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June 29, 2020

Jeffery Hatcher, MPA-Township Administrator
Township of Delran
900 Chester Avenue
Delran, NJ 08075

**Re: Midpoint Review of Affordable Housing Obligations
Our File No. CDR00062.01**

Dear Mr. Hatcher,

Please accept this correspondence as a reminder that Delran Township is required to submit a "midpoint review" document updating interested parties of the status of affordable housing compliance on July 1, 2020. The requirement stems both from the Township's Settlement Agreement with Fair Share Housing Center ("FSHC") and from the Fair Housing Act ("FHA"), specifically N.J.S.A. 52:27D-313, which provides in relevant part: "the Council shall establish procedures for a realistic opportunity review at the midpoint of the certification period and shall provide for notice to the public." Effectively, the Township's Settlement specifies those parameters.

As a result of the foregoing, the Township will be required to post on its municipal website, with a copy to FSHC, a status report as to the implementation of all compliance mechanisms including whether those relied upon to create a realistic opportunity continue to do so. Any interested party could then petition the Court on these issues.

CME has prepared this documentation based on the FSHC (Fair Share Housing Center) monitoring forms that were distributed. CME has been working closely with the Township on several of their Court Compliance documents and have gathered information on Rehabilitation Units and Prior and Third Round mechanisms from the same.

Please let me know if you have any further questions.

Very truly yours,

CME Associates

Malvika Apte, PP, AICP
Project Leader

cc: Stuart Platt, Esq, Township Solicitor
Jamey Eggers, Township Clerk
Mary Beth Lonergan, AICP/ PP Court Master
Fair Share Housing Center



Jeffery Hatcher. -Township Administrator
Township of Delran
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Midpoint Review Report

Delran Township has a long standing commitment to comply with its Mount Laurel fair share obligations. On October 23, 2018, the Township of Delran approved a settlement agreement with Fair Share Housing Center to meet its affordable housing obligations from 1987 to 2025. On January 9, 2020, the Judgement of Compliance and Repose was issued. Thereby, the Township of Delran is immune to builder's remedy lawsuits through 2025 as it continues to comply with the requirements of the settlement agreement, and implements the Housing Plan Element and Fair Share Plan.

The purpose of this memo is to provide an annual report of affordable housing activity. This mid-point review report serves as a progress report on the status of all affordable housing mechanisms in the Township's Housing Element and Fair Share Plan. It also satisfies a requirement of the settlement agreement to provide a midpoint review on all affordable housing activity including activity related to deposits and expenditures from the Affordable Housing Trust Fund. Attached to this report are the Monitoring Forms prepared by the Township Affordable Housing Consultant, Ms. Malvika Apte, PP, AICP, in collaboration with Affordable Housing Administrator Ms. Katherine Packowski, Senior Associate, Triad Associates and Ms. Margaret Peak, Chief Financial Officer for Township of Delran.

The Township intends to continue participation with the Burlington County Home Improvement Loan Program, which has to date rehabilitated two owner-occupied units since April 1, 2010. Additionally, Township has also allocated funds in its Spending Plan to create a rehabilitation program to rehabilitate units. The Township has submitted the manual as well contracted Triad Associates to administer the rehabilitation of units. A signed form of the rehabilitated units is attached.

Per the Settlement, Township is to meet its prior round obligation of 208 units through various mechanisms including, RCA transferred to City of Burlington, existing group homes, existing inclusionary for sale Summer Hill development and proposed Atlantic Delta development. Details and status of each of these are provided in the adjoining spreadsheet.

For the third round obligation of 365 units, Township proposed several mechanisms including the existing for sale Garden Club development, proposed Stellwag inclusionary development of 111 age restricted units of which 20 are to be set-aside as affordable units. The development has received site plan approvals from the Planning Board. We were not able to obtain additional relevant information regarding bedroom/income distribution of the units due to willful refusal of the developer.

To meet the Third Round Obligation two additional inclusionary developments have been proposed known as Atlantic Delta which is to provide 192 market rate units with a set aside of 48 affordable family rental units. This development has received site plan approval as noted in the attached spreadsheet.



Jeffery Hatcher. -Township Administrator
Township of Delran
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Chester Avenue Development is another inclusionary development to consist of 212 market rate units with a set-aside of 53 affordable units. This development has received site plan approval, as noted in the attached spreadsheet.

The Market to Affordable program has been proposed to provide 10 affordable units. Township as part of its compliance has submitted spending plan to the Court Master to show the allocated amount to assist in implementation of this program. Additional, market to affordable manual has been submitted to the Court Master as part of condition compliance. Township has designated Triad Associates to administer this program.

For the proposed 100% affordable development known as Abrasive Alloy, the Township has zoned the property and has received will serve sewer and water capacity letter from the respective utility authority. Township is currently in process of discussing the project with several affordable housing developers in order to meet the Court deadline of August 31, 2020.

The affordable housing trust fund information has been attached to this report. Township has submitted its revised Spending Plan for Court Approval. The Township of Delran has collected \$1,829,952.46 and expended \$861,096.22, resulting in a balance of \$968,856.24 as of December 31, 2019. Of the \$861,096.22 expended, \$303,066.86 have been expended in administrative costs and \$558,029.36 have been expended in housing activity.

In conclusion, all of the requirements of the Township's settlement agreement continue to be complied with including all family rental, age-restricted, and very low income unit requirements. Delran Township is on track to satisfy all of its affordable housing obligations by the year 2025 and all requirements of its settlement agreement.

1. GENERAL INFORMATION AND TRUST FUND MONITORING

MUNICIPALITY NAME:	Township of Delran	
COUNTY:	Burlington County	
Date through which funds reported:		4/1/2020
Name of person filling out form and affiliation/role:	Malvika Apte, PP/AICP	
Date of filling out form:		6/17/2020
Email:	mapte@cmeusa1.com	
Municipal Housing Liaison for municipality:	Jeffery Hatcher	
Email:	jhatcher@delrantownship.org	
Income Limits Year Being Used by Municipality*:	2020 Income Limits	

(Note: Date in Approved Spending Plan = date through which revenues/expenditures are shown in the approved spending plan; if no approved spending plan, show revenues/expenditures through June 30, 2015 in Column B and beginning July 1, 2015 in Column C.)

TRUST FUND INFORMATION

	Inception -December 31, 2019	January 1, 2020 to June 1, 2020	Total
REVENUE SUMMARY			
Barrier Free Escrow			\$0
Development Fees	1,268,667.51		\$1,268,668
Interest Earned	149,104.64	\$ 2,382	\$151,487
Other Income	412,180.31		\$412,180
Payments-in-Lieu of Construction			\$0
TOTAL	1,829,952.46	\$ 2,382	\$1,832,334

EXPENDITURE SUMMARY			
Administration**	303,066.86	\$ 540	\$303,607
Affordability Assistance***			\$0
Very Low-Income Affordability Assistance			\$0
Barrier Free Conversions			\$0
Housing Activity	558,029.36	\$ 3,364	\$561,393
TOTAL	861,096.22	\$ 3,904	\$865,000

ADMINISTRATION: Date in Approved Spending Plan to Present		
Name	List types of administrative expenses	Amount
Triad Associates	Monitoring	\$540.00
TOTAL		\$540

AFFORDABILITY ASSISTANCE: Date in Approved Spending Plan to Present		
Name	List affordability assistance projects and programs	Amount
TOTAL		\$0

HOUSING ACTIVITY: Date in Approved Spending Plan to Present		
Type of Housing Activity	Specific Site or Program	Amount
Monthly condo fees Jan-Mmay 2020	109 Foxglove	\$ 975
Monthly condo fees Jan-Mmay 2020	133 Foxglove	\$ 975
Monthly condo fees Jan-Mmay 2020	207 Wildflower	\$ 975
Assessment Fees	109 Foxglove	\$ 146
Assessment Fees	133 Foxglove	\$ 146
Assessment Fees	207 Wildflower	\$ 146
TOTAL		\$3,363

Comments:

*View 2020 income limits: https://ahpnj.org/member_docs/Income_Limits_2020.pdf

https://ahpnj.org/member_docs/Income_Limits_2019_FINAL.pdf

https://ahpnj.org/member_docs/Income_Limits_2018.pdf

https://ahpnj.org/member_docs/Income_Limits_2017.pdf

**Administrative expenses cannot total more than 20% of collected revenues, less any Administrative expenses already disbursed.

***Affordability Assistance must equal at least 30% of revenues collected after July 2008, with one-third of that dedicated to very low-income Affordability Assistance

2. REHABILITATION

Total Third Round rehabilitation obligation	24
Rehabilitation program administrator(s) with email, phone number, and address: (if multiple rehab programs list administrator for each)	Triad Associates
Period of time covered (Only completed rehabs since either the adoption of the Housing Element and Fair Share Plan or the previous annual report should be included on this sheet):	4/1/2010

Please see attached signed forms

Please list below all units rehabilitated towards the municipality's Third Round rehabilitation obligation.

2		3					4	5	7	8	9	10	11	12	13				
Street Address	Case Number (if applicable)	Rehab program used (e.g. county program, municipal rental rehab)	Block	Lot	Unit Number	Owner	Renter	Very Low	Low	Moderate	Final Inspection Date (mm/dd/yy)	Funds expended on hard costs (\$)	Funds recaptured	Major system(s) repaired	Was unit below code and raised to code? (Y/N)	Effective date of affordability controls (mm/dd/yy)	Length of affordability controls (years)	Affordability control removed (Y/N)	Creditworthy (Y/N)

Comments:

Verification by Program Administrator that all households are income eligible, that appropriate affordability controls are in place and that rental prices conform to COAH regulations.

Verification by Building Code Official that units were below code and raised to code per the NJ State Housing Code or the Rehabilitation Subcode and that the work involved major systems.

Program Administrator

Date

Code Official

Date

Unit Information - Rehabilitation

Municipality Name: Delran Township County: Burlington

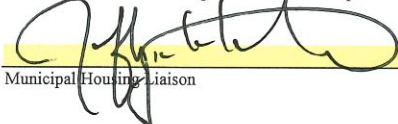
Muni Code: _____

Project / Program: Housing Rehabilitation

COAH Project Number (COAH use) _____

2					3	4	5	6	7	8	9	10	11	12	13	14	15	16
Address	Unit / Apt Number	block	block suffix	lot	rental / for-sale	income level	final inspection date	funds expended on hard costs	development fees expended	funds recaptured	major system(s) repaired	was unit below code and raised to code?	effective date of affordability controls	perpetual lien	length of affordability controls	date affordability controls removed	reason for removal of controls	creditworthy (COAH USE)
					(select one)	(select one)	(mm/dd/yyyy)	(\$)	(\$)	(\$)	(select one)	(y/n)	(mm/dd/yyyy)	(<input checked="" type="checkbox"/>)	(years)	(mm/dd/yyyy)	(select one)	(y/n)
720 S. Chester Avenue		36		15	For Sale	Mod		20000.00	0.00	0.00	Roof	Yes	12/1/2015	Yes				
22 Auburn Drive		88		22	For Sale	Mod		23545.00	0.00	0.00	Roof	Yes	4/12/2017	Yes				

Verification by Municipal Housing Liaison that all households are income eligible, that appropriate affordability controls are in place and that rental prices conform to COAH regulations.


Municipal Housing Liaison

5/19/20
Date (mm/dd/yyyy)

Verification by Building Code Official that units were below code and raised to code per the NJ State Housing Code or the Rehabilitation Subcode and that the work involved major systems.



5/21/20
Date (mm/dd/yyyy)

3. PRIOR AND THIRD ROUND MONITORING

Site / Program Name:	RCA Transfer	Group Homes	Summer Hill Development	Atlantic Delta	Chester Ave	Stellweg	Garden Club/ Glenbrook	Market to Affordable	Abrasive Alloy	
Project developer:										
Compliance Mechanism:	RCA Transfer	Group Homes	Inclusionary Development	Inclusionary Development	Inclusionary Development	Inclusionary Development	Inclusionary Development	Market to Affordable	100% Affordable Housing	
Compliance Mechanism #2 (if project has multiple):										
Round:	Prior Round	Prior Round	Prior Round	Prior Round/ Third Round	Third Round	Third Round	Third Round	Third Round	Third Round	Third Round
Block (if multiple separate by commas):		various	118.21	65	Block 46	Block 116	Block 118			125
Lot (if multiple separate by commas):		various	1	18.01	portion of lot 2 and 3	Lot 23	4.03			14
Address:			Hartford Road	US Highway Route 130	South Chester Ave	Grimes Road	Bridgeboro Road			Rancocas Street
Construction required to begin by (for mechanisms other than inclusionary development):										
Status:	transferred	Built	Built	Approved March 5, 2020, resolution memorialized May 7, 2020	Approved May 7, 2020 Resolution to be memorialized July 2, 2020	Approved November 1, 2018, resolution memorialized December 6, 2018	Built			Zoned in process of selecting redeveloper
If project has site plan /or subdivision approval, date building permits received (DD/MM/YYYY):										
If "approved not built" or "under construction," date of site plan and/or subdivision approval:					7/2/2020					
If "under construction," expected date of completion:										
Date of issuance of C.O.:			10/24/1995				12/16/2003			
If "built," date controls began:										
Length of Affordability Controls (years):			30				30			
Administrative Agent or other entity responsible for affirmative marketing:			Elizabeth Knox, NJ Housing and Mortgage Finance Agency 6735 Clinton Ave, Trenton, NJ eknox@njhmfa.gov	Senior Associate Triad Associates 1301 W. Forest Grove Road, Bldg 3 • Vineland, NJ • 08360 kpackowski@triadincorporated.co	CPG & H (To be confirmed)		Elizabeth Knox, NJ Housing and Mortgage Finance Agency 6735 Clinton Ave, Trenton, NJ eknox@njhmfa.gov	Associates 1301 W Forest Grove Road, Bldg 3, Vineland, NJ kpackowski@traidincorporated.com		To be determined
Contribution (for payments in lieu)										
Total Affordable Housing Units Proposed				48	53	20		10	65	
Total Affordable Housing Units Completed to Date	43	47	75				75			
Type of Affordable Units:										
Family				48	53		75		65	
Family For-Sale			75				75	10		
Family Rental				48	53				65	
Senior						20				
Senior For-Sale						20				
Senior Rental										
Supportive/Special needs										
Supportive For-Sale										
Supportive Rental		47								

Bedroom/Income Splits:

1 BR/or Efficiency Affordable Units		0		9	10	0	12	0	0
Very Low-Income:				3					
Low-Income:				2	5		12		
Moderate-Income:				4	5				
2 BR Affordable Units		0	75	29	32	0	43	0	0
Very Low-Income:									
Low-Income:			75	14	16				
Moderate-Income:				15	16		43		
3+ BR Affordable Units		0		10	11	0	20	0	0
Very Low-Income:									
Low-Income:				5	6				
Moderate-Income:				5	5		20		
Supportive/Special Needs Units:		47		0	0	0	0	0	0
Very Low-Income:		12							
Low-Income:									
Moderate-Income:									

* applicant to provide 7 very low income affordable units, the distribution to be provided

* willful refusal by applicant to provide information

* to provide 8 very low income affordable units per settlement

OVERALL PRIOR AND THIRD ROUND SUMMARY

	NUMBER	PERCENT
Total Units	393	-
Very-Low Income Units	30	15%
Low-Income	135	34%
Moderate-Income	113	29%
Family	326	83%
Senior	20	5%
Supportive/Special Needs	47	12%
For Sale	180	46%
Rental	213	54%

Comments:

4. VERY LOW INCOME REPORTING

Very Low Income Units approved and constructed since July 17, 2008				
Development/Compliance Mechanism	Total Affordable Units	VLI units constructed as of date of report	VLI units not constructed as of date of this report but still planned	Type of Very Low Income Unit (Family, Senior, Special Needs)
Chester Avenue Development	53		7	family
Abrasive Alloy	65		8	family
Group Homes	47		12	Special Needs
Atlantic Delta	48		3	family
Total	213	0	30	

This tab provides reporting required on very low income units, i.e. units affordable to and reserved for households at or below 30% of regional median income. See N.J.S.A. 52:27D-329.1.