

**Kingwood Township
Housing Board Meeting Minutes
July 29, 2010**

Call to Order

The meeting was called to order by Phil Lubitz, Township COAH Liaison at 8:10 A.M.

Notice Requirements

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act and published in the Hunterdon County Democrat on Thursday, July 15, 2010, and by telefaxing a copy of the notice to the Courier News, the Star Ledger , and the Express Times on July 8, 2010. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on July 8, 2010.

In order to ensure full public participation in this meeting, all members of this committee or Board, and also members of the public are requested to speak only when recognized by the Chair so that there is no simultaneous discussion or over talk, and further, all persons are ,the Township. Your cooperation is appreciated.

Roll Call

Present: Phillip Lubitz
James Wells

Absent: Ron Hartpence
Richard Abbott

Also present at the meeting were Planner, David Banisch from Banisch Assoc., and Secretary Cynthia Keller.

Approve Minutes of the April 29th, 2010 Housing Board Meeting

It was moved by Mr. Wells, seconded by Mr. Lubitz and carried to approve the minutes of the April 29, 2010 Housing Board Meeting.

Roll Call Vote:	Aye	-	P. Lubitz, J. Wells
	Nay	-	None
	Abstain	-	None
	Absent	-	R. Hartpence, R. Abbott

2.

Planner David Banisch – Update on the Township’s Petition for Substantive Certification for COAH

Planner David Banisch reported that COAH has requested a few items, which are needed for certification. He stated that there are approximately four items remaining, and that the Township has 60 days to complete and submit. Mr. Banisch discussed an update of the Ukarish property, the Habitat for Humanity project, Route 12 Business Park mixed used development agreement, and an agreement the Township has accepted with Norwescap, as an Affordable Housing Administrative Agent.

Habitat for Humanity, Ukarish Property and Melnyk Property

Mr. Banisch explained that all looks good with Habitat for Humanity. He noted that Agreements have been discussed with the Township for the Ukarish Property and the Melnyk Property.

There was a lengthy discussion on zoning ordinance amendments in regard to the Rt. 12 Business Park. Mr. Banisch explained the plans for the Rt. 12 Business Park and their plans for building COAH units. He explained that COAH has reviewed a wastewater management plant for Rt. 12 Business Park, which is in the works. He explained that the Township is in the process of negotiating an agreement with Van Veldhuisen Family Partnership for the Rt. 12 Business Park project, and an approval of a site plan amendment.

The Housing Board discussed the possibilities of housing for veterans in several locations in the Township. They discussed different options for units and sizes. Transportation was also discussed for residents in the unit areas.

Planner David Banisch discussed a copy of a letter sent to the Kingwood Township Housing Board from the Kingwood Township Clerk regarding NORWESCAP and an agreement proposal for an Affordable Housing Administrative Agent. He explained that the Township had recently advertised for quotations. Mr. Banisch read aloud the letter, stating that the Township had received one response from NORWESCAP. The Housing Board reviewed the quotation document, and had a very lengthy discussion. The members all agree that the Township should go ahead with NORWESCAP.

Mr. Phil Lubitz noted that the Hunterdon County Planning Board is excepting nominations for special projects for an award. The Housing Board noted that their next meeting will be scheduled on Thursday, October 28, 2010 at 8:00A.M.

It was moved by Mr. Wells, seconded by Mr. Lubitz and carried to adjourn the meeting at At 9:05A.M. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted, Cynthia L. Keller, Housing Board Secretary