then attend the regular Township Committee meeting to voice their opinions on the project.

P. Lubitz expressed concern about ten units at the Baptistown location. He would rather see five units renovated at that location and five newly built units at the Locktown Rd. location.

D. Banisch stated that a good plan would be the conventional zoning process for a two-stage development plan in Baptistown. The first five units could be completed and exist for quite a while before the next five would be built. That would give the public time to adjust and appreciate the improvement to the village. He recommended addressing the affordable housing issue as proactively as possible to avoid transformative action.

ARC Proposal

The Hunterdon County ARC on Barbertown Point Breeze Rd, Kingwood Township are in the process of applying to the Board of Adjustment for a change in zoning from operating as a day facility to a residential facility. If this is approved it could apply to credits toward the Township's affordable housing obligation.

Next meeting scheduled for October 2, 2023 at 8:00AM via Zoom

Adjournment

The meeting was adjourned at 9:15AM.

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