

New Jersey

Year 2021

President

Ranae Fehr
Atlantic County



County Planners Association

Treasurer

Francesca Giarratana
Hudson County

Secretary

Tom Stanuikynas
Burlington County

President Emeritus

Walter Lane
Somerset County

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NJCPA Regular Meeting
September 17, 2021 at 11:00 AM
VIA Zoom

Meeting Minutes

1. **Welcome and Introductions** – President Ranae Fehr welcomed everyone and called the meeting to order at 11:00 AM. Secretary Tom Stanuikynas followed with a Roll Call of counties. Quorum was achieved.
2. **Agency / Partner Updates (NJTPA, OPA, NJDEP, NJAC, RPA etc.):** Donna Rendeiro (NJ OSP) reminded the Association that the deadline for Plan Endorsement and centers designation is January 11, 2022. The deadline is approaching and many municipalities are progressing through the process. It is not clear if the deadline will be extended, however, selective extensions are in discussion. Maria Connolly (NJ DCA) announced the NRTC plan applications are due on September 27, 2021 and new neighborhood plans have been created. The NJ Community Asset Map is online and shows several helpful datasets including areas in need of redevelopment and rehabilitation. If anyone knows of areas that have been designated but are not shown on the map, please reach out to the municipality and ask them to send the resolution to NJ DCA. Maria reminded everyone that towns that are not in the affordable housing process or do not have a fair share plan approved are not permitted to keep non-residential development fees. Please spread the word. Sean Greene (DVRPC) introduced himself to the Association and indicated that DVRPC will be adopting two important documents for New Jersey: FY22 TIP and 2050 Long-Range Plan.
3. **Business**
 - a. **Meeting Minutes** – The July 2021 meeting minutes were distributed in advance to the general membership by Ranae Fehr via email. Tom Stanuikynas asked for a motion to approve the meeting minutes, which was made by Walter Lane (Somerset) and seconded by Andrew Levecchia (Camden), all in favor none opposed.
 - b. **Treasurer's Report** – The Treasurer's Report for July 2021 was shared on screen with the group. Ranae Fehr summarized the recent transactions, which includes a \$1,500.00 donation from George Ververides to the Scholarship Fund. A few County dues payments are still outstanding. A motion to approve the Treasurer's Report for July was made by Tom Stanuikynas (Burlington) and seconded by Virginia Michelin (Morris), all in favor none opposed.
4. **Presentation and Discussion: Electric Vehicles** – Peg Hanna, Assistant Director, Air Quality and Mobile Sources, NJDEP and Maria Connolly, Principal Planner at Local Planning Services, DCA – Peg reviewed the existing and upcoming EV incentives administered by the NJDEP and NJ BPU. These grants are competitive and available to qualifying local governments. Programs include "It Pay\$ to Plug In", Electric Shared Mobility, Clean Fleet Incentive Program and Medium and Heavy-Duty Vehicle Electrification. Details and links are included in the presentation, which will be shared with Association. A question was asked about locating charging stations in the public right-of-way. No such initiative is

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known in New Jersey. A question was asked about the timeline for the strategic community mapping and NJDEP is hoping to announce progress during the League of Municipalities meeting in November. A member asked if NJDEP could share where communities have purchased their electric vehicles as part of the vehicle exchange. Maria discussed the Model Municipal EV Ordinance that was signed into law on July 9, 2021, which requires mandatory provisions, which municipalities cannot change and other requirements referred to as reasonable standards, which can be changed. Charging stations shall be considered permitted in all zoning districts. New multi-family developments and new garage and parking lots must accommodate charging stations. The Model Ordinance can be found on DCA and LPS website. Towns do not need to adopt the ordinance, only to amend. A member asked about the adoption process and Maria confirmed it will be in MLUL, effective September 1, 2021. Maria noted there has not been any court challenges and that stakeholders were engaged during the process. Peg asked what's the best way to get the word out to builders and developers. Donna suggested to target trade associations, the League of Municipalities and the SPC will add in their newsletter.

5. **Executive Committee Report** – Ranae shared the presentations from last meeting via email. Ranae raised the option of offering APA/AICP webinars for law and ethics credits and asked if the members were interested. Members notes that next year the APA is requiring other credits, so they would prefer the Association concentrate on the new requirements next year instead. Ranae mentioned that the Association received a letter and donation from George Ververides and read the letter aloud. The Executive Committee discussed the criteria for the scholarship and recommends that it should be offered to 3rd and 4th year undergraduates. Additionally, the Executive Committee met at the Morris County Planning Department to review the Association's archived files and will seek to digitize the oldest files. Francesca reached out to the Summer City Planning Institute and discovered that they created a GoFundMe site to cover expenses. The Association has donated to this organization in the past. Kamal Saleh (Union) made a motion to donate \$250.00, as made last time, and it was seconded by Kate Katzer (Somerset). All in favor, none opposed.
6. **Discussion Items** – Question from Andrew Lloyd (Mercer County) regarding retention – How long should documents be kept? Members noted the State has a required retention schedule that should be followed and Counties are a repository for municipal documents. Donna mentioned that the State Plan should be retained permanently. Several Counties indicated that they are holding on to everything. Ranae mentioned the draft legislation that the Association commented on earlier this year regarding revisions to the County Planning Act, which would expand County review for site plans beyond just properties along County roads. Ranae and Walter met with Senator Singleton's office and put together draft comments that were shared with Association members. She asked if any County representatives have comments? Suggestions included adding a comment to address noticing and extending the review period from 30 days to 45 days. Ranae will finalize comments and send to the senator's office. An email from Hunterdon asked about electronic application submittals and how other Counties deal with sharing/posting/uploading Planning Board documents with the public, especially during COVID-19. Ranae mentioned that she sent out a poll to Association members and 12 Counties responded with varying answers. A discussion ensued about document retention, certified copiers, electronic/digital submittals and posting documents online. Ranae will share responses from the poll with the members.
7. **Committee Updates** – Kamal Saleh (Union) provided an update for the transportation committee. NJDOT 9//9 announced New Jersey's expanding trail network to be explored at its Inaugural Trails and Greenways Summit 9/22 and 9/23. NJDOT wins federal designation for Port of Raritan Terminal. NJ TRANSIT Board of Directors approved a contract for the concept phase of the "Innovation Challenge" Meadowlands Transitway Project. NJ TRANSIT released a RFP to develop innovations and best practices for the Zero-Emission Bus System Design and Investment Planning Study.
8. **Resolutions** – None
9. **Updates/Necessary Business** – None. The last meeting of the year will be December 3, 2021. Ranae is looking into an in-person meeting but it may be virtual. Details to follow.

Meeting Adjourned 1:35 PM

Next meeting will be December 3, 2021 at 11:00 AM

Attendance List:

County Attendees

Ranae Fehr	Atlantic
Frances Brown	Atlantic
Robert Lindaw	Atlantic
Tom Stanuikynas	Burlington
Andrew Levecchia	Camden
Samuel Schroeder	Hudson
Katherine Fullerton	Hunterdon
Regine Delcy	Mercer
Matthew Zochowski	Mercer
Andrew Lloyd	Mercer
Harriet Honigfeld	Monmouth
Kyle DeGroot	Monmouth
Quinn Ruff	Monmouth
Dave Schmetterer	Monmouth
Tony Soriano	Morris
Gregory Perry	Morris
Virginia Michelin	Morris
Salvatore Presti	Passaic
Adam Bradford	Somerset
Walter Lane	Somerset
Katelyn Katzer	Somerset
Kamal Saleh	Union
Liza Betz	Union

Partner Agencies/ Presenters

Donna Rendeiro	OPA
Sean Greene	DVRPC
Maria Connolly	DCA
Jennifer Marandino	SJTPO
Peg Hanna	NJDEP