

# **Mid-Point Review of Affordable Housing Activities & 2020 Monitoring**

**Stafford Township, Ocean County**

July 1, 2020

Prepared by:

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## EXECUTIVE SUMMARY

Under the supervision of the court-appointed Special Master, the Township and Fair Share Housing Center (“FSHC”) entered into a global Settlement Agreement in August of 2016, which established agreed upon rehabilitation, Prior Round (1987-1999), Gap (1999-2015) and Prospective Need (2015-2025) obligations, and laid out how the Township would comply with the same. A properly noticed Fairness Hearing was held on December 18, 2017, and the Court entered an order approving the Settlement Agreement on December 18, 2017. Stafford’s Final Judgement of Compliance and Repose was filed on December 7, 2018.

Stafford has made excellent progress meeting the terms of the Agreement. Stafford has completed or has made significant progress on almost all of its 100% affordable and inclusionary projects, including Cornerstone at Grassy Hollow (94 unit 100% affordable rental project), Ocean Acres/Homes Now (11 unit 100% affordable sale project) and Pinecrest Village (75 unit inclusionary sale project). The sole development where Township has not yet made progress is on the Southern Ocean County Hospital project, however the hospital owns the property in question and remains optimistic that this project can occur in the future.

## CONDITIONS OF COMPLIANCE

The Township’s Settlement Agreement did not include any conditions of compliance.

The Township’s Judgment of Repose included the following conditions, which were required to be addressed and resolved by the township within 60 days of the Order (dated 12/7/18):

- a. The Township has provided the Special Master with the name of the Administrative Agent for the Down Payment Assistance Program and implementation of the Affirmative Marketing Plan;*
- b. The Township has provided the Special Master with the documentation from the Pinelands Commission that Ordinance 2017-16 was approved by the Pinelands Commission;*
- c. It is a condition of this approval that within sixty (60) days of this Order the Township shall address item number three in the Special Master's July 25, 2017 Compliance Hearing Report, providing a copy of the Resolution by the Township's Governing Body approving the Spending Plan; and*
- d. The Township shall comply with the terms and conditions of the August 17, 2016 Settlement Agreement including the performance of the on-going monitoring and reporting requirements set forth in paragraphs: 7 (Very Low Income Household Status Report); 11 (Annual Trust Fund Activity Report); 12 (Annual Affordable Housing Trust Fund Activity Report); and 15 (Mid-Point Realistic opportunity Review Report).*

As noted in the Order, items a, b, and c have been completed. Item d is being addressed via submission of those reports as part of this midpoint review. Going forwards, Stafford will comply annually with paragraph d, above.

## DEVELOPMENTS THAT ARE NOT COMPLETED

### *Inclusionary Projects*

Pinecrest Village – 68 of the affordable units have been completed with 7 units remaining. These units are built-to-suit and are completed as buyers are signed.

Southern Ocean County Hospital (SOCH) – Hackensack Meridian (originally Southern Ocean County Hospital) purchased the hospital site and maintains ownership of the property as part of Health Village. The hospital's original plan was to construct two additional medical spaces in addition to affordable housing units. Since the merger with Hackensack Meridian a little over two years ago, there has been continued discussion about development. Despite no formal plans at this time, the goal of Hackensack Meridian is to continue growing strategically to provide healthcare programs to southern Ocean County, including the addition of medical office space and/or medical malls. Hackensack has informed Stafford that should development occur, it would include the affordable housing component.

### *Non-Inclusionary Projects*

Manahawkin Family Apartments (Cornerstone) – This project received site plan approval in 2017 and is currently under construction, with Phase 1 (60 units) completed. The remaining 34 units will be completed in Phase 2. This project is administered by the Walters Group.

Ocean Acres/Homes Now/Habitat: As per the plan, Ocean Acres/Homes Now were to provide 11 units, with Habitat for Humanity providing an additional 9 units. Habitat for Humanity has completed 8 out of the 9 units. Ocean Acres/Homes Now has completed 5 units and 1 group home (total of 9 credits). The Group Home is operated by Community Options.

### *Missed Construction Deadlines*

There are no missed construction deadlines for Stafford.

## REHABILITATION OBLIGATION

Stafford contracts with CGP&H to administer its own municipal Housing Rehabilitation program. Both rental and owner-occupied homes are eligible for this program. Homes have also been previously rehabilitated through the Ocean County Rehabilitation Program as identified in the Housing Element and Fair Share Plan.

Stafford has commenced advertisement of its Housing Rehabilitation program. Twenty-six units have been rehabilitated to date. In addition, resolution 2020-237 was adopted on 6/23/20 which adopts the revised housing improvement program by CGP&H that it will use when implementing housing rehabs in Stafford.

## UNMET NEED

### *Development on Parcels Larger than .5 acres*

Since the settlement agreement was executed, there have been 14 applications for development received by Stafford that were for parcels larger than 0.5 acres that were not identified in calculating the municipality's RDP. Half of these applications were for non-residential uses, with the remaining applications mostly minor subdivisions that would create lots smaller than the .83 ac threshold for inclusion within the RDP. Details about these applications are as follows:

- **Application #P19-03 (B: 46 L: 1.05) (REFUSED)** – This application was for Minor Subdivision Plan approval with variances to subdivide the 10.049 acre property into two lots. This site was identified in the VLA but excluded as it was not in the sewer service area.
- **Application #P19-05 (B: 147.66 L: 56.01) (APPROVED)** – This application was for Minor Subdivision approval to subdivide the property into two separate lots measuring approximately 5,000 feet each (irregular). This site was not included in the VLA.
- **Application #P19-07 (B: 123.01 L: 24) (APPROVED)** – This application was for Minor Site Plan approval with variances to construct a building addition, porch addition, a shed, walkways, fencing, and signage. This site was not included in the VLA.
- **Application #P19-08 (B: 147.110 L: 142.04) (APPROVED)** – This application was for Preliminary and Final Major Site Plan approval to construct a car wash. This site was not included in the VLA.
- **Application #P19-12 (B: 123 L: 9) (APPROVED)** – This application was for Preliminary and Final Major Site Plan approval with variances to construct a contractor's office and an area to prepare vehicles for off-site horticultural services. This site was not included in the VLA.
- **Application #P17-08 B: 120 L: 94.03 (APPROVED)** – This application was for Preliminary and Final Major Site Plan approval to demolish an existing building and construct a new car dealership. This site was not included in the VLA.
- **Application #P17-07, 18-01 & P18-01 (B: 120.21 L: 14.05 (FKA Lots 8.01, 9.01, 10.01, 11-13 and 14.01) (APPROVED)** – This series of applications pertained to various approvals to facilitate non-residential uses existing on the site. This site was not included in the VLA.
- **Application #P17-11 B: 120.21 L: 39.01 (APPROVED)** – This application was for Minor Site Plan approval to permit the installation of a natural gas clean energy server. This site was not included in the VLA.
- **Application #P18-04 B: 46 L: 10.04 (APPROVED)** – This application was for Minor Subdivision approval to subdivide the property into two lots measuring 44,040.29 square feet and 50,759.26 square feet. It is noted this site is zoned Rural Residential and will be served by public sewer and water supply. This site was not included in the VLA and would have resulted in an increase of 3 units to Stafford's RDP had it been included previously.
- **Application #P17-04 B: 146 L: 17, 24, 59 (APPROVED)** – This application was for Preliminary and Final Major Site approval to renovate the existing building for use as a pizza restaurant. This site was not included in the VLA.
- **Application #P17-12 B: 141 L: 1 (APPROVED)** – This application was for Minor Subdivision approval to subdivide the property into two lots measuring 0.57 acres and .65 acres each. It is noted this site is zoned Rural Residential and will be served by public sewer and water supply. This site was not included in the VLA as it was occupied by a single-family dwelling. These lots are below the .83 ac threshold for inclusion in any revised RDP.

- **Application #P18-12 B: 297 L: 3,4, 4.01 (APPROVED)** – This application was for Preliminary and Final Major Site Plan approval for the following improvements: bridge extension, fire truck/delivery access lane, boat/trailer parking area, pool, a bar, concession trailer, tent, three (3) four (4) story hotel buildings containing 56 suites for a total of 168 suites, amenity area and zip line course, among other changes over three distinct phases. This site was not included in the VLA. It is noted this site is zoned Marine Commercial.

As a result of the increased RDP due to the development at B: 46 L: 10.04, the Township is working in cooperation with the Habitat for Humanity, financially contributing to their efforts to acquire and renovate an existing structure in an existing residential neighborhood, and convert it to a two unit rental dwelling with affordability controls and appropriately deed restricted for a minimum of 30 years. It is anticipated that this project may be completed by the end of 2021. The remaining RDP unit will be addressed in a manner that is yet to be determined.

### ***Mandatory Set-Aside Ordinance and Redevelopment Areas***

No development has occurred or been proposed to occur within any inclusionary overlay zone, nor which the mandatory set-aside ordinance would apply since the settlement as reported by the Township

### ***Additional Parcels***

There are no changed circumstances that resulted in additional parcels becoming available for development that were neither previously identified in calculating the municipality's RDP nor included in an inclusionary overlay zone.

## **VERY LOW INCOME ANALYSIS**

56 of the 411 units or 13% that have been approved since 2008 are very low.

## **INVITATION OF SUBMISSIONS**

Any interested party may submit comments to the municipality regarding whether any sites no longer present a realistic opportunity and should be replaced by contacting:

Dennis Galvin, Esq.  
c/o Davison • Eastman • Muñoz • Paone, P.A.  
Monmouth Executive Center  
100 Willow Brook Road, Suite 100  
Freehold, NJ, 07728  
Main: 732.462.7170  
[dgalvin@respondlaw.com](mailto:dgalvin@respondlaw.com)

Any party may by motion request a hearing before the court regarding these issues.

## APPENDIX 1 – UNIT MONITORING FORM



**Stafford Township, Ocean County**

**Project/Unit Monitoring - June 30, 2020 (Page 2)**

Site / Program Name	Community Options - Lighthouse Drive					Stafford Park Apartments					Cornerstone at Stafford					Stafford by the Bay (Previously Presbyterian Homes)					Perry's Lake				
<b>Project Type</b>	100% Affordable Special Needs Rental					100% Affordable Family Rental					100% Affordable Age Restricted Rental					100% Affordable Age Restricted Rental					Inclusionary Age Restricted Sale				
<b>Block &amp; Lot / Street</b>	Lighthouse Dr					B: 25 / L: 33.02 Route 72					B: 25 / L: 34.06 Campbell Blvd					B: 229 / L: 21 East Bay Ave.					B: 120.30 / L 51.01 Perry's Lane				
<b>Status</b>	Completed					Completed					Completed					Completed					Completed				
<b>Date</b>	11/21/18					4/7/2009					Permanent CO issued 9/11/19					12/9/2004					3/10/98				
<b>Length of Affordability Controls</b>	30 Years					45 Years					30 Years					40 Years					30 Years				
<b>Administrative Agent</b>	Community Options, 16 Farber Road, Princeton, NJ 08540, (609) 951-9900, <a href="https://www.comop.org/">https://www.comop.org/</a>					The Walters Group, 500 Barnegat Boulevard North Building 100, Barnegat, NJ 08619, ,					The Walters Group, 500 Barnegat Boulevard North Building 100, Barnegat, NJ 08619, ,					Springpoint, 4814 Outlook Dr. Ste 201, Wall Township, NJ 07753, ,					CGP&H, LLC, 1249 South River Road, Suite 301, Cranbury, NJ 08512, (609) 664-2769, <a href="https://www.affordablehomesnewjersey.com/">https://www.affordablehomesnewjersey.com/</a>				
<b>Contribution</b>	N/A					N/A					N/A					N/A					N/A				
<b>Type of Units</b>	Special Needs Rental					Family Rental					Age Restricted Rental					Age Restricted Rental					Age Restricted Sale				
<b>Total Affordable Units</b>	4					112					100					85					46				
<b>Units Notes</b>	Group home - units are bedrooms.					71 credits and 71 bonus credits applied to the Prior Round Obligation. 41 credits and 41 bonus credits applied to the 3rd Round Obligation. LIHTC project exempt from UHAC, 1 caretaker unit.					LIHTC project exempt from UHAC. 1 caretaker unit.					84 credits applied towards Prior Round Obligation,					11 credits applied the Prior Round, 35 credits applied to the 3rd Round Obligation.				
<b>Income/Bedroom Distribution</b>	<b>Eff. Std.</b>	<b>BR 1</b>	<b>BR 2</b>	<b>BR 3</b>	<b>BR 4</b>	<b>Eff. Std.</b>	<b>BR 1</b>	<b>BR 2</b>	<b>BR 3</b>	<b>BR 4</b>	<b>Eff. Std.</b>	<b>BR 1</b>	<b>BR 2</b>	<b>BR 3</b>	<b>BR 4</b>	<b>Eff. Std.</b>	<b>BR 1</b>	<b>BR 2</b>	<b>BR 3</b>	<b>BR 4</b>	<b>Eff. Std.</b>	<b>BR 1</b>	<b>BR 2</b>	<b>BR 3</b>	<b>BR 4</b>
<b>Very-Low-Income</b>	-	4	-	-	-	-	2	6	4	-	-	9	1	-	-	-	-	-	-	-	-	-	-	-	-
<b>Low-Income</b>	-	-	-	-	-	-	5	21	18	-	-	37	4	-	-	-	85	-	-	-	-	-	22	-	-
<b>Moderate-Income</b>	-	-	-	-	-	-	4	33	18	-	-	45	3	-	-	-	-	-	-	-	-	-	24	-	-

**Stafford Township, Ocean County**

**Project/Unit Monitoring - June 30, 2020 (Page 3)**

Site / Program Name	Pinecrest Village					Stafford Habitat Program					Ocean Acres/ Homes Now					Manahawkin Family Apartments (Cornerstone @ Grassy Hollow)					Mixed Use Zone				
<b>Project Type</b>	Inclusionary Family Sale					100% Affordable Family Sale					100% Affordable Family Sale					100% Affordable Family Rental					Inclusionary Family				
<b>Block &amp; Lot / Street</b>	B:123 / L:17 Baltimore Ave					Various					Various					B: 120.2 / L: 43-45					Various				
<b>Status</b>	Under Construction					Under Construction					Under Construction					Under Construction					Proposed/Zoned				
<b>Date</b>	10/2007					NA					Most recent deed restriction recorded 6/17/19					Received site plan approval 4/5/2017					NA				
<b>Length of Affordability Controls</b>	30 Years					30 Years					30 Years					30 Years					30 Years				
<b>Administrative Agent</b>	CGP&H, LLC, 1249 South River Road, Suite 301, Cranbury, NJ 08512, (609) 664-2769, <a href="https://www.affordablehomesnewjersey.com/">https://www.affordablehomesnewjersey.com/</a>					T.B.D.					Homes Now, Inc., 2141 Route 88 East, Suite 4, Brick Twp., NJ 08560, ,					The Walters Group, 500 Barnegat Boulevard North Building 100, Barnegat, NJ 08619, ,					CGP&H, LLC, 1249 South River Road, Suite 301, Cranbury, NJ 08512, (609) 664-2769, <a href="https://www.affordablehomesnewjersey.com/">https://www.affordablehomesnewjersey.com/</a>				
<b>Contribution</b>	N/A					N/A					N/A					N/A					N/A				
<b>Type of Units</b>	Family Sale					Family Sale					Family Sale					Family Rental					Family				
<b>Total Affordable Units</b>	75					9					11					94					64				
<b>Units Notes</b>	68 units have been built, 7 remaining. All units under construction are 3-bedroom low income units.					9th unit income limit/bedroom size to be determined.					11 credits applied to the 3rd Round Obligation, 8 credits applied towards Unmet Need. Six homes have been completed to date, one of which is a group home.					Project to be developed over two phases - Phase I is completed and is 60 units, with the remaining 34 units in Phase II. Exact unit and bedroom distribution to be finalized.					Exact income and bedroom distribution to be finalized. Zoning permits rental and for sale development.				
<b>Income/Bedroom Distribution</b>	<b>Eff. Std.</b>	<b>BR 1</b>	<b>BR 2</b>	<b>BR 3</b>	<b>BR 4</b>	<b>Eff. Std.</b>	<b>BR 1</b>	<b>BR 2</b>	<b>BR 3</b>	<b>BR 4</b>	<b>Eff. Std.</b>	<b>BR 1</b>	<b>BR 2</b>	<b>BR 3</b>	<b>BR 4</b>	<b>Eff. Std.</b>	<b>BR 1</b>	<b>BR 2</b>	<b>BR 3</b>	<b>BR 4</b>	<b>Eff. Std.</b>	<b>BR 1</b>	<b>BR 2</b>	<b>BR 3</b>	<b>BR 4</b>
<b>Very-Low-Income</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4	6	3	-	-	4	5	-	-
<b>Low-Income</b>	-	-	22	16	-	-	-	4	1	-	-	-	-	1	-	-	5	20	9	-	-	2	14	7	-
<b>Moderate-Income</b>	-	-	21	16	-	-	-	-	1	2	-	-	2	2	-	-	9	26	12	-	-	6	19	7	-



# APPENDIX 2 – 2020 VERY LOW INCOME ANALYSIS

## Stafford Township, Ocean County: Very-Low Income Units 2020

Development/Compliance Mechanism	Project Status	Controls Date	Affordable Units	Very-Low Income Units
Community Options - Lighthouse Drive	Completed	11/21/18	4	4
Community Options - Starboard	Completed	2008	3	3
Stafford Park Apartments	Completed	4/7/2009	112	12
SOCH - For Sale Units	Proposed/Zoned	Amended general development plan approved 10/5/16	44	6
SOCH - Rental Units	Proposed/Zoned	Amended general development plan approved 10/5/16	30	4
Ocean Acres/ Homes Now	Under Construction	Most recent deed restriction recorded 6/17/19	11	0
Community Options - Buccaneer Lane	Proposed/Zoned	NA	4	4
Stafford Habitat Program	Under Construction	NA	9	0
Cornerstone at Stafford	Completed	Permanent CO issued 9/11/19	100	10
Manahawkin Family Apartments (Cornerstone @ Grassy Hollow)	Under Construction	Received site plan approval 4/5/2017	94	13
<b>Totals:</b>			<b>411</b>	<b>56</b>
			<i>(%) of VLI units: 13%</i>	

## APPENDIX 3 – 2020 TRUST FUND MONITORING FORM

**Stafford Township, Ocean County**  
**Trust Fund Balance as of December 31, 2019**

	INCEPTION DEC 31, 2018	JAN 1, 2019 DEC 31, 2019	TOTAL
<b>REVENUE SUMMARY</b>			
Barrier Free Escrow	\$0.00	\$0.00	\$0.00
Development Fees	\$866,175.81	\$230,749.35	\$1,096,925.16
Interest Earned	\$0.00	\$0.00	\$0.00
Other Income	\$0.00	\$0.00	\$0.00
Payments-in-Lieu of Construction	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$866,175.81</b>	<b>\$230,749.35</b>	<b>\$1,096,925.16</b>
<b>EXPENDITURE SUMMARY</b>			
Administration	\$0.00	\$91,463.43	\$91,463.43
Affordability Assistance	\$0.00	\$138,212.90	\$138,212.90
Barrier Free Conversions	\$0.00	\$0.00	\$0.00
Housing Activity	\$0.00	\$294,238.00	\$294,238.00
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$523,914.33</b>	<b>\$523,914.33</b>
<b>TRUST FUND ACCOUNT BALANCE AS OF December 31, 2019</b>			<b>\$573,010.83</b>

**HOUSING ACTIVITY : JAN 1, 2019 - DEC 31, 2019**

105 Marlin Road	\$25,000.00
1167 Mill Creek Road	\$20,724.00
14B Magnolia Court	\$24,645.00
244 Sextant Road	\$19,178.00
3A Acord Road	\$24,433.00
4 Acorn Road	\$21,000.00
512 Pirate Lane	\$20,410.00
72 Shore Avenue	\$24,900.00
76 Capstan Avenue	\$24,350.00
Pinecrest Village	\$89,598.00
<b>TOTAL</b>	<b>\$294,238.00</b>

**AFFORDABILITY ASSISTANCE: JAN 1, 2019 - DEC 31, 2019**

13 Rocky Hill Road	\$5,300.00
18 Atlantis Avenue	\$8,750.00
21 Perry's Lane	\$7,886.90
219 Float Avenue	\$7,650.00
26 Baltimore Avenue	\$12,344.00
26 Baltimore Avenue	\$29,866.00
340 Neptune Drive	\$6,650.00
35 Hudson Street	\$4,500.00
4 Baltimore Avenue	\$7,262.00
42 Hudson Street	\$4,890.00
50 Baltimore Avenue	\$8,646.00
561 Nautilus Drive	\$8,000.00
6 Pine Grove Avenue	\$6,000.00
67 Hudson Street	\$8,639.00
72 Hudson Street	\$3,515.00
72 Hudson Street	\$8,314.00
<b>TOTAL</b>	<b>\$138,212.90</b>