

ORDINANCE #2020-008

**ORDINANCE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
LAKEWOOD, OCEAN COUNTY, NEW JERSEY, AMENDING AND
SUPPLEMENTING CHAPTER XVIII TITLED “UNIFIED DEVELOPMENT
ORDINANCE” BY REVISING ARTICLE XII TITLED “AFFORDABLE HOUSING
PROVISIONS.”**

BE IT ORDAINED by the Township Committee of the Township of Lakewood, in the County of Ocean, and State of New Jersey as follows:

Section 1. Article XII “Affordable Housing Provisions” of Chapter XVIII “Unified Development Ordinance” is hereby amended as follows:

18-1200 [Reserved.] Municipal Housing Liaison

A. The Township of Lakewood has established the position of Municipal Housing Liaison. The Township of Lakewood shall appoint a specific municipal employee to serve as a Municipal Housing Liaison for purposes of administering the Township’s affordable housing program. The Municipal Housing Liaison shall be responsible for overseeing the Township’s affordable housing program, including overseeing the administration of affordability controls on the affordable units and the affirmative marketing of available affordable units in accordance with the Township’s Affirmative Marketing Plan; overseeing the Township’s rehabilitation program and affordability assistance programs and fulfilling monitoring and reporting requirements; and supervising Administrative Agent(s). Lakewood Township shall adopt a Resolution appointing the person to fulfill the position of Municipal Housing Liaison. The Municipal Housing Liaison shall be appointed by the Township Committee and may be a full-time or part-time municipal employee. Compensation may be fixed by the Township Committee at the time of appointment of the Municipal Housing Liaison. The Municipal Housing Liaison shall be approved by the Court and shall be duly qualified through a training program sponsored by Affordable Housing Professionals of New Jersey before assuming the duties of Municipal Housing Liaison.

B. The Municipal Housing Liaison shall be responsible for oversight and administration of the affordable housing program for Lakewood Township, including the following responsibilities which may not be contracted out to the Administrative Agent:

1. Serving as Lakewood Township’s primary point of contact for all inquiries from the State, affordable housing providers, Administrative Agents and interested households;

2. Compiling, verifying, submitting and posting all monitoring reports as required by the Court and by this Ordinance;

3. Coordinating meetings with affordable housing providers and Administrative Agents, as needed; and

4. Attending continuing education opportunities on affordability controls, compliance monitoring and affirmative marketing at least annually and more often as needed.

C. Subject to the approval of the Court, the Township of Lakewood shall designate one or more Administrative Agent(s) to administer and to affirmatively market the affordable units constructed or rehabilitated in the Township in accordance with UHAC and this Ordinance and to administer the Township's rental affordability program. An Operating Manual for each affordable housing program shall be provided by the Administrative Agent(s) to be adopted by resolution of the Township Committee and subject to approval of the Court. The Operating Manual(s) shall be available for public inspection in the office of the Township Clerk, in the office of the Municipal Housing Liaison, and in the office(s) of the Administrative Agent(s). The Municipal Housing Liaison shall supervise the work of the Administrative Agent(s).

18-1201[Reserved.] Administrative Agent.

An Administrative Agent shall be an independent entity serving under contract to and reporting to the municipality. The fees of the Administrative Agent shall be paid by the owners of the affordable units for which the services of the Administrative Agent are required. The Administrative Agent shall perform the duties and responsibilities of an Administrative Agent as set forth in UHAC, including those set forth in Sections 5:80-26.14, 16 and 18 thereof. In addition to acting as Administrative Agent for the Township's Rehabilitation program, the Administrative Agent shall oversee the Township's Affordability Assistance program.

Section 2. All ordinances or parts of ordinances which are inconsistent herewith are repealed, but only to the extent of such inconsistency. All other parts of Chapter XVIII of the Code of the Township of Lakewood not inconsistent herewith are ratified and confirmed.

Section 3. If any part or parts of this Ordinance are for any reason held to be invalid, such adjudication shall not affect the validity of the remaining portions of this Ordinance.

Section 4. A copy of this Ordinance shall be forwarded, after introduction, to the Lakewood Township Planning Board for a Master Plan consistency review in accordance with N.J.S.A. 40:55D-64.

Section 5. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

Section 6. This ordinance shall take effect following its final passage by the Township Committee, approval by the Mayor, and publication as required by law.

Note to Codifier: language in brackets [] is to be deleted from the original text. Underlined language is new language to the original text.