

New Jersey

Year 2020

President

Walter Lane
Somerset County



County Planners Association

Trea

Ranae Fehr
Atlantic County

Secretary

Francesca Giarratana
Hudson County

President Emeritus

Michael Lysicatos
Passaic County

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NJCPA Regular Meeting
11am, Friday, April 17, 2020
Zoom Meeting (Log in starting at 10:45am)
NOTE- List of attendees is attached following the minutes.

1. Welcome and Introductions: President Walter Lane called the meeting to order at 11:04AM and welcomed everyone to the meeting, followed by attendee introductions.

2. Business

A. Executive Committee Report: President Lane gave the report:

- a. 2020 Dues: Due to COVID and the fact that we may not be meeting for awhile, the Executive Committee decided to keep the NJCPA dues the same for this year- \$150 a year. The invoices will be out in the coming weeks by the Treasurer. A request was made that the invoices go out electronically.
- b. May Meeting (May 15th): Since the May meeting was supposed to be at NJAC and now that has been postponed, we're proposing another virtual meeting in May like this one.
- c. Letter to NJDEP regarding Wastewater Planning Issues: There was a meeting in February on this and 3 Counties submitted comments that were incorporated into the draft letter. One last call for comments and then the letter will be finalized and sent out next week.

B. Meeting Minutes – February 2020: Francesca Giarratana: Draft meeting minutes will be distributed for review prior to the May

3. Agency / Partner Updates (NJTPA, OPA, NJDEP, NJAC, RPA etc.)

Donna A. Rendeiro, Executive Director, Office of Planning Advocacy, provided an update:

- In consideration of the COVID pandemic, the June 30th Center Designation deadline was extended to 120 days after the Emergency is declared over (Executive Order 103).
- OPA is working with about 4 different programs to allow municipalities to get some assistance for resiliency planning as part of the Plan Endorsement process. They are talking with about 15 municipalities about these opportunities and over the next 2-3 months, they will be expanding this offer to other municipalities.

(agenda shift due to Zoom technical difficulties) **C. Treasurer's Report: Ranae Fehr:** The Treasurer's Report was shared with the group via the Zoom screen and circulated via email to the attendees prior to the meeting.

A motion was made by Christine Marion and seconded by Linda Brennan to approve the treasurer's Report. Report was approved.

Andrew Levecchia has a pending invoice for the website domain name of the NJCPA website- it's only about \$40 every two years.

4. Presentation- Overview of the NJ Brownfields Assistance Center, Dr. Colette Santasieri,

Executive Director, NJ Brownfields Assistance Center at NJIT: Dr. Santasieri presented on the background on brownfields overall and their legacy in New Jersey. She encouraged the group to reach out for opportunities to work with the municipalities on Brownfields' projects.

Kate Krazer asked if there would be intern or staff support to update local a Brownfields inventory-- the Center won't have the capability to do the full update, but can provide technical assistance.

The Center will not complete grant applications, but they can provide technical assistance as well to strengthen applications. They encourage counties and municipalities to review some guidance (via webinars, etc.) before the applications even open up.

5. Presentation- NJDEA Brownfields Programs, Elizabeth Limbrick, PG, LSRP, Senior Brownfields Advisor, Policy & Communications, NJ Economic Development Authority: The presentation, which incorporated information on the COVID-19 Economic Relief Package, is available on the NJCPA website.

The Brownfields loan program launch is delayed until individuals start to go back to their offices after COVID.

The COVID-19 Economic Relief Package updates reveals how the relief need is so great:

- Emergency Assistance Grant Program- \$5M available and had 30,000 applicants (no new applicants)
- Loan Program - \$10M available and had 3,000 applications for \$200M in requests
- All these initial programs were covered by NJ funds so there was no concern for federal funding duplication.

Follow-up note the Zoom chat from Elizabeth: "I mentioned that we would be coming out with a press release about the CDFI's regarding the EDA's Emergency Loan Loss Reserve Fund - it was just released at 11:00 AM - New Jersey Community Capital (NJCC), UCEDC, Regional Business Assistance Corporate (RBAC), Cooperative Business Assistance Corporation (CBAC), Greater Newark Enterprise Corporation (GNAC), and 1st Bergen Federal Credit Union will be participating in the Authority's new CDFI Emergency Loan Loss Reserve Fund, and all but 1st Bergen Federal Credit Union will also take part in the new CDFI Emergency Assistance Grant Program."

6. Discussion- Land Development Review Issues Due to COVID-19:

NJCPA held a conference call a few weeks ago to discuss how the Counties all handling land use review process at this time.

Legislative Updates:

A bill (#3902) was passed in the Assembly for some guidance on the land use review process. The County Planning Act Amendment wasn't included, but it was explained that the Counties are covered by it.

- Gerry Scharfenberger will introduce a bill to allow for the waiver of local land use timelines and extend the local stormwater permitting deadlines.
- The Senate introduced a bill to extend any permits that were open before the Declaration of Emergency to 90 days after the order is lifted (Executive Order 127)
- The expectation from DCA is that local land use reviews should be completed in the usual time frames (Christine Marion noted what NJAC had sent out on limited guidance)

Other topics:

- Public meetings and concerns about Open public meetings act and public notice rules
- Electronic review of applications via outside vendor
- Technology issues seem to vary among the Counties
- More informal calls among staff seem to be beneficial overall to staff personally and professional
- Public Engagement for planning studies via best practice virtual options and how to address the inclusion of all communities
- Concerns of security involving Zoom (David Dech)
- Census events and response rates during COVID
- Response and recovery planning: will be a major topic for the May meeting (Walter Lane); Consideration of ad hoc committee with the NJCPA (Lauriette Katrina)

County updates:

- Middlesex: Had a review committee meeting via a conference call and the number was included in the public notice
 - Put up guidance on electronic submission of applications
 - Holding their meetings in Google Teams

- Somerset: Most staff members are working from home with occasional visits to the office to pick up plans to review. They are holding routine calls with their Engineering staff. There will be a short planning board meeting via zoom with an open number to the public.

- Holding staff happy hours to chat and socialize outside of work

- Hunterdon: Had a virtual meeting; all the application materials were sent electronically to only the Commissioners this time but they will be available on their website for next meeting

- Bergen: Had first planning board meeting through Webex and the public could call in.

- Passaic: Had a full planning board meeting and sticking to their regular schedule; had 8 applicants call in and it went very well.

- Monmouth: Using WebEx for meetings and it has been going well

7. Committee Updates / News: Electronic copies of an Open Space Committee report were provided to attendees.

8. Resolutions: No resolutions.

9. Updates/Necessary Business: None.

10. Adjournment: The meeting adjourned at 1:33 PM.

Respectfully submitted by Francesca Giarratana, AICP, PP on 5/15/20

April County Planners Meeting - Attendees

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NJIT

NJ Assembly
NJIT (presenter)
NJEDA (presenter)