



State of New Jersey
DEPARTMENT OF STATE
NEW JERSEY STATE PLANNING COMMISSION
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PHILIP D. MURPHY
Governor

TAHESHA WAY
Secretary of State

SHEILA Y. OLIVER
Lt. Governor

**New Jersey State Planning Commission
Minutes of the Meeting Held on March 4, 2020
State House Annex
Committee Room 6, 1st Floor
125 West State Street, Trenton, New Jersey**

CALL TO ORDER

Chairman Wright called the March 4, 2020 meeting of the New Jersey State Planning Commission (SPC) to order at 9:38 a.m.

OPEN PUBLIC MEETINGS ACT

It was announced that notice of the date, time and place of the meeting had been given in accordance with the Open Public Meetings Act.

ROLL CALL

Members Present

Danielle Esser, Deputy Chief of Staff, NJ Economic Development Authority
Jim Lewis, Designee for Diane Gutierrez-Scaccetti, Commissioner, Department of Transportation
Elizabeth Semple, Designee for Catherine McCabe, Commissioner, Department of Environmental Protection
Sean Thompson, Designee for Lt. Governor Sheila Oliver, Commissioner, Department of Community Affairs
Melanie Willoughby, Designee for Tahesha Way, Secretary of State, Department of State
Edward McKenna, Vice-Chairman, Public Member
Bruce Harris, Municipal Member
Shanel Robinson, Freeholder Director, County Member
Elizabeth Terenik, Public Member
Sam Kaplan, Designee for Joe Fiordaliso, President, Board of Public Utilities
Douglas Fisher, Secretary, Department of Agriculture
Thomas Wright, Chairman, Public Member

Others Present

See Attachment A

PLEDGE OF ALLEGIANCE

Chairman Wright asked everyone to stand for the Pledge of Allegiance.

APPROVAL OF MINUTES

Chairman Wright asked for a motion to approve the Minutes of the August 5, 2019 and the February 5, 2020 State Planning Commission meetings. Elizabeth Terenik made the motion and it was seconded by Shanel Robinson. With no further discussion or questions, Chair Wright asked for a roll call vote: Ayes: (11) Danielle Esser, Joe Fiordaliso, Douglas Fisher, Jim Lewis, Sean Thompson, Bruce Harris, Elizabeth Semple, Shanel Robinson, Elizabeth Terenik, Thomas Wright, Edward McKenna. Nays: (0). Abstains: (0). The August 5, 2019 and the February 5, 2020 minutes were approved.

CHAIR'S COMMENTS

Chairman Wright thanked Donna Rendeiro and the OPA staff for responding quickly to comments. Chair Wright also commented that various organizations reached out to him and chair Wright noticed that there is a great excitement building around the State Plan.

DIRECTOR'S REPORT

Director Rendeiro commented that the new three planners are on board and working productively. Director Rendeiro informed about the Expiring Center Redesignation process.

There are currently 95 municipalities with a total of 99 Centers expiring on June 30, 2020. To date:

- 16 municipalities have decided not to pursue Plan Endorsement
- 16 municipalities are undecided or unknown
- 6 municipalities have said they will pursue verbally
- 2 municipalities have said they will not pursue verbally
- 16 municipalities have said they will pursue formally
- 22 municipalities have submitted prepetition documents
- 19 Prepetition meetings have been scheduled through April (Seaside Heights, 12 on the Route 130 corridor in Burlington County, City of Wildwood, Borough of Wildwood Crest, City of North Wildwood, Township of Commercial, Township of Maurice River, Brick);
 - Three are pending (Sparta, Asbury Park, Bedminster)
 - 10 Prepetition Meetings have been held (Seaside Heights, Ocean Township, Plumsted, Little Egg Harbor, Galloway Township, Gloucester City, Bernardsville, Morristown, Bloomingdale, Red Bank,);
- Seven municipalities are further along in the process:
 - Advisory Committee formed (Ocean City)
 - Municipal Self Assessment in process (Stafford, Allentown, Flemington, Upper)
 - Municipal Self Assessment completed (Manchester)
 - Action Plan completed (Millstone)

Director Rendeiro informed that since February's meeting:

- The Office received formal requests for engagement from Vernon Township (Sussex County), West Wildwood (Cape May County), Tuckerton (Ocean County), Brick Township (Ocean County).
- The Office received a formal decline from Stanhope Borough (Sussex County), due to lack of funding).
- The Office received prepetition documentation from Asbury Park (Monmouth County) and the

Township of Bedminster (Somerset County).

- The Office held three prepetition meetings (Plumsted, Ocean Township and Seaside Heights).
- The Office has received and/or is working with Stafford (Ocean County), Allentown (Monmouth County) and Flemington (Hunterdon County) on their Municipal Self Assessments.

Director Rendeiro informed that the following prepetition meetings are scheduled:

- 12 Burlington County Route 130 Corridor municipalities (March 10)
- Maurice River and Township of Commercial (March 17)
- City of Wildwood, Wildwood Crest, West Wildwood, and North Wildwood (March 24)
- Brick (March 31).

Director Rendeiro also commented that they are three biennial reviews in process (Berkeley, Lakewood, Woolwich).

She commented about the Interagency Coordination. The Plan Implementation Committee met on February 26th. The Berkeley biennial review was discussed and it was decided to pend the recommendation to the State Planning Commission for the map amendment for 30 days until Berkeley officials address several open items and pass a resolution supporting the map amendment and agreeing to complete the items that are longer term items. The map amendment (and the PIA progress) will be reviewed again at the March PIC meeting, and if all goes well, will be presented to the full SPC in April. Also discussed were changes to the Municipal Self-Assessment Guidelines and County-Region Endorsement Guidelines, which will be presented to the full Commission at the March meeting.

Director Rendeiro commented that an outline of recommended procedures and identified issues related to a county/regional plan endorsement process was presented to the Interagency Workgroup (February 19th), the County Planners Association (February 21st) and Plan Implementation Committee meeting. Feedback was incorporated into the version that will be presented to the State Planning Commission on March 4th. The only changes that were recommended were those that did not impact the rules. The recommendation entails updating what can be done administratively, while “phase II” will occur when the rules are opened.

Revised Municipal Self Assessment Guidelines were presented to the Interagency Workgroup and the Plan Implementation Committee meeting. Feedback was incorporated into the version that will be presented to the State Planning Commission on March 4th. The only changes that were recommended were those that did not impact the rules. The recommendation entails updating what can be done administratively, while “phase II” will occur when the rules are opened.

The Executive Director attended a meeting at DEP on February 25th, along with the Highlands Council, on Executive Order 89. This EO requires the DEP to develop a statewide climate change resiliency plan, but also requires the State Planning Commission to update its rules to require a mandatory local resiliency plan for Plan Endorsement. This meeting began discussions regarding coordination of requirements, the challenges of forecasting climate change impacts and translating those solutions to appropriate land uses. The Executive Director attended a meeting on the NJ PACT effort at DEP (related to EO 100). Good feedback was provided regarding ways in which DEP can incorporate climate change considerations into their rules.

Director Rendeiro expressed that the meetings with representatives from FEMA have resulted in positive action. There are two programs with which FEMA is interested in partnering with the Office to address resiliency planning. The first involves a program called “Mitigating Hazards through Land

Use Solutions” that will result in a full day workshop lead by volunteer land use professionals where municipalities, identified by the Office, can receive technical assistance around identifying hazards, and planning and implementing solutions through land use activities. The full day program will be the culmination of local analysis of the current hazards and at risk factors.

Also, the second program involves a workshop that provides communities with an overview of the concept of No Adverse Impact and scenario planning to help communities understand the impacts of land use decisions and growth scenarios on hazards, such as flooding.

Director Rendeiro commented that the draft report from the Autonomous Vehicle Task Force was received and comments were submitted. on February 27th. Production of the final report is still scheduled for early March, which is in compliance with Joint Resolution 2, the enabling resolution for the Task Force, on schedule.

The Electronic Vehicle Task Force met on February 12th.

Director Rendeiro commented on the Legislation/Executive Orders of Interest. She expressed that the staff is monitoring an effort announced by U.S. Congressman Josh Gottheimer (NJ-5), New Jersey Senate President Steve Sweeney (LD-3), and New Jersey Senator Steve Oroho (LD-24) on a new bipartisan economic growth plan to support New Jersey’s Greater Highlands and Pinelands regions by establishing a Rural Enterprise Zone. The plan includes reducing sales taxes and property taxes, boosting collaboration for the regions’ local businesses, and tasking the Highlands and Pinelands Councils with studying measures to improve economic growth in the region. The goal of the plan is to continue protecting the environment while also helping to grow the economy. At this point, no we have seen no legislation to support this plan.

Director Rendeiro commented on Outreach and Advocacy Activities, a session was approved for NJ Future’s Redevelopment Forum on March 6th. It is anticipated that the format will be a panel/round-table discussion. The Executive Director and four Commissioners will be on the panel.

Director Rendeiro spoke at a graduate level class on Planning and Land Use Administration at Rutgers’s Bloustein School on March 3rd.

Director Rendeiro commented on the Process, Requirements and Benefits of Plan Endorsement.

The current process change efforts include:

- Municipal Self Assessment Guidelines
- County/Regional Guidelines
- Marketing/Leave Behind documents
- Plan Endorsement Benefits
- Sustainable Jersey Coordination
- Possible AmeriCorps and/or FEMA Corps grant opportunities.

Director Rendeiro noted that Melanie Willoughby Designee for Tahesha Way, Secretary of State, Department of State came to join the State Planing Commission meeting at 9:45 a.m.

NEW BUSINESS

Resolution No. 2020-04 Approval to partner with the Federal Emergency Management Agency (FEMA) for local training, technical assistance and funding programs

Director Rendeiro introduced Melissa Herlitz from FEMA for a brief presentation.

Ms. Herlitz was excited to have the support by the State Planning Commission to partner with OPA, as well as DEP, on the Mitigating Hazards through Land Use Solutions workshop.

Ms. Herlitz commented that The Mitigating Hazards through Land Use Solutions workshop is a full-day event planned for early July and preceded by approximately four months of thorough preparation. The workshop will provide targeted technical assistance to 3-5 local New Jersey communities that are planning to update local land use regulations to mitigate their risk to flooding. The workshop is available to communities that are chosen by the New Jersey Office of Planning Advocacy, in consultation with FEMA. The goal is that participating communities will implement or adopt their identified land use solution to mitigate flood risk within one year of attending the workshop.

Ms. Herlitz commented that the workshop is organized and overseen by FEMA, sponsored by the Office of Planning Advocacy, orchestrated by Resilience Action Partners, and supported by Subject Matter Experts (SME), including land use attorneys, engineers, floodplain managers, and Professional Planners with knowledge of New Jersey land use, resiliency, and hazard mitigation.

Also that with each step of the process includes materials that may be utilized throughout the planning process and workshop delivery. Specifically, the workshop is guided by five Roadmap chapters that build on each other. The Roadmap chapters are designed to help communities analyze their own needs and capacities, review available land use tools to address those needs, and then think through the logistics of implementing a single tool during the workshop. All materials are subject to adjustment based on the goals and objectives of FEMA, the State of New Jersey, the Office of Planning Advocacy, and local communities participating in the workshop.

Chair Wright thanked Ms. Herlitz and offered the Commission members to ask any questions.

Danielle Esser asked Ms. Herlitz if there will be an application process or how is it going to be determined who needs the assistance and also what are the benefits for the communities, if it will be a one day workshop or a long term relationship? Director Rendeiro explained that it will be based on the communities with the need for technical assistance, financial support and those that are willing to work in good faith and participate.

Sean Thompson asked if there will be funding for the communities and if there will be a CAP?

Director Rendeiro responded that funding comes directly from FEMA to the consultants and that the communities need to do preliminary work. Clarified that FEMA will cover all the cost of the program. OPA will identify the communities and partner with FEMA to facilitate the event.

Liz Semple commented that she'll commit and offered to suggest different locations that can be used for the workshops. Jim Lewis offered the cooperation through the Department of Transportation., Elizabeth Terenik expressed that the Commission will be making a great decision and also offered her help.

Chair Wright commented that this is an exciting first step toward trying to establish the benefit of bringing something like this to the State Planning Commission with the ability of all of the Agencies to weigh in with assistance that can be provide.

Chair Wright asked for a motion to approve Resolution No. 2020-04, Vice-Chair McKenna made the motion and it was seconded by Melanie Willoughby. With no further discussions or questions, Chair Wright asked for a roll call vote: Ayes: (12) Ayes: Danielle Esser, Jim Lewis, Bruce Harris, Elizabeth Semple, Shanel Robinson, Elizabeth Terenik, Melanie Willoughby, Sean Thompson, Edward McKenna, Joe Fiordoliso, Douglas Fisher, Thomas Wright. Nays: (0). Abstains: (0).

Resolution No. 2020-04 was approved.

Resolution No. 2020-05 Approval of Authorizing An Amendment to the Municipal Self Assessment Guidelines

Chair Wright referred to Director Rendeiro for a brief presentation.

Director Rendeiro commented that one of the first items that was identified related to improving the process was the Municipal Self Assessment Guidelines which have not been reviewed for past ten years. After an intensive review, she noted that there was nothing eliminated that is required by the rules and noted that the guidelines went from 31 pages down to 10 pages. Director Rendeiro commented that the administrative items that were taken off will make it easier for the municipalities to comply with the Municipal Self Assessment.

Director Rendeiro explained that most of the deleted items were already submitted as part of the prepetition documentation or is otherwise available somewhere else and there is no need for duplication. Also, links can be provided instead of pages of documentation. Items added were only the ones related to Executive Orders 89 and 100.

Chair Wright thanked Director Rendeiro and referred to the Commission Members for questions.

Doug Fisher asked that if the Self Assessment is voluntary, why a community would want to proceed? Director Rendeiro explained that the Self Assessment is the third step of the Plan Endorsement process. The first step is to submit to our office the documentation that already exists including Master Plan, Agriculture Plan, etc. Once we received this information, a prepetition meeting is held, then a Self Assessment report is required so that state agencies can determine compliance with the State Plan.

Chair Wright thanked Director Rendeiro and commented that this will help tremendously not only for the Self Assessment but to the entire Plan Endorsement process and will make the State Plan more effective and easier to understand and will assist in identifying the benefits that the communities will receive.

Chair Wright asked for a motion to approve Resolution No. 2020-05, Melanie Willoughby made the motion and it was seconded by Shanel Robinson. With no further discussions or questions, Chair Wright asked for a roll call vote: Ayes: (12) Ayes: Bruce Harris, Elizabeth Semple, Shanel Robinson, Elizabeth Terenik, Melanie Willoughby, Thomas Wright, Sean Thompson, Edward McKenna, Danielle Esser, Joe Fiordoliso, Jim Lewis, Douglas Fisher. Nays: (0). Abstains: (0). Resolution No. 2020-05 was approved.

Resolution No. 2020-06 Approval of Authorizing Guidelines for County/Regional Plan Endorsement

Chair Wright asked Director Rendeiro to a brief presentation.

Director Rendeiro explained that this is step 2 in trying to assist municipalities to minimize the lift that Plan Endorsement requires. The Director commented that for many years the Counties and the Regional entities have been underutilized in this planning process. There are some counties who have the resources and willingness to help their municipalities; other do not. For those that do, these guidelines will provide consistency. The Director commented that there are number of elements in the Plan Endorsement process that will benefit from a regional approach, for example resiliency planning. Director Rendeiro commented that the Rules and the Act do support regional planning. Director Rendeiro noted that If a county chooses to request endorsement of their plan, these guidelines will assist them in providing those elements that can be completed at a county or regional , eliminating the need from the municipality to complete that element.

Director Rendeiro commented that this plan was presented to the Interagency workgroup, and the Plan Implementation Committee as well as the County Planers Association. All are all very supportive.

Director Rendeiro invited Walter Lane, ,President of the County Planners Association to speak.

Mr. Lane thanked for the opportunity and expressed that here are many opportunities for counties to provide support for regional planning. Also commented that this is a great start and that the organization and Somerset County are very interested in working with the State Planning Commission.

Chair Wright thanked Mr.Lane and referred to the Commission Members for questions.

Elizabeth Semple commented that at the Plan Implementation Committee meeting there was a comment from a participant that regional planning is wonderful but that we need to be focus on assisting the communities with the tools and resources they need to succeed.

Bruce Harris asked if the municipality participates in a regional plan does that take a place of Endorsement of the municipality?

Director Rendeiro responded that a municipality must get a separate endorsement, but that the element endorsed regionally can be utilized in the municipal endorsement so that the municipality doesn't need to recreate that element.

Chair Wright asked for a motion to approve Resolution No. 2020-06. Vice-Chair McKenna made the motion and it was seconded by Shanel Robinson. With no further discussions or questions, Chair Wright asked for a roll call vote: Ayes: (12) Ayes: Jim Lewis, Bruce Harris, Elizabeth Semple, Shanel Robinson, Elizabeth Terenik, Melanie Willoughby, Thomas Wright, Sean Thompson Edward McKenna, Danielle Esser, Joe Fiordaliso, Doug Fisher, Nays: (0). Abstains: (0).

Resolution No. 2020-06 was approved.

ADJOURNMENT

With no further comments from the Commission or the public, Chair Wright asked for a motion to adjourn. The motion was made by Shanel Robinson and seconded by Melanie Willoughby. All were in favor. The meeting was adjourned at 10:38 a.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Donna Rendeiro".

Donna Rendeiro, Secretary
State Planning Commission

Dated: June 3, 2020