STATE OF NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS
COUNCIL ON AFFORDABLE HOUSING
PETITION APPLICATION

This application is a guideline for creating a Housing Element and Fair Share Plan. A completed version of this application must be submitted as part of your petition for substantive certification to COAH. This application will be used by COAH staff to expedite review of your petition. This application can serve as your municipality's Fair Share Plan. A brief narrative component of the Fair Share Plan should be included with this application and can serve primarily to supplement the information included in the application form. Additionally, the narrative section of the Fair Share plan would include a description of any waivers being requested.

This form reflects COAH's newly adopted procedural and substantive rules and the amendments to those rules adopted on September 22, 2008. Footnotes and links to some helpful data sources may be found at the end of each section. To use this document electronically, use the TAB KEY to navigate from field to field. Enter data or use the Right Mouse Button to check boxes.

MUNICIPALITY	Sparta Township	**COUNTY**	Sussex
COAH REGION	1	**PLANNING AREA(S)**	Designated Town CPA4B, PA4,PA5
SPECIAL RESOURCE AREA(S)	Highlands		
PREPARER NAME	David R. Troast, P.P.,A.I.C.P.	**TITLE**	Dir of Planning
EMAIL	David.Troast@Spartanj.Org	**PHONE NO.**	973-729-8093
ADDRESS	65 Main Street Sparta, Nj 07871	**FAX NO.**	973-726-3653
MUNICIPAL HOUSING LIAISON	David R. Troast	**TITLE**	Dir. of Planning
EMAIL	David.Troast@Spartanj.Org	**PHONE NO.**	973-729-8093
ADDRESS	65 Main Street Sparta, Nj 07871	**FAX NO.**	973-726-3653

Enter the date(s) that COAH granted Substantive Certification or that the Court granted a Judgment of Compliance (JOC) on the Housing Element and Fair Share Plan.

History of Approvals	COAH	JOC	N/A
First Round	3/19/1990	____	☐
Second Round	12/6/2000	____	☐
Extended Second Round	____	____	☒

Does the Petition include any requests for a waiver from COAH Rules? ☒Yes ☐No
If Yes, Please note rule section from which waiver is sought and describe further in a narrative section:See Housing Plan Pages 39-41

FILING/PETITION DOCUMENTS (N.J.A.C. 5:96-2.2/3.2 & N.J.A.C. 5:97-2.3/3.2)

All of the following documents must be submitted in order for your petition to be considered complete. Some documents may be on file with COAH. Please denote by marking the appropriate box if a document is attached to the Housing Element and Fair Share Plan or if you are using a document on file with COAH from your previous third round submittal to support this petition. Shaded areas signify items that must be submitted anew.

Included	On File	Required Documentation/Information
☒		Certified Planning Board Resolution adopting or amending the Housing Element & Fair Share Plan
☒		Certified Governing Body Resolution endorsing an adopted Housing Element & Fair Share Plan and either (check appropriate box): ☒Petitioning ☐Filing ☐Re-petitioning ☐Amending Certified Plan
☒		Service List (in the new format required by COAH)
☒		Adopted Housing Element & Fair Share Plan narrative (including draft and/or adopted ordinances necessary to implement the Plan)
☒ ☐N/A		If applicable, Implementation Schedule(s) with detailed timetable for the creation of units and for the submittal of all information and documentation required by N.J.A.C. 5:97-3.2(a)4
☐ ☒N/A	☐	If applicable, Litigation Docket No., OAL Docket No., Settlement Agreement and Judgment of Compliance or Court Master's Report
☐	☒	Municipal Master Plan (most recently adopted; if less than three years old, the immediately preceding, adopted Master Plan)
☒	☐	Municipal Zoning Ordinance (most recently adopted)[1] Date of Last Amendment: 4/8/2008 Date of Submission to COAH: ____
☒	☐	Municipal Tax Maps (most up-to-date, electronic if available) Date of Last Revision: as shown Date of Submission to COAH: ____
☐	☒	Other documentation pertaining to the review of the adopted Housing Element & Fair Share Plan(list): _____

FOR OFFICE USE ONLY

Date Received _____ Affidavit of Public Notice _____ Date Deemed Complete/Incomplete _____ Reviewer's Initials _____

[1] Pursuant to N.J.S.A. N.J.S.A. 52:27D-307, as amended by PL 2008 c.46, any residential development resulting from a zoning change made to a previously non-residentially-zoned property, where the change in zoning precedes or follows the application for residential development by no more than 24 months, shall require that a percentage be reserved for occupancy by low or moderate income households.

HOUSING ELEMENT
(N.J.A.C. 5:97-2 & N.J.S.A. 40:55D-1 et seq.)

The following issues and items must be addressed in the Housing Element for completeness review. Where applicable, provide the page number(s) on which each issue and/or item is addressed within the narrative Housing Element.

1. The plan includes an inventory of the municipality's housing stock by[1]:

   ☒ Age;
   ☒ Condition;
   ☒ Purchase or rental value;
   ☒ Occupancy characteristics; and
   ☒ Housing type, including the number of units affordable to low and moderate income households and substandard housing capable of being rehabilitated

   ☒ Yes, Page Number:-7 ☐ No (incomplete)

2. The plan provides an analysis of the municipality's demographic characteristics, including, but not necessarily limited to[2]:

   ☒ Population trends
   ☒ Household size and type
   ☒ Age characteristics
   ☒ Income level
   ☒ Employment status of **residents**

   ☒ Yes, Page Number: -7 ☐ No (incomplete)

3. The plan provides an analysis of existing and future employment characteristics of the **municipality**, including but not limited to[3]:

   ☒ Most recently available in-place employment by industry sectors and number of persons employed;
   ☒ Most recently available employment trends; and
   ☒ Employment outlook

   ☒ Yes, Page Number: 7 ☐ No (incomplete)

4. The plan includes a determination of the municipality's present and prospective fair share for low and moderate income housing and an analysis of how existing or proposed changes in zoning will provide adequate capacity to accommodate residential and non-residential growth projections. AND

The analysis covers the following:

- ☒ The availability of existing and planned infrastructure;
- ☒ The anticipated demand for the types of uses permitted by zoning based on present and anticipated future demographic characteristics of the municipality;
- ☒ Anticipated land use patterns;
- ☒ Municipal economic development policies;
- ☒ Constraints on development including State and Federal regulations, land ownership patterns, presence of incompatible land uses or sites needing remediation and environmental constraints; and
- ☒ Existing or planned measures to address these constraints.

☒ Yes, Page Number: 25 ☐ No (incomplete)

5. The plan includes a consideration of 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.

   ☒ Yes, Page Number: 25 ☐ No (incomplete)

6. The plan relies on household and employment projections for the municipality as provided in Appendix F of COAH's rules (if yes check the yes box below and check no in lines 6a-8).

   ☒ Yes, Page Number: 17 ☐ No (go to 6a)

   6a. The Plan relies on higher household and employment projections for the municipality as permitted under N.J.A.C. 5:97-2.3(d) (optional - see Fair Share Plan section starting on page 7 of this application).

   ☐ Yes (go to 7 and 8) ☒ No (go to 6b)

   6b. The Plan relies on a request for a downward adjustment to household and employment projections for the municipality as provided in N.J.A.C. 5:97-5.6 (optional - see Fair Share Plan section starting on page 7 of this application).

   ☐ Yes, Page Number: _____ ☒ No

7. If the municipality anticipates higher household projections than provided by COAH in Appendix F, the plan projects the municipality's probable future construction of housing for fifteen years covering the period January 1, 2004 through December 31, 2018 using the following minimum information for residential development:

- [ ] Number of units for which certificates of occupancy were issued since January 1, 2004;
- [ ] Pending, approved and anticipated applications for development;
- [ ] Historical trends, of at least the past 10 years, which includes certificates of occupancy issued; and
- [ ] The worksheet for determining a higher residential growth projection provided by COAH. (Worksheets are available at www.nj.gov/dca/affiliates/coah/resources/gsworksheets.html)

- [ ] Yes, Page Number: _____
- [ ] No (incomplete)
- [x] Not applicable (municipality accepts COAH's projections)

8. If the municipality anticipates higher employment projections than provided by COAH in Appendix F, the plan projects the probable future jobs based on the use groups outlined in Appendix D for fifteen years covering the period January 1, 2004 through December 31, 2018 for the municipality using the following minimum information for non-residential development:

   - [ ] Square footage of new or expanded non-residential development authorized by certificates of occupancy issued since January 1, 2004;
   - [ ] Square footage of pending, approved and anticipated applications for development;
   - [ ] Historical trends, of at least the past 10 years, which shall include square footage authorized by certificates of occupancy issued;
   - [ ] Demolition permits issued and projected for previously occupied non-residential space; and
   - [ ] The worksheet for determining a higher non-residential growth projection provided by COAH.

   - [ ] Yes, Page Number: _____ [ ] No (incomplete)
   - [x] Not applicable (municipality accepts COAH's projections)

9. The plan addresses the municipality's :

   - [x] Rehabilitation share (from Appendix B);
   - [x] Prior round obligation (from Appendix C); and
   - [x] Projected growth share in accordance with the procedures in N.J.A.C. 5:97-2.4.

☒ Yes, Page Number: 34 ☐ No (incomplete)

10. If applicable, the plan includes status of the municipality's application for plan endorsement from the State Planning Commission.

☒ Yes, Page Number: 4 ☐ No (incomplete) ☐ Not Applicable

Petition date: 10/9/2008 Endorsement date: ?

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[1] Information available through the U.S. Census Bureau at http://factfinder.census.gov/servlet/ACSSAFFHousing?_sse=on&_submenuId=housing_0

[2] Information available through the U.S. Census Bureau at http://factfinder.census.gov/home/saff/main.html.

[3] Information available through the New Jersey Department of labor at http://www.wnjpin.net/OneStopCareerCenter/LaborMarketInformation/lmi14/index.html

FAIR SHARE PLAN (N.J.A.C. 5:97-3)

Please provide a summary of the Fair Share Plan by filling out all requested information. Enter N/A where the information requested does not apply to the municipality. A fully completed application may serve as the actual Fair Share Plan. A brief narrative should be attached to supplement the information included in the application form. Additionally, the narrative section of the Fair Share plan would fully describe, under a separate heading, any waivers that are being requested.

Determining the 1987-2018 Fair Share Obligation

The following tables will assist you in determining your overall 1987-2018 fair share obligation. For each cycle of the affordable housing need and rehabilitation share, please use the "need" column to enter the number of units addressed in the municipal petition. Where the municipality has received and/or is proposing any adjustments to its rehabilitation share, prior round and/or growth share obligation, use the footnotes providing rule references and follow the procedures for determining the municipal need and/or for calculating any adjustments applicable to the municipality. Enter the affordable housing need as provided by COAH or that results from the adjustment under the "Need" column.

Line		Need
1	○Rehabilitation Share (From N.J.A.C. 5:97 Appendix B) **OR**	15
2	○Optional Municipally Determined Rehabilitation Share (If a municipally determined rehabilitation share is being used, attach the survey results as an exhibit to this application and indicate that it is attached as Exhibit_____.)	_____
		Need
3	○Prior Round (1987-1999) Affordable Housing Obligation (From N.J.A.C. 5:97 Appendix C)	76
	○Prior Round Adjustments:	
	○20% Cap Adjustment	0
	○1000 Unit Cap Adjustment	0
4	Total Prior Round Adjustments	0
5	**Adjusted Prior Round Obligation:** (Number in Appendix C **minus** Total Prior Round Adjustment(s))	76
	○Prior Round Vacant Land Adjustment (Unmet Need)	0
6	Realistic Development Potential(RDP)[1]	0

[1] RDP = Adjusted Prior Round Obligation minus Vacant Land Adjustment

Determining the Growth Share Obligation

All municipalities must complete the "COAH projections" table below. Only municipalities that anticipate higher projections or that are seeking a growth projection adjustment based on a demonstration that insufficient land capacity exists to accommodate COAH projections need complete the corresponding additional table. COAH has published three workbooks in Excel format to assist with preparing this analysis. All municipalities must complete Workbook A. Workbook B must be used when the municipality anticipates that its growth through 2018 is likely to exceed the growth through 2018 that has been projected by COAH and the municipality wants to plan accordingly. Workbook C must be used by municipalities seeking a downward adjustment to the COAH-generated growth projections based on an analysis of municipal land capacity. Workbooks may be found at the following web location:
www.nj.gov/dca/affiliates/coah/resources/gsworksheets.html.

The applicable workbook has been completed and is attach to this application as Exhibit A.

Line					
	○ ***Required 2004-2018 COAH Projections and Resulting Projected Growth Share***				
	Household Growth (From Appendix F)	734	Employment Growth (From Appendix F)	970	
	Household Growth After Exclusions (From Workbook A)	571	Employment Growth After Exclusions (From Workbook A)	922	
	Residential Obligation (From Workbook A)	114.20	Non-Residential Obligation (From Workbook A)	57.63	
7	Total 2004-2018 Growth Share Obligation				172.00
	○ ***Optional 2004-2018 Municipal Projections Resulting in Higher Projected Growth Share***				
	Household Growth After Exclusions (From Workbook B)	____	Employment Growth After Exclusions (From Workbook B)	____	
	Residential Obligation (From Workbook B)	____	Non-Residential Obligation (From Workbook B)	____	
8	Total 2004-2018 Projected Growth Share Obligation				0.00
	○ ***Optional Municipal Adjustment to 2004-2018 Projections and Resulting Lower Projected Growth Share***				
	Household Growth After Exclusions (From Workbook C)	____	Employment Growth After Exclusions (From Workbook C)	____	
	Residential Obligation (From Workbook C)	____	Non-Residential Obligation (From Workbook C)	____	
9	Total 2004-2018 Growth Share Obligation				0.00
10	**Total Fair Share Obligation** (Line 1 or 2 + Line 5 or 6 + Line 7, 8 or 9)				263.00

Summary of Plan for Total 1987-2018 Fair Share Obligation

(For each mechanism, provide a description in the Fair Share Plan narrative. In the table below, specify the number of completed or proposed units associated with each mechanism.)

	Completed	Proposed	Total
Rehabilitation Share			15
Less: Rehabilitation Credits	29		29
Rehab Program(s)		0	0
Remaining Rehabilitation Share			-14
Prior Round (1987-1999 New Construction) Obligation			76
Less: Vacant Land Adjustment (If Applicable)			
(Enter unmet need as the adjustment amount. Unmet need = Prior round obligation minus RDP):			0
Unmet Need			0
RDP	0	0	0
Mechanisms addressing Prior Round			
Prior Cycle Credits (1980 to 1986)		5	5
Credits without Controls	0	0	0
Inclusionary Development/Redevelopment	28	0	28
100% Affordable Units	0	0	0
Accessory Apartments	0	0	0
Market-to-Affordable	0	0	0
Supportive & Special Needs	5	0	5
Assisted Living	29	0	29
RCA Units previously approved	0	0	0
Other	0	0	0
Prior Round Bonuses	9	0	9
Remaining Prior Round Obligation	71	5	0
Third Round Projected Growth Share Obligation			172
Less: **Mechanisms addressing Growth Share**			
Inclusionary Zoning	7	24	31
Redevelopment	0	0	0
100% Affordable Development	0	0	0
Accessory Apartments	0	0	0
Market-to-Affordable Units	22	44	66
Supportive & Special Need Units	20	9	29
Assisted Living: post-1986 Units	0	0	0
Other Credits	0	1	1
Compliance Bonuses	35	0	35
Smart Growth Bonuses	8	0	8
Redevelopment Bonuses	0	0	0
Rental Bonuses	0	0	0
Growth Share Total	92	78	170
Remaining (Obligation) or Surplus	0	0	+12

PARAMETERS[1]

Prior Round 1987-1999			
RCA Maximum	0	RCAs Included	0
Age-Restricted Maximum	34	Age-Restricted Units Included	34
Rental Minimum	34	Rental Units Included	49

Growth Share 1999-2018			
Age-Restricted Maximum	43	Age-Restricted Units Included	43
Rental Minimum	43	Rental Units Included	103
Family Minimum	86	Family Units Included	86
Very Low-Income Minimum[2]	23	Very Low-Income Units Included	33

[1] Pursuant to the procedures in N.J.A.C. 5:97-3.10-3.12

[2] Pursuant to N.J.S.A. 52:27D-329.1, adopted on July 17, 2008, at least 13 percent of the housing units made available for occupancy by low-income and moderate income households must be reserved for occupancy by very low income households.

Summary of Built and Proposed Affordable Housing

Provide the information requested regarding the proposed program(s), project(s) and/or unit(s) in the Fair Share Plan. Use a separate line to specify any bonus associated with any program, project and/or unit in the Plan. As part of completeness review, all monitoring forms must be up-to-date (i.e. 2007 monitoring must have been submitted previously or included with this application) and all proposed options for addressing the affordable housing obligation must be accompanied by the applicable checklist(s) (found as appendices to this application). Enter whether a project is proposed or completed and attach the appropriate form or checklist for each mechanism as appendices to the plan. Please note that bonuses requested for the prior round must have been occupied after December 15, 1986 and after June 6, 1999 for the third round.

Please make sure that a corresponding mechanism checklist is submitted for each mechanism being employed to achieve compliance. Separate checklists for each mechanism are available on the COAH website at www.nj.gov/dca/affiliates/coah/resources/checklists.html.

Table 1. Projects and/or units addressing the Rehabilitation Share

Project/Program Name	Proposed (use Checklists) or Completed(use Rehabilitation Unit Survey Form)	Rental, Owner Occupied or Both	Checklist or Form Appendix Location[1]
1. Municipal Progra	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

[1] If all completed units have already been reported to COAH as part of 2007 monitoring or subsequent CTM updates, there is no need to re-submit Rehabilitation Unit Survey Forms. If additional units have been completed subsequent to 2007 monitoring, the municipality may submit updated forms. If the plan relies only on completed units previously reported via 2007monitoring, enter "on file" in this column.

Table 2. Programs, Projects and/or units addressing the Prior Round.

Project/Program Name	Mechanism or Bonus Type	Proposed (use checklists) or Completed (use Project/Unit Program Information Forms)	Units Addressing Obligation (Note with "BR" where Special Needs bedrooms apply)	Number Addressing Rental Obligation)	Number Subject to Age-Restricted Cap	Checklist or Form Appendix Location[1]
1. Round Top At Sparta	Inclusionary Zoning	Completed	20	0	0	0
2. Sparta Bus.Campus	Inclusionary Zoning	Completed	8	0	0	0
3. Scarc	Alternative Living	Completed	5	5	0	0
4. Center /Humanistic Change	Alternative Living	Completed	10	10	0	0
5. Knoll Heights	Assisted Living	Completed	33	33	33	0
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						

Subtotal from any additional pages used	0
Total units (proposed and completed)	76
Total rental	48
Total age-restricted	33
Total very-low	48
Total bonuses	9

Please add additional sheets as necessary.

[1] If all completed units have already been reported to COAH as part of 2007 monitoring or subsequent CTM updates, there is no need to re-submit monitoring forms. If additional units have been completed subsequent to 2007 monitoring, the municipality may submit updated forms. If the plan relies only on completed units previously reported via 2007monitoring, enter "on file" in this column.

Table 3. Programs, Projects and/or Units Addressing the Third Round.

Project Name	Mechanism or Bonus Type	Proposed (use checklist(s)) or Completed (use Project/Unit Program Information Form)	Units Addressing Obligation (Note with "BR" where Special Needs bedrooms apply	Units Addressing Rental Obligation	Units Addressing Family Obligation	Units Subject to Age-restricted Cap	Checklist or Form Appendix Location[1]
16. Round Top At Sparta	Site Specific Zoning	Completed	4	0	4	0	0
17. Broderick	Site Specific Zoning	Proposed	3	0	3	0	0
18. Advan. Housing 7 Tamarack Road	Special Needs	Completed	3	3	0	0	0
19. Advan. Housing 21 Hunters Lane	Special Needs	Completed	3	3	0	0	0
20. Advan. Housing 27 Oak Tree Lane	Special Needs	Completed	3	3	0	0	0
21. Advan. Housing 124 Woodport Rd	Special Needs	Completed	3	3	0	0	0
22. Advan. Housing 116 Hunters Lane	Special Needs	Completed	3	3	0	0	0
23. Diocese Of Paterson 447 Glen Road	Special Needs	Completed	5	5	0	0	0
24. Harder 12 Woodport Road	Market to Affordable	Completed	2	2	2	0	0
25. Twins On Main 104 Main St.	Market to Affordable	Completed	10	10	10	0	0
26. Twins On Main 106 Main St.	Market to Affordable	Completed	10	10	10	0	0
27. Sparta Village 47 Main St.	Site Specific Zoning	Completed	3	3	3	0	0
28. Lion's Gate 118 Main St.	Site Specific Zoning	Proposed	5	5	5	0	0
29. Hamlet 18 Main St.	Market to Affordable	Proposed	11	11	11	0	0
30. Blue Heron 3 Laddey Lane	Site Specific Zoning	Proposed	16	0	0	16	0

Subtotal from any additional pages used	43	**Total units (proposed and completed)**	127
Total family units	60	Total rental units	103
Total age-restricted units	43	Total family rental units	52
Total Supportive/Special Needs units	8	Total very-low units	33
Total Special Needs bedrooms	29	Total bonuses	43

Please add additional sheets as necessary.

[1] If all completed units have already been reported to COAH as part of 2007 monitoring or subsequent CTM updates, there is no need to re-submit monitoring forms. If additional units have been completed subsequent to 2007 monitoring, the municipality may submit updated forms. If the plan relies only on completed units previously reported via 2007monitoring, enter "on file" in this column.

Please answer the following questions necessary for completeness review regarding the municipality's draft and/or adopted implementing ordinances.

AFFORDABLE HOUSING TRUST FUND (N.J.A.C. 5:97-8)

1. Does the municipality have an affordable housing trust fund account? **(Note: Pursuant to P.L. 2008 c.46, municipalities that do not submit a fully executed escrow agreement will forfeit the ability to retain development fees.)**

   ☒ Yes, Bank Name Valley National

   (Choose account type) ☒ Separate interest-bearing account

   ☐ State of New Jersey cash management fund

   ☐ No **(Skip to the Affordable Housing Ordinance section)**

2. Has an escrow agreement been executed? ☒ Yes ☐ No
   (If no, petition is incomplete. Submit an executed escrow agreement.)

3. Is all trust fund monitoring up-to-date as of December 31, 2007? ☒ Yes ☐ No
   (If no, petition is incomplete. Submit an updated trust fund monitoring report.)

DEVELOPMENT FEE ORDINANCES (N.J.A.C. 5:97-8.3)

1. Does the Fair Share Plan include a proposed or adopted development fee ordinance? **(Note: Pursuant to P.L. 2008 c.46, municipalities that do not submit a development fee ordinance will forfeit the ability to retain non-residential development fees)**

   ☒ Yes,

   ☒ Adopted **OR** ☐ Proposed

   ☐ No **Skip to the next category; Payments-in-Lieu**

2. If adopted, specify date of COAH/Court approval here: 3/05/98

   - Have there been any amendments to the ordinance since COAH or the Court approved the ordinance?

     ☒ Yes, Ordinance Number 08-08 Adopted on[1] April 8, 2008

     ☐ No **(Skip to the next category; Payments-in-Lieu)**

   - If yes, is the amended ordinance included with your petition?

     ☒ Yes

     ☐ No, **(Petition is incomplete. Submit ordinance with governing body resolution requesting COAH approval of amended ordinance)**

3. Does the ordinance follow the ordinance model **updated September 2008** and available at www.nj.gov/dca/affiliates/coah/resources/planresources.html? If yes, skip to question 5.

☒ Yes ☐ No

4. If the answer to 3. above is no, indicate that the necessary items below are addressed before submitting the Development Fee ordinance to COAH:

Information and Documentation

The ordinance imposes a residential development fee of ____% and a Non-residential fee of 2.5 %

☐ A description of the types of developments that will be subject to fees per N.J.A.C. 5:97-8.3(c) and (d);

☐ A description of the types of developments that are exempted per N.J.A.C. 5:97-8.3(e)

☐ A description of the amount and nature of the fees imposed per N.J.A.C. 5:97-8.3(c) and (d)

☐ A description of collection procedures per N.J.A.C. 5:97-8.3(f)

☐ A description of development fee appeals per N.J.A.C. 5:97-8.3(g)

☐ A provision authorizing COAH to direct trust funds in case of non-compliance per N.J.A.C. 5:97-8.3(h)

☐ If part of a court settlement, submit court ordered judgment of compliance, implementation ordinances, information regarding period of time encompassed by the judgment of compliance and a request for review by the court

5. Does the ordinance include an affordability assistance provision per N.J.A.C. 5:97-8.8 (**Note: must be at least 30 percent of all development fees plus interest**)?

☒ Yes (Specify actual or anticipated amount) $1,398,433.00

☐ No **Submit an amended ordinance with provisions for affordability assistance along with a governing body resolution requesting COAH approval of the amended ordinance.)**

- If yes, what kind of assistance is offered?

Energy Saving program to reduce engery costs and carbon footprint by establishing a sustainable COAH affordability assistance program by installing solar panels based on 1kw per bedroom at an estimated cost of $8,000-$10,000 for affordable units utilizing electric to heat and cool the housing unit.

- Has an affordability assistance program manual been submitted? ☐ Yes ☒ No

[1] Any amendment to a previously approved and adopted development fee ordinance must be submitted to COAH along with a resolution requesting COAH's review and approval of the amendment prior to the adoption of said amendment by the municipality.

PAYMENTS-IN-LIEU OF CONSTRUCTING AFFORDABLE UNITS ON SITE (N.J.A.C. 5:97-8.4)

1. Does the Fair Share Plan include an inclusionary zoning ordinance that provides for payments-in-lieu as an option to the on-site construction of affordable housing?

   ☒ Yes ☐ No **(Skip to the next category; Barrier Free Escrow)**

2. Does the plan identify an alternate site and/or project for the payment-in-lieu funds? **(Optional)**

   ☐ Yes **(attach applicable checklist)**
   ☒ No (identify possible mechanisms on which payment in lieu will be expended in narrative section of plan.)

3. Does the ordinance include minimum criteria to be met before the payments-in-lieu becomes an available option for developers? **(Optional)**

   ☐ Yes (indicate ordinance section)_____
   ☒ No

BARRIER FREE ESCROW/OTHER FUNDS (N.J.A.C. 5:97-8.5/8.6)

1. Has the municipality collected or does it anticipate collecting fees to adapt affordable unit entrances to be accessible in accordance with the Barrier Free Subcode, N.J.A.C. 5:23-7?

   ☐ Yes ☒ No

2. Does the municipality anticipate collecting any other funds for affordable housing activities?

☒ Yes (specify funding source and amount) Developer's Agreements 315,000

☐ No

SPENDING PLANS (N.J.A.C. 5:97-8.10)

1. Does the petition include a Spending Plan? **(Note: Pursuant to P.L. 2008 c.46, municipalities that do not submit a Spending Plan will forfeit the ability to retain development fees.)**

   ☒ Yes ☐ No

2. Does the Spending Plan follow the Spending Plan model **updated October 2008** and available at www.nj.gov/dca/affiliates/coah/resources/planresources.html? If yes, skip to next section - Affordable Housing Ordinance.

   ☒ Yes ☐ No

3. If the answer to 1. above is no, indicate that the necessary items below are addressed before submitting the spending plan to COAH:

Information and Documentation

☐ A projection of revenues anticipated from imposing fees on development, based on actual proposed and approved developments and historical development activity;

☐ A projection of revenues anticipated from other sources (specify source(s) and amount(s));

☐ A description of the administrative mechanism that the municipality will use to collect and distribute revenues;

☐ A description of the anticipated use of all affordable housing trust funds pursuant to N.J.A.C. 5:97-8.7;

☐ A schedule for the expenditure of all affordable housing trust funds;

☐ A schedule for the creation or rehabilitation of housing units;

☐ If the municipality envisions being responsible for public sector or non-profit construction of housing, a detailed pro-forma statement of the anticipated costs and revenues associated with the development, consistent with standards required by HMFA or the DCA Division of Housing in its review of funding applications;

☐ If the municipality maintains an existing affordable housing trust fund, a plan to spend the remaining balance as of the date of its third round petition within four years of the date of petition;

☐ The manner through which the municipality will address any expected or unexpected shortfall if the anticipated revenues from development fees are not sufficient to implement the plan;

☐ A description of the anticipated use of excess affordable housing trust funds, in the event more funds than anticipated are collected, or projected funds exceed the amount necessary for satisfying the municipal affordable housing obligation; and

☐ If not part of the petition, a resolution of the governing body requesting COAH review and approval of spending plan or an amendment to an approved spending plan.

AFFORDABLE HOUSING ORDINANCE (N.J.A.C. 5:80-26.1 *et seq.*)

1. Does the Fair Share Plan include an Affordable Housing Ordinance?

   ☒ Yes ☐ No

2. Does the ordinance follow the ordinance model available at www.nj.gov/dca/affiliates/coah/resources/planresources.html? ☒ Yes ☐ No

3. If the answer to 1. or 2. above is no, indicate that the required items below are addressed before submitting to COAH. If the required items are addressed in ordinances other than an Affordable Housing Ordinance, please explain in a narrative section of the Fair Share Plan.

Required Information and Documentation

☒ Affordability controls

☒ Bedroom distribution

☒ Low/moderate-income split and bedroom distribution

☐ Accessible townhouse units

☒ Sale and rental pricing

☒ Municipal Housing Liaison

☒ Administrative Agent

☒ Reference to the Affirmative marketing plan or ordinance (N.J.A.C. 5:80-26.15)

AFFORDABLE HOUSING ADMINISTRATION (As Applicable)

Items that must be submitted with the petition:

☒ Governing body resolution designating a municipal housing liaison (COAH must approve)

Items that must be submitted prior to COAH's grant of Substantive Certification:

☒ Operating manual for rehabilitation program

☒ Operating manual for affordability assistance

☐ Operating manual for an Accessory Apartment program

☒ Operating manual for a Market-to-Affordable program

☐ COAH approved administrative agent if municipal wide

Items that must be submitted prior to any time prior to marketing completed units:

☒ COAH approved administrative agent(s) is project specific

☒ Operating manual for sale units

☒ Operating manual for rental units

☒ Affirmative marketing plan or ordinance (N.J.A.C. 5:80-26.15)

CERTIFICATION

I, David R. Troast, PP, AICP, have prepared this petition application for substantive certification on behalf of the Township of Sparta, Sussex County, NJ. I certify that the information submitted in this petition is complete, true and accurate to the best of my knowledge. I understand that knowingly falsifying the information contained herein may result in the denial and/or revocation of the municipality's substantive certification.

David R. Troast — 12/5/2008

Signature of Preparer (affix seal if applicable) — Date

Director of Community Development and Planning.

Title

N.J.S.A. 2C:21-3, which applies to the certifications, declares it to be a disorderly person offense to knowingly make a false statement or give false information as part of a public record.

Narrative Section

Waviers Requested 2.06 Requested Waivers from Chapter 5:97:

Sparta Township requests the following waivers from N.J.A.C. 5:97 with Amendments through October 20, 2008 titled COAH Three Round Substantive Rules.

2.06-1 Spending Plan Round Two 5:97-8.10:

Sparta Township entered into an agreement in 2006 and provided Housing Trust Funds of $50,000 to the Harder Pizza Place under the Market to Affordable Option (5:97-6.9). The property has been deed restricted for 30 years for (2) one bedroom moderate income rental units as documented in the Appendix. A wavier is requested from amending the Second Round Spending Plan and approval is requested for the units towards Sparta's Round Three obligation. The Township notified COAH Planners by telephone. The Township was instructed to submit a revised plan at the time of resubmission under the court mandated modifications. Refer to Sparta Housing Plan Section 2.04.10

2.06-2 NJAC 5:97 Appendix B Rehabilitation Share Credit:

Sparta Township requests a wavier from the assigned Rehabilitation Obligation Share calculated in Appendix B of Chapter 5:97 (15 unit obligation) to credit Sparta Township with an additional 14 units under Growth Share Round #3. Sparta Township funded the rehabilitation of 29 existing homes for qualified low and moderate income residential households. The housing units were rehabilitated after 2000 and before 2004. Documentation has been provided through the yearly COAH monitoring requirement. Refer to Sparta Housing Plan Section 2.01.

2.06-3 Measuring Actual Nonresidential Growth 5:97-2.5:

A wavier is requested by Sparta Township from utilizing the NJDCA Third Resource Construction Data Base to calculate Actual Nonresidential growth. The Township discovered errors in the data and completed a detailed assessment of the Construction Department files. Refer to Sparta Housing Plan Sections 1.14 and 1.15. The Sparta Township Actual Nonresidential Growth Share obligation is 37 units versus the NJDCA calculation of 64 units. See Appendix for background information.

2.06-4 Bedroom Mix:

Sparta Township requests a wavier from the bedroom mix requirement. The complexity of the affordable housing options implemented by Sparta Township and the exemption of the bedroom mix for market to affordable projects and age restricted projects has caused an unbalanced result. The Inclusionary for sale project meets the COAH requirements.

2.06-5 Implementation Schedule Wavier: 5:97-3.2 (a) 4

Sparta Township's implementation of previous Housing Plans has exceeded the Round #1, Round#2 and Actual Growth Share Obligation. The Spending Plan outlines the scheduled projects to comply with the COAH Projected Growth Share Obligation as funds are available.

2.06-6 Site Suitability criteria set forth in N.J.A.C. 5:97-3.13:

Sparta Township requests a waiver from various portions of the site suitability criteria based on the exemptions from the Highlands and NJDEP for the Danlap proposal on 6 Laddey Lane and the Leo proposal on 150 Main Street to permit the construction of two residential units to be used a group home or supportive housing.

2.06-7 COAH Application and Forms:

Sparta Township requests a waiver from various portions of the Application and Forms for proposed projects still under discussion with non profit organizations and property owners to allow more time to complete the agreements. The projects are important to the long range goals of the Plan, but are not needed to comply with Round #1, #2 and actual growth share for the foreseeable future. Based on the success of the Sparta Housing Program the waiver is requested.

2.06-8 COAH Income Guidelines under NJAC 5:80-26-1 et seq.

Sparta Township requests a waiver from the COAH income guidelines for the Knoll Properties Market to Affordable project and permit the income guidelines utilized by HMFA. This will permit flexibility to fund very low income units and retain all 150 units as affordable in a successful regional facility with a long history of serving the senior population.

2.06-9 General Wavier:

Sparta Township requests any additional waivers that may be required after a review of COAH Staff and the Council on Affordable Housing including the payment schedule of Affordability Assistance requirements and very low income family units under A-500. Refer to Housing and Fair Share Plan Section 2.06 as shown above for additonal and supporting documentation

MECHANISM FORMS

SITES ZONED IN PREVIOUSLY CERTIFIED PLANS (N.J.A.C. 5:97-6.5)

Status of sites addressing the 1987-1999 obligation

(Submit separate checklist for each site or zone)

General Description

Municipality/County: *Sparta Township/Sussex County*

Project Name/Zoning Designation: *Round Top at Sparta*

Block(s) and Lot(s): b 13.01 lot 15

Total acreage: 21 Proposed density (units/gross acre): 6

Has the site been the subject of an affordable housing development application? ☒ Yes ☐ No

Has the site received land use approvals? ☒ Yes (Date of Approval: 9/03) ☐ No

Affordable Units Proposed: 24

Non-Age-Restricted: 24 Sale: 24 Rental: _____

Age-Restricted: _____ Sale: _____ Rental: _____

Market-Rate Units Proposed: 96

Will the proposed development be financed in whole or in part with State funds, be constructed on State-owned property or be located in an Urban Transit Hub or Transit Village? ☐ Yes ☒ No

Bonuses for affordable units, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Required Information and Documentation

☒ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)

☐ Adopted zoning or land use ordinance which includes the affordable housing requirement for the site

If payments in lieu of on-site construction of the affordable units is an option, submit:

- ☐ Proposed or adopted ordinance establishing the amount of the payments
- ☐ Spending plan

- ☐ Copies of any court decisions related to the site or a statement indicating that the site has not been the subject of any litigation
- ☐ Copies of any agreement with developers or approvals for development of specific property
- ☐ Copies of all decisions made on applications for affordable housing development subsequent to adoption of the current zoning
- ☐ An explanation as to why the site has not developed, including an analysis of market conditions, or evidence that development of the site is scheduled to commence. (attach narrative)

A general description of the site including:

- ☐ Name and address of owner
- ☐ Subject property address
- ☐ Subject property block(s) and lot(s)
- ☐ Subject property total acreage
- ☐ Current zoning and date current zoning was adopted
- ☐ History of previous zoning
- ☐ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site including:

- ☐ Description of surrounding land uses
- ☐ Demonstration that the site has street access
- ☐ Planning Area and/or Special Resource Area designation(s), e.g., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☐ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☐ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☐ Wetlands and buffers
- ☐ Steep slopes
- ☐ Flood plain areas
- ☐ Stream classification and buffers

- ☐ Critical environmental site
- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site
- ☐ Based on the above, a quantification of buildable and non-buildable acreage

Information and Documentation Required Prior to Marketing the Completed Units

- ☐ Resolution or executed contract designating an experienced Administrative Agent and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18
- ☐ Draft or adopted operating manual that includes a description of program procedures and administration or a statement indicating that the Administrative Agent designated to run the program uses a COAH-approved manual
- ☐ An affirmative marketing plan in accordance with UHAC

Previously Zoned Narrative Section

Note; Bonus Section does not include Smart Growth 5:97-3.18. Sparta plan claims 8 units under this section

[1] Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

SITES ZONED IN PREVIOUSLY CERTIFIED PLANS (N.J.A.C. 5:97-6.5)

Status of sites addressing the 1987-1999 obligation

(Submit separate checklist for each site or zone)

General Description

Municipality/County: *Sparta Township, Sussex County*

Project Name/Zoning Designation: *Broderick*

Block(s) and Lot(s): B_13.01 lot 14

Total acreage: 3.64 Acres Proposed density (units/gross acre): 5

Has the site been the subject of an affordable housing development application? ☐ Yes ☒ No

Has the site received land use approvals? ☐ Yes (Date of Approval: _____) ☒ No

Affordable Units Proposed: 3

Non-Age-Restricted: 17 Sale: 17 Rental: _____

Age-Restricted: _____ Sale: _____ Rental: _____

Market-Rate Units Proposed: 14

Will the proposed development be financed in whole or in part with State funds, be constructed on State-owned property or be located in an Urban Transit Hub or Transit Village? ☐ Yes ☒ No

Bonuses for affordable units, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Required Information and Documentation

☒ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☐ in lieu of submitting forms.)

☒ Adopted zoning or land use ordinance which includes the affordable housing requirement for the site

If payments in lieu of on-site construction of the affordable units is an option, submit:

- ☐ Proposed or adopted ordinance establishing the amount of the payments
- ☐ Spending plan

- ☐ Copies of any court decisions related to the site or a statement indicating that the site has not been the subject of any litigation
- ☐ Copies of any agreement with developers or approvals for development of specific property
- ☐ Copies of all decisions made on applications for affordable housing development subsequent to adoption of the current zoning
- ☐ An explanation as to why the site has not developed, including an analysis of market conditions, or evidence that development of the site is scheduled to commence. (attach narrative)

A general description of the site including:

- ☒ Name and address of owner
- ☒ Subject property address
- ☒ Subject property block(s) and lot(s)
- ☒ Subject property total acreage
- ☒ Current zoning and date current zoning was adopted
- ☒ History of previous zoning
- ☒ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site including:

- ☒ Description of surrounding land uses
- ☒ Demonstration that the site has street access
- ☒ Planning Area and/or Special Resource Area designation(s), e.g., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☒ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☒ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☐ Wetlands and buffers
- ☒ Steep slopes
- ☐ Flood plain areas
- ☐ Stream classification and buffers

- ☐ Critical environmental site
- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site
- ☒ Based on the above, a quantification of buildable and non-buildable acreage

Information and Documentation Required Prior to Marketing the Completed Units

- ☒ Resolution or executed contract designating an experienced Administrative Agent and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18
- ☒ Draft or adopted operating manual that includes a description of program procedures and administration or a statement indicating that the Administrative Agent designated to run the program uses a COAH-approved manual
- ☒ An affirmative marketing plan in accordance with UHAC

Previously Zoned Narrative Section

Broderick Affordable Housing Site - Block 13.01, Lot 14: Rd. #2 Certified Site

The Broderick property was zoned in 2001 for multifamily housing with a set-aside of 20% for affordable housing consistent with COAH certification granted to Sparta Township's Housing and Fair Share Plan in December of 2000.

Sparta Township received Center Designation from the New Jersey State Planning Commission in July of 2003, which included the Broderick parcel. Public sewer, public water and natural gas are available to the site. Several resource maps have been included to provide information concerning the continued suitability of the site for the production of affordable housing including 2007 NJDEP Aerial Imagery, Steep Slopes Map and 2002 NJDEP Land Use- Land Cover. The mapping indicates that the property has not changed from the original review by COAH with the development potential shown in yellow on the Land Use -Land Cover Map. There are approximately 2 acres available for development.

Sparta Township requests that the site remain in the Housing Plan and Fair Share Plan.

[1] Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

SUPPORTIVE AND SPECIAL NEEDS HOUSING (N.J.A.C. 5:97-6.10)

(Submit separate checklist for each site or project)

General Description

Municipality/County: *Sparta Township, Sussex County*

Project or Program Name: *Alternate Living SCARC*

Date facility will be constructed or placed into service: 1982

Type of facility: Group Home

For group homes, residential health care facilities and supportive shared housing:

Affordable bedrooms proposed: 5 Age-restricted affordable bedrooms: 0

For permanent supportive housing:

Affordable units proposed:_____ Age-restricted affordable units: _____

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: 5

Compliance bonuses as per N.J.A.C. 5:97-3.17: _____

Date development approvals granted: _____

Information and Documentation Required with Petition or in Accordance with an Implementation Schedule

Is the municipality providing an implementation schedule for this project/program.

☐ Yes. Skip to and complete implementation schedule found at the end of this checklist. NOTE: The remainder of this checklist must be submitted in accordance with the implementations schedule.

☒ No. Continue with this checklist.

☒ Project/Program Information & Unit Inventory Forms (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)

☐ Demonstration of site control or the ability to control the site, in the form of outright ownership, a contract of sale or an option to purchase the property

A general description of the site, including:

- ☐ Name and address of owner
- ☐ Name and address of developer
- ☐ Subject property street location
- ☐ Subject property block(s) and lot(s)
- ☐ Subject property total acreage
- ☐ Indicate if urban center or workforce housing census tract
- ☐ Description of previous zoning
- ☐ Current zoning and date current zoning was adopted
- ☐ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- ☐ Description of surrounding land uses
- ☐ Demonstration that the site has street access
- ☐ Planning Area and/or Special Resource Area designation(s) e.g., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☐ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☐ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☐ Wetlands and buffers
- ☐ Steep slopes
- ☐ Flood plain areas
- ☐ Stream classification and buffers
- ☐ Critical environmental site
- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site

SUPPORTIVE AND SPECIAL NEEDS HOUSING (N.J.A.C. 5:97-6.10)

(Submit separate checklist for each site or project)

General Description

Municipality/County: *Sparta Township, Sussex County*

Project or Program Name: *Center/Humanistic Change*

Date facility will be constructed or placed into service: 1988

Type of facility: Group Home

For group homes, residential health care facilities and supportive shared housing:

Affordable bedrooms proposed: 5 Age-restricted affordable bedrooms: 0

For permanent supportive housing:

Affordable units proposed:_____ Age-restricted affordable units: _____

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: 5

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Compliance bonuses as per N.J.A.C. 5:97-3.17: _____

Date development approvals granted: _____

Information and Documentation Required with Petition or in Accordance with an Implementation Schedule

Is the municipality providing an implementation schedule for this project/program.

☐ Yes. Skip to and complete implementation schedule found at the end of this checklist. NOTE: The remainder of this checklist must be submitted in accordance with the implementations schedule.

☒ No. Continue with this checklist.

☒ Project/Program Information & Unit Inventory Forms (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)

☐ Demonstration of site control or the ability to control the site, in the form of outright ownership, a contract of sale or an option to purchase the property

A general description of the site, including:

- ☐ Name and address of owner
- ☐ Name and address of developer
- ☐ Subject property street location
- ☐ Subject property block(s) and lot(s)
- ☐ Subject property total acreage
- ☐ Indicate if urban center or workforce housing census tract
- ☐ Description of previous zoning
- ☐ Current zoning and date current zoning was adopted
- ☐ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- ☐ Description of surrounding land uses
- ☐ Demonstration that the site has street access
- ☐ Planning Area and/or Special Resource Area designation(s) e.g., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☐ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☐ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☐ Wetlands and buffers
- ☐ Steep slopes
- ☐ Flood plain areas
- ☐ Stream classification and buffers
- ☐ Critical environmental site
- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site

ASSISTED LIVING RESIDENCE (N.J.A.C. 5:97-6.11)

(Submit separate checklist for each site or project)

General Description

Municipality/County: *Sparta Township, Sussex County*

Project or Program Name: *Knoll Heights*

Block(s) and Lot(s): B. 39.05 lot5

Date facility will be constructed or placed into service: 1991

Total units proposed29

Market-rate units: _____

Affordable units/bedrooms: 29

Number restricted for Medicaid waivers: _____

Bonuses, if applicable:

Prior Round Rental bonuses as per N.J.A.C. 5:97-3.5 ___4

Compliance bonuses as per N.J.A.C. 5:97-3.17: _____

Date zoning adopted: _____ Date Development approvals granted: 1991

Information and Documentation Required with Petition

☒ Completed Assisted Living survey form (If project was previously reported in 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)

A general description of the site, including:

- ☐ Name and address of owner
- ☐ Subject property address
- ☐ Subject property block(s) and lot(s)
- ☐ Subject property total acreage
- ☐ Description of previous zoning
- ☐ Current zoning and date current zoning was adopted
- ☐ Tax maps showing the location of site with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- ☐ Description of surrounding land uses

SITES ZONED IN PREVIOUSLY CERTIFIED PLANS (N.J.A.C. 5:97-6.5)

Status of sites addressing the 1987-1999 obligation

(Submit separate checklist for each site or zone)

General Description

Municipality/County: *Sparta Township/Sussex County*

Project Name/Zoning Designation: *Sparta Business Campus*

Block(s) and Lot(s): 35.08 lot 15

Total acreage: N/A Proposed density (units/gross acre): N/A

Has the site been the subject of an affordable housing development application? ☒ Yes ☐ No

Has the site received land use approvals? ☒ Yes (Date of Approval: 12/2/2008) ☐ No

Affordable Units Proposed: 8

Non-Age-Restricted: 8 Sale: 8 Rental: _____

Age-Restricted: _____ Sale: _____ Rental: _____

Market-Rate Units Proposed: 30

Will the proposed development be financed in whole or in part with State funds, be constructed on State-owned property or be located in an Urban Transit Hub or Transit Village? ☐ Yes ☒ No

Bonuses for affordable units, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Required Information and Documentation

☒ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)

☐ Adopted zoning or land use ordinance which includes the affordable housing requirement for the site

SUPPORTIVE AND SPECIAL NEEDS HOUSING (N.J.A.C. 5:97-6.10)

(Submit separate checklist for each site or project)

General Description

Municipality/County: *Sparta Township, Sussex County*

Project or Program Name: *Adv. Housing*

Date facility will be constructed or placed into service: 6/28/06

Type of facility: Permanent Supportive Housing

For group homes, residential health care facilities and supportive shared housing:

Affordable bedrooms proposed: _____ Age-restricted affordable bedrooms: _____

For permanent supportive housing:

Affordable units proposed: 3 Age-restricted affordable units: _____

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Compliance bonuses as per N.J.A.C. 5:97-3.17: 3

Date development approvals granted: N/A

Information and Documentation Required with Petition or in Accordance with an Implementation Schedule

Is the municipality providing an implementation schedule for this project/program.

☐ Yes. Skip to and complete implementation schedule found at the end of this checklist. NOTE: The remainder of this checklist must be submitted in accordance with the implementations schedule.

☒ No. Continue with this checklist.

☒ Project/Program Information & Unit Inventory Forms (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)

☒ Demonstration of site control or the ability to control the site, in the form of outright ownership, a contract of sale or an option to purchase the property

A general description of the site, including:

- ☐ Name and address of owner
- ☐ Name and address of developer
- ☐ Subject property street location
- ☐ Subject property block(s) and lot(s)
- ☐ Subject property total acreage
- ☐ Indicate if urban center or workforce housing census tract
- ☐ Description of previous zoning
- ☐ Current zoning and date current zoning was adopted
- ☐ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- ☐ Description of surrounding land uses
- ☐ Demonstration that the site has street access
- ☐ Planning Area and/or Special Resource Area designation(s) e.g., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☐ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☐ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☐ Wetlands and buffers
- ☐ Steep slopes
- ☐ Flood plain areas
- ☐ Stream classification and buffers
- ☐ Critical environmental site
- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site

Developer Selection			
Executed Agreement with provider, sponsor or developer			
Development Approvals			
Contractor Selection			
Building Permits			
Construction			
Occupancy			

Supportive/Special Needs Narrative Section

7 Tamarack Road Block 146 Lot 34.

[1] Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

SUPPORTIVE AND SPECIAL NEEDS HOUSING (N.J.A.C. 5:97-6.10)

(Submit separate checklist for each site or project)

General Description

Municipality/County: *Sparta Township, Sussex County*

Project or Program Name: *Adv. Housing*

Date facility will be constructed or placed into service: 8/3/06

Type of facility: Permanent Supportive Housing

For group homes, residential health care facilities and supportive shared housing:

Affordable bedrooms proposed: _ Age-restricted affordable bedrooms: _____

For permanent supportive housing:

Affordable units proposed: 3 Age-restricted affordable units: _____

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Compliance bonuses as per N.J.A.C. 5:97-3.17: 3

Date development approvals granted: N/A

Information and Documentation Required with Petition or in Accordance with an Implementation Schedule

Is the municipality providing an implementation schedule for this project/program.

☐ Yes. Skip to and complete implementation schedule found at the end of this checklist. NOTE: The remainder of this checklist must be submitted in accordance with the implementations schedule.

☒ No. Continue with this checklist.

☒ Project/Program Information & Unit Inventory Forms (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)

☒ Demonstration of site control or the ability to control the site, in the form of outright ownership, a contract of sale or an option to purchase the property

A general description of the site, including:

- ☐ Name and address of owner
- ☐ Name and address of developer
- ☐ Subject property street location
- ☐ Subject property block(s) and lot(s)
- ☐ Subject property total acreage
- ☐ Indicate if urban center or workforce housing census tract
- ☐ Description of previous zoning
- ☐ Current zoning and date current zoning was adopted
- ☐ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- ☐ Description of surrounding land uses
- ☐ Demonstration that the site has street access
- ☐ Planning Area and/or Special Resource Area designation(s) e.g., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☐ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☐ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☐ Wetlands and buffers
- ☐ Steep slopes
- ☐ Flood plain areas
- ☐ Stream classification and buffers
- ☐ Critical environmental site
- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site

Developer Selection			
Executed Agreement with provider, sponsor or developer			
Development Approvals			
Contractor Selection			
Building Permits			
Construction			
Occupancy			

Supportive/Special Needs Narrative Section

21 Hunters Lane Block 18.09 Lot 12.

[1] Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

SUPPORTIVE AND SPECIAL NEEDS HOUSING (N.J.A.C. 5:97-6.10)

(Submit separate checklist for each site or project)

General Description

Municipality/County: *Sparta Township, Sussex County*

Project or Program Name: *Adv. Housing*

Date facility will be constructed or placed into service: 5/26/06

Type of facility: Permanent Supportive Housing

For group homes, residential health care facilities and supportive shared housing:

Affordable bedrooms proposed: _____ Age-restricted affordable bedrooms: _____

For permanent supportive housing:

Affordable units proposed: 3 Age-restricted affordable units: _____

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Compliance bonuses as per N.J.A.C. 5:97-3.17: 3

Date development approvals granted: N/A

Information and Documentation Required with Petition or in Accordance with an Implementation Schedule

Is the municipality providing an implementation schedule for this project/program.

☐ Yes. Skip to and complete implementation schedule found at the end of this checklist. NOTE: The remainder of this checklist must be submitted in accordance with the implementations schedule.

☒ No. Continue with this checklist.

21 Hunters and 7 tamerack

☒ Project/Program Information & Unit Inventory Forms (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)

☒ Demonstration of site control or the ability to control the site, in the form of outright ownership, a contract of sale or an option to purchase the property

A general description of the site, including:

- ☐ Name and address of owner
- ☐ Name and address of developer
- ☐ Subject property street location
- ☐ Subject property block(s) and lot(s)
- ☐ Subject property total acreage
- ☐ Indicate if urban center or workforce housing census tract
- ☐ Description of previous zoning
- ☐ Current zoning and date current zoning was adopted
- ☐ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- ☐ Description of surrounding land uses
- ☐ Demonstration that the site has street access
- ☐ Planning Area and/or Special Resource Area designation(s) e.g., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☐ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☐ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☐ Wetlands and buffers
- ☐ Steep slopes
- ☐ Flood plain areas
- ☐ Stream classification and buffers
- ☐ Critical environmental site
- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site

Developer Selection			
Executed Agreement with provider, sponsor or developer			
Development Approvals			
Contractor Selection			
Building Permits			
Construction			
Occupancy			

Supportive/Special Needs Narrative Section

27 Oak Tree Lane Block 18 Lot 14.

[1] Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

SUPPORTIVE AND SPECIAL NEEDS HOUSING (N.J.A.C. 5:97-6.10)

(Submit separate checklist for each site or project)

General Description

Municipality/County: *Sparta Township, Sussex County*

Project or Program Name: *Adv. Housing*

Date facility will be constructed or placed into service: 1/24/08

Type of facility: Permanent Supportive Housing

For group homes, residential health care facilities and supportive shared housing:

Affordable bedrooms proposed: _____ Age-restricted affordable bedrooms: _____

For permanent supportive housing:

Affordable units proposed: 3 Age-restricted affordable units: _____

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Compliance bonuses as per N.J.A.C. 5:97-3.17: 3

Date development approvals granted: N/A

Information and Documentation Required with Petition or in Accordance with an Implementation Schedule

Is the municipality providing an implementation schedule for this project/program.

☐ Yes. Skip to and complete implementation schedule found at the end of this checklist. NOTE: The remainder of this checklist must be submitted in accordance with the implementations schedule.

☒ No. Continue with this checklist.

☒ Project/Program Information & Unit Inventory Forms (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)

☒ Demonstration of site control or the ability to control the site, in the form of outright ownership, a contract of sale or an option to purchase the property

A general description of the site, including:

- ☐ Name and address of owner
- ☐ Name and address of developer
- ☐ Subject property street location
- ☐ Subject property block(s) and lot(s)
- ☐ Subject property total acreage
- ☐ Indicate if urban center or workforce housing census tract
- ☐ Description of previous zoning
- ☐ Current zoning and date current zoning was adopted
- ☐ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- ☐ Description of surrounding land uses
- ☐ Demonstration that the site has street access
- ☐ Planning Area and/or Special Resource Area designation(s) e.g., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☐ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☐ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☐ Wetlands and buffers
- ☐ Steep slopes
- ☐ Flood plain areas
- ☐ Stream classification and buffers
- ☐ Critical environmental site
- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site

Developer Selection			
Executed Agreement with provider, sponsor or developer			
Development Approvals			
Contractor Selection			
Building Permits			
Construction			
Occupancy			

Supportive/Special Needs Narrative Section

124 Woodport Road Block 18.05 Lot 50.

[1] Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

SUPPORTIVE AND SPECIAL NEEDS HOUSING (N.J.A.C. 5:97-6.10)

(Submit separate checklist for each site or project)

General Description

Municipality/County: *Sparta Township, Sussex County*

Project or Program Name: *Adv. Housing*

Date facility will be constructed or placed into service: 2/26/08

Type of facility: Permanent Supportive Housing

For group homes, residential health care facilities and supportive shared housing:

Affordable bedrooms proposed: _____ Age-restricted affordable bedrooms: _____

For permanent supportive housing:

Affordable units proposed: 3 Age-restricted affordable units: _____

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Compliance bonuses as per N.J.A.C. 5:97-3.17: 3

Date development approvals granted: N/A

Information and Documentation Required with Petition or in Accordance with an Implementation Schedule

Is the municipality providing an implementation schedule for this project/program.

☐ Yes. Skip to and complete implementation schedule found at the end of this checklist. NOTE: The remainder of this checklist must be submitted in accordance with the implementations schedule.

☒ No. Continue with this checklist.

☒ Project/Program Information & Unit Inventory Forms (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)

☒ Demonstration of site control or the ability to control the site, in the form of outright ownership, a contract of sale or an option to purchase the property

A general description of the site, including:

- ☐ Name and address of owner
- ☐ Name and address of developer
- ☐ Subject property street location
- ☐ Subject property block(s) and lot(s)
- ☐ Subject property total acreage
- ☐ Indicate if urban center or workforce housing census tract
- ☐ Description of previous zoning
- ☐ Current zoning and date current zoning was adopted
- ☐ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- ☐ Description of surrounding land uses
- ☐ Demonstration that the site has street access
- ☐ Planning Area and/or Special Resource Area designation(s) e.g., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☐ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☐ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☐ Wetlands and buffers
- ☐ Steep slopes
- ☐ Flood plain areas
- ☐ Stream classification and buffers
- ☐ Critical environmental site
- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site

Developer Selection			
Executed Agreement with provider, sponsor or developer			
Development Approvals			
Contractor Selection			
Building Permits			
Construction			
Occupancy			

Supportive/Special Needs Narrative Section

116 Hunters Lane Block 14.01 Lot 21.

[1] Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

MARKET TO AFFORDABLE PROGRAM (N.J.A.C. 5:97-6.9)

General Description

Municipality/County: *Sparta Township, Sussex County*

Affordable Units Proposed: 2

Family Rentals: 2

Low-Income: 0 Moderate-Income: 2

Age-Restricted Rentals: 0

Low-Income: 0 Moderate-Income: 0

Family For-Sale: 0

Low-Income: 0 Moderate-Income: 0

Age-Restricted For-Sale: 0

Low-Income: 0 Moderate-Income: 0

Average expenditure:

For each low-income unit: $ _____

For each moderate-income unit: $ 25,000

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Information and Documentation Required with Petition

☒ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)

☒ Demonstration that there are sufficient market-rate units within the municipality on the multiple listing service for a viable program

☒ Estimate of the amount required to subsidize typical for-sale and/or rental units including any anticipated rehabilitation costs

☒ Documentation of funding sources

☒ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall

☒ Spending plan including the details to implement this program

Information and Documentation Required Prior to Substantive Certification

☒ Resolution or executed contract designating an experienced Administrative Agent, and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18

☒ Adopted operating manual that includes a description of program procedures and administration or a statement indicating that the Administrative Agent designated to run the program uses a COAH-approved manual

☒ Affirmative Marketing Plan in accordance with UHAC

Market to Affordable Narrative Section

The Township entered into an agreement on 2006 with the Harder family during the reconstruction of an existing building in the Sparta Town Center. The Site Plan was modified to include an addition to an existing outbuilding on the property for two moderate income one bedroom apartments with a deed restriction for 30 years. The property is located at 12 Woodport Road and is known as Block 39.01, Lot 7 on the Sparta Township Tax Maps. The Township contributed $50,000 for the construction of the 2 apartments. The apartments are occupied with income qualified individuals approved by the Sparta Rental Administrator. A wavier may be required from the previously submitted Spending Plan under the first submission for Round #3 in December of 2005.

ZONING FOR INCLUSIONARY DEVELOPMENT (N.J.A.C. 5:97-6.4)

(Submit separate checklist for each site or zone)

General Description

Municipality/County: *Sparta Township, Sussex County*

Project Name/Zoning Designation: *Sparta Village*

Block(s) and Lot(s):13.11/11

Total acreage:24.56 Proposed density (units/gross acre): 1/2 unit /ac

Affordable Units Proposed: 3

Family:3	Sale:_____	Rental:3
Very low-income units:_____	Sale:_____	Rental:_____
Age-Restricted: _____	Sale:_____	Rental:_____

Market-Rate Units Anticipated: 26

Non-Residential Development Anticipated (in square feet), if applicable: 2,400

Will the proposed development be financed in whole or in part with State funds, be constructed on State-owned property or be located in an Urban Transit Hub or Transit Village? ☐ Yes ☒ No

Bonuses for affordable units, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Smart growth bonuses as per N.J.A.C. 5:97-3.18: _____

Redevelopment bonuses as per N.J.A.C. 5:97-3.19: _____

Compliance bonuses as per N.J.A.C. 5:97-3.17: _____

Date inclusionary zoning adopted: _____ Date development approvals granted: 7/13/2004

Information and Documentation Required with Petition

- [x] Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, check here ☒ in lieu of submitting forms.)
- [ ] Draft or adopted zoning or land use ordinance, which includes the affordable housing requirement and minimum presumptive density for the site/zone.
- [ ] Copies of all decisions made on applications for affordable housing development subsequent to adoption of the current zoning

If payments in lieu of on-site construction of the affordable units is an option, submit:

- [ ] Proposed or adopted ordinance establishing the amount of the payments
- [ ] Spending plan

A general description of the site or zone, including:

- [x] Name and address of owner
- [x] Name and address of developer(s)
- [x] Subject property street location
- [ ] Indicate if urban center or workforce housing census tract
- [ ] Previous zoning designation and date previous zoning was adopted
- [x] Current zoning and date current zoning was adopted
- [x] Description of any changes to bulk standards intended to accommodate the proposed densities
- [x] Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- [x] Description of surrounding land uses
- [x] Demonstration that the site has street access
- [x] Planning Area and/or Special Resource Area designation(s) i.e., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- [x] Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- [x] Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- [ ] Wetlands and buffers
- [ ] Steep slopes
- [ ] Flood plain areas

- ☐ Stream classification and buffers
- ☐ Critical environmental site
- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site
- ☐ Based on the above, a quantification of buildable and non-buildable acreage

Agreements with developers or approvals for development of specific property, which shall include:

- ☒ Number, tenure and type of units
- ☒ Compliance with N.J.A.C. 5:97-9 and UHAC
- ☒ Progress points at which the developer shall coordinate with the Municipal Housing Liaison

Information and Documentation Required Prior to Marketing the Completed Units

- ☒ Resolution or executed contract designating an experienced Administrative Agent, and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18
- ☒ Adopted operating manual that includes a description of program procedures and administration or a statement indicating that the Administrative Agent designated to run the program uses a COAH-approved manual
- ☒ An affirmative marketing plan in accordance with UHAC

Zoning Narrative Section

Sparta Meadows was part of the Sparta Township Housing and Fair Share Plan submitted in the December 2005 submission under COAH Round 3 version one. Sparta Meadows was Use variance granted by the Zoning Board. The affordable units are constructed and occupied and were qualified by our approved Rental Admin. The site is located in the Designated Sparta Town Center further documentation is provided in the Housing Plan and Fair Share Plan Appendix.

MARKET TO AFFORDABLE PROGRAM (N.J.A.C. 5:97-6.9)

General Description

Municipality/County: *Sparta Township, Sussex County*

Affordable Units Proposed: 10

Family Rentals: 10

Low-Income: 0 Moderate-Income: 10

Age-Restricted Rentals: 0

Low-Income: 0 Moderate-Income: 0

Family For-Sale: 0

Low-Income: 0 Moderate-Income: 0

Age-Restricted For-Sale: 0

Low-Income: 0 Moderate-Income: 0

Average expenditure:

For each low-income unit: $ _____

For each moderate-income unit: $ 40,000

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Information and Documentation Required with Petition

☒ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)

☒ Demonstration that there are sufficient market-rate units within the municipality on the multiple listing service for a viable program

☒ Estimate of the amount required to subsidize typical for-sale and/or rental units including any anticipated rehabilitation costs

☒ Documentation of funding sources

☒ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall

☒ Spending plan including the details to implement this program

Information and Documentation Required Prior to Substantive Certification

☒ Resolution or executed contract designating an experienced Administrative Agent, and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18

☒ Adopted operating manual that includes a description of program procedures and administration or a statement indicating that the Administrative Agent designated to run the program uses a COAH-approved manual

☒ Affirmative Marketing Plan in accordance with UHAC

Market to Affordable Narrative Section

Twins on Main Street 106 Main Street was a project submitted December 2005 under the first Round 3 Rules. The township entered into an agreement and the units were constructed with office on the first floor and 10 apartments on the 2 floors above. Elevators were included to provide access for all people. See Housing Plan and Fair Share Plan for additional information.

[1] Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

MARKET TO AFFORDABLE PROGRAM (N.J.A.C. 5:97-6.9)

General Description

Municipality/County: *Sparta Township, Sussex County*

Affordable Units Proposed: 10

Family Rentals: 10

Low-Income: 0 Moderate-Income: 10

Age-Restricted Rentals: 0

Low-Income: 0 Moderate-Income: 0

Family For-Sale: 0

Low-Income: 0 Moderate-Income: 0

Age-Restricted For-Sale: 0

Low-Income: 0 Moderate-Income: 0

Average expenditure:

For each low-income unit: $ _____

For each moderate-income unit: $ 40,000

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Information and Documentation Required with Petition

☒ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)

☒ Demonstration that there are sufficient market-rate units within the municipality on the multiple listing service for a viable program

☒ Estimate of the amount required to subsidize typical for-sale and/or rental units including any anticipated rehabilitation costs

☒ Documentation of funding sources

☒ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall

☒ Spending plan including the details to implement this program

Information and Documentation Required Prior to Substantive Certification

☒ Resolution or executed contract designating an experienced Administrative Agent, and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18

☒ Adopted operating manual that includes a description of program procedures and administration or a statement indicating that the Administrative Agent designated to run the program uses a COAH-approved manual

☒ Affirmative Marketing Plan in accordance with UHAC

Market to Affordable Narrative Section

Twins on main Street 104 main Street was a project submitted December 2005 under the first Round 3 Rules. The township entered into an agreement and the units were constructed with office on the first floor and 10 apartments on the 2 floors above. Elevators were included to provide access for all people. See Housing Plan and Fair Share Plan for additional information.

[1] Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

MARKET TO AFFORDABLE PROGRAM (N.J.A.C. 5:97-6.9)

General Description

Municipality/County: *Sparta Township, Sussex County*

Affordable Units Proposed: 11

Family Rentals: 11

Low-Income: 5 Moderate-Income: 6

Age-Restricted Rentals: 0

Low-Income: 0 Moderate-Income: 0

Family For-Sale: 0

Low-Income: 0 Moderate-Income: 0

Age-Restricted For-Sale: 0

Low-Income: 0 :ome: 0

Average expenditure:

For each low-

For each mode

Hamlet

Bonuses, if applicable:

Rental bonuses as per

Rental bonuses as per N.

Very low income bonuses

Information and Documentation Required with Petition

☒ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)

☒ Demonstration that there are sufficient market-rate units within the municipality on the multiple listing service for a viable program

☒ Estimate of the amount required to subsidize typical for-sale and/or rental units including any anticipated rehabilitation costs

☒ Documentation of funding sources

☒ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall

☒ Spending plan including the details to implement this program

Information and Documentation Required Prior to Substantive Certification

☒ Resolution or executed contract designating an experienced Administrative Agent, and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18

☒ Adopted operating manual that includes a description of program procedures and administration or a statement indicating that the Administrative Agent designated to run the program uses a COAH-approved manual

☒ Affirmative Marketing Plan in accordance with UHAC

Market to Affordable Narrative Section

Sparta Township, Nouvelle Associates and Seed Corporation (nonprofit) are proposing to change the Hamlet age restricted moderate-income one bedroom unit (rental) approval to a family rental project with 6 moderate one bedroom, 3 low one bedroom and 2 very low studio rental project. Seed Corporation will maintain ownership of the project. The Town Center Age Restricted Zone District will need to be modified to permit affordable family housing as a permitted use. The approved Site Plan will need to be amended to permit the subdivision of the existing structure to be renovated. The first phase of the Hamlet project is currently under construction. The property is located in the Sparta Town Center with sewer and water capacity approved and reserved.

Sparta Township has reached a tentative agreement with Nouvelle Associates of Sparta New Jersey and Seed Corporation subject to COAH approval to partially fund in the amount of $135,000 to provide family housing, converting 5 moderate rental units into 3 low income rental units and 2 very income rental units. See Appendix.

ZONING FOR INCLUSIONARY DEVELOPMENT (N.J.A.C. 5:97-6.4)

(Submit separate checklist for each site or zone)

General Description

Municipality/County: *Sparta Township, Sussex County*

Project Name/Zoning Designation: *Blue Heron Village*

Block(s) and Lot(s):6/127

Total acreage:15 Proposed density (units/gross acre): 10.67/ac

Affordable Units Proposed: 16

Family:0	Sale:0	Rental:0
Very low-income units:0	Sale:0	Rental:0
Age-Restricted: 160	Sale:160	Rental:0

Market-Rate Units Anticipated: 144

Non-Residential Development Anticipated (in square feet), if applicable: 0

Will the proposed development be financed in whole or in part with State funds, be constructed on State-owned property or be located in an Urban Transit Hub or Transit Village? ☐ Yes ☒ No

Bonuses for affordable units, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Smart growth bonuses as per N.J.A.C. 5:97-3.18: _____

Redevelopment bonuses as per N.J.A.C. 5:97-3.19: _____

Compliance bonuses as per N.J.A.C. 5:97-3.17: _____

Date inclusionary zoning adopted: _____ Date development approvals granted: 5/5/2002

Information and Documentation Required with Petition

☒ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, check here ☒ in lieu of submitting forms.)

☐ Draft or adopted zoning or land use ordinance, which includes the affordable housing requirement and minimum presumptive density for the site/zone.

☒ Copies of all decisions made on applications for affordable housing development subsequent to adoption of the current zoning

If payments in lieu of on-site construction of the affordable units is an option, submit:

- ☒ Proposed or adopted ordinance establishing the amount of the payments
- ☒ Spending plan

A general description of the site or zone, including:

- ☒ Name and address of owner
- ☒ Name and address of developer(s)
- ☒ Subject property street location
- ☐ Indicate if urban center or workforce housing census tract
- ☒ Previous zoning designation and date previous zoning was adopted
- ☒ Current zoning and date current zoning was adopted
- ☒ Description of any changes to bulk standards intended to accommodate the proposed densities
- ☐ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- ☒ Description of surrounding land uses
- ☒ Demonstration that the site has street access
- ☒ Planning Area and/or Special Resource Area designation(s) i.e., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☒ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☒ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☒ Wetlands and buffers
- ☒ Steep slopes
- ☐ Flood plain areas

- ☒ Stream classification and buffers
- ☐ Critical environmental site
- ☐ Históric or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site
- ☐ Based on the above, a quantification of buildable and non-buildable acreage

Agreements with developers or approvals for development of specific property, which shall include:

- ☒ Number, tenure and type of units
- ☒ Compliance with N.J.A.C. 5:97-9 and UHAC
- ☒ Progress points at which the developer shall coordinate with the Municipal Housing Liaison

Information and Documentation Required Prior to Marketing the Completed Units

- ☒ Resolution or executed contract designating an experienced Administrative Agent, and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18
- ☒ Adopted operating manual that includes a description of program procedures and administration or a statement indicating that the Administrative Agent designated to run the program uses a COAH-approved manual
- ☒ An affirmative marketing plan in accordance with UHAC

Zoning Narrative Section

The Blue Heron Village project was granted approvals by the Zoning Board as a use variance for age restricted housing originally in 1998 with several ammedments adopted to encourage the development. The property has an approved on site waste water plant and approvals for public water. The Property owner was granted a Highlands exemption and is currently proceeding with construction. The economic downturn has impacted the construction schedule. The approvals permit the construction of 16 units at a 10% set aside and a payment in lieu of $215,000 to the Housing Trust Fund.

ZONING FOR INCLUSIONARY DEVELOPMENT (N.J.A.C. 5:97-6.4)

(Submit separate checklist for each site or zone)

General Description

Municipality/County: *Sparta Township, Sussex County*

Project Name/Zoning Designation: *Lion's Gate*

Block(s) and Lot(s): 12/7.2

Total acreage:_____ Proposed density (units/gross acre): 4

Affordable Units Proposed: 5

Family: 5	Sale: 0	Rental: 5
Very low-income units:_____	Sale: 0	Rental: 0
Age-Restricted: _____	Sale: 0	Rental: 0

Market-Rate Units Anticipated: 18

Non-Residential Development Anticipated (in square feet), if applicable: 0

Will the proposed development be financed in whole or in part with State funds, be constructed on State-owned property or be located in an Urban Transit Hub or Transit Village? ☐ Yes ☒ No

Bonuses for affordable units, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Smart growth bonuses as per N.J.A.C. 5:97-3.18: _____

Redevelopment bonuses as per N.J.A.C. 5:97-3.19: _____

Compliance bonuses as per N.J.A.C. 5:97-3.17: _____

Date inclusionary zoning adopted: 1999 Date development approvals granted:

Information and Documentation Required with Petition

☒ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, check here ☐ in lieu of submitting forms.)

☒ Draft or adopted zoning or land use ordinance, which includes the affordable housing requirement and minimum presumptive density for the site/zone.

☐ Copies of all decisions made on applications for affordable housing development subsequent to adoption of the current zoning

If payments in lieu of on-site construction of the affordable units is an option, submit:

- ☐ Proposed or adopted ordinance establishing the amount of the payments
- ☐ Spending plan

A general description of the site or zone, including:

- ☒ Name and address of owner
- ☒ Name and address of developer(s)
- ☒ Subject property street location
- ☐ Indicate if urban center or workforce housing census tract
- ☐ Previous zoning designation and date previous zoning was adopted
- ☒ Current zoning and date current zoning was adopted
- ☒ Description of any changes to bulk standards intended to accommodate the proposed densities
- ☒ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- ☐ Description of surrounding land uses
- ☐ Demonstration that the site has street access
- ☒ Planning Area and/or Special Resource Area designation(s) i.e., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☒ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☒ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☐ Wetlands and buffers
- ☐ Steep slopes
- ☐ Flood plain areas

- ☐ Stream classification and buffers
- ☐ Critical environmental site
- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site
- ☐ Based on the above, a quantification of buildable and non-buildable acreage

Agreements with developers or approvals for development of specific property, which shall include:

- ☒ Number, tenure and type of units
- ☒ Compliance with N.J.A.C. 5:97-9 and UHAC
- ☒ Progress points at which the developer shall coordinate with the Municipal Housing Liaison

Information and Documentation Required Prior to Marketing the Completed Units

- ☒ Resolution or executed contract designating an experienced Administrative Agent, and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18
- ☒ Adopted operating manual that includes a description of program procedures and administration or a statement indicating that the Administrative Agent designated to run the program uses a COAH-approved manual
- ☒ An affirmative marketing plan in accordance with UHAC

Zoning Narrative Section

The Lion Gate site was part of the Round 2 Housing Plan submission. COAH would not count the potential of the property or the area known as Lower Main Street for the production of affordable housing. Sparta Township passed an ordinance consistent with Town Center Master Plan which was designated as a Town Center in July of 2003 Mr. Leo purchased the property and obtained approvals to develop the site for 18 single family lots and 5 affordable units in an existing large housing with existing apartments which will be converted to moderate affordable rental units based on the 2005 Housing and Fair Share Plan submitted to COAH on December 15, 2005. The subdivison improvements are under construction with some of the single family home completed and under construction.

OTHER INNOVATIVE APPROACHES (N.J.A.C. 5:97-6.15)

(Submit separate checklist for each proposal)

General Description

Municipality/County: *Sparta Township, Sussex County*

Project or Program Name: *Habitat*

Affordable Units Proposed: 1

Family Rentals: 0

Low-Income: 0 Moderate-Income: 0

Age-Restricted Rentals: 0

Low-Income: 0 Moderate-Income: 0

Family For-Sale: 1

Low-Income: 0 Moderate-Income: 1/3bedrm

Age-Restricted For-Sale: 0

Low-Income: 0 Moderate-Income: 0

Average expenditure:

For each low-income unit: $ _____

For each moderate-income unit: $ 25,000

Will the proposed development be financed in whole or in part with State funds, be constructed on State-owned property or be located in an Urban Transit Hub or Transit Village? ☐ Yes ☒ No

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Compliance Bonus as per N.J.A.C. 5:97-3.17: _____

Date zoning adopted: _____ Date development approvals granted: _____

Smart Growth Bonus as per N.J.A.C. 5:97-3.18: _____

Redevelopment bonuses as per N.J.A.C. 5:97-3.19: _____

Required Information and Documentation

☐ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☐ in lieu of submitting forms.)

A general description of the site, including:

- ☒ Name and address of owner
- ☒ Subject property address
- ☒ Subject property block and lot
- ☒ Subject property total acreage
- ☐ Description of previous zoning
- ☒ Current zoning and date current zoning was adopted
- ☒ Description of surrounding land uses
- ☒ Street access
- ☒ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

If applicable, a description of the suitability of the site, including:

- ☐ Description of surrounding land uses
- ☐ Demonstration that the site has street access
- ☒ Planning Area and/or Special Resource Area designation(s) e.g., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☒ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☒ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☐ Wetlands and buffers
- ☐ Steep slopes
- ☐ Flood plain areas
- ☐ Stream classification and buffers
- ☐ Critical environmental site

- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site
- ☒ Based on the above, a quantification of buildable and non-buildable acreage

☐ Pro-forma statement for the project

☐ RFP or Developer's Agreement

☐ Documentation of funding sources

☐ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall

☐ Construction schedule or timetable for each step in the development process

☐ Demonstration that units comply with N.J.A.C. 5:97-9 and UHAC

☐ All other documentation required for the proposed mechanism on the applicable checklist. For example, if the project will undergo rehabilitation, the municipality must submit all documentation listed on the "Rehabilitation Program" checklist.

Other Innovative Approaches Narrative Section

A tentetive Agreement was reached with the Sussex County Habitat in 2005 as part the 2005 Housing and Fair Share Plan submitted to COAH. The Township owns the property and is still commited to work with Habitat to donate the lots (Value $15,000) and provide $10,000 of Housing Trust Fund money towards construction. The Township needs to apply for a Highlands exemption. The schedule for this project is subject to the anticipated revenue indicated in the Spending Plan. The project will comply with all COAH Rules as outlined above.

[1] Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

SUPPORTIVE AND SPECIAL NEEDS HOUSING (N.J.A.C. 5:97-6.10)

(Submit separate checklist for each site or project)

General Description

Municipality/County: *Sparta Township, Sussex County*

Project or Program Name: *Leo 150 Main St.*

Date facility will be constructed or placed into service: 2010

Type of facility: Supportive Shared Housing

For group homes, residential health care facilities and supportive shared housing:

Affordable bedrooms proposed: 5 Age-restricted affordable bedrooms: _____

For permanent supportive housing:

Affordable units proposed: _____ Age-restricted affordable units: _____

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Compliance bonuses as per N.J.A.C. 5:97-3.17: _____

Date development approvals granted: _____

Information and Documentation Required with Petition or in Accordance with an Implementation Schedule

Is the municipality providing an implementation schedule for this project/program.

☒ Yes. Skip to and complete implementation schedule found at the end of this checklist. NOTE: The remainder of this checklist must be submitted in accordance with the implementations schedule.

☐ No. Continue with this checklist.

☒ Project/Program Information & Unit Inventory Forms (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)

☒ Demonstration of site control or the ability to control the site, in the form of outright ownership, a contract of sale or an option to purchase the property

A general description of the site, including:

- ☒ Name and address of owner
- ☒ Name and address of developer
- ☒ Subject property street location
- ☒ Subject property block(s) and lot(s)
- ☒ Subject property total acreage
- ☐ Indicate if urban center or workforce housing census tract
- ☐ Description of previous zoning
- ☒ Current zoning and date current zoning was adopted
- ☒ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- ☒ Description of surrounding land uses
- ☒ Demonstration that the site has street access
- ☒ Planning Area and/or Special Resource Area designation(s) e.g., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☒ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☒ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☒ Wetlands and buffers
- ☐ Steep slopes
- ☐ Flood plain areas
- ☐ Stream classification and buffers
- ☐ Critical environmental site
- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site

- ☒ Based on the above, a quantification of buildable and non-buildable acreage
- ☐ Pro-forma statement for the project
- ☒ RFP or Developer's Agreement
- ☒ Construction schedule and timetable for each step in the development process
- ☒ Documentation of funding sources
- ☒ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall

Information and Documentation Required Prior to Marketing the Completed Units or Facility

- ☐ For units not exempt from UHAC, an affirmative marketing plan in accordance with N.J.A.C. 5:97-6.10(c)
- ☒ If applicable, proof that the supportive and/or special needs housing is regulated by the New Jersey Department of Health and Senior Services, the New Jersey Department of Human Services or another State agency (including validation of the number of bedrooms or units in which low- or moderate-income occupants reside)

SUPPORTIVE AND SPECIAL NEEDS HOUSING (N.J.A.C. 5:97-6.10)

IMPLEMENTATION SCHEDULE

The implementation schedule sets forth a detailed timetable that demonstrates a "realistic opportunity" as defined under N.J.A.C. 5:97-1.4 and a timetable for the submittal of all information and documentation required by N.J.A.C. 5:97-6.

The timetable, information, and documentation requested below are required components of the implementation schedule.

Please note that all information and documentation requested below is required to be submitted to COAH no later than two years prior to the scheduled implementation of the mechanism. The fully completed checklist from above must be submitted at that time.

PROVIDE THE INFORMATION REQUESTED IN THE SECTIONS BELOW

(A) Development schedule, including, but not limited to, the following:

Development Process Action	Date Anticipated to Begin	Date Anticipated to be Completed	Date Supporting Documentation to be Submitted to COAH
Site Acquisition		2004	12/15/2005
RFP Process			

Developer Selection			
Executed Agreement with provider, sponsor or developer		1/9/2009	
Development Approvals		1/9/2009	
Contractor Selection			
Building Permits	2/15/2000	3/1/2009	
Construction	3/15/2009	12/1/2009	
Occupancy	12/1/2009	1/15/2010	2/1/2010

Supportive/Special Needs Narrative Section

This property was included in the 2005 Housing Plan and Fair Share Plan submitted to COAH December 2005. The Developer Leo Companies owns the property and has agreed to work with the Township to construct a 5 bedroom home on the property. An opertator has not been chosen as of the date of tis plan. The Sparta Township housing Trust Fund will provide $250,000towards the construction project. The project has a Highlands Expemption and currently awaiting a final wetlands determination. The project will proceed as soon as NJDEP completes their review and final documents have been approved by the Sparta Town Council. The project is scheduled to be completed in 2009 with occupancy shortly after at the end of 2009 or early 2010.

[1] Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

SUPPORTIVE AND SPECIAL NEEDS HOUSING (N.J.A.C. 5:97-6.10)

(Submit separate checklist for each site or project)

General Description

Municipality/County: *Sparta Township, Sussex County*

Project or Program Name: *Danlap.*

Date facility will be constructed or placed into service: 2010

Type of facility: Permanent Supportive Housing

For group homes, residential health care facilities and supportive shared housing:

Affordable bedrooms proposed: _____ Age-restricted affordable bedrooms: _____

For permanent supportive housing:

Affordable units proposed: 4 Age-restricted affordable units: _____

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Compliance bonuses as per N.J.A.C. 5:97-3.17: _____

Date development approvals granted: _____

Information and Documentation Required with Petition or in Accordance with an Implementation Schedule

Is the municipality providing an implementation schedule for this project/program.

☒ Yes. Skip to and complete implementation schedule found at the end of this checklist. NOTE: The remainder of this checklist must be submitted in accordance with the implementations schedule.

☐ No. Continue with this checklist.

☐ Project/Program Information & Unit Inventory Forms (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☐ in lieu of submitting forms.)

☒ Demonstration of site control or the ability to control the site, in the form of outright ownership, a contract of sale or an option to purchase the property

A general description of the site, including:

- ☒ Name and address of owner
- ☒ Name and address of developer
- ☒ Subject property street location
- ☒ Subject property block(s) and lot(s)
- ☒ Subject property total acreage
- ☐ Indicate if urban center or workforce housing census tract
- ☐ Description of previous zoning
- ☒ Current zoning and date current zoning was adopted
- ☒ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- ☒ Description of surrounding land uses
- ☒ Demonstration that the site has street access
- ☒ Planning Area and/or Special Resource Area designation(s) e.g., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☒ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☒ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☒ Wetlands and buffers
- ☐ Steep slopes
- ☐ Flood plain areas
- ☒ Stream classification and buffers
- ☐ Critical environmental site
- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site

- ☒ Based on the above, a quantification of buildable and non-buildable acreage
- ☐ Pro-forma statement for the project
- ☒ RFP or Developer's Agreement
- ☒ Construction schedule and timetable for each step in the development process
- ☒ Documentation of funding sources
- ☒ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall

Information and Documentation Required Prior to Marketing the Completed Units or Facility

- ☐ For units not exempt from UHAC, an affirmative marketing plan in accordance with N.J.A.C. 5:97-6.10(c)
- ☒ If applicable, proof that the supportive and/or special needs housing is regulated by the New Jersey Department of Health and Senior Services, the New Jersey Department of Human Services or another State agency (including validation of the number of bedrooms or units in which low- or moderate-income occupants reside)

SUPPORTIVE AND SPECIAL NEEDS HOUSING (N.J.A.C. 5:97-6.10)

IMPLEMENTATION SCHEDULE

The implementation schedule sets forth a detailed timetable that demonstrates a "realistic opportunity" as defined under N.J.A.C. 5:97-1.4 and a timetable for the submittal of all information and documentation required by N.J.A.C. 5:97-6.

The timetable, information, and documentation requested below are required components of the implementation schedule.

Please note that all information and documentation requested below is required to be submitted to COAH no later than two years prior to the scheduled implementation of the mechanism. The fully completed checklist from above must be submitted at that time.

PROVIDE THE INFORMATION REQUESTED IN THE SECTIONS BELOW

(A) Development schedule, including, but not limited to, the following:

Development Process Action	Date Anticipated to Begin	Date Anticipated to be Completed	Date Supporting Documentation to be Submitted to COAH
Site Acquisition			
RFP Process			

Developer Selection			
Executed Agreement with provider, sponsor or developer		1/9/2009	
Development Approvals		1/9/2009	
Contractor Selection		11/1/2008	
Building Permits	2/15/2000	3/1/2009	
Construction	3/15/2009	12/1/2009	
Occupancy	12/1/2009	1/15/2010	2/1/2010

Supportive/Special Needs Narrative Section

This property was included in the 2005 Housing Plan and Fair Share Plan submitted to COAH December 2005 as a potential Sparta Ecumenical Site. Danlap owns the property and has agreed to work with the Township to construct a 4 bedroom home on the property. An opertator has not been chosen as of the date of this plan. The Sparta Township Housing Trust Fund will provide $200,000 towards the construction project. The project has a Highlands Expemption and wetlands determination The project will proceed as soon as the final documents have been approved by the Sparta Town Council. A building permit has been issued for a single family home, but the bad economy has forstered this proposal. The project is scheduled to be completed in 2009 with occupancy shortly after the end of 2009 or early 2010. The Township will be providing $200,000 from the Housing Trust Fund towards the construction of the home.

MARKET TO AFFORDABLE PROGRAM (N.J.A.C. 5:97-6.9)

General Description

Municipality/County: *Sparta Township, Sussex County*

Affordable Units Proposed: 22

Family Rentals: _____

Low-Income:_____ Moderate-Income:_____

Age-Restricted Rentals: 22

Low-Income: _____ Moderate-Income: _____

Family For-Sale

ome: _____

Age-Restricte

Knoll Properties

me: _____

Average expenditure:

For each low-in

For each modera

Bonuses, if applicable:

Rental bonuses as per _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Information and Documentation Required with Petition

☒ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☐ in lieu of submitting forms.)

☒ Demonstration that there are sufficient market-rate units within the municipality on the multiple listing service for a viable program

☐ Estimate of the amount required to subsidize typical for-sale and/or rental units including any anticipated rehabilitation costs

☒ Documentation of funding sources

☒ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall

☒ Spending plan including the details to implement this program

Information and Documentation Required Prior to Substantive Certification

☒ Resolution or executed contract designating an experienced Administrative Agent, and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18

☒ Adopted operating manual that includes a description of program procedures and administration or a statement indicating that the Administrative Agent designated to run the program uses a COAH-approved manual

☒ Affirmative Marketing Plan in accordance with UHAC

Market to Affordable Narrative Section

Sparta Township and Knoll Properties is currently in discussion on a Mrket to Affordable project for a portion of the existing 150 Age restricted cottage units that were constructed in the late 1970's. The original subsidized loan will be paid in ful in 2009 as documented by a letter from Linda Pinto the Executive Director. the letter is in the Appendix of the Plan. The exact unit count and income type, schedule has not been finalized. Sparta requests a waiver from the checklist requirement untill the project details have been completed.

[1] Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

MARKET TO AFFORDABLE PROGRAM (N.J.A.C. 5:97-6.9)

General Description

Municipality/County: *Sparta Township, Sussex County*

Affordable Units Proposed: 11

Family Rentals: 11

Low-Income:_____ Moderate-Income: 11

Age-Restricted Rentals: _____

Low-Income: _____ Moderate-Income: _____

Family For-Sale: _____

Low-Income: _____ Moderate-Income: _____

Age-Restricted For-Sale: _____

Low-Income: _____ Moderate-Income: _____

Average expenditure:

For each low-income unit: $ _____

For each moderate-income unit: $ 50,000

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7[1]: _____

Information and Documentation Required with Petition

☒ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☐ in lieu of submitting forms.)

☒ Demonstration that there are sufficient market-rate units within the municipality on the multiple listing service for a viable program

☐ Estimate of the amount required to subsidize typical for-sale and/or rental units including any anticipated rehabilitation costs

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☒ Adopted operating manual that includes a description of program procedures and administration or a statement indicating that the Administrative Agent designated to run the program uses a COAH-approved manual

☒ Affirmative Marketing Plan in accordance with UHAC

Market to Affordable Narrative Section

Sparta Township and the Leo Companies are currently discussing a Market to Affordable project for a completed mixed use building in the Sparta Town Center. Sparta has worked with this property owner on prior successful projects including the Twins on Main Street. The plan is a gradual change form market units to moderate family rentals as Housing Trust Funds become available. The project can yield 11 units Sparta requests a waiver from the checklist requirements untill the project details have been completed.

[1] Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.