



# NEW JERSEY COUNTY PLANNERS ASSOCIATION

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**Kamal Saleh**  
Union County

Treasurer  
**Virginia Michelin**  
Morris County

Secretary  
**Ryan Conklin**  
Warren County

President Emeritus  
**Tom Stanuikynas**  
Burlington County

NJCPA Regular Meeting  
Friday, October 18, 2024 at 11:00 a.m.  
Thompson Park's Visitor Center, Lincroft, NJ

Meeting Fee - \$15.00

## Minutes

### 1. Welcome/Introductions

President Kamal Saleh called the meeting to order at 11:00. All of those present introduced themselves by their names and affiliations.

### 2. Approvals:

#### a. Treasurer's Report – September-October, 2024

Approved on a motion by Mr. Stanuikynas (Burlington), seconded by Mr. Conklin (Warren). All voted in favor.

#### b. Meeting Minutes – September 20, 2024

Approved on a motion by Mr. Stanuikynas (Burlington), seconded by Mr. Conklin (Warren). All voted in favor.

### 3. Presentations:

#### a. Watershed Planning: A Regional Approach – Presented by Susan Bristol, Municipal Policy Specialist, and Michael Pisauro, Esq., Policy Director

Ms. Bristol began by introducing the concept of regional planning as it pertains to improving New Jersey's watershed areas by keeping water safe, clean, and healthy. She noted that the



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regional approach is meant to link towns, and to break down municipal barriers. Ms. Bristol next went into further detail about the Watershed Institute's mission and advocacy.

Ms. Bristol gave a brief overview of what a watershed is, and showed how the State is broken up into numerous watershed management areas. She explained that we should be promoting watershed scale planning because not all the political boundaries align with watersheds.

At the municipal level, Ms. Bristol explained, it is important to educate the localities about what is upstream and what is downstream because it can help communities work together. Next, she briefly described the goals and opportunities that can come from Watershed Planning.

Ms. Bristol next spoke of the trends and regulations towards regional watershed planning, a brief discussion about the map ensued. Next, Ms. Bristol spoke of water quality and flooding issues. She explained that there is a connection between percentage of impervious cover and water quality. She explained the different phases of the MS4 Permit (Municipal Separate Storm Sewer System) which is a municipal permit that also permits county facilities and roadways.

Ms. Bristol spoke of the Watershed Improvement Plan as a plan describing what municipalities will do to improve water quality of water bodies that have TMDLs, improve water quality of water bodies that are listed as impaired, and reduce or eliminate flooding. Ms. Bristol concluded by talking about some of the upcoming events being hosted by the Watershed Institute. A discussion/question portion ensued.

## **b. Affordable Housing Rules – Presented by Keith Henderson, Director, Local Planning Services, & Christopher Wheeler, PhD, Chief Data Officer, NJ Department of Community Affairs**

Mr. Henderson began by giving a brief overview of the DCA's and OPA's roles within the Fourth Round Affordable Housing Obligation. He displayed a map which shows the different housing regions throughout the State. Next, he described the two types of obligations within the law which are Present Need, which applies to all municipalities, and Prospective Need, which



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excludes select urban municipalities under Qualified Urban Aid. He reported that there are currently 62 Urban Aid municipalities within the State, and he described them in further detail.

Next, Mr. Henderson discussed Present Need in terms of Deficient Housing Units. He briefly described the criteria for Deficient Housing Units. Next, Mr. Henderson discussed Prospective Need, noting that Regional Prospective Need is calculated as 40% of 2010-2020 household growth in each Housing Region. Additionally, he reported that a municipality's share of regional need is based on the average of three factors: 1) Equalized Nonresidential Valuation 2) Income Capacity, and 3) Land Capacity. He next described each of those factors in further detail. A discussion ensued at the conclusion of the presentation.

### **c. County Housing Element – Presented by Walter Lane, Planning Director, Somerset County**

Mr. Lane opened his presentation by discussing the long-standing efforts to encourage towns to adopt a broader perspective on housing development, referencing the 1987 master plan that included essential recommendations on housing location and design. He noted that this foundational plan has guided numerous projects, although only a select few have been implemented. He emphasized the importance of aligning local planning with state investment frameworks to enhance redevelopment opportunities.

He elaborated on upcoming workshops aimed at providing towns with tools and strategies for accessory dwelling unit (ADU) development, as well as resources for evaluating housing needs. Mr. Lane highlighted the collaborative process involved in developing the current housing plan, which included input from municipalities and the examination of their housing elements to ensure alignment with county objectives. He acknowledged some challenges encountered, such as potential legal implications from housing fairness concerns, but asserted that the planning process ultimately supports municipalities in achieving their housing goals.

Mr. Lane lastly discussed the impact of the planning process on land use scenarios and zoning modifications, encouraging density bonuses for developments that include affordable housing. He expressed confidence that these initiatives would lead to meaningful improvements in housing availability and quality within the county.



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## **d. County Affordable Housing Efforts – James Helm, Bureau of Housing & Phil Kandl, Director, Community Services, Union County**

Mr. Kandl emphasized that all grantees receiving Community Development Block Grant (CDBG) funding must conduct an analysis of housing choice and affordability within their jurisdictions. He noted that the County is preparing a comprehensive five-year plan aimed at assessing housing development needs and making informed investment decisions.

The conversation transitioned to specific projects, highlighting the collaboration between local governments and developers in securing funding through various trust funds. A key point was made about the role of HOME funds as gap financing, critical for completing affordable housing projects. Developers can apply annually for funding, and the process involves ensuring compliance with housing requirements and securing necessary bank loans.

Finally, the process for developing the five-year plan was outlined, noting the importance of community needs assessments and public participation. The planning will involve public hearings and input from local nonprofits and advisory councils, ensuring that the plan reflects the needs of the community.

## **6. Agency Updates:**

### **a. Donna Rendeiro – SPC/OPA**

Ms. Rendeiro began her update by expressing gratitude to the attendees for their support and challenges that have helped her in her role. She assured everyone that the office is in capable hands as she prepares for her transition. Ms. Rendeiro emphasized the importance of finalizing the preliminary plan and the active engagement of various stakeholders, highlighting that progress must be made before the end of the current administration.

She reported on the positive responses from 15 of the 21 counties regarding negotiations and stressed the significance of utilizing the Server 123 mapping tool for planning discussions. Ms. Rendeiro acknowledged the ongoing work with Bergen County and noted the importance of



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balancing development priorities. She concluded by reaffirming the office's commitment to core goals, including environmental protection, economic growth, and addressing climate change, while also being adaptable to current needs.

## 7. Committees

### a. Tom Stanuikynas – Education Committee

The Education Committee reported that they have not yet received any applications for their current initiative but noted that the deadline is the end of the month. Committee members discussed promoting the initiative on LinkedIn, and it was decided that the Webmaster would handle the posting. Mr. Stanuikynas will reach out to various universities to increase awareness. The focus is on juniors, seniors, and graduate students. Additionally, members were reminded to utilize the provided list of contacts related to affordable housing for any inquiries and resources.

## 9. Adjournment

Mr. Conklin made a motion to adjourn the meeting at 2:30 p.m., seconded by Mr. Stanuikynas. All voted in favor.

<u>County Attendees</u>	<u>Affiliation</u>
Frances Brown	Atlantic
Tom Stanuikynas	Burlington
Elena Gable	Cumberland
Fransesca Giarrantana	Hudson
Samuel Schroeder	Hudson
Sophia Calcaterra-Hull	Hudson
Katherine Fullerton	Hunterdon
Bob Hornby	Hunterdon
Andrew Lloyd	Mercer
Denise Nickel	Middlesex



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Michael Dannemiller	Middlesex
David Schmetterer	Monmouth
Harriet Honigfield	Monmouth
Laura Kirby	Monmouth
Kevin Sitlick	Morris
Emily Lescano	Morris
Virginia Michelin	Morris
Joe Barilla	Morris
Andras Holzmann	Passaic
Walt Lane	Somerset
Ken Weeden	Somerset
Nora Fekete	Somerset
Erika Phillips	Somerset
Kamal Saleh	Union
James Helm	Union
Phil Kandl	Union
Nicholas Micheludis	Union
Ryan Conklin	Warren

## Partners/Presenters

Simran Riar  
Donna Rendeiro  
Susan Bristol  
Michael Pisauro, Esq.  
Keith Henderson  
Christopher Walker

## Affiliation

NJDCA  
SPC/OPA  
The Watershed Institute  
The Watershed Institute  
NJDCA  
NJDCA