

**Department of
Community Planning &
Economic
Development**

**Annual Report
2019**

TOWNSHIP OF HAMILTON
INTER-OFFICE ADVISORY MEMORANDUM



To: *Mayor Jeffrey Martin*

From: *Fred B. Dumont*
Director of Community & Economic
Development

Date: *February 24, 2020*

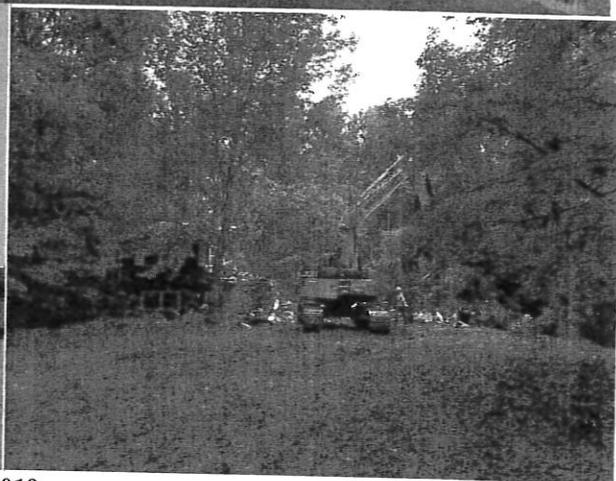
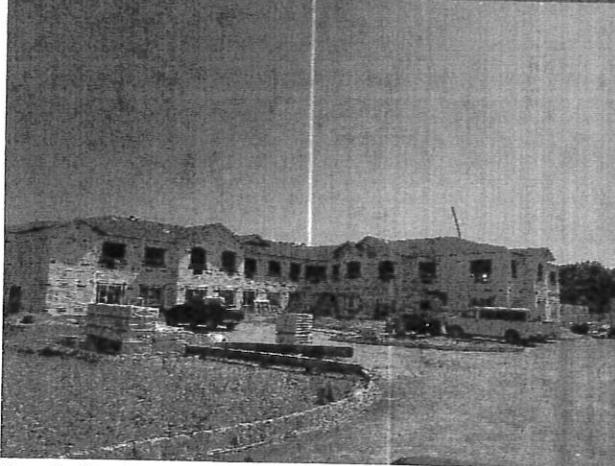
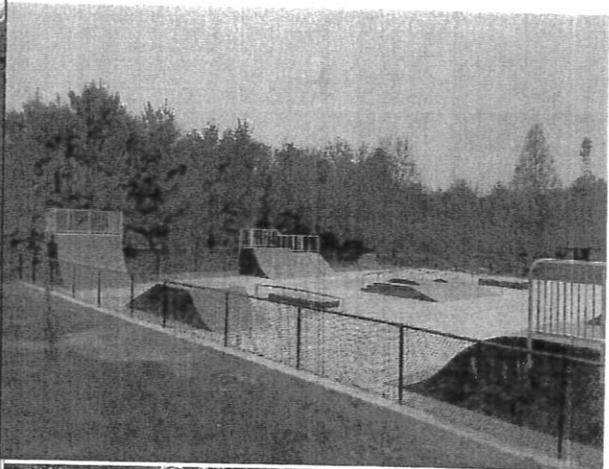
Re: *Annual Report – Calendar Year 2019*

The year 2019 was a productive yet challenging year for the Department of Community and Economic Development. While we achieved many of our goals, more work is needed in the following areas:

- 1) **Planning Division**- in addition to presentations to eleven (11) Zoning Board meetings and seventeen (17) Planning Board meetings, our Planning Division granted 26 Administrative Waivers. We anticipate conducting more administrative waivers in 2020 to alleviate time and expense from our Zoning/Planning Boards while saving our applicants time/expenses
- 2) **Housing Division**- conducted 1,991 initial rental inspections and 455 re-inspections. They issued 1,167 Certificate of Occupancy for rentals and 1,079 sale C/O's. Our vacant property applications were 348 and we conducted 348 initial inspections and 348 follow up inspections. Despite this significant work, our vacant property numbers are too high as are our landlord issues.
- 3) **Inspections Division**- inspections performed at an extremely high level with 8,541 permits/technical issued, 8,674 plan reviews, 19,746 field inspections, issued 643 Certificates of Occupancy and granted 3,482 Certificates of Approvals. Despite the large volume of work more is needed to decrease the wait time in responding for inspections calls and the large volume (45,000) of open permits.
- 4) **Land Use Division**- preapproved 15 single family homes, 46 residential additions, 54 decks, 22 in ground pools and 10 sheds. We will work in 2020 to coordinate the operations of Land Use and Inspections to work together in a more efficient manner.
- 5) **Zoning & Code Enforcement Division**- issued 315 violations in 2019. This office is extremely busy with all operations performed by one person. We hope to increase our efficiency by hiring additional personnel.
- 6) **Engineering Division**- has a total of 18 capital projects either completed or underway, conducted 69 of plans, plotted 2,700 deeds, 282 driveway permits and 158 curb/sidewalk permits.
- 7) **Economic Development Division**- in 2020, we want to coordinate our activities to emphasize re-development for our vacant businesses and highlight our unique locations to Universities, transportation and Grounds for Sculpture. Emphasis needs to be placed on developments areas, tying projects together rather than concentrating on one particular project.

DIVISION OF PLANNING
DEPARTMENT OF COMMUNITY AND ECONOMIC
DEVELOPMENT

**2019 ANNUAL
ACCOMPLISHMENT
REPORT**



Top Left – Reynolds Middle School Arbor Day April 2019

Top Right – Veterans Park new skate park – Mercer at Play grant funded

Bottom Left – Yardville-Hamilton Square Road – Hamilton Senior Living - new assisted living project

Bottom Right – 79 Ziegler's Lane open space preservation – demolition of existing home

Prepared by: Robert C Poppert, PP, AICP, Township Planner
Date: January 13, 2020



TOWNSHIP OF HAMILTON M E M O R A N D U M

TO: FREDERICK DUMONT, DIRECTOR, COMMUNITY PLANNING & ECONOMIC DEVELOPMENT

FROM: Robert C. Poppert, PP/AICP, Township Planner

DATE: January 13, 2020

RE: ANNUAL REPORT - YEAR 2019
PLANNING DIVISION ACCOMPLISHMENTS

Our accomplishments for the year 2019 are as follows:

A. Land Use Development

The Planning Division held at least one hundred eighty-two (182) meetings with private individuals and developers concerning their land use proposals and questions. The Planning Division made eleven (11) presentations to the Zoning Board of Adjustment and seventeen (17) to the Planning Board. These presentations essentially reported on applications before these Boards – many of which emanated from the separate meetings initially held.

Some of the more prominent developments reviewed by the Division of Planning and approved by the respective Boards were the following:

1. Family Doillar (1420 Chambers Street) – Approval granted to redevelop a property to construct an eight thousand three hundred twenty (8,320) square foot freestanding retail building and demolish a former garden center/nursery.
2. Hamilton Marketplace (Marketplace Blvd) – Approval granted to construct an eight thousand one hundred eighty (8,180) square foot freestanding retail building.
3. MZI Properties/Dunkin Donuts (1147 South Olden Avenue) – Approval granted to redevelop a property to construct a six thousand thirty-two (6,032) square foot freestanding retail building and demolish an existing truck repair garage.
4. Project Freedom (Justice Samuel Alito Jr Way) – Approval granted to construct four (4) apartment buildings containing seventy-two (72) affordable units and a freestanding clubhouse on land donated to Project freedom by Hamilton Township. This project is part of the town's Housing Element and Fair Share Plan.

5. Kennedy International (17 Thomas Rhodes Industrial Drive) - Approval granted to constructing a seventy-three thousand nine hundred thirty-four (73,934) square foot warehouse.
6. Scannell Properties LLC (Kuser Road) – Approval granted to constructing a one hundred sixty-eight thousand (168,000) square foot warehouse/office building.

Other notable redevelopment projects that will continue into 2019:

1. Congoleum – This office continues to work with the property owner, Manchester 270, as it drafts a redevelopment plan and ordinance for the remaining portions of the property to be developed.
2. Whitehorse Circle properties (The Ferber Company) – This office has worked with the prospective developer, the Ferber Company, to develop and present to Council and Planning Board a redevelopment ordinance. We currently are reviewing a site plan application for the subject lots that conform to the adopted redevelopment ordinance.
3. PSE&G Lambertson Road generating station (HRP Mercer LLC) - This office has worked extensively with the prospective developer, HRP Mercer LLC, to develop and present to Council and Planning Board a redevelopment ordinance. The redevelopment ordinance was recently approved by Council and we will begin to review the site redevelopment plans in February 2020.
4. Lalor Street – This office has reviewed a Preliminary Investigation report prepared by the redeveloper for several lots on Lalor Street within the Community Commercial zone and will continue to work with the redeveloper on a redevelopment plan as the process moves forward.

In addition to formal reviews before the Planning and Zoning Boards, the Division's Administrative Waiver process handled twenty-six (26) cases. These waivers primarily resulted in approvals for various residential homeowners and some larger commercial applications such as the renovations to an existing restaurant at 2 Elmwood Avenue and the re-use of 109 Route 156 into a rabbinical University.

The Division of Planning also performs various site visits/inspections. We completed sixty-four (64) site visits pertaining to items such as site plan submissions, building permits, Zoning Board applications for homeowners, meetings at site with property owners, compliance with approved site plans, etc. We also completed nineteen (19) site visits/inspections pertaining to tree planting projects (2017 Tree Contract maintenance bond) and parks and capital construction contracts. Inspections to reduce/release performance bonds for landscaping are also a function of the Planning Division. At least twenty-five (25) such inspections were performed by this office.

All sign (façade and freestanding) permits are reviewed and approved by the Planning Division. These amounted to forty (40). Sheds and fences are also reviewed and approved by the Division of Planning. These amounted to a total of three hundred twenty-six (326) permits, of which two hundred twenty-nine (229) were fences and ninety-seven (97) were sheds. This office reviewed another ninety-eight (98) permits relating to generators, AST's, construction trailers, demolition, telecommunication monopoles, pools, solar panels, handicapped ramps, site lighting, pools, etc.

B. Grant Administration

The Planning Division administered a number of grants during 2019. These included the following:

1. 2018 Safe Routes to School – Applied for **\$376,768.26** in grant funding for pedestrian safety improvement in the vicinity of Klockner Elementary School. Hamilton Township was awarded **\$342,000.00** by NJDOT May 24, 2019 for this grant project. We are in the process of choosing an engineer as part of the design assistance portion of the project.
2. 2019 Safe Routes to Transit – Applied for **\$298,335.70** in grant funding for pedestrian safety and access improvements to transit stops along Whitehorse-Mercerville Road between Kuser Road and Cypress Lane. Hamilton was not awarded funding for this project.
3. 2019 Bikeways – Applied for **\$396,682.00** in grant funding to create 1.25 new miles of bike and pedestrian trails on the former Conrail railroad corridor (Klockner Rd to Robbinsville Twp). Hamilton was not awarded funding for this project.
4. 2018 Transportation Alternatives Program - Applied for **\$996,376.40** in grant funding for the Phase 2 South Broad Street streetscapes project (from the Whitehorse Circle to Trenton City line). Hamilton was not awarded funding for this project.
5. 2018 Mercer County Municipal Non-Profit Assistance (i.e. Open Space Trust Grant) - Applied for a non-profit open space assistance grant from Mercer County (September 2018) in the amount of **\$156,000.00** for the purchase of land at 79 Zieglers Lane (aka Brown Estate, 1722-107). Hamilton was awarded **\$156,000.00** and the property was closed on in April 2019.
6. 2018 Mercer County Municipal Non-Profit Assistance (i.e. Open Space Trust Grant) - Applied for a non-profit open space assistance grant from Mercer County (November 2018) in the amount of **\$218,000.00** for the purchase of land at 3949 Crosswicks-Hamilton Square Road (aka Blalock property, 2712-155). Hamilton was awarded **\$218,000.00** and the property was closed on in February 2019.
7. 2016 Mercer at Play 2 – Applying to Mercer County for a **\$500,000.00** Open Space Assistance grant for improvements to various athletic fields and playgrounds within the Township. Hamilton Township was awarded **\$500,000.00** and the grant agreement between Mercer County and Hamilton Township was executed June 2017. We have completed 5 of the 6 projects as listed in the grant agreement. The remaining project to complete is the Veterans Park Senior Court games renovation.
8. 2017 Community Stewardship Incentive Program (CSIP) –Applied for and received a **\$10,000.00** Resiliency Planning Grant from the NJDEP Forestry Service to complete Hamilton’s first street tree inventory. Davey Resource Group was awarded the contract and we look to complete all field work February 2020.
9. 2017 CDBG – South Broad Street Streetscape Improvements - **\$115,809.00** was allocated from Hamilton’s Community Development Block Grant to renovate both South Broad Street public parking lots. We fully renovated the larger of the two parking lots

(south of Cedar Lane) – i.e. new lighting, landscaping, pavement repair, fencing, striping, ADA improvements, sidewalk, etc. This project was completed October 2018.

In summation, the following highlights Division of Planning's efforts throughout the past year:

Grants currently under administration/or completed: **\$999,809.90**

Grants applied for and awarded, project not started yet: **\$342,000.00**

Grants applied for and not funded: **\$1,688,394.10**

Grants applied for and awaiting notification: **\$0**

C. Green Acres (GA)

This office continues to partner with the NJ Conservation Foundation on prospective acquisition projects within the Township that further our Open Space and Recreation Master Plan goals and objectives. We are currently looking at several properties within the Township that would serve as "linkages" to other municipally owned lands. The NJ Conservation Foundation and the Division of Planning are jointly working through some due diligence on several properties within the Township. This office continues to regularly police Township owned Green Acres properties looking for any encroachments or violations that would adversely impact the properties. We continue to replace Green Acres signs once they become faded or add newly acquired properties and also plan for the future as it pertains to passive or active recreation needs or Township residents. The more notable projects completed this year include the following:

1. 79 Zieglers Lane (Block 1722 Lot 107) - Currently under contract to purchase a +/- 8.66 acre property (within the R-15 zone). We also were awarded a \$156,000.00 Mercer County Open Space grant to help fund the purchase of this property. (See B #7 above). We closed on this property April 2019.
2. 3949 Crosswicks-Hamilton Square Road (Block 2712 Lot 155) - Currently under contract to purchase a +/- 23 acre active farm property (within the Rural Resource Conservation zone). We applied for a \$218,000.00 Mercer County Open Space grant to help fund the purchase of this property. (See B #8 above) We closed on this property February 2019.
3. Mercerville-Edinburg Road (Block 1623 Lot 11) - Currently under contract to purchase a +/- 1.37 acres of land along the Miry Run stream corridor. An application for grant funding from Mercer County Open Space will be submitted in January 2019. We closed on this property March 2019.

D. Open Space and Recreation Plan (OSRP) Update

The Division of Planning updated the Township's OSRP during 2018 to best reflect all the current land purchases and acquisitions as well as updating our land preservation goals throughout the Township. This exercise included updating the inventory of all Township owned properties as well as the Green Acres and Open Space map to accompany the inventory list. This inventory was submitted to Green Acres April 2018 and we await their formal approval of the same.

E. Board of Public Officers

The Planning Division participates in the deliberations of the Board of Public Officers whose goal is to maintain the quality of life in neighborhoods by studying dilapidated structures and making sure that they are repaired and rehabilitated and/or demolished if there is the danger of collapse.

F. Affordable Housing

This office continues to seek out new projects so as to provide affordable housing for special needs/disable persons and for those people looking for affordable dwelling units within the Township. We are also meeting with various non-profit organizations and continue to entertaining housing grant requests projects as they are presented to this office.

In addition to processing requests for grant funding, this office also oversees the Township's Administrative Agent (consultant) and serves as the Municipal Housing Liaison – providing information and technical support to affordable housing developers and non-profits within the Township. The office also answers numerous phone calls pertaining to the availability of affordable housing in the community and how one need to be put on the list for a unit.

This office, in its capacity as the Municipal Housing Liaison, serves as the Affordable Housing Trust Fund and Project Unit Monitoring administrator, overseeing the collection (fees) and disbursement (trust fund grants and administration expenses) of approximately \$5.4 million dollars of trust fund money and keeps an accounting all the affordable housing units within the Township.

In August of 2015, this office retained Gerald Muller, Esq. to serve as special Township consultant to affordable housing matters. Mr. Muller immediately began working on the Township's litigation matters In the Matter of the Application of the Township of Hamilton, County of Mercer Docket No.: MER-L-1573-15 dealing with Court approval of the Third Round Housing Element and Fair Share Plan. Clarke, Caton and Hintz (CC&H) also served as our planning consultant in these matters and this office continues to work with Gerald Muller and CC&H on the variety of items and documents necessary to support the declaratory judgement action. Hamilton Township was heard before the courts on November 17, 2018 and received a Conditional Judgement of Compliance and Repose. We continue to work through addressing the conditions and will be reporting back to the court and its special master periodically on our progress.

G. Master Plan

This office currently works with CC&H (as needed) to review proposed zoning changes not yet enacted on as a result of the last Master Plan update. The review of the land development code for ordinances to revise, update or supplement is an ongoing practice of this office. For 2019, there are numerous proposed revisions to the land development ordinance and rezoning proposals that we hope to have prepared for Council and Planning Board review.

H. Other Notable Miscellaneous Projects Managed (or in part) by the Division of Planning

1. Hamilton Township continues to maintain our *Playful City USA* status for 2019, however it should be noted that KABOOM did not certify municipalities in 2018.
2. Hamilton Township was recognized as a *Tree City USA* for the 13th year.
3. Township Wide Street Tree Inventory/Emerald Ash Borer (EAB) survey – The Township recently received a \$10,000 grant from NJDEP Forestry Service to help fund a Township wide street tree inventory that will not only help us to better understand and manage our resource but help determine the extent of the Ash species within the Township (see B #10 above). Step 2 of this process will be an EAB Management Plan for the Ash trees within the Township. This inventory began October 2019 and will continue into February 2020.
4. Transportation Improvement District ordinance updates – Worked with consultant BANC3 to revise Section 550-255 of the Land Development Code and to revise/update the Central Area and Sloan Ave/Quakerbridge Road TID District impact fees. This project is complete and was approved by Council.
5. Sale of DPW SREC's (Solar Renewable Energy Credits) - SREC sales for calendar year 2019 came to \$11,550.00. This money is deposited into the "Energy Efficiency and Conservation Trust" which will enable the Township to use this money (and not money requested in the capital budget) for building energy efficiency upgrades or renovations, solar system maintenance and monitoring costs, and the like.
6. Veterans Park Formal Gardens Phase 3 – \$75,550 was allocated within the Capital Parks Improvement budget for renovations to the Veterans Park formal gardens parking lot and adjacent surrounding areas. We have awarded the project and demolition work will commence January/February 2020.
7. Hamilton Township was awarded the Bronze level certification from Sustainable Jersey during the awards luncheon at the NJ league of Municipalities in November 2018. The Green Team continues to work towards submitting information to achieve the next level of certification.

I. Continuing Education/Training

As it would pertain to my AICP certification, for reporting period January 1, 2018 to December 31, 2019 I have accumulated 37.90 credit hours of training (i.e. continuing education) that counts towards my required continuing education credits (a minimum of 32 is required for reporting period January 2018 to December 2019). 5.9 credits will carry over into the next reporting period.

As the primary Municipal employee with CORE training, I have accumulated 11 CEU's as required by the NJ Shade Tree and Community Forestry Assistance Act.



Robert C. Poppert



The Township of Hamilton

Division of Housing

Kenny Skwara
Division Head

TO: FRED DUMONT

FROM: KEN SKWARA

DATE: 2/13/2020

RE: 2019 ANNUAL REPORT

In 2019 the Housing Division upheld a high standard of maintaining the Township's vision of bettering the community. With the work our inspectors have done, we have held landlords accountable for their rentals by keeping a watchful eye on their properties. Unsafe and undocumented rental properties have become a problem in the Township. We have shut down boarding houses where the landlord would be charging rent individually to their tenants and making a big profit off of them. With the addition of a new staff member we are beginning to get a handle on these landlords that do not abide by the Townships Housing Code.

Abandoned Properties have also been a problem in the Town. In the past Township Housing Inspectors have had the job of inspecting and making sure the owners are maintaining these properties according to Township standards. In 2019 we have seen a drop by 79 properties because of our efforts to seek out companies who are willing to buy, refurbish, obtain a C/O and sell making that neighborhood affluent again. A company was brought into the Town in May of 2019 to address the Vacant Property issue. Their contract is up in March. Our Department is looking forward to regain control of the Vacant and Abandoned Property Program.

Complaints have also been addressed. There was a high volume of complaints that the office has received and was dealt with in a timely fashion and a general high standard for customer service with the Township residents has been maintained.

The office support staff has done a great job of receiving and inputting the influx of CO applications, landlord renewals, new landlords, and vacant property applications. Along with supporting customers at the counter and on the phone, the office staff has maintained a good relationship with local realtors and residents alike, making for a pleasant experience for everyone. Attention to detail has been paid in order to get all of the current programs working seamlessly and has helped reign in any problem properties and owners.

The Housing Division was on track with completing all of these tasks and with the right guidance is ready to keep that momentum going forward. Please refer to the attached documentation that supports our work and also the financial statistics that have funneled through our office.

DIVISION OF HOUSING
THE TOWNSHIP OF HAMILTON, NEW JERSEY
2090 GREENWOOD AVE
HAMILTON, NEW JERSEY 08650

HOUSING DIVISION

The objective of the Housing Division is to protect the health, safety and welfare of Hamilton Township residents and to keep up the quality of existing residential and commercial structures. The Housing code was established to meet the minimum requirements and standards for a structure's maintenance, heat, light, ventilation, sanitation and life safety from fire and other hazards. It also ensures that residential one, two and multiple-family buildings operating within Hamilton Township are properly maintained and do not pose a threat to the health, safety and welfare of their residents, nor the community in general. There is an inspection required whenever there is a change of occupancy in any residential structure.

DIVISION OF HOUSING

Some of the duties of the Division include the following:

- Conducts Certificate of Occupancy inspections for single, two family and multiple dwelling units for sale.
- Conducts Certificate of Occupancy inspections for single, two family and multiple dwelling units for rent.
- Enforces the licensing of landlords and registration of rental units. This gives a count of how many landlords are operating in the Township and how many rental units are associated with the landlords.
- Enforces the registration of Vacant and Abandoned residential and commercial properties and conducts inspections on those properties to eliminate blight in the Township.
- Conducts investigations throughout the Township to gather information in regards to illegal rooming houses, vagrants who illegally occupy vacant properties, rental properties that are not registered with the town, rental properties in which the tenant has no C/O to occupy and hoarding situations. When needed would consult with other agencies such as Hamilton Police, Hamilton Fire, Mercer County Prosecutors Office and the Department of Human Services. These investigative methods provide the assurance of the health, safety and welfare to the residents of Hamilton Township.
- Sends out monthly renewal invoices for Landlord Licensing and Rental Unit registration.
- Sends out monthly renewal invoices for Vacant Property registration.
- Receives and inputs payments for Landlord Licensing, Unit registration and Vacant Property registration.
- Receives and investigates complaints via the Township's Q Alert system, over the counter and phone interactions.
- Sends out Notices of Violations to anyone who does not comply with the Housing Ordinance.
- Sends out summonses to anyone that does not comply with the Notice of Violation.
- Attends court hearings to anyone who receives a summons. In the event a case goes to trial, provides the court with due process and all documents needed for trial including testifying under oath.

STAFF

- 1 – Chief Housing Officer
- 1 – Senior Housing Inspector
- 3 – Housing Inspectors
- 1 – Clerk 3 Support Staff

2019 YEAR END REPORT

C/O'S ISSUED

Rental – 1,167
Sale – 1,079

RENTAL INSPECTIONS

Initial Inspections – 1,991
Re-Inspections - 455

SALE INSPECTIONS

Initial Inspections – 1,351
Re-Inspections – 1,169

ACTIVE

Landlords – 1,902
Rental Units – 3,659

OUTSTANDING

Landlords – 297
Rental Units – 448

EXPIRED PENDING INVESTIGATION

Landlords – 242
Rental Units – 439

COURT SUMMONS/ APPEARANCES*

200

COMPLAINTS

Q Alert – 745
Over The Counter/Phone - 55

VACANT PROPERTY APPLICATIONS

348

VACANT PROPERTY INSPECTIONS*

Initial Inspections - 348
Re-Inspections - 348

VACANT PROPERTIES REMOVED FROM LIST

79

ACTIVE VACANT PROPERTIES

181

OUTSTANDING VACANT PROPERTIES

96

EXPIRED VACANT PROPERTIES

153

*Will be handed back over to the Division of Housing Code Enforcement Employees

YEAR	SALE	RENTAL	LL LIC.	RENTAL REG.	VAP	COURT	TOTAL
2018 TOTALS	\$ 238,380.00	\$ 77,025.00	\$ 58,726.00	\$ 59,725.00	\$ 425,450.00		\$ 859,306.00
2019 TOTALS	\$ 245,155.80	\$ 78,545.00	\$ 111,045.00	\$ 202,430.00	\$ 309,000.00	\$ 37,850.00	\$ 984,025.80

Revenue Report

2019 TOTALS	\$37,850.00	\$202,430.00	\$309,000.00	\$984,025.80			
	\$111,045.00	\$245,155.80					
	\$78,545.00						
2018 TOTALS	\$59,725.00	\$425,450.00	\$859,306.00				
	\$58,726.00						
	\$77,025.00	\$238,380.00					
	\$200,000.00	\$400,000.00	\$600,000.00	\$800,000.00	\$1,000,000.00	\$1,200,000.00	
	TOTAL	COURT	VAP	RENTAL REG.	LL LIC.	RENTAL	SALE

DIVISION OF INSPECTIONS

ANNUAL REPORT

2019

INDEX

- I. PURPOSE/BASIC MISSIONS
- II. CONSTRUCTION PERMIT ACVITIVY & SUPPORTING DOCUMENTS
- III. LIST OF MAJOR PROJECTS
- IV. CONTINUING EDUCATION
- V. PERMIT COMPARISON
- VI. SUMMARY

I. Purpose/Basic Mission

The Division of Inspections is responsible for enforcing the regulations set forth by the Uniform Construction Code of New Jersey. The regulations include structural design, construction, maintenance and use of building or structures to be erected and alterations, renovations, rehabilitation, repairs, maintenance and removal or demolition of buildings or structures already erected. In addition, is the enforcement of the International Building Codes current addition.

II. Construction Permit Activity

Total Permits Issued- 8,541
Plan Reviews Performed- 8,708
Field Inspections Performed- 19,746
Single Family Homes- 16
Single Family Additions- 51
Single Family Renovations- 258
Commercial New Structures- 11
Certificates of Occupancy-643
Certificates of Approval- 3,482

Permit Fees- \$2,337,371.80
Certificates (C of O) \$49,950.00
UCC/DCA Fees Collected- \$120,117.00
Contractor Registrations- \$36,500.00
Journeyman Licenses-\$480.00

Total Fees Waived- \$110,601.00

Total Revenue Collected- \$2,389,321.80



Construction Permit Activity Report

1/1/2019 -> 12/31/2019

Summary

	Cost:	Count:			
New:	\$19,315,738.00	64	Cubic Footage:	9,146,478 Cu.ft	Permits Issued: 4360
Addition:	\$8,094,728.00	46	Square Footage:	790,338 Sq.ft	Updates Issued: 881
Alteration:	\$53,136,386.00	5089			
Demolition:	\$1,143,686.00	42			
Total:	\$81,690,538.00	5241			

Permits	Count	Permit Fees	Admin Fees	Total	Inspections	Passed	Failed	Other	
Building:	1552	\$890,533.00	\$0.00	\$890,533.00	B	4840	3649 %75.4	515 %10.6	676 %14
Plumbing:	1996	\$278,290.00	\$0.00	\$278,290.00	P	4814	2955 %61.4	1024 %21.3	835 %17.3
Electrical:	2922	\$739,302.00	\$0.00	\$739,302.00	E	5959	4026 %67.6	1097 %18.4	836 %14
Fire:	859	\$104,435.00	\$0.00	\$104,435.00	F	1540	1095 %71.1	231 %15	214 %13.9
Elevator:	14	\$0.00	\$0.00	\$0.00	V	8	8 %100	0 %0	0 %0
Mechanical:	1198	\$110,759.00	\$0.00	\$110,759.00	M	1739	1077 %61.9	400 %23	262 %15.1
	<u>8541</u>	<u>\$2,123,319.00</u>	<u>\$0.00</u>	<u>\$2,123,319.00</u>		<u>18900</u>	<u>12810</u>	<u>3267</u>	<u>2823</u>
DCA Training:	104		29940		(Note: Does not include result of none)				
DCA State:	4367		89674	\$17,743.00					
DCA Minimum:	503		503						
	<u>4974</u>		<u>\$120,117</u>						

Variations	Total	Paid	Certificates	Issued Total	Paid Total
Building	0	0	CA	3482 \$300.00	\$0.00
Plumbing	0	0	CCO	13 \$1,650.00	\$2,550.00
Electrical	0	0	CO	534 \$49,950.00	\$61,026.00
Fire	0	0	CC	1 \$0.00	\$0.00
Mechanical	0	0	TCO	109 \$2,150.00	\$150.00
Elevator	0	0	TCC	0 \$0.00	\$0.00
Total:	\$0.00	\$0.00	Total:	4139 \$54,050.00	\$63,726.00

NOTE:
Information gathered is based on the Issue date for that item, ie permit issue date, certificate issue date.

This will cause discrepancies between the payments section which uses Payment date. Example you took in money for a CO but the CO has not been issued yet.

Permit Subcode Exempted (State) Fees			Permit Subcode Waived (Local) Fees		
	Record Count	Total Exempted		Record Count	Total Waived
Building	4	\$27,628	Building	53	\$40,641
Plumbing	8	\$1,440	Plumbing	54	\$19,485
Electrical	11	\$9,355	Electrical	49	\$34,885
Fire	7	\$675	Fire	102	\$15,280
Mechanical	0	\$0	Mechanical	4	\$310
Elevator	0	\$0	Elevator	0	\$0
Total:		\$39,098	Total:		\$110,601
	Record Count	Total Exempted	Violations	Fines	Paid
DCA Fees	269	\$10,115	Issued	172 \$131,625.00	\$1,700.00

Payments (Based on Payment Date)	
Permit (5250)	\$2,337,371.80
NON-UCC (2)	\$300.00
Variation Payments	\$0.00
Penalty (6)	\$1,700.00
Inspection Payments	\$0.00
Ongoing Invoice	\$12,950.00
Test Payments	\$0.00
Other Payments	\$37,000.00
Grand Total	\$2,389,321.80



Hamilton Township
 2090 GREENWOOD AVE
 HAMILTON, NJ 08650

Certificate Fee Log

All certificates issued between the dates of 1/1/2019 and 12/31/2019.

<i>Certificate</i>	<i>Count</i>	<i>Cash Amount</i>	<i>Check Amount</i>	<i>Charge Amount</i>	<i>Total Fee</i>
Certificate of Occupancy	534	\$1,455	\$46,595	\$1,750	\$49,950
Certificate of Approval	3480	\$0	\$250	\$50	\$300
Temporary Certificate of Occupancy	76	\$0	\$2,150	\$0	\$2,150
Certificate of Continuing Occupancy	13	\$0	\$0	\$0	\$1,650
Certificate of Clearance - Asbestos Abatement	1	\$0	\$0	\$0	\$0
Summary					Totals
<i>Total Certificates Issued</i>					4139
<i>Total Cash</i>					\$1,455
<i>Total Check</i>					\$48,995
<i>Total Charge</i>					\$1,800
<i>Total Certificate Fees Collected</i>					\$54,050



Hamilton Township
 2090 GREENWOOD AVE
 HAMILTON, NJ 08650

Certificates Issued Summary

All certificates issued between the dates of 1/1/2019 and 12/31/2019.

<i>Certificate</i>	<i>Count</i>	<i>Construction Cost</i>	<i>Fees</i>
Certificate of Occupancy	534	\$27,464,024	\$49,950
Certificate of Approval	3482	\$25,060,418	\$300
Temporary Certificate of Occupancy	109	\$21,008,515	\$2,150
Certificate of Continuing Occupancy	13	\$3,064	\$1,650
Certificate of Clearance - Asbestos Abatement	1	\$144,500	\$0
Summary		Total	
<i>Total Certificates Issued</i>		4139	
<i>Total Construction Cost</i>		\$73,680,521	
<i>Total Certificates Fees Collected</i>		\$54,050	



Hamilton Township
2090 GREENWOOD AVE
HAMILTON, NJ 08650

Inspection Log Report

Inspections between the dates of 1/1/2019 and 12/31/2019.

Subcode	Inspector	Inspection Count
Building		
	Angela DeVoe	2
	Bill Callahan	604
	Eugene Hawrylak	1679
	John McCausland	30
	Richard Merger	1235
	Tom Mullen	1809
		<hr/>
		5359
Electrical		
	Anthony Zurella	1778
	Bruno Rotondo	291
	Chris Binder	822
	Joseph Pownall	1491
	Paul Esposti	1670
		<hr/>
		6052
Elevator		
	John McCausland	8
		<hr/>
		8
Fire		
	Angela DeVoe	4
	John McCausland	11
	Kevin McElroy	1539
	Tom Mullen	1
		<hr/>
		1555
Mechanical		
	Angela DeVoe	310
	Lee Bradbury	849
	Norm Dobo	380
	Ronald Miller	193
	Ryan Backes	59
		<hr/>
		1791



Hamilton Township
2090 GREENWOOD AVE
HAMILTON, NJ 08650

Inspection Log Report

Inspections between the dates of 1/1/2019 and 12/31/2019.

Plumbing

Angela DeVoe	1114
Anthony Zurella	1
Joe Scarlata	4
Lee Bradbury	2393
Norm Dobo	900
Ronald Miller	508
Ryan Backes	61
	<hr/>
	4981

Total Inspections: 19746



Hamilton Township
 2090 GREENWOOD AVE
 HAMILTON, NJ 08650

Plan Review Metrics

All Plan Reviews Started between the dates of 1/1/2019 and 12/31/2019.

Bill Callahan

		Count	Average
Building	Fail	128	5.00
Building	Not Required	1	0.00
Building	Pass	1324	4.00
<u>Totals</u>		1453	3.00

John McCausland

		Count	Average
Building	Fail	18	2.00
Building	Not Required	1	1.00
Building	Pass	175	15.00
<u>Totals</u>		194	6.00

Chris Binder

		Count	Average
Electrical	Fail	182	6.00
Electrical	Incomplete	4	3.00
Electrical	Pass	2772	2.00
<u>Totals</u>		2958	3.67

Paul Esposti

		Count	Average
Electrical	Pass	1	0.00
<u>Totals</u>		1	0.00

(None)

		Count	Average
Elevator	Pass	1	-3.00
<u>Totals</u>		1	-3.00

John McCausland

		Count	Average
Elevator	Pass	1	12.00
<u>Totals</u>		1	12.00

(None)

		Count	Average
Fire	Fail	8	10.00
Fire	Pass	106	10.00
<u>Totals</u>		114	10.00

John McCausland

Count	Average
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Hamilton Township
2090 GREENWOOD AVE
HAMILTON, NJ 08650

Plan Review Metrics

All Plan Reviews Started between the dates of 1/1/2019 and 12/31/2019.

John McCausland

		Count	Average
Fire	Fail	40	12.00
Fire	Incomplete	2	3.00
Fire	Not Required	2	0.00
Fire	Pass	579	15.00
<u>Totals</u>		623	7.50

Kevin McElroy

		Count	Average
Fire	Fail	3	22.00
Fire	None	1	31.00
Fire	Pass	46	15.00
<u>Totals</u>		50	22.67

Joe Scarlata (Not Active)

		Count	Average
Mechanical	Pass	2	0.00
<u>Totals</u>		2	0.00

Norm Dobo

		Count	Average
Mechanical	Fail	54	4.00
Mechanical	Not Required	4	2.00
Mechanical	Pass	1174	3.00
<u>Totals</u>		1232	3.00

Angela DeVoe

		Count	Average
Plumbing	Fail	1	0.00
Plumbing	Pass	1	3.00
<u>Totals</u>		2	1.50

Joe Scarlata (Not Active)

		Count	Average
Plumbing	Fail	1	0.00
Plumbing	Pass	3	0.00
<u>Totals</u>		4	0.00

Norm Dobo

		Count	Average
Plumbing	Fail	177	8.00
Plumbing	Not Required	3	12.00



Hamilton Township
2090 GREENWOOD AVE
HAMILTON, NJ 08650

Plan Review Metrics

All Plan Reviews Started between the dates of 1/1/2019 and 12/31/2019.

Norm Dobo

		Count	Average
Plumbing	Pass	1894	4.00
<u>Totals</u>		2074	8.00

III. List of Major Projects

- 1) 1 AAA Drive- Office space Reno suite 203
- 2) 1 Electronics Drive- Biotelemetry and Princeton Optronics
- 3) 1 Nami Lane- Dr. Fred J. Vecchione, D.D.S., P.C.C.
- 4) 100 American Metro Suite 201- Seimans
- 5) 100 Cabot Drive - All Cure Spine & Sports
- 6) 1047 Washington Blvd- Justin's Barber Shop
- 7) 1061 Whitehorse-Mercerville Rd- Bombshell Hair Salon and Ares Nutrition
- 8) 1087 Whitehorse-Mercerville Rd- Starbucks
- 9) 1255 Whitehorse-Mercerville- Rothman Institute
- 10) 1395 Yardville- Ham. Sq. Rd- Rockefeller Capital Management
- 11) 1700 Nottingham Way- Mariner Finance
- 12) 1700 Whitehorse- Ham. Sq. Rd- 6 Phases to Campus Eye Group
- 13) 1800 Rt. 33- Mindful Wellness
- 14) 2 S. Gold Drive- Kleinfelder
- 15) 200 American Metro- All Risk
- 16) 2103 Nottingham Way- Dollar Tree
- 17) 2113 Nottingham Way-Wine Republic
- 18) 2201 Rt. 33- Mazda
- 19) 2222 Rt. 33- Spooky Sweets
- 20) 23 Sunnybrae Blvd- Yogi's Diner
- 21) 2320 E. State St- Jingoli
- 22) 2400 Whitehorse-Mercerville Rd- Soliman Medical Associates
- 23) 2430 Hamilton Ave- Central Jersey Police & Fire Credit Union
- 24) 2549 Broad- Dollar General
- 25) 2575 Klockner Rd- Rutgers CINJ Infusion Suite
- 26) 300 American Metro Blvd- Nucleus Suite 140
- 27) 3525 Quakerbridge Rd- Life Choices Suite 1500
- 28) 3575 Quakerbridge Rd- Children's Specialized Hospital

List of Major Projects (continued)

- 29) 3600 Quakerbridge Rd- Extra Space Storage
- 30) 3630 Quakerbridge Rd- BWM
- 31) 3635 Quakerbridge Rd- Graybar Suite 17
- 32) 3673 Quakerbridge Rd- Gentle Hands Dental
- 33) 3745 Quakerbridge Rd- Bank of Princeton
- 34) 40 Patterson Ave- Cooper Plumbing
- 35) 429 Rt. 156- Buy Rite
- 36) 4556 Broad St- Cal Automotive
- 37) 621 Rt. 130- Dunkin

IV. Continuing Education

Every inspector is required and regulated by the Department of Community Affairs to take continuing education credits during their three-year license period. Some classes are mandated, such as barrier-free and framing inspections. The inspectors take classes in the fields of administrative and technical as per their discipline. We also now take classes in the Housing Discipline as many of us are also licensed as a Housing Inspector, Multiple Dwelling and Hotel Inspector. The more licenses you hold the more classes you must take. Every inspector will be required to take the International Building Code update classes and the new Energy Code.

Additional seminars/classes were taken

- Technical Assistant to the Construction Official Course
- Spatial Data Logic (UCC Software)

V. Permit Comparison

Hamilton Township- 8,541

Robbinsville Township- 1,646

Lawrenceville Township- 1,784

City of Trenton- 7, 197

Ewing Township- 2,369

West Windsor Township- 3,681

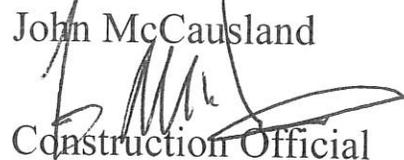
Wood bridge Township- 4,151

VI. Summary

This year again the Division of Inspections exceeded the Department of Community affair's guidelines. We issued 8,541 permits/technical. We performed 8,674 plan reviews, 19,746 field inspections, issued 643 Certificates of Occupancy and 3,482 Certificates of Approval's.

This Division played a leadership role within the Department of Community, Planning and Compliance. This was accomplished by the effort of EVERY individual of this Division.

John McCausland



Construction Official

Township of Hamilton

#3593

Land Use Office
Annual Report
2019

Executive Summary

Zoning and Planning Board Applications	69
Zoning Board Meetings	11
Planning Board Meetings	17
Pre-Construction Meetings	10
Deed and Mylar Review	68
Administrative Waiver Applications	26
Request for Bond Release / Reduction	12
Request for Council Action	17
Zoning Permits	313
Pre Approvals :	
Single Family Homes	15
Residential Additions	46
Decks	54
Citizens/Applicants at Public Counter	1230

The Land Use Office (LUO) of Hamilton Township provides continuous assistance regarding the procedures a land developer or homeowner must follow to obtain Planning Board or Zoning Board of Adjustment approvals. We coordinate the procedures required for land development approvals so that applicants can commence with site work, obtain the necessary building permits, and obtain release of performance guarantees. The nature of these duties and the volume of land development applications received monthly necessitates full-time service by the Land Use Coordinator and Board Secretary.

Developers are encouraged to meet with Township land use, planning and engineering staff regarding potential site plan or subdivision applications. We meet with developers and their attorneys, engineers & planners to assist them with land development applications and procedures. These meetings also allow us the opportunity to discuss alternative designs that would minimize the need for variances. In 2019 78 meetings were attended.

The Land Use Office staff receives and processes development applications to be reviewed and acted upon at the Administrative Review of Development Applications (ARDA) meeting. The LUO processed 69 Zoning & Planning Board applications in 2019. Escrow accounts for applications are established by the Board Secretary for the payment of consultants, Board Attorneys and transfers to the Township. Each of the applications are referred to six different Township offices. Application completeness reviews are forwarded to the applicants or attorneys representing the applicant. Applications are scheduled for Planning and Zoning Board meetings and agendas are prepared by the Coordinator and Board Secretary. In 2019 the staff attended 12 meetings for ARDA , 11 meetings of the Zoning Board of Adjustment , and 17 Planning Board meetings.

After an application is heard by the Boards, notice of decisions, minutes, and resolutions are prepared by the Board Secretary and distributed to the Board Members, applicants and/or their attorneys and all other interested parties.

The LUO coordinates the review and signing of mylars of approved plans and subdivision deeds by Planning & Engineering and Board officials. Plans and deeds are reviewed to ensure compliance with the conditions set forth in Planning and Zoning Board resolutions of approval. The Coordinator guides applicants in securing acceptable performance guarantees for site improvements. In 2019, 68 plans/ mylars/ deeds were received for review.

Construction cannot begin on site until a pre-construction meeting is held. The Land Use Office is responsible for the scheduling of these meetings between applicants and their engineers and contractors and officials of the Divisions of Public Works, Building Inspections and the Mercer County Soil Conservation District. In 2019, 10 preconstruction meetings were held.

Subsequent to construction the LUO coordinates and processes requests for bond reduction and release. In 2019 12 requests were processed. Requests are distributed to Public Works and the Divisions of Planning and Engineering for site inspection. Requests for Council Action are prepared for bond release/reduction and forwarded to Council. In 2019, 17 requests for Council Action were processed.

The number and types of Planning and Zoning Board applications would have been greater if not for the Administrative Waiver process. The purpose of this action is not only to reduce the case load of both the Planning Board and Zoning Board of Adjustment, but also to spare the land developer the cost, the time, and expense of filing a formal application to one of the land development boards when proposed additions or modifications to residential or commercial properties are of a minor nature and will not affect existing drainage, circulation, or landscaping on the site. In addition, the CP&C Director as Administrative Officer is permitted to modify the required yard setbacks when a lot is irregularly shaped, substandard or if the proposed modifications will not be out of character with the existing conditions in the immediate neighborhood. The LUO Coordinator reviews applications to determine if the application meets the criteria for said administrative waiver. In 2019 26 Administrative Waivers were acted on.

The Land Use Coordinator reviews and approves requests for fence and shed permits. The State Department of Community Affairs amended the Uniform Construction Code in March of 2018. This amendment exempted fences and sheds less than 200 square feet from construction permits. In response to this change, the Township issues a "zoning permit" to ensure compliance with the zoning code. In 2019 313 zoning permits were issued for fences and sheds.

The Land Use Coordinator's approval is a "pre-approval" to the acceptance of construction permits. The proposal is reviewed for zoning conformance. Preapprovals include new single family homes, residential additions, decks, pools, sheds. In 2019, the following approvals were granted : 15 single family homes , 46 residential additions, 54 decks, 22 in ground pools & 10 sheds.

In addition, this office also prepares Council Action requests for the acceptance of deeds of dedication per Planning / Zoning Board approvals and Land Use Ordinance Changes. 17 Council requests were processed in 2019.

The LUO Coordinator provides policy recommendations and technical assistance to mayor, business administrator and division directors on planning matters and procedures; recommends zoning updates, land development ordinance revisions, possible overlay districts, and recommends master plan changes impacting future land uses. The LUO Coordinator also confers with the Township Attorney and Planning and Zoning Board attorneys on the interpretation of, and compliance with Township land use laws.

The Land Use Office provides continuous assistance to citizens at the public counter. This is in addition to the continual process of coordinating and tracking plans, applications, traffic and environmental studies, and staff and consultant reviews with Township staff and consultants and applicant's engineers, architects, attorneys and other consultants. In 2019 1,230 citizens/applicants were assisted at the counter. This public counter assistance includes determining the zoning classification of properties; providing interpretation of the Land Development Code; reviewing and giving pre-approval for residential and commercial construction permits; approving zoning permits; providing application files and plans for public inspection; and helping homeowners in the completion of administrative waiver applications and development application forms and public notice forms for the Zoning Board of Adjustment and the Planning Board.

**Township of Hamilton
Supervisor of Zoning and Code Enforcement
Community Planning and Compliance**

To: Fred Dumont

From: Michael P. Cosma

Date: 1/17/20

Re: Annual Report 2019

Supervising Code Enforcement Officer – Zoning Officer, this past year I have completed the work of code enforcement engaging in field inspections and investigations to ensure compliance with various municipal ordinances. I issue violations, court summonses and handed out personal letters for code compliance. I approve accessory use permits, additions on dwellings, permitted uses of sites, do plan review, setback information and bulk requirements for properties. Interact with building department for construction code compliance.

Q-alert program sends daily complaints from citizens to zoning department for a total of 1004 (12/19/20) this year to date.

N.I.P (neighborhood improvement program) Hamilton code enforcement has changed the procedure somewhat this year. I went out with part time assistant Phil Garton, we canvassed various neighborhoods for minor violations that residents are capable of handling financially. Also continued with private entity Habitat for Humanity. Have been working with representatives from HOH about helping township residents with rehabbing their dwellings and cleaning up of their properties. HOH has rehabbed 2 homes for zoning, also had a ground breaking for low income housing on Parkinson Ave. in the Forrest valley section. Looking forward to another productive year with Habitats for Humanity.

Municipal court, 36+ cases, fines and warrants totaled \$14,380.00. The 36 + case appearances do not represent how often I attend court. Numerous times court has been adjourned from lawyer representing defendants along with citizens whom have to be sent to zoning and planning boards for approvals. Court system allows residents time for the boards to hear their ideas and continue on with their objective. Still have outstanding warrants issued this year, for citizens whom failed to appear. Need to have all persons with warrants issued against found and processed by courts. (attached spreadsheet)

Violations, sent total of 315 violations out as of 12/20/19.

Police matters, police call zoning on a daily to weekly basis along with aiding in the NIP program. Problems we have dealt with include, homeless persons, abandoned buildings, property maintenance, abandoned vehicles, graffiti, illegal dumping, unregistered vehicles parked illegally, trailers parked on streets, commercial vehicles parked overnight on streets. We had a few buildings which collapsed and caused injuries, in turn more complaints come in for inspections of dwellings construction wise.

Zoning information, using a personalized letter, I send out to realtors, banks, mortgage companies etc. all of whom have requested information, letters being sent to zoning, q-alerts letters of request. I have also addressed ordinances that needed to be amended with legal dept.

Planning, zoning boards have contacted zoning dept. for status on current or outstanding violations with properties on their agendas. Information of agendas, notice of decisions and resolution information given to citizens. Before each meeting zoning has to check agendas and refer to land use secretary all violations pertaining to all properties on agenda.

OPRA requests, Numerous OPRA's answered this year, have to give all information to clerk office regarding all zoning violations initiated against a property, along with current zoning of properties.

Commercial Properties, inspect for code compliances, all properties must abide to resolutions adopted for each site, zoning completes all final inspection for as-built compliance.

Abandoned commercial properties. Have been in contact with owners for restoration and getting sites in operation again. Keep up on maintenance with owners, permitted uses create a problem with owners as far as renting out sites. Time frame for zoning and planning board approvals cause property owners to lose out on a possible tenant. One site at 25 Harrison Ave, owner refaced entire exterior of building. Site looks good but finding a tenant is limited from lack of parking. 635 Arena Dr. new owner rehabbing site along with PJ's car wash at 640 Arena Dr. new owner working on site set to open in April. 1147 S Olden, new strip center. Route 130 new owner opened a liquor store. 1664 East State St new owner rehabbed site and has tenant (barber shop) set to go in.

Banks have their maintenance compliance teams call zoning daily for site inspections to vacant properties, and verification letters of work completed by maintenance teams.

Ordinance information, explain land development and municipal codes to residents, calls come in daily along with letters for zoning requests of permitted uses, bulk requirements, legal non-conforming uses and whether or not a property would be required to go before the zoning and planning boards. Give information and approvals for signs to be placed, and lighting requirements permitted.

Board of Public Officers, abandoned, fire damaged, unsecured buildings, these properties were major part of meetings, currently all matters on agenda are being addressed. This year the board was involved with successful demolition of properties. Major area of concern is the Bromley section on East State St. where homes were destroyed by fire this should be finalized this year.

Auto dealers coming into Hamilton, I must complete property inspections for use of site. A conditional use is required and all conditions must be met for approval by board.

Auto towers, used by Hamilton Township. Zoning department performs yearly inspection of their sites for license compliance of town ordinance. Performed 12 towers inspections and issuance of licenses through clerks dept., duties include all exterior inspections for any type violation that could have an effect on vehicles being stored at locations and quality of life for neighboring properties of all licensed towers for Hamilton Township.

Overtime: zoning receives no overtime, I have been to resident homes before work and after work hours and on weekends for violations received on my phone by email. I am not compensated for this and would like to see this in my paycheck. As of December 2019 I have been given compensation for coming in early. Work alone, so need to come in early for paperwork being completed.

Court cases: 36 +
Violations: 315
Q-alerts for zoning: 1004
Auto towers inspections: 12

Michael P. Cosma
Supervising Code Enforcement Officer-Zoning Officer
Dept. of Community Planning & Compliance

2019

Zoning Violation List

Date	Address	Name	Violation	Status	Abatement (Y-N)
1/2/2019	487 Edinburg Rd.	Frank Russo	550-74 accessory use, 268-11c JRD	summons	
1/2/2019	4 Setter Way	Adubato Anthony	362 prop. Main.	summons 439--8010	
1/4/2019	944 William St.	Property Guys LLC	550-119 driveway	30 days summons	
1/4/2019	1147 S Olden Ave.	1147 S Olden Ave LLC	268-11c UMW	15 days	Y
1/7/2019	1926 Chambers St.	Padalino c/o Home	362 CPM	10 days	Y
1/7/2019	2001 State Hwy 33	Hamilton Ave. Hofing Lucky Ducky	550-84 screening	30 days Susan 609-977-7623	
1/8/2019	111 Lowell Ave.	Daferede Mike & Colby	550-74 POD	30 days 412-880-7226	Y
1/9/2019	206 Jeremiah Ave.	Carol Stewart	268-11c UMW	15 days	
1/9/2019	16 McAdoo Ave.	Everett Dave Maitland	550-74b3 boat/trailer	15 days	
1/10/2019	1688-1770 Nottingham	ARD Hamilton Walmart	362 CPM	10 days	Y
1/10/2019	Sylvan, Miami, Tampa	Guas Transportation	550-312 g3 comm. Vehicle	1 day EdGaus 789-9730	
1/11/2019	2805 Nottingham Way	Zielinski Dariusz	268-11d auto on grass	1 day	Y
1/15/2019	484 Cedar Lane	Perez Jorge & Blanca	550-74 accessory use, 268-11c JRD	1 day 609-977-7948	Y
1/15/2019	155 Locust Ave.	Carey Lisa	577 stormwater	15 days 570-5287	Y
1/16/2019	25 Valley View Rd.	Liatys Ed/Judy	550-73b1i, chickens 550-74b3	30 days	Y
1/18/2019	111 State Hwy 33	Bernie's Bicycle	550-78, 394 illegal use food truck	1 day	Y
1/23/2019	21 Middleton Rd.	Susan Worthington	362 prop. Main.	1 day	Y
1/23/2019	23 Middleton Rd.	Schaefer Raymond	362 prop. Main.	1 day	Y
1/23/2019	1201 Whithorse Mer. Rd.	Zhangs mgmt LLC	550-124 signs	10 days	Y
1/24/2019	2382 Wh. Mer. Rd.	H & P Tower Bldg. LLC	550-124 signs	10 days 291-8540	Y
1/24/2019	2400 Wh. Mer. Rd.	Solliman Inc.	550-124 signs	10 days 516-6579	Y
1/25/2019	25 Victor Ave.	1724 S Broad St.	268-11 JRD	1 day	
1/25/2019	23 Victor Ave.	Eskarous Samir	550-126 pool	1 day	Y
1/25/2019	19 Victor Ave.	Amaya Jose	268-11 JRD	1 day	Y

2019

Zoning Violation List

1/25/2019	15 Victor Ave.	Alexis Jean & Marie	268-11e fence	1 day	
1/25/2019	13 Victor Ave.	Metrick Edward	268-11e fence	1 day	
1/25/2019	Victor Ave. alley SS	PW	sent email clean up	ASAP	
1/25/2019	163 Watson Ave.	Omar & Justins Inc.	550-78 HC zone contractor storage	1 day	Y
1/28/2019	2450-2452 Kuser Rd.	Briarwood Plaza	550-124 signs	10 days	Y
1/29/2019	1850 Nottingham Way	Levin Properties LLC	362 CPM	10 days	Y
2/1/2019	1820 S Broad St.	William Pozniak	550-78 use not approved	1 day	
2/1/2019	1282-1332 Nott. Way	Nott. Realty Apts.	362 CPM	10 days	732-994-7373 Y
2/5/2019	Tindall Ave. b-2036 l-18	J3K Family Investment	362 CPM	10 days	
2/5/2019	700 Marketplace Blvd. Walmart	Wal-Mart Real Estate Trust	362 CPM	10 days	Whitney 479-227-6025 e-mail
2/8/2019	162 Natrona Ave.	Tranter, Bruce & Albert	268-11c UMW	10 days	Y
2/8/2019	3575 Mer-Quakerbridge	Neuman Bldg. LLC	362 CPM	10 days	Eric 468-4281 Y
2/8/2019	1756 Greenwood Ave.	Chaves William	362 CPM	10 days	summons
2/11/2019	3 Sandalwood Ave.	Halliday Tom/Rebecca	268-11, 550-74 UMW	10 days	Summons 215-316-8295
2/11/2019	2465 S Broad St	Independence Mall IL Assoc.LLC	362 CPM	10 days	Y
2/12/2019	172 Berg Ave.	Best Jersey Capital LLC	268-11 UMW's	10 days	
2/13/2019	1396 Kuser Rd.	Trait Christopher	268-11, 550-79 GSC zone wetlands	1 day	609 902-0490 Y
2/14/2019	225 Turbull Ave.	MAC Properties Champion	550-78 GC zone	30 days	731-0335 Gary C.
2/19/2019	15 Zieglers Lane	Faunce James Collins Candice	362-1 bamboo	30 days	609-977-2626
2/19/2019	16 Zieglers Lane	Jinks Ellen	268-11 JRD	1 day	Y

2019

Zoning Violation List

2/21/2019	39 Burtis Ave.	Steve Losowski Steve	268-11 JRD	1 day	Y
2/21/2019	2803 S Broad St DD	DB Real Estate Assets II, LLC	362 CPM	30 days	908-456-3770 George
2/21/2019	1926 Chambers St.	Home Things 4U	268-11 UNV's	1 day	
2/27/2019	11 Magnolia Lane	James Dammis	268-11d auto on grass	1 day	558-8424
3/1/2019	92 Sharps lane	Dave Henderson	550-312 trailer	10 days	sent out by Dave Kenny no violation issued.
3/6/2019	William St. b-2225 I-1	Erkoboni V/Q Rich c/o	362 CPM	30 days	Rich 609-558-2589
3/7/2019	24 Wickom Ave.	Abedallah Mariana, Abdelsayed Nader	550-312 commercial vehicle	10 days	267-444-2179
3/7/2019	104 Redfern Ave.	Santiago Castro	268-11 JRD	10 days	Y
3/8/2019	1170 State Hwy 33 WAWA	Mercer Property LLC	435-2 snow	called Tom 856-234- 5151 also stopped at WAWA informed them to remove snow from	parade day should be completed
3/12/2019	1521 Liberty St.	Pontoriero Deborah	550-74 chickens	30 days	Y
3/13/2019	121 Lafayette Ave.	Marca Daniel	268-11 JRD	10 days	Y
3/13/2019	123 Lafayette Ave.	Scarлата Joe trust	268-11 JRD	10 days	Y 609-510-6218 Joe S.
3/14/2019	Lamont Ave. apartments	Halston Builders Assoc. LLC	362 CPM	1 day	Javier 732-865-3571
3/19/2019	1527 Liberty St.	Quintanalli Jose	550-74 chickens	30 days	
3/20/2019	731 State Hwy. 33	Property Ventures LLC	362 CPM	1 day	
3/21/2019	85 Marshall Ave.	Kent laura	420-28 leaves	1 day	Y met with resident verbal violation
3/21/2019	61 Marshall Ave.	Wilkinson Robert	268-11d auto on grass	1 day	Y
3/21/2019	533 Whitehead Rd.	Whitehead Condo Assoc. Inc.	268-11 JRD 550-114 fence	10 days	Y

Zoning Violation List

3/25/2019	517 Grand Ave.	Gore Tyrone & Angela	420 dumpsters	1 day	Y	
3/26/2019	2582 WH. Mer. Rd.	7-11 2683 Nott. Way Assoc.	362 CPM	1 day	201-840-0050	
3/27/2019	2200 S Broad St.	Big A 2200 S Broad St. 7-11	362 CPM	10 days	Y	
3/28/2019	35 Forman Rd.	Scheerer Richard & Dawn	550-74, 550-312 camper	10 days	Y	
3/28/2019	2780 Mer.-Quakerbridge	Richard Ding	550-114 fencing over 6'	1 day	Verbal 609-947-5026	
4/2/2019	2105 S Broad St.	Ashrit Realty LLC	362 CPM	1 day		
4/2/2019	2607 Liberty St	2607 Liberty St 1724 S Broad St	268-11d auto on grass	1 day	Y	
4/3/2019	1870 Kuser Rd.	Trinetra Realty Holdings PA LLC	362 CPM	1 day		
4/3/2019	1278 Cedar Lane	Cartagna Gloria	268-11e fence	15 days	partial	
4/4/2019	385 Regina Ave.	Camacho Leeanne	420-28 leaves	1 day	Y	
4/4/2019	387 Regina Ave.	Joan Rooney	420-28 leaves	1 day	Y	
4/4/2019	390 Regina Ave.	Robert Menichelli	420-28 leaves	1 day	Y	
4/4/2019	1395 S Olden Ave.	Soto Israel	268-11e fence	15 days	Y	
4/4/2019	1607 S Olden Ave.	Dalia Realty LLC	362 CPM	1 day	Y	
4/4/2019	1625 S Olden Ave.	Hunt Eric	268-11e fence	15 days		
4/4/2019	111 Samdin Blvd.	Schiano Tom Carmela	420-28 leaves	1 day	Y	
4/8/2019	1947 S Broad St.	1947 S Broad St LLC	268-11 JRD	1 day		
4/9/2019	388 Regina Ave.	Delmonte Mark Sherri	420-28 leaves	1 day	Y	
4/10/2019	1405 Kuser Rd.	1405 Kuser LLC Cherokee	268-11e fence	15 days	Y	
4/11/2019	304 Lakeside Blvd.	James Alexander	550-312 commercial vehicle	1 day	Y	
4/11/2019	25 Harrison Ave.	Kinship Ent. LLC	268-11 JRD	1 day	BSTA	
4/11/2019	597 Groveville Allen.	Harvey Clifford Helen	268-11 JRD	1 day	Y	

Zoning Violation List

4/15/2019	2105 S Broad St.	Ashrit Realty LLC	362 CPM	1 day	
4/17/2019	1850 Klockner Rd.	1850 Klockner Rd. LLC	362 CPM	1 day	
4/22/2019	407 Wilfred Ave.	Hackett William & Diane	550-312 g3 comm. Vehicle	1 day	Y
4/23/2019	111 Lake Ave.	Shirley Lewis	268-11c UMV	15 days	Y
4/23/2019	620 E. Howell St	Rodriguez Dayanara	550-126 pool	1 day	Y
4/23/2019	2549 S. Broad St.	ELL & ELL Inc. c/o Progressive	268-11, 362 JRD trash	1 day	973-530-2060 Rob Crespe
4/23/2019	George Dye/Nott. Way	Plaza 63 LLC	362 CPM	10 days	Y
4/24/2019	Redfern St b-2072 I-4.02	Frishman Naama Rudin	268-11 JRD	10 days	
4/24/2019	217 Hollywood Dr.	Eisey Alicia	268-11 JRD	1 day	
4/25/2019	7 Hamilton Lakes Dr.	O'Donnell George/Catherine	550-312 trailer	1 day	Y
4/26/2019	6 Strassberg Ct.	Resident	420-28 leaves	1 day	Y
4/26/2019	7 Strassberg Ct.	Resident	420-28 leaves	1 day	Y
5/1/2019	635 Arena Dr.	Aastha Investments LLC	362 CPM	1 day	BSTA
5/1/2019	640 Arena Dr.	Sycamore Petroleum KC Oil	362 CPM	1 day	Y
5/1/2019	168 Ruskin Ave.	Semler Andrew	268-11 JRD	10 days	
5/1/2019	212 Laura Ave.	Glyptis Mark	268-11 HG&W	10 days	Y
5/3/2019	125 Beech Ave.	Preston George	362-1 bamboo	30 days	
5/3/2019	4281 S Broad St.	Peoples David & Carol	550-312 trailer	15 days	Y
5/6/2019	1719 Greenwood Ave.	David & Bonny Inc	268-11 HG&W	10 days	Y
5/6/2019	228 Youngs Rd.	Karatka Joe & Kathy	550-114 fencing over 6'	1 day	609-584-7561
5/7/2019	21 Kuser Rd.	Mozer Elizabeth	268-11 JRD	1 day	
5/7/2019	1681 Hamilton Ave.	SKS Properties Mgmt. LLC	362 CPM	1 day	

Zoning Violation List

5/7/2019	646 State Hwy 130	Borromeo Adele	577 stormwater	1 day	Y 609-902-3018 Frank Mena 585-3600
5/8/2019	1581 S Olden Ave.	Ebury RE LLC	268-11 HG&W	10 days	
5/8/2019	6 Dewar Dr.	Fenton Mike/Sharon	550-114 fencing over 6'	1 day	609-672-9150
5/8/2019	1605 Hamilton Ave.	1561 Hamilton Ave. LLC	268-11 HG&W	10 days	Y
5/8/2019	4273 S Broad St.	Wilkus Walter/Sharon	550-312 trailer	15 days	Y
5/9/2019	3 Amsterdam Rd.	Edwards Andrew	268-11 HG&W	1 day	
5/13/2019	2021 Nottingham Way	St Mary Development LLC	268-11 HG&W	10 days	Walgreens
5/13/2019	115 Steiner Ave.	D'Arcy James	268-11e fence	15 days	
5/14/2019	1850 Klockner Rd.	JP Morgan Chase	362 CPM	1 day	PW
5/16/2019	13 Hutchinson St.	Deleon manuel	550-114 fencing over 6'	1 day	Abating
5/16/2019	Kuser Rd b-2575 I-171	Stein, Celler, Burke	268-11 HG&W	10 days	281-788-5269 Kingdom Church
5/16/2019	Basin Rd. Princeton Ave.	Columbia Group	268-11 HG&W	10 days	Y
5/16/2019	62 Stevenson Ave.	Barker Lawrence	550-312 g3 comm. Vehicle	1 day	919-1780 neighbor
5/16/2019	Kuser Rd b-2575 I-163.01	Villages @ Ham. HOA	268-11 HG&W	10 days	Y
5/17/2019	39 Burtis Ave.	Steven Losowski	268-11 JRD	1 day	Y
5/20/2019	68 Goldey Ave.	Feliciano & Toro	550-74 accessory use, 268-11c JRD	1 day	Brian abating
5/20/2019	722 E. Howell St.	Kershaw Aidan	268-11 HG&W	10 days	PW
5/21/2019	1202 S Olden Ave.	Gulf Coast Bank & Trust Co.	268-11 HG&W	10 days	PW
5/21/2019	1278 Cedar Lane	Cartagna Gloria	268-11e fence	15 days	Ashley 609-527-4694 will remove fence.

Zoning Violation List

5/21/2019	1147 S Olden Ave.	Nash Hamilton Properties LLC	268-11 HG&W	10 days	
5/21/2019	Central Ave.	Forrest Central Properties LLC	268-11 HG&W	10 days	PW
5/21/2019	3332 S. Broad St.	Alyssa Enterprises Inc.	268-11 HG&W	10 days	PW
5/21/2019	108 Maple Shade Ave.	Pullen Kenneth	268-11 HG&W	10 days	
5/22/2019	1420 Chambers St.	1420 Chambers LLC	268-11 HG&W	10 days	
5/23/2019	21 Abbott Rd.	Grasso Carmelo Donna	362-1 bamboo	30 days	856-534-5580
5/23/2019	8 Michael McCorristin Rd.	Casana Maria Living Trust	268-11 JRD	10 days	Y 609-336-6451
5/24/2019	Sweetbriar Ave.	McDonald Helen	268-11 HG&W	10 days	PW
5/28/2019	3 Sandalwood Ave.	Halliday Tom/Rebecca	268-11 HG&W	10 days	215-316-8295
5/29/2019	2560 Kuser Rd.	Homestead Senior Living LLC	268-11 HG&W	10 days	Y
5/29/2019	481 Daniels Ave.	Borges Edgardo	268-11 HG&W	10 days	Y
5/30/2019	50 YV-Ham. Sq. Rd.	Parsons Don & Darlene	268-11 HG&W	10 days	Y
5/30/2019	75 Irving Ct.	Bakos Paul & Hilda	268-11 HG&W	10 days	Y
5/30/2019	1240 State Hwy 33	Northeastern Comm Prop.	577 stormwater	10 days	856-234-5151
6/4/2019	3 Soden Dr.	Sukharenko Boris	420 dumpsters	1 day	Y
6/4/2019	81 Ryan Ave.	Living by Grace Fellowship Inc	420-28 leaves	1 day	Y
6/4/2019	1406 Chambers St.	Chamber St 1406 LLC	268-11 HG&W	10 days	Y
6/4/2019	5 Rugby Way	Future Holdings LLC	550-74 buss. @ residence	1 day	310-460-9703
6/4/2019	332 Lafayette Ave.	Dollard Chris & Ellen	268 JRD	10 days	Y
6/5/2019	414 Buttonwood St.	Pam Bless	268-11e fence	15 days	Y
6/5/2019	402 Grand Ave.	Odell Roy	268-11 HG&W	10 days	Y
6/5/2019	1313 Williams St.	Harvey Japonica	268-11 HG&W	10 days	Y

Zoning Violation List

6/6/2019	1461 Hamilton Ave.	Vee & L Properties LLC	268-11 HG&W	10 days	Y
6/6/2019	953 Klockner Rd.	Patterson James & Marilyn	362-2 tree limbs shrubs	10 days	Y
6/6/2019	963 Klockner Rd.	Hreiz Camille Chadia	362-2 tree limbs shrubs	10 days	Y
6/11/2019	2852 Nottingham Way	2852 Nott. Way LLC	268-11 HG&W	10 days	Y
6/11/2019	Wh-Mer Rd Poblete	Poblete Inv. LLC	268-11 HG&W	10 days	Y
6/11/2019	137 Lafayette Ave.	Counts Thomas	268-11 JRD	10 days	Y
6/12/2019	10 Reeves Ave.	Sharma Prakesh & Yogesh	420-28 leaves	1 day	609-610-5549 Dr. Sharma
6/13/2019	2251 State Hwy 33	Stuart Fierstein	268-11 HG&W	10 days	new owner
6/13/2019	S. Broad St circle	Mehdyzadeh Yasmine	268-11 HG&W	10 days	Y 310-465-5484
6/18/2019	2916 S Broad St.	Asghar Abid & Iqbal Shafta	268-11 JRD	1 day	Y
6/19/2019	2823 Mer Quakerbridge Rd	Rodriguez Hiram	268-11d auto on grass	1 day	Y
6/19/2019	2614 Mer Quakerbridge Rd	Huei & Wang LLC	268-11 HG&W	10 days	Y
6/20/2019	10 Claridge Dr.	David Saltman	317-3 A1 sump pump	1 day	Joe Layton 609-209-0562
6/21/2019	436 Main St.	Lenox Donald & Margaret	362-2 tree limbs shrubs	10 days	30 days contractor will cut down 609-802-2548
6/26/2019	Bradford Ave.	Winding Brook Assoc. LLC	420-1 dumpsters	1 day	Y
6/27/2019	702 Daniels Ave.	Thomas Murphy	letter for sump pump	1 day	
7/1/2019	2217 S Olden Ave.	Dhriri corp.	550-115 lights	1 day	Y
7/1/2019	105 E Franklin St.	Gaitan Gerson	550-114 fencing over 6'	1 day	Y
7/1/2019	635 Arena Dr.	Aastha Investments LLC	268-11 HG&W	10 days summons	PW

Zoning Violation List

7/2/2019	Basin Rd. Princeton Ave.	Columbia Group	362 CPM	10 days	Y
7/2/2019	1262 S Olden Ave.	LSF10 Master Part Trst c/o Resicap	268-11 HG&W	10 days	PW
7/3/2019	202 Tipton St.	Martinez Ladislao	550-74 buss. @ residence	1 day summons	
7/8/2019	1030 State Hwy 33	Williams Trading Co. Inc.	268-11d auto on grass	1 day	Y
7/9/2019	375 Sharps Lane	Zsolway Rudolph	362-1, 317 overgrowth vegetation	30 days	609-462-2989 Rudy
7/9/2019	343 Shady Lane	William Feliciano	550-126 pool	609-937-3747	
7/10/2019	1420 S Broad St.	Petro Realty LLC	362 CPM	10 days summons	9/17/19 court
7/11/2019	2600 S Broad St.	Wood Richard Attny.	268-11 HG&W	1 day	352-391-9661 Nancy Wood
7/11/2019	608 Norway Ave.	Terrero Hector	550-74 accessory use, 268-11c JRD	1 day	Y
7/16/2019	848 Cedar Lane	Perez Jorge & Blanca	550-74 accessory use, 268-11c JRD	1 day summons	
7/16/2019	561 Rutgers Ave.	Ramakrishnan Ramanan	550-114 site odstruction	1 day	Y
7/17/2019	114 Ydv. Allentown Rd.	67 Main St Realty Corp.	362 CPM	10 days	Y
7/18/2019	68 Mark Twain Dr.	Truesdell Linda	550-114 site odstruction	1 day	Y
7/19/2019	16 Country Lane	Chen, David Y.	550-119 driveway	10 days	
7/19/2019	1144 Chambers St.	Pristin Realty LLC	362 CPM	10 days	Manny 917-215-4226
7/24/2019	341 White Horse Ave.	Rhome Real Estate LLC	268-11 HG&W	10 days	Y
7/24/2019	41 Marshall Ave.	Niola Naula Luis Fernandez	550-74 chickens	30 days	Y
7/24/2019	2201 S Broad St.	Big A 2200 S Broad St. 7-11	577 stormwater	1 day	Y

Zoning Violation List

7/25/2019	291 George Dye Rd.	Del Vecchio Margaret/Frank	550-74 accessory use	30 days	
7/25/2019	817 Wh Horse Ham Sq Rd	Hamilton Montessorri LLC	326 CPM	1 day	585-1314 Tula Houtras
7/30/2019	3690 Mer-Quakerbridge Rd.	Cathay Bank	362 CPM	1 day	609-703-7334 Brian McMillan 609-485-0189
7/30/2019	2 Arrowwood Dr.	Rebbeck Carl/Elaine	362-2 tree limbs shrubs	1 day	
7/30/2019	2021 Nottingham Way	St Mary Development LLC	550-78 truck parking	1 day	Atewan 201-726-2434
7/31/2019	58 Kenwood Terrace	Mora Harold	550-312 g3 comm. Vehicle	1 day	Y
8/1/2019	1170 State Hwy 33 WAWA	Mercer Property LLC	268-11, 362 CPM HG&W	1 day summons	Valerie 856-234-5151 summons
8/1/2019	Hewitt St b-2176 I-2	Hewitt St Sq.	268+-11 362 CPM HG&W	1 day	Y
8/1/2019	2526 Kuser Rd.	Crestwood Ventures LLC	362-2 tree limbs shrubs	10 days	
8/5/2019	1400 Genesee St.	812 S. Clinton LLC	268-11 HG&W	10 Days	Y
8/6/2019	2035 Nottingham Way	M & M Mgmt Co.	550-78 truck parking	1 day	Y
8/7/2019	510 Ydv-Ham Sq Rd.	Diliso, Mondello, King	550-74 rsidential dumping	1 day	
8/9/2019	136 Ydv-Allentown Rd.	Schiable Len, Barb, Denise	362 prop. Main.	1 day	
8/9/2019	411 Hobart Ave.	Cook A. A.	362 prop. Main.	1 day	Y
8/13/2019	224 Sherwood Ave.	Tripod Mike Schroeder Amanda	550-74 buss. @ residence	1 day	609-493-9885
8/13/2019	72 Florence St.	Vecsei Elizabeth	362-2 tree limbs shrubs	15 days	
8/14/2019	3817 Cross-Ham Sq Rd	EYD Inc.	550-78 HC illegal left turn	1 day	
8/14/2019	229 Thropp Ave.	Pericoloso Bartolomeo	435+-34 sidewalks	15 days	

Zoning Violation List

8/14/2019	2527-2531 Nott. Way	Wilson Merrick	362 CPM	15 days	Y
8/14/2019	4 Philrich Ave.	Pascucci Anthony	550-74 buss. @ residence	1 day	
8/15/2019	1233 Nottingham Way	Gerla Family Trust ITI Mgt	268-11 HG&W	10 days	Y
8/15/2019	Basin Rd. Princeton Ave.	Columbia Group	268-11 HG&W	10 days	Kathleen 732-985-1900 x 3033
8/16/2019	140 Gropp Ave.	Muckerson Arthur	550-126 pool	1 day	Y
8/16/2019	1811 Orchard Ave.	Perschilli Palma	268-11 HG&W	10 days	
8/16/2019	5015 S Broad St.	Bateman Jeff & Eileen	362-2 tree limbs shrubs	1 day	Y
8/19/2019	1865 Arena Dr.	Yehuda Holdings	317-3 A1 sump pump	1 day	Y
8/19/2019	2549 S Broad St	ELL & ELL Inc. c/o Progressive	268-11 HG&W	10 days	Y
8/20/2019	2557 Whitehorse Mer.	Carisbrook Asset Holding	268-11 HG&W	10 days	Y
8/21/2019	130 Fitz Randolph Ave.	ILI LLC	550-74 chickens	30 days	
8/21/2019	201 Jeremiah Ave.	Baez Freddie	362 prop. Main.	1 day	Y
8/21/2019	319 Lida St.	Christie Cleve	268 JRD	1 day	
8/21/2019	1700 Chambers St.	Erkoboni Quinto & Vito	550-74 illegal use	1 day	
9/3/2019	932 Cedar Lane	Weydann Piotr	268-11c UMV	1 day	215-321-8681
9/4/2019	45 Sixth Ave.	Zinkovich Vatali	268-11c UMV	1 day	
9/4/2019	8 Tar Heels Dr.	Lonna Sanchez	268-11d auto on grass	1 day	Y
9/5/2019	20 Gary Dr.	Liu Zhuo & Jingwen	550-74 chickens	30 days	Y
9/5/2019	1406 Chambers St.	Chamber St 1406 LLC	550-115b lights	30 days	
9/5/2019	16 Pilgrim Way	16 Pilgrim Way	268-11 shed	10 days	Y
9/5/2019	322 State Hwy 156	Zoltan Janiscek	268-8 housing	30 days	609-937-7305
9/9/2019	18 Pilgrim Way	Schroeder Peter	268-11 shed	10 days	Y
9/9/2019	2201 Nottingham Way	John Bardis	362 CPM	10 days	
9/9/2019	2001 State Hwy 33	Hamilton Ave. Hofing Lucky Ducky	362 CPM	15 days summons	

Zoning Violation List

9/10/2019	30 Brook Lane	Olesnevich Matt	550-312 g3 comm. Vehicle	15 days	Y
9/10/2019	180 Volusia Ave.	Belstar LLC	268-11 HG&W	10 days	Y
9/10/2019	Annasenz John	3 Ann Marie Dr.	362-2 tree limbs shrubs	10 days	
9/11/2019	10 Vetterlein Ave.	Robert Selmon	268-11c UMV	15 days	609-635-2442 Rhonda
9/11/2019	42 Thoreau Rd.	Robert Wilson	550-312 trailer	1 day	Y
9/12/2019	2467 S Broad St	2467 S Broad St LLC	362 CPM	15 days	Y
9/13/2019	130 Fitz Randolph Ave.	tenant no c/o	550-74 chickens	30 days	Y
9/13/2019	62 Kristopher Dr.	Milwick Tim	550-74 chickens	30 days	Y
9/13/2019	203 Ellwood Ave.	Amodeo Faancesco	268-11e fence	15 days	
9/16/2019	2103 Nottingham Way	D & K Hamilton LLC	362 CPM	15 days	
9/16/2019	235 Paxson Ave.	Mathes James Ruth	268-11c UMV	15 days	Y
9/16/2019	612 E Howell St.	Clenor Dulhomme	550-312 g3 comm. Vehicle	10 days	Y
9/16/2019	3694 Nottingham Way	Brady Hamilton Sq. Inc.	362 CPM	15 days	
9/17/2019	1651 Klockner Rd.	1651 Klockner Rd LLC	550-117 tree removal	1 day	Y
9/17/2019	Sawmill Rd.	Korpunsinski Karl	550-114 site odstruction	10 days	Y
9/17/2019	21 Loomis Ave.	Joe Sensi	550-312 trailer	10 days	Y
9/18/2019	281 Watson Ave.	Diaz P Katherine	268-11d auto on grass	10 days	Y
9/18/2019	1650 Kinter Ave.	Berkeyheiser James	550-312 trailer	15 days	609-577-0644
9/19/2019	28 Unwin Dr.	Verini Michael	550-74 chickens	30 days	Y
9/19/2019	Lamont Ave b-1922 I-17	Friedman & Gershen	268-11 HG&W	10 days	Y
9/23/2019	1523 Hamilton Ave.	Princeton Holdings	268-11 HG&W	10 days	Y
9/24/2019	1688-1770 Nottingham	ARD Hamilton Walmart	550-115 B Lights	10 days summons	summons
9/24/2019	39 White Horse Ave.	Fernandez M & D	550-74 shed	10 days	Joseli 609-635-1823
9/24/2019	533 Sweetbriar Ave.	Elsayed Tamer	550-114 site odstruction	10 days	

Zoning Violation List

9/24/2019	18 Forman Rd	Doyle Tim Cathy	550-74 buss. @ residence	10 days	Y
10/1/2019	255 Hansen Ave.	Berkeyheiser Juilanne	268-11d auto on grass	10 days summons	
10/1/2019	381 Sharps Lane	Tykarsky John	268 housing	10 days	
10/1/2019	1001-1099 State Hwy 33	Paxson Assoc. LLC	268-11 HG&W	10 days	Y
10/2/2019	215 Randal Ave.	Klein Yechiel	268-11d auto on grass	10 days	
10/4/2019	Tindall Ave. b-2036 l-18	J3K Family Inv. Inc.	550-114 site odstruction	10 days	Y
10/7/2019	88 Limewood Dr.	Thompson Scott	420-28 leaves	1 day	PW
10/7/2019	89 Limewood Dr.	Roberts Howard	420-28 leaves	1 day	PW
10/7/2019	91 Limewood Dr.	Rooney Patrick	420-28 leaves	1 day	PW
10/7/2019	95 Limewood Dr.	Powers Denise	420-28 leaves	1 day	PW
10/7/2019	99 Limewood Dr.	Boyce Sean	420-28 leaves	1 day	PW
10/7/2019	101 Limewood Dr.	Sbarro Brian	420-28 leaves	1 day	PW
10/7/2019	104 Limewood Dr.	Sun Jianguang	420-28 leaves	1 day	PW
10/7/2019	112 Limewood Dr.	Furman Theodore	420-28 leaves	1 day	PW
10/7/2019	114 Limewood Dr.	Sakowski Norman	420-28 leaves	1 day	PW
10/7/2019	115 Limewood Dr.	Kivo Aivo	420-28 leaves	1 day	PW
10/7/2019	37 Marlon Pond	Ward Thomas	420-28 leaves	1 day	PW
10/7/2019	5 Peter rafferty Dr.	Novik Gerald	420-28 leaves	1 day	PW
10/8/2019	1770 YDV-Ham. Sq. Rd.	James Brady	550-119 driveway	10 days	ZBA
10/8/2019	120 Bethel Ave.	Chris Viteritto	550-74 chickens	30 days	Y
10/8/2019	35 Forman Rd.	Scheerer Richard & Dawn	550-74, 550-312 camper	10 days	Y
10/9/2019	254 Manor Blvd.	Smith Ernest	420-28 leaves	1 day	585-9182
10/9/2019	91 White Horse Ave.	Syed Farrah	550-119 driveway	10 days	Y
10/9/2019	3109 S Broad St.	Midas Realty	550-10 basin	15 days	Y
10/10/2019	24 Coleridge Rd.	Matthew Fleming	550-312 trailer	10 days	Y
10/10/2019	620 Kuser Rd.	Morgano Richard	550-312 trailer	10 days	Y
10/15/2019	246 Bunting Ave.	Meisner Dan	268-11 shed	10 days	
10/16/2019	2 Michael McCorristin	Narendran Jothy	420-28 leaves	1 day	PW

Zoning Violation List

10/17/2019	208 White Horse Ave.	Hilarion B Gonzalez	550-74 buss. @ residence	30 days	540-3437 Jorge
10/21/2019	2 Elmwood Ave.	Dong & Yang Corp.	268-11 HG&W	10 days	Y
10/23/2019	123 Wilfred Ave.	Ivanovich Bianca	550-74 chickens	30 days	Y
10/24/2019	645 State Hwy 130	645 Holdings LLC	550-78 illegal use	30 days	Y
10/25/2019	64 Caroline Ave.	Cuelo Ada	550-74 buss. @ residence	10 days	Y
10/28/2019	Bacon Ave. b-2135 I-4	Salvatore DiPasquale	550-78 illegal use	1 day	
10/28/2019	1732 S Olden Ave.	Hamilton Trans LLC	550-78 illegal use	1 day	Y
10/28/2019	218 Edmund St.	Kim Culcay	268-11e fence	15 days	
10/29/2019	120 Manor Blvd.	Rainear Karl	268-11 HG&W	1 day	working on
10/29/2019	49 Maple Shade Ave.	Palacios Pedro	550-74 chickens	30 days	Y
10/31/2019	2616 Nottingham Way	Schutsky Keith	550-74 buss. @ residence	10 days	
10/31/2019	74 Fitz Randolph Ave.	Gagliardo Adrienne	550-74 buss. @ residence	30 days	Y
11/4/2019	16 Pintinalli Dr.	Shumila Michael	362-1 dead tree	10 days	Y
11/6/2019	403 Hunt Ave.	Donald Green	550-74 buss. @ residence	30 days	
11/6/2019	1001-1099 State Hwy 33	Paxson Assoc. LLC	550-312 RV	10 days	Y
11/7/2019	308 McClellan Ave.	Smith Ken, Norman	268-11e fence	15 days	
11/8/2019	217 Park Lane	Michaella Metelius	268-11 JRD	10 days	Y
11/13/2019	1688-1770 Nottingham	Walmart Realty	550-115b lights	10 days summons	summons
11/13/2019	10 Sutton Dr.	Manuele Lara Ann & David	420-28 leaves	1 day	
11/14/2019	143 Milton Ave.	Guadagni Nunzio	268-11d auto on grass	10 days	Y
11/15/2019	55 Finley Ave	Ham. Home Remod.	420-28 leaves	1 day	Y
11/15/2019	60 Finley Ave.	Satsik Louise	420-28 leaves	1 day	Y
11/15/2019	69 Finley Ave.	Carroll Fred & Joy	420-28 leaves	1 day	Y
11/15/2019	73 Finley Ave.	Brown Seth & Jenna	420-28 leaves	1 day	Y
11/15/2019	32 Holmes Ave.	Lubrano Giovanni	420-28 leaves	1 day	Y

Zoning Violation List

11/22/2019	1050 Estates Blvd.	Balidemaj John	550-74 boat & trailer	1 day	Y
11/22/2019	1053 Estates Blvd.	Paul Gary	550-74 boat & trailer	1 day	
12/3/2019	14 Kim Valley Rd.	APCO Petroleum	550-74 trailer	1 day	Y
12/3/2019	5 Haslach Ave.	Khan Jamshad	420-28 leaves	1 day	
12/4/2019	751 Wh. Horse Merc.	D'Amico & Longo	362-1 dead tree	10 days	Y 516-4641
12/5/2019	1926 Chambers St.	Home Things 4U	268-11 JRD	1 day	
12/5/2019	1824 Klockner Rd.	Lehigh Gas Corp.	550-78 illegal use	10 days	
12/9/2019	29 Redfern St.	Milva & Alex Lazaro	268-11 JRD	10 days	Y
12/10/2019	4 Fox lane	H & S Trust	550-74, 550-119 driveway	10 days	
12/11/2019	2111 S Broad St.	Di Donato Thrift	326 CPM	1 day	267-679-9889

Courts 2019

Date	Address	Name	Violation	Status
1/8/2019	4 Philrich Dr	Anthony Pasucci	268-11D auto on grass	ZBA 60 day adjournment
1/15/2019	35 Kristen Way	William Flango	268-11c UMV	FTA guilty paid fine 283.00 removed UMV.
1/15/2019	33 Uncle Petes Rd	Uncle Petes Farm	550-74 illegal use	ZBA
1/28/2019	1685 Nottingham Way	Sycamore Petroleum	362 CPM	guilty 1033.00 fine
2/18/2019	4 Setter Way	Aduabato Anthony	268-11 tree hazard UMV	Warrant issued guilty
2/18/2019	487 Mer.Edinburgh	Frank Russo	550-74 illegal use	350.00
2/25/2019	1685 Nottingham Way	Sycamore Petroleum	362 CPM	guilty 283.00 fine
3/11/2019	4 Philrich Dr	Anthony Pasucci	268-11D auto on grass	abatement or fines added
3/18/2019	17 Dickinson Ave.	Kenneth Harada	268-11 JRD UMV	guilty \$410.00 fine 609-468-4037
3/25/2019	33 Uncle Petes Rd	Uncle Petes Farm	550-74 illegal use	ZBA
4/8/2019	60-66 White Horse Ave	Hamilton Norse LLC	362 CPM	guilty \$1533.00 PG
4/22/2019	33 Uncle Petes Rd	Uncle Petes Farm	550-74 illegal use	ZBA
5/21/2019	1061 Whitehorse Ave.	Brixmore Ham Plaza	362 CPM	FTA
6/4/2019	2465 S Broad St.	IP Associates LLC	362 CPM	guilty 333.00 fine paid by attorney
6/13/2019	4 Philrich Dr	Anthony Pasucci	268-11D auto on grass	guilty warrant issued \$500.00
7/15/2019	1405 Kuser Rd.	Cherokee Realty	362 CPM	BSTA guilty 330.00 fine paid
8/6/2019	25 Harrison Ave.	Kinship LLC	362 CPM	BSTA guilty 1500.00 fine
8/20/2019	1616 Nottingham Way	Bromley Patel	362 CPM	BSTA guilty 6000.00
9/9/2019	33 Uncle Petes Rd	Uncle Petes Farm	550-74 illegal use	ZBA
9/17/2019	2042 S Broad St.	Petro Realty LLC	362 CPM	FTA
9/17/2019	2105 S Broad St.	Ashrit Realty	362 CPM	FTA
9/30/2019	1170 State Hwy 33	Mercer Property	362 CPM	guilty 533.00 fine
9/30/2019	2001 State Hwy 33	Hamilton Assoc.	550-84 site plan	ZBA
9/30/2019	944 William St.	Property Guys LLC	550-119 driveway	ZBA
9/30/2019	1420 Chambers St.	1420 Chambers LLC	268-11 HG&W	FTA

Court 2019

10/22/2019	4 Philrich Dr	Anthony Pasucci	268-11D auto on grass	Hired attorney Ed Gore at time of court
10/29/2019	202 Tipton Ave.	Ladisló Martínez	550-74 buss. at residence	FTA
11/4/2019	33 Uncle Petes Rd	Uncle Petes Farm	550-74 illegal use	Warrant issued 550.00 guilty FTA warrant issued 750.00 guilty FTA
11/19/2019	202 Tipton Ave.	Ladisló Martínez	550-74 buss. at residence	FTA
11/19/2019	1688-1770 Nott. Way	Walmart	550-119 lights	Abating light issue.
11/21/2019	4 Philrich Dr	Anthony Pasucci	268-11D auto on grass	adjourned 60 days
11/25/2019	2001 State Hwy 33	Hamilton Assoc.	550-84 site plan	planning
11/25/2019	944 William St.	Property Guys LLC	550-119 driveway	Approved for driveway
11/25/2019	1420 Chambers St.	1420 Chambers LLC	268-11 HG&W	cut grass 11/15/19
11/26/2019	255 Hansen Ave.	Julianne Berkeyheiser	268-11D auto on grass	adjourned 60 days
11/26/2019	2042 S Broad St.	Petro Realty LLC	362 CPM	guilty warrant paid 300.00

Annual Report - 2019

Division of Engineering

Deed plotting & records, flood certificates, tax maps, house number maps, filed maps. Design & management of capital road, sewer & flood control improvements. Review of all land development applications. Curb, driveway, sidewalk and apron permits. The Engineering Division's mission is to preserve and improve the Township infrastructure and to ensure that private residential and commercial development is consistent with established engineering standards and conform to the Township Master Plan.

We are responsible for the planning, design and construction management of the entire Capital Roadway Improvement Program as well as the design of additional miscellaneous projects and reviewing housing subdivision and commercial developments. The Engineering Division is actively involved in various traffic and other residential concerns.



EXECUTIVE SUMMARY
PROJECTS COMPLETED AND UNDERWAY
SERVICES PROVIDED

The Engineering Division's mission is to preserve and improve the township infrastructure and to ensure that private residential and commercial developments are consistent with established engineering standards, and conform to the Township Master Plan.

Our efforts are divided into 3 general categories: Capital Improvement Projects, Land Development Reviews, and Services to Residents. Approximately 35% of our time is spent on Capital Improvement Projects. This involves planning, budgeting, surveying, engineering and drafting projects involving road reconstruction and drainage improvements. Our efforts with Land Development Reviews typically begin with conceptual review meetings with the developers to ensure that the Township vision for the type of development, building appearance, and requirements for improvements to roads and infrastructure are being met. Upon acceptance of an approved plan, our role is to ensure that the development is built according to plan. Approximately 40% of our time is expended on this effort. The remaining 25% of our time is spent in providing services to residents involving a multitude of matters, some of which include plotting deeds, processing curb and sidewalk permits, determining if properties are within the floodplain, responding to reports of drainage problems, needed pavement and sidewalk repairs, and traffic safety concerns.

Our major accomplishments this year include the planning, design and construction of the entire Roadway Capital Improvement Program as well as the design of additional miscellaneous projects. We also completed the reviews of several housing subdivisions and commercial developments. In addition, the Engineering Division was actively involved in the various traffic and other residents' concerns, and making positive improvements to the efficiency of deed recording and updating the Township tax and house number maps for State certification.

The accomplishments are noteworthy because they were done in the face of less manpower than in past years due to reorganization. We have made an aggressive approach to upgrading and maintaining the Township's infrastructure.

The Engineering Division has a total of 18 capital projects either completed or underway. They involve overlays, reconstruction, sidewalk replacement, storm and sanitary replacement, traffic, pedestrian safety and recreational improvements. Of the 18 projects 10 have been completed constituting \$3.3 million dollars' worth of construction work. These projects include:

1. Chewalla Boulevard, Steiner Avenue, Arbor Avenue & Vincent Avenue
2. Fitzrandolph Drive, Hewitt Avenue & West McGalliard Avenue
3. 2018 Miscellaneous Pavement Repair
4. Shady Lane, Burleson Avenue & Blue Devil Lane
5. Whitehorse Hamilton Square Road (Klockner to Rt. 33)
6. Magnolia Lane, Phillips Avenue, Marcia Drive & Anita Way
7. Hartman Drive & Whitman Road
8. Hughes Drive (Edinburg Road to Flock Road)
9. Estates Boulevard (George Dye Rd. to House #1136)
10. Sylvan Avenue and Cedar Lane CDBG Accessible Ramp Construction
11. 2018 Miscellaneous Curb, Sidewalk and Accessible Ramp Construction
12. Yardville-Hamilton Square Road (Apollo Drive to I-195 Ramp)
13. Lily Street & Emanuel Street
14. Armour Avenue & Mason Avenue
15. Razorback Drive & Wolfpack Road
16. 2019 Miscellaneous Pavement Repair
17. 2019 Miscellaneous Curb, Sidewalk and Accessible Ramp Construction
18. Hughes Drive & Colony Court Drain

The remaining 8 projects are either under design or ready for bidding. We anticipate either a spring or summer 2020 construction period. Our estimate for this work is about \$3.8 million.

In addition to the capital work, the Engineering Division performed approximately 74 reviews of plans. We also approved grading plans for 50 residential properties and 22 pool permits, plotted over 2700 deeds and handled over 34 flood plain inquiries.

Specifics of the completed construction work, the projects under design and the service provided follow in this report.

COMPLETED CONSTRUCTION PROJECTS

CHEWALLA BOULEVARD, VINCENT AVENUE, STEINER AVENUE AND ARBOR AVENUE (C.C. 11-17-08 R.I.) - The contract was awarded in April 2018 to Earle Asphalt at a contract cost of \$598,713.13. Construction began June 2018 and was completed in August 2018. Final change order was processed in January 2019 with the final contract price of \$462,111.68.

FITZRANDOLPH AVENUE, HEWITT AVENUE AND WEST MCGALLIARD AVENUE (C.C. 09-17-06 R.I.) - The contract was awarded in August 2018 to Earle Asphalt at a contract cost of \$349,113.13. Construction began July 2018 and was completed in October 2018. Final change order has not been submitted. Final change order was processed in March 2019 with the final contract price of \$573,196.12.

2018 MISCELLANEOUS PAVEMENT REPAIR (C.C. 03-18-01 P.R.) - The contract was awarded in September 2018 to Gres Paving for a contract price of \$194,875.00. Construction was postponed to the spring of 2019. Construction began March 2019 and was completed in July 2019. Final change order was processed in August 2019 with the final contract price of \$228,395.00.

SHADY LANE, BURLESON AVENUE AND BLUE DEVIL LANE (C.C. 12-17-09 R.I.) - The contract was awarded in May 2019 to Earle Asphalt at a contract cost of \$513,913.13. Construction began August 2019 and was completed in November 2019. Final change has not been submitted.

WHITEHORSE-HAMILTON SQUARE ROAD (KLOCKNER ROAD TO ROUTE 33) (C.C. 01-17-01 R.I.) - The contract was awarded in August 2018 to Earle Asphalt at a contract cost of \$553,813.13. Construction has been postponed to the spring of 2019. Construction began April 2019 and was completed in July 2019. Final change has not been submitted.

MAGNOLIA LANE, PHILLIPS AVENUE, MARCIA DRIVE AND ANITA WAY (C.C. 09-18-05 R.I.) - The contract was awarded in April 2019 to Gres Paving at a contract cost of \$691,208.16. Construction began May 2019 and was completed in September 2019. Final change order was processed in December 2019 with the final contract price of \$624,850.82.

HARTMAN DRIVE AND WHITMAN ROAD (C.C. 09-18-06 R.I.) - The contract was awarded in March 2019 to Lancha Construction at a contract cost of \$367,250.36. Construction began May 2019 and was completed in July 2019. Final change order was processed in July 2019 with the final contract price of \$375,766.59.

HUGHES DRIVE (C.C. 09-18-04 R.I.) - The contract was awarded in August 2019 to Earle Asphalt at a contract cost of \$539,913.13. Construction began September 2019 and was completed in October 2019. Final change has not been submitted.

ESTATES BOULEVARD (C.C. 08-18-03 R.I.) - The contract was awarded in June 2019 to Gres Paving for a contract price of \$266,019.30. Construction began August 2019 and was completed in October 2019. Final change order was processed in November 2019 with the final contract price of \$255,136.76.

SYLVAN AVENUE AND CEDAR LANE ACCESSIBLE RAMP CONSTRUCTION- (C.C. 02-19-01 A.R.)
- The contract was awarded in May to Rusling Paving at a contract cost of \$88,375.00. Construction began in August 2019 and was completed in December 2019.

PROJECTS UNDER CONSTRUCTION

2018 MISCELLANEOUS CURB, SIDEWALK AND ACCESSIBLE RAMP CONSTRUCTION – VARIOUS LOCATIONS (C.C. 11-18-08 S.W.) – The contract was awarded in May to Rusling Paving at a contract cost of \$188,360.00. Construction began in July 2019 and is currently a winterized work site and construction shall commence in the early spring of 2020.

PROJECTS CURRENTLY ADVERTISED

YARDVILLE-HAMILTON SQUARE ROAD (ROUTE APOLLO DRIVE TO I-195 RAMP) (C.C. 08-19-04 R.I.) – This contract is partially funded with a FY 2018 Transportation Trust Fund (\$505,300.00) Grant. The consultants Engineer Estimate is in the amount of \$791,599.50. It is anticipated that the Bid Opening will be in January with a February 2020 award date and early spring construction.

PROJECTS UNDER DESIGN

– The following projects are out to consultants for bid package preparation.

LILY STREET AND EMANUEL STREET (C.C. 10-19-06 R.I.) - The contract is currently being prepared by consultant. It is anticipated that project will be advertised in March 2020. The budget for the contract is \$ \$843,600.00.

ARMOUR AVENUE AND MASON AVENUE (C.C. 12-19-08 R.I.) - The contract is currently being prepared by consultant. It is anticipated that project will be advertised in January 2020. The budget for the contract is \$587,100.00.

– The following projects are being completed in house for bid package preparation.

RAZORBACK DRIVE AND WOLFPACK ROAD (C.C. 06-19-03 R.I.) - The contract bid package is currently being prepared. It is anticipated that project will be advertised February 2020. The budget for the contract is \$ \$1,079,200.00.

PROJECT SUBMITTED TO LOCAL AID

NJDOT FISCAL YEAR 2020 PROJECTS

STATE GRANTS – The Engineering Division has submitted and received the following road for State Grant.

1. **South Broad Street South Bound Lanes** - (Lalor Street to Whitehorse Circle)

LAND DEVELOPMENT REVIEW

- Approximately 69 reviews of Plans for Subdivisions, Site Plan and Flood Plain Relief Applications
- Review of over 68 submissions of mylars for Township compliance
- Review of 26 applications for Administrative Waivers
- Review of 50 Residential Grading Plans
- Review of 23 site As-Builts

SERVICES

- Approximately 2700 Deeds Plotted
- Job requests from other Township offices requiring more extensive and detailed work.
- Approximately 34 Flood Plain inquiries were handled
- 158 Curb and Sidewalk Permits
- 282 Driveway Permits
- 35 Pool Permit Evaluations
- 15 New Residential Construction Permits
- Land Development Bonds
- Deed Research

DEVELOPMENT REVIEWS

The Engineering Division spent considerable time with reviews for development subdivisions and site plans. Below is a brief description of several major plan reviews and development projects encountered by the Engineering Division.

1. 04-09-107D Columbia Group at Hamilton: Revised preliminary and final site plan - converting twelve townhouse buildings from two to three bedroom.
2. 18-04-017 Neil Apoldite: Minor subdivision, variance relief from front yard setback, accessory building side yard setback - creating two lots.

3. 18-06-023 Huber Leiva: Use variance, flood plain relief, variance from front yard setback and waiver of driveway standards - expanding nonconforming 3 unit building (adding new second floor).
4. 18-10-043 Roger's Service Center: Use variance, preliminary and final site plan - Installing a canopy at gasoline service station.
5. 18-11-045 Hilton Apartments LLC Preliminary and final site plan approval - Constructing a 4,160 sq. ft. amenity building.
6. 18-12-049 Sharbell Parkside LLC/Sharbell Building Company LLC: Preliminary and final major subdivision, preliminary and final site plan, flood plain relief and variances- driveway locations, building separation, building setbacks, parking lot setbacks, landscape buffers, clubhouse setbacks, setback to interstate, ridgeline heights, and street replacement - creating 130 lots for age restricted development with clubhouse.
7. 19-01-001 JDN Real Estate Hamilton LP: Preliminary and final site plan, use variance (F.A.R), variance from front yard setback, impervious coverage, loading spaces, number of parking stalls, and number of signs - constructing an 8,180 sq. ft. retail building.
8. 19-01-002 1420 Chambers, LLC: Preliminary and final site plan, waiver of sign standards (number, area, height and setback) - constructing an 8,320 sq. ft. Family Dollar.
9. 19-02-006 MZI properties: Preliminary and final site plan approval, variance from low depth, rear yard setback, impervious coverage, buffer, parking and loading area, number of parking, sign standards - constructing a 6,000 sq. ft. retail center with a Dunkin Donuts drive thru.
10. 19-02-004 The Good Shepard of the Holy Family/Rabbinical Seminary of Hamilton: Use variance, existing bulk variances and waiver of site plan review - renovating former convent into a rabbinical seminary.
11. 19-03-033 Wawa Inc.: Preliminary and final site plan and variance relief from rear yard setback and impervious coverage - constructing a 688 sq. ft. walk in freezer addition.
12. 19-04-011 Diocese of Trenton/CYO of Mercer County: Use variance, preliminary & final site plan, variance from side yard setback - constructing a 28'x90' bath house
13. 19-04-012 Merlin Properties revised preliminary & final site plan, variance from distance between buildings, side and rear setbacks and number of parking spaces - constructing a 6,300 sq. ft. warehouse building
14. 19-04-013 James McCagg: Preliminary and final subdivision, variance from lot frontage, width and side yard setback - creating four lots.
15. 19-04-014 Christian Faith Fellowship Cherubim & Seraphim Church: Use variance, preliminary and final site plan - permitting a church to locate within existing building.

16. 19-04-015 SC Russo Associates: Use variance, preliminary and final site plan - constructing a parking lot containing seven spots.
17. 19-04-016 Harvest 787 Rt 33 Inc.: Preliminary site plan - constructing a 5,500 sq. ft. retail building
18. 19-05-005 2075 East State St LLC/Fairway Building Products LLC: Use variance (FAR) preliminary and final site plan, variance from front & rear yard setbacks, impervious coverage, number of parking spaces - obtaining a permit for an existing 55.6'x57.4' addition.
19. 19-05-021 Project Freedom Inc.: Minor subdivision approval - creating two lots
20. 19-06-022 Project Freedom/Township of Hamilton: Preliminary and final site plan approval and waiver of item 13 form 2A & 2B - constructing 4 apartments buildings containing 72 units with clubhouse building.
21. 19-07-026 Kennedy International Inc.: Preliminary and final site plan approval and variance from maximum impervious coverage - constructing a 73,934 sq. ft. warehouse.
22. 19-07-027 Logan Properties LLC: Variance from outside storage standards (size & location) and waiver of fence standards - obtaining permit for 6' fence within front rear area and allowing outside storage to remain.
23. 19-07-028 20 Zieglers Lane LLC: Variance relief from side yard setback - constructing a 32' x 45.38' addition.
24. 19-09-032 1200 Whitehorse Ave Assoc. LLC: Preliminary and final site plan approval and waiver from loading dock requirement - constructing an 8,466 sq. ft. commercial building.
25. 19-09-034 Willard Family Partnership: Preliminary and final site plan approval - constructing a 11,920 sq. ft. greenhouse with 20'x20' head house and a 8'x120' screen enclosure.
26. 19-09-035 Café Properties: Use variance - using proposed 2nd floor as a 2,021 sq. ft. apartment and a 20'x20' two car garage.
27. 19-09-036 Arc/Mercer Inc.: Use variance, variance relief from lot area & depth and front yard setback - constructing a 3,235 sq. residential group home.
28. 19-09-037 MLB Properties LLC: Preliminary and final site plan, variance from lot frontage and maximum impervious coverage - using site for freight forwarding.
29. 19-10-040 Jery Szubert: Use variance - constructing a duplex building.
30. 19-10-041 EPPK LLC: Use variance, preliminary & final site plan approval - Using existing building for office/warehouse/residential.

31. 19-10-042 Channel Chatham: Use variance and F.A.R. use variance and waiver of number of parking spaces - using 22,228 sq. ft. for a health club/gym and constructing a 3,500 sq. ft. mezzanine.
32. 19-10-043 TCJ at Hamilton, LLC/New Testament Baptist Church: Preliminary and final approval of a major subdivision, variances for building coverage waiver of appearance of building and number of trees - creating 44 building lots and 1 basin lot.
33. 19-10-044 Merlino Properties LLC: Use variance preliminary and final site plan - constructing a parking lot.
34. 19-11-045 PSE&G: Use variance for height, preliminary and final site plan and waiver of fence standards and street trees standards.
35. 19-12-046 2018 S. Broad Hamilton LLC/M. Esther, L. Albertson, M. Curto, E. Torrez, C. Bole: Preliminary and final site plan, variance from number and area of signs, accessory structure setback, waiver of various checklist items - constructing a 5,501 sq. ft. Wawa convenience store with fuel services.
36. 19-12-048 Uncle Pete's Farm D/B/A persons Farm: Use variance, preliminary and final site plan, variance relief from existing front setback and impervious coverage, accessory building height, waiver of various checklist items - operating a landscape business and constructing a 80'x100' barn
37. 19-12-049 Hamilton Quakerbridge LLC/Pioneer Family LLC: Preliminary and final site Plan, conditional use, waiver of sign standards - constructing a 5,585 sq. ft. Wawa convenience store with fuel services.
38. 19-12-050 PSIP Metrix Hamilton LLC: Preliminary and final site plan approval, variance relief from front yard setback, impervious coverage, number of parking spaces, waiver of parking buffer, berm and loading, screening - constructing a 171,260 sq. ft. warehouse.

STUDIES AND OTHER ENGINEERING SERVICES

FEMA NATIONAL FLOOD INSURANCE PROGRAM / COMMUNITY RATING SYSTEM (NFIP/CRS)

The Township participates in a National Flood Insurance Program Community Rating Service. This FEMA program is designed to bring flood insurance premium relief to communities whose activities are adjudged to be effective to some degree in mitigating flood damages and or preventing flooding. The Township has been re-certified every year to retain participation for a five-year cycle. Major re-certification was performed in 2017 and Hamilton improved to a class 7 rating. The Township has been recertified for another year.

The Township's participation in the Federal Emergency Management Agency/National Flood Insurance Program's Community Rating Service ensures discounted flood insurance rates for the entire Township. Since the Township currently retains a Class 7 rating, this translates into 15% discount in insurance premium across the board for Township residents maintaining flood insurance. The Engineering Division managed and controlled all Flood Control and Management issues and documented them for FEMA verification. Through continuous assistance to property

owners and business entities on flood damage prevention and flood mitigation, some property owners received upgraded flood zoning.

This CRS Program is very involved and requires the documentation and record keeping from other departments within the Township. A review of the methods and format of record keeping and documentation on this activity is required to maximize our score. The Engineering Division keeps records of map assistance and outreach issues pertaining to flood assistance. This is a very demanding task of the Engineering Division, especially with the limited personnel.

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD MAPS

The Township has received assistance from the state and FEMA for revision of flood maps for FEMA Letter of Map Revision (LOMR). This study changed the floodplain boundaries, Flood Insurance Rate Maps and floodways reflecting the structural, hydraulic and hydrological changes that have taken place within the Township. FEMA restudied the floodplains along the corridors of Pond Run, North Branch Pond Run, Miry Run, Shady Brook and Back Creek. The study and mapping is completed and the Township received preliminary copies of the revised maps and study report dated July 20, 2016. The consultants to the project and NJDEP rendered assistance in preparing the Letter of Map Revision (LOMR) application to FEMA. The Township received new flood insurance rate maps and LOMR from FEMA that were effective July 20, 2016.

We shall continue to help members of our community who desire to change their flood zone status through an application to FEMA for Letter of Map Amendment. We are also positive about the outcome of the new FEMA study and mapping. The benefits to the affected areas include lower flood insurance premiums and non-mandatory flood insurance requirements.

ANNUAL DAM INSPECTION -DAM SITE #8 & POND RUN CHANNEL INSPECTION

On July 10, 2018, Dam Site #8 was inspected and a report was submitted to USDA/NRCS accordingly. This dam is classified as Hazard I Dam which is a high hazard. The Emergency Action Plan provides the necessary actions in case of dam emergency. This is a safety measure benefiting the entire community. Routine maintenance has kept the dam in good condition, however, due to changes in design storm and auxiliary spillway criteria, rehabilitation measures are necessary to meet current dam safety standards. Measures are needed to: (1) address overtopping; either through widening the auxiliary spillway or raising the dam crest elevation, and (2) address possible erosion of the auxiliary spillway during flood events.

In 2018 the Engineering Division submitted a Watershed Rehabilitation Assistance application for funding.

FLOOD ASSISTANCE & FLOOD MAP INFORMATION

The Division received approximately 115 requests for flood assistance and flood map interpretation. We also assisted members of our community with data and preparation of FEMA Elevation Certificates for the purchase of Flood Insurance. Others received forms, guidelines and assistance in preparing LOMA Applications. This is one of the most active aspects of flood plain management.

DRAINAGE CALCULATIONS TO OTHER PROJECTS

The Engineering Division provided a number of drainage calculations and stability analysis to numerous projects designed by others. The Division also reviewed applications for storm water-management and wetlands encroachments.

TRANSPORTATION PLANNING AND TRAFFIC ENGINEERING

With outgrow of commercial and residential development, the township is facing substantial traffic related problems. This division has prepared a drawing of the major intersections showing the details of the lane widths based upon master plans. Whenever a developer plans for improvements to one of the intersections, this division provides the information to create plans as per master plan.

TRAFFIC RELATED IMPROVEMENTS

This division has addressed the requests of residents in several neighborhoods regarding traffic related issues; many to curtail speeding.

Some of the projects are:

- Improvement of left turn movement at the intersection of Klockner Road and Kuser Road. A left green arrow permitted only for Kuser Road was installed at the Klockner Road northbound approach.
- Speed limit on Cypress Lane was reduced to 25 mph at the vicinity of Hamilton Senior Center.
- Parking restrictions codified at various locations due to resident concern/complaints.

SPEED HUMPS

Speed hump requests are made by written petitions, request from Mayor's office (Speed Hump Survey), phone calls to call center, or on-line survey. Certain conditions have to be met for speed humps to be considered. They are:

- Street classification
- Number of lanes (street width)
- Posted Speed Limit
- Average Daily Traffic
- Horizontal alignment
- Vertical alignment
- Sight distances
- Vehicle mix
- Emergency vehicle use
- Community support

Although several requests for speed humps were made, warrants were not found after collecting data from speed sensors.

SPEED SENSORS

The Engineering Division is coordinating with the Mayor's office and Police Traffic Division to designate various streets in the Township for a battery operated speed sentry unit. In addition, many requests for traffic calming have been made by residents which resulted in the installation of the sensor units. The units collect hourly data recording the number of vehicles that travel a street, and the speed of the vehicles. Once the data is collected, it is analyzed to determine if a permanent hard wired or solar unit should be installed with a speed flashing strobe to alert a motorist of their traveling speed. Further data collection may indicate a possible revision to the existing posted speed limit for that street or possible traffic calming, such as speed humps. Presently there are seven (7) streets that have been identified for permanent solar installation. In addition, there are

two (2) locations that have battery powered sensors requiring weekly maintenance. Traffic data analyzed on over 10 streets with battery operated speed sensors during the course of the year.

MISCELLANEOUS PROJECTS

The Division of Engineering has performed many miscellaneous projects which require scheduling with other ongoing projects. The following list reflects some examples.

1. Services to Other Agencies - This division handled numerous written requests for assistance by Township and outside agencies. (PSE & G, Verizon, Trenton Water Works, Etc.) There are numerous verbal requests made by the agencies for assistance, which are done on a regular basis.
2. Flood Plain Inquiries - This Division has approximately 34 inquiries for residents and other concerned parties in year 2018 upon request. Some of the letters were for LOMA application which is free. However, there were others for flood determination which fees are charged for the service.
3. Transfer of Properties/Deed Plotting - During the past year approximately 2700 properties were involved in changes of ownership. This Division has been responsible for recording all these changes with 1400 being recorded by new owners' request.
4. Curb & Sidewalk Permits - There were 158 permits issued for the construction of new or replacement curb and/or sidewalk. This Division was involved in several grade designs for residents and provided assistance in resolving various critical conditions.
5. Driveway Permits - This Division issued 282 driveways and/or paving permits. The Township Engineer reviewed every permit before being issued.
6. Reproduction (Printing) - This division made approximately 4,800 prints. Of these, approximately 500 prints were made for this Division's use; the remaining prints were made for bid packages, other divisions, and for sale to the public.
7. Planning Board, Zoning Board and ARDA - During the year, the Engineering Division reviewed 38 applications for completeness, flood plain relief and compliance with Township standards as sub-division and site plan applications. An additional task was the review of deed for the properties and a contact with attorneys to clarify errors and omissions.
8. Oktoberfest Maps - This division prepared maps showing locations and activities for Oktoberfest at Veteran's Park.
9. Updating Maps - This division updated Township Tax Maps and House maps during the year because of various changes due to new developments, constructions, consolidations, subdivisions and other changes. Other various map revisions were completed such as street maps, election maps and school board busing routes.
10. Assessment Searches - This division responds to curb, walk, sanitary sewer or paving assessment searches received from the Clerk's Office as needed.
11. New Residential Construction - Before a construction permit is issued, the Engineering Division assigns a house number, checks that construction is not in a flood plain and reviews the proposed grading plan. After construction is complete,

the as-built grading plan is reviewed on-site to ensure proper drainage. In year 2019, 21 grading plans were reviewed.

12. Pool Permits - This Division is also responsible for the review of swimming pool permits. Engineering checks the proposed and as-built grading for compliance to ordinance, and help avoid adverse impact on surrounding properties. There were 38 grading plans reviewed in year 2019.
13. Land Development Bonds - All Bond Estimates are checked for the amount, and monitored for expiration.
14. Police Assistance - Assist Police Department with information on crime scenes such as floor plans and accident diagrams for their use. A new law requires a 500' "Drug Free Zone" around our parks. These detailed maps will be required for all of our parks. The Division continued to provide mapping with existing elevations and
 - i. structure locations to aide in the completion of the new Hamilton Township Pistol Range. This Division also provided all necessary locations and mapping for the placement of the Hamilton Township Police Memorial Monument.
15. Research - Numerous hours were spent researching deed and office records to establish Township right-of-way, and ownership for various other Township Offices, including that of Township residents and local surveyors.
 - i. .
16. Administrative Waivers - This division reviewed over 26 applications for Administrative Waivers.
17. 200'/500' Certified Property Owners Lists - The Engineering Department has provided the Land Use Office with over 115 certified property owners lists along with detailed mapping showing the limits of said 200'/500' list. The owners' lists are used to notify residents of various types of site improvements in the vicinity of their property.
18. Paper to Digital Receipts & Permits - In an effort to minimize paper consumption and paper storage, digital forms were created in Microsoft Access for deed plotting receipts, sidewalk permits and driveway permits.
19. Create Digital Floor Plans of Township Buildings - The Engineering Office continues to create digital (AutoCAD) floor plans for the use in the construction of improvements to existing Township buildings. The Department of Public Works has requested these files which will be provided to consultants in an effort to minimize the cost of construction design.

In addition to the preceding specific projects, our office has been continuously involved in many services such as locating easements, sections and lots, ownership of the lot, preparing preliminary cost estimates, reviewing plans not required to go through the Township Board, preparing metes and bounds descriptions and performing other engineering services. Complete tabulation of yearly activities by the objective is also attached.

This Division also was involved with the updating of our tax maps as mandated by the State. The updating also includes implementing a new computer system. The following is a description of work that was performed.

TAX MAPS

The Engineering Division maintains both paper mapping as well as digital mapping of all tax and house number maps. There were approximately 175 revisions to the tax and house number maps due to major and minor subdivisions, consolidations, dedicated ROW and other errors or omissions. New tax maps were prepared to reflect changes due to the major subdivisions that would not fit the existing maps and still remain in accordance with state regulations. New block and lot numbers are assigned to major and minor subdivisions during the planning/zoning board review process to assure compliance with state mapping regulations and Township tax assessment procedures.

LASERFICHE

The Engineering Division continues to bring all new deeds on file into the laser fiche records storage network. There have been approximately 2700 Deeds added to the storage network in 2019. Back scanning of deeds was continued in 2019 with an additional 4700 deeds added to laserfiche.

OTHER MAPPING

Various other mapping is available including aerial photography, planimetric mapping, with and without contours, a Township road map including a street index. Additional mapping was prepared by the division and is used by other departments and many outside agencies and residents. Other mapping will be developed as needed.

COMPUTER NETWORK

Changes to the Engineering network are being implemented to make the system more efficient, handle additional workload and operate more cohesively with the main Township computer network. Several workstations will be upgraded including software to bring the systems to the most current versions.

File structure will be modified to be more user friendly and in line with the paper file most employers are accustomed.

The division provides support for network problems and assists with computer related issues throughout the Township.

GIS

The Engineering staff continues to work with McMahon to provide data used for the mapping system. The data provided included Township Maps, shape files, outside agency links, databases and other miscellaneous items needed. Engineering staff continues to work with the consultants and provides support for updated mapping changes and database related information. This information is used by many Township Departments. The Engineering staff also provided digital copies of our tax maps to County of Mercer for the updating of their County wide GIS system. The digital files used for mapping are then provided to the Township for use by our various GIS consultants to create and maintain their systems.

POLICE MAPPING

The Engineering Division continues to provide updates for new development street addresses to the Police Department for the Township 911 system. In addition, the Engineering Division provides updated maps for police ESN zones and 1000' school drug free zone mapping.

STORM WATER PLAN PHASE II:

The Federal Clean Water Act by statutory authorization required NJDEP to mandate all municipalities to adopt and implement new Stormwater Management Rules and a Stormwater Management Regulation Program. NJDEP issued a Tier A Municipal Stormwater General Permit to the Township effective April 3, 2004. Since April 2004 to date, the Township has done the following:

1. Developed a Stormwater Pollution Prevention Plan (SPPP) within twelve months of the Effective Date of Permit Authorization (EDPA).
2. Prepared and adopted a Municipal Stormwater Management Plan (MSWMP) within twelve months of EDPA as required by the stipulations of permit.
3. Prepared, adopted and implemented a Stormwater Controlled Ordinance (SCO) and a number of mini-ordinances such as pet wastes, illicit connection, waste collection, etc. all within the required time frame stipulated by the permit.
4. The Township is up to date with Annual Reports for the Stormwater Program and NJDEP has certified the Township is in full compliance.
5. Adopted new storm sewer inlet design standards and details, retrofitting the existing storm sewer inlets.
6. Located all storm sewer outfalls in both of two segments of the Township Mapping of these outfalls is completed for Segment A.
7. Development of an Illicit Connection Elimination Program (ICEP) is complete.
8. Oktoberfest and mass mailings are part of our extensive outreach and public education component.
9. Consultation with Rutgers University regarding update of detention basin mapping, maintenance, flood prone area identification, and GIS data base.
10. Revise Stormwater Maintenance Ordinance to better control compliance requirements.

The Township is fully implementing the Statewide Basic Requirements (SBRs) of the Tier A Municipal Stormwater General Permit.

FLOOD MITIGATION PLAN

The Township has signed a statement of Intent to join other municipalities in the non-tidal NJ Section of the Delaware River Basin to develop a multi-jurisdictional flood mitigation plan. The lead agencies in this endeavor are the Delaware River Basin Commission, NJ Office of Emergency Management, NJDEP, FEMA and USDA/NRCS. There are many advantages to the Township for joining in this multi-jurisdictional effort. The Federal Disaster Mitigation Act of 2000 requires that municipalities nationwide prepare flood and/or all hazards mitigation plans in order to qualify for disaster mitigation funding. The Engineering Division is the local liaison and focus in this program. The Township's efforts have been adjudged exceptional by the Delaware River Basin Commission.

Q-ALERTS AND OPRA REQUESTS

During the 2019 year, over 275 q-alerts and 85 Opra requests were addressed by the Engineering Division.



**Department of Technology & Economic
Development**

Annual Report

2019

Department of Technology and Economic Development Overview

Economic Development and business growth continues at a rapid pace here in Hamilton. As in the last five years our growth cuts across all sections of our Township from the borders of Trenton to Allentown, large scale projects as well as smaller, revitalizing of existing properties are evidence of the growth. Our continued planning and preparation helps us maintain smart growth to benefit our residents not allowing arbitrary projects. This department in conjunction with our Community Planning and Compliance Department continue to shepherd new business and development into our Township, including a look at new ways to help revitalize the older sections of Hamilton. We have finalized zoning adjustments in our older sections including Bromley and Broad Street Park neighborhoods to allow changes in the allowable ways we address residential commercial and industrial components of those are our oldest neighborhoods.

Our Technology Department continues to evaluate/overhaul and add to our network serving over 300 license users throughout the Township. Our team continues to upgrade the network servers, passwords and firewall configuration to maintain our much needed security. The IT department has added additional on-line forms for Recreation, Health and Municipal Clerk's Office allowing our residents to complete forms and pay for services all from their home computer. We will continue to expand this service.

Our call center handled over **41,433** calls in 2019. We continue to utilize our website with constant updates to give our residents current, accurate and immediate information. Modeling use of technology by Directors and Supervisors has encouraged our staff to embrace technology as a means of enhancing the work place.

The continue Economic Development reflects the accessibility of major highways including Route 130, New Jersey Turnpike and our Interstate Highway system. Our capitol improvement plan of improving infrastructure, roads, sewer service and zoning adjustments make Hamilton very attractive to the business community. Partnering with our Department of Community Planning and Compliance we continue to create an atmosphere that Hamilton is "business friendly." This is always a challenge requiring a continue effort to convince our business community that we understand obstacles may appear, however we will partner with them to move projects along, without compromising Township standards. I believe we have proven through this recent economic growth the "Hamilton Cares about Businesses." The entire administrative team has made the effort to make Hamilton business friendly by attending monthly meetings of our business community, the Hamilton Partnership, the newly renamed Shop Hamilton Group, Mid Jersey Chamber of Commerce and the Princeton Regional Chamber of Commerce helping us get in front of businesses and hear their concerns, issues and communicate to them about the things WE do right. Our Economic Development Advisory Commission, a group of businesses community volunteers, strives to keep the

business community involved by recognizing business achievements here in Hamilton at their annual Business Awards Dinner. This year the commission will again rework the job fair to have three smaller “theme” events after business hours that were very successful.

TECHNOLOGY

Technology Staff

Martin Flynn, Chief of Staff
Loretta Mattonelli, Secretary to Department Head/Help Desk
Doug Schaefer, Principal Systems Analyst
Kevin Pollack, Computer Operator
Zachary Simanski, Computer Operator Trainee

Call Center Staff

Martin Flynn, Chief of Staff
Terri Jany, Supervisor
Lindsey Vannozzi
Tabitha Crea
Helen Sharpley
Joanne Cancel (Part Time)

Technology Mission

Our mission is to reduce the cost of government through the use of modern and appropriate cost-cutting automation. The office of Technology will:
Administer, monitor, upgrade, recommend, maintain and help obtain productivity improving technology including:

Constituent Services both individual and Business
The Township Website
The Township Network Infrastructure
Township Communications including the Intranet and Social Media
Departmental Services

The Department will continue to establish policies and standards to ensure the security and integration of improved technology throughout municipal operations. The Department will also 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.

Another key charge of our mission is to assess and monitor the township's technological investments so as to recommend and take advantage of newer and more cost-effective methodologies as well as coordinate strategies to make municipal technological operations "user friendly" in order to promote better communications between governmental departments and members of the public. Lastly, the Department will work to ensure both Disaster Recovery and Business Continuity by utilizing the best information technology available.

Technology Vision

Continue to move Hamilton into the twenty first century in terms of technology use. Our residents should be able to communicate easily with their government to take advantage of municipal services. The Department should develop the capability to give Hamilton residents the ability to perform the most routine transactions easily and efficiently whether it be on-line or via voice communications at any time. We need to develop the means to measure the efficiency and effectiveness of the delivery of municipal services through automated systems and we must strive to develop Hamilton into a paperless environment within the bounds of governmental requirements. Last, but certainly not least, we must develop state of the art communications systems and services that assist in optimizing the delivery of municipal services as well as ensuring their availability in case of emergency. 2019 was an extremely busy year for the Department of Technology. We were challenged with quite a bit on our proverbial plate and met a significant percentage of our challenges.

COMPLETED TECHNOLOGY ACTIVITIES IN 2019

Technology Help Desk for 2019

	2018	2019
Computer Issues	275	248
Email issues	52	45
Internet/Virus issues	9	12
Network & Log-on issues	69	54
New Employee Request	37	60
Phone Issues	113	77
Printer issues	61	67
Website	10	11
Total:	626	574

2019 accomplishments

- Two (2) New Domain Controller Servers
- Updated the engineering Auto Cad System
- Updated Our Twp. Wide Backup solution
- New Engineering Server
- New 40 Terabyte Back up Storage Installed at DR
- New 40 Tera byte Back up storage Installed at the Municipal Site
- Added 6 New Camera's and an NVR
- Replaced IDF Switches @ Health Bld.
- OPRA, 150+ request involving thousands of emails.
- Installed a new Internet Pipe for Wireless
- Computer Upgrades
- To keep our computer systems up to date for our end users in the township we have been phasing out older Windows 7 systems in favor of ones with Windows 10. Beginning in March we have setup new systems to replace upwards of 60 of these older computer systems. We have gone department by department, including housing, tax assessors, courts, the senior center, recreation, health safety, the Wilson Center computer lab, plan review, and Kuser park.
- Computer Networking
- An issue was discovered where users running certain software programs were experiencing issues with their programs disconnecting. The issue was discovered to be isolated to programs which accessed remote databases. Additionally, a program to test the connectivity of the computers was created in-house and used to identify an issue with the computers network cards. A software fix was found for the network cards and put in place.
- CAD Upgrade
- The AutoDesk CAD software used in the engineering department was upgraded to the 2019 version and setup on new computer systems which went to replace the older Windows 7 computers in their office running an older version of CAD.

2020 TECHNOLOGY OBJECTIVES

- Continue the PC Replacement Program
- Replace Backup Server @ DR site
- Replace Muni DATA SAN
- Replace Backup Host Server @ Muni
- Continue rewiring the data connections in the municipal building which are two generations out of date.
- Reconfigure all of our WAN switches to remove any reference of an Old Domain Controller necessary to continue upgrading our systems.

- Continue to monitor and upgrade township cell phones and be at the best possible on state contracts
- Continue to upgrade township computers with new operating system Windows 10
- Upgrade our entire Domain to Server 2016
- Replace our existing 2010 Exchange Server with a Current Version (2016 or 19)
- Upgrade our Email Archiver
- Replace our Internet Content filter.
- In 2020 we plan to move printers over to a new print server. This will address network printers located within the township.

Call Center
2019 Annual Report: Hamstat
Prepared by Terri Jany

The Hamstat Call Center is the centralized point of contact for residents. Even with a cooperative year from Mother Nature, the call center received **41,433** calls.

There were a total of **32,190** service requests created in 2019; **84%** were created in the Call Center; **6%** were created by users in other departments; less than **1%** were created on a mobile device; and **9%** were self-reported.

These numbers reflect the value of a one well-managed centralized system. Residents enjoy the convenience of calling one number to speak with a live representative about their concern. Rather than having dozens of different voices answering the phones, a dedicated and trained staff of representatives offer a consistent and systematic handling of resident inquires, concerns and complaints. Phones are always answered and questions are always addressed. If the answer is not immediately available, call center staff will get back to the resident. If a call needs to be transferred to a specific person or department, it is not transferred without making sure that there is an answer on the other end. If there is no answer, staff will offer to take a message or transfer to a voicemail. After hour requests and phone messages are received in one centralized location rather than scattered throughout the departments. In 2019, **578** messages were left on the message machine. There is full documentation of resident concerns and recording of all phone interactions. Requests for service are tracked to resolution by call center staff and residents are kept informed of the progress either through e-mail notification or a follow up call.

A knowledge base of **500** articles provides a resource of information. This is constantly updated with new information by call center staff. These articles can be e-mailed to the resident or residents can access them on the website.

Statistical data is easily tracked to assist in identifying areas where efficiencies can be made.

Sixty-eight percent (**68%**) of the calls presented to the call center were resolved by a representative at the time of the call. The remaining calls were either directed to the proper outside entity or township department by phone or service request.

The service request management system is managed by the call center on a daily basis. Service requests that are self-reported are acknowledged and in many instances, addressed and closed by call center staff. If the issue needs to be handled by a specific department, staff makes sure that the request is routed to the responsible party. The number of calls received is greater than the number of service requests submitted. The call center receives many “quick” calls (ex: hours of operation, mailing address, phone numbers for outside entities, etc.). Also, for repeat calls on the same issue, notes are added to the existing request instead of creating a new request.

Top ten request types for 2019:

1. Payment Status (Tax Collector)
2. How Do I Get Rid Of (Public Works)
3. Property Tax (Tax Collector)
4. Missed Garbage (Public Works)
5. Brush Pick Up (Public Works)
6. Received Tax Sale Notice (Tax Collector)
7. Sewer Utility
8. Received Delinquent Notice (Tax Collector)
9. Call Center (Call Center)
10. Pothole (Public Works)

The call center resolved **86 %** of all calls related to property tax and sewer utility concerns.

Forty-one percent (**41%**) of all calls concerning a Public Works issue were resolved in the call center. This includes scheduling electronic, appliance and metal pick up and scheduling driveway, sidewalk, apron and curb inspections for Public Works.

Staffing:

Staffing consists of three full-time representatives, one part-time call taker and a supervisor. A full time representative was hired on July 1, 2019. One full time representative was on maternity leave from July 5th to November 4th. Another full time call taker is on maternity leave for the entire year of 2020. A temporary employee, (Maria Johnson), filled in when short staffed.

Goals:

One of the goals of 2019, activating a phone message to provide general information, has been accomplished. Three prompts have been added to the recording and call center staff can change the message according to particular circumstances. As a result, calls for general information do not have to go through the queue.

In 2019, the call center gained access to SDL to schedule electrical, plumbing, mechanical and building inspections for the Inspection department. SDL also allows the call center to answer questions about the status of a permit application, the cost of a permit, and if there are open permits on a property.

The call center worked with Mercer County Improvement Authority to stream line the process for reporting missed recycling. MCIA is now utilizing the q-alert system, so their representative is on the routing in the township system to receive reports of missed recycling. This eliminated a step in the process.

In an effort to assist residents on issues related to Trenton Water Works, we have worked with TWW to identify a contact person. When residents report a water main break or fire hydrant issue, the call center notifies this contact at TWW.

Goals for 2020:

A visual on the website to guide residents through the on-line payment program would be useful. The call center receives many calls requesting guidance;
Short videos explaining the “do’s” and “don’ts” for the curbside brush program and leaf pick up program;

A video explaining the snow clearing/removal operations may provide a better understanding of this process to the residents. A major complaint during snowstorms is driveway being plowed in after the resident has cleared the driveway. Providing the method of clearing driveways to lessen the possibility of snow plows blocking driveways during snow clearing operations may be useful;

Explore a more efficient and faster way of providing duplicate tax/sewer bills to new property owners. Change of ownership does not generate new bills. On the back of the bill it reads “When ownership of property changes, this tax bill is to be forwarded to new owner(s) or their paying agent”. This rarely happens, and often times the new owner is delinquent because they never received a bill. One suggestion is to give a “new owner” packet to the current owner at the time the certificate of occupancy is issued. The current owner could leave this packet at the house or take it to the closing to give to the new owner or their representative.

Also, since the deed first goes to the county for recording, there is an eight plus week interval in the time that ownership changes and the tax documents are updated with the new owner information. Often times billing notices are forwarded to the old owner because of this lapse of time in updating the tax system;

Part of new hire training should include q-alert training so that there is consistency in using the system.

ECONOMIC DEVELOPMENT

Staff

Martin Flynn, Chief of Staff
Loretta Mattonelli, Executive Secretary

Economic Development Mission

We must improve on the current ratio of residential and commercial development

We must promote economic development opportunities as the town's business ombudsman which is critical in assisting new and existing businesses move through the complexities of local government and the permitting process in Hamilton.

We must target the growing tourism industry so that Hamilton and its businesses can benefit from the billions of dollars that come into the region

The mission of the Department of Technology and Economic Development then is to focus on these critical actions. We must help the town deliver services to the citizens of Hamilton in a more efficient and cost effective manner and do whatever we can to help improve Hamilton's reputation of being friendly to the business community.

Economic Development Vision

- Foster business development by retaining and growing existing businesses, strategically attracting new businesses and improving entrepreneurial opportunities throughout the Township by making adjustments in land use ordinances
- Continue to foster partnerships with local businesses, non-governmental organizations, civic groups, academia, residents, surrounding communities, et al, to develop policies that foster long-term economic growth and stability and to create a regional framework that will attract new investment to the region as we contribute work with Mercer County to foster foreign trade zone
- Develop and implement long term, comprehensive visions that foster confidence in Township's dedication to growing our community in a thoughtful and considered manner.
- Become a resource center for all businesses, new and old, large and small, providing educational information and acting as a clearinghouse for local,

regional, state and national programs, data, and other relevant business information.

- Promote Hamilton as a tourism destination while working with Princeton Regional Chamber of Commerce Conventions and Tourism Committee

Key 2020 Economic Development Projects and Activities

- Be part of a team doing 2020 master plan review with particular attention devoted to revitalize “older” sections of Hamilton pertaining to vacant retail of the old “mom and pop” stores utilizing redevelopment/rehabilitation designation were applicable
- Continued to work to streamline business permitting & inspection processes including on-line access partner with technology to improve this process.
- Assisted in various projects such as a Job Fair, Job Fairs & the Economic Development Awards Dinner.
- Continued to foster relationships as Liaison to various groups such as The Hamilton Partnership, HTEDAC and local Shop Hamilton and the Princeton Chamber of Commerce
- Assisted with the ongoing land use process including updating land use codes
- Attended various meetings with contractors & developers re: potential moves into town and included any other resources deemed necessary such as the State of NJ Lt. Governor’s office, Mercer County Economic Development offices, Hamilton Township Grantsman and the Hamilton Partnership
- Utilizing an outside company to help inventory and remediate issues with vacant-abandon property.
- Work closely with new owner/developer of Court of Hamilton, Federal Express and Walmart help establish them during their second year in business.
- Worked closely on Marriott Suites project
- Help Shop Hamilton continue to grow from under 20 business in 2013, to over 95
- Take the PSE&G site to the next development level after having completed demolition, DEP remediation and site plan approval in 2020

2019 New Business

Baker Industries
300 American Metro Blvd. Bldg. 6 & 7

Mariner Finance
1700 Nottingham Way, Suite 12B

Biotelemetry
1 Electronics Drive, Hamilton, 08619

Mindful Wellness
1800 State Hwy. 33

Bombshell Hair Salon
1061 Whitehorse, Mercerville Rd.

MYE Realty Company
4556 Broad Street

Carta
200 American Metro Blvd., Bldg. 5A,
Suite 140

Central Jersey Police & Fire Credit Union
2430 Hamilton Avenue

Denholtz Associates
200 Horizon Ctr Blvd.

Dollar Tree
2103 Nottingham Way

Extra Space Properties Inc
3600 Mercerville Quakerbridge Rd

Hamilton Ind. Dev c/o M&T Bank
199 Whitehead Road

IEW Construction Group
1 AAA Drive, Hamilton

Kleinfelder
2 South Gold Drive

Spoony Sweets
2222 State Hwy. 33
Road

Bank of Princeton
3745 Quakerbridge Road

Yogi's Hoagies II
23 Sunnybrae Ave

Nucleus Central
300 American Metro Blvd.

Polaris Executive Centr
100 Cabot Drive

Prime Cure PA
1800 State Hwy. 33

Princeton Optronics Inc
1 Electronics Drive Suite 103

Rockefeller Capital Mgmt.
1395 Yardville Hamilton Sq. d

Sakana Asian Cuisine
3100 Mercerville Quakerbridge

Shabaka LLC
4592 South Broad Street

Siemens
100 Amer Metro Blvd Suite 202

Starbucks (Relocation)
1087 Whitehorse Mercerville

Wine Republic (relocation)
2113 Nottingham Way

OTHER 2019 – 2020 PROJECTS

- Marriott on Route 130 South Bound Side
- Hamilton Memory Care- Assistant Living on Yardville Ham. Sq. Rd
- Starbucks being moved to K-Mart Shopping Center
On Whitehorse Avenue for additional parking and larger facility

- Twin Ponds – additional high end apartments Yardville Ham Sq. Road
- Former PS&G site on Duck Island – off of Route 29, transforming to the state of the art large distribution center
- Auto Lenders – will be facilitating their offices corner of Broad Street in Yardville (Old Yardville Bank)
- Holiday Inn Express Route 130 Southbound
- Congoleum Site 500,000 sq. feet - Continuing to search to facilitate the site with a class “A” office Headquarters
- AAA Expanding their facility on 1 AAA Drive
- Snap Box Self Storage at the Old Cost Cutters (Whitehorse Ave.)

2020 PROJECTS

- Develop plan to take advantage of Mercer/Princeton Region tourism
- Finalize and Implement New Business Plan
- Issue a new Business Retention Survey
- Continue to act as ombudsman for business, shepherding them through the application process
- Continue to work with other Departments to help streamline and update Hamilton’s Land use policies and codes
- Continue to act as Liaison with Hamilton Partnership, HTEDAC & Shop Hamilton and Princeton Regional Chamber of Commerce
- Establish a relationship with any new Shop Hamilton Group Member
- Work with the Mid Jersey Chamber, the Princeton Regional Chamber, The Shop Hamilton Group and Hamilton Partnership to promote Hamilton as a destination
- Finalize the K-Mart Shopping Center on Whitehorse Avenue
- Conduct an “Economic Development Forum” with participation by the Government and the Business Community to discuss direction, tweak ordinances
- Continue to work with developers to move the Congoleum project to final plan and build out demo completed.
- Help promote occupancy in the “Cost Cutters Mall” and adjacent upper mall (the last old outdoor mall with no activity) that will include the Snapbox Self Storage project
- Continue to work with new owners of Independence Plaza
- See the completion of Holiday Inn Express on Route 130
- Continue to work with developer on new Super Walmart site to purchase and develop PM Motors and the Bromley Inn;

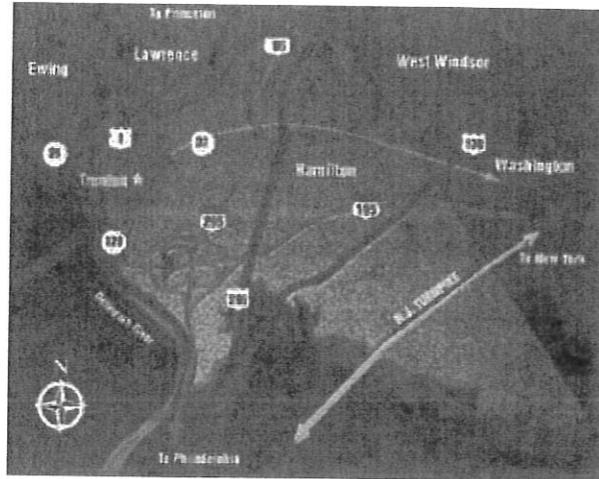
STRATEGIC ECONOMIC DEVELOPMENT PLAN

Location, Location, Location

Hamilton: Not Just a Stop, a Destination

The key to Hamilton's growth and success lies in its excellent location and superior transportation network.

Centrally located between New York and Philadelphia, Hamilton is a prime location for businesses, since the Township overlaps three major markets: Suburban Manhattan-New England, the Delaware Valley Region, and the Boston-Washington corridor.



This Hamilton "Interstate Highway Complex" has afforded the township a very enviable advantage over other municipalities in attracting new business. Hamilton's road network offers superior passageways to the rest of the county, state and east coast markets. Major Roadways in Hamilton include:

- The New Jersey Turnpike
- Interstates 295 and 195
- U.S. Highways 130 and 206
- State Highways 29 and 33

Near Hamilton are...

- U.S. Highway 1
- Interstate 95
- State Highway 31

Hamilton is home to a state-of-the-art commuter rail station for NJ Transit. This station, situated near the I-295/Sloan Avenue Interchange is filling the growing demand for additional commuter facilities serving travelers along the northeast corridor line. In addition to balancing the tax base which is heavily weighted in the direction of residents, new commercial/industrial growth brings new jobs, a more active economy and improved

services to the community. Hamilton cannot afford a status quo posture, especially now while it is positioned with a solid infrastructure and the most desirable location in the Mid-Atlantic Region.

While Hamilton's economy is built on many elements of a strong foundation, it cannot afford to be complacent. Some businesses believe that Hamilton is not supportive of economic growth and action must be taken to dispel that perception.

Our Economic Strategy outlines the steps Hamilton will and have taken to build an environment conducive to economic growth, innovation and prosperity while at the same time making the community livable for all ages.

We must take advantage of our strategic advantages which include:

- Our location: We are located in the heart of one of the world's largest and most vibrant marketplaces, between New York and Philadelphia
- Our workforce: we are blessed to have a well educated and talented population supported by leading businesses in our State.
- Our Quality of Life: Our residents have access to strong public education, a well-developed road and public transportation infrastructure and a world class park system.

To further build on these advantages we will target economic growth efforts to support business. This will include all aspects of the processes necessary for a business to open in Hamilton i.e. permits and inspections as well as working on retaining the businesses already in Hamilton.

Our strategy identifies the priorities for growth and articulates the specific action steps that Hamilton will take in partnership with our business, labor, education and community leaders to encourage and support the creation and retention of jobs. Led by Mayor Yaede and the Department of Economic Development, we have created detailed implementation plans for each action step. Since we currently face many financial constraints, very little in the way of new resources will be used for execution of this strategy. In fact, wherever possible existing resources will be used.

In summary, we have established the following priorities:

- Improve and streamline the permit and application processes by using technology and improving communications
- Market Hamilton for economic growth by partnering with the town's businesses and advocate groups to help them grow and prosper
- Promote sustainable growth with an emphasis on certain uses in particular areas thus nurturing new technologies as well enhancing existing uses

Action Steps

IMPROVING AND STREAMLINING PERMIT, APPLICATION AND INSPECTION PROCESS

Under the leadership of the mayor and her cabinet, Hamilton is prepared to aggressively deal with the length of time it takes for business to go from the planning stages to opening for business. We, of course, cannot bypass those steps that are required by law but we can make sure that business people are aware of every facet of the process on a timely and efficient matter. We can also ensure that the proper quasi-judicial bodies are hearing the applications on a timely basis which should assist businesses in the financial aspect of the process. We need to understand that we are in a very stiff competition with other towns and that our attitude and processes will form a perception among the business community that will determine if they come to Hamilton.

Business Retention Survey: Whether it be existing businesses or business looking to come to Hamilton we need to understand what their needs are and what government can do to help. The best way to make that determination is to ask. We should engage staff and existing commissions (HTEDAC) to perform that task. Once information is received it will be processed and additional action steps should be developed to address those concerns.

Update zoning to decrease the needs for variances. Start with zoning overlays where needed until the Master Plan is fully implemented. This will direct certain types of businesses to the proper area of the town while at the same time allowing larger projects to go directly to the planning stage rather than having to deal with costly zoning variances. It will also send a message that we want business to come to Hamilton and that we are preparing the proper venue for them.

Update technology so that communication with the town is easier and information is readily available. Providing the ability for business to go on-line to obtain the status of an application or allowing for simple permits to be done on-line can go a long way in improving communications. The systems are now in place for less complex and residential applications and we are working with the State of NJ to get approvals to allow more complex applications to take advantage of the technology.

Utilize technology to speed up the process. We must understand that to business time is money and everything possible should be done to complete our processes in a timely but efficient manner. We should arm township personnel with the proper tools to do that. Utilizing the proper software and hardware to automate where possible and keep inspectors on the road doing their job will give them more opportunity to get more done in a shorter period of time which will only benefit the business community and increase

productivity among our field personnel. In early January building inspectors will be equipped with IPADS so inspection reports can be completed remotely thus affording them more time to do their actual work...inspections

MARKET HAMILTON FOR ECONOMIC DEVELOPMENT

Utilize Existing Resources such as the Economic Development Commission, The Hamilton Partnership and the Chambers of Commerce to develop a marketing plan. Form a partnership with representatives of these types of groups and the government to proactively respond to economic development opportunities and make ensure that the town's responses are predictable, timely and efficient. This will also ensure that government is more easily navigable by business.

Improve Access to the Township: Every interaction that a business has with the town should be simple, clear and timely. To meet this goal, the Town will take the following actions:

- Improve our web site so everyone has easier access to information and assistance.
- Ensure that the Township call center personnel are well versed to provide information and assistance
- Create a comprehensive tracking system for economic growth projects in Hamilton to assist all departments in serving business in a coordinated manner.
- Create access for all departments and authorized parties to view a single view of the project status including required actions key due dates and responsibilities. This system will not supersede any regulatory or legal standards

Act as a liaison for businesses that need to deal with other levels of government. Ensure that they communicate with the proper people and in a timely fashion including establishing meetings and accompanying them to the meetings when possible and warranted. Work with them to speed up State and County processes.

Tourism Industry Impact

The Tourism Industry in Mercer County accounted for \$1.4 billion in spending in 2018, according to the New Jersey Division of Travel and Tourism 2018 Mercer County Economic Impact Summary.

Tourism spending marked its sixth consecutive year of growth in the Mercer County. Visitor Spending was made up of Lodging, Recreation, Transportation, Retail, Food and Beverage, all of which are thriving areas in Hamilton Township.

The largest tourism spending within the county was in the lodging sector at \$230.0 million, followed by Food and Beverage at \$421.8 million, according to the study. Retail accounted for \$281.8 million while recreation and entertainment was \$190.7 million.

The Tourism employment impact in Mercer County was as followed in 2018: direct impact of 13,124 jobs and total impact of 23,876.

In Mercer County, Hamilton Township is seeing an increase in visitors with our accommodations, shopping and our attractions. Hamilton Township is home of an internationally known attraction which is listed in the Visit Princeton Mercer's Visitor Guide as one of the top 10 attractions in the region. According to the attraction, 63% were first time visitors which were introduced to our town. Visitors came from across the US and International visitors included Canada, the UK and Australia.

In addition, Hamilton Township's Signature Events, such as The St. Patrick Day Parade and Azalea Festival bring visitors from across the state. Last year, the Princeton Mercer Convention and Visitors Bureau (PMCVB) reported that the Hamilton Township St. Patrick Day Parade Event had the highest click through rate of any other event in the region.

Examples of Various Strategies Promoting Tourism

Many local governments are creating regulations that favor local businesses when finalizing municipal contracts in an effort to increase community economic activity and drive up municipal tax revenues. Many local businesses receiving the preferential treatment, however, are unable to match the low prices offered by non-local providers, and cities are still opting for the local bid rather than the lowest offer from an external bid.

The Goal

According to Strategic Partnerships, many major cities are adopting local preference ordinances that allow community-based businesses to start bidding for contracts with a 3-10 percent jump on non-local competitors. Any business outside of the local community must therefore offer a bid on average 8 percent lower than the offers from local businesses to be considered for the project. It remains to be seen if that is legal in NJ and we will be working with our State representatives on that issue

Some cities have local preference ordinances in place to increase tax revenues, stimulate the local economy and boost job growth. The preferential treatment typically applies to city projects under a specific price point. In Indianapolis, for example, a 5 percent preference for procurement applies for projects less than \$50,000 and 3 percent for programs between \$50,000 and \$100,000.

While local preference ordinances may attract businesses to cities and nurture growth regionally, the tactics may also end up hindering economic competition that naturally drives down price points. The Reason Foundation argues nonlocal businesses interested

in procuring municipal contracts may be discouraged to even place a bid if they are placed at an 8 percent disadvantage to local providers from the start. When less businesses offer bids on a contract, there is limited pressure to drive down costs that would save cities and taxpayers money on each project.

Healthy Competition

The New York State Office of the State Comptroller recently released a local government management guide for ensuring there is a high level of competition in procurement of vendors for local government project contracts. The guide emphasized the importance of competition in procurement, and it is the duty of government officials to ensure the selection process is fair and discourages favoritism. Offering a local vendor preference, for example, may increase favoritism and reduce competition.

According to the guide, state and local officials must understand the planning process for each project, seek out competitive bids from private companies and take advantage of digital technology to expand the project's reach while accelerating the selection process. Furthermore, local officials can save money on projects with cooperative purchasing tactics or by piggybacking on existing government contracts to benefit from previous negotiations.

While competition is key to saving taxpayer funds without sacrificing quality of service from providers, it is equally important for local officials to engage in environmentally responsible purchasing from reputable sources. Officials must understand the policies and procedures governing procurements, the ethics behind such regulations and how to avoid conflicts of interest. If a city's current procurement policies and procedures seem out of date or do not fully embrace the competitive nature of the bidding process, officials should consider making updates for optimal outcomes.

PROMOTE SUSTAINABLE GROWTH

Implement Master Plan: A Master Plan revision has been completed and now the zoning changes and other pieces of the plan are being implemented. We need to work with Council to determine the process and the timeliness as well as tweak any recommendations.

Utilize all resources available including but not limited to Redevelopment Zones, Rehabilitation Zones, special designations and economic incentives where available and applicable. This should include continued and sustained improvements to the well-developed infrastructure which makes economic growth possible. It may also be necessary to upgrade the infrastructure in certain areas including communications systems.

Identify any constraints such as environmental or historical so that prospective businesses understand going in what challenges they may encounter and have an opportunity to make necessary changes before they are too far into the process.

Update an online searchable database of available property for development that includes detailed site/building information, maps and aerials photos, demographics, and information on surrounding businesses in the area. The site should include all of the town's Geographical Information Systems site location data as well as sewer and water capacity information.

Fund the Redevelopment Commission so that it can act as an Economic Development Corporation for areas in need of redevelopment. They would act much like The Mercer County Improvement Authority and would be used to attract business to blighted areas.

Include a long-term strategy for reliable and competitively priced energy. Rising fuel prices highlight the importance of formulating a sound long term energy strategy and Economic Growth is dependent on the availability of secure and reliable energy sources.

Encourage Brownfields Redevelopment: many industrial and commercial sites now sit idle or abandoned draining surrounding neighborhoods of vitality and generating little in the way of tax revenues. Fearful of costly cleanup, owners often choose not to sell their properties and those properties sit idle for years. We must investigate the possibility of redeveloping those sites. We should determine what kind of grant monies might be available and then determine if and what kind of development should be encouraged.

IMPLEMENTATION

The action steps outlined in this Economic Development Strategic Plan will support an environment conducive to economic growth and prosperity. The Department of Economic Development will be responsible for overseeing the implementation of the plan but none of this can be successfully implemented by one entity. Instead every Township Department, Commission, Agency and Authority will collaborate with one another and with business, labor, education and the community. The strategy will be implemented in a manner that is fiscally sound and will be guided by the highest ethical standards as well as being focused on providing efficient and responsive services for citizens and businesses.

To ensure full disclosure and accountability to the residents and businesses in the township, the Department of Economic Development, in conjunction with the Mayor's office, will release all results publicly each year. The Plan will be an evolving document that will build on the annual reports and feedback from the township's citizens, leaders and businesses.

Some of the ideas reflected in this plan were taken from the State of New Jersey's Economic Growth Strategy

