

Housing Element and Fair Share Plan



June 3, 2025

Prepared by:



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2025 Housing Element and Fair Share Plan

Andover Township Sussex County, New Jersey

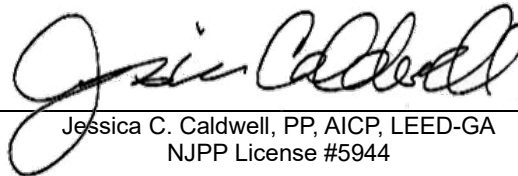
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June 2025

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1. Introduction

1.1 Community Overview

Andover Township is situated in south-central Sussex County and spans 20.70 square miles in area. Andover Township's neighboring municipalities include the Town of Newton, Andover Borough, Green Township, Fredon Township, Hampton Township, Lafayette Township, Sparta Township, and Byram Township (**Figure 1**). In 2020, the United States Decennial Census reported a population of 5,996 living in the Township.

Andover Township is a rural municipality situated between the local urban centers of the Town of Newton and Andover Borough, which are connected by U.S. Route 206 in the southwestern portion of the Township. Other major roadways include Newton Sparta Road, Andover Sparta Road, Limecrest Road, Stickles Pond Road, Lawrence Road, Warbasse Junction Road, Brighton Road, and Andover Mohawk Road (**Figure 1**).

The Township is part of the Ridge and Valley Region, primarily encompassing the Kittatinny Valley. The Kittatinny Valley has rolling hills and relatively flat topography, primarily supporting residential and agricultural uses. However, the southeastern and eastern portions of the Township border the Highlands Region, which includes more elevated topography and is known for clean drinking water, biodiversity, critical wildlife habitat, and scenic beauty.

The Township has many forested areas, including the centrally located Kittatinny Valley State Park, which also includes Lake Aeroflex. There are also heavily forested areas in the southwest near the Pequest River, the southeast along the border with Byram Township, the east along the border with Sparta Township, and the north near the Sussex Branch Trail along the border with Hampton Township. Other surface water features include Lake Lenape, Clearwater Lake, Lake Iliff, Perona Lake, and Stickle Pond.

Residential areas are scattered throughout the Township, but the largest clusters are located near and along Newton Sparta Road, Andover Sparta Road, Limecrest Road, and Stickles Pond Road. Commercial uses are concentrated along U.S. Route 206 and Newton Sparta Road. Agricultural uses are concentrated along the border of Green Township in the southwest and the border of Lafayette Township in the northeast. The Township also has large golf courses, including Newton Country Club and Farmstead Golf & Country Club.

The Township is located within the PA 4 – Rural Planning¹, PA 4B – Rural Environmentally Sensitive², and PA 5 – Environmentally Sensitive³ State Development and Redevelopment Plan (SDRP) Planning Areas. The largest portion of the Township is located in PA 5, followed by the large east-central area and smaller northern area in PA 4, and scattered fringe areas in PA 4B. The

¹ The PA 4 Planning Area (Rural Planning Area) in the SDRP comprises much of the countryside of New Jersey, where large masses of cultivated or open land surround rural Regional, Town, Village, and Hamlet Centers. Development is highly restricted to maintain farmland and promote a viable agricultural industry, protect the character of existing, stable communities, and accommodate growth, including residential, within Centers.

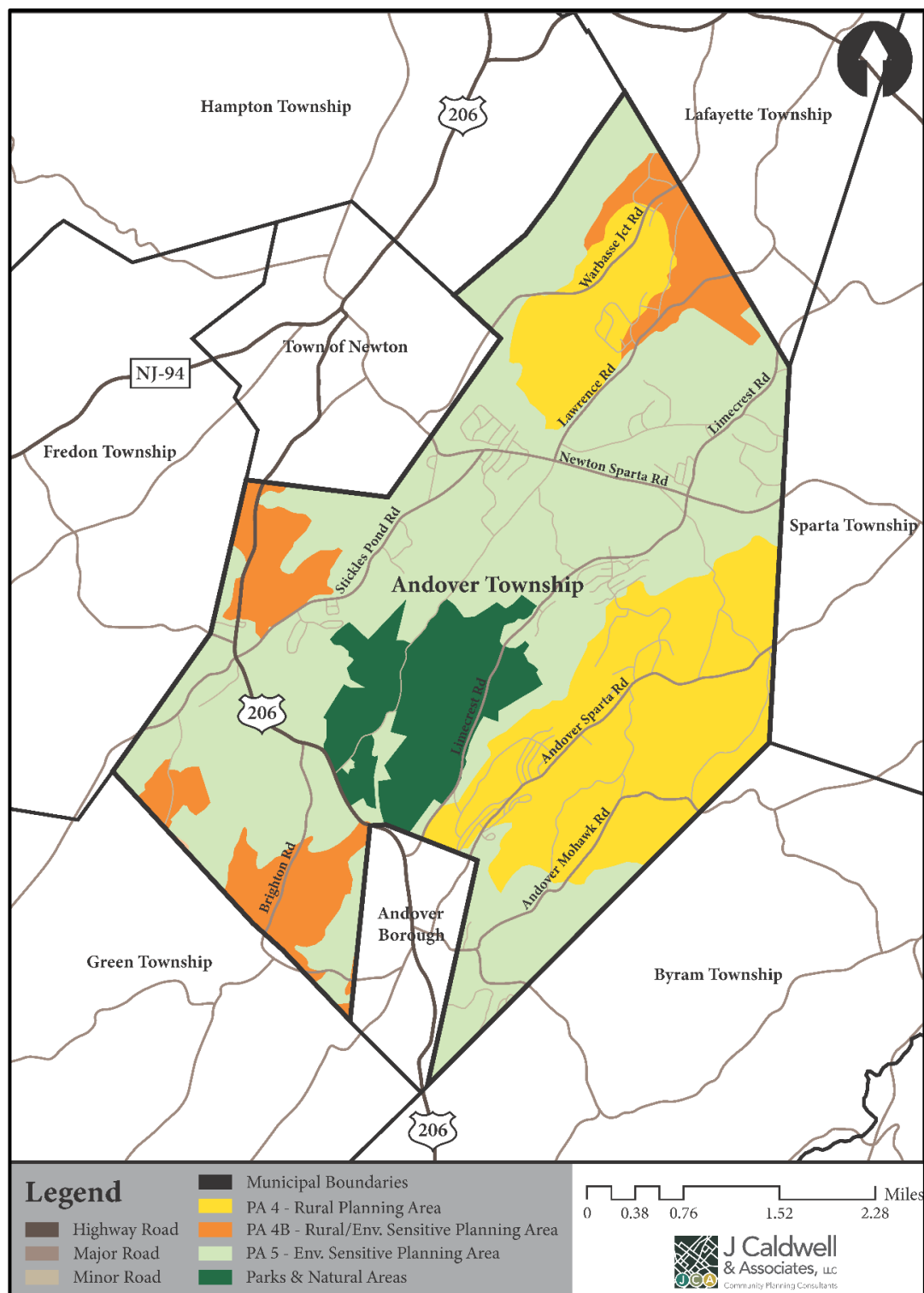
² The PA 4B Planning Area (Rural Environmentally Sensitive Planning Area) in the SDRP includes rural lands with significant environmental features. Development is highly restricted to protect natural resources, with a focus on conservation, low-intensity land use, and limited intensity land use, and limited infrastructure expansion.

³ The PA 5 Planning Area (Environmentally Sensitive Planning Area) in the SDRP consists of lands with critical environmental features, such as wetlands, forests, and habitats. Development is highly restricted to protect ecological integrity, with strict land use controls and limited infrastructure expansion to prevent environmental degradation.

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SDRP also distinguishes Parks & Natural Areas of the Township, including a large central area encompassing parts of Kittatinny Valley State Park (**Figure 1**).

Figure 1. Context Map



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1.2 Relationship to Other Plans

Municipal Master Plan

A Master Plan Reexamination Report was completed in 2023, which affirmed the goals and objectives outlined in the 1989 Master Plan and subsequent 1992, 1998, 2000, 2005, and 2010 Master Plan amendments. Before 2023, Reexamination Reports were completed in 1994, 2000, 2005, 2007, 2008, 2010, and 2011. The following goals and objectives are of particular relevance to this Housing Element and Fair Share Plan:

1989 Master Plan Housing Goals

1. To provide for a variety of housing opportunities in appropriate locations;
2. To create the realistic opportunity for the construction of Andover Township's Mt. Laurel obligation;
3. To limit non inclusionary multi-family development to areas where it presently exists (pursuant to the objectives of Mount Laurel II);
4. To relate density of housing development to environmental characteristics and roadway capacity;
5. To create a desirable environment through the adoption of "lookalike ordinances". This is particularly true to smaller lot subdivisions (and multi-family developments);
6. To encourage cluster development on sites which are most appropriate for clustering. Clustering should be encouraged where environmental characteristics of property warrant the cluster option and where continuous open space can be achieved. (Such open space should include lands which do not exhibit constraints as identified in Section 6.1Ab1); and
7. In cluster developments net lot sizes might be smaller than those under conventional zoning.

2005 Master Plan Amendment Objectives for Residential Development

1. Encourage land use planning techniques for residential development to minimize environmental impacts, preserve farmland, secure or control land as open space and minimize future infrastructure maintenance;
2. Provide a variety of housing opportunities for all income levels consistent with the Housing Element;
3. Establish housing densities that relate to the carrying capacity of the land, ambient air standards, water quality and quantity standards, infrastructure, roads, and utilities by promoting resource protection, housing alternatives and interconnected greenways;
4. Preserve the natural features of the Township including the rolling, wooded hill-sides, rock outcroppings, ridge-lines, wetlands, and forested areas; and

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5. Discourage development along ridgelines and steeply sloped areas to preserve the visual rural environment.

State Development and Redevelopment Plan (2001)

At the time of the preparation of this Housing Element and Fair Share Plan (HEFSP), the update to the New Jersey State Development and Redevelopment Plan (SDRP) is expected to be completed in late 2025. The last update to the SDRP was adopted in 2001 and identified several goals and objectives for housing, specifically as they relate to the PA 4 – Rural Planning, PA 4B – Rural Environmentally Sensitive, and PA 5 – Environmentally Sensitive Planning Areas. These goals, objectives, and policies, which in part guide the preparation of this HEFSP, are as follows:

1. **Housing:** Provide for a full range of housing choices primarily in Centers at appropriate densities to accommodate projected growth. Ensure that housing in general – and in particular affordable, senior citizen, special needs and family housing – is developed with access to a range of commercial, cultural, educational, recreational, health and transportation services and facilities. Focus multi-family and higher-density, single-family housing in Centers. Any housing in the Environs should be planned and located to maintain or enhance the cultural and scenic qualities and with minimum impacts on environmental resources.
2. **Natural Resource Conservation:** Protect and preserve large, contiguous tracts and corridors of recreation, forest or other open space land that protect natural systems and sensitive natural resources, including endangered species, ground and surface water resources, wetland systems, natural landscapes of exceptional value, critical slope areas, scenic vistas and other significant environmentally sensitive features.
3. **Redevelopment:** Encourage environmentally appropriate redevelopment in existing Centers and existing developed areas that have the potential to become Centers or in ways that support Center-based development to accommodate growth that would otherwise occur in the Environs. Redevelop with intensities sufficient to support transit, a range of uses broad enough to encourage activity beyond the traditional workday, efficient use of infrastructure, and physical design features that enhance public safety, encourage pedestrian activity and reduce dependency on the automobile to attract growth otherwise planned for the Environs.
4. **Public Facilities and Services:** Phase and program for construction as part of a dedicated capital improvement budget or as part of a public/private development agreement the extension or establishment of public facilities and services, particularly wastewater systems, to establish adequate levels of capital facilities and services to support Centers; to protect large contiguous areas of environmentally sensitive features and other open spaces; to protect public investments in open space preservation programs; and to minimize conflicts between Centers and the Environs. Encourage private investments and facilitate public/private partnerships to provide adequate facilities and services, particularly wastewater systems, in Centers. Make community wastewater treatment a feasible and cost-effective alternative.
5. **Intergovernmental Coordination:** Coordinate efforts of state agencies, county and municipal governments to ensure that state and local policies and programs support environmental protection by examining the effects of financial institution lending practices, government regulation, taxation and other governmental policies and programs.

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Andover Township strives to ensure the implementation of this HEFSP is consistent with the above-mentioned policies and objectives while respecting existing community characteristics and natural resources.

County Comprehensive Plan

The Sussex County Strategic Growth Plan (SGP) was adopted in 2005 to guide the county's development in a sustainable manner. This HEFSP is consistent with the following goals and policy objectives outlined in the 2005 Sussex County SGP:

1. Minimize sprawl through incentives for density transfer and focus development into designated growth areas (centers); and
2. Expand the range of housing opportunities through judicious planning of service infrastructure.

Surrounding Municipalities' Master Plans

Andover Borough, Sussex County

Andover Borough is surrounded by Andover Township on three sides in the southern part of the Township. The Borough's Master Plan was adopted in 1977 and updated Master Plans were adopted in 1988 and 2017. Reexamination Reports were completed in 1996, 2006, and 2017. This HEFSP does not significantly impact Andover Borough's Master Plan.

Town of Newton, Sussex County

The Town of Newton is located to the northwest of Andover Township. Newton's most recent comprehensive Master Plan Update was prepared in 2008, with Reexamination Reports prepared in 2009, 2014, 2016, and 2019. This HEFSP does not significantly impact Newton's Master Plan.

Byram Township, Sussex County

Byram Township is located to the southeast of Andover Township. Byram's Master Plan was adopted in 1988 and an updated Master Plan was adopted in 2004. Reexamination Reports were completed in 1996, 2002, 2012, and 2022. This HEFSP does not significantly impact Byram Township's Master Plan.

Green Township, Sussex County

Green Township is located to the southwest of Andover Township. A comprehensive Master Plan Update was recently completed in 2025, with Reexamination Reports prepared in 2008, 2018, and also in 2025. This HEFSP does not significantly impact Green Township's Master Plan.

Fredon Township, Sussex County

Fredon Township is located to the west of Andover Township. Fredon Township's Master Plan was adopted in 1975 and updated Master Plans were adopted in 1993 and 2007. Reexamination Reports were completed in 2004, 2013, and 2023. This HEFSP does not significantly impact Fredon Township's Master Plan.

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Hampton Township, Sussex County

Hampton Township is located to the northwest of Andover Township. Hampton's most recent Master Plan was adopted in 2002. This HEFSP does not significantly impact Hampton Township's Master Plan.

Lafayette Township, Sussex County

Lafayette Township is located to the north of Andover Township. Lafayette's most recent Master Plan was adopted in 1977. This HEFSP does not significantly impact Lafayette Township's Master Plan.

Sparta Township, Sussex County

Sparta Township is located to the east of Andover Township. Sparta's most recent comprehensive Master Plan was adopted in 1984, with the most recent Master Plan Reexamination Report completed in 2020. This HEFSP does not significantly impact Sparta Township's Master Plan.

1.3 History of Affordable Housing in Andover Township

The New Jersey Supreme Court, in Mount Laurel I (1975) and Mount Laurel II (1983) required all New Jersey municipalities to take affirmative actions toward providing their "fair share" of the region's need for affordable housing for low- and moderate-income households. In response to the Mount Laurel II decision, the New Jersey Legislature adopted the Fair Housing Act (FHA) in 1985. This act created the Council on Affordable Housing (COAH) to assess the statewide need for affordable housing, allocate that need on a municipal fair share basis, and review and approve municipal housing plans aimed at implementing the local fair share obligation. Subsequently, the New Jersey Municipal Land Use Law (MLUL) was amended to require a housing element as a mandatory element of the municipal master plan. According to the MLUL, "a municipality's housing element shall be designed to achieve the goal of access to affordable housing to meet present and prospective housing needs, with particular attention to low- and moderate-income housing (52: 27D-310)."

COAH adopted its Third Round Rules in December 2004. On January 25, 2007, the Appellate Division issued a decision on an appeal of COAH's Third Round regulations. COAH was precluded from issuing Third Round Substantive Certifications until new rules for the Third Round were revised and adopted. On October 8, 2010, the Appellate Division invalidated COAH's Rules in In re Adoption of N.J.A.C. 5:96 & 5:97 by the New Jersey Council on Affordable Housing, 416 N.J. Super. 462 (App. Div. 2010). The decision stated, among other things, that growth share methodology was invalid, and directed COAH to adopt rules utilizing methodologies similar to those used in the First and Second Round Rules. On September 26, 2013 the Supreme Court affirmed the Appellate Division's 2010 decision and remanded COAH to undertake new rulemaking based on COAH's prior round rules and methodologies. COAH failed to formally adopt amended Third Round Rules.

In a 2015 decision known as Mount Laurel IV, the New Jersey Supreme Court divested COAH of jurisdiction of affordable housing, resulting in the process being left to the trial court system. This ruling dissolved the substantive certification process, turning instead to a judicial determination wherein a municipality files for a declaratory judgment action to certify that their Housing Element

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and Fair Share Plan has satisfied their Third Round obligation. At the same time, the Court appointed “Mount Laurel” judges for each of the State’s judicial vicinages.

In 2024, New Jersey Legislature passed into law amendments to the Fair Housing Act (N.J.S.A. 52:27D-304.1 et seq. via NJ A4/S50) (“Amended FHA” or “P.L. 2024, c.2”) that abolished and replaced COAH with the Affordable Housing Dispute Resolution Program (“the Program”), and set forth new methodology for the calculations of a municipality’s affordable housing obligations for the Fourth Round and beyond.

Andover Township

Andover Township is in Affordable Housing Region 1, which includes Sussex, Passaic, Bergen, and Hudson Counties.

Prior Round

Andover Township received substantive certification for Rounds 1 and 2 from COAH on January 5, 2000. The Township’s prior round obligation was 55 units. The Township proposed to satisfy this obligation with the PAL’s House group home (four (4) credits + four (4) rental bonuses), and the construction of two municipally sponsored 100% affordable projects at the West View (Rannou Tract) site (14 credits) and St. Paul’s Abbey (23 credits + 10 bonus credits for rentals).

Third Round

Andover Township adopted a Housing Element and Fair Share Plan on December 16, 2008. The petition for substantive certification proposed to address a total fair share obligation of 192 units, of which 55 were Prior Round Units and 137 were Third Round units. The Township did not have a rehabilitation obligation.

The Township proposed to meet its Third Round Fair Share Housing Obligation with four (4) credits and four (4) compliance bonuses from a family rental development at Mulford Road (8 credits total); a market to affordable program (10 credits), and the construction of five (5) 100% affordable projects: West View (12 family credits, 4 age-restricted rental credits and 15 rental bonus credits), St. Paul’s Abbey (18 credits), Phased Family Rental I (25 credits), and Phased Age-Restricted Rental Credits (30 credits).

Andover Township received a determination of completeness for its petition for Third Round Substantive Certification on March 3, 2009. No objections were received during the public comment period ending May 13, 2009. On October 27, 2009, COAH granted Third Round Substantive Certification to Andover Township.

After the Appellate Division decision on October 8, 2010, and the Supreme Court decision on September 26, 2013 (see additional context above), Andover Township filed a declaratory judgement with the court on June 30, 2015. On October 18, 2016, Andover Township submitted its most recent Housing Element and Fair Share Plan to the court for certification of constitutional compliance.

To determine the present and prospective need for affordable housing, Andover Township utilized the methodology provided in the 2015 report “New Jersey Low and Moderate Income Housing Obligations for 1999-2025 Calculated Using the NJ COAH Prior Round (1987-1999) Methodology,” prepared by David N. Kinsey, PhD, FACIP, PP, for the Fair Share Housing Center (hereafter, the “Kinsey Report”). According to the Kinsey Report, the Andover Township obligation

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for Prior Round (1987-1999) was 55 units, the present need was 18 units, and the prospective need (1999-2025) was 284 units; thus, the total obligation was 357 units. After reviewing available water and sewer within the municipality, the Township requested a durational adjustment for all units requiring water and sewer; however, mechanisms for some of those credits were proposed pending available water and sewer.

The Township proposed 78 units, with 55 units for the prior round, 23 units for prospective need, and 18 rehabilitation units utilizing its Housing Trust Fund. The Township addressed its prior round and prospective need obligation with group homes, 100% affordable family rental units, inclusionary development, and rental bonuses. As a community that lacks adequate water and sewer capacity, the Township applied a durational adjustment to the municipal housing obligation of 261 units. The Township proposed that the 261 units will be addressed if and when water and sewer become available within the municipality.

Figure 2. Summary of Andover Township's Fair Share Plan

Summary of Fair Share Plan, Andover Township			
Mechanism	Project Name	Description	Units/Credits
Group Home	Pal's House	Special needs	4
Prior Round Rental Bonus	Pal's House	Rental Bonus	4
100% affordable family rental	Mulford Road	Family Rental	4
Compliance Bonus	Mulford Road	Compliance Bonus	4
100% affordable	West View	Family Rental	15
Rental Bonus	West View	Rental Bonus	15
100% affordable	West View	Age- Restricted Rental	18
Rental Bonus	West View	Rental Bonus (.33)	6
Inclusionary Development	Alma Lane	Family Rental	4
Rental Bonus	Alma Lane	Rental Bonus	4
		Total Units/Credits	78 units
Prior Round Units			55 units
Carryover to Third Round			23 units
Durational Adjustment			261 units

Fourth Round

On March 20, 2024, Governor Murphy signed into law Bill A4/S50 (P.L. 2024, c.2), which set forth the rules and regulations governing the Fourth Round (2025-2035) of affordable housing obligations in New Jersey. This law abolished COAH and shifted implementation of the Fair Housing Act to the New Jersey Department of Community Affairs (DCA), creating the Affordable Housing Dispute Resolution Program (the Program).

On October 18, 2024, the DCA prepared and submitted a non-binding report ("DCA Report")⁴ on the Fourth Round affordable housing fair share obligations for all municipalities within the State

⁴ NJ DCA, Affordable Housing Obligations for 2025-2035 (Fourth Round): Methodology and Background, October 2024.

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of New Jersey. The DCA indicated that Andover Township's Fourth Round Present Need/Rehabilitation Obligation is 11 units and a Prospective Need of 69 units.

On January 16, 2025, pursuant to P.L.2024, c.2, the Township Committee adopted Resolution 2025-45, committing to its fair share obligation for the Fourth Round (2025-2035). This Resolution set forth the obligation of 11 Present Need (Rehabilitation) units and 69 Fourth Round Prospective Need (2025-2035) units.

Timeline of Affordable Housing

May 15, 1995	Andover Township adopts a Housing Element and Fair Share Plan
June 3, 1996	Andover Township adopts a Housing Element and Fair Share Plan
January 5, 2000	Andover Township receives substantive certification for Rounds 1 and 2 from COAH
December 2004	COAH adopts Third Round Rules
October 15, 2005	Andover Township adopts a Housing Plan and Fair Share Plan
January 25, 2007	Appellate Division issued a decision requiring COAH revise Third Round Rules
December 16, 2008	Andover Township adopts a Housing Element and Fair Share Plan
March 3, 2009	Andover Township receives a determination for completeness for its petition for Third Round Substantive Certification
October 27, 2009	Andover Township receives substantive certification for Round 3 from COAH
October 8, 2010	Appellate Division invalidates COAH's Rules – growth share methodology is invalid; COAH must adopt rules utilizing methodologies similar to those used in the First and Second Round Rules.
September 26, 2013	Supreme Court affirms October 2010 decision, remands COAH to undertake new rulemaking based on Prior Round Rules and Methodologies
March 10, 2015	Supreme Court divests COAH of jurisdiction of affordable housing and municipalities must file declaratory judgment actions with the Court by July 8, 2015.
October 18, 2016	Andover Township submits its most recent Housing Element and Fair Share Plan to the court for certification of constitutional compliance
March 20, 2024	Governor Murphy signs Bill A4/S50 (P.L. 2024, c.2), which sets forth the rules for the Fourth Round of affordable housing in New Jersey and creates the Affordable Housing Dispute Resolution Program
October 18, 2024	The NJ Department of Community Affairs publishes non-binding present and prospective need obligations
January 16, 2025	Andover Township adopts Resolution #2025-45, adopting Fourth Round affordable housing obligations, including 11 present need (rehabilitation) units and 69 fourth round prospective need (2025-2035) units.

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1.4 Purpose and Goals

The purpose of this Housing Element and Fair Share Plan is to provide a realistic opportunity to address the housing needs of Andover Township residents across all income levels. This plan proposes multiple opportunities to develop a variety of housing types to meet these needs, which can be integrated into the existing land use pattern and character of the Township. This Plan has been prepared to meet the requirements of the Municipal Land Use Law (MLUL), Fair Housing Act (FHA), the New Jersey State Development and Redevelopment Plan (SDRP), and Bill A4/S50 (P.L. 2024, c.2).

This Housing Element and Fair Share Plan supports the goals of the Township's 2005 Master Plan Amendment Objectives for Residential Development:

1. Encourage land use planning techniques for residential development to minimize environmental impacts, preserve farmland, secure or control land as open space and minimize future infrastructure maintenance;
2. Provide a variety of housing opportunities for all income levels consistent with the Housing Element;
3. Establish housing densities that relate to the carrying capacity of the land, ambient air standards, water quality and quantity standards, infrastructure, roads, and utilities by promoting resource protection, housing alternatives and interconnected greenways;
4. Preserve the natural features of the Township including the rolling, wooded hillsides, rock outcroppings, ridge-lines, wetlands, and forested areas; and
5. Discourage development along ridgelines and steeply sloped areas to preserve the visual rural environment.

1.5 Contents of the Plan

Municipal Land Use Law (N.J.S. § 52:27D-310) and the Fair Housing Act (P.L. 1985, c.222) require that the Housing Element and Fair Share Plan include the following:

- a. An inventory of the municipality's housing stock by age, condition, purchase or rental value, occupancy characteristics, and type, including the number of units affordable to low- and moderate-income households and substandard housing capable of being rehabilitated, and in conducting this inventory the municipality shall have access, on a confidential basis for the sole purpose of conducting the inventory, to all necessary property tax assessment records and information in the assessor's office, including but not limited to the property record cards;
- b. A projection of the municipality's housing stock, including the probable future construction of low- and moderate-income housing, for the next ten years, taking into account, but not necessarily limited to, construction permits issued, approvals of applications for development and probable residential development of lands;
- c. An analysis of the municipality's demographic characteristics, including but not necessarily limited to, household size, income level, and age;

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- d. An analysis of the existing and probable future employment characteristics of the municipality;
- e. A determination of the municipality's present and prospective fair share for low- and moderate-income housing and its capacity to accommodate its present and prospective housing needs, including its fair share for low- and moderate-income housing, as established pursuant to section 3 of P.L.2024, c.2 (C.52:27D-304.1);
- f. A consideration of the lands that are most appropriate for construction of low- and moderate-income housing and of the existing structures most appropriate for conversion to, or rehabilitation for, low- and moderate-income housing, including a consideration of lands of developers who have expressed a commitment to provide low- and moderate-income housing;
- g. An analysis of the extent to which municipal ordinances and other local factors advance or detract from the goal of preserving multigenerational family continuity as expressed in the recommendations of the Multigenerational Family Housing Continuity Commission, adopted pursuant to paragraph (1) of subsection f. of section 1 of P.L. 2021, c. 273 (C.52:27D-329.20);
- h. For a municipality located within the jurisdiction of the Highlands Water Protection and Planning Council, established pursuant to section 4 of P.L. 2004, c. 120 (C.13:20-4), an analysis of compliance of the housing element with the Highlands Regional Master Plan of lands in the Highlands Preservation Area, and lands in the Highlands Planning Area for Highlands-conforming municipalities. This analysis shall include consideration of the municipality's most recent Highlands Municipal Build-Out Report, consideration of opportunities for redevelopment of existing developed lands into inclusionary or 100 percent affordable housing, or both, and opportunities for 100 percent affordable housing in both the Highlands Planning Area and Highlands Preservation Area that are consistent with the Highlands regional master plan; and
- i. An analysis of consistency with the State Development and Redevelopment Plan, including water, wastewater, stormwater, and multi-modal transportation based on guidance and technical assistance from the State Planning Commission.

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2. Demographic Characteristics

2.1 Population

Population change, 1990-2020

In 1990, Andover Township had a population of 5,424, with a substantial 11.2% increase between 1990 and 2000, a minor increase of 4.7% between 2000 and 2010, and a decrease of 5.1% between 2010 and 2020. By 2020, the Township had a population of 5,996, representing a total increase of 572 residents since 1990. Compared to the growth rate of Sussex County and New Jersey, Andover Township saw slightly higher growth rates between 1990 and 2010. Between 2010 and 2020, the Township mirrored the negative growth rate of Sussex County. The Township population is likely to remain relatively stable with only slight year-over-year increases from infill and single lot development.

Table 1. Population Change, 1990 - 2020

	1990	% Change	2000	% Change	2010	% Change	2020
Andover Township	5,424	11.2%	6,033	4.7%	6,319	-5.1%	5,996
Sussex County	130,943	10.0%	144,166	4%	149,265	-3.0%	144,221
New Jersey	7,730,188	9.0%	8,414,347	4%	8,791,894	6.0%	9,288,994

Sources:

1990 – 2010: U.S. Census Bureau. (2010). POPULATION AND HOUSING UNITS: 1990 TO 2010; AND AREA MEASUREMENTS AND DENSITY: 2010.

2020: U.S. Census Bureau. (2020). PROFILE OF GENERAL POPULATION AND HOUSING CHARACTERISTICS. Decennial Census, Profile of General Population and Housing Characteristics, Table DP1.

Age

In 2020, Andover Township's largest age cohort was 45 to 54 years (14.6%), followed by 65 to 74 years (13.4%), 25 to 34 years (10.4%), and 35 to 44 years (10.0%). As illustrated in **Figure 3**, the Township is seeing increases in its older and young adult populations.

Table 2. Age, 2000 - 2020

Age	2000	%	2010	%	2020	%
Total Population	6,033		6,321		5,996	
Under 5 years	353	5.9%	351	5.6%	224	3.7%
5 to 9 years	506	8.4%	433	6.9%	254	4.2%
10 to 14 years	423	7%	332	5.3%	322	5.4%
15 to 19 years	322	5.3%	372	5.9%	358	6.0%
20 to 24 years	131	2.2%	204	3.2%	331	5.5%
25 to 34 years	701	11.6%	603	9.5%	622	10.4%
35 to 44 years	1,092	18.1%	1,007	15.9%	602	10.0%
45 to 54 years	956	15.8%	1,090	17.2%	873	14.6%
55 to 59 years	368	6.1%	596	9.4%	545	9.1%
60 to 64 years	234	3.9%	352	5.6%	566	9.4%
65 to 74 years	366	6.1%	408	6.5%	803	13.4%
75 to 84 years	300	5%	408	6.5%	349	5.8%
85 years and over	281	4.7%	165	2.6%	147	2.5%

Source:

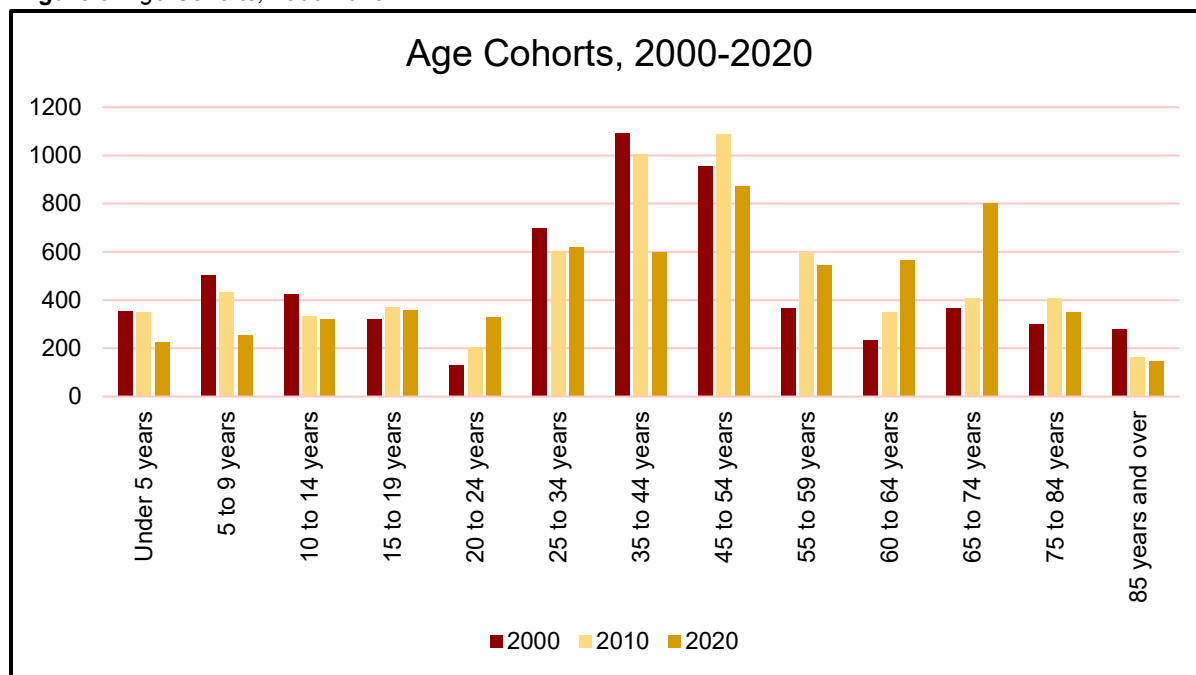
U.S. Census Bureau. (2000). SEX BY AGE. Decennial Census, DEC Summary File 1, Table P012.

U.S. Census Bureau. (2010). SEX BY AGE. Decennial Census, Summary File 1, Table P12.

U.S. Census Bureau. (2020). 2020 Decennial Census, DP1, Profile of General Population and Housing Characteristics.

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Figure 3. Age Cohorts, 2000-2020



Sources:

U.S. Census Bureau. (2000). SEX BY AGE. Decennial Census, *DEC Summary File 1, Table P012*.

U.S. Census Bureau. (2010). SEX BY AGE. Decennial Census, *Summary File 1, Table P12*.

U.S. Census Bureau. (2020). SEX BY AGE FOR THE POPULATION IN HOUSEHOLDS. Decennial Census, *DEC Demographic and Housing Characteristics, Table PCT13*.

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Household Size and Type

Between 2000 and 2020, the U.S. Decennial Census reported an increase in occupied housing units, where 1,890 units were reported in 2000 and 2,076 in 2020. One-person households increased between each decade whereas two-person, three-person, and four-or-more-person households saw increases between 2000 and 2010 but decreases between 2010 and 2020. Two-person households comprise over a third of the Township's households. Three-person households are less common. Across the County and State, there has been a gradual increase in the number of occupied housing units from 2000 to 2020, where one-, two-, and three-person households grew while the four-or-more-person households declined.

Table 3. Household Size, 2000-2020

Household Size	2000	%	2010	%	2020	%
Total households (Andover Township)	1,890	100.0	2,147	100.0	2,076	100.0
1-person household	286	15.1	401	18.7	548	26.4
2-person household	654	34.6	726	33.8	717	34.5
3-person household	380	20.1	436	20.3	336	16.2
4-or-more-person household	570	30.2	584	27.2	475	22.9
Total households (Sussex County)	50,831	100.0	54,752	100.0	55,915	100.0
1-person household	9,595	18.9	11,482	21.0	13,056	23.3
2-person household	15,742	31.0	17,807	32.5	19,604	35.1
3-person household	9,361	18.4	10,100	18.4	9,690	17.3
4-or-more-person household	16,133	31.7	15,363	28.1	13,565	24.3
Total households (State)	3,064,645	100.0	3,214,360	100.0	3,426,102	100.0
1-person household	751,353	24.5	811,221	25.2	876,661	25.6
2-person household	927,354	30.3	957,682	29.8	1,026,368	30.0
3-person household	531,987	17.4	558,029	17.4	592,617	17.3
4-or-more-person household	853,951	27.9	887,428	27.6	930,456	27.2

Sources:

U.S. Census Bureau. (2000). HOUSEHOLD SIZE. *Decennial Census, DEC Summary File 1, Table H13.*

U.S. Census Bureau. (2010). HOUSEHOLD SIZE. *Decennial Census, DEC Summary File 1, Table H13.*

U.S. Census Bureau. (2020). OCCUPANCY CHARACTERISTICS. *Decennial Census, Profile of General Population and Housing Characteristics, Table DP1.*

Table 4. Occupants per Room, 2000-2020

Occupied housing units	2000	%	2010	%	2020	%
Total units	1,890		2,147		2,076	
1.00 occupant or less per room	1,874	99.2%	2,121	98.8%	2,076	100.0%
1.01 to 1.50 occupants per room	11	0.6%	26	1.2%	0	0.0%
1.51 or more occupants per room	5	0.3%	0	0.0%	0	0.0%

Sources:

U.S. Census Bureau. (2000). PROFILE OF SELECTED HOUSING CHARACTERISTICS. *Decennial Census, DEC Summary File 4, Table DP4.*

U.S. Census Bureau. (2010). TENURE BY OCCUPANTS PER ROOM. *ACS 5-Year Estimates Subject Tables, Table B25014.*

U.S. Census Bureau. (2020). OCCUPANCY CHARACTERISTICS. *ACS 5-Year Estimates Subject Tables, Table S2501.*

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Table 5. Household Type by Relationship, 2020

Household Type by Relationship	Count	%
Total population	5,996	100
In households	5,482	91.4%
Householder	2,110	35.2%
Male	1,053	17.6%
Female	1,057	17.6%
Opposite-sex spouse	1,253	20.9%
Same-sex spouse	4	0.1%
Opposite-sex unmarried partner	127	2.1%
Same-sex unmarried partner	6	0.1%
In group quarters	514	8.6%
Institutionalized population	469	7.8%
Noninstitutionalized population	45	0.8%

Source:

U.S. Census Bureau. (2020). HOUSEHOLD TYPE (INCLUDING LIVING ALONE) BY RELATIONSHIP. *Decennial Census, DEC Demographic and Housing Characteristics, Table P17.*

Income

The median household income in Andover Township in 2020 was \$113,947, with most households (26.7%) earning \$200,000 or more. Since 1999, the median household income has risen sharply, increasing by 40.3% in about two decades. In both 2010 and 2020 less than 20% of households earn less than \$50,000. Andover Township's household income was higher year-over-year than the County and State.

Table 3. Income in the Past 12 Months, 1999 - 2020

Household Income	Percent of Households		
	1999	2010	2020
Total Households	1,897	2,147	2,076
Less than \$10,000	2.4%	3.4%	0.9%
\$10,000 to \$14,999	0.9%	0.0%	2.6%
\$15,000 to \$24,999	5.5%	3.9%	4.7%
\$25,000 to \$34,999	7.4%	5.0%	3.9%
\$35,000 to \$49,999	11.5%	5.7%	6.7%
\$50,000 to \$74,999	21.0%	16.8%	13.2%
\$75,000 to \$99,000	22.0%	18.1%	14.6%
\$100,000 to \$149,999	15.7%	33.3%	18.5%
\$150,000 to \$199,999	7.6%	5.4%	8.1%
\$200,000 or more	5.9%	8.4%	26.7%
Andover Township Median household income	\$75,748	\$95,313	\$113,947
Sussex County Median household income	\$65,266	\$84,115	\$96,222
New Jersey Median household income	\$55,146	\$67,681	\$85,245

Sources:

U.S. Census Bureau. (2000). PROFILE OF SELECTED ECONOMIC CHARACTERISTICS. *Decennial Census, DEC Summary File 4, Demographic Profile, Table DP3.*

U.S. Census Bureau. (2010). INCOME IN THE PAST 12 MONTHS (IN 2010 INFLATION-ADJUSTED DOLLARS). *American Community Survey, ACS 5-Year Estimates Subject Tables, Table S1901.*

U.S. Census Bureau. (2020). INCOME IN THE PAST 12 MONTHS (IN 2020 INFLATION-ADJUSTED DOLLARS). *American Community Survey, ACS 5-Year Estimates Subject Tables, Table S1901.*

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2.2 Employment Characteristics

Workforce

In 2020, the ACS reported that Andover Township had a population aged 16 and older of 5,106. Of this number, 3,107 were in the labor force,⁵ with 140 individuals reported as unemployed, resulting in a Township unemployment rate of 4.5%. Andover Township's unemployment rate is less than that of the County (5.3%) and State (5.8%).

Table 4. Employment Status, 2020

Employment Status	Estimate	%
Population 16 years and older	5,106	
In labor force	3,107	60.8%
Civilian labor force	3,107	60.8%
Employed	2,967	58.1%
Unemployed	140	2.7%
Armed Forces	0	0.0%
Not in labor force	1,999	39.2%
Unemployment rate (Andover Township)	4.5%	
Unemployment rate (Sussex County)	5.3%	
Unemployment rate (State)	5.8%	

Source:
U.S. Census Bureau. (2020). SELECTED ECONOMIC CHARACTERISTICS. American Community Survey, ACS 5-Year Estimates Data Profiles, Table DP03.

Commuting Characteristics

According to the 2020 ACS, most of the Township's employed population worked within New Jersey (93.5%); 46.5% worked within Sussex County, with the neighboring Town of Newton and Sparta Township being home to many jobs. Many of the Township's employed population may also be working in job-concentrated centers towards the south and east.

When commuting to work, the vast majority (87.9%) of workers took a car, truck, or van, and 82% of those who did drove alone. This trend is similar to that of the County (88.7%), but not the State, which saw 69.6% of workers commute via car, truck, or van. Of the Township's employed population, 9.7% worked from home in 2020, however, this percentage may be skewed by the COVID-19 pandemic. The mean travel time for all Andover Township workers in 2020 was 34.1 minutes.

⁵ According to the United States Census Bureau Glossary, "The labor force includes all people classified in the civilian labor force, plus members of the U.S. Armed Forces (people on active duty with the United States Army, Air Force, Navy, Marine Corps, or Coast Guard). The civilian labor force consists of people classified as employed or unemployed.

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Table 5. Commuting Characteristics, 2020

Commuting Characteristics	Estimate
Workers 16 years and over	2,944
Did not work from home	2,658
Means of transportation to work	%
Car, truck, or van	87.9%
Drove alone	82.0%
Carpooled	6.0%
Public transportation (excluding taxicab)	1.5%
Walked	0.9%
Bicycle	0.0%
Taxicab, motorcycle, or other means	0.0%
Worked from home	9.7%
Place of work	%
Worked in state of residence	93.5%
Worked in county of residence	46.5%
Worked outside county of residence	47.0%
Worked outside state of residence	6.5%
Travel time to work	%
Less than 10 minutes	6.8%
10 to 14 minutes	10.6%
15 to 19 minutes	10.1%
20 to 24 minutes	14.0%
25 to 29 minutes	5.2%
30 to 34 minutes	10.6%
35 to 44 minutes	10.1%
45 to 59 minutes	10.9%
60 or more minutes	21.7%
Mean Travel time to work (minutes)	34.1

Source:
U.S. Census Bureau. (2020). COMMUTING CHARACTERISTICS BY SEX. *American Community Survey, ACS 5-Year Estimates Subject Tables, Table S0801.*

Employment by Industry

Of the Township's 2,967 residents that were employed in 2020, most (18.0%) worked within "educational services, and health care and social assistance" followed by "professional, scientific, management, administrative and waste management services" (13.8%), and "retail trade" (9.2%).

Of Sussex County's 75,433 residents employed in 2020, most (23.2%) worked within "educational services, and health care and social assistance" followed by "professional, scientific, management, administrative and waste management services" (13.5%), "retail trade" (12.1%), and "manufacturing" (9.1%).

Andover Township mirrors the State's four (4) largest industries wherein most residents (24.1%) worked within "educational services, and health care and social assistance" followed by "professional, scientific, management, administrative and waste management services" (13.7%), "retail trade" (10.7%), and "finance and insurance, and real estate, and rental and leasing" (8.5%).

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Table 6. Industries of Employment, 2020

Industry	Estimate	%
Civilian employed population 16 years and over	2,967	
Educational services, and health care and social assistance	534	18.0%
Professional, scientific, and management, and administrative and waste management services	408	13.8%
Retail trade	272	9.2%
Finance and insurance, and real estate and rental and leasing	270	9.1%
Other services, except public administration	245	8.3%
Public administration	229	7.7%
Construction	202	6.8%
Transportation and warehousing, and utilities	200	6.7%
Manufacturing	193	6.5%
Wholesale trade	192	6.5%
Arts, entertainment, and recreation, and accommodation and food services	159	5.4%
Information	37	1.2%
Agriculture, forestry, fishing and hunting, and mining	26	0.9%

Source:

U.S. Census Bureau. (2020). SELECTED ECONOMIC CHARACTERISTICS. American Community Survey, ACS 5-Year Estimates Data Profiles, Table DP03.

3. Housing Characteristics

3.1 Inventory of housing stock

Housing Occupancy and Tenure

In 2020, the Decennial Census reported a total of 2,219 housing units. Of this number, 2,102 (94.7%) were occupied. More specifically, 86.0% of the units were owner-occupied, with the remaining 14.0% being renter-occupied. Andover Township's homeowner vacancy rate was 1.4%, and the rental vacancy rate was 5.7%. However, Sussex County and New Jersey differ from Andover Township in that the share of occupied housing units is fewer, and the share of vacant housing units is greater. Additionally, the homeowner vacancy rate for the County (2.2%) and State (1.5%) is greater than Andover Township's 2020 rate. The County and State rental vacancy rates are 6.8% and 5.7%, respectively.

Table 10. Housing Occupancy and Tenure, 2020

Housing Occupancy and Tenure	Estimate	%
Andover Township		
Total housing units	2,219	100.0%
Occupied housing units	2,102	94.7%
Owner-occupied	1,808	86.0%
Renter-occupied	294	14.0%
Vacant housing units	117	5.3%
Sussex County		
Total housing units	62,702	100.0%
Occupied housing units	55,915	89.2%
Owner-occupied	45,705	72.9%
Renter-occupied	10,210	16.3%
Vacant housing units	6,794	10.8%
New Jersey		
Total housing units	3,761,229	100.0%
Occupied housing units	3,426,102	91.1%
Owner-occupied	2,098,500	55.8%
Renter-occupied	1,327,602	35.3%
Vacant housing units	335,127	8.9%

Source:

U.S. Census Bureau. (2020). PROFILE OF GENERAL POPULATION AND HOUSING CHARACTERISTICS. Decennial Census, DEC Demographic Profile, Table DP1.

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Vacancy Status

Of the 117 vacant housing units reported in the 2020 Decennial Census, the largest housing unit type category was “for seasonal, recreational, or occasional use” at 34 units. The second highest category was “other vacant” at 28 units. This category includes a variety of situations,⁶ as follows:

1. The owner does not want to rent or sell;
2. The owner is elderly and living in a nursing home or with family members;
3. The unit is being held for the settlement of an estate;
4. The unit is being renovated; or
5. The unit is being foreclosed.

The next highest category was “for sale only” at 26 units, followed by “for rent” at 18 units.

Table 11. Vacancy Housing Unit Type, 2020

Vacancy Status	Count
Total vacant units	117
For rent	18
Rented, not occupied	2
For sale only	26
Sold, not occupied	9
For seasonal, recreational, or occasional use	34
Other vacant	28

Source:

U.S. Census Bureau. (2020). PROFILE OF GENERAL POPULATION AND HOUSING CHARACTERISTICS. *Decennial Census, DEC Demographic Profile, Table DP1.*

Units In Structure

Andover Township is primarily single-family detached housing units; these structures comprise 84.5% of the Township’s housing stock. The next largest groups were structures comprised of 5 to 9 units (8.9%), single-family attached housing units (4.0%), and structures comprised of 3 or 4 units (1.8%). While Sussex County is also mostly comprised of single-family detached housing units (79.4%), the County has a slightly greater overall variety of housing unit sizes.

Table 12. Units In Structure, 2020

Units In Structure	Estimate	%
Total housing units	2,198	
1-unit, detached	1,857	84.5%
1-unit, attached	89	4.0%
2-units	17	0.8%
3 or 4 units	40	1.8%
5 to 9 units	195	8.9%
10 to 19 units	0	0.0%
20 or more	0	0.0%
Mobile home	0	0.0%
Boat, RV, van, etc.	0	0.0%

Source:

U.S. Census Bureau. (2020). UNITS IN STRUCTURE. American Community Survey, ACS 5-Year Estimates Data Profiles, Table B25024.

⁶ Kresin, M. “Other” Vacant Housing Units: An Analysis from the Current Population Survey/Housing Vacancy Survey.” U.S. Census Bureau, Social, Economic, and Housing Statistics Division. Retrieved from <https://www.census.gov/housing/hvs/files/qtr113/PAA-poster.pdf>.

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Year Structure Built

The 2020 ACS reported that structures built between 1980 and 1989 saw the largest number of housing units built (469 units, or 21.3% of the total housing stock) than any other period in Andover Township. This was followed by 350 units, or 15.9% of the total housing stock, built between 1950 and 1959, and then 339 units, or 15.4% of the total housing stock, built between 1970 and 1979.

Table 13. Age/Year Structure Built

Year Structure Built	Estimate	%
Total	2198	
Built 2014 or later	0	0.0%
Built 2010 to 2013	7	0.3%
Built 2000 to 2009	287	13.1%
Built 1990 to 1999	229	10.4%
Built 1980 to 1989	469	21.3%
Built 1970 to 1979	339	15.4%
Built 1960 to 1969	242	11.0%
Built 1950 to 1959	350	15.9%
Built 1940 to 1949	105	4.8%
Built 1939 or earlier	170	7.7%

Source:

U.S. Census Bureau. (2020). YEAR STRUCTURE BUILT. *American Community Survey, ACS 5-Year Estimates Detailed Tables, Table B25034.*

3.2 Costs and Value

Selected Monthly Owner Costs

SMOC is a figure that consists of all costs associated with homeownership.⁷ In 2020, the ACS reported that the median SMOC for housing units with a mortgage in Andover Township was \$2,242. For those units without a mortgage, the median SMOC was \$1,058. Owners of housing units with a mortgage had a range of SMOC, including 24.5% of \$1,500 to \$1,999, 24.3% of \$3,000 or more, and 21.0% of \$2,000 to \$2,499. Most owners (54.0%) of units without mortgages had ownership-related expenses of more than \$1,000 per month. These selected monthly owner costs were consistent with those of both the County and State.

Table 14. Selected Monthly Owner Costs (SMOC), 2020

SMOC	Count (Andover Township)	%	Count (Sussex County)	%	Count (State)	%
Housing units with a mortgage	1,341	100.0	32,078	100.0	1,382,654	100.0
Less than \$500	0	0.0	38	0.1	2,772	0.2
\$500 to \$999	0	0.0	691	2.2	34,504	2.5
\$1,000 to \$1,499	206	15.4	4,195	13.1	138,116	10.0
\$1,500 to \$1,999	328	24.5	7,702	24.0	253,824	18.4
\$2,000 to \$2,499	282	21.0	7,236	22.6	275,392	19.9
\$2,500 to \$2,999	199	14.8	5,269	16.4	231,946	16.8
\$3,000 or more	326	24.3	6,947	21.7	446,100	32.3
Median	\$2,242		\$2,236		\$2,476	
Housing units without a mortgage	556	100.0	13,210	100.0	711,773	100.0
Less than \$250	8	1.4	257	1.9	14,747	2.1
\$250 to \$399	10	1.8	253	1.9	18,836	2.6
\$400 to \$599	20	3.6	1,012	7.7	48,655	6.8
\$600 to \$799	76	13.7	2,698	20.4	96,262	13.5
\$800 to \$999	142	25.5	3,207	24.3	136,283	19.1
\$1,000 or more	300	54.0	5,783	43.8	396,990	55.8
Median	\$1,058		\$950		\$1,062	

Source:

U.S. Census Bureau. (2020). SELECTED HOUSING CHARACTERISTICS. *American Community Survey, ACS 5-Year Estimates Data Profiles, Table DP04.*

⁷ According to the United States Census Bureau Glossary, "Selected monthly owner costs are calculated from the sum of payment for mortgages, real estate taxes, various insurances, utilities, fuels, mobile home costs, and condominium fees. Listing the items separately improves accuracy and provides additional detail."

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Value

The ACS reported a median value of owner-occupied housing units as \$293,500 in 2020. Over a third (36.3%) of the owner-occupied units in the Township had a value between \$300,000 and \$499,999. The County had a median value of owner-occupied housing units of \$271,500, and New Jersey had a median value of \$343,500. The median value of owner-occupied housing units is higher in Andover Township compared to Sussex County but lower than that of New Jersey. The ACS also reported a median value of renter-occupied housing units as \$1,375 in 2020.

Table 15. *Value of Occupied Units, 2020*

Value of Occupied Units	Estimate	%
Owner-occupied units	1,897	
Less than \$50,000	0	0.0%
\$50,000 to \$99,000	30	1.6%
\$100,000 to \$149,999	135	7.1%
\$150,000 to \$199,999	281	14.8%
\$200,00 to \$299,999	546	28.8%
\$300,000 to \$499,999	689	36.3%
\$500,000 to \$999,999	207	10.9%
\$1,000,000 or more	9	0.5%
Median	\$293,500	
Occupied Units Paying Rent	163	
Less than \$500	0	0.0%
\$500 to \$999	23	14.1%
\$1,000 to \$1,499	71	43.6%
\$1,500 to \$1,999	63	38.7%
\$2,000 to \$2,499	6	3.7%
\$2,500 to \$2,999	0	0.0%
\$3,000 or more	0	0.0%
Median	\$1,375	

Source:
U.S. Census Bureau. (2020). SELECTED HOUSING CHARACTERISTICS. *American Community Survey, ACS 5-Year Estimates Data Profiles, Table DP04.*

Rent vs. Household Income

Table 16. *Gross Rent as a Percentage of Household Income (GRPI), 2020*

Value of Occupied Units	Estimate	%
Occupied Units Paying Rent	163	
Less than 15.0 percent	10	6.1%
15.0 to 19.9 percent	0	0.0%
20.0 to 24.9 percent	11	6.7%
25.0 to 29.9 percent	34	20.9%
30.0 to 34.9 percent	23	14.1%
35.0 percent or more	85	52.1%
Not computed	16	

Source:
U.S. Census Bureau. (2020). SELECTED HOUSING CHARACTERISTICS. *American Community Survey, ACS 5-Year Estimates Data Profiles, Table DP04.*

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3.3 Housing Units Capable of Being Rehabilitated

The ACS estimated that in 2020, there were 13 occupied housing facilities with no telephone service, and zero (0) lacked complete plumbing facilities or complete kitchen facilities in Andover Township. Compared to the Township, the County had slightly higher rates of occupied housing units that lacked these characteristics.

Table 17. Housing In Need of Rehabilitation, 2020

Facilities	Estimate	%
Andover Township		
Occupied housing units	2,076	100.0
Lacking complete plumbing facilities	0	0.0
Lacking complete kitchen facilities	0	0.0
No telephone service available	13	0.6
Sussex County		
Occupied housing units	54,166	100.0
Lacking complete plumbing facilities	60	0.1
Lacking complete kitchen facilities	174	0.3
No telephone service available	523	1.0

Source:

United States Census Bureau, 2020 American Community Survey, 5-Year Estimates. Data Profiles, Table DP04.

3.4 Projection of Housing Stock

Housing Units Certified

Since 2004, 177 housing units have received certificates of occupancy, according to the New Jersey Department of Community Affairs (DCA) Construction Reporter. Of these certifications, the vast majority (170 housing units) were issued for 1- and 2-family homes. Overall, the Township lacks multi-family and mixed-use housing developments.

Table 18. Housing Units Certified, 2004 - 2024

	1&2 Family	Multi	Mixed-use	Total
2004	15	0	0	15
2005	37	0	1	38
2006	27	0	0	27
2007	31	0	1	32
2008	25	0	0	25
2009	7	1	0	8
2010	4	1	1	6
2011	2	0	0	2
2012	0	0	0	0
2013	1	0	0	1
2014	0	0	0	0
2015	1	0	0	1
2016	1	0	1	2
2017	3	0	1	4
2018	0	0	0	0
2019	1	0	0	1
2020	5	0	0	5
2021	3	0	0	3
2022	1	0	0	1
2023	4	0	0	4
Sept 2024 YTD	2	0	0	2
Total	170	2	5	177

Source:

New Jersey Department of Community Affairs, *Housing Units Certified, 2000 - 2024*

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Land Available for New Construction and Redevelopment

The potential for large-scale new development in the Township is restricted by a lack of developable land and/or there is a general lack of sewer and water infrastructure to support new development. Looking at historic trends combined with the limited availability of developable land in the Township, it is unlikely there will be substantive increases in the number of new housing units. Nonetheless, the Andover Township has eight (8) residential zone districts that range in lot area and intensity of development but focus primarily on single-family development. However, the Township's single-family residential zones also permit uses other than single-family detached dwellings, including agriculture, farm or horticulture uses, community shelters, family day-care centers, golf courses, and public parks, playgrounds, conservation areas, and municipal facilities.

R-0.5 Single-Family Residential Zone

The R-0.5 Zone permits a 20,000-square-foot minimum lot area, 120-foot minimum lot width, 1,000-foot minimum floor area, and very small setback requirements.

R-1.0 Single-Family Residential Zone

The R-1.0 Zone permits a 43,560-square-foot minimum lot area, 200-foot minimum lot width, 1,250-foot minimum floor area, and minor setback requirements.

R-2 Single-Family Residential Zone

The R-2 Zone permits an 87,000-square-foot minimum lot area, 200-foot minimum lot width, 1,500-foot minimum floor area, and moderate setback requirements. There is also a lot averaged development option for any tract of 25 acres or more in size, which decreases the minimum lot area to 43,560 square feet and slightly decreases the setback requirements, but the total number of lots cannot exceed the number of lots obtained using the conventional zoning.

R-2.5 Single-Family Residential Zone

The R-2.5 Zone permits a 109,000-square-foot minimum lot area, 200-foot minimum lot width, 2,000-foot minimum floor area, and high setback requirements. There is also a lot averaged development option for any tract of 25 acres or more in size, which decreases the minimum lot area to 54,500 square feet and slightly decreases the setback requirements, but the total number of lots cannot exceed the number of lots obtained using the conventional zoning.

R-3 Single-Family Residential Zone

The R-3 Zone permits a 130,700-square-foot minimum lot area, 300-foot minimum lot width, 2,000-square-foot minimum floor area, and high setback requirements. There is also a lot averaged development option for any tract of 25 acres or more in size, which decreases the minimum lot area to 63,350 square feet and slightly decreases the setback requirements, but the total number of lots cannot exceed the number of lots obtained using the conventional zoning.

SR Special Residential Zone

The SR Zone permits a 5-acre minimum lot area for nursing homes, with a maximum density of 3,630 square feet of land for each bed. The Zone is special for permitting nursing homes, but it also permits single-family dwellings and uses similar to that of other residential zones.

Andover Township Housing Element and Fair Share Plan – Fourth Round 2025-2035

MFR Multifamily Residential Zone

The MFR Zone permits a 5-acre minimum lot area for garden apartments. All garden apartments must be served by common water and sewer, and the maximum density permitted ranges for each type of garden apartment. For example, one-bedroom garden apartments have a maximum density of 6,223 square feet, while three-bedroom garden apartments have a maximum density of 10,890 square feet. The MFR Zone also permits single-family dwellings and uses similar to that of other residential zones.

ML Mount Laurel Zone

Chapter 190 Zoning, Section 38 of the Township code defines the purpose of the ML Zone as follows: “It is the intent of the ML Zone regulations to provide a realistic opportunity for the construction of a variety of housing types and income levels in the Township, particularly low- and moderate-income housing by providing specific land use regulations addressing those needs. These regulations are designed to implement the affordable housing strategies set forth in the Andover Township Housing Element and Fair Share Plan, dated December 16, 2008, which is a component of the Township’s Master Plan and which has received substantive certification from the Council On Affordable Housing (COAH) on October 26, 2009. Any provisions of this chapter or any other ordinance in conflict with the ML zoning regulations and which impose higher standards not related to health and safety shall be inapplicable.”

The ML Zone permits a 20-acre minimum tract size with a maximum density of six (6) units per gross acre. Low- and moderate-income housing units must be integrated throughout the development, and the units shall be at least equally accessible to common open space and community facilities.

Multigenerational Housing

P.L. 2021, c. 273 established the Multigenerational Family Housing Continuity Commission (the Commission) and assigned the Commission the responsibility of preparing and adopting, “...recommendations on how State government, local government, community organizations, private entities, and community members may most effectively advance the goal of enabling senior citizens to reside at the homes of their extended families, thereby preserving and enhancing multigenerational family continuity, through the modification of State and local laws and policies in the areas of housing, land use planning, parking and streetscape planning, and other relevant areas” (N.J.S.A. 52:27D-329.20f[1]). Municipalities are now required to provide an analysis of the extent to which local ordinances advance or detract from these recommendations. At the time this Housing Element and Fair Share Plan is being prepared, no such recommendations have been published by the Commission. The Township should consider methods to encourage multigenerational housing in existing residential zones.

Andover Township Housing Element and Fair Share Plan – Fourth Round 2025-2035

4. Fair Share Plan

4.1 Plan Purpose and Goals

This Fair Share Plan describes the specific ways in which Andover Township will meet its Fourth Round affordable housing obligations, and is compliant with the Fair Housing Act (FHA), Fourth Round regulations (“Amended FHA”), and Affordable Housing Dispute Resolution Program Directive #14-24. The overall goal of this Fair Share Plan is to provide a framework for the Township to provide for its fair share of the present and prospective regional need for low- and moderate-income housing for the period of 2025 through 2035.

4.2 Determination of Housing Need

Prior Round Obligation (1987-1999)

Rounds 1 and 2 of affordable housing in New Jersey are known collectively as the Prior Round. The Prior Round Obligation was the municipal new construction obligation from 1987 through 1999. Andover Township had a Prior Round obligation of 55 units and received Substantive Certification for Round 1 and Round 2 on January 5, 2000.

Third Round Obligation (1999-2025)

The Third Round encompassed the years 1999 through 2025. Andover Township’s Third Round prospective need obligation during this time period was 284 units and the present need (rehabilitation share) obligation was 18 units. The Township received Substantive Certification for the Third Round on October 18, 2016.

Andover Township addressed its Prior and Third Round obligations through the following mechanisms:

Table 19. Prior and Third Round Mechanisms

Project	Mechanism	Units/ Credits	Status
Pal’s House	Supportive/Special Needs + Bonus	8	Complete
Mulford Road	100% Affordable Family Rental + Bonus	8	Zoned Not Built
West View/ Rannou Tract	100% Affordable – Family Rental + Bonus	30	Zoned Not Built
	100% Affordable – Age-Restricted Rental + Bonus	24	
Alma Lane	Inclusionary Development – Family Rental	8	Zoned Not Built
Total		78	
Prior Round Obligation		55	
Third Round Prospective Need Obligation		284	
Remaining Third Round Obligation		261	
Durational Adjustment		261	
Municipal Housing Trust Fund	Rehabilitation Program	18	
Total		18	
Third Round Rehabilitation Obligation		18	

Andover Township Housing Element and Fair Share Plan – Fourth Round 2025-2035

4.3 Proposed Mechanisms for Prior Round and Third Round

Mulford Road

In the Prior Round, Andover proposed four (4) units of 100 percent affordable family rentals at the Mulford Road site. The Andover Township Planning Board approved a preliminary major subdivision for the property owned by Mulford Road, LLC in 2005. The subdivision proposed 22 market-rate rental units with a set-aside of four (4) affordable rental units. On July 21, 2009, the Township Land Use Board granted a Preliminary Major Site Plan approval to the developer, Sussex and Warren Holdings. This project is eligible for eight (8) credits of affordable housing units.

West View/Rannou Tract

In the Prior Round, Andover proposed a 100 percent affordable development on a 13.5 acre site on Stickles Pond Road known as West View. On December 8, 2008, the Township Committee approved Resolution #R2008-200 authorizing the execution of an agreement with the owners to designate the property as an affordable housing site. On October 6, 2009, the Township Land Use Board granted preliminary major subdivision and site plan approval to this project to construct a total of 33 units: 15 affordable family rental units and four buildings containing 18 affordable age-restricted rental units. This project is eligible for 54 credits of affordable housing units.

Alma Lane

Alma Lane Associates proposed the development of four (4) rental units affordable to low- and moderate-income households. On February 2, 2010, the Township Land Use Board granted Preliminary Major Subdivision Approval and Preliminary & Final Site Plan approval to the project. The Township Land Use Board granted further minor subdivision approvals to this project at their April 7, 2015 hearing. This project is eligible for eight (8) credits.

Pal's House Group Home

Pal's House is a 4-bedroom group home operated by Prime Care, Inc. The group home is existing and is eligible for eight (8) credits.

Fourth Round Obligation (2025-2035)

Andover Township has a Fourth Round present/rehabilitation need obligation of **11 units** and a prospective need obligation of **69 units**.

Table 20. Fourth Round Obligations

Fourth Round (2025-2035)	
Fourth Round Prospective Need Obligation	11
Fourth Round Rehabilitation/Present Need Obligation	69
Third Round (1999-2025)	
Durationally Adjusted Units	261

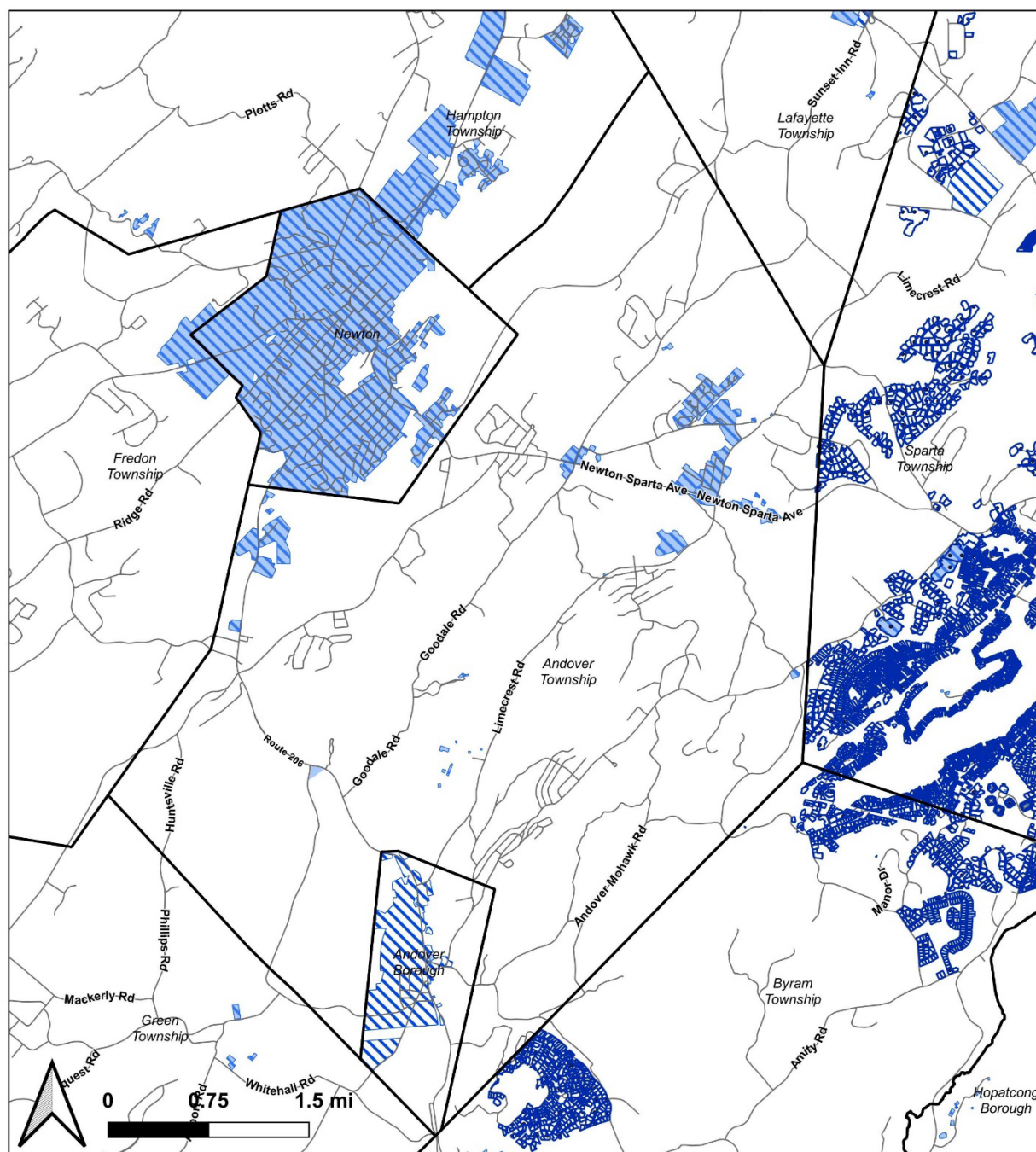
4.4 Lands Available for New Construction and Redevelopment

Lack of Water and Sewer

The Second Round rules at N.J.A.C. 5:93-4.3 permit a community that lacks adequate water and/or sewer capacity to apply a durational adjustment to the municipal housing obligation of 261 units. The 261 units will be addressed, if and when water and sewer become available within the municipality.

Andover Township Housing Element and Fair Share Plan – Fourth Round 2025-2035




Figure 4. Sewer Service and Water Service Areas



Existing and Future Sewer Service Areas and
Existing Public Water Service Areas
Andover Township, Sussex County

Prepared April 2025



-  Existing Sewer Service Area
-  Future Sewer Service Area
-  Public Water Service Area

Andover Township Housing Element and Fair Share Plan – Fourth Round 2025-2035

4.5 Proposed Mechanisms for the Fourth Round

On October 18, 2024, NJDCA published local and regional affordable housing obligations pursuant to P.L.2024, c.2. proposing that Andover Township has a Fourth Round present need, or rehabilitation, obligation of **11 units** and a prospective need of **69 units**. On January 16, 2025, the Township Committee adopted Resolution #R2025-45, accepting the obligations as proposed by NJDCA.

The Township proposes to continue the municipal rehabilitation program to address present need. There are several approvals for affordable housing that were in place for the Third Round that remain in place, and two (2) new inclusionary zones proposed to meet a portion of the Township's affordable housing obligation. The remainder of the obligation is proposed to be durationally adjusted due to a lack of water and sewer in the Township.

Municipal Rehabilitation Program

The Township of Andover plans to continue its municipal rehabilitation program rehabilitate its Fourth Round rehabilitation need obligation of 11 units. The program is funded by the Township's Housing Trust Fund and proposes to complete rehabilitation of units over the next 10 years. The development fee ordinance is in place and additional funds will be obtained as development occurs.

99 Mulford Road Inclusionary Zone

The Township Committee approved Resolution R 2023-129 on September 21, 2023, adopting the recommendation of the Township Land Use Board to declare Block 108, Lot 1.05 as a Condemnation Area In Need of Redevelopment pursuant to Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq. ("LRHL"). On December 5, 2024, the Committee adopted the 99 Mulford Road Redevelopment Plan. The Committee then designated LWM Predevelopment, LLC as the Redeveloper of the property. Per the Redevelopment Plan, the site will accommodate no less than 18 units of affordable housing. The site has an existing on-site sewer treatment facility.

Andover Township Housing Element and Fair Share Plan – Fourth Round 2025-2035

Figure 5. Concept Plan from the 99 Mulford Road Redevelopment Plan, prepared November 2024 by DMR Architects.

The following represent conceptual plans for the Redevelopment Area and are intended to only provide context. In the event that there are discrepancies between the conceptual plan and the written requirements of this Redevelopment Plan, the written requirements of supersede the conditions shown in the conceptual site plans and renderings.



Figure 1: Conceptual Site Plan
Courtesy of Live Well Senior Cottages

Andover Township Housing Element and Fair Share Plan – Fourth Round 2025-2035

Figure 6. .99 Mulford Road Inclusionary Zone



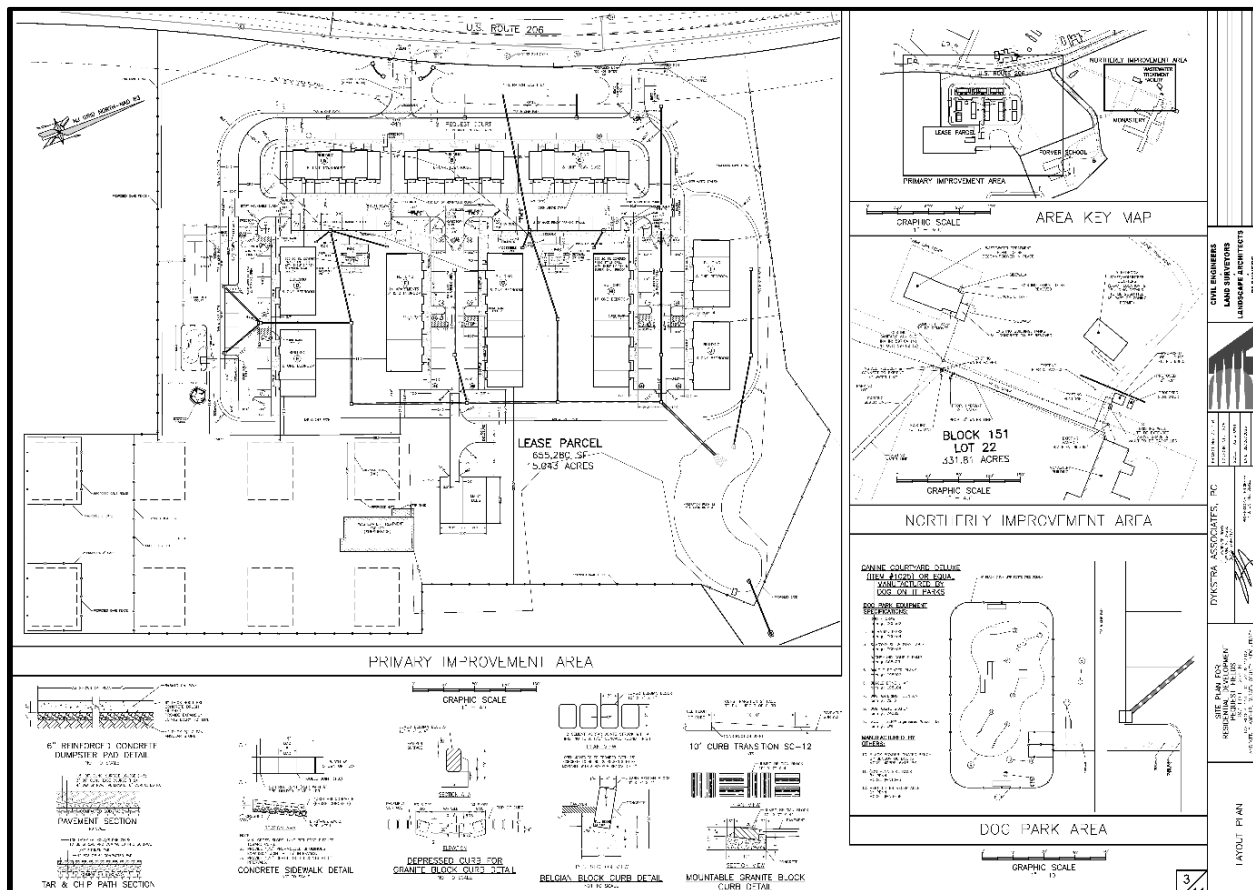
Andover Township Housing Element and Fair Share Plan – Fourth Round 2025-2035

AHCO – Andover Hamlet Center Overlay (St. Paul's Abbey)

Andover Township adopted the Route 206 Redevelopment Plan in March of 2022 pursuant to Redevelopment Law. Amendments were adopted in November of 2022 and June of 2023. The AHCO – Andover Hamlet Center Overlay Zone is one provision within this Redevelopment Plan that encompasses the former Saint Paul's Abbey property and surrounding parcels. Per the Redevelopment Plan, any housing proposed within the Hamlet Center that results in a density of more than six (6) units per acre and a total of six (6) or more units shall provide a 15 percent set-aside for affordable rental housing and a 20 percent set-aside for affordable for-sale housing. Redevelopment of the AHCO Zone is anticipated to generate up to 229 affordable rental units or 305 affordable for-sale units based on 507 acres within the AHCO Overlay Zone. A total of 57.85 acres are within the sewer service area in the AHCO Overlay Zone, that would generate up to 53 rental units and 70 for sale units.

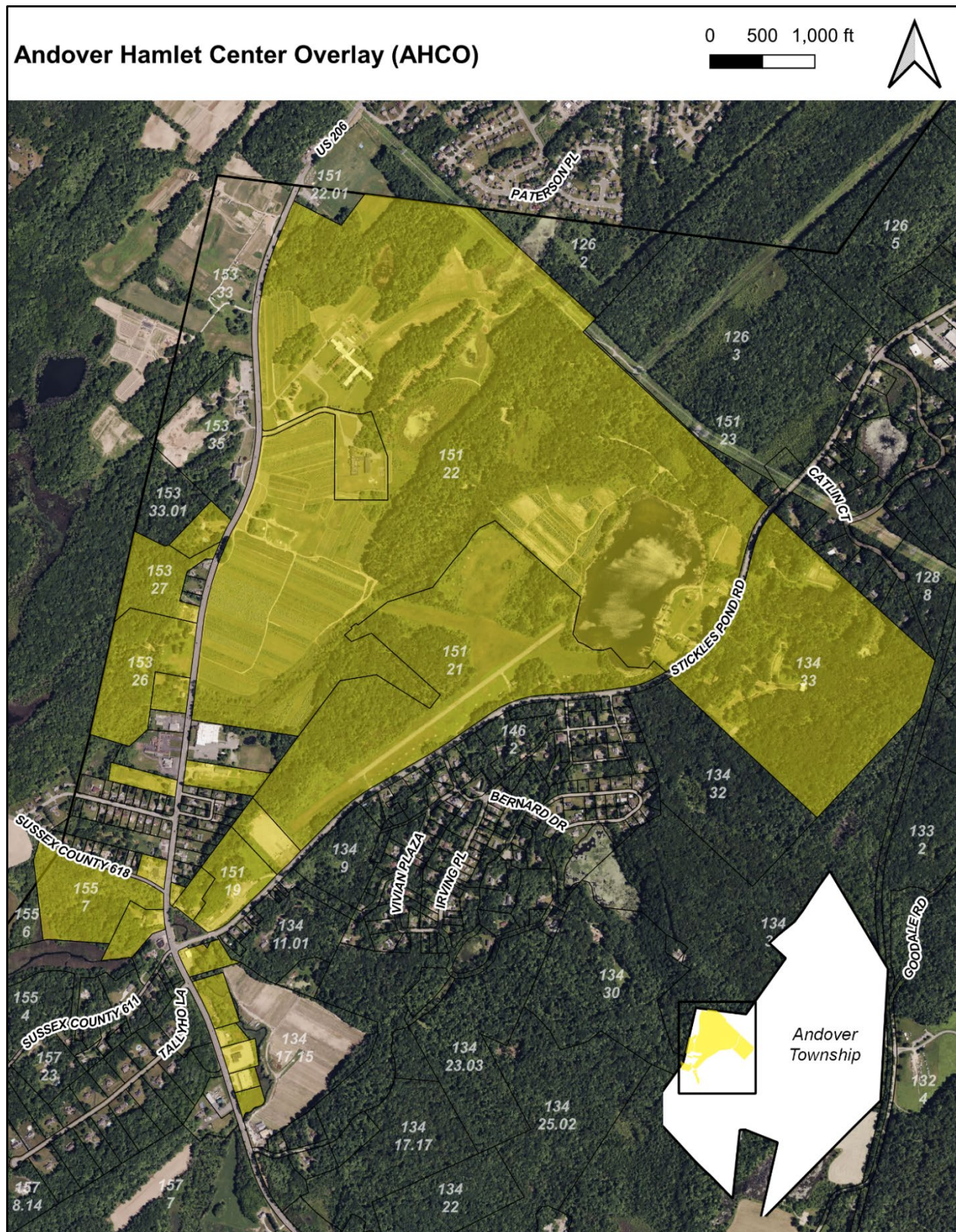
One project in the AHCO Zone was approved for development on May 6, 2025. The project will include 15 affordable units.

Figure 7. Sheet 3 of 11 of the approved Site Plan dated February 26, 2025.



Andover Township Housing Element and Fair Share Plan – Fourth Round 2025-2035

Figure 8. Andover Hamlet Center Overlay Inclusionary Zone.



Andover Township Housing Element and Fair Share Plan – Fourth Round 2025-2035

4.5 Summary of Fourth Round Fair Share Plan

Andover Township, Sussex County

The Township proposes to meet its Present Need obligation of 11 units through a municipally sponsored rehabilitation program. The Township proposes to meet its Fourth Round Prospective Need obligation of 69 units through two (2) redevelopment plans providing a total of 96 units in areas within existing sewer service areas. There is an additional area of the AHCO overlay zone outside of a current sewer service area that is proposed to address the Third Round durationally adjusted Prospective Need obligation of 235 units. With an additional 27 units proposed in the Fourth Round, 331 units are proposed to be met, which meets both the Fourth Round Prospective Need obligation and the remaining Third Round durationally adjusted Prospective Need.

Table 21. Fourth Round Mechanisms

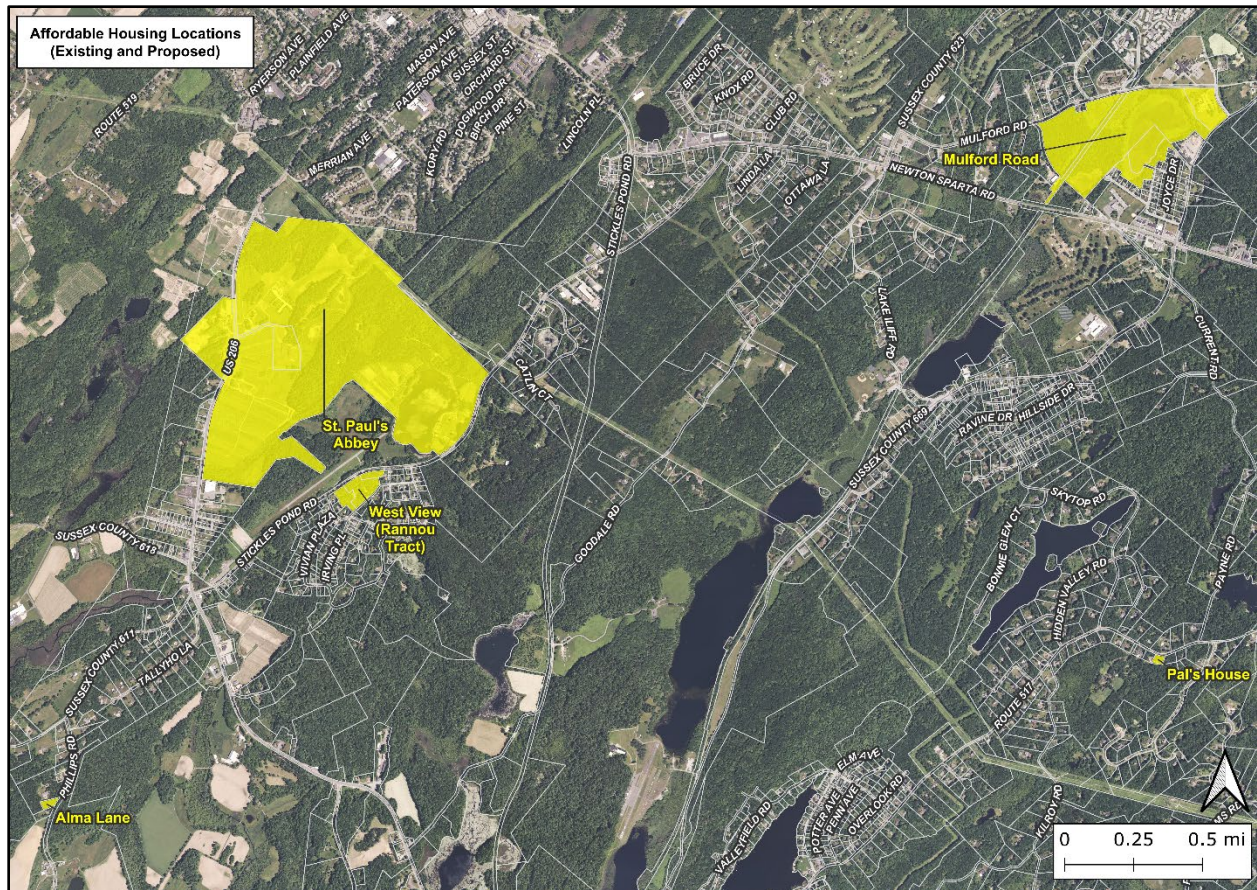
Project	Mechanism	Units/Credits
Fourth Round Rehabilitation/Present Need – 11 Units		
Municipal Rehabilitation Program	Rehabilitation Program	11
Fourth Round Present Need Obligation		11
Fourth Round Prospective Need – 69 Units		
99 Mulford Road Redevelopment	Inclusionary Zoning/ Redevelopment Plan	18*
Route 206 Redevelopment Area	Inclusionary Zoning/ Redevelopment Plan	70
AHCO – Andover Hamlet Center Overlay		
Bonus Credits	Redevelopment (0.5 unit per credit)	8**
Total Fourth Round Plan		96
Additional AHCO Units Outside SSA to Apply to Third Round Durationally Adjusted Need		235
Total Units Proposed		331
Third Round Durational Adjustment (261) + Fourth Round Prospective Need (69)		330
Maximum Senior Units – 30%		20
Minimum Family Units – 50%		35
Minimum Rental Units – 25%		18
Minimum Family Rental Units – 50% of Rental		9
Maximum Bonus Credits – 25%		17

*Includes up to 9 bonus credits.

**Maximum total bonuses 17 -9 = 8

Andover Township Housing Element and Fair Share Plan – Fourth Round 2025-2035

Figure 9. Location Map of Existing and Proposed Affordable Housing Sites.



Appendix A – Resolutions

**TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX, STATE OF NEW JERSEY**

RESOLUTION #R2025-45

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY, ADOPTING THE TOWNSHIP MUNICIPALITY'S AFFORDABLE HOUSING PRESENT AND PROSPECTIVE NEED OBLIGATION FOR THE PERIOD OF JULY 1, 2025 THRU JULY 1, 2035 IN ACCORDANCE WITH P.L. 2024 C.2, AND RESERVING ALL RIGHTS.

WHEREAS, the Township of Andover (hereinafter "Township") has a demonstrated history of voluntary compliance with the Mount Laurel doctrine and the New Jersey Fair Housing Act, N.J.S.A. §2:27D-301, et seq.; and

WHEREAS, on March 20, 2024, Governor Murphy signed into law, P.L. 2024, c.2, which among other things, amended various provisions of the New Jersey Fair Housing Act, N.J.S.A. §2:27D-301 et seq. ("FHA"), abolished the Council on Affordable Housing ("COAH") and established the Affordable Housing Dispute Resolution Program ("Program"); and

WHEREAS, P.L. 2024, c.2, sets forth that Fourth Round period of affordable housing obligations shall run from July 1, 2025 through June 30, 2035 ("Fourth Round" or "Round Four"); and

WHEREAS, pursuant to P.L. 2024, c.2, the Township is located in Region 1, which is comprised of Bergen, Hudson, Passaic and Sussex Counties; and

WHEREAS, the amendments to the FHA require the Department of Community Affairs ("DCA") to prepare and publish a report on the calculations of the regional need and each municipality's present and prospective need affordable housing obligations for the Fourth Round within seven months of March 20, 2024; and

WHEREAS, on October 18, 2024 the DCA published its report on the calculations with respect to statewide regional need and municipal present and prospective need affordable housing obligations for the Fourth Round (the "DCA Report"); and

WHEREAS, pursuant to P.L. 2024, c.2, the DCA has calculated the total statewide prospective need obligation to be 84,698 units, which equates to a statewide new construction obligation of over 8,400 affordable units per year; and

WHEREAS, the DCA Report calculates the Township's non-binding Round 4 obligations as follows: 1) a Present Need or Rehabilitation obligation of 11; and 2) a Prospective Need or New Construction Obligation of 69; and

WHEREAS, the calculations in the DCA Report are not binding on municipalities; and

WHEREAS, rather, pursuant to N.J.S.A. 52:27D-304.1 of the FHA, each municipality is required to determine its respective Fourth Round present and prospective need fair share obligations, and adopt a binding resolution describing the basis for the municipality's determination on or before January 31, 2025; and

WHEREAS, P.L. 2024, c.2, each municipality shall determine its Fourth Round present and prospective need fair share obligations, with consideration of the calculations in the DCA Report, and in accordance with the formulas established in N.J.S.A. 52:27D-304.2 and -304.3 of the FHA using "necessary datasets that are updated to the greatest extent practicable"; and

WHEREAS, the Township's Planner, Municipal Attorney and Tax Assessor have reviewed the DCA Report along with the underlying data and data sets relied upon by the DCA in reaching its non-binding calculations for the Township, as well as the most up-to-date localized data, including municipal specific land use approvals, site specific information, construction permits, and MOD-IV data maintained and on file with Township with regard to the land capacity and equalized non-residential valuation factor; and

WHEREAS, based upon same, the Township is satisfied with the calculations and estimates set forth in the DCA Report as to the Township's Fourth Round affordable housing obligations, and accepts the DCA's estimate of the Township's Fourth Round present and prospective need obligations set forth in the DCA Report; and

WHEREAS, N.J.S.A. 52:27D-304.1f(1)(b) provides that: "the municipality's determination of its fair share obligation shall have a presumption of validity, if established in accordance with sections 6 and 7 of P.L. 2024, c.2 ... [;]" and

WHEREAS, the Township's calculation of its Present Need and Prospective Need obligations is/are entitled to a "presumption of validity" because it complies with Sections 6 and 7 of P.L. 2024, c.2; and

WHEREAS, the Township, however, specifically reserves the right to adjust its present need and prospective need obligation, including for any of the foregoing adjustments: 1) a windshield survey or similar survey which accounts for a lower resolution of present need; 2) a Vacant Land Adjustment predicated upon a lack of vacant, developable and suitable land; 3) a Durational Adjustment (whether predicated upon lack of sewer or lack of water); and/or 4) an adjustment predicated upon regional planning entity formulas, inputs or considerations, including, but not limited to the Highlands Regional Master Plan and its build out; and

WHEREAS, in addition to the foregoing, the Township specifically reserves all rights to revoke this resolution and commitment to its present and prospective need obligation in the event of: (1) a successful challenge to P.L. 2024, c.2 as a result of the pending litigation entitled: Borough of Montvale et al, v. State of New Jersey, et al., Docket No.: MER-L-1778-24; (2) any other such successful challenge to P.L. 2024, c.2 or any directive or regulation adopted pursuant thereto; and/or (3) any subsequent legislative or regulatory enactment which alters or changes the deadlines, calculations, methodology and/or any other requirements of P.L. 2024, c.2; and

WHEREAS, the Township further specifically reserves the right to take a position that its Round 4 Present or Prospective Need Obligations are lower than described herein in the event that a third party challenges the calculations provided for in this Resolution (a reservation of all litigation rights and positions, without prejudice); and

WHEREAS, in addition to the foregoing, nothing in P.L. 2024, c. 2 requires or can require an increase in the Township's Round 4 Present or Prospective Need Obligations based on a successful downward challenge of any other municipality in the region since the plain language and clear intent of P.L. 2024, c.2, is to establish, for example, unchallenged numbers by default as of March 1, 2025; and

WHEREAS, in light of the above, the Mayor and Township finds that it is in the best interest of Township to declare its obligations in accordance P.L. 2024, c.2 in accordance with this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Municipality of the Township of Andover, in the County of Sussex, and State of New Jersey as follows:

1. All of the Whereas Clauses set forth above are hereby incorporated into the operative clauses of this resolution by reference.

2. The Mayor and Township hereby commit to a Round 4 Present Need Obligation of 11 and the Round 4 Prospective Need Obligation of 69, and which such commitment to the Township's Round 4 Present and Prospective need obligations be and is hereby subject to the Township's reservation of all rights it may have, as described in this resolution or otherwise, to revoke, repeal, suspend, amend or modify this resolution by further action of the Township, including but not limited to, the following:

- a) The right to adjust, modify, cancel, withdraw or revoke the Township's commitment to its Round 4 Present Need and Prospective Need Obligations, and/or to otherwise revoke, repeal, suspend, amend, or modify this Resolution should additional information or evidence become available or discoverable to the Township in the future;
- b) The right to adjust the Present Need obligation based on a windshield survey;

- c) The right to adjust the Prospective Need Obligation based on lack of available vacant and developable land, sewer, water, and/or due to regional planning inputs predicated upon regional planning entity formulas, inputs or considerations, including, but not limited to the Highlands Regional Master Plan and its build out, or any combination of the above;
- d) All rights to revoke this resolution in the event of a successful legal challenge to P.L. 2024, c.2, a legislative change to P.L. 2024, c. 2, or any successful challenge to any directive or regulation adopted pursuant to P.L. 2024, c.2, or any change or amendment to such directives or regulations;
- e) All rights to take a position that Township's Round 4 Present or Prospective Need Obligations are lower than described herein in the event that a third party challenges the calculations provided for in this Resolution; and/or
- f) All rights to take a position that the Township's Round 4 Present Need Obligation and Prospective Need Obligation is lower than described herein in the event a third-party claims the Township's Round 4 Present or Prospective Need Obligations require an increase based on a reallocation or modification of the Regional Present or Prospective Need Obligations allegedly due from successful reduction of the allocated present and prospective need obligations assigned to another municipality in the Region.

3. The Township's calculation of Present and Prospective Need Obligations is/are entitled to a "presumption of validity" because it complies with Sections 6 and 7 of P.L. 2024, c.2.

4. In accordance with N.J.S.A. 52:27D-304.1, the Township hereby directs the Township Attorney to file an action with the Affordable Housing Dispute Resolution Program along with this resolution, and to take all necessary and proper steps to address any challenges to same by any interested parties.

5. The Township further commits to adopt its housing element and fair share plan pursuant to N.J.S.A. 52:27D-304.1f(2) based on this determination on or before June 30, 2025, and hereby further directs the Township Attorney, Township Affordable Housing Planner and Township Engineer to begin taking steps to prepare same.

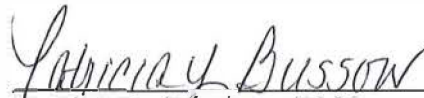
6. A copy of this resolution, along with filing date of Township's action with the Program, shall be placed on the Township's website.

7. A copy of this resolution shall remain on file in the Township Clerk's office and available for public inspection.

8. This resolution shall take effect immediately, according to law.

CERTIFICATION

I, Patricia L. Bussow, Municipal Clerk of the Township of Andover, in the County of Sussex in the State of New Jersey, do hereby certify that the foregoing Resolution is a true copy of the Original Resolution duly passed and adopted by a majority of the full membership of the Andover Township Committee at its meeting on January 16, 2025.

A handwritten signature in cursive script, reading "Patricia L. Bussow", is written over a horizontal line.

Patricia L. Bussow, RMC
Administrator/Municipal Clerk

Appendix B – Ordinances

§ 190-32.2. Development fees. [Added 4-13-2005 by Ord. No. 2005-7; amended 5-11-2009 by Ord. No. 2009-16]

A. Purpose.

- (1) In *Holmdel Builder's Association v. Holmdel Township*, 121 N.J. 550 (1990), the New Jersey Supreme Court determined that mandatory development fees are authorized by the Fair Housing Act of 1985 (the Act), N.J.S.A. 52:27D-301 et seq., and the State Constitution, subject to the Council on Affordable Housing's (COAH's) adoption of rules.
- (2) Pursuant to P.L.2008, c.46 section 8 (N.J.S.A. 52:27D-329.2) and the Statewide Non-Residential Development Fee Act (N.J.S.A. 40:55D-8.1 through 8.7), COAH is authorized to adopt and promulgate regulations necessary for the establishment, implementation, review, monitoring and enforcement of municipal affordable housing trust funds and corresponding spending plans. Municipalities that are under the jurisdiction of the Council or court of competent jurisdiction and have a COAH-approved spending plan may retain fees collected from nonresidential development.
- (3) This section establishes standards for the collection, maintenance, and expenditure of development fees pursuant to COAH's regulations and in accordance with P.L.2008, c.46, Sections 8 and 32-38. Fees collected pursuant to this section shall be used for the sole purpose of providing low- and moderate-income housing. This section shall be interpreted within the framework of COAH's rules on development fees, codified at N.J.A.C. 5:97-8.

B. Basic requirements.

- (1) This section shall not be effective until approved by COAH pursuant to N.J.A.C. 5:96-5.1.
- (2) Andover Township shall not spend development fees until COAH has approved a plan for spending such fees in conformance with N.J.A.C. 5:97-8.10 and N.J.A.C. 5:96-5.3.

C. Definitions. The following terms, as used in this section, shall have the following meanings:

AFFORDABLE HOUSING DEVELOPMENT — A development included in the Housing Element and Fair Share Plan, and includes, but is not limited to, an inclusionary development, a municipal construction project or a one-hundred-percent affordable development.

COAH or THE COUNCIL — The New Jersey Council on Affordable Housing established under the Act which has primary jurisdiction for the administration of housing obligations in accordance with sound regional land use consideration in the state.

DEVELOPER — The legal or beneficial owner or owners of a lot or of any land proposed to be included in a proposed development, including the holder of an option or contract to purchase, or other person having an enforceable proprietary interest in such land.

DEVELOPMENT FEE — Money paid by a developer for the improvement of property as permitted in N.J.A.C. 5:97-8.3.

EQUALIZED ASSESSED VALUE — The assessed value of a property divided by the current average ratio of assessed to true value for the municipality in which the property is situated, as determined in accordance with sections 1, 5, and 6 of P.L.1973, c.123 (N.J.S.A. 54:1-35a through N.J.S.A. 54:1-35c).

GREEN BUILDING STRATEGIES — Those strategies that minimize the impact of development on the environment, and enhance the health, safety and well-being of residents by producing durable, low-maintenance, resource-efficient housing while making optimum use of existing infrastructure and community services.

D. Residential development fees.

(1) Imposed fees.

- (a) Within the Andover Township district(s), residential developers, except for developers of the types of development specifically exempted below, shall pay a fee of 1.5% of the equalized assessed value for residential development, provided no increased density is permitted.
- (b) When an increase in residential density pursuant to N.J.S.A. 40:55D-70d(5) (known as a "d" variance) has been permitted, developers may be required to pay a development fee of 6% of the equalized assessed value for each additional unit that may be realized. However, if the zoning on a site has changed during the two-year period preceding the filing of such a variance application, the base density for the purposes of calculating the bonus development fee shall be the highest density permitted by right during the two-year period preceding the filing of the variance application. Example: If an approval allows four units to be constructed on a site that was zoned for two units, the fees could equal 1 1/2 of the equalized assessed value on the first two units; and the specified higher percentage up to 6% of the equalized assessed value for the two additional units, provided zoning on the site has not changed during the two-year period preceding the filing of such a variance application.

(2) Eligible exactions, ineligible exactions and exemptions for residential development.

- (a) Affordable housing developments, developments where the developer is providing for the construction of affordable units elsewhere in the municipality, and developments where the developer has made a payment in lieu of on-site construction of affordable units shall be exempt from development fees.
- (b) Developments that have received preliminary or final site plan approval prior to the adoption of a municipal development fee ordinance shall be exempt from development fees, unless the developer seeks a substantial change in the approval. Where a site plan approval does not apply, a zoning and/or building permit shall be synonymous with preliminary or final site plan approval for this purpose. The fee percentage shall be vested on the date that the building permit is issued.
- (c) Development fees shall be imposed and collected when an existing structure undergoes a change to a more intense use, is demolished and replaced, or is expanded, if the expansion is not otherwise exempt from the development fee

requirement. The development fee shall be calculated on the increase in the equalized assessed value of the improved structure.

- (d) Single-family additions less than 1,000 square feet shall be exempt from paying a development fee.
- (e) One- and two-family owner-occupied residential structures demolished and replaced as a result of a fire, flood or natural disaster shall be exempt from paying a development fee.

E. Nonresidential development fees.

(1) Imposed fees.

- (a) Within all zoning districts, nonresidential developers, except for developers of the types of development specifically exempted, shall pay a fee equal to 2.5% of the equalized assessed value of the land and improvements, for all new nonresidential construction on an unimproved lot or lots.
- (b) Nonresidential developers, except for developers of the types of development specifically exempted, shall also pay a fee equal to 2.5% of the increase in equalized assessed value resulting from any additions to existing structures to be used for nonresidential purposes.
- (c) Development fees shall be imposed and collected when an existing structure is demolished and replaced. The development fee of 2.5% shall be calculated on the difference between the equalized assessed value of the preexisting land and improvement and the equalized assessed value of the newly improved structure, i.e., land and improvement, at the time final certificate of occupancy is issued. If the calculation required under this section results in a negative number, the nonresidential development fee shall be zero.

(2) Eligible exactions, ineligible exactions and exemptions for nonresidential development.

- (a) The nonresidential portion of a mixed-use inclusionary or market rate development shall be subject to the development fee of 2.5%, unless otherwise exempted below.
- (b) The fee of 2.5% shall not apply to an increase in equalized assessed value resulting from alterations, change in use within existing footprint, reconstruction, renovations and repairs.
- (c) Nonresidential developments shall be exempt from the payment of nonresidential development fees in accordance with the exemptions required pursuant to P.L.2008, c.46, as specified in the Form N-RDF "State of New Jersey Non-Residential Development Certification/Exemption." Any exemption claimed by a developer shall be substantiated by that developer.
- (d) A developer of a nonresidential development exempted from the nonresidential development fee pursuant to P.L.2008, c.46 shall be subject to it at such time the basis for the exemption no longer applies, and shall make the payment of the nonresidential development fee, in that event, within three years after that event or

after the issuance of the final certificate of occupancy of the nonresidential development, whichever is later.

- (e) If a property which was exempted from the collection of a nonresidential development fee thereafter ceases to be exempt from property taxation, the owner of the property shall remit the fees required pursuant to this section within 45 days of the termination of the property tax exemption. Unpaid nonresidential development fees under these circumstances may be enforceable by Andover Township as a lien against the real property of the owner.

F. Collection procedures.

- (1) Upon the granting of a preliminary, final or other applicable approval for a development, the applicable approving authority shall direct its staff to notify the construction official responsible for the issuance of a building permit.
- (2) For nonresidential developments only, the developer shall also be provided with a copy of Form N-RDF "State of New Jersey Non-Residential Development Certification/Exemption" to be completed as per the instructions provided. The developer of a nonresidential development shall complete Form N-RDF as per the instructions provided. The construction official shall verify the information submitted by the nonresidential developer as per the instructions provided in the Form N-RDF. The Tax Assessor shall verify exemptions and prepare estimated and final assessments as per the instructions provided in Form N-RDF.
- (3) The construction official responsible for the issuance of a building permit shall notify the local Tax Assessor of the issuance of the first building permit for a development which is subject to a development fee.
- (4) Within 90 days of receipt of that notice, the municipal Tax Assessor, based on the plans filed, shall provide an estimate of the equalized assessed value of the development.
- (5) The construction official responsible for the issuance of a final certificate of occupancy notifies the local assessor of any and all requests for the scheduling of a final inspection on property which is subject to a development fee.
- (6) Within 10 business days of a request for the scheduling of a final inspection, the municipal assessor shall confirm or modify the previously estimated equalized assessed value of the improvements of the development; calculate the development fee; and thereafter notify the developer of the amount of the fee.
- (7) Should Andover Township fail to determine or notify the developer of the amount of the development fee within 10 business days of the request for final inspection, the developer may estimate the amount due and pay that estimated amount consistent with the dispute process set forth in subsection b. of section 37 of P.L.2008, c.46 (N.J.S.A. 40:55D-8.6).
- (8) Fifty percent of the development fee shall be collected at the time of issuance of the building permit. The remaining portion shall be collected at the issuance of the certificate of occupancy. The developer shall be responsible for paying the difference

between the fee calculated at building permit and that determined at issuance of certificate of occupancy.

(9) Appeal of development fees.

- (a) A developer may challenge residential development fees imposed by filing a challenge with the County Board of Taxation. Pending a review and determination by the Board, collected fees shall be placed in an interest-bearing escrow account by Andover Township. Appeals from a determination of the Board may be made to the tax court in accordance with the provisions of the State Tax Uniform Procedure Law, N.J.S.A. 54:48-1 et seq., within 90 days after the date of such determination. Interest earned on amounts escrowed shall be credited to the prevailing party.
- (b) A developer may challenge nonresidential development fees imposed by filing a challenge with the Director of the Division of Taxation. Pending a review and determination by the Director, which shall be made within 45 days of receipt of the challenge, collected fees shall be placed in an interest-bearing escrow account by Andover Township. Appeals from a determination of the Director may be made to the tax court in accordance with the provisions of the State Tax Uniform Procedure Law, N.J.S.A. 54:48-1 et seq., within 90 days after the date of such determination. Interest earned on amounts escrowed shall be credited to the prevailing party.

G. Affordable Housing Trust Fund.

- (1) There is hereby created a separate, interest-bearing housing trust fund to be maintained by the chief financial officer for the purpose of depositing development fees collected from residential and nonresidential developers and proceeds from the sale of units with extinguished controls.
- (2) The following additional funds shall be deposited in the Affordable Housing Trust Fund and shall at all times be identifiable by source and amount:
 - (a) Payments in lieu of on-site construction of affordable units;
 - (b) Developer-contributed funds to make 10% of the adaptable entrances in a townhouse or other multistory attached development accessible;
 - (c) Rental income from municipally operated units;
 - (d) Repayments from affordable housing program loans;
 - (e) Recapture funds;
 - (f) Proceeds from the sale of affordable units; and
 - (g) Any other funds collected in connection with Andover Township's affordable housing program.
- (3) Within seven days from the opening of the trust fund account, Andover Township shall provide COAH with written authorization, in the form of a three-party escrow

agreement between the municipality, the bank and COAH to permit COAH to direct the disbursement of the funds as provided for in N.J.A.C. 5:97-8.13(b).

- (4) All interest accrued in the Housing Trust Fund shall only be used on eligible affordable housing activities approved by COAH.

H. Use of funds.

- (1) The expenditure of all funds shall conform to a spending plan approved by COAH. Funds deposited in the Housing Trust Fund may be used for any activity approved by COAH to address the Andover Township's fair share obligation and may be set up as a grant or revolving loan program. Such activities include, but are not limited to, preservation or purchase of housing for the purpose of maintaining or implementing affordability controls, rehabilitation, new construction of affordable housing units and related costs, accessory apartment, market to affordable, or regional housing partnership programs, conversion of existing nonresidential buildings to create new affordable units, green building strategies designed to be cost saving and in accordance with accepted national or state standards, purchase of land for affordable housing, improvement of land to be used for affordable housing, extensions or improvements of roads and infrastructure to affordable housing sites, financial assistance designed to increase affordability, administration necessary for implementation of the Housing Element and Fair Share Plan, or any other activity as permitted pursuant to N.J.A.C. 5:97-8.7 through 8.9 and specified in the approved spending plan.
- (2) Funds shall not be expended to reimburse Andover Township for past housing activities.
- (3) At least 30% of all development fees collected or such amount as approved through the COAH waiver process and interest earned shall be used to provide affordability assistance to low- and moderate-income households in affordable units included in the municipal Fair Share Plan. One-third of the affordability assistance portion of development fees collected shall be used to provide affordability assistance to those households earning 30% or less of median income by region.
 - (a) Affordability assistance programs may include down-payment assistance, security-deposit assistance, low-interest loans, rental assistance, assistance with homeowners' association or condominium fees and special assessments, and assistance with emergency repairs.
 - (b) Affordability assistance to households earning 30% or less of median income may include buying down the cost of low or moderate income units in the municipal Fair Share Plan to make them affordable to households earning 30% or less of median income.
 - (c) Payments in lieu of constructing affordable units on site and funds from the sale of units with extinguished controls shall be exempt from the affordability assistance requirement.
- (4) Andover Township may contract with a private or public entity to administer any part of its Housing Element and Fair Share Plan, including the requirement for affordability assistance, in accordance with N.J.A.C. 5:96-18.

- (5) No more than 20% of all revenues collected from development fees may be expended on administration, including, but not limited to, salaries and benefits for municipal employees or consultant fees necessary to develop or implement a new construction program, a Housing Element and Fair Share Plan, and/or an affirmative marketing program. In the case of a rehabilitation program, no more than 20% of the revenues collected from development fees shall be expended for such administrative expenses. Administrative funds may be used for income qualification of households, monitoring the turnover of sale and rental units, and compliance with COAH's monitoring requirements. Legal or other fees related to litigation opposing affordable housing sites or objecting to the Council's regulations and/or action are not eligible uses of the affordable housing trust fund.
- I. Monitoring. Andover Township shall complete and return to COAH all monitoring forms included in monitoring requirements related to the collection of development fees from residential and nonresidential developers, payments in lieu of constructing affordable units on site, funds from the sale of units with extinguished controls, barrier free escrow funds, rental income, repayments from affordable housing program loans, and any other funds collected in connection with Andover Township's housing program, as well as to the expenditure of revenues and implementation of the plan certified by COAH. All monitoring reports shall be completed on forms designed by COAH.
- J. Ongoing collection of fees. The ability for Andover Township to impose, collect and expend development fees shall expire with its substantive certification unless Andover Township has filed an adopted Housing Element and Fair Share Plan with COAH, has petitioned for substantive certification, and has received COAH's approval of its Development Fee Ordinance. If Andover Township fails to renew its ability to impose and collect development fees prior to the expiration of substantive certification, it may be subject to forfeiture of any or all funds remaining within its municipal trust fund. Any funds so forfeited shall be deposited into the "New Jersey Affordable Housing Trust Fund" established pursuant to section 20 of P.L.1985, c.222 (N.J.S.A. 52:27D-320). Andover Township shall not impose a residential development fee on a development that receives preliminary or final site plan approval after the expiration of its substantive certification or judgment of compliance; nor shall Andover Township retroactively impose a development fee on such a development. Andover Township shall not expend development fees after the expiration of its substantive certification or judgment of compliance.

Appendix C – Spending Plan

AFFORDABLE HOUSING TRUST FUND SPENDING PLAN

TOWNSHIP OF ANDOVER SUSSEX COUNTY, NEW JERSEY

June 3, 2025

Prepared by: Jessica C. Caldwell, P.P., A.I.C.P.
NJPP License #5944

SPENDING PLAN

INTRODUCTION

The Township of Andover, Sussex County, has prepared a Housing Element and Fair Share plan that addresses its regional fair share of the present and prospective affordable housing need in accordance with the Municipal Land Use Law (MLUL), the Fair Housing Act (FHA), the regulations of the Council on Affordable Housing (COAH) and recent decisions by the Courts.

A development fee ordinance creating a dedicated revenue source for affordable housing following state guidelines was adopted in April 2005, which was later amended in 2009. The ordinance established a fee of 1.5% of equalized assessed value for new residential construction. The ordinance established the need for a Township of Andover Affordable Housing Trust Fund. All development fees, payments in lieu of constructing affordable units on site, funds from the sale of units with extinguished controls, and interest generated by affordable housing fees are deposited in a separate-interest-bearing affordable housing trust fund account for the purposes of affordable housing. This Spending Plan supersedes any prior adopted spending plans.

The Township of Andover has prepared this Spending Plan (2025) to guide the allocation of funds within the Township of Andover Affordable Housing Trust Fund. As of December 31, 2024, the Township of Andover has \$80,676.13 funds in its Affordable Housing Trust Fund. The funds shall be spent in accordance N.J.A.C. 5:97-8.7-8.9 as described in the sections that follow.

REVENUES FOR CERTIFICATION PERIOD

To calculate a projection of revenue anticipated during the period of Fourth Round substantive certification, the Township of Andover considered the following:

- (a) Development fees:
 - 1. Nonresidential projects which have had development fees imposed upon them at the time of preliminary or final development approvals;
 - 2. All nonresidential projects currently before the planning and zoning boards for development approvals that may apply for building permits and certificates of occupancy; and
 - 3. Future development that is likely to occur based on historical rates of development.
- (b) Payments in Lieu (PIL): Payments in Lieu of development into the Township's Housing Trust are permitted in some cases as part of Andover Township's Code.
- (c) Other funding sources: The Township reserves the option to pursue various public funding options to support its municipal rehabilitation program.
- (d) Projected interest: Interest on the projected revenue in the municipal affordable housing trust fund at the current average interest rate is 0.5% based on prevailing interest rates for savings accounts.

Projected Revenue Schedule, 2025-2035
Township of Andover Affordable Housing Trust Fund

Source of Funds	Up to 12/31/2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
(a) Development Fees	\$80,676												
1. Approved Residential and Nonresidential Development Projects	NA	\$2,500	\$2,500	\$2,500									\$7,500
2. Projected Residential Development Projects Only	NA	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$82,500
3. Projected Non-Residential Development Projects (New construction only)	NA	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$33,000
(b) Payments in lieu of Construction	NA												
(c) Other Funds (specify source)	NA												
Subtotal	\$80,676	\$10,500	\$10,500	\$10,500	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$123,000
(d) Interest	NA	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$11,000
Total Revenue from Development Fees	\$80,676	\$10,500	\$10,500	\$10,500	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$214,676

The Township of Andover projects a total of **\$134,000** to be collected between January 1, 2025 and December 31, 2035 for residential and non-residential new construction. There is an existing balance of \$80,676, resulting in a total of \$214,676 for use on affordable housing. Projections are based on projected development as it relates to permits issued within the Township over the last five years and revenues generated by the fund over the last ten years.

ADMINISTRATIVE MECHANISM TO COLLECT AND DISTRIBUTE FUNDS

Andover will follow the process for the collection and distribution of development fee revenues detailed below.

- (a) Collection of development fee revenues: Andover will collect development fee revenues in a manner that is consistent with the Township's development fee ordinance for both residential and nonresidential development and in accordance with applicable regulations.
- (b) Distribution of development fee revenues: Andover will distribute funds with the oversight of the Township Committee. The Committee will work with the Township Administration and the Municipal Housing Liaison to manage the projects outlined in this spending plan.

DESCRIPTION OF ANTICIPATED USE OF AFFORDABLE HOUSING FUNDS

The Township of Andover proposes to use the monies in its Affordable Housing Trust Fund for the following purposes:

- (a) **Rehabilitation Projects** (N.J.A.C. 5:97-6.2): the Township of Andover will dedicate the following funds to Rehabilitation projects in order to meet its fair share affordable unit obligation:
Township Rehabilitation Program: At least \$12,500 per unit for a total of 11 units for a budget of \$137,500.
- (b) **Administrative Expenses** (N.J.A.C. 5:97-8.9) the Township of Andover will dedicate no more than 20 percent of revenue from the affordable housing trust fund to be used for administrative purposes. **The current budget for administrative expenses is \$12,774, with any additional funds subject to the 20 percent cap are as follows:**
 - Administration of affordable housing programs;
 - Legal fees associated with affordable housing administration;
 - Planning fees for any necessary updates and/or revision to the Housing Element and Fair Share Plan; and
 - Other expenses associated with the development and implementation of the Housing and Fair Share Plan and the monitoring of current and future affordable housing programs within the Township of Andover.
- (c) **Affordability Assistance** (N.J.A.C. 5:97-8.8) Andover will dedicate **\$64,402** from the affordable housing trust fund to render units more affordable, including at \$32,201 to render units more affordable to households earning 30% or less of median income by region. This will include the rehabilitation program and providing assistance to existing low-income and very low-income homeowners and renters in Andover Township.

- (d) Supportive Living and Special Needs (N.J.A.C. 5:97-6.10):** Andover will dedicate funds to assist in the development and renovation of supportive and special needs homes as the budget permits.
- (e) Excess Funds:** Any excess funds will be dedicated to emergent projects such as municipally sponsored 100% affordable housing/ market to affordable program, accessory apartments and other permitted affordable housing programs.

SUMMARY

Andover intends to spend affordable housing trust fund revenues pursuant to N.J.A.C. 5:97-8.7 through 8.9 and consistent with the affordable housing programs outlined in the Township's Housing Element and Fair Share Plan dated June 3, 2025.

**Spending Plan Summary
Andover Affordable Housing Trust Fund**

Trust fund balance as of 12/31/2024	\$80,676
Projected Revenue (2025-2035)	
Development fees	\$123,000
Payments in lieu of construction	
Other funds	
Interest	\$11,000
Total Revenue (Rounded)	\$134,000
Expenditures	
Rehabilitation	\$137,500
Administration	\$12,774
Affordability Assistance	\$64,402
Other programs	\$*
Total Projected Expenditures	\$214,676

*WILL BE FUNDED WITH ANY ADDITIONAL FUNDS COLLECTED.

Appendix D – Marketing Plan

TOWNSHIP OF ANDOVER COUNTY OF SUSSEX, STATE OF NEW JERSEY

Affordable Housing

Affirmative Marketing Plan

Andover Township Municipal Building
134 Newton Sparta Road
Newton, NJ 07860
973-383-4280

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Overview

All affordable units are required to be affirmatively marketed using the Township of Andover's Affirmative Marketing Plan. An Affirmative Marketing Plan is a regional marketing strategy designed to attract households of all majority and minority groups, regardless of race, creed, color, national origin, ancestry, marital or familial status, gender, affectional or sexual orientation, disability, age, or number of children to housing units which are being marketed by an Administrative Agent or a developer, sponsor, owner or property manager of affordable housing. The primary objectives of an Affirmative Marketing Plan are to target households who are least likely to apply for affordable housing, and to target households throughout the entire housing region in which the units are located.

The Township of Andover provides this Affirmative Marketing Plan for any affordable housing within the Township. Individual projects may develop their own affirmative marketing plan in compliance with this plan.

Every Affirmative Marketing Plan must include all of the following:

1. Publication of at least one advertisement in a newspaper of general circulation within the housing region;
2. Broadcast of at least one advertisement by radio or television throughout the housing region; and
3. At least one additional regional marketing strategy such as a neighborhood newspaper, religious publication, organizational newsletter, advertisement(s) with major employer(s), or notification through community and regional organizations such as non-profit, religious, and civic organizations.

For each affordable housing opportunity within the Township of Andover, the Affirmative Marketing Plan must include the following information:

1. The address of the project and development name, if any;
2. The number of rental units;
3. The price ranges of the rental units;
4. The name and contact information of the Municipal Housing Liaison, Administrative Agent, property manager, or landlord;
5. A description of the Random Selection method that will be used to select applicants for affordable housing; and
6. Disclosure of required application fees, if any.

Advertisements must contain the following information for each affordable housing opportunity:

1. Location of the units;
2. Directions to the units;
3. Range of prices for the units;
4. Size, as measured in bedrooms, of units;

5. The maximum income permitted to qualify for the housing units;
6. The locations of applications for the housing units;
7. The business hours when interested households may obtain an application for a housing unit; and
8. Application fees, if any.

Regional Preference

The Township of Andover has provided that households that live or work in Housing Region #1 (comprised of Bergen, Hudson, Passaic, and Sussex Counties) shall be selected for an affordable housing unit before households from outside of this region. Units that remain unoccupied after households who live or work in the region are exhausted, may be offered to the households outside the region.

Implementation

The affirmative marketing process for affordable units shall begin at least four months prior to expected occupancy. In implementing the marketing program, the Administrative Agent shall undertake all of the strategies outlined in the Township of Andover's Affirmative Marketing Plan. Advertising and outreach shall take place during the first week of the marketing program and each month thereafter until all the units have been sold. Applications for affordable housing shall be available in several locations in accordance with the Affirmative Marketing Plan. The time period when applications will be accepted will be posted with the applications. Applications shall be mailed to prospective applicants upon request.

All newspaper articles, announcements and requests for applications for low- and moderate-income units will appear in the following daily regional newspapers/publications when units are available and there is no wait list for existing units and when any new units may be constructed in the future:

1. The New Jersey Herald
2. The Township Journal
3. The Daily Record
4. The Star Ledger

The primary marketing will take the form of at least one (1) press release sent to the above publications and a paid display advertisement in each of the above newspapers. Additional advertising and publicity will be on an as-needed basis. The advertisement will include a description of the:

1. Location of the units;
2. Directions to the units;
3. Range of prices for the units;
4. Size, as measured in bedrooms, of units;
5. Maximum income permitted to qualify for the units;
6. Location of applications;
7. Business hours when interested households may obtain an application; and
8. Application fees.

All newspaper articles, announcements and requests for applications for low- and moderate-income housing will appear in the following neighborhood-oriented weekly newspapers, religious publications and organizational newsletters within the region:

1. The New Jersey Herald
2. The New Jersey Sunday Herald
3. The Township Journal
4. The Daily Record
5. The Star Ledger

The primary marketing shall take the form of at least one press release and a paid display advertisement in the above newspapers once a week for four consecutive weeks. Additional advertising and publicity shall be on an "as needed" basis. The developer/owner shall disseminate all public service announcements and pay for display advertisements. The developer/owner shall provide proof of all publications to the Administrative Agent. All press releases and advertisements shall be approved in advance by the Administrative Agent.

The following regional cable television stations or regional radio stations shall be used during the first month of advertising. The developer must provide satisfactory proof of public dissemination:

1. Station(s): Pick two stations from Attachment A.

The Administrative Agent shall develop, maintain and update a list of community contact person(s) and/or organizations(s) in Bergen, Hudson, Passaic, and Sussex Counties that will aid in the affirmative marketing program with particular emphasis on those contacts that are able to reach out to groups that are least likely to apply for housing within the region, including major regional employers identified in Attachment A, Part III, Marketing, Section 3d of COAH's Affirmative Fair Housing Marketing Plan for Affordable Housing in Region #1 (attached to and hereby made part of this Resolution) as well as the following entities:

1. Quarterly informational flyers and applications shall be sent to the Bergen, Hudson, Passaic, and Sussex Counties' Boards of Realtors for publication in their journals and for circulation among their members; and
2. Quarterly informational circulars and applications shall be sent to the administrators of each of the following agencies within the municipalities and counties of Bergen, Hudson, Passaic, and Sussex.

Applications will be mailed to prospective applicants upon request.

The following is the location of applications, brochure(s), signs and/or poster(s) used as part of the affirmative program, including specific employment centers within the region:

1. Municipal Building: 134 Newton Sparta Road, Newton, NJ 07860
2. Municipal Library: Sussex County Main Library, 125 Morris Turnpike, Newton, NJ 07860

The following is the community contact person who will aid the affirmative marketing program:

Municipal Housing Liaison
134 Newton Sparta Road
Newton, NJ 07860
973-383-4280

Additionally, quarterly informational circulars and applications for new units which may be constructed in the future will be sent to the chief administrative employees of each of the following agencies in the counties of Bergen, Hudson, Passaic, and Sussex:

1. Welfare or Social Service Board;
2. Rental assistance office (local office of DCA);
3. Office on Aging.
4. Housing Agency or Authority.
5. County Library.
6. Area community action agencies.

Applications, brochure(s), sign(s) and/or poster(s) used as part of the affirmative marketing program shall be available/posted in the following locations:

1. The Township of Andover Administrative Offices;
2. The Township of Andover website;
3. Developer's Sales/Rental Offices;
4. Bergen, Hudson, Passaic, and Sussex Counties' Administration Buildings;
5. Bergen, Hudson, Passaic, and Sussex Counties' Libraries (all branches); and
6. Other public buildings and agencies as deemed appropriate by the Administrative Agent.

Applications shall be mailed by the Administrative Agent and Municipal Housing Liaison to prospective applicants upon request. Also, applications shall be available at the developer's sales/rental office and multiple copies of application forms shall be mailed to Fair Share Housing Center, the New Jersey State Conference of the NAACP, the Latino Action Network, County NAACP, Newark NAACP, East Orange NAACP, Housing Partnership for Morris County, Community Access Unlimited, Inc., Northwest New Jersey Community Action Program, Inc. (NORWESCAP), Homeless Solutions of Morristown, and the Supportive Housing Association for dissemination to their respective constituents. In addition, the foregoing entities shall be notified directly whenever an affordable housing unit(s) becomes available in the Township of Andover.

The following is a listing of community contact person(s) and/or organizations in Bergen, Hudson, Passaic, and Sussex Counties that will aid in the affirmative marketing program and provide

guidance and counseling services to prospective occupants of very low-, low-and moderate-income units:

1. Family Promise of Sussex County: www.familypromisesussex.org ; 973-579-1180
2. NJHMFA: www.nj.gov.dca.hmfa; 609-278-7400
3. Norwescap: www.norwescap.org; 908-454-7000
4. New Jersey Housing Resource Center: www.nj.gov.njhrc ; 1-877-428-8844
5. Affordable Housing Alliance: www.housingall.org ; 732-389-2958

A random selection method to select occupants of very low-, low- and moderate-income housing will be used by the Administrative Agent, in conformance with N.J.A.C. 5:80-26.16 (I). The Affirmative Marketing Plan shall provide a regional preference for very low-, low- and moderate-income households that live and/or work in Housing Region #1, comprised of Bergen, Hudson, Passaic, and Sussex Counties. Pursuant to the New Jersey Fair Housing Act (C.52:27D-311), a preference for very low-, low- and moderate-income veterans duly qualified under N.J.A.C. 54:4-8.10 may also be exercised, provided an agreement to this effect has been executed between the developer or landlord and the Township of Andover prior to the affirmative marketing of the units.

The Administrative Agent shall administer the Affirmative Marketing Plan. The Administrative Agent has the responsibility to income qualify very low-, low- and moderate-income households; to place income-eligible households in very low-, low- and moderate-income units upon initial occupancy; to provide for the initial occupancy of very low, low and moderate income units with income qualified households; to continue to qualify households for re-occupancy of units as they become vacant during the period of affordability controls; to assist with outreach to very low-, low- and moderate-income households; and to enforce the terms of the deed restriction and mortgage loan as per N.J.A.C. 5:80-26-1, et seq.

The Administrative Agent shall provide or direct qualified very low-, low- and moderate-income applicants to counseling services on subjects such as budgeting, credit issues, mortgage qualifications, rental lease requirements and landlord/tenant law and shall develop, maintain and update a list of entities and lenders willing and able to perform such services. In addition, it shall be the responsibility of the Administrative Agent to inform owners of affordable units and prospective occupants of affordable units of the Borough's affordability assistance programs and to assist with the implementation of such programs.

All developers/owners of very low-, low- and moderate-income housing units shall be required to undertake and pay the costs of the marketing of the affordable units in their respective developments, subject to the direction and supervision of the Administrative Agent.

The implementation of the Affirmative Marketing Plan for a development that includes affordable housing shall commence at least 120 days before the issuance of either a temporary or permanent certificate of occupancy. The implementation of the Affirmative Marketing Plan shall continue until all very low-, low- and moderate-income housing units are initially occupied and thereafter upon the re-sale or re-rental of an affordable unit for as long as an affordable unit remains deed restricted.

The Administrative Agent shall provide the Affordable Housing Liaison with the information required to comply with monitoring and reporting requirements pursuant to the Borough's adopted Affordable Housing Ordinance.

An applicant pool will be maintained by the Administrative Agent for re-rentals.

1. When a re-rental affordable unit becomes available Administrative Agent will select applicants from the applicant pool and, if necessary, the unit will be affirmatively marketed as described above. The selection of applicants from the applicant pool is described in more detail in this manual under the section **Random Selection & Applicant Pool(s)**.

Sample Advertisement for Available Rental Units

The **Town/Township/Borough** of **Municipality** hereby announces that **#** affordable housing units will be available for rent in the **name of development/project**. The housing is under development by **developer** and is available for **type of income** households. **Development** is located at **address, description**.

The affordable housing available includes rents from **\$/,###/month** and includes **#**-bedroom units. Utilities are included (if applicable). Interested households will be required to submit **application, documentation if applicable, and any other requirements** in order to qualify. The maximum household incomes permitted are \$41,471 for a one person household, \$47,395 for a two person household, \$53,320 for a three person household, \$59,244 for a four person household, \$63,984 for a five person household, and \$69,723 for a six person household. Once certified, households will be matched to affordable units through a lottery system. All successful applicants will be required to demonstrate the ability to pay a security deposit (**requirements of security deposit**).

Applications are available at **Location(s), hours of operation**. Applications can also be requested via mail by calling **Realtor** at **Phone #**. Applications will be accepted until **mm/dd/yy** and there is a \$5 fee for the credit check.

Visit www.njhousing.gov or call 1-877-428-8844 for more affordable housing opportunities.

Although any income eligible households may apply, workers of **[Insert counties in the COAH Housing regional preference zone]**; Sussex County will be selected before residents of other counties or states.

Sample Public Service Announcement

10 second slot:

Affordability priced homes available in Mayberry Borough. Income restrictions apply. Call (800) 555-1234 for information.

30-35 second slot:

Affordably priced, brand new two, three, and four-bedroom attractive homes with nice amenities are available at the Equality at Mayberry Development in desirable Mayberry Borough. Call A Home For You at (800) 555-1234 for information on sales prices and income limits and to get a pre-application. The deadline to submit a pre-application is August 1, 2020, so don't delay. These homes are in accordance with State requirements for low- and moderate-income housing.

Random Selection & Applicant Pool(s)

The following is a description of the random selection method that will be used to select occupants for low- and moderate-income housing:

There will be a period in which to complete and submit applications. Households that have completed applications in that timeframe and have been determined that they are income eligible will be randomly selected to establish an order (service list) in which they will be evaluated by the Administrative Agent for the available unit(s). A copy of the first page of the applications will be folded and placed in a container of sufficient size to allow the applications to be randomly mixed. Once mixed, all applications will be drawn one by one from the container until none are left. The first application drawn will be the first position on the service list, and so on.

At least two people will be present during a random selection and both will sign the resulting service list as having participated and/or witnessed the random selection. Once the applicant is placed on the service list, they shall remain in that position until they are served or asked to be withdrawn from the list. Applicants on the service list shall not be a part of any future random selections. If the household on the list is not of an appropriate household size, income or does not live or work in the Housing Region, that applicant will be skipped and the next applicant household with sufficient income will be evaluated for the available unit. This will continue until a properly sized household with sufficient income or purchase or rent the unit is reached.

The applicant household will be required to submit a complete application to establish their eligibility as defined by the Fair Housing Act. If the end of the service list is reached before an appropriately-sized household that lives or works in the New Jersey Housing Region is identified the Administrative Agent will review skipped households in the order of the random selection. Households that live or work in the Housing Region that are smaller than the ideal household size, as defined by the Township's Affordable Housing Ordinance, will be considered next.

Any applicants that are skipped for size, income or regional preference will remain on the list and continue to be considered for future restricted units in the order in which they were selected in the random selection.

Unless applicants ask to be removed from the list or become ineligible for assistance, or are unresponsive to our communications, they will remain on the service list. Therefore, these applicants will not need to be in future random selections. Instead, the service order created by future random selections will be placed at the end of the service list set by all prior random selections.

If there are sufficient names remaining on the service list to fill two years of resales and rentals, the applicant pool may be closed by the Administrative Agent. The Administrative Agent will notify the Township in writing if it intends to close the waiting list. Any households calling or writing to express their interest in an affordable home will be directed to call back on a future date determined by the Administrative Agent. When the applicant pool is being depleted to a point where there is not a sufficient number of people to fill two (2) years of re-sales or rentals, the Administrative Agent will re-open the pool and conduct a new random selection process after fulfilling the affirmative marketing requirements. The service list established by subsequent random selection shall be added to the end of the previous service list.

Initial Randomization

Applicants are selected at random before income-eligibility is determined, regardless of household size or desired number of bedrooms. The process is as follows:

1. After advertising is implemented, applications are accepted for 120 days.
2. At the end of the period, sealed applications are selected one-by-one through a lottery (unless fewer applications are received than the number of available units, then all eligible households will be placed in a unit).
3. Households are informed of the date, time and location of the lottery and invited to attend.
4. An applicant pool is created by listing applicants in the order selected.
5. Applications are reviewed for income-eligibility.
6. Ineligible households are informed that they are being removed from the applicant pool or given the opportunity to correct and/or update income and household information.
7. Eligible households are matched to available units based upon the number of bedrooms needed (and any other special requirements, such as [regional preference or] the need for an accessible unit).
8. If there are sufficient names remaining in the pool to fill future re-rental, the applicant pool shall be closed.
9. When the applicant pool is close to being depleted, the Administrative Agent will re-open the pool and conduct a new random selection process after fulfilling the affirmative marketing requirements. The new applicant pool will be added to the remaining list of applicants.

Randomization After Certification

Random selection is conducted when a unit is available, and only certified households seeking the type and bedroom size of the available unit are placed in the lottery. The process is as follows:

1. After advertising is implemented, applications are accepted for 120 days.
2. All applications are reviewed and households are either certified or informed of non-eligibility. (The certification is valid for 180 days, and may be renewed by updating income-verification information.)
3. Eligible households are placed in applicant pools based upon the number of bedrooms needed (and any other special requirements, such as regional preference or the need for an accessible unit)
4. When a unit is available, only the certified households in need of that type of unit are selected for a lottery.
5. Households are informed of the date, time, and location of the lottery and invited to attend.

6. After the lottery is conducted, the first household selected is given 3 days to express interest or disinterest in the unit. (If the first household is not interested in the unit, this process continues until a certified household selects the unit.)
7. Applications are accepted on an ongoing basis, certified households are added to the pool for the appropriate household income and size categories, and advertising and outreach is ongoing, according to the Affirmative Marketing Plan.

Matching Households to Available Units

1. In referring certified households to specific restricted units, to the extent feasible, and without causing an undue delay in occupying the unit, the Administrative Agent shall strive to implement the following policies:
 - a. Maximum of two person per bedroom;
 - b. Children of same sex in same bedroom;
 - c. Unrelated adults or persons of the opposite sex other than husband and wife in separate bedrooms;
 - d. Children not in same bedroom with parents;
 - e. Provide an occupant for each unit bedroom;
 - f. Provide children of different sex with separate bedrooms;
 - g. Require that all the bedrooms be used as bedrooms; and
 - h. Require that a couple requesting a two-bedroom unit provide a doctor's note justifying such request.

In no case shall a household be referred to an affordable housing unit that provides for more than one additional bedroom per household occupancy as stated in the policies above.

The Administrative Agent cannot require an applicant household to take an affordable unit with a greater number of bedrooms, as long as overcrowding is not a factor.

A household can be eligible for more than one unit category, and should be placed in the applicant pool for all categories for which it is eligible.

ATTACHMENT A

Affirmative Fair Housing Marketing Plan
For Affordable Housing in Region #1

AFFIRMATIVE FAIR HOUSING MARKETING PLAN

For Affordable Housing in **(REGION 1)**

I. APPLICANT AND PROJECT INFORMATION

(Complete Section I individually for all developments or programs within the municipality.)

1a. Administrative Agent Name, Address, Phone Number		1b. Development or Program Name, Address	
1c. Number of Affordable Units: Number of Rental Units: Number of For-Sale Units:	1d. Price or Rental Range From To		1e. State and Federal Funding Sources (if any)
1f. <input type="checkbox"/> Age Restricted <input type="checkbox"/> Non-Age Restricted	1g. Approximate Starting Dates Advertising: Occupancy:		
1h. County Bergen, Hudson, Passaic, Sussex		1i. Census Tract(s):	
1j. Managing/Sales Agent's Name, Address, Phone Number			
1k. Application Fees (if any):			

(Sections II through IV should be consistent for all affordable housing developments and programs within the municipality. Sections that differ must be described in the approved contract between the municipality and the administrative agent and in the approved Operating Manual.)

II. RANDOM SELECTION

2. Describe the random selection process that will be used once applications are received.

III. MARKETING

3a. Direction of Marketing Activity: (indicate which group(s) in the housing region are least likely to apply for the housing without special outreach efforts because of its location and other factors)

☐ White (non-Hispanic)
 ☒ Black (non-Hispanic)
 ☒ Hispanic
 ☐ American Indian or Alaskan Native

☒ Asian or Pacific Islander
 ☐ Other group:

3b. **HOUSING RESOURCE CENTER** (www.njhousing.gov) A free, online listing of affordable housing

☐

3c. Commercial Media (required) (Check all that applies)			
	DURATION & FREQUENCY OF OUTREACH	NAMES OF REGIONAL NEWSPAPER(S)	CIRCULATION AREA
TARGETS ENTIRE HOUSING REGION 1			
Daily Newspaper			
<input type="checkbox"/>		Star-Ledger	Northern and Central New Jersey
TARGETS PARTIAL HOUSING REGION 1			
Daily Newspaper			
<input type="checkbox"/>		Record, The	Bergen
<input type="checkbox"/>		Jersey Journal	Hudson
<input type="checkbox"/>		Herald News	Passaic
<input type="checkbox"/>		New Jersey Herald	Sussex
TARGETS PARTIAL HOUSING REGION 1			
Non-Daily Newspaper			
	DURATION & FREQUENCY OF OUTREACH	NAMES OF REGIONAL NEWSPAPER(S)	CIRCULATION AREA
<input type="checkbox"/>		Bayonne Community News	Hudson
<input type="checkbox"/>		Northern Valley Suburbanite	Northern Bergen
<input type="checkbox"/>		Teaneck Suburbanite	Teaneck, Bergen
<input type="checkbox"/>		Twin Boro News	Northern Bergen
<input type="checkbox"/>		Shopper News	Bergen
<input type="checkbox"/>		The Ramsey Reporter	Ramsey, Bergen

<input type="checkbox"/>		The Town Journal	Franklin Lakes, Bergen
<input type="checkbox"/>		The Village Gazette	Ridgewood, Bergen
<input type="checkbox"/>		Messenger	Garfield, Bergen
<input type="checkbox"/>		Observer	Hasbrouck Heights, Bergen
<input type="checkbox"/>		Weekly News	Hasbrouck Heights, Bergen
<input type="checkbox"/>		Hawthorne Press	Hawthorne, Passaic
<input type="checkbox"/>		Journal America	Passaic
<input type="checkbox"/>		Hoboken Reporter	Hoboken, Hudson
<input type="checkbox"/>		Hudson Current	Hudson
<input type="checkbox"/>		Jersey City Register	Hudson
<input type="checkbox"/>		The Shoppers' Friend	Sussex
<input type="checkbox"/>		The Commercial Leader	Lyndhurst, Bergen
<input type="checkbox"/>		North Bergen Register	Hudson
<input type="checkbox"/>		Secaucus Reporter	Secaucus, Hudson
<input type="checkbox"/>		Weehawken Reporter	Weehawken, Hudson
<input type="checkbox"/>		West New York/Union City Reporter	West New York/Union City, Hudson
<input type="checkbox"/>		Observer	Hudson
<input type="checkbox"/>		The Commercial Leader	Lyndhurst, Bergen
<input type="checkbox"/>		The Leader Free Press	Lyndhurst, Bergen
<input type="checkbox"/>		News Leader of Rutherford	Rutherford, Bergen

<input type="checkbox"/>		North Arlington Leader	North Arlington, Bergen
<input type="checkbox"/>		Our Town	Maywood, Bergen
<input type="checkbox"/>		The Ridgewood Times – Zone 2	Midland Park/Ridgewood, Bergen
<input type="checkbox"/>		The Villadom Times Midland Park	Midland Park/Ridgewood, Bergen
<input type="checkbox"/>		The Palisadian	Bergen
<input type="checkbox"/>		Aim Community News/Aim Action Ads	Passaic
<input type="checkbox"/>		Shoppers Guide to Sussex County	Sussex
<input type="checkbox"/>		Bergen News	Bergen
<input type="checkbox"/>		Press Journal	Palisades Park, Bergen
<input type="checkbox"/>		Korean Bergen News	Bergen
<input type="checkbox"/>		Sun Bulletin	Bergen
<input type="checkbox"/>		News Beacon	Paramus
<input type="checkbox"/>		Slovak Catholic Falcon	(Slovak/English) Passaic
<input type="checkbox"/>		Independence News	Passaic
<input type="checkbox"/>		Home and Store News	Bergen
<input type="checkbox"/>		Our Town	Northern Bergen
<input type="checkbox"/>		The Glen Rock Gazette	Glen Rock, Bergen
<input type="checkbox"/>		Ridgewood News	Ridgewood, Bergen
<input type="checkbox"/>		Suburban News	Northern Bergen
<input type="checkbox"/>		Town News	Northern Bergen

<input type="checkbox"/>		Wyckoff Suburban News	Wyckoff, Bergen
<input type="checkbox"/>		The South Bergenite	Southern Bergen
<input type="checkbox"/>		Secaucus Home News	Secaucus, Hudson
<input type="checkbox"/>		The Advertiser	Sussex
<input type="checkbox"/>		The Advertiser News	Sussex
<input type="checkbox"/>		Sparta Independent	Sparta, Sussex
<input type="checkbox"/>		Sussex County Chronicle	Sparta, Sussex
<input type="checkbox"/>		The Connection Newspaper	Southern Bergen
<input type="checkbox"/>		Jewish Community News	(Jewish) Bergen
<input type="checkbox"/>		Jewish Standard	(Jewish) Bergen
<input type="checkbox"/>		Avance	(Spanish) Hudson
<input type="checkbox"/>		Continental	(Spanish) Hudson
<input type="checkbox"/>		La Tribuna de North Jersey	(Spanish) Hudson
<input type="checkbox"/>		The Argus	West Paterson, Passaic
<input type="checkbox"/>		Suburban Life	Passaic
<input type="checkbox"/>		Today Newspaper	Passaic
<input type="checkbox"/>		Community Life	Northern Bergen
<input type="checkbox"/>		Wood Ridge Independent	Wood Ridge
TARGETS ENTIRE HOUSING REGION 1			
	DURATION & FREQUENCY OF OUTREACH	NAMES OF REGIONAL TV STATION(S)	CIRCULATION AREA AND/OR RACIAL/ETHNIC IDENTIFICATION OF READERS/AUDIENCE

<input type="checkbox"/>		2 WCBS-TV Cbs Broadcasting Inc.	NYC Metropolitan Area
<input type="checkbox"/>		4 WNBC NBC Telemundo License Co. (General Electric)	NYC Metropolitan Area
<input type="checkbox"/>		5 WNYW Fox Television Stations, Inc. (News Corp.)	NYC Metropolitan Area
<input type="checkbox"/>		7 WABC-TV American Broadcasting Companies, Inc (Walt Disney)	NYC Metropolitan Area
<input type="checkbox"/>		11 WPIX Wpix, Inc. (Tribune)	NYC Metropolitan Area
<input type="checkbox"/>		13 Wpix, Inc. (Tribune) Educational Broadcasting Corporation	NYC Metropolitan Area
<input type="checkbox"/>		25 WNYE-TV New York City Dept. Of Info Technology & Telecommunications	NYC Metropolitan Area
<input type="checkbox"/>		31 WPXN-TV Paxson Communications License Company, Llc	NYC Metropolitan Area
<input type="checkbox"/>		41 WXTV Wxtv License Partnership, G.p. (Univision Communications Inc.)	NYC Metropolitan Area, Spanish-language
<input type="checkbox"/>		47 WNJU NBC Telemundo License Co. (General Electric)	NYC Metropolitan Area, Spanish-language
<input type="checkbox"/>		50 WNJN New Jersey Public Broadcasting Authority	New Jersey
<input type="checkbox"/>		62 WRNN-TV Wrnn License Company, Llc	Hudson Valley

<input type="checkbox"/>		63 WMBC-TV Mountain Broadcasting Corporation	Northern New Jersey, Various ethnic
<input type="checkbox"/>		66 WFME-TV Family Stations Of New Jersey, Inc.	Northern New Jersey, Christian
<input type="checkbox"/>		68 WFUT-TV Univision New York Llc	NYC Metropolitan Area, Spanish-language
TARGETS PARTIAL HOUSING REGION 1			
<input type="checkbox"/>		8 WTNH Wtnh Broadcasting, Inc. (LIN TV Corp.)	Bergen
<input type="checkbox"/>		49 WEDW Connecticut Public Broadcasting, Inc.	Bergen
<input type="checkbox"/>		17 WEBR-CA K Licensee, Inc.	Bergen, Hudson (Christian)
<input type="checkbox"/>		26 WNXV-LP Island Broadcasting Company	Bergen, Hudson
<input type="checkbox"/>		32 WXNY-LP Island Broadcasting Company	Bergen, Hudson
<input type="checkbox"/>		35 WNYX-LP Island Broadcasting Company	Bergen, Hudson
<input type="checkbox"/>		39 WNYN-LP Island Broadcasting Company	Bergen, Hudson (Spanish)
<input type="checkbox"/>		21 WLIW Educational Broadcasting Corporation	Bergen, Hudson, Passaic
<input type="checkbox"/>		60 W60AI Ventana Television, Inc.	Bergen, Hudson, Passaic
<input type="checkbox"/>		6 WNYZ-LP Island Broadcasting Co.	Bergen, Sussex
<input type="checkbox"/>		22 WMBQ-CA Renard Communications Corp.	Hudson

<input type="checkbox"/>		34 WPXO-LP Paxson Communications License Company, Llc	Hudson
<input type="checkbox"/>		42 WKOB-LP Nave Communications, Llc	Hudson (Christian)
<input type="checkbox"/>		3 WBQM-LP Renard Communications Corp.	Hudson, Sussex
<input type="checkbox"/>		52 WNJT New Jersey Public Broadcasting Authority	Hudson, Sussex
<input type="checkbox"/>		28 WBRE-TV Nexstar Broadcasting, Inc.	Passaic, Sussex
<input type="checkbox"/>		36 W36AZ New Jersey Public Broadcasting Authority	Passaic, Sussex
<input type="checkbox"/>		16 WNEP-TV New York Times Co.	Sussex
<input type="checkbox"/>		22 WYOU Nexstar Broadcasting, Inc.	Sussex
<input type="checkbox"/>		23 W23AZ Centenary College	Sussex
<input type="checkbox"/>		38 WSWB Mystic Television of Scranton Llc	Sussex
<input type="checkbox"/>		39 WLVT-TV Lehigh Valley Public Telecommunications Corp.	Sussex
<input type="checkbox"/>		44 WVIA-TV Ne Pa Ed Tv Association	Sussex
<input type="checkbox"/>		49 W49BE New Jersey Public Broadcasting Authority	Sussex
<input type="checkbox"/>		56 WOLF-TV Wolf License Corp	Sussex

<input type="checkbox"/>		60 WBPH-TV Sonshine Family Television Corp	Sussex
<input type="checkbox"/>		64 WQPX Paxson Communications License Company, Llc (Ion Media Networks)	Sussex
<input type="checkbox"/>		69 WFMZ-TV Maranatha Broadcasting Company, Inc.	Sussex

	DURATION & FREQUENCY OF OUTREACH	NAMES OF CABLE PROVIDER(S)	BROADCAST AREA
TARGETS PARTIAL HOUSING REGION 1			
<input type="checkbox"/>		Time Warner Cable of Bergen & Hudson Counties	Partial Bergen
<input type="checkbox"/>		Comcast of the Meadowlands	Partial Bergen
<input type="checkbox"/>		Cablevision of New Jersey, Oakland, Ramapo, and Rockland	Partial Bergen
<input type="checkbox"/>		US Cable of Paramus-Hillsdale	Partial Bergen
<input type="checkbox"/>		Cablevision of NJ (Bayonne System), Hudson	Partial Hudson
<input type="checkbox"/>		Comcast of Jersey City, Meadowlands, NJ (Union System)	Partial Hudson
<input type="checkbox"/>		Time Warner Cable of Bergen & Hudson Counties	Partial Hudson
<input type="checkbox"/>		Cablevision of Oakland, Paterson	Partial Passaic

<input type="checkbox"/>		Hometown Online	Partial Passaic
<input type="checkbox"/>		Cable Vision of Morris, Warwick	Partial Sussex
<input type="checkbox"/>		Hometown Online	Partial Sussex
<input type="checkbox"/>		Service Electric Broadband Cable	Partial Sussex
<input type="checkbox"/>		Time Warner Cable of Bergen & Hudson Counties	Partial Bergen
<input type="checkbox"/>		Comcast of the Meadowlands	Partial Bergen
<input type="checkbox"/>		Cablevision of New Jersey, Oakland, Ramapo, and Rockland	Partial Bergen
<input type="checkbox"/>		US Cable of Paramus-Hillsdale	Partial Bergen
<input type="checkbox"/>		Cablevision of NJ (Bayonne System), Hudson	Partial Hudson
<input type="checkbox"/>		Comcast of Jersey City, Meadowlands, NJ (Union System)	Partial Hudson
<input type="checkbox"/>		Time Warner Cable of Bergen & Hudson Counties	Partial Hudson
<input type="checkbox"/>		Cablevision of Oakland, Paterson	Partial Passaic
<input type="checkbox"/>		Hometown Online	Partial Passaic
<input type="checkbox"/>		Cable Vision of Morris, Warwick	Partial Sussex

<input type="checkbox"/>		Hometown Online	Partial Sussex
<input type="checkbox"/>		Service Electric Broadband Cable	Partial Sussex
<input type="checkbox"/>		Time Warner Cable of Bergen & Hudson Counties	Partial Bergen
<input type="checkbox"/>		Comcast of the Meadowlands	Partial Bergen
<input type="checkbox"/>		Cablevision of New Jersey, Oakland, Ramapo, and Rockland	Partial Bergen
<input type="checkbox"/>		US Cable of Paramus-Hillsdale	Partial Bergen
<input type="checkbox"/>		Cablevision of NJ (Bayonne System), Hudson	Partial Hudson
<input type="checkbox"/>		Comcast of Jersey City, Meadowlands, NJ (Union System)	Partial Hudson
<input type="checkbox"/>		Time Warner Cable of Bergen & Hudson Counties	Partial Hudson
<input type="checkbox"/>		Cablevision of Oakland, Paterson	Partial Passaic
<input type="checkbox"/>		Hometown Online	Partial Passaic
<input type="checkbox"/>		Cable Vision of Morris, Warwick	Partial Sussex
<input type="checkbox"/>		Hometown Online	Partial Sussex
<input type="checkbox"/>		Service Electric Broadband Cable	Partial Sussex

	DURATION & FREQUENCY OF OUTREACH	NAMES OF REGIONAL RADIO STATION(S)	BROADCAST AREA AND/OR RACIAL/ETHNIC IDENTIFICATION OF READERS/AUDIENCE
TARGETS ENTIRE HOUSING REGION 1			
AM			
<input type="checkbox"/>		WFAN 660	
<input type="checkbox"/>		WOR 710	
<input type="checkbox"/>		WABC 770	
<input type="checkbox"/>		WCBS 880	
<input type="checkbox"/>		WBBR 1130	
FM			
<input type="checkbox"/>		WFNY-FM 92.3	
<input type="checkbox"/>		WPAT-FM 93.1	Spanish
<input type="checkbox"/>		WNYC-FM 93.9	
<input type="checkbox"/>		WFME 94.7	Christian
<input type="checkbox"/>		WPLJ 95.5	
<input type="checkbox"/>		WQXR-FM 96.3	
<input type="checkbox"/>		WQHT 97.1	
<input type="checkbox"/>		WSKQ-FM 97.9	Spanish
<input type="checkbox"/>		WAWZ 99.1	Christian
<input type="checkbox"/>		WBAI 99.5	

<input type="checkbox"/>		WHTZ 100.3	
<input type="checkbox"/>		WHUD 100.7	
<input type="checkbox"/>		WCBS-FM 101.1	
<input type="checkbox"/>		WQCD 101.9	
<input type="checkbox"/>		WNEW 102.7	
<input type="checkbox"/>		WKTU 103.5	
<input type="checkbox"/>		WAXQ 104.3	
<input type="checkbox"/>		WWPR-FM 105.1	
<input type="checkbox"/>		WLTW 106.7	
<input type="checkbox"/>		WBLS 107.5	
TARGETS PARTIAL HOUSING REGION 1			
AM			
<input type="checkbox"/>		WEEX 1230	Bergen
<input type="checkbox"/>		WKDM 1380	Bergen, Hudson (Chinese/ Mandarin)
<input type="checkbox"/>		WMCA 570	Bergen, Hudson, Passaic (Christian)
<input type="checkbox"/>		WNYC 820	Bergen, Hudson, Passaic
<input type="checkbox"/>		WRKL 910	Bergen, Hudson, Passaic (Polish)
<input type="checkbox"/>		WPAT 930	Bergen, Hudson, Passaic (Caribbean, Mexican, Mandarin)
<input type="checkbox"/>		WWDJ 970	Bergen, Hudson, Passaic (Christian)

<input type="checkbox"/>		WINS 1010	Bergen, Hudson, Passaic
<input type="checkbox"/>		WEPN 1050	Bergen, Hudson, Passaic
<input type="checkbox"/>		WVNJ 1160	Bergen, Hudson, Passaic
<input type="checkbox"/>		WLIB 1190	Bergen, Hudson, Passaic (Christian)
<input type="checkbox"/>		WADO 1280	Bergen, Hudson, Passaic (Spanish)
<input type="checkbox"/>		WWRV 1330	Bergen, Hudson, Passaic (Spanish)
<input type="checkbox"/>		WNSW 1430	Bergen, Hudson, Passaic (Portuguese)
<input type="checkbox"/>		WZRC 1480	Bergen, Hudson, Passaic (Chinese/Cantonese)
<input type="checkbox"/>		WQEW 1560	Bergen, Hudson, Passaic
<input type="checkbox"/>		WWRL 1600	Bergen, Hudson, Passaic
<input type="checkbox"/>		WWRU 1660	Bergen, Hudson, Passaic (Korean)
<input type="checkbox"/>		WMTR 1250	Passaic
<input type="checkbox"/>		WGHT 1500	Passaic
<input type="checkbox"/>		WNNJ 1360	Sussex
FM			
<input type="checkbox"/>		WSOU 89.5	Bergen, Hudson
<input type="checkbox"/>		WCAA 105.9	Bergen, Hudson (Latino)
<input type="checkbox"/>		WBGO 88.3	Bergen, Hudson, Passaic
<input type="checkbox"/>		WFDU 89.1	Bergen, Hudson, Passaic

<input type="checkbox"/>		WKCR-FM 89.9	Bergen, Hudson, Passaic
<input type="checkbox"/>		WNYU-FM 89.1	Bergen, Hudson, Passaic
<input type="checkbox"/>		WFUV 90.7	Bergen, Hudson, Passaic
<input type="checkbox"/>		WFMU 91.1	Bergen, Hudson, Passaic
<input type="checkbox"/>		WNYE 91.5	Bergen, Hudson, Passaic
<input type="checkbox"/>		WRKS 98.7	Bergen, Hudson, Sussex
<input type="checkbox"/>		WRTN 93.5	Bergen, Hudson, Sussex
<input type="checkbox"/>		WHCR-FM 90.3	Bergen, Passaic
<input type="checkbox"/>		WPSC-FM 88.7	Passaic
<input type="checkbox"/>		WRHV 88.7	Passaic
<input type="checkbox"/>		WNJP 88.5	Sussex
<input type="checkbox"/>		WNTI 91.9	Sussex
<input type="checkbox"/>		WCTO 96.1	Sussex
<input type="checkbox"/>		WSUS 102.3	Sussex
<input type="checkbox"/>		WNNJ-FM 103.7	Sussex
<input type="checkbox"/>		WDHA -FM 105.5	Sussex
<input type="checkbox"/>		WHCY 106.3	Sussex
<input type="checkbox"/>		WWYY 107.1	Sussex
3d. Other Publications (such as neighborhood newspapers, religious publications, and organizational newsletters) (Check all that applies)			

	NAME OF PUBLICATIONS	OUTREACH AREA	RACIAL/ETHNIC IDENTIFICATION OF READERS/AUDIENCE
TARGETS ENTIRE HOUSING REGION 1			
Bi-weekly			
<input type="checkbox"/>	Al Manassah		Arab-American
Monthly			
<input type="checkbox"/>	Sino Monthly	North Jersey/NYC area	Chinese-American
TARGETS PARTIAL HOUSING REGION 1			
Daily			
<input type="checkbox"/>	24 Horas	Bergen, Essex, Hudson, Middlesex, Passaic, Union Counties	Portuguese-Language
Weekly			
<input type="checkbox"/>	Arab Voice Newspaper	North Jersey/NYC area	Arab-American
<input type="checkbox"/>	La Voz	Hudson, Union, Middlesex Counties	Cuban community
<input type="checkbox"/>	Italian Tribune	North Jersey/NYC area	Italian community
<input type="checkbox"/>	Jewish Standard	Bergen, Passaic, Hudson Counties	Jewish community
<input type="checkbox"/>	El Especialito	Union City	Spanish-Language
<input type="checkbox"/>	El Nuevo	Hudson County	Spanish-Language
<input type="checkbox"/>	La Tribuna Hispana	Basking Ridge, Bound Brook, Clifton, East Rutherford, Elizabeth, Fort Lee, Greebrook, Linden, Lydenhurst, Newark, North Plainfield, Orange, Passaic, Paterson, Plainfield, Roselle,	Spanish-Language

			Scotch Plains, Union, Union City, West NY	
<input type="checkbox"/>		Su Guia	Bergen and Passaic	Spanish-Language
<input type="checkbox"/>		Banda Oriental Latinoamérica	North Jersey/NYC area	South American community
<input type="checkbox"/>		Ukranian Weekly	New Jersey	Ukranian community

3e. Employer Outreach (names of employers throughout the housing region that can be contacted to post advertisements and distribute flyers regarding available affordable housing) (Check all that applies)

DURATION & FREQUENCY OF OUTREACH	NAME OF EMPLOYER/COMPANY	LOCATION
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Hudson County

<input type="checkbox"/>		United Parcel Service Inc. NY Corp	492 County Ave, Secaucus
<input type="checkbox"/>		USPS	80 County Road, Jersey City
<input type="checkbox"/>		Liz Claiborne Inc	1 Claiborne Ave, North Bergen
<input type="checkbox"/>		Credit Suisse First Boston LLC	1 Pershing Plz Jersey City
<input type="checkbox"/>		HealthCare Staffing and Consult	26 Journal Square, Jersey City
<input type="checkbox"/>		Ritter Sysco Food Service	20 Theodore Conrad Dr. Jersey City
<input type="checkbox"/>		Jersey City Medical Center Inc.	50 Grand St, Secaucus
<input type="checkbox"/>		Marsh USA Inc.	121 River St, Hoboken
<input type="checkbox"/>		National Retail Systems Inc.	2820 16th St North Bergen
<input type="checkbox"/>		Community Corrections Corp	Lincoln Hwy Kearny
<input type="checkbox"/>		Marine Personnel & Provisioning Inc.	1200 Harbor Blvd Weehawken
<input type="checkbox"/>		Port Authority of NY and NJ	241 Erie St. Jersey City and 120 Academy St. Jersey City
<input type="checkbox"/>		Christ Hospital Health Service	176 Palisade Ave, Jersey City

<input type="checkbox"/>		Bayonne Hospital	29th Street and Ave E, Bayonne
<input type="checkbox"/>		Salson Logistics Inc.	2100 88th St.and 7373 West Side Ave, North Bergen, NJ
<input type="checkbox"/>		National Financial Service	1000 Plaza, Jersey City
<input type="checkbox"/>		Fleet NJ Company Development Corp.	10 Exchange Place, Jersey City
<input type="checkbox"/>		Maidenform Inc	154 Ave E, Bayonne
<input type="checkbox"/>		Lord Abbett & Company	90 Hudson City, Jersey City
<input type="checkbox"/>		Liberty Health Plan Inc.	50 Baldwin Ave Jersey City
<input type="checkbox"/>		Port Imperial Ferry Corp.	Pershing Rd Secaucus
<input type="checkbox"/>		Hudson News	1305 Paterson Plank Rd, North Bergen
<input type="checkbox"/>		Palisades General Hospital	7600 River Rd North Bergen, NJ
<input type="checkbox"/>		Equiserve Inc.	525 Washington Blvd Jersey city
<input type="checkbox"/>		Ciricorp Data Systems Incorporated	1919 Park Ave Secaucus
<input type="checkbox"/>		Meadowlands Hospital Medical Center	Meadowlands Pkwy Secaucus
<input type="checkbox"/>		Retailers & Manufacturers Dist Marking Serv.	50 Metro Way Secaucus
<input type="checkbox"/>		Dynamic Delivery Corp	125 Pennsylvania Ave Kearny, NJ
<input type="checkbox"/>		Bowne Business Communications Inc.	215 County Ave Secaucus
<input type="checkbox"/>		North Hudson Community Action Corp.	5301 Broadway West New York 07093
<input type="checkbox"/>		Goya Foods Inc.	100 Seaview Dr. Secaucus
<input type="checkbox"/>		Cristi Cleaning Service	204 Paterson Plank Rd Union, NJ
Bergen County			

<input type="checkbox"/>		Hackensack University Medical Center	30 Prospect Ave, Hackensack, NJ 07601
<input type="checkbox"/>		Professional Employer Group Service	2050 Center Ave Ste 336 Fort Lee
<input type="checkbox"/>		County of Bergen, NJ	1 Bergen County Plaza Hackensack, NJ 07601
<input type="checkbox"/>		Society of the Valley Hospital	223 N Van Dien Ave Ridgewood
<input type="checkbox"/>		NJ Sports & Expo Authority	50 State Highway 120 East Rutherford
<input type="checkbox"/>		Merck-Medco Managed Care LLC	100 Parsons Pond Dr. Franklin Lakes 07417
<input type="checkbox"/>		Quest Diagnostics Incorporated	1 Malcolm Ave Teterboro ,NJ 07608
<input type="checkbox"/>		AT&T	15 E Midland Ave Paramus
<input type="checkbox"/>		Englewood Hospital and Medical Center	350 Engle St. Englewood
<input type="checkbox"/>		Aramark Svcs Management of NJ Inc	50 Route 120 East Rutherford
<input type="checkbox"/>		Holy Name Hospital	718 Teaneck Road Teaneck
<input type="checkbox"/>		Doherty Enterprises Inc	7 Pearl Ct Allendale
<input type="checkbox"/>		Bergen Regional Medical Center	230 East Ridgewood Ave Paramus
<input type="checkbox"/>		Inserra supermarkets, Inc.	20 Ridge Rd Mahwah
<input type="checkbox"/>		Howmedica Osteonics Corp	59 Route 17 Allendale
<input type="checkbox"/>		Becton Dickinson & Company Corp	1 Becton Dr. Franklin Lakes
<input type="checkbox"/>		Pearson Education, Inc.	1 Lake St. Upper Saddle River
Passaic County			
<input type="checkbox"/>		D&E Pharmaceutical Co.	206 Macoprin Rd Bloomingdale, NJ 07403
<input type="checkbox"/>		Acme Markets	467 AllWood Rd Clifton, NJ 07012

<input type="checkbox"/>		St. Mary's Hospital	350 Boulevard Passaic, NJ 07055
<input type="checkbox"/>		Merry Maids	14 Riverside Square Mall, Bloomingdale, NJ 07403
<input type="checkbox"/>		Health Center at Bloomingdale	255 Union Ave Bloomingdale, NJ 07403
<input type="checkbox"/>		Sommers Plastic Product Co. Inc.	31 Styertowne Rd Clifton, NJ 07012
<input type="checkbox"/>		St. Joseph's Hospital	703 Main St. Paterson, NJ 07503
<input type="checkbox"/>		BAE Systems	164 Totowa Rd, Wayne, NJ 07470
<input type="checkbox"/>		Drake Bakeries Inc	75 Demarest Dr, Wayne, NJ 07470
<input type="checkbox"/>		Toys R Us National Headquarters	1 Geoffrey Way, Wayne, NJ 07470
<input type="checkbox"/>		GAF Materials Corporation	1361 Alps Rd, Wayne, NJ 07470
<input type="checkbox"/>		Valley National Bank Headquarters	1455 Valley Road Wayne, New Jersey 07470
Sussex County			
<input type="checkbox"/>		Selective Insurance	40 Wantage Ave, Branchville, NJ
<input type="checkbox"/>		Andover Subacute and Rehab Center	99 Mulford Rd Bldg 2, Andover, NJ
<input type="checkbox"/>		Mountain Creek Resorts	200 State Rt 94, Vernon, NJ
<input type="checkbox"/>		County of Sussex	One Spring Street, Newton, NJ 07860
<input type="checkbox"/>		Newton Memorial Hospital Inc.	175 High St, Newton, NJ
<input type="checkbox"/>		Vernon Township Board of Education	539 State Rt 515, Vernon, NJ
<input type="checkbox"/>		F.O. Phoenix (Econo-Pak)	1 Wiebel Plz, Sussex, NJ
<input type="checkbox"/>		Hopatcong Board of Education	2 Windsor Ave, Hopatcong, NJ
<input type="checkbox"/>		Saint Clare's Hospital	20 Walnut St, Sussex, NJ

<input type="checkbox"/>		Ames Rubber Corp	19 Ames Blvd, Hamburg, NJ
3f. Community Contacts (names of community groups/organizations throughout the housing region that can be contacted to post advertisements and distribute flyers regarding available affordable housing)			
Name of Group/Organization	Outreach Area	Racial/Ethnic Identification of Readers/Audience	Duration & Frequency of Outreach

IV. APPLICATIONS

Applications for affordable housing for the above units will be available at the following locations:																
4a. County Administration Buildings and/or Libraries for all counties in the housing region (list county building, address, contact person) (Check all that applies)																
	<table border="1"> <thead> <tr> <th></th> <th>BUILDING</th> <th>LOCATION</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td>Sussex County Main Library</td> <td>125 Morris Turnpike, Newton, NJ 07860</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Hudson County Administration Building</td> <td>595 Newark Avenue, Jersey City, NJ 07306</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Passaic County Administration Building</td> <td>401 Grand Street, Paterson, NJ 07505 (973) 225-3632</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Bergen County Administration Building</td> <td>One Bergen County Plaza, Hackensack, NJ 07601 (201)336-6000</td> </tr> </tbody> </table>		BUILDING	LOCATION	<input type="checkbox"/>	Sussex County Main Library	125 Morris Turnpike, Newton, NJ 07860	<input type="checkbox"/>	Hudson County Administration Building	595 Newark Avenue, Jersey City, NJ 07306	<input type="checkbox"/>	Passaic County Administration Building	401 Grand Street, Paterson, NJ 07505 (973) 225-3632	<input type="checkbox"/>	Bergen County Administration Building	One Bergen County Plaza, Hackensack, NJ 07601 (201)336-6000
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4b. Municipality in which the units are located (list municipal building and municipal library, address, contact person)																
4c. Sales/Rental Office for units (if applicable)																

V. CERTIFICATIONS AND ENDORSEMENTS

I hereby certify that the above information is true and correct to the best of my knowledge. I understand that knowingly falsifying the information contained herein may affect the (select one: Municipality's substantive certification or DCA Balanced Housing Program funding or HMFA UHORP/MONI/CHOICE funding).

—

Name (Type or Print)

—

Title/Municipality

—

Signature

Date

Appendix E – Deed Restrictions