

**TOWNSHIP OF HAMILTON
COUNTY OF MERCER, NEW JERSEY**

ORDINANCE

No. 20-015

1ST READING March 17, 2020

DATE TO MAYOR _____

2ND READING & PUBLIC HEARING April 7, 2020

DATE RESUBMITTED TO COUNCIL _____

WITHDRAWN _____ LOST _____

DATE EFFECTIVE _____

APPROVED AS TO FORM AND LEGALITY

FACTUAL CONTENTS CERTIFIED TO BY

TOWNSHIP ATTORNEY

TITLE

ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE TOWNSHIP OF HAMILTON, NEW JERSEY, CHAPTER 5, ADMINISTRATION OF GOVERNMENT, PART 4, DEPARTMENTS, ARTICLE XII, DEPARTMENT OF COMMUNITY PLANNING AND COMPLIANCE, AND ARTICLE XVI, DEPARTMENT OF TECHNOLOGY AND ECONOMIC DEVELOPMENT

Be It Ordained by the Council of the Township of Hamilton, in the County of Mercer and State of New Jersey, that the *Code of Ordinances of Hamilton Township, New Jersey, Chapter 5, Administration of Government, Part 4, Departments, Article XII, Department of Community Planning and Compliance, and Article XVI, Department of Technology and Economic Development*, as amended and supplemented, be further amended and supplemented as follows:

Chapter 5

ADMINISTRATION OF GOVERNMENT

PART 4. DEPARTMENTS

**ARTICLE XII. DEPARTMENT OF COMMUNITY [PLANNING AND COMPLIANCE] AND
ECONOMIC DEVELOPMENT**

§ 5-67. Establishment; organization; purpose.

There shall be a Department of Community [Planning and Compliance] and Economic Development, the head of which shall be the Director. Within the Department of Community [Planning and Compliance] and Economic Development there shall be a Division of Engineering, a Division of Planning and Zoning, a Division of Construction Inspections, [and] a Division of Housing Inspections and Landlord Compliance, a Division of Affordable Housing, and a Division of Economic Development. The Department manages and coordinates the activities of the [four] six divisions in an efficient and compliant manner.

§ 5-68. Division of Engineering.

- A. Qualifications and authority of Township Engineer. The Township Engineer shall serve as the Superintendent of the Division of Engineering. He or she shall be a duly licensed professional engineer of the state.
- B. Duties of Township Engineer. The Township Engineer shall perform such duties as are prescribed by general law and ordinance and, in addition, shall:
 - (1) Prepare or cause to be prepared plans, designs and specifications for public works and improvements undertaken by the Township either on force account or by public contract.

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- (2) Provide and maintain surveys, maps, plans, specifications and control records with respect to public works and facilities owned or operated by the Township.
 - (3) Provide technical and engineering advice and assistance to other Township departments and divisions as needed and as directed by the Director of the Department of Community [Planning and Compliance] and Economic Development.
- C. Surrender of Township property on termination of service. All papers, documents, memoranda, reports and other materials relating to the administration of engineering duties of the Engineer shall be and remain the property of the Township. Upon termination of his or her services with the Township, the Engineer shall forthwith surrender to any successor all such property.

§ 5-69. Division of Planning and Zoning.

- A. Township Planner. The Township Planner(s) shall serve as the Superintendent(s) of the Division of Planning.
- (1) Qualifications. The qualifications of the Township Planner shall be as follows:
 - (a) Graduation from a four-year course at a college of recognized standing with a major course of study in planning, engineering, architecture, political science, economics, geography, landscape architecture, public administration or sociology, or, in substitution thereof, responsible experience in municipal, county, regional or state planning on a four-year basis, and a valid license as a professional planner.
 - (b) Thorough knowledge of philosophy and principles of planning and the problems involved in such work.
 - (2) Duties. The Township Planner(s) shall be responsible for the organizing, promoting and making of surveys; collection and compilation of data; conducting investigations and analyses of this data; the drawing and drafting of maps and charts; and the interpretations and transpositions of statistical data into visual form. The Township Planner shall serve as staff to the Planning Board and, as such, shall assist in preparing and revising the Master Plan and the administering of a long-term comprehensive planning service.
- [B. Office of Housing. There shall be an Office of Housing established within the Division of Planning under the direction and supervision of the Chief of the Office of Housing. Subject to the Charter and this Code, this Office shall:]
- [(1) Administer the various housing programs set up in the Township to provide housing for families eligible to participate in the program for low- and moderate-income persons approved in the state and federal government.]
 - [(2) Administer the various Township programs established for the purpose of rehabilitation of existing housing under applicable local, state and federal programs.]
 - [(3) Undertake any additional related duties as may be directed by the Director of Community Planning and Compliance.]

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B. Office of Zoning.

There shall be an Office of Zoning which shall be headed by the Supervising Code Enforcement Officer/Zoning Officer who shall perform such duties as are prescribed by general law and ordinance.

§ 5-70. Division of Construction Inspections.

The Division of Construction Inspections shall be headed by [a Superintendent] the Construction Official/Fire Sub-Code Official, and within the Division there shall be the Uniform Construction Code Enforcing Agency, and all officials which are a part thereof, as established by Township ordinance. The Superintendent of the Division shall emphasize the coordinated nature of the various inspection functions so that each inspector shall be responsible for seeking to identify and call to the attention inspection problems that lie outside his particular jurisdiction.

A. Uniform Construction Code Enforcing Agency. The various officials comprising the Uniform Construction Code Enforcing Agency shall have such qualifications as are specified in the Uniform Construction Code Act and the regulations promulgated pursuant thereto. The powers and duties of such officials shall be as specified in state laws and regulations and as otherwise designated in Township ordinances.

B. Within the Division, there shall be the Building Sub-Code Official, the Electrical Sub-Code Official, and the Plumbing Sub-Code Official, all of whom shall report to the Construction Official/Fire Sub-Code Official.

§ 5-70.1. Division of Housing Inspections and Landlord Compliance.

The Division of Housing Inspections and Landlord Compliance shall be headed by a Chief Housing Inspector. [The Chief Housing Inspector shall serve as the Superintendent of the Division of Housing Inspections and Landlord Compliance.] The purpose of this Division is to perform inspections related to the sale or rental of residential housing units, license landlords, register rental units and register and perform inspections on abandoned properties.

A. Housing Inspector. The Housing Inspectors shall be appointed with regard to his or her qualifications and experience in performing the duties of his or her office. He or she shall be charged with making housing code inspections and in general enforcing the housing code of the Township.

§ 5-70.2. Division of Affordable Housing.

There shall be a Division of Affordable Housing under the direction and supervision of the Supervisor of the Neighborhood Preservation Program. Subject to the provisions of the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the Fair Housing Act (N.J.S.A. 52:27D-301), and the affordable housing regulations of the New Jersey Department of Community Affairs (N.J.A.C. 5:97-1 et seq. and N.J.A.C. 5:96-1 et seq.), this Division shall:

A. Administer the various housing programs set up in the Township to provide housing for families eligible to participate in the program for low- and moderate-income persons approved in the state and federal government.

B. Administer the various Township programs established for the purpose of rehabilitation of existing housing under applicable local, state and federal programs.

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C. Undertake any additional related duties as may be directed by the Director of Community and Economic Development.

§ 5-70.3. Office of Economic Development.

The Office of Economic Development shall be responsible for:

- A. Attracting new quality ratables to expand the Township's revenue base while providing improved employment opportunities for residents and enhancing the quality and variety of goods and services offered to the community.
- B. Coordinating efforts to enable established businesses to continue to thrive and expand as business residents of the community.
- C. Establishing and maintaining communications with the Township's business community so as to optimize the Township's economic development and quality of life.
- D. Establishing initiatives to encourage a strong and diversified local economy.

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ARTICLE XVI. DEPARTMENT OF TECHNOLOGY [AND ECONOMIC DEVELOPMENT]

§ 5-82. Establishment; organization.

There shall be a Department of Technology [and Economic Development], the head of which shall be the Director, who shall serve the Township in a full-time capacity. [The Department shall consist of the Office of Technology and the Office of Economic Development. Unless another person is appointed in such capacity, the Director shall serve as the head of these offices.]

§ 5-83. Office of Technology.

The Office of Technology shall:

- A. Continuously evaluate and improve the technological infrastructure of the Township's governmental operations[;].
- B. Establish policies and standards to ensure the security and integration of improved technology throughout the municipal operation[;].
- C. Provide assistance to the Township's municipal agencies to ensure efficient and effective service to the residents of the Township through the use of technology[;].
- D. Assess and monitor the Township's technological investments so as to take advantage of newer, more cost-effective methodologies.
- E. Coordinate strategies to make municipal technological operations "user friendly" to promote better communications between governmental departments and with members of the public.

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[§ 5-84. Office of Economic Development.]

[The Office of Economic Development shall be responsible for:]

- [A. Attracting new quality ratables to expand the Township's revenue base while providing improved employment opportunities for residents and enhancing the quality and variety of goods and services offered to the community;]
- [B. Coordinating efforts to enable established businesses to continue to thrive and expand as business residents of the community;]
- [C. Establishing and maintaining communications with the Township's business community so as to optimize the Township's economic development and quality of life;]
- [D. Establishing initiatives to encourage a strong and diversified local economy.]

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Any Ordinance or Ordinances in conflict with the provisions of this Ordinance are repealed to the extent of such conflict.

This Ordinance shall become effective immediately upon final adoption and publication thereof according to law.

PRESIDENT

MUNICIPAL CLERK

RECORD OF VOTE													
First Reading							Second Reading						
COUNCIL	AYE	NAY	NV	AB	ORD	SEC	COUNCIL	AYE	NAY	NV	AB	ORD	SEC
ANTHONY P. CARABELLI, JR.	✓					✓	ANTHONY P. CARABELLI, JR.						
NANCY PHILLIPS	✓						NANCY PHILLIPS						
CHARLES F. WHALEN	✓						CHARLES F. WHALEN						
PASQUALE "PAT" PAPERIO, JR.	✓				✓		PASQUALE "PAT" PAPERIO, JR.						
RICHARD L. TIGHE, JR.	✓						RICHARD L. TIGHE, JR.						

X - Indicates Vote A.B. - Absent N.V. - Not Voting ORD. - Moved SEC. - Seconded

REJECTED _____

JEFFREY S. MARTIN, MAYOR

DATE

APPROVED _____

RECONSIDERED BY COUNCIL _____

OVERRIDE VOTE

AYE _____

NAY _____

L:\COUNCIL\Ordinance\MUNCODE\Cht5.ArtXII.DeptCP&C.ArtXVI.DeptTech&EconDev.3-9-2020.doc

EXPLANATION Matter UNDERLINED thus in this legislation is new matter.
Matter contained in **BRACKETS [thus]** is to be omitted from the law.