

**MEETING TO BE  
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**AGENDA FOR A BUSINESS SESSION MEETING  
OF THE TOWNSHIP COUNCIL OF WEST WINDSOR TOWNSHIP  
WEST WINDSOR MUNICIPAL BUILDING  
271 CLARKSVILLE ROAD  
TO THE EXTENT KNOWN**

**January 27, 2025**

7:00 P.M.

1. Call to Order
2. Roll Call
3. Statement of Adequate Notice - January 17, 2025 to The Times and the Princeton Packet, filed with the Municipal Clerk and posted at the Municipal Building and on the Township web-site.
4. Salute to the Flag
5. Ceremonial Matters and/or Topics for Priority Consideration  
  
Friends of West Windsor Open Space (FOWWOS) Moses Tunda Tatamy Trail Presentation  
  
Present and Prospective Fair Share Obligations for the 2025-2025 Fourth Round of Municipal Affordable Housing Compliance for the Township of West Windsor
6. Public Comment: (30 minutes comment period; 3-minute limit per person)
7. Administration Comments
8. Council Member Comments
9. Chair/Clerk Comments
10. Public Hearings
11. Consent Agenda

A. Resolutions

B. Minutes

October 28, 2024 - Business Session - As Amended  
November 12, 2024 - Business Session - As Amended  
November 25, 2024 - Business Session - As Amended  
November 25, 2024 - Closed Session - As Amended  
December 9, 2024 - Business Session - As Amended  
December 16, 2024 - Business Session - As Amended

C. Bills & Claims

12. Items Removed from Consent Agenda

13. Recommendations from Administration and Council/Clerk

2025-R036 Authorizing the Reappointment of Doug Tindall as a Member of the Agricultural Advisory Committee with a Term to Expire on January 14, 2028

2025-R037 Authorizing Submittal for Recertification for 2025 with the Sustainable New Jersey Municipal Certification Program

2025-R038 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with StarNet Solutions, Inc. for Information Technology Support Services for the Police Division - \$7,063.00

2025-R039 Authorizing the Mayor and Clerk to Execute Contract Amendment #3 to T&M Associates for Additional Supplementary Work for the Duck Pond Run Sewer Interceptor Project, Phase 2 - \$113,850.00 for a Total Not to Exceed \$295,404.00

2025-R040 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Daniel Dobromilsky & Associates on a Consultant Basis for Professional Landscape, Architectural, Planning, and Certified Tree Expert Services for the Period January 27, 2025 Through December 31, 2025 - \$500.00

- 2025-R041 Authorizing the Mayor and Clerk to Execute the Second Renewal of a Contract with On-Site Landscape Management, Inc. for Public Lands Maintenance Cul de Sac and Street Tree Maintenance and Replacement -\$147,213.00
- 2025-R042 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Van Cleef Engineering Associates for Miscellaneous Engineering Services \$2,500.00
- 2025-R043 Authorizing the Mayor and Clerk to Execute a Contract with On-Site Landscape Management Inc., for Landscape Maintenance for Detention Basins and Open Space Lands - \$134,499.00
- 2025-R044 Authorizing the Mayor and Clerk to Execute a Contract with Fiotakis Construction, LLC for the 2024 Sidewalk Repair Program - \$89,610.00
- 2025-R045 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Daniel Dobromilsky & Associates for Professional Services Pertaining to the West Windsor Township 2025 Sustainable New Jersey Re-Certification Program - \$20,000.00
- 2025-R046 Authorizing the Mayor and Clerk to Execute the Renewal of a Shared Services Agreement with Hamilton Township for the Provision of Sexually Transmitted Disease STD Clinic Services
- 2025-R047 Authorizing the Business Administrator to Purchase One (1) New E-One Rescue Fire Apparatus from Absolute Fire Protection Co., Inc. under Sourcewell Contract E-One #113021-RVG-1 - \$1,160,398.00
- 2025-R048 Consent for Friends of West Windsor Open Space (FOWWOS) to Submit a Grant Application for the Green Acres Program for the Project Known as Tatamy Swamp Trail
- 2025-R049 Present and Prospective Fair Share Obligations for 2025-2035 Fourth Round of Municipal Affordable Housing Compliance for the Township of West Windsor

14. Introduction of Ordinances

2025-01 AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 200  
LAND USE, PART 5, PRINCETON JUNCTION  
REDEVELOPMENT PLAN REGULATORY PROVISIONS IN THE  
CODE OF THE TOWNSHIP OF WEST WINDSOR, ARTICLE  
XXXIV, LAND USE CONTROLS, SECTION 200-260, TO  
AMEND THE RP-1 PRINCETON JUNCTION REDEVELOPMENT  
PLAN DISTRICT

Public Hearing: March 3, 2025

15. Additional Public Comment (15 minutes comment period;  
three-minute limit per person)

16. Council Reports/Discussion/New Business

17. Administration Updates

14. Closed Session

15. Adjournment

RESOLUTION

WHEREAS, the term of Douglas Tindall, a Member on the Agricultural Advisory Committee, expired January 14, 2025; and

WHEREAS, Douglas Tindall has expressed an interest in continuing to serve on the Agricultural Advisory Committee; and

WHEREAS, it is recommended that Douglas Tindall be reappointed to serve a three-year term to begin January 15, 2025 and expire on January 15, 2028; and

WHEREAS, Mayor Hemant Marathe recommends this reappointment and seeks the Council's consent to reappoint Douglas Tindall to the Agricultural Advisory Committee.

NOW, THEREFORE BE IT RESOLVED that the Township of the Township of West Windsor hereby approves (consents to) the following Agricultural Advisory Committee appointment:

Douglas Tindall	Member	Term to expire 1/15/2028
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Adopted: January 27, 2025

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 27th day of January, 2025.

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Allison D. Sheehan  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: 1/09/2025

Initiated By: Francis Guzik Department of Comm. Dev./Engineering

**ACTION REQUESTED/EXECUTIVE SUMMARY:** Adoption of a resolution indicating West Windsor Township's intent to pursue re-certification in 2025 with the Sustainable Jersey Municipal Certification Program; proclaiming the Environmental Commission as the lead agency or "Green Team" for West Windsor Township; allowing for the Commission to engage a subcommittee of advisors to serve as "Green Team" members; and establishing the Environmental Commission staff liaison as the Township's "agent" for the application.

By adopting this resolution stating intent of the Township to seek re-certification, the Township Council will satisfy a mandatory step in enabling the Township to register and seek re-certification under the Sustainable Jersey Program. The Township Environmental Commission will be re-established as the "Green Team" and the Commission staff liaison in Community Development will be established as the agent to implement the registration process in pursuit of re-certification. West Windsor has been Certified Silver under this program since 2010. Certification is an eligibility qualifier for various grants, training, and events to assist the Township in its continued efforts to become a Sustainable community.

**SOURCE OF FUNDING:** N/A

**CONTRACT AMOUNT:** N/A

**CONTRACT LENGTH:** N/A

**OTHER SUPPORTING INFORMATION ATTACHED**

Resolution Environmental Commission resolution

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Francis Guzik      1/9/25  
Department/Division Head      Date

APPROVED FOR AGENDA OF: January 27, 2025

By: Marlena Schmid  
Marlena Schmid, Business Administrator

MEETING DATE: 1/27/25 Ordinance # \_\_\_\_\_ Resolution # 2025-RO 37

Council Action Taken:

## RESOLUTION

- WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and
- WHEREAS, West Windsor Township strives to save tax dollars; assure clean land, air and water; and improve working and living environments as steps to building a sustainable community that will thrive and endure; and
- WHEREAS, West Windsor Township hereby acknowledges that the residents of West Windsor Township desire a stable, sustainable future for themselves and future generations; and
- WHEREAS, West Windsor Township wishes to demonstrate governance that benefits our residents now and far into the future by exploring and adopting sustainable, economically-sound, local government practices; and
- WHEREAS, by endorsing a sustainable path, West Windsor Township is pledging to educate itself and community members further about sustainable activities, and to develop initiatives supporting sustainable local government and community practices; and
- WHEREAS, as elected representatives of West Windsor Township, we have a significant responsibility to provide leadership which will seek community-based sustainable solutions to strengthen our quality of life; and
- WHEREAS, the West Windsor Township Environmental Commission has guided West Windsor Township to the forefront of sustainable municipal activities through many initiatives, advisories, and plans:

NOW THEREFORE BE IT RESOLVED, by the Township Council of the Township of West Windsor that to focus attention and effort within West Windsor Township on matters of sustainability, the Township Council of the Township of West Windsor wishes to pursue local initiatives and documenting actions that will lead to Sustainable Jersey Municipal Program Certification.

BE IT FURTHER RESOLVED, by the Township Council of the Township of West Windsor that we do hereby recommend that the West Windsor Township Environmental Commission be re-established as the lead agency, and empowered to recruit a subcommittee of advisors to establish the West Windsor "Green Team," under the Sustainable Jersey Municipal Certification Program, to continue developing plans, implementing programs, documenting actions, and assisting with educational opportunities that support the creation of a sustainable community.

BE IT FURTHER RESOLVED, by the Township Council of the Township of West Windsor that we do hereby authorize the Township staff liaison to the Environmental Commission to serve as West Windsor Township's agent for the Sustainable Jersey Municipal Certification process, whom is hereby authorized to submit the Municipal Registration on behalf of West Windsor Township.

Adopted: January 27, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 27th day of January 2025.

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Allison D. Sheehan  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: 12/21/2024

Initiated By: Chief Robert Garofalo Division/Department: Police

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

This purchase is for the renewal of a network management subscription (1 year)

**SOURCE OF FUNDING:**

105-18-233 – Police-Office Furniture/Equipment

**CONTRACT AMOUNT:**

\$7,063.00

**CONTRACT LENGTH:**

1 year

**OTHER SUPPORTING INFORMATION ATTACHED:**

Special report with statement of need. Quote attached.

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Chief Robert Garofalo  1/23/2025  
Department/Division Head Date

APPROVED FOR AGENDA OF: January 27, 2025

By: Kenny Giblin  
Marlena Schmid, Business Administrator

MEETING DATE: 1/27/25 Ordinance # \_\_\_\_\_ Resolution # 2025-R038

Council Action Taken:



RESOLUTION

WHEREAS, the Township of West Windsor has the need on a timely basis to purchase technological goods or services; and

WHEREAS, Starnet Solutions, Inc provides products, information and technology support service; and

WHEREAS, the Township needs to purchase the one-year renewal of network management software provided by Starnet Solutions, Inc. to ensure the Police Department meets the cyber security requirements of the Township's insurance carrier; and

WHEREAS, the Chief Financial Officer has certified the availability of funds in the following account:

Police-Office Furniture/Equipment 105-18-233 \$7,063.00

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of West Windsor hereby authorizes the Business Administrator Marlena A. Schmid to purchase the above service from Starnet Solutions, Inc. in a not to exceed amount of \$7,063.00.00.

Adopted: January 27, 2025

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 27th day of January 2025.

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Allison D. Sheehan  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: December 20, 2024

Initiated By: John Taylor III Division/Department: Comm. Dev./Engineering

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing execution of Contract Amendment No. 3 for professional Engineering services for the Duck Pond Run Sewer Interceptor Project – Phase 2. The consultant requires additional budget for construction administration and inspection services to ensure the work is completed in conformance with the engineering plans and specifications. The Township Engineer has reviewed and endorsed the attached contract amendment order for T&M Associates.

**SOURCE OF FUNDING:**

Original Contract Amount

Traffic Safety-Hazard Mitigation/Meadow Rd. Sewer Extension & Duck Pond Run Pump Removal	405-2010-18-006	\$ 93,892.00
Sewer Extension & Pump Station Improvements	405-2022-08 017	\$ 54,150.00
Sewer Extension & Pump Station Improvements	405-2022-08 017	\$ 13,512.00

**ADDITION SOURCE OF FUNDING:**

Sewer Extension & Pump Station Improvements	405-2022-08 017	\$ 5,568.59
Sewer Extension & Pump Station Improvements	405-2023-09 021	\$128,281.41

**CONTRACT AMOUNT:**

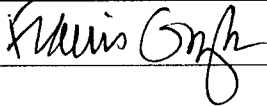
Original Contract Amount:	\$ 93,892.00
Contract Amendment #1:	\$ 54,150.00
Contract Amendment #2:	\$ 13,512.00
Contract Amendment #3:	\$133,850.00
Final Contract Amount:	\$295,404.00

**CONTRACT LENGTH:**           until construction completion

**OTHER SUPPORTING INFORMATION ATTACHED:**

Resolution	Letter of Proposal (Exhibit A)	Engineer Memo
Amendment #2 to Agreement	Resolution 2018-R188	Resolution 2023-R222
Certification of Funds	Resolution 2024-R220	

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**


12/27/24  
 \_\_\_\_\_  
 Department/Division Head Date

APPROVED FOR AGENDA OF: January 27, 2025

By:   
 Marlena Schmid, Business Administrator

MEETING DATE: 1/27/25 Ordinance # \_\_\_\_\_ Resolution # 2025-2039

Council Action Taken:

## RESOLUTION

WHEREAS, the Township of West Windsor required professional services for engineering assessment, for the televising and assessment of the D&R Sewer Interceptor; and

WHEREAS, T&M Associates was awarded a professional services contract on July 30, 2018 (Resolution 2018-R188), for the total contract amount of \$93,892.00; and

WHEREAS, Amendment #1 was approved on November 13, 2023, for the total contract amount of \$148,042.00 (Resolution 2023-R222); and

WHEREAS, Amendment #2 was approved on November 12, 2024 (Resolution 2024-R220) for additional supplementary work for a subconsultant to T&M Associates related to specialty tunnel Engineering work, for a total contract amount of \$161,554.00; and

WHEREAS, the tunnel work required substantially more construction administration effort, but is now completed and the contractor has provided a revised and extended construction schedule for the completion of the project, which will require additional construction administration work to be conducted by T&M Associates; and

WHEREAS, the amount of additional services is estimated at \$133,850.00 for a revised total compensation not to exceed \$295,404.00; and

WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds for said contract are available in the following accounts:

Sewer Extension & Pump Station Improvements	405-2022-08 017	\$ 5,568.59
Sewer Extension & Pump Station Improvements	405-2023-09 021	\$128,281.41

WHEREAS, Amendment #3 to the Agreement for Professional Services has been reviewed by the Township Engineer and is recommended to be executed; and

WHEREAS, services to be performed may be retained by the Township without public advertising for bids pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a) because the aforesaid services are professional in nature; and

WHEREAS, the Local Public Contracts Law requires a resolution authorizing the award of a contract for the services without competitive bidding be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor as follows:

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township, Amendment #3 to the Agreement for Professional Engineering Services with T&M Associates of Middletown, NJ.
- (2) This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law.

- (3) All other terms and conditions of the Agreement with T&M Associates, dated July 30, 2018 remain in full force and effect.
- (4) An Executed copy of the revised Agreement between the Township and T&M Associates and a copy of this Resolution shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: January 27, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 27th day of January 2025.

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Allison D. Sheehan  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: January 7, 2025

Initiated By: Francis Guzik Division/Department: Comm. Dev./Engineering

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing execution of a professional services agreement for Miscellaneous Engineering Services. The above Agreement provides for ad hoc assistance to the Township Engineer for studies or tasks supplemental to the in-house Engineering services.

This Agreement also allows for engineering conformance reviews and inspection services in the developments on behalf of the Township, with charges for those activities to be billed against the developers' plan review and inspection fee escrow accounts.

Daniel Dobromilsky & Associates

**SOURCE OF FUNDING:** Engineering – Consultant Fees 105-30-210

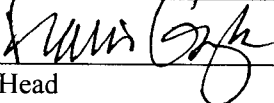
**CONTRACT AMOUNT:** \$500.00

**CONTRACT LENGTH:** until December 31, 2025

**OTHER SUPPORTING INFORMATION ATTACHED:**

- |                                 |                                     |                        |
|---------------------------------|-------------------------------------|------------------------|
| Resolution                      | Affirmative Action Contract         | Business Entity        |
| Proposal – Exhibit A            | Business Registration Certification | Political Contribution |
| Certification of Funds          | Certificate of Information Report   | Stockholder Disclosure |
| Professional Services Agreement | Combined Russia Belarus & Iran Form |                        |
| Affidavit of Compliance         |                                     |                        |

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

	1/8/2025
Department/Division Head	Date

APPROVED FOR AGENDA OF: January 27, 2025

By:   
Marlena Schmid, Business Administrator

MEETING DATE: 1/27/25 Ordinance # \_\_\_\_\_ Resolution # 2025-R040

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor requires professional engineering services on a consultant basis for inspection and certification of construction performed by developers, conformance reviews, and miscellaneous engineering projects as assigned; and

WHEREAS, the Township wishes to enter into a services agreement with Daniel Dobromilsky & Associates for the aforesaid services; and

WHEREAS, the Chief Financial Officer has certified that funds are available for said contract in the following line item appropriation account:

<u>Engineering-Consultant Services</u>	<u>105-30-210</u>	<u>\$500.00</u>
Account Title	Account Number	Amount

WHEREAS, the maximum amount of the contract is subject to the final adoption of the 2025 Local Municipal Budget and funds are available through various developers’ escrow accounts and account 105-30-210 “Engineering Costs & Services: Consultants;” and

WHEREAS, additional services may be required for various capital projects as assigned and may be certified to if funds are available as certified by the Township’s Chief Financial Officer; and

WHEREAS, services to be performed may be retained by the Township without public advertising for bids pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1-5(1)(a) because the aforesaid services are professional in nature; and

WHEREAS, the Local Public Contracts Law requires a resolution authorizing the award of contract for the services without competitive bidding be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor as follows:

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township a Professional Services Agreement with Daniel Dobromilsky & Associates to cover the period January 27, 2025 through December 31, 2025.
- (2) The Agreement so authorized shall require the Provider to provide professional engineering services, including development inspection services pursuant to its proposal dated November 5, 2024. The contract is awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-1-5(1)(a) because the services are professional in nature.
- (3) A notice of this action shall be published in the newspaper used by the Township for legal publications as required by law within ten (10) days of its passage.
- (4) An executed copy of the Contract between the Township and Daniel Dobromilsky & Associates and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

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2025-R040

Adopted:        January 27, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 27th day of January 2025.

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Allison D. Sheehan  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: January 9, 2025

Initiated By: Francis Guzik Division/Department: Comm. Dev./Engineering

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing the renewal of a contract for Public Lands Maintenance Cul-de-Sac and Street Tree Maintenance and Replacement with On-Site Landscape Management, Inc. for 2025. Work under this contract includes the furnishing of all labor, material, and equipment for specified maintenance of public street Cul de Sac / median islands and street trees in the Township. It is recommended that this contract be awarded to On-Site Landscape Management Inc.

**SOURCE OF FUNDING:**

Facilities & Service Maint. Contracts	105 44 251	\$ 93,938.00
Preserve Open Space Improvement	405 2021 13 002	\$ 13,409.15
Preserve Open Space Development	405 2022 07 005	\$ 19,865.85
Street Tree Planting Program	405 2024 18 019	\$ 20,000.00

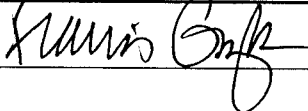
**CONTRACT AMOUNT:** \$147,213.00

**CONTRACT LENGTH:** Through December 31, 2025

**OTHER SUPPORTING INFORMATION ATTACHED:**

- |                                     |                                   |
|-------------------------------------|-----------------------------------|
| Resolution                          | Affidavit of Compliance           |
| Certificate of Funds                | Affirmative Action Contract       |
| Agreement                           | Business Registration Certificate |
| New Jersey Public Works Certificate | Certificate of Information Report |

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

	<u>1/8/25</u>
Department/Division Head	Date

APPROVED FOR AGENDA OF: January 27, 2025

By: Marlena Schmid  
Marlena Schmid, Business Administrator

MEETING DATE: 1/27/25 Ordinance # \_\_\_\_\_ Resolution # 2025-R041

Council Action Taken:



## RESOLUTION

WHEREAS, the Township of West Windsor has determined the need for landscape maintenance for public cul-de-sac islands and street trees; and

WHEREAS, said contracts were put out to public bid seeking bids for this annual project, including bids for two additional one-year renewal options, and said bids were opened on January 31, 2023; and

WHEREAS, seven contractors picked up bids and the Township received the following bid:

<u>Contractor</u>	<u>Base Bid-2025</u> (Renewal Year Two of Two)
OnSite Landscape Management Inc.	\$ 147,213.00

WHEREAS, the Township staff has reviewed all bids and determined that the lowest responsible bid for 2025, was submitted by OnSite Landscape Management Inc.; and

WHEREAS, the contract was successfully carried out in 2023 and 2024 by OnSite Landscape Management Services; and

WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds for said contract are available in the following accounts:

Facilities & Service Maint. Contracts	105 44 251	\$ 93,938.00
Preserve Open Space Improvement	405 2021 13 002	\$ 13,409.15
Preserve Open Space Development	405 2022 07 005	\$ 19,865.85
Street Tree Planting Program	405 2024 18 019	\$ 20,000.00

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of Township of West Windsor that the contract for the Public Lands Maintenance Cul-de-Sac and Street Tree Maintenance and Replacement be awarded to OnSite Landscape Management Inc., 203 Sweetmans Lane, Millstone, NJ, and PO Box 294, Perrineville, NJ 08535, and the Mayor and Clerk are authorized to execute said contract.

Adopted: January 27, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 27<sup>th</sup> day of January 2025.

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Allison D. Sheehan  
Township Clerk  
West Windsor

**REQUEST FOR COUNCIL ACTION**

**Date of Request:** January 7, 2025

**Initiated By:** Francis Guzik **Division/Department:** Comm. Dev./Engineering

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing execution of a professional services agreement for Miscellaneous Engineering Services. The above Agreement provides for ad hoc assistance to the Township Engineer for studies or tasks supplemental to the in-house Engineering services.

This Agreement also allows for engineering conformance reviews and inspection services in the developments on behalf of the Township, with charges for those activities to be billed against the developers' plan review and inspection fee escrow accounts.

Van Cleef Engineering Associates

**SOURCE OF FUNDING:** Engineering – Consultant Fees 105-30-210


**CONTRACT AMOUNT:** \$2,500.00

**CONTRACT LENGTH:** until December 31, 2025

**OTHER SUPPORTING INFORMATION ATTACHED:**

- Resolution
- Proposal – Exhibit A
- Certification of Funds
- Professional Services Agreement
- Affidavit of Compliance
- Affirmative Action Contract
- Business Registration Certification
- Certificate of Information Report
- Combined Russia Belarus & Iran Form
- Business Entity
- Political Contribution
- Stockholder Disclosure

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**


1/14/25  
 \_\_\_\_\_  
 Department/Division Head Date

**APPROVED FOR AGENDA OF:** January 27, 2025

By:   
 \_\_\_\_\_  
 Marlena Schmid, Business Administrator

**MEETING DATE:** 1/27/25 **Ordinance #** \_\_\_\_\_ **Resolution #** 2025-BO42

**Council Action Taken:**

## RESOLUTION

WHEREAS, the Township of West Windsor requires professional engineering services on a consultant basis for inspection and certification of construction performed by developers, conformance reviews, and miscellaneous engineering projects as assigned; and

WHEREAS, the Township wishes to enter into a Professional Services Agreement with Van Cleef Engineering Associates for the aforesaid services; and

WHEREAS, the Chief Financial Officer has certified that funds are available for said contract in the following account:

<u>Engineering-Consultant Services</u>	<u>105-30-210</u>	<u>\$2,500.00</u>
Account Title	Account Number	Amount

WHEREAS, the maximum amount of the contract is subject to the final adoption of the 2025 Local Municipal Budget and funds are available through various developers' escrow accounts and account 105-30-210 "Engineering Costs & Services: Consultants;" and

WHEREAS, additional services may be required for various capital projects as assigned and may be certified to if funds are available as certified by the Township's Chief Financial Officer; and

WHEREAS, services to be performed may be retained by the Township without public advertising for bids pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1-5(1)(a) because the aforesaid services are professional in nature; and

WHEREAS, the Local Public Contracts Law requires a resolution authorizing the award of contract for the services without competitive bidding be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor as follows:

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township a Professional Services Agreement with Van Cleef Engineering Associates to cover the period January 27, 2025 through December 31, 2025.
- (2) The Agreement so authorized shall require the Provider to provide professional engineering services, including development inspection services pursuant to its proposal dated November 9, 2024. The contract is awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-1-5(1)(a) because the services are professional in nature.

- (3) A notice of this action shall be published in the newspaper used by the Township for legal publications as required by law within ten (10) days of its passage.
- (4) An executed copy of the Contract between the Township and Van Cleef Engineering Associates and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: January 27, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 27th day of January 2025.

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Allison D. Sheehan  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: January 9, 2025

Initiated By: Francis Guzik Division/Department: Comm. Dev./Engineering

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing the renewal of the contract for Public Lands Maintenance Turfgrass and Stormwater Detention Basin Maintenance with OnSite Landscape Management Inc. through calendar year 2025. Work under this contract includes the furnishing of all labor, material and equipment for maintenance of select municipal detention basins and open space areas in the Township. It is recommended that this contract be awarded to OnSite Landscape Management Inc.

**SOURCE OF FUNDING:**

Facilities & Open Space Service/ Maint.	105 44 251	\$ 36,524.00
Preserve Open Space Maintenance	405 2023 07 004	\$ 64,296.19
Preserve Open Space Maintenance	405 2024 19 004	\$ 33,678.81

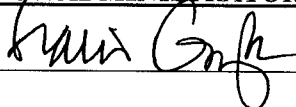
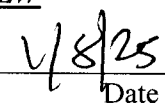
**CONTRACT AMOUNT:** \$134,499.00

**CONTRACT LENGTH:** Through December 31, 2025

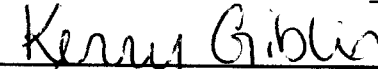
**OTHER SUPPORTING INFORMATION ATTACHED:**

- |                                     |                                   |
|-------------------------------------|-----------------------------------|
| Resolution                          | Affidavit of Compliance           |
| Memorandum of Recommendation – WWT  | Affirmative Action Contract       |
| Certificate of Funds                | Business Registration Certificate |
| Agreement                           | Certificate of Information Report |
| New Jersey Public Works Certificate |                                   |

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**


  
 Department/Division Head \_\_\_\_\_ Date \_\_\_\_\_

APPROVED FOR AGENDA OF: January 27, 2025

By:   
Marlena Schmid, Business Administrator

MEETING DATE: 1/27/25 Ordinance # \_\_\_\_\_ Resolution # 2025-R043

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor has determined the need for landscape maintenance for stormwater detention basins and open space lands; and

WHEREAS, said contracts were put out to public bid seeking bids for this annual project, including bids for two additional one-year renewal options, and said bids were opened on January 24, 2023; and

WHEREAS, five contractors picked up bid packages and the Township received bids from the following two bidders:

<u>Contractor</u>	<u>Base Bid-2025</u> (Renewal Year Two of Two)
OnSite Landscape Management Inc.	\$134,499.00
Harshi Construction	\$773,000.00

WHEREAS, the contract was successfully carried out in 2023 and 2024 by OnSite Landscape Management Services; and

WHEREAS, the Township staff has reviewed all bids and determined that the lowest responsible 2025 bid was submitted by OnSite Landscape Management, Inc.; and

WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds for said contract are available in the following accounts:

Facilities & Open Space Service/ Maint.	105 44 251	\$ 36,524.00
Preserve Open Space Maintenance	405 2023 07 004	\$ 64,296.19
Preserve Open Space Maintenance	405 2024 19 004	\$ 33,678.81

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that the contract for the 2025 Public Lands Maintenance-Detention Basins and Open Space be renewed with OnSite Landscape Management, Inc., 203 Sweetmans Lane, Millstone, NJ, and PO Box 294, Perrineville, NJ 08535, and the Mayor and Clerk are authorized to execute said contract.

Adopted: January 27, 2025

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 27<sup>th</sup> day of January 2025.

---

Allison D. Sheehan  
 Township Clerk  
 West Windsor Township

**REQUEST FOR COUNCIL ACTION**

**Date of Request:** 1/07/2025

**Initiated By:** Alex Lesniak **Department of** Comm. Dev./Engineering

**ACTION REQUESTED/EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing the awarding of a Contract for the 2024 Sidewalk Repair Program to T. Fiotakis Construction LLC. The work under this contract for the Base Bid and Alternates includes the furnishing of all labor, material, equipment, and services to repair approximately 4,120 SF of concrete sidewalk located throughout the Township associated with street tree root growth. Three bids were received for this project and it is recommended that this contract be awarded to T. Fiotakis Construction LLC.

**SOURCE OF FUNDING:**

Bicycle and Pedestrian Improvements	405 2023 09 013	\$ 19,000.00
<u>Bicycle and Pedestrian Improvements</u>	<u>405 2024 18 012</u>	<u>\$ 70,610.00</u>
Account Title	Account Number	Amount

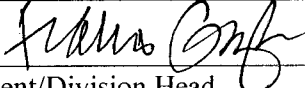
**CONTRACT AMOUNT:** \$ 89,610.00

**CONTRACT LENGTH:** 150 calendar days from Notice to Proceed

**OTHER SUPPORTING INFORMATION ATTACHED:**

- |                         |  |
|-------------------------|--|
| Resolution              | Public Works Registration                  |
| Engineer's Memorandum   | Affirmative Action Contract                |
| Certification of Funds  | Business Registration Certification        |
| Agreement               | Certificate of Employee Information Report |
| Affidavit of Compliance | Map  |

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

	<u>1/7/2025</u>
Department/Division Head	Date

**APPROVED FOR AGENDA OF:** January 27, 2025

**By:** Kerry Giblin  
Marlena Schmid, Business Administrator

**MEETING DATE:** 1/27/25 **Ordinance #** \_\_\_\_\_ **Resolution #** 2025-2044

**Council Action Taken:**

RESOLUTION

WHEREAS, the Township of West Windsor has determined the need for repair of sidewalks throughout the Township due to lifting associated with street tree roots; and

WHEREAS, the Township of West Windsor has determined that proper repair of sidewalks will prevent unwarranted removal of street trees and/or potentially problematic and unsafe cutting of street tree roots; and

WHEREAS, said contract was put out to public bid seeking bids for this project, and said bids were opened on December 3, 2024; and

WHEREAS, the Township has received bids from the following bidders:

<u>No.</u>	<u>Company</u>	<u>Total Base Bid</u>
1	Manny Concrete LLC	\$52,159.20
2	T. Fiotakis Construction, LLC	\$89,610.00
3	Diamond Construction	\$108,974.00

WHEREAS, the Township staff and attorney have reviewed the bids and determined that the apparent low bid as submitted by Manny Concrete LLC is considered non-responsive due to material defects that cannot be cured according to the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.); and

WHEREAS, the Township staff have determined that the second lowest, responsible and responsive bid, was submitted by T. Fiotakis Construction, LLC, to whom the project is recommended to be awarded to; and

WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds for said contract are available in the following accounts:

Bicycle and Pedestrian Improvements	405 2023 09 013	\$ 19,000.00
<u>Bicycle and Pedestrian Improvements</u>	<u>405 2024 18 012</u>	<u>\$ 70,610.00</u>
Account Title	Account Number	Amount

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the apparent low bid for the 2024 Sidewalk Repair Program as submitted by Manny Concrete LLC is considered non-responsive due to material defects and is hereby rejected; and

BE IT FURTHER RESOLVED, that the contract for the 2024 Sidewalk Repair Program be awarded to T. Fiotakis Construction, LLC, 197 Central Ave, Edison, NJ 08817, and the Mayor and Clerk are authorized to execute said contract.

Adopted: January 27, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 27<sup>th</sup> day of January 2025.

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Allison D. Sheehan  
 Township Clerk  
 West Windsor Township



**REQUEST FOR COUNCIL ACTION**

Date of Request: January 14, 2025

Initiated By: Francis Guzik Division/Department: Comm. Dev./Engineering

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing execution of a Professional Services Agreement for professional services pertaining to the West Windsor Township 2025 Sustainable Jersey Re-Certification application. The Agreement provides for ad-hoc assistance to the Township Engineer for tasks related to the Township's 2025 Sustainable Jersey Re-Certification Application based on his prior municipal experience including street trees and tree inventory, sustainability, and parks and open space. The Township Engineer is recommending a contract be awarded to Daniel Dobromilsky & Associates.

**SOURCE OF FUNDING:**

<u>Traffic Safety Improvement Hazard Mitigation</u>	<u>405-2021-14 014</u>	<u>\$20,000.00</u>
Account Title	Account Number	Amount

**CONTRACT AMOUNT:** \$20,000.00

**CONTRACT LENGTH:** until December 31, 2025

**OTHER SUPPORTING INFORMATION ATTACHED:**

Resolution	Affirmative Action Contract	Proposal – Exhibit A
Political Contribution Disclosure	Certification of Funds	Business Entity Disclosure
Professional Services Agreement	Stockholder Disclosure	Engineer's Memorandum
Business Registration Certification	Affidavit of Compliance	Certificate of Information Report

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Francis Guzik 1/14/25  
Department/Division Head Date

APPROVED FOR AGENDA OF: January 27, 2025

By: Kerry Grublin  
Marlena Schmid, Business Administrator

MEETING DATE: 1/27/25 Ordinance # \_\_\_\_\_ Resolution # 2025-R045

Council Action Taken:

## RESOLUTION

WHEREAS, the Township of West Windsor requires professional services for tasks related to the 2025 Sustainable Jersey Re-Certification application on a consultant basis to West Windsor Township, as assigned; and

WHEREAS, the Township wishes to enter into a Professional Services Agreement with Daniel Dobromilsky & Associates for the aforesaid services; and

WHEREAS, the Chief Financial Officer has certified that funds are available for said contract in the following account:

<u>Traffic Safety Improvement Hazard Mitigation</u>	<u>405-2021-14 014</u>	<u>\$20,000.00</u>
Account Title	Account Number	Amount

WHEREAS, services to be performed may be retained by the Township without public advertising for bids pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1-5(1)(a) because the aforesaid services are professional in nature; and

WHEREAS, the Local Public Contracts Law requires a resolution authorizing the award of contract for the services without competitive bidding be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor as follows:

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township a Professional Services Agreement with Daniel Dobromilsky & Associates.
- (2) The Agreement so authorized shall require the Provider to provide professional services pursuant to its proposal dated January 9, 2025. The contract is awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-1-5(1)(a) because the services are professional in nature.
- (3) A notice of this action shall be published in the newspaper used by the Township for legal publications as required by law within ten (10) days of its passage.
- (4) An executed copy of the Contract between the Township and Daniel Dobromilsky & Associates and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: January 27, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 27th day of January 2025.

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Allison D. Sheehan  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: January 9, 2025

Initiated By: Jill Swanson Division/Department: Health

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Requesting a Resolution authorizing Mayor and Clerk to sign the renewal of the Shared Services Agreement with Hamilton Township Health Department for the provision of Sexually Transmitted Disease-STD clinic services for West Windsor Township Health Department to Township residents. This is the renewal of a long standing SSA to provide services mandated by state law.

**SOURCE OF FUNDING:**

Board of Health Operating Budget 10521248

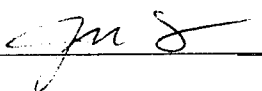
**CONTRACT AMOUNT:** \$100.00 per patient visit for STD services. West Windsor is billed based upon resident usage of services.

**CONTRACT LENGTH:** January 1, 2025 through December 31, 2025

**OTHER SUPPORTING INFORMATION ATTACHED:**

Shared Services Agreement and Hamilton Township Health Services Fee Schedule  
Memo

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Jill Swanson   
Department/Division Head

Date 1/9/25

APPROVED FOR AGENDA OF: \_\_\_\_\_

By: Lenny Giblin 1/22/25  
Marlena Schmid, Business Administrator

MEETING DATE: 1/27/25 Ordinance # \_\_\_\_\_ Resolution # 2025-2046

Council Action Taken:

RESOLUTION

WHEREAS, West Windsor Township is in need of provision of certain clinical public health services (services related to STD's); and

WHEREAS, West Windsor Township is desirous of entering into a Shared Services Agreement for the provision of certain clinical public health services (services related to STD's) from Hamilton Township; and

WHEREAS, a Shared Services Agreement has been drafted pursuant to N.J.S.A. 40A:65-1 et. seq. effectuating the intent of the parties and is annexed hereto.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the Mayor and Clerk are hereby authorized to execute the Shared Services Agreement with Hamilton Township for the provision of certain public health services related to STD's.

Adopted: January 27, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 27<sup>th</sup> day of January 2025

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Allison D. Sheehan  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

**Date of Request:** 1/9/2025

**Initiated By:** Tim Lynch

**Division/Department:** Fire & Emergency Services

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

A resolution authorizing West Windsor Township to purchase a new piece of fire apparatus from Absolute Fire Protection, 2800 Hamilton Boulevard, South Plainfield, NJ 07080 to replace the existing Rescue 43.

**SOURCE OF FUNDING:**

405-2023-09-029 - \$1,000,000

405-2024-18-024 - \$160,398.00

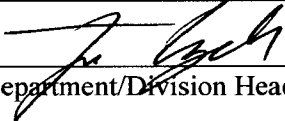
**CONTRACT AMOUNT:** \$1,160,398.00

**CONTRACT LENGTH:**

**OTHER SUPPORTING INFORMATION ATTACHED:**

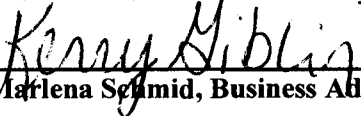
- Quote
- Legal Advertisement
- Certification of Funds
- Memo
- Specification Sheet and Engineered Drawing
- Resolution

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

  
\_\_\_\_\_  
Department/Division Head

1/9/2025  
\_\_\_\_\_  
Date

APPROVED FOR AGENDA OF: 1/27/2025

By:   
\_\_\_\_\_  
Marlena Schmid, Business Administrator

MEETING DATE: 1/27/25 Ordinance # \_\_\_\_\_ Resolution # 2025-2047

**Council Action Taken:**

## RESOLUTION

- WHEREAS, the Township of West Windsor wishes to purchase a new piece of fire suppression apparatus to replace the equipment known as Rescue 43; and
- WHEREAS, The Township of West Windsor participates in Sourcewell, a national cooperative purchasing program which assists local governments in reducing procurement costs pursuant to N.J.S.A. 52:34-6.2(b)(3); and
- WHEREAS, The Township of West Windsor wishes to purchase an E-One Rescue Fire Apparatus from Absolute Fire Protection Co., Inc., 2800 Hamilton Boulevard, South Plainfield, NJ 07080;
- WHEREAS, the Township of West Windsor advertised the “Intent to Purchase Under a National Cooperative Purchasing Agreement” in the official newspaper and posted the advertisement on the Township Web-site for a ten (10) day comment period and no comments were received; and
- WHEREAS, Absolute Fire Protection Company, Inc. 2800 Hamilton Boulevard, South Plainfield, NJ 07080 is an authorized dealer (Dealer) under Sourcewell Contract E-One #113021-RVG-1 Contract and it has been determined by a committee of members from the West Windsor Volunteer Fire Company that this contract best serves the needs of the Township of West Windsor; and
- WHEREAS, the Dealer has provided a proposal including apparatus specifications, engineered drawings, and a Sourcewell certified price quote (#136560, valid through February 2, 2025)
- WHEREAS, the total cost for this purchase will not exceed \$1,160,398.00; and
- WHEREAS, sufficient money is provided in the Capital Budget Account Numbers 405-2023-09-029 in the amount of \$1,000,000.00 and 405-2024-18-025 in the amount of \$160,398.00 as certified by the West Windsor Township Chief Financial Officer;

NOW, THEREFORE, BE IT RESOLVED by Township Council of the Township of West Windsor that the Township Business Administrator is hereby authorized to purchase under Sourcewell Contract E-one#113021-RVG-1 for one (1) new E-One Rescue Fire Apparatus from Absolute Fire Protection Co., Inc.; and

BE IT FURTHER RESOLVED that the executed contract shall be forwarded to Sourcewell and Absolute Fire Protection Co, Inc.; and

BE IT FURTHER RESOLVED that any requests for amendment or alteration to the specification or contract must be submitted to the Chief of Fire & Emergency Services for review and processing.

Adopted: January 27, 2025

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 27<sup>th</sup> day of January, 2025.

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Allison D. Sheehan  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: 01/22/2025

Initiated By: Hemant Marathe, Mayor

Division/Department: Mayor

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Request from the Mayor consenting to a Resolution authorizing Friends of West Windsor Open Space (FOWWOS) authorizing FOWWOS to apply for a grant through the New Jersey Department of Environmental Protection, Green Acres Program, Stewardship Local and Nonprofit Assistance program for the construction of and maintenance by FOWWOS of a proposed trail, "Moses Tunda Tatamy Trail" (Tatamy Trail).

The "Moses Tunda Tatamy Trail" is a proposed project by FOWWOS that will convert a non-public access road and area into a public history/nature trail. The area is currently located on West Windsor Township property. The proposed trail would overlay the existing West Windsor municipal sewer line, which property is owned by the Township, specifically: Block 15, Lot 5; Block 15, Lot 47. 01; Block 15, Lot 47.03, Block 16. 11, Lot 10; and Block 16. 11, Lot 16, as identified on the 2025 West Windsor Township tax maps. The proposed trail location is between Penn Lyle Road to the Duck Pond Run Pump Station, located at the western terminance of Jacob Drive.

The Friends of West Windsor Open Space (FOWWOS), in conjunction with the Historical Society of West Windsor, and the West Windsor Bicycle and Pedestrian Alliance, is seeking funding from the New Jersey Department of Environmental Protection Green Acres Program, Stewardship, Local and Nonprofit Assistance program with matching funds from the Township not to exceed the amount of \$291,588.50 funded by the Open Space Tax Fund for establishing the proposed pedestrian and historical trail, Moses Tunda Tatamy Trail.

Upon approval of the grant by New Jersey DEP, an agreement between the Township of West Windsor and FOWWOS that shall be approved by resolution by Township Council that includes, but is not limited to the construction, maintenance, usage of, any statutory requirements of the Township or FOWWOS; terms and conditions of the use of Township property and the payment of the matching funds by West Windsor Township not to exceed the amount of \$291,588.50.

**SOURCE OF FUNDING:**

- NJDEP Grant, Green Acres Program, Stewardship Local and Nonprofit Assistance program pursuant to the award of the grant to FOWWOS
- Township Open Space Tax Trust fund match of grant if approved not to exceed \$291,588.50

<u>Open Space Tax Trust Fund</u>	<u>121520</u>	<u>\$291,588.50</u>
Account Name	Account Number	Amount

**CONTRACT AMOUNT:**

- **AMENDED 1/22/25** provided 1/22/2025-(attached costs and quantities Moses Tunda Trail 2021.01.21 both pages)
  - **\$583,177 Township contribution match not to exceed \$291,588.50**
  - Previously calculated by FOWWOS total: \$548,330; therefore, for purposes of the Resolution, FOWWOS is requesting \$274,165 from the Township, ie 50% of the project cost.

**CONTRACT LENGTH:**

**OTHER SUPPORTING INFORMATION ATTACHED:**

- Documents provided by FOWWOS titled via email "Moses Tunda Tatamy Trail Attachments" 28 pages NJDEP Stewardship Grant
- file named "costs and quantities Moses Tunda Trail 2021.01.21 both pages"

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Kenny Giblin on behalf of Mayor Hemant Marathe  
 Department/Division Head Date 1/23/25

APPROVED FOR AGENDA OF: January 27, 2025

By: Kerry Giblin @ per Mayor Herman and Maritke  
Marlena Schmid, Business Administrator

MEETING DATE: 1/27/25 Ordinance # \_\_\_\_\_ Resolution # 2025-R048

Council Action Taken:



## RESOLUTION

- WHEREAS, the Friends of West Windsor Open Space (“FOWWOS”), in its consultation with the Historical Society of West Windsor and the West Windsor Bicycle and Pedestrian Alliance, wish to submit a matching grant application and execute a grant agreement with the New Jersey Department of Environmental Protection (“NJDEP”), Green Acres Program (the “Program”), for constructing and maintaining the proposed pedestrian and historical trail project, “Moses Tunda Tatamy Trail” by FOWWOS; and
- WHEREAS, a need for a pedestrian and historic trail to be located between Penn Lyle Road and the Duck Pond Run Pump Station has been identified; and
- WHEREAS, the Township Master Plan identifies Tatamy Swamp, through which “Moses Tunda Tatamy Trail” would be located; and
- WHEREAS, the Township is aware that the Greater Mercer Transportation Management has included the considered the proposed Moses Tunda Tatamy Trail in its Greater Mercer Trails Plan; and
- WHEREAS, the location of the proposed Moses Tunda Tatamy Trail is entirely owned and under control by the Township of West Windsor located at Block 15, Lots 5, 47.01, and 47.03 and Block 16.11, Lots 10, 11, and 16 as identified on the 2025 West Windsor Township Tax Maps;and
- WHEREAS, West Windsor Township is the owner of the properties on the proposed trail route, and a grant historic pedestrian trail by FOWWOS and FOWWOS shall follow West Windsor permitting processes and ordinances; and
- WHEREAS, the Green Acres Program requires trail construction in state of the art, environmentally sound pervious material and methods; and
- WHEREAS, the proposed improvements will consist of constructing a dedicated 10’ wide pedestrian 0.95 mile trail overlaying the current Sewerage Authority line at Block 15, Lots 5, 47.01, and 47.03 and Block 16.11, Lots 10, 11, and 16, as identified on the 2025 West Windsor Township Tax Maps; and
- WHEREAS, FOWWOS, and the West Windsor Bicycle and Pedestrian Alliance, have successfully maintained over ten (10) miles of the Township of West Windsor trails for decades with minimal assistance from the Township of West Windsor; and

WHEREAS, upon approval of the grant an agreement between the Township of West Windsor and FOWWOS that shall be approved and executed by resolution by Township Council that includes, but is not limited to, the construction, maintenance, usage of, any statutory requirements of the Township, DEP or any other statutory requirements including the terms and conditions of the use of Township property and the release of the payment of the matching funds by West Windsor Township not to exceed the amount of \$291,588.50 for construction of the proposed project; and

WHEREAS, the Chief Financial Officer has certified funds to in the following accounts for the proposed project known as the Moses Tunda Tatamy Trail:

<u>Open Space Tax Trust Fund</u>	<u>121520</u>	<u>\$291,588.50</u>
Account Name	Account Number	Amount

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Township Council of the Township of West Windsor formally consents to FOWWOS submitting the grant application for the proposed “Moses Tunda Tatamy Trail” project.

BE IT FURTHER RESOLVED that the Mayor and Township Council of the Township of West Windsor hereby consent for FOWWOS to execute a grant agreement for the Program for constructing and maintaining the proposed “Moses Tunda Tatamy Trail” project.

BE IT FURTHER RESOLVED that the Mayor and Township Council of the Township of West Windsor, formally consent for FOWWOS, in consultation with the Historical Society of West Windsor, and the West Windsor Bicycle and Pedestrian Alliance, as well as approvals as needed by West Windsor Township, to oversee the implementation of construction, use, and maintenance of the “Moses Tunda Tatamy Trail” project upon receiving the NJDEP grant and matching grant from West Windsor Township.

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on this 27<sup>th</sup> day of January, 2025.

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Allison D. Sheehan  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: 1/23/2025

Initiated By: Samuel Surtees/Hemant Marathe/Administration

Division/Department: Administration/Mayor/Land Use-Planning and Zoning

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Request for approval of a statutorily required resolution approving the 4<sup>th</sup> round affordable housing number as calculated through in report from Burgis Associates, "Housing Element and Fair Share Plan, Present and Prospective Need Analysis, January 9, 2025" emailed as "4173.15 DCA Analysis Dated 01-19-25 Council discussion 15Jan 25"

**SOURCE OF FUNDING:**

**CONTRACT AMOUNT:**

**CONTRACT LENGTH:**

**OTHER SUPPORTING INFORMATION ATTACHED:**

Township planners Present and Prospective need report by Burgis Associates "Housing Element and Fair Share Plan, Present and Prospective Need Analysis, January 9, 2025" emailed as "4173.15 DCA Analysis Dated 01-19-25 Council discussion 15Jan 25"

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Kerry Giblin  
Department/Division Head

1/23/2025  
Date

APPROVED FOR AGENDA OF: 01/27/2025

By: Kerry Giblin  
Marlena Schmid, Business Administrator

MEETING DATE: 01/27/2025 Ordinance # \_\_\_\_\_ Resolution # 2025-2049

Council Action Taken:

RESOLUTION

AFFORDABLE HOUSING OBLIGATIONS FOR 2025-2035 (FOURTH ROUND)

- WHEREAS, on March 20, 2024, Governor Murphy signed P.L.2024, c.2. into law, establishing a new framework for determining and enforcing municipalities' affordable housing obligations under the New Jersey Supreme Court's Mount Laurel doctrine and the State's Fair Housing Act; and
- WHEREAS, the law requires that the New Jersey Department of Community Affairs (DCA) perform a calculation of regional need, and nonbinding municipal present and prospective affordable housing needs, in accordance with the formulas established in the law; and
- WHEREAS on October 18, 2024, the DCA released its "Affordable Housing Obligations For 2025-2035 (Fourth Round)" report, establishing the Fourth Round (2025- 2035) fair share methodology and calculations of low- and moderate-income housing obligations for New Jersey's 564 municipalities; and
- WHEREAS, the calculation and obligations for each municipality are presented by way of guidance in an Appendix at the end of the DCA report; and
- WHEREAS, per P.L. 2024, c.2, in order for the Township of West Windsor to maintain immunity from exclusionary zoning litigation, it must determine its municipal present and prospective obligations in accordance with the formulas established in sections 6 and 7 of the law by binding resolution no later than January 31, 2025; and
- WHEREAS, P.L. 2024, c.2 permits the Township of West Windsor to diverge from the DCA's calculations in determining its obligations, in case local factors exist that make the calculations unreasonable and/or incorrect; and
- WHEREAS, the Township of West Windsor has taken into consideration the calculations in the October 8, 2024 report published by the DCA to determine its obligations; and
- WHEREAS, the present and prospective fair share obligations of the Township of West Windsor are as follows: Present Need: 4 units; Prospective Need: 392 units; and
- WHEREAS, within 48 hours of adoption of this resolution, the Clerk of the Township of West Windsor shall post this resolution on its official website and with the Affordable Housing Dispute Resolution Program; and
- WHEREAS, the Township retains the right to conduct a vacant land adjustment (VLA) to determine its realistic development potential (RDP) at a later date which may be lower than the Prospective Need Obligation identified herein.

NOW, THEREFORE, BE IT RESOLVED on this 27<sup>th</sup> day of January, 2025, by the Township Council of the Township of West Windsor in the County of Mercer, and the State of New Jersey that, pursuant to P.L.2024, c.2: The Township Council of the Township of West Windsor hereby formally determines the present and prospective fair share obligations for the Fourth Round of municipal affordable housing compliance for the Township of West Windsor. These findings are documented in the report of its planner, Burgis Associates, attached hereto.

This resolution shall be posted on the Township of West Windsor's official website and with the Affordable Housing Dispute Resolution Program within 48 hours of adoption.

CERTIFICATION

I, Allison D. Sheehan, Township Clerk do hereby certify the foregoing is a true copy of a resolution adopted by the West Windsor Township Council at their meeting held on the 27<sup>th</sup> of January, 2025.

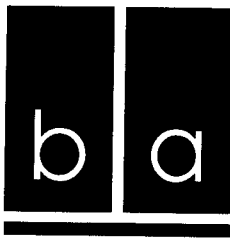
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Allison D. Sheehan  
Township Clerk  
West Windsor Township

# Present and Prospective Need Analysis

Dated January 27, 2025

Township of West Windsor | Mercer County, New Jersey



Community Planning  
Land Development and Design  
Landscape Architecture

B U R G I S  
A S S O C I A T E S , I N C .

Principals:  
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# Present and Prospective Need Analysis

Township of West Windsor  
Mercer County, New Jersey

Prepared for the Township of West Windsor  
Mayor and Council

BA# 4173.15

The original document was appropriately signed and sealed on January 27, 2025 in accordance with Chapter 41 of Title 13 of the State Board of Professional Planners

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# Executive Summary

The following **Present and Prospective Need Analysis** has been prepared for the Township of West Windsor in Mercer County, New Jersey.

By way of background, the State of New Jersey adopted A-4/S-50 on March 20, 2024. This legislation overhauled the Fair Housing Act (FHA) by abolishing the Council on Affordable Housing (COAH) and splitting its duties between the Department of Community Affairs (DCA) and the Administrative Office of the Courts (AOC).

The DCA was designated as the entity responsible for calculating the state's regional needs as well as each municipality's present and prospective fair share obligations. These municipal calculations, which were released on October 18, 2024, are advisory only. Each municipality is responsible for setting its own obligation utilizing a similar methodology by January 31, 2025 through the adoption of a resolution.

The methodology to calculate a municipality's prospective fair share obligation consists of three factors: the equalized nonresidential valuation factor; the income capacity factor; and the land capacity factor. These factors are described in greater detail herein.

The purpose of this analysis is to review the DCA's calculation of the Township of West Windsor's Present Need Obligation and Prospective Need Obligation for the years 2025 to 2035. In summary, and as reflected by Council Resolution regarding this matter, this analysis relies upon the methodology utilized by the DCA to determine the Township's obligations was appropriately conducted in accordance with the March 8, 2018 decision of the Superior Court, Law Division, Mercer County, in re: Application of Municipality of Princeton.

However, and as described in greater detail herein, several adjustments are offered to ensure the data utilized by the DCA is correct in determining the Township's Prospective Need Obligation. Many of these corrections relate to such issues as sites being incorrectly identified as vacant when in fact they are developed; preserved open space properties or sites otherwise encumbered that are mistakenly identified as being available for development; slivers of sites that are the result of geo-spatial layers that were not properly lined up; and others as detailed in the body of this report.

As a result, the Township's land capacity factor, as well as the equalized nonresidential valuation factor, have been revised as detailed herein. This is summarized in the following Table 1. **These corrections alter the Township's Prospective Need Obligation from 661 to 392 affordable units.** Note that the Township will conduct a vacant land adjustment (VLA) to determine its realistic development potential (RDP) at a later date and anticipates that the adjustment will be substantial.



Table 1: Summary of Adjusted Factors

	Equalized Nonresidential Valuation Factor	Income Capacity Factor	Land Capacity Factor
DCA Analysis	4.42%	3.06%	6.87%
Township Analysis	3.78%	3.06%	1.66%

Additionally, the Township conducted a structural conditions survey pursuant to NJAC 5:93-5.2(a) to more accurately reflect those units in need of rehabilitation. **As a result, the Township's Present Need Obligation should be altered from 61 units to 4 units.**

The remainder of this Present and Prospective Needs Analysis is divided into the following sections:

- ❖ Section 1: Structural Conditions Survey  
The first section of this analysis provides an overview of the structural conditions survey conducted by the Township in regard to its Present Need obligation.
- ❖ Section 2: Equalized Nonresidential Valuation Factor  
Next, Section 2 of this analysis reviews the equalized nonresidential valuation factor calculated by the DCA. It finds that the 2023 and 1999 equalization ratios utilized by the DCA are inaccurate. Correcting for this error adjusts the Township's change in equalized nonresidential valuation between 1999 and 2023 from \$1,219,138,546 to \$1,037,201,873. In turn, this results in an adjustment of the Township's calculated share of the region's equalized nonresidential valuation change from 4.42% to 3.78%.
- ❖ Section 3: Income Capacity Factor  
Section 3 reviews the income capacity factor calculated by the DCA. It relies upon the data and methodology utilized by the DCA relating to the Township's income capacity factor.
- ❖ Section 4: Land Capacity Factor  
Finally, Section 4 reviews the land capacity factor calculated by the DCA. The analysis finds that the lands identified as being "developable" by the DCA includes a number of errors. Correcting for these errors adjusts the Township's weighted land area from 777.862 acres to 177.521 acres. This results in an adjustment of the Township's calculated share of the region's land capacity from 6.87% to 1.66%.

# Section 1: Structural Conditions Survey

The following section reviews the Township's Present Need as calculated by the DCA. The following is summarized:

1. The Township relied upon the methodology utilized by the DCA to calculate its Present Need Obligation.
2. The Township conducted a Structural Conditions Survey to more accurately identify its indigenous needs. This survey identified that 4 units are in need of rehabilitation.

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## 1.1: Present Need Background

As per the adopted legislation, a municipality's Present Need obligation shall be determined:

*"by estimating the deficient housing units occupied by low- and moderate-income households in the region, following a methodology similar to the methodology used to determine third round municipal present need, through the use of most recent datasets made available through the federal decennial census and the American Community Survey, including the Comprehensive Housing Affordability Strategy dataset thereof."*

The "Affordable Housing Obligations for 2025-2035 (Fourth Round) Methodology and Background" workbook released by the DCA (herein referred to as the "DCA Workbook" or the "Workbook") noted that the Present Need calculations used three factors to calculate its present need: the number of housing units lacking complete kitchen facilities, the number of units lacking complete plumbing facilities, and the number of overcrowded units.

The analysis employed by DCA utilizes data from HUD's Comprehensive Housing Affordability Strategy (CHAS) dataset, which has municipal-level data on the number and percentage of low- and moderate-income households from a special tabulation of the US Census's American Community Survey (ACS) data. For a full explanation of how this data was utilized, see the DCA Workbook.

The DCA determined by the Township's Present Need number is 61 units.

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## **1.2: Structural Conditions Survey**

As per NJAC 5:93-5.2:

*“Each municipality shall be provided with the Council’s estimate for substandard units occupied by low and moderate income households. This estimate shall be the municipality’s indigenous need, unless the municipality or an objector performs the Council’s Structural Conditions Survey (see Appendix C, incorporated herein by reference). Where the municipality or objector performs the Structural Conditions Survey, the Council shall review the results of the data collected and shall modify the indigenous need if it determines a modification is warranted.”*

The Structural Conditions Survey conducted by the Township observed that 4 units are in need of rehabilitation. See a copy of this survey at the end of this analysis.

# Section 2: Equalized Nonresidential Valuation Factor

The following section reviews the equalized nonresidential valuation factor calculated by the DCA. The following is summarized:

1. The Township relied upon the methodology utilized by the DCA to calculate its nonresidential valuation factor.
2. However, as per the Township tax assessor, the 2023 and 1999 equalization ratios utilized by the DCA are inaccurate.
3. Correcting for this error adjusts the Township's change in equalized nonresidential valuation between 1999 and 2023 from \$1,219,138,546 to \$1,037,201,873.
4. This adjustment to the Township's valuations also adjusts the region's change in equalized nonresidential valuation from \$27,606,528,130 to \$27,424,591,457.
5. This results in an adjustment of the Township's calculated share of the region's equalized nonresidential valuation change from 4.42% to 3.78%.

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## 2.1: Basis of Calculation

As per the adopted legislation, a municipality's equalized nonresidential valuation factor shall be determined as follows:

*"To determine this factor, the changes in nonresidential property valuations in the municipality, since the beginning of the round preceding the round being calculated, shall be calculated using data published by the Division of Local Government Services in the department. For the purposes of such, the beginning of the round of affordable housing obligations preceding the fourth round shall be the beginning of the gap period in 1999. The change in the municipality's nonresidential valuations shall be divided by the regional total change in the nonresidential valuations to determine the municipality's share of the regional change as the equalized nonresidential valuation factor."*

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## 2.2: Analysis of Calculation

The calculation conducted by the DCA determined that the Township has a 4.42% share of the region's equalized nonresidential valuation.

Table 2 summarizes the DCA's calculation of the Township's equalized nonresidential valuations from 1999 and 2023. As shown, the DCA calculated an equalized nonresidential valuation change of \$1,219,138,546 between 1999 and 2025. When divided by the region's total calculated nonresidential valuation change of \$27,606,528,130 for that same time period, this results in a regional share of 4.42%.

Table 2: DCA Equalized Nonresidential Valuation Calculation Summary

Year	Non-equalized Nonresidential Valuation	Equalization Ratio	Equalized Nonresidential Valuation
1999	\$609,878,300	0.8817	\$691,707,270
2023	\$1,393,006,600	0.7290	\$1,910,845,816
<i>Difference</i>			<i>\$1,219,138,546</i>

Source: DCA Fair Share Housing Obligations for 2025-2035 (Fourth Round) Workbook

The Township has reviewed the methodology and data utilized by the DCA for this calculation. The Township finds that the equalization ratios employed by the DCA are inaccurate. As per the Township Tax Assessor, the correct 2023 equalization ratio is 0.8105 (as opposed to 0.7290) and the correct 1999 equalization ratio is 0.8950 (as opposed to 0.8817).

These ratios respectively adjust the Township's equalized 2023 and 1999 nonresidential valuations to \$1,718,700,308 and \$681,498,436. This adjustment to the Township's valuations also adjusts the region's change in equalized nonresidential valuation from \$27,606,528,130 to \$27,424,591,457.

Dividing the Township's change in equalized nonresidential valuation by the region's change in equalized nonresidential valuation results in a regional share of approximately 3.78%.

Table 3: Corrected Equalized Nonresidential Valuation Calculation Summary

Year	Non-equalized Nonresidential Valuation	Corrected Equalization Ratio	Equalized Nonresidential Valuation
1999	\$609,878,300	0.8950	\$681,498,436
2023	\$1,393,006,600	0.8105	\$1,718,700,308
<i>Difference</i>			<i>\$1,037,201,873</i>

Source: DCA Fair Share Housing Obligations for 2025-2035 (Fourth Round) Workbook and Township of West Windsor Tax Assessor

## Section 3: Income Capacity Factor

The following section reviews the income capacity factor calculated by the DCA. It relies upon the data and methodology utilized by the DCA relating to the Township's income capacity factor.

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### 3.1: Basis of Calculation

As per the adopted legislation, a municipality's income capacity factor shall be determined by calculating the average of the following measures:

*"The municipal share of the regional sum of the differences between the median municipal household income, according to the most recent American Community Survey Five-Year Estimates, and an income floor of \$100 below the lowest median household income in the region; and the municipal share of the regional sum of the differences between the median municipal household incomes and an income floor of \$100 below the lowest median household income in the region, weighted by the number of the households in the municipality."*

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### 3.2: Analysis of Calculation

The calculation conducted by the DCA determined that the Township has a 3.06% share of the region's income capacity factor. Table 4 summarizes the methodology utilized by the DCA to determine this share.

The Township has relied upon the data and the methodology utilized by the DCA for this calculation.

Table 4: Income Capacity Factor

Number of Households	Median household income in the past 12 months (in 2022 inflation-adjusted dollars)*	\$100 Below Regional Median HH Income Floor	Diff. from Median Household Income Floor with Household Weight	HH Weighted Income Difference % of Region Total	Diff from Median Household Income Floor	Income Difference % of Region Total	Income Capacity Factor
10,982	\$183,024	\$44,344	\$1,522,938,760	4.1%	\$138,680	2.0%	3.06%

## Section 4: Land Capacity Factor

The following section reviews the land capacity factor calculated by the DCA. It relies upon the methodology utilized by the DCA, but finds that the data utilized to calculate the Township's land capacity is flawed. Specifically, the following is noted:

1. The Township relies upon the methodology utilized by the DCA. However, an analysis of the lands identified by the DCA as being "developable" includes several errors. In summary, these errors regard: undeveloped segments of developed properties that were identified as developable; preserved open spaces or otherwise encumbered lots that are not available for development including common open space elements on condominiums and multi-family developments that are not available for additional development; properties presently under construction; and properties with active site plan or general development plan (GDP) approvals.
2. Correcting for these errors adjusts the Township's weighted land area from 777.862 acres to 177.521 acres.
3. This adjustment to the Township's weighted land area also adjusts the region's weighted land area from 11,319 acres to 10,718 acres.
4. This results in an adjustment of the Township's calculated share of the region's land capacity from 6.87% to 1.66%.

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### 4.1: Basis of Calculation

As per the adopted legislation, a municipality's income capacity factor shall be determined by:

*"estimating the area of developable land in the municipality's boundaries, and regional boundaries, that may accommodate development through the use of the 'land use / land cover data' most recently published by the Department of Environmental Protection, data from the American Community Survey and Comprehensive Housing Affordability Strategy dataset thereof, MOD-IV Property Tax List data from the Division of Taxation in the Department of the Treasury, and construction permit data from the Department of Community Affairs and weighing such land based on the planning area type in which such land is located. After the weighing factors are applied, the sum of the total developable land area that may accommodate development in the municipality and in the region shall be determined. The municipality's share of its region's developable land shall be its land capacity factor. Developable land that may accommodate development shall be weighted based on the planning area type in which such land is located."*

The legislation identifies the primary data sources and weighing factors to utilize in calculating a municipality's land capacity factor. However, unlike the equalized nonresidential valuation factor and the income capacity factor, the legislation did not establish a delineated process to combine the aforementioned data sources into one comprehensive and coherent formula.

The DCA subsequently released a workbook entitled "Affordable Housing Obligations for 2025-2035 (Fourth Round) Methodology and Background" (herein referred to as the "DCA Workbook" or the "Workbook") which established that department's interpretation on how to calculate the land capacity factor. In summary, that workbook identified the following steps:

1. First, the DCA divided the weighting regions established by the legislation by municipality.
2. Next, land use/land cover areas were used to identify vacant, developable lands. The workbook identifies the codes and descriptions of the land use/land cover data used in this process. In short, they include: cropland and pastureland; orchards/vineyards/nurseries/horticultural areas; deciduous forest areas; coniferous forest areas; plantations; mixed forest areas; old field areas; phragmites dominate old field areas; deciduous brush/shrubland; coniferous brush/shrubland; mixed deciduous/coniferous brush/shrubland; severe burned upland vegetation; and undifferentiated barren lands.
3. These initial vacant, developable lands were then refined to remove rights-of-way as well as developed properties. For the latter, the DCA utilized MOD-IV tax data and selected underlying tax parcels with property class codes for residential, commercial, industrial, apartment, railroad, and school.
4. Construction permit data was then analyzed to capture more recent development activities that may not have otherwise been reflected by the land use/land cover data or MOD-IV tax data.
5. Other limiting factors were utilized to remove initial vacant, developable lands. These include: open space, preserved farmland, category 1 waterways and wetlands (and associated buffers based on special area restrictions), steep slopes exceeding 15 percent, and open waters.
6. Due to limitations resulting from inconsistencies between data sources, the resulting mapping included instances of small land areas caused by an incongruous alignment of geospatial layers. To eliminate these "slivers" of leftover land, the DCA eliminated any feature part with an area of less than 2,500 square feet. This presumed that a 25' by 100' foot area could be a developable property.
7. Finally, the resulting land area for each municipality was summed with the land areas for all other municipalities within each housing region to then determine the municipal percentage of land capacity for the housing region.



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## 4.2: Analysis of Calculation

The calculation conducted by the DCA determined that the Township has 777.86 acres of developable land which accounts for a 6.87% share of the region's developable land. Overall, the Township relied upon the methodology utilized by the DCA to calculate its land capacity factor. However, an analysis of the DCA's resultant mapping discovered the following:

1. Several of the lands identified as "developable" by the DCA represent slivers which "are considered artifacts of error that are common when overlaying polygons and vectors from non-coincident data sources." The DCA initially tried to eliminate these slivers by deleting any feature parts with an area of less than 2,500 square feet.
2. Other lands identified as "developable" by the DCA are located on properties with development. To eliminate "developable" lands on developable properties, the DCA had removed any lands where the underlying tax parcels had property class codes for residential, commercial, industrial, apartments, railroad, and school. However, the property classifications identified by the DCA failed to account for houses of worship, properties developed with nonprofit facilities, and residential dwellings with associated farmland.
3. Several lands identified as "developable" by the DCA were in fact located on open space, common elements for homeowners associations, or properties containing infrastructure (e.g. detention basins, flood collection areas, rights-of-way, etc.).
4. There were several instances of lands identified as "developable" by the DCA being located on properties which are presently under construction. This is likely due to a lag in construction permit reporting.
5. Finally, some lands identified as "developable" by the DCA regard properties with active site plan or general development plan (GDP) approvals which are no longer available for development.

These discrepancies are summarized in Table 5 and are detailed in Appendix A of this analysis. Removing these lands would adjust the Township's weighted land area from 777.862 acres to 177.521 acres. This adjustment to the Township's weighted land area also adjusts the region's weighted land area from 11,319 acres to 10,718 acres.

This results in an adjustment of the Township's calculated share of the region's land capacity from 6.87% to 1.66%.

Irrespective of the land capacity factor analysis established herein, the Township will conduct a vacant land adjustment (VLA) to determine its realistic development potential (RDP) at a later date and anticipates that the adjustment will be substantial.

Table 5: Summary of Land Capacity Factor Analysis

<b>ID #</b>	<b>Weighted Area</b>	<b>Status</b>	<b>Weighted Area - Recalculated</b>
1	0.10	Not Developable	0.00
2	0.09	Not Developable	0.00
3	0.27	Not Developable	0.00
4	0.77	Not Developable	0.00
5	0.72	Not Developable	0.00
6	0.15	Not Developable	0.00
7	0.34	Not Developable	0.00
8	0.14	Not Developable	0.00
9	2.45	Not Developable	0.00
10	0.06	Not Developable	0.00
11	7.21	Not Developable	0.00
12	1.67	Not Developable	0.00
13	2.19	Not Developable	0.00
14	0.28	Not Developable	0.00
15	1.50	Not Developable	0.00
16	0.09	Not Developable	0.00
17	7.19	Not Developable	0.00
18	1.81	Not Developable	0.00
19	2.82	Constrained	1.83
20	9.05	Constrained	3.43
21	0.06	Not Developable	0.00
22	5.22	Not Developable	0.00
23	0.27	Not Developable	0.00
24	24.61	Developable	24.61
25	11.40	Not Developable	0.00
26	13.77	Developable	13.77
27	0.17	Not Developable	0.17
28	0.20	Not Developable	0.00
29	0.31	Not Developable	0.00
30	0.18	Not Developable	0.00
31	0.59	Not Developable	0.00
32	0.14	Not Developable	0.00
33	0.30	Not Developable	0.00
34	2.28	Constrained	1.25
35	0.13	Not Developable	0.00
36	1.42	Constrained	0.03
37	0.72	Not Developable	0.00
38	0.63	Not Developable	0.00
39	19.13	Developable	19.13

<b>ID #</b>	<b>Weighted Area</b>	<b>Status</b>	<b>Weighted Area - Recalculated</b>
40	0.14	Not Developable	0.00
41	0.11	Not Developable	0.00
42	17.23	Developable	17.23
43	1.19	Not Developable	0.00
44	1.02	Constrained	0.53
45	3.12	Not Developable	0.00
46	230.12	Constrained	15.52
47	5.07	Constrained	2.07
48	0.34	Developable	0.34
49	0.18	Not Developable	0.00
50	15.28	Not Developable	0.00
51	0.53	Not Developable	0.00
52	0.13	Not Developable	0.00
53	0.84	Not Developable	0.00
54	0.60	Not Developable	0.00
55	0.81	Not Developable	0.00
56	0.24	Not Developable	0.00
57	0.08	Not Developable	0.00
58	0.07	Not Developable	0.00
59	13.29	Not Developable	0.00
60	6.33	Not Developable	0.00
61	100.74	Constrained	2.67
62	0.24	Not Developable	0.00
63	1.61	Not Developable	0.00
64	7.35	Not Developable	0.00
65	0.11	Not Developable	0.00
66	3.21	Not Developable	0.00
67	0.61	Not Developable	0.00
68	1.29	Not Developable	0.00
69	19.81	Not Developable	0.00
70	0.19	Not Developable	0.00
71	0.07	Not Developable	0.00
72	0.32	Not Developable	0.00
73	2.40	Not Developable	0.00
74	0.47	Not Developable	0.00
75	0.37	Developable	0.37
76	0.06	Not Developable	0.00
77	0.77	Not Developable	0.00
78	0.87	Not Developable	0.00
79	0.89	Not Developable	0.00

<b>ID #</b>	<b>Weighted Area</b>	<b>Status</b>	<b>Weighted Area - Recalculated</b>
80	0.20	Not Developable	0.00
81	0.07	Not Developable	0.00
82	0.37	Not Developable	0.00
83	13.95	Not Developable	0.00
84	0.67	Not Developable	0.00
85	8.49	Not Developable	0.00
86	0.06	Not Developable	0.00
87	0.99	Not Developable	0.00
88	3.52	Developable	3.52
89	0.07	Constrained	0.04
90	5.45	Not Developable	0.00
91	0.56	Developable	0.56
92	0.08	Not Developable	0.00
93	1.25	Not Developable	0.00
94	41.50	Not Developable	0.00
95	0.22	Developable	0.22
96	0.56	Developable	0.56
97	2.63	Constrained	2.27
98	5.94	Developable	5.94
99	50.05	Developable	50.05
100	39.91	Not Developable	0.00
101	14.55	Not Developable	0.00
102	14.49	Constrained	11.45
103	0.31	Not Developable	0.00
104	2.16	Not Developable	0.00
105	9.44	Not Developable	0.00
106	1.83	Not Developable	0.00

## Section 5: Conclusion

This analysis relies upon the methodology utilized by DCA in determining municipal affordable housing obligations. It uncovers data that was relied upon by the DCA which incorrectly includes sites and acreage which should not have been included in the determination of the Township's Prospective Need Obligation. Furthermore, as noted by the Township's tax assessor, the equalization ratio utilized by the DCA to calculate the Township's 2023 equalized nonresidential valuation was incorrect.

As detailed within this analysis, the adjustments noted herein reduce the Township's Prospective Need Obligation from 661 affordable units to 392 affordable units. Note that the Township will conduct a vacant land adjustment (VLA) to determine its realistic development potential (RDP) at a later date and anticipates that the adjustment will be substantial.

Appendix A:  
Land Capacity Factor Details

**ID #1**



Map 1: ID #1 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
1	0.10	Not Developable	0.00

**Analysis**

ID #1 is located on Block 23 Lot 111. The land identified by the DCA has a width of approximately 21.0 feet at its greatest. As noted in the DCA Workbook, the DCA assumed the minimum dimensions of "developable property" to be 25 feet by 100 feet.

Since this land has a width less than 25 feet, it is not developable as per the DCA's guidelines.

**ID #2**



Map 2: ID #2 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
2	0.09	Not Developable	0.00

**Analysis**

ID #2 is located on Block 33 Lot 24.04. This property is preserved open space owned by the municipality. Furthermore, the land identified by the DCA has a width of approximately 8.1 feet at its greatest. As noted in the DCA Workbook, the DCA assumed the minimum dimensions of "developable property" to be 25 feet by 100 feet.

For the reasons identified above, this land is not developable.



**ID #3**



Map 3: ID #3 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
3	0.27	Not Developable	0.00

**Analysis**

ID #3 is located on Block 23 Lot 26.01. This property is presently developed with Mercer County Community College. Furthermore, the land identified by the DCA has a width of approximately 23.5 feet at its greatest. As noted in the DCA Workbook, the DCA assumed the minimum dimensions of "developable property" to be 25 feet by 100 feet.

For the reasons identified above, this land is not developable.

**ID #4**



Map 4: ID #4 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
4	0.77	Not Developable	0.00

**Analysis**

ID #4 is located on Block 32 Lot 6.03. This property is utilized as a flood storage area and is subject to a Greenbelt easement.

For the reasons identified above, this land is not developable.

**ID #5**



Map 5: ID #5 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
5	0.72	Not Developable	0.00

**Analysis**

ID #5 is located on Block 23 Lot 26.01. This property is presently developed with Mercer County Community College.

Due to the predeveloped nature of this site, this land is not developable.

**ID #6**



Map 6: ID #6 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
6	0.15	Not Developable	0.00
<b>Analysis</b>	ID #6 is located on Block 33 Lot 40. This property is presently under construction with a single-family dwelling.  Therefore, this land is not developable.		

**ID #7 and #8**



Map 7: ID #7 and #8 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
7	0.34	Not Developable	0.00
8	0.14	Not Developable	0.00

**Analysis** ID #7 is located on Block 25.02 Lot 20, while ID #8 is located on Block 25.03 Lot 17. The former property is preserved open space owned by the municipality, while the latter property is preserved open space owned by the county.

Therefore, this land is not developable.

**ID #9**



Map 8: ID #9 (scale: 1" = 400')

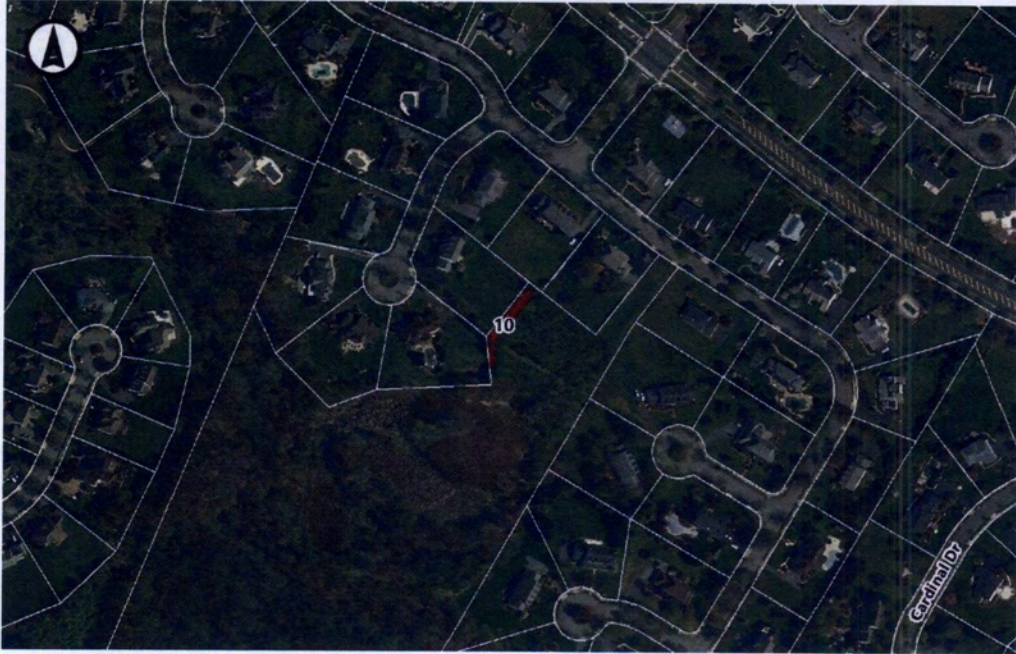
<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
9	2.45	Not Developable	0.00

**Analysis**

ID #9 is located on Block 35 Lots 34 and 35. Both properties are presently under development with single-family dwellings.

Therefore, this land is not developable.

**ID #10**



Map 9: ID #10 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
10	0.06	Not Developable	0.00

**Analysis**

ID #10 is located on Block 27.06 Lot 65. This property is preserved open space owned by the municipality.

Therefore, this land is not developable.

**ID #11**



Map 10: ID #11 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
11	7.21	Not Developable	0.00

**Analysis**

ID #11 is located on Block 24.07 Lot 2.02. This property is preserved farmland.

Therefore, this land is not developable.



**ID #12**



Map 11: ID #12 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
12	1.67	Not Developable	0.00

**Analysis**

ID #12 is located on Block 25 Lot 76. This property is presently under construction with a single-family dwelling.

Therefore, this land is not developable.

**ID #13**



Map 12: ID #13 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
13	2.19	Not Developable	0.00

**Analysis** ID #13 is located on Block 24.07 Lot 86. This property is open space owned by the municipality.

Therefore, this land is not developable.

**ID #14**



Map 13: ID #14 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
14	0.28	Not Developable	0.00

**Analysis**

ID #14 is located on Block 21.30 Lot 16. This property is preserved open space owned by the municipality. Furthermore, the land identified by the DCA has a width of approximately 19.5 feet at its greatest. As noted in the DCA Workbook, the DCA assumed the minimum dimensions of "developable property" to be 25 feet by 100 feet.

For the reasons identified above, this land is not developable.

**ID #15, #16, and #17**



Map 14: ID #15, #6, and #17 (scale: 1" = 600')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
15	1.50	Not Developable	0.00
16	0.09	Not Developable	0.00
17	7.19	Not Developable	0.00

**Analysis**

The ID #s identified above account for approximately 8.78 acres. They are located on Block 37 Lot 7 which is currently under construction with an age-restricted multifamily development.

Therefore, these lands are not developable..

**ID #18**



Map 15: ID #18 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
18	1.81	Not Developable	0.00

**Analysis** ID #18 is located on Block 24.16 Lot 2. This property is presently utilized as a detention basin for the surrounding neighborhood. Therefore, this land is not developable.

**ID #19, #33, #34, #37, #44, #46, #50, #57, #59, #61, #62**



Map 16: ID #19, #33, #34, #37, #44, #46, #50, #57, #59, #61, #62 (scale: 1" = 2,400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
19	2.82	Constrained	1.83
33	0.30	Not Developable	0.00
34	2.28	Constrained	1.25
37	0.72	Not Developable	0.00
44	1.02	Constrained	0.53
46	230.12	Constrained	15.52
50	15.28	Not Developable	0.00
57	0.08	Not Developable	0.00
59	13.29	Not Developable	0.00
61	100.74	Constrained	2.67
62	0.24	Not Developable	0.00

**Analysis**

The ID #s identified on the prior page account for approximately 366.89 acres. They are located on the former Howard Hughes site which received preliminary and major final site plan and subdivision approval as well as preliminary major site plan approval for the development of approximately 5.5 million square feet of warehouse space.

As part of this application, the property was subdivided to concentrate the warehouse development within the interior of the site while encouraging commercial development along the Quakerbridge Road corridor. Site plan approval has been granted for the warehouse development. However, no site plan approval has been granted for any future commercial development within those subdivided lots fronting along Quakerbridge Road.

Therefore, those lands subject to the warehouse site plan approval are no longer available for development. However, those lands fronting along Quakerbridge Road remain available for development. This adjusts the overall weighted acreage of these lands to approximately 22.12 acres.

**ID #20**



Map 17: ID #20 (scale: 1" = 500')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
20	9.05	Constrained	3.43

**Analysis**

ID #20 is located on Block 37.01 Lots 1 and 2. Lot 1 is presently vacant and is available for development, while Lot 2 is presently developed with a nonprofit facility.

Thus, the area of this land should be recalculated to eliminate Block 3701 Lot 2. This would adjust its area to 3.43 acres.



**ID #21**



Map 18: ID #21 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
21	0.06	Not Developable	0.00

**Analysis**

ID #21 is located on Block 15.14 Lot 29. This property is preserved open space owned by the municipality. Furthermore, the land identified by the DCA has a width of approximately 7.9 feet at its greatest. As noted in the DCA Workbook, the DCA assumed the minimum dimensions of "developable property" to be 25 feet by 100 feet.

For the reasons identified above, this land is not developable.

**ID #22**



Map 19: ID #22 (scale: 1" = 400')

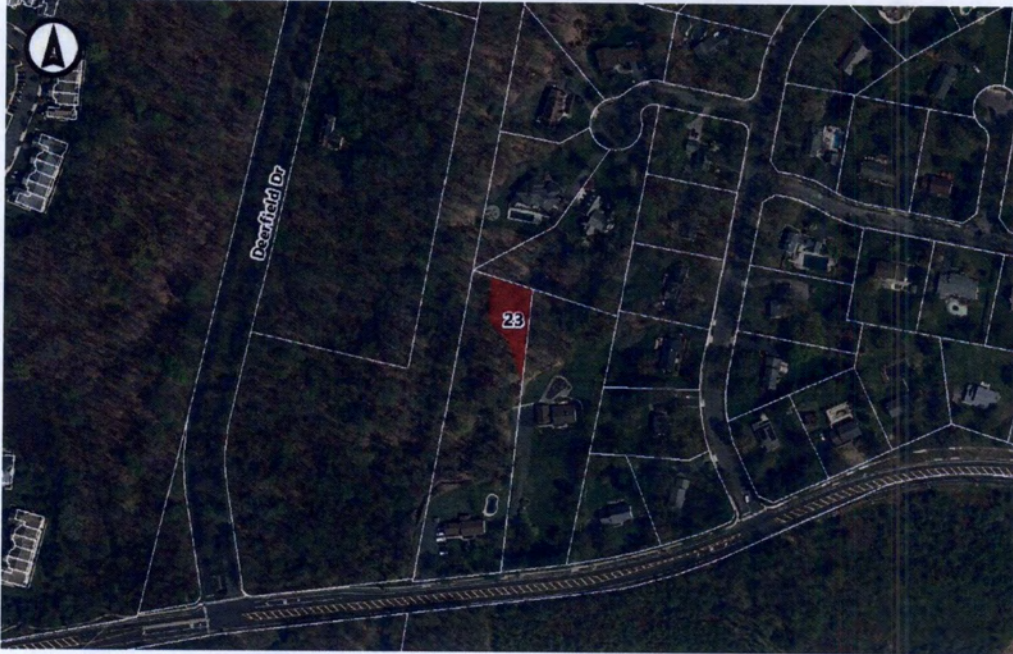
<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
22	5.22	Not Developable	0.00

**Analysis**

ID #22 is located on Block 24.30 Lot 1.02. While this property is assigned a qualified farmland tax code, it is in fact developed with a house of worship.

Therefore, this land is not developable.

**ID #23**



Map 20: ID #23 (scale: 1" = 400')

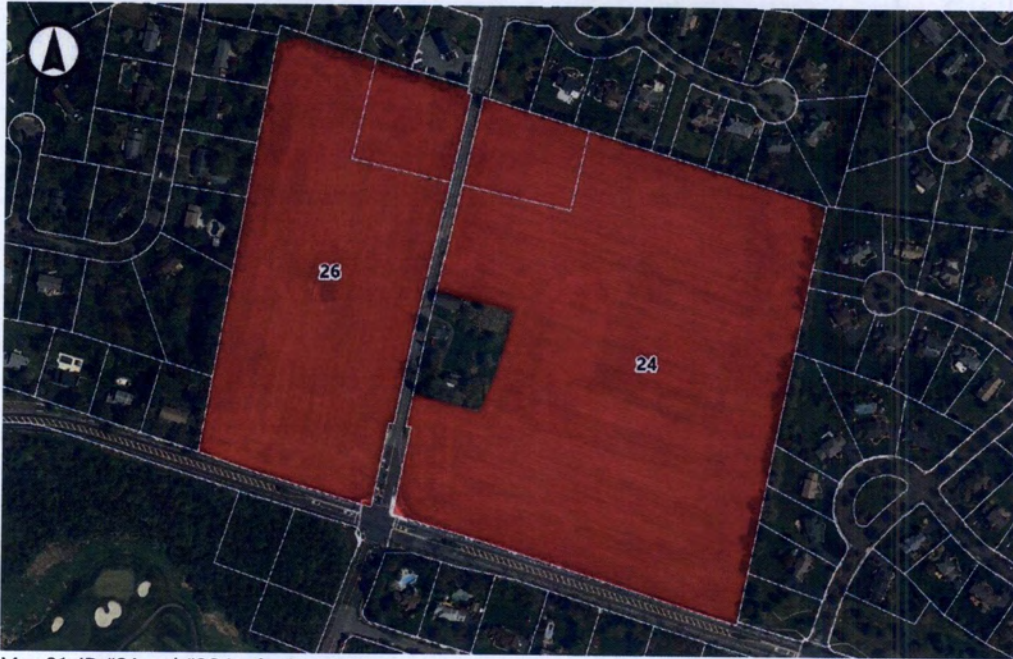
<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
23	0.27	Not Developable	0.00

**Analysis**

ID #23 is located on Block 15 Lot 157. This property is developed with a single-family dwelling.

Therefore, this land is not developable.

**ID #24 and #26**



Map 21: ID #24 and #26 (scale: 1" = 500')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
24	24.61	Developable	24.61
26	13.77	Developable	13.77

**Analysis**

ID #24 is located on Block 16.12 Lots 23 and 23.01, while ID #26 is located on Block 15.03 Lots 46 and 46.01. These properties are utilized as farmland and are developable.

**ID #25**



Map 22: ID #25 (scale: 1" = 500')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
25	11.40	Constrained	0.00

**Analysis** ID #25 is located on Block 17.15 Lot 53. This property is deed restricted open space for the Parc Phase II residential development.

Therefore, this land is not developable.

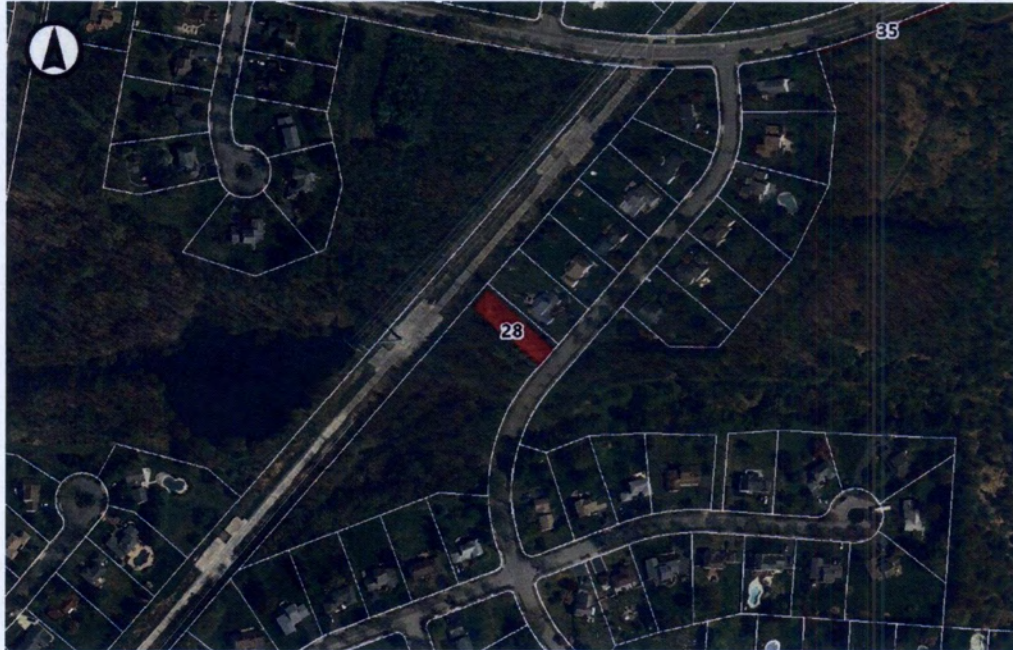
**ID #27**



Map 23: ID #27 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
27	0.17	Developable	0.17
<b>Analysis</b>	ID #27 is located on Block 28 Lot 18. This property is vacant and is available for development.		

**ID #28**



Map 24: ID #28 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
28	0.20	Not Developable	0.00

**Analysis**

ID #28 is located on Block 61 Lot 71. This property is open space owned by the municipality.

Therefore, this land is not developable.

**ID #29, #31, #32, #36, #38**



Map 25: ID #29, #31, #32, #36, #38 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
29	0.31	Not Developable	0.00
31	0.59	Not Developable	0.00
32	0.14	Not Developable	0.00
36	1.42	Constrained	0.03
38	0.63	Not Developable	0.00

**Analysis** ID #29 is located on Block 16.11 Lot 16 while ID #32 is located on Block 16.20 Lot 139. Both properties are open space owned by the municipality. Therefore, these lands are not developable.

ID #31 and a portion of ID #36 are located on Block 16.11 Lot 15. This property is registered as a landfill and is on the NJDEP's Known Contaminated Sites List. Therefore, ID #31 and a portion of #ID 36 are not developable.

ID #38 and a portion of ID #36 are located on Block 16.11 Lot 14.01. This property is open space owned by the municipality. Therefore, ID #38 and a portion of ID #36 are not developable.

Finally, a portion of ID #36 is located on Block 16.11 Lot 14.03. This property is presently vacant.



**ID #30 and #45**



Map 26: ID #30 and #45 (scale: 1" = 500')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
30	0.18	Not Developable	0.00
45	3.12	Not Developable	0.00

**Analysis**

The ID #s identified above account for approximately 3.30 acres. They are located on Block 22 Lot 5 which is currently under construction with a warehouse development.

Therefore, these lands are not developable.

**ID #35**



Map 27: ID #35 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
35	0.13	Not Developable	0.00

**Analysis**

ID #35 is located on Block 60 Lot 7. This property is open space owned by the municipality. Furthermore, the land identified by the DCA has a width of approximately 11.0 feet at its greatest. As noted in the DCA Workbook, the DCA assumed the minimum dimensions of "developable property" to be 25 feet by 100 feet.

For the reasons identified above, this land is not developable.

**ID #39**



Map 28: ID #39 (scale: 1" = 500')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
39	19.13	Developable	19.13
<b>Analysis</b>	ID #39 is located on Block 21.27 Lot 1. This property is vacant and is available for development.		

**ID #40**



Map 29: ID #40 (scale: 1" = 400')

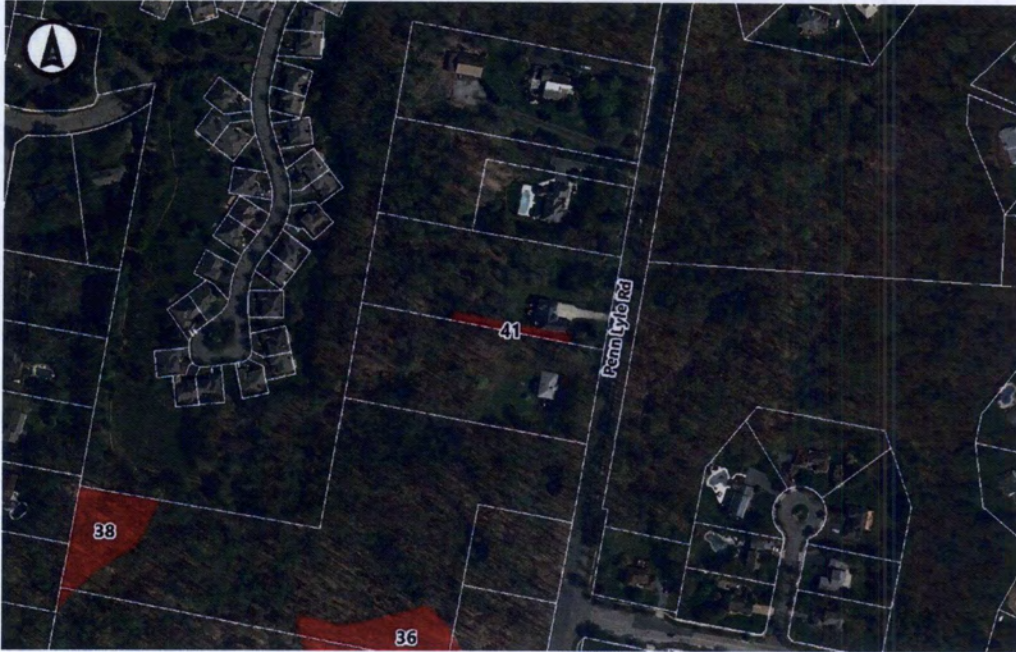
<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
40	0.14	Not Developable	0.00

**Analysis**

ID #40 is located on Block 15.14 Lot 16. This property is open space owned by the municipality. Furthermore, the land identified by the DCA has a width of approximately 7.7 feet at its greatest. As noted in the DCA Workbook, the DCA assumed the minimum dimensions of "developable property" to be 25 feet by 100 feet.

For the reasons identified above, this land is not developable.

**ID #41**



Map 30: ID #41 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
41	0.11	Not Developable	0.00

**Analysis**

ID #41 is located on Block 16.18 Lot 12. This property is developed with a single-family dwelling. Furthermore, the land identified by the DCA has a width of approximately 19.9 feet at its greatest. As noted in the DCA Workbook, the DCA assumed the minimum dimensions of "developable property" to be 25 feet by 100 feet.

For the reasons identified above, this land is not developable.

Therefore, this land is not developable.

**ID #42**



Map 31: ID #42 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
42	17.23	Developable	17.23
<b>Analysis</b>	ID #42 is located on Block 22 lot 3.01. This property is vacant and is available for development.		

**ID #43 and #47**



Map 32: ID #43 and #47 (scale: 1" = 400')

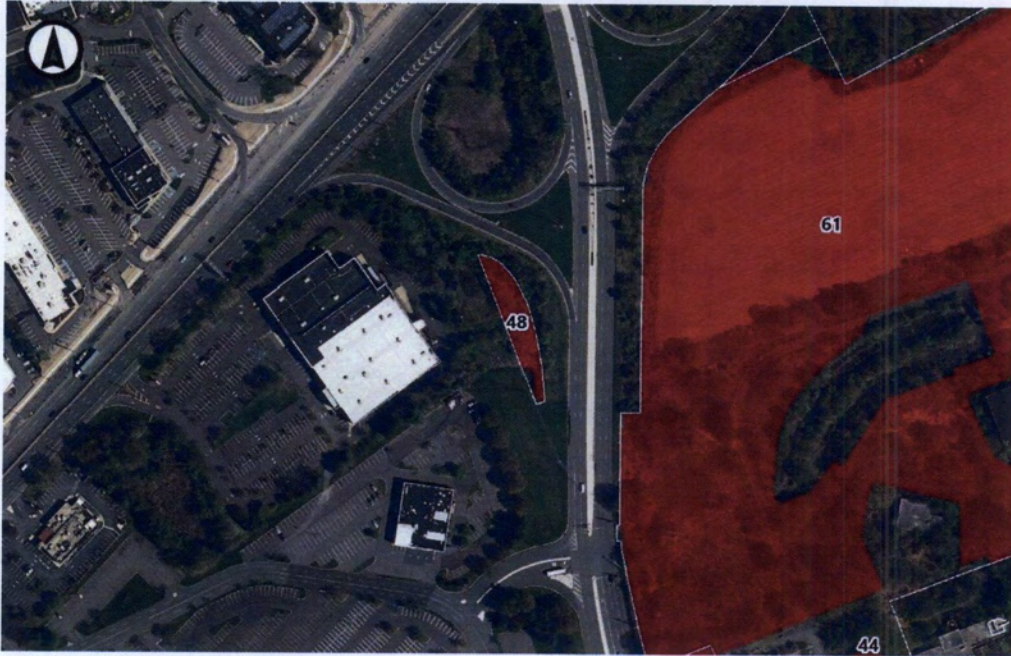
<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
43	1.19	Not Developable	0.00
47	5.07	Constrained	2.07

**Analysis**

ID #43 and a portion of ID #47 are located on Block 15 Lot 48. This property is presently developed with a single-family dwelling and farmland and is therefore not developable.

The remaining portion of ID #47 is located on Block 15 Lot 94 which is vacant and available for development. Thus, the area of this land should be recalculated 2.07 acres.

**ID #48**



Map 33: ID #48 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
48	0.34	Developable	0.34
<b>Analysis</b>	ID #48 is located on Block 8.01 Lot 2.01. This property is vacant and is available for development.		



**ID #49**



Map 34: ID #49 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
49	0.18	Not Developable	0.00
<b>Analysis</b>	ID #49 is located on Block 16.05 Lot 120. This property is to be utilized as a right-of-way. It is therefore not available for development.		

**ID #51**



Map 35: ID #51 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
51	0.53	Not Developable	0.00

**Analysis**

ID #51 is located on Block 15 Lot 3. This property is dedicated open space.

Therefore, this land is not developable.

**ID #52 and #56**



Map 36: ID #52 and #56 (scale: 1" = 500')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
52	0.13	Not Developable	0.00
56	0.24	Not Developable	0.00

**Analysis**

The ID #s identified above account for approximately 0.37 acres. They are located on Block 10 Lot 15.03 which is currently under construction with a self-storage facility.

Therefore, these lands are not developable.

**ID #53**



Map 37: ID #53 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
53	0.84	Not Developable	0.00

**Analysis** ID #53 is located on Block 8 Lot 15. This property is open space owned by the State of New Jersey.

Therefore, this land is not developable.

**ID #54**



Map 38: ID #54 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
54	0.60	Not Developable	0.00

**Analysis**

ID #54 is located on Block 19 Lot 24.02. This property is open space owned by Mercer County. Furthermore, the land identified by the DCA has a width of approximately 11.7 feet at its greatest. As noted in the DCA Workbook, the DCA assumed the minimum dimensions of "developable property" to be 25 feet by 100 feet.

Therefore, this land is not developable.

**ID #55 and #60**



Map 39: ID #55 and #60 (scale: 1" = 500')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
55	0.81	Not Developable	0.00
60	6.33	Not Developable	0.00

**Analysis**

The ID #s identified above account for approximately 7.14 acres. They are located on Block 19 Lot 9 which is currently developed with a single-family dwelling with farmland located to its rear.

Therefore, these lands are not developable.

**ID #58**



Map 40: ID #58 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
58	0.07	Not Developable	0.00

**Analysis**

ID #58 is located on Block 15 Lot 1 and Lot 3. The land identified by the DCA has a width of approximately 23.3 feet at its greatest. As noted in the DCA Workbook, the DCA assumed the minimum dimensions of "developable property" to be 25 feet by 100 feet.

Therefore, this land is not developable.

**ID #63, #64, and #67**



Map 41: ID #63, #64, and #67 (scale: 1" = 650')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
63	1.61	Not Developable	0.00
64	7.35	Not Developable	0.00
67	0.61	Not Developable	0.00

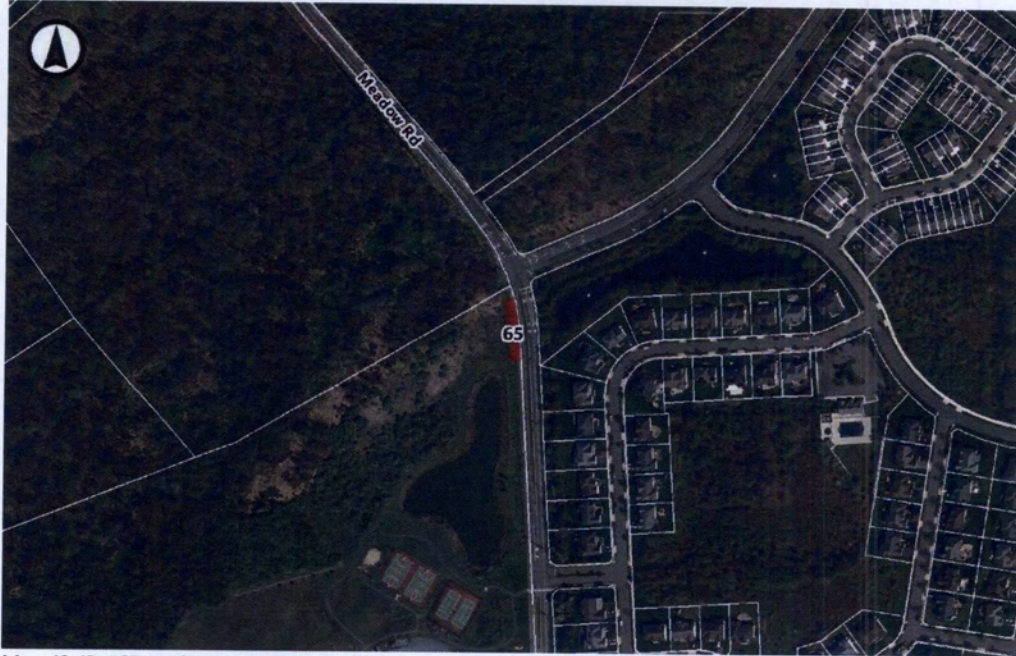
**Analysis**

The ID #s identified above account for approximately 9.57 acres. ID #63 and #64 are located on Block 93 Lots 1 and 3, while #67 is located on Block 10 Lot 11. These properties are part of the Township's municipal complex. They are developed with a firehouse, a community garden, and a library.

Therefore, these lands are not developable.



**ID #65**



Map 42: ID #65 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
65	0.11	Not Developable	0.00
<b>Analysis</b>	ID #65 is located on Block 8 Lot 48. This property is open space owned by the Township.  Therefore, this land is not developable.		

**ID #66**



Map 43: ID #66 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
66	3.21	Not Developable	0.00

**Analysis**

ID #66 is located on Block 20 Lot 58. This property is presently developed with a single-family dwelling.

Therefore, this land is not developable.

**ID #68 and #69**



Map 44: ID #68 and 69 (scale: 1" = 500')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
68	1.29	Not Developable	0.00
69	19.81	Not Developable	0.00

**Analysis** The ID #s identified above account for approximately 21.1 acres. ID #68 is located on Block 9 Lot 7.01 which is privately owned open space. ID #69 is located on Block 9.03 Lot 12.02 which, along with Block 9 Lots 12.01 and 12.03, received preliminary and final site plan approval for a multifamily development. Construction has commenced on Lot 12.01. For the reasons identified above, these lands are not developable.

**ID #70**

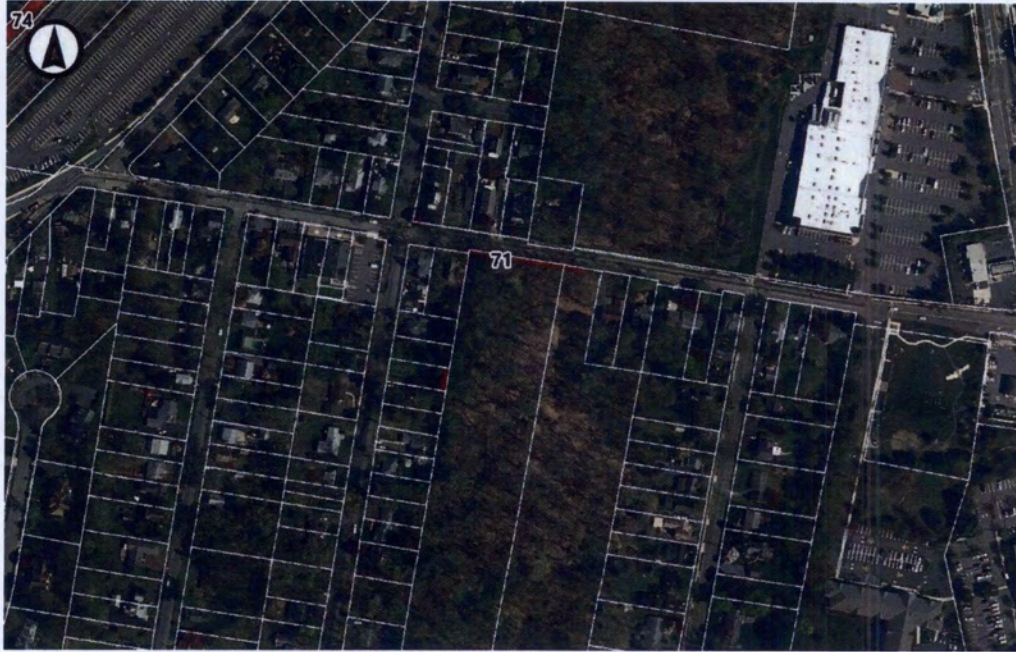


Map 45: ID #70 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
70	0.19	Not Developable	0.00

**Analysis** ID #70 is located on Block 55 Lots 55.06 and 55.07. Both lots are presently under construction with single-family dwellings.  
Therefore, this land is not developable.

**ID #71**



Map 46: ID #71 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
71	0.07	Not Developable	0.00

**Analysis**

ID #71 is located on Block 11.01 Lots 15 and 20 as well as Block 76 Lot 57. Lots 15 and 20 are preserved open space owned by the municipality. Furthermore, the land identified by the DCA has a width of approximately 12.3 feet at its greatest. As noted in the DCA Workbook, the DCA assumed the minimum dimensions of "developable property" to be 25 feet by 100 feet.

For the reasons identified above, this land is not developable.

**ID #72**



Map 47: ID #72 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
72	0.32	Not Developable	0.00

**Analysis**

ID #72 is located on Block 19 Lot 22. Lot 22 and adjoining Lot 73 are developed with a single-family dwelling with farmland.

Therefore, this land is not developable.

**ID #73**



Map 48: ID #73 (scale: 1" = 400')

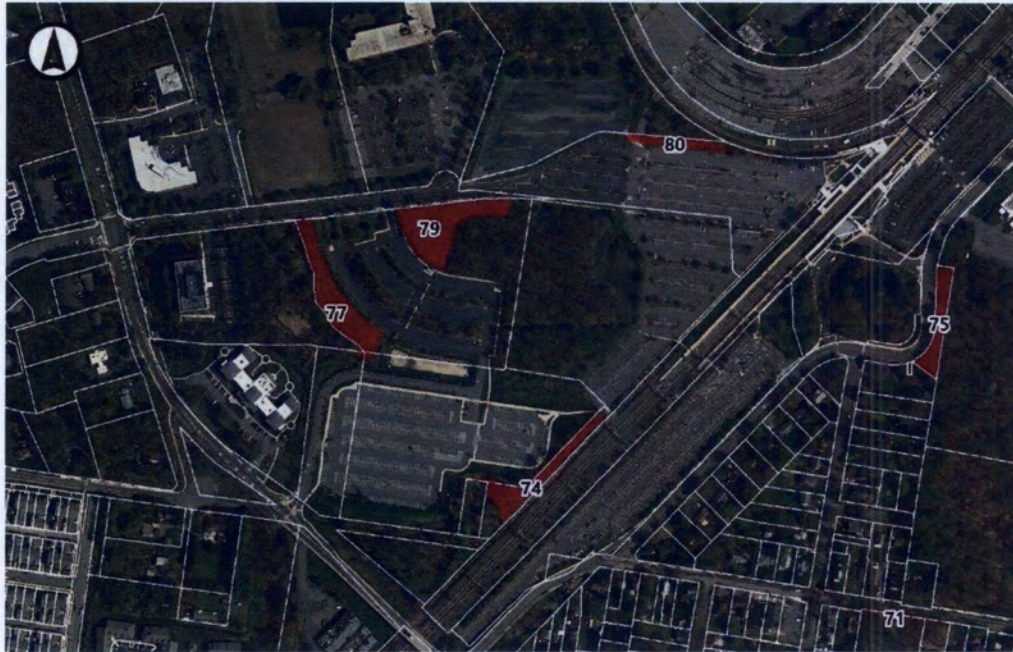
<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
73	2.40	Not Developable	0.00

**Analysis**

ID #73 is located on Block 9 Lot 27. This property is presently developed with a single-family dwelling with farmland located to its rear.

Therefore, this land is not developable.

**ID #74, #75, #77, #79, #80**



Map 49: ID #74, 75, 77, 79, and 80 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
74	0.47	Not Developable	0.00
75	0.37	Developable	0.37
77	0.77	Not Developable	0.00
79	0.89	Not Developable	0.00
80	0.20	Not Developable	0.00

**Analysis**

ID #74, #77, #79, and #80 are located on Block 6 Lots 16.02, 17.01, 33, and 88. These properties are presently developed with parking facilities associated with the Princeton Junction Train Station. Therefore, these lands are not developable.

ID #75 is located on Block 64 Lot 170.01. This property is vacant and is available for development.



**ID #76**



Map 50: ID #76 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
76	0.06	Not Developable	0.00

**Analysis**

ID #76 is located on Block 12 Lot 3. This property is preserved open space owned by the municipality. Furthermore, the land identified by the DCA has a width of approximately 4.4 feet at its greatest. As noted in the DCA Workbook, the DCA assumed the minimum dimensions of "developable property" to be 25 feet by 100 feet.

For the reasons identified above, this land is not developable.

**ID #78 and #82**



Map 51: ID #78 and #82 (scale: 1" = 400')

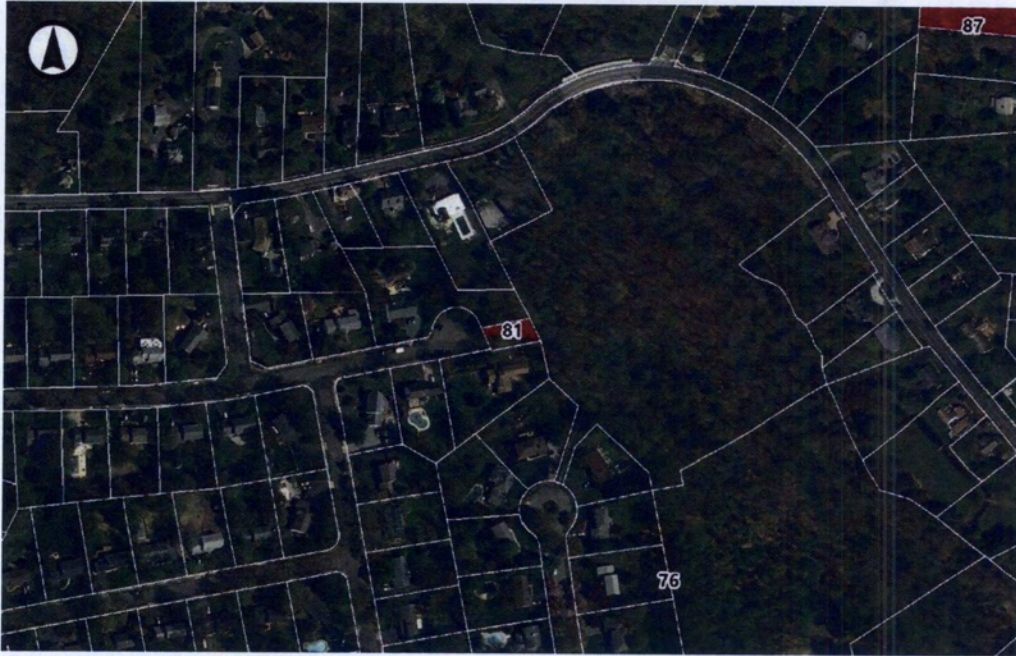
<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
78	0.87	Not Developable	0.00
82	0.37	Not Developable	0.00

**Analysis**

The ID #s identified above account for approximately 1.24 acres. They are located on Block 7 Lot 61.021 which is presently developed with a multifamily development associated with a seminary.

Therefore, these land are not developable.

**ID #81**



Map 52: ID #81 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
81	0.07	Not Developable	0.00
<b>Analysis</b>	ID #81 is located on Block 12.06 Lot 1. This property is to be utilized as a right-of-way. It is therefore not available for development.		

**ID #83**



Map 53: ID #83 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
83	13.95	Not Developable	0.00

**Analysis**

ID #83 is located on Block 9 Lots 83, 85, and 84. These properties previously received site plan approval for the development of an office complex. A parking lot has already been constructed on Lot 84.

Therefore, these lands are not available for development.

**ID #84**



Map 54: ID #84 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
84	0.67	Not Developable	0.00

**Analysis** ID #84 is located on Block 9 Lot 72. This property is presently developed with a United States postal office.

Therefore, this land is not developable.

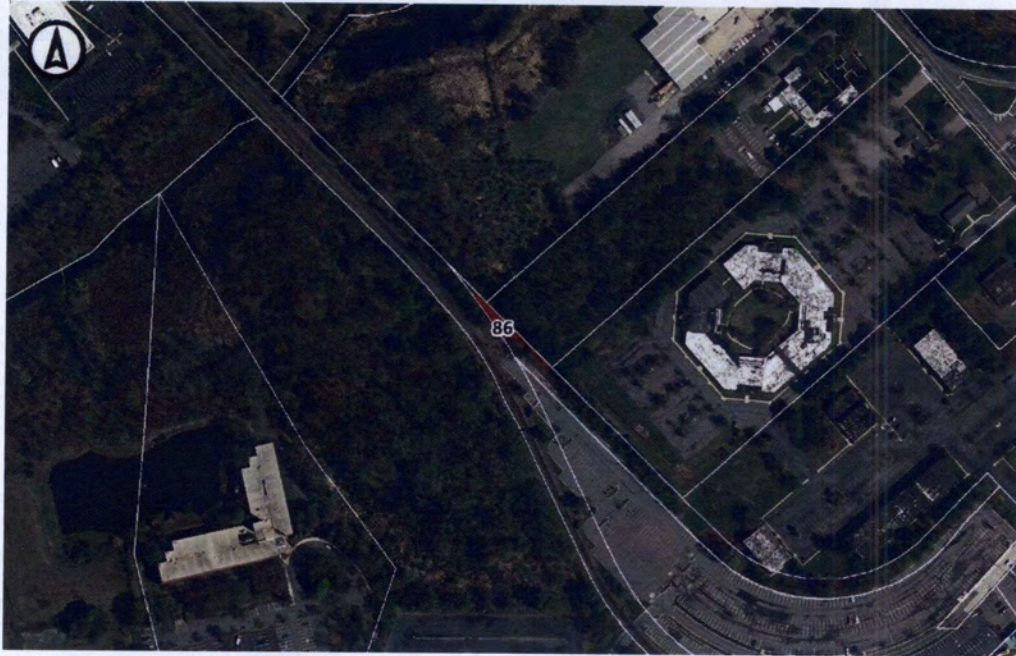
**ID #85**



Map 55: ID #85 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
85	8.49	Not Developable	0.00
<b>Analysis</b>	ID #85 is located on Block 7.15 Lot 12.09. This property received site plan approval for an office development. It is therefore not available for development.		

**ID #86**



Map 56: ID #85 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
86	0.06	Not Developable	0.00

**Analysis**

ID #86 is located on Block 6 Lot 65. The land identified by the DCA has a width of approximately 22.7 feet at its greatest. As noted in the DCA Workbook, the DCA assumed the minimum dimensions of "developable property" to be 25 feet by 100 feet.

For the reasons identified above, this land is not developable.

**ID #87**



Map 57: ID #87 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
87	0.99	Not Developable	0.00

**Analysis** ID #87 is located on Block 5.01 Lots 49.01 and 49.02. Both lots are presently under construction with single-family dwellings.

Therefore, this land is not developable.



**ID #88**



Map 58: ID #85 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
88	3.52	Developable	3.52
<b>Analysis</b>	ID #88 is located on Block 9 Lot 60. This property is presently vacant and available for development.		

**ID #89 and 91**



Map 59: ID #89 and #91 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
89	0.07	Constrained	0.04
91	0.56	Developable	0.56

**Analysis**

The ID #s identified above account for approximately 0.63 acres. They are located on Block 5 Lots 55 and 65. Lot 55 is presently vacant and is available for development. Lot 65 is open space owned by the municipality. Thus, the area of Lot 89 should be adjusted from 0.07 acres to 0.04 acres.

**ID #90**



Map 60: ID #90 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
90	5.45	Not Developable	0.00

**Analysis** ID #90 is located on Block 9 Lot 82. This property received site plan approval for an office development. It is therefore not available for development.

**ID #92**



Map 61: ID #92 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
92	0.08	Not Developable	0.00

**Analysis**

ID #92 is located on 50 Lot 73. This property is presently developed with a house of worship.

Therefore, this land is not developable.

**ID #93 and #94**



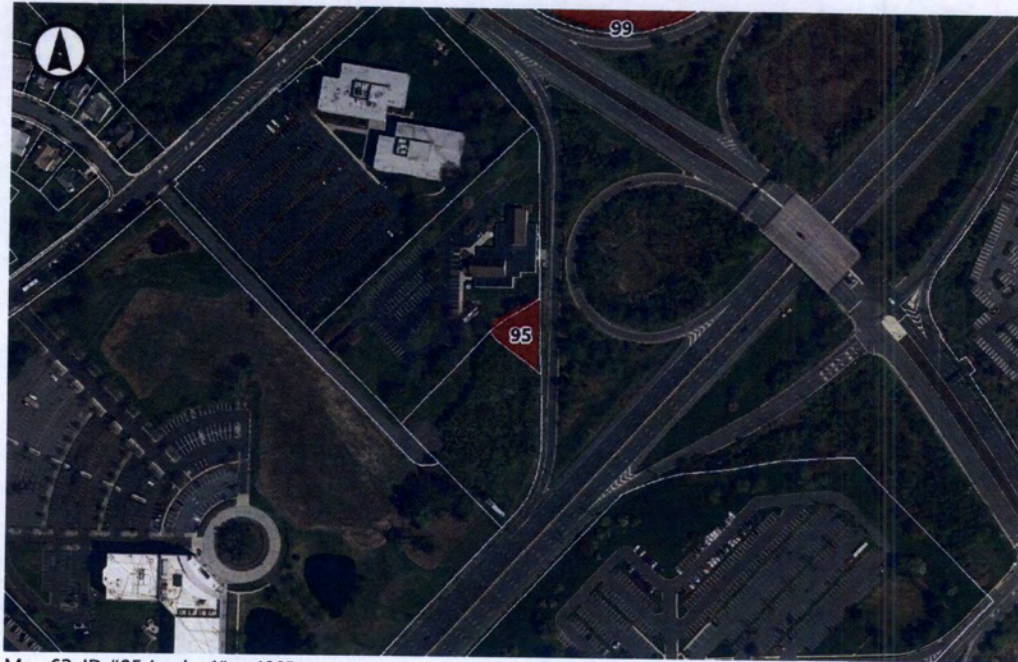
Map 62: ID #93 and #94 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
93	1.25	Not Developable	0.00
94	41.50	Not Developable	0.00

**Analysis**

The ID #s identified above account for approximately 42.75 acres. They are located on Block 7.13 Lot 12.06 which received GDP and site plan approval for a hotel and office development. These lands are therefore not available for development.

**ID #95**



Map 63: ID #95 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
95	0.22	Constrained	0.22

**Analysis** ID #95 is located on 7.13 Lots 46 and 47. Block 46 is presently developed with a house of worship, while Lot 47 is vacant and available for development. The area of ID #95 should therefore be slightly recalculated. This recalculation does not result in a significant change in area.

**ID #96 and #97**



Map 64: ID #96 and #97 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
96	0.56	Developable	0.56
97	2.63	Constrained	2.27

**Analysis**

ID #96 is located on Block 95 Lot 3 which is presently vacant and available for development. ID #97 is located on Block 44 Lots 18, 19, 20, 21, 22, 24, and 26. While Lots 18, 20, 22, 24, and 26 are presently vacant and available for development, Lots 19 and 21 are developed with a memory care facility. Thus, the area of ID #97 should be adjusted to 2.27 acres to exclude these properties.

**ID #98**



Map 65: ID #98 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
98	5.94	Developable	5.94
<b>Analysis</b>	ID #98 is located on Block 6 Lot 1.01. This property is presently vacant and available for development.		



**ID #99**



Map 66: ID #99 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
99	50.05	Developable	50.05
<b>Analysis</b>	ID #99 is located on Block 4 Lot 3.011. This property is presently vacant and available for development.		

**ID #100 and #101**



Map 67: ID #100 and #101 (scale: 1" = 400')

<b>ID #</b>	<b>Weighted Acres</b>	<b>Status</b>	<b>Weighted Acres - Recalculated</b>
100	39.91	Not Developable	0.00
101	14.55	Not Developable	0.00

**Analysis**

The ID #s identified above account for approximately 54.46 acres. They are located on Block 5 Lot 8.04 which received a GDP approval for an office development. These lands are therefore not available for development.

**ID #102, #103, #104, #105, and #106**



Map 68: ID #102, #103, #104, #105, and #106 (scale: 1" = 850')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
102	14.49	Constrained	11.45
103	0.31	Not Developable	0.00
104	2.16	Not Developable	0.00
105	9.44	Not Developable	0.00
106	1.83	Not Developable	0.00

**Analysis**

ID #102 is located on Block 4 Lot 1.012. This property is partially encumbered by a deed restriction. Therefore, its area should be adjusted to 11.45 acres.

ID #103, ID #104, ID #105, and ID #106 are located on Block 3 Lot 1.012. This property is currently under development with a new campus associated with Princeton University. These lands are therefore not available for development.

Appendix B:  
Structural Conditions Survey

EXTERIOR HOUSING SURVEY

MUNICIPALITY WEST WINDSOR

COUNTY MERCER

DATE 12.12.24

Street Address	Block/Lot	Number of Dwelling Units	Tenure of Units i.e. owner occupied/ rental/ mixed occupancy	Year Built	MAJOR SYSTEMS One major system is required to indicate that the structure is in need of repair			MINOR SYSTEMS Two minor systems are required to indicate that the structure is in need of repair			Structure in Need of Repair (Mark "Yes" or "No")	If Yes, Provide Details
					Foundation	Weatherization		Eaves/Soffits/ Gutters/Leader	Rails/Stairs/Steps/Porch	Fire Escape		
						Siding and Walls	Windows and Doors					
317 OAK LAKE							ROOF				YES	ROOF NEEDS PATCH AT VENT
271 VARSITY AVE							ROOF				YES	ROOF NEEDS REPAIR
264 FISHER PLACE							ROOF		MISSING STAIRS		YES	NEED LOTS OF REPAIRS
3702 BRUNSWICK PIKE						✓	✓	ROOF	✓	✓	YES	BUILDING LOCKS ABANDON

I verify that I have conducted this exterior housing survey according to COAH criteria

Signature: [Signature] Building Inspector Print Name and Title: RANDY BANWALMAN BUILDING INSPECTOR

**REQUEST FOR COUNCIL ACTION**

Date of Request: December 27, 2024

Initiated By: Samuel J. Surtees Division/Department: Comm. Dev./Land Use

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Introduction and subsequent adoption of an ordinance amending Section 200-260 "RP-1 Principle Permitted Uses"; adding pet day-care facilities as a permitted use.

**SOURCE OF FUNDING:** NA

**CONTRACT AMOUNT:** NA

**CONTRACT LENGTH:** NA

**OTHER SUPPORTING INFORMATION ATTACHED:**

Ordinance Summary  
Memorandum from Samuel J. Surtees  
Ordinance

**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**

Samuel J. Surtees 12-27-24 Samuel J. Surtees  
Department/Division Head Date

APPROVED FOR AGENDA OF: January 27, 2025

By: Marlena Schmid  
Marlena Schmid, Business Administrator

MEETING DATE: 1/27/25 Ordinance # \_\_\_\_\_ Resolution # 2025-01

Council Action Taken:

**TOWNSHIP OF WEST WINDSOR  
MERCER COUNTY, NEW JERSEY**

**ORDINANCE NO. 2025-01**

**AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 200 LAND USE, PART 5, PRINCETON JUNCTION REDEVELOPMENT PLAN REGULATORY PROVISIONS IN THE CODE OF THE TOWNSHIP OF WEST WINDSOR, ARTICLE XXXIV, LAND USE CONTROLS, SECTION 200-260, TO AMEND THE RP-1 PRINCETON JUNCTION REDEVELOPMENT PLAN DISTRICT**

BE IT ORDAINED by the Township Council of the Township of West Windsor, County of Mercer, State of New Jersey, as follows:

Section 1. Chapter 200 of said Code, Land Use, Part 5, Princeton Junction Redevelopment Plan Regulatory Provisions, Article XXXIV, Land Use Controls, Section 200-260, RP-1 District, Subsection A., RP-1 District use regulations., Item (2), Principal permitted uses, is hereby amended by adding the new subitem (r).

- (r) Pet day-care facilities.

Section 2. Chapter 200 of said Code, Land Use, Part 5, Princeton Junction Redevelopment Plan Regulatory Provisions, Article XXXIV, Land Use Controls, Section 200-260, RP-1 District, Subsection B., RP-1 District intensity, bulk, and other regulations., is hereby amended by adding a new item (10).

- (10) Additional standards pertaining to pet-day care facilities. The following standards shall apply to pet day-care facilities in the RP-1 District.
  - (a) Buildings and/or tenant spaces housing animals shall be soundproofed to a maximum transmission of 40 dB as measured on the outside of the exterior wall or of any ceiling. Other soundproofing requirements may be imposed by the board of jurisdiction, such as, but not limited to, the following: non-opening windows and forced-air ventilation, solid core doors, and sound-absorbent ceilings.
  - (b) All buildings shall be of adequate construction, maintained in good repair, and secured in order to protect animals from injury or escape.
  - (c) Proper and ample ventilation of all animal areas in buildings shall be demonstrated to the satisfaction of the board of jurisdiction and shall meet all state regulations and local licensing requirements.
  - (d) All animals housed in the facility shall be kept within the confines of a building between the hours of 9:00 p.m. and 8:00 a.m.

- (e) Provisions shall be made for the removal and proper disposal of animal food, waste, bedding, and debris in disposal areas which shall be separate from residential disposal collection areas.
- (f) No outdoor facilities shall be permitted.

Section 3. In the event of any conflict between the provisions and requirements of these sections and the provisions and requirements of any other section of this chapter, the provisions and requirements of this section shall govern. Each section, subsection, sentence, clause and phrase of this article is declared to be an independent section, subsection, sentence, clause and phrase, and the finding of holding of any such portion of this article to be unconstitutional, void or ineffective for any cause or reason shall not affect any other portion of these sections.

Section 4. This Ordinance shall take effect twenty (20) days after action or inaction by the Mayor as approved by law, or an override of a mayoral veto by the Council, whichever is applicable; upon the approval by the County review agency or sixty (60) days from the receipt of the ordinance by the County review agency if the County review agency should fail to act; and upon publication according to law.

INTRODUCTION:  
PLANNING BOARD:  
PUBLIC HEARING:  
ADOPTION:  
MAYORAL APPROVAL:  
EFFECTIVE DATE:



**TOWNSHIP OF WEST WINDSOR**

*Community Development Department*

*Division of Land Use*

**MEMORANDUM**

TO: Marlena Schmid  
Business Administrator

FROM: Samuel J. Surtees  
Manager, Division of Land Use

SUBJECT: Ordinance Amendment to RP-1 District  
(Princeton Junction Train Station Redevelopment – Avalon Project)

DATE: January 9, 2025

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As part of the recent settlement agreement with Avalon Bay Communities Inc. dated December 9, 2024 (Resolution 2024-R241), the Township agreed to amend section 200-260 of the West Windsor Township Land Use Ordinance to permit pet day-care facilities as a principal permitted use in the RP-1 zoning district.

This draft ordinance has been reviewed by the Township Health Officer and reflects comments to address health concerns.

The attached draft ordinance would add a new section, 200-266 (2)(r) permitting said use and would include standards that the user would need to comply with when applying for township zoning/construction permits.

I would ask that this ordinance be introduced at the January 27, 2025 Township Council meeting; referral to the Planning Board for their February 19, 2025 meeting and back to Township Council for a public hearing on March 3, 2025.

If you have any questions, please advise.

Thank you.

c: RP-1 Ordinance File  
K. Giblin