



Date: October 13, 2021

To: Robert Renaud, Affordable Housing Counsel for the Borough of Metuchen

From: Katherine Sarmad, PP, AICP – Harbor Consultants, Borough Affordable Housing Planner

Subject: Annual Monitoring Reports for Affordable Housing Trust Fund and Affordable Units within the Borough

This memorandum has been prepared to summarize the Borough of Metuchen's obligation to provide annual monitoring reports, pursuant to the Settlement Agreement between the Borough of Metuchen and Fair Share Housing Center (FSHC), dated May 12, 2016.

Annual monitoring for the Borough's Affordable Housing Trust Fund (AHTF) is required pursuant to Paragraph 15 of the Settlement Agreement which states that, "On the first anniversary of the execution of this agreement, and every anniversary thereafter through the end of this agreement, the Borough agrees to provide annual monitoring of trust fund activity to the Department of Community Affairs (DCA) with a copy to Fair Share Housing Center, using forms previously developed for this purpose by the Council on Affordable Housing. The monitoring shall include an accounting of any housing trust fund activity, including the source and amount of funds collected and the amount and purpose for which any funds have been expended".

Additionally, affordable unit monitoring is required to be provided pursuant to Paragraph 16, which states that, "***On the first anniversary of the execution of this agreement, and every anniversary thereafter through the end of this agreement, the Borough agrees to update its inventory of all housing in COAH's/DCA's CTM system, using forms previously developed for this purpose by COAH or any other forms endorsed by the Special Master and FSHC***".

Both monitoring reports have been provided as supplemental documents to this memorandum.

BOROUGH OF METUCHEN, MIDDLESEX COUNTY, NJ
TRUST FUND MONITORING
Fourth Annual Monitoring Report (May 12, 2020 - May 11, 2021)

Date of Settlement – May 12, 2016
Date of JOR - August 29, 2016

Revenue Summary

Type	Amount Existing as of May 12, 2020	Amount 5/12/20 - 5/11/21	Total
Barrier Free Escrow	\$0.00	\$0.00	\$0.00
Development Fees*	\$978,757.43	\$19,019.93	\$997,777.36
Interest Earned	\$0.00	\$0.00	\$0.00
Other Income	\$0.00	\$0.00	\$0.00
Payments in Lieu of Construction	\$0.00	\$0.00	\$0.00
Total	\$978,757.43	\$19,019.93	\$997,777.36

Expenditure Summary

Administration	\$33,201.74	\$0.00	\$33,201.74
Affordability Assistance	\$44,239.48	\$0.00	\$44,239.48
Barrier Free Conversions	\$0.00	\$0.00	\$0.00
Housing Activity	\$250,000.00	\$0.00	\$250,000.00
Total	\$327,441.22	\$0.00	\$327,441.22

Trust Fund Account Balance as of May 12, 2020 \$651,316.21

Trust Fund Account Balance as of May 11, 2021 **\$670,336.14**

* Development Fees inclusive of interest earned during this period

BOROUGH OF METUCHEN, MIDDLESEX COUNTY, NJ
TRUST FUND MONITORING
Monitoring Report May 12, 2021 thru October 6, 2021

Date of Settlement – May 12, 2016
Date of JOR - August 29, 2016

Revenue Summary

Type	Amount Existing as of May 12, 2021	Amount 5/12/21 – 10/6/21	Total
Barrier Free Escrow	\$0.00	\$0.00	\$0.00
Development Fees*	\$978,757.43	\$0.00	\$0.00
Interest Earned	\$0.00	\$0.00	\$0.00
Other Income	\$0.00	\$0.00	\$0.00
Payments in Lieu of Construction	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

Expenditure Summary

Administration	\$33,201.74	\$0.00	\$33,201.74
Affordability Assistance	\$44,239.48	\$0.00	\$44,239.48
Barrier Free Conversions	\$0.00	\$0.00	\$0.00
Housing Activity	\$250,000.00	\$0.00	\$250,000.00
Total	\$327,441.22	\$0.00	\$327,441.22

Trust Fund Account Balance as of May 12, 2021 \$670,336.14

Trust Fund Account Balance as of October 6, 2021 **\$670,336.14**

* Development Fees inclusive of interest earned during this period

**BOROUGH OF METUCHEN, MIDDLESEX COUNTY, NJ
AFFORDABLE HOUSING ANNUAL UNIT MONITORING REPORTS**

Date of Settlement – May 12, 2016

Date of JOR - August 29, 2016

Annual Reporting through May 12, 2021

Site / Project Name	Beringer House			Lincoln Avenue Seniors/Metuchen Senior Citizens Housing			Franklin Square		
Project Type	5 Age-Restricted Bedrooms			122 Age-Restricted Rental Apartments			105 Multi-Family For-Sale Units		
Block & Lot / Address	Block 108, Lot 7.01 / 320 Grove Avenue			Block 208, Lot 150 / 35 Lincoln Ave			Block 85, Lots 1, 12-19, 24-27, 38 & 100 / Franklin School Way and Center Street		
Status	Completed in 1992			Completed, Deed Restrictions Extended from 2009 to 2042			Completed		
Length of Affordability Controls	30 Years			Extended Through October 1, 2042			30 Years		
Administrative Agent	Oak Tree Presbyterian Church Alice Fleming (732) 632-8524			Metuchen Senior Citizens 35 Lincoln Avenue, Metuchen, NJ 08840 (732) 494-6700			Piazza and Associates, Inc. 216 Rockingham Row, Princeton, NJ 08540 (609) 786-1100 http://www.piazza-and-associates.com/afhousing.php		
Contribution	100% Affordable			100% Affordable			15% Set-Aside		
Allocation	Prior Round Units			19 units in Prior Round, 33 in Third Round			3 units in Prior Round, 12 in Third Round		
Type of Units	Age-Restricted Shared Living Residence			Age-Restricted Rental			For-Sale		
Total Affordable Units	5 Affordable Units			51 Affordable Units			15 Affordable Units		
Income/Bedroom Distribution	1 BR	2 BR	3 BR	1 BR	2 BR	3 BR	1 BR	2 BR	3 BR
<i>Very-Low Income</i>	5	-	-	-	-	-	-	-	-
<i>Low Income</i>	-	-	-	51	-	-	2	5	3
<i>Moderate Income</i>	-	-	-	-	-	-	1	2	2

**BOROUGH OF METUCHEN, MIDDLESEX COUNTY, NJ
AFFORDABLE HOUSING ANNUAL UNIT MONITORING REPORTS**

*Date of Settlement – May 12, 2016
Date of JOR - August 29, 2016
Annual Reporting through May 12, 2021*

Site / Project Name	Central Square			50 Aylin			Homestead Village		
Project Type	72 Rental Units			8 Condominium Units			77 Rental Units		
Block & Lot / Address	Block 44, Lot 1.12 / Mulberry Lane			Block 46, Lot 43 / 50 Aylin Street			Block 49, Lot 57.01 and Block 49.01, Lot 1 / Central Avenue		
Status	Completed			Completed			Completed in 2000		
Length of Affordability Controls	30 Years			30 Years			30 Years		
Administrative Agent	Piazza and Associates, Inc. 216 Rockingham Row, Princeton, NJ 08540 (609) 786-1100 http://www.piazza-and-associates.com/afhousing.php			Piazza and Associates, Inc. 216 Rockingham Row, Princeton, NJ 08540 (609) 786-1100 http://www.piazza-and-associates.com/afhousing.php			Piazza and Associates, Inc. 216 Rockingham Row, Princeton, NJ 08540 (609) 786-1100 http://www.piazza-and-associates.com/afhousing.php		
Contribution	10% Set-Aside			12.5% Set-Aside			20% Set-Aside		
Allocation	6 in the Prior Round, 1 in the Third Round			Prior Round Units			Prior Round Units		
Type of Units	Family Rental			For-Sale			Rental Units		
Total Affordable Units	7 Affordable Units			1 Affordable Unit			15 Affordable Units		
Income/Bedroom Distribution	1 BR	2 BR	3 BR	1 BR	2 BR	3 BR	1 BR	2 BR	3 BR
<i>Very-Low Income</i>	-	-	-	-	-	-	-	-	-
<i>Low Income</i>	-	-	-	-	-	-	3	3	2
<i>Moderate Income</i>	1	4	2	-	1	-	3	3	1

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*Date of Settlement – May 12, 2016
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Site / Project Name	Metuchen Corners			DAG Holdings			Amboy Holdings/ Gramercy Square		
Project Type	10 For Sale Units			6 Rental Units			Off-Site Contribution from Block 197, Lots 52 and 56		
Block & Lot / Address	Block 44, Lot 1.12 / 10 Mulberry lane			Block 114, Lot 11 / 457-459 Main Street			Block 51.04, Lot 20.01 / 292 Central Avenue		
Status	Completed			Completed			Completed		
Length of Affordability Controls	30 Years			30 Years			30 Years		
Administrative Agent	Piazza and Associates, Inc. 216 Rockingham Row, Princeton, NJ 08540 (609) 786-1100 http://www.piazza-and-associates.com/afhousing.php			Piazza and Associates, Inc. 216 Rockingham Row, Princeton, NJ 08540 (609) 786-1100 http://www.piazza-and-associates.com/afhousing.php			Piazza and Associates, Inc. 216 Rockingham Row, Princeton, NJ 08540 (609) 786-1100 http://www.piazza-and-associates.com/afhousing.php		
Contribution	10% Set-Aside			15% Set-Aside			2 Off-Site Units		
Allocation	Prior Round Units			Prior Round Units			16.5% Set-Aside		
Type of Units	For-Sale			Family Rentals			Family Rentals		
Total Affordable Units	1 Affordable Unit			1 Affordable Unit			2 Affordable Units		
Income/Bedroom Distribution	1 BR	2 BR	3 BR	1 BR	2 BR	3 BR	1 BR	2 BR	3 BR
<i>Very-Low Income</i>	-	-	-	-	-	-	-	-	-
<i>Low Income</i>	-	-	-	-	-	-	-	1	-
<i>Moderate Income</i>	-	1	-	-	1	-	1	-	-

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Date of Settlement – May 12, 2016

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Site / Project Name	The District at Metuchen (The Hub at Metuchen)			Suburban Square			Woodmont Metro		
Project Type	79 affordable family rentals			33 Rental Apartments			273 Rental Apartments		
Block & Lot / Address	Block 83, Lot 24.01) / 656-660 Middlesex Avenue			Block 83, Lot 1.01 / 85 Central Ave			Block 115, Lot 36.01 / 55-99 New Street		
Site History	Metuchen Planning Board granted the approved for Applications 14-1044, for Preliminary Site Plan for Conditional Use Approval by way of Resolution of the Planning Board, dated January 15, 2015.			Zoning Board Application No.12-967 1 for Amended Preliminary and Final Site Plan and Major Subdivision with use variance approved by Resolution dated February 14, 2013.			Metuchen Planning Board granted the approved for Application 14-1035 by way of Resolution of the Planning Board, dated August 21, 2014.		
Status	Constructed			Constructed			Constructed		
Length of Affordability Controls	50 Years			50 Years			50 Years		
Administrative Agent	Renaissance Properties/The Hub at Metuchen 658 Middlesex Ave Metuchen, NJ 08840 732-970-1033 https://www.thehubatmetuchen.com			Piazza and Associates, Inc. 216 Rockingham Row, Princeton, NJ 08540 (609) 786-1100 http://www.piazza-and-associates.com/afhousing.php			Woodmont Metro 99 New St, Metuchen, NJ 08840 732-606-8330 https://www.woodmontmetro.com/metuchen-nj-apartments.asp		
Contribution	15% Set-Aside			15% Set-Aside			15% Set-Aside		
Allocation	8 in Prior Round, 4 in Third Round			Third Round Units			Third Round Units		
Type of Units	Rental			Rental			Rental		
Total Affordable Units	12 Affordable Units			5 Affordable Units			41 Affordable Units		
Income/Bedroom Distribution	1 BR	2 BR	3 BR	1 BR	2 BR	3 BR	1 BR	2 BR	3 BR
<i>Very-Low Income</i>	-	1	1	-	1	-	1	3	1
<i>Low Income</i>	1	3	1	1	1	1	3	9	4
<i>Moderate Income</i>	1	3	1	-	1	-	4	12	4

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Date of Settlement – May 12, 2016

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Site / Project Name	Bergen County United Way			YMC Properties			Metuchen Investors		
Project Type	4 Special Needs Rental			2 Rental Apartments			19 Rental Apartments		
Block & Lot / Address	Block 108, Lot 7.01 / 320 Grove Avenue			Block 80, Lot 17 / 756 Middlesex Avenue			Block 118, Lot 19.01 / 25 Hillside Avenue		
Site History	Bergen County United Way purchased the Group Home from the YMCA in 2019, and will contract with a service provider to administer the group home for developmentally disabled adults.			The site contains two (2) affordable rental apartments that previously were illegal. The Borough permitted the apartments to remain if they became affordable apartments.			Preliminary Approval and Final Site Plan Approval by the Planning Board on April 10, 2014.		
Status	Constructed			Constructed			Constructed		
Length of Affordability Controls	50 Years			50 Years			50 Years		
Administrative Agent	Bergen County United Way 6 Forest Ave #9, Paramus, NJ 07652 (201) 291-4050 https://bergenunitedway.org			Piazza and Associates, Inc. 216 Rockingham Row, Princeton, NJ 08540 (609) 786-1100 http://www.piazza-and-associates.com/afhousing.php			Piazza and Associates, Inc. 216 Rockingham Row, Princeton, NJ 08540 (609) 786-1100 http://www.piazza-and-associates.com/afhousing.php		
Contribution	100% Special Needs Beds			100% Affordable			15% Set-Aside		
Allocation	Third Round Units			Third Round Units			Third Round Units		
Type of Units	Special Needs/Group Home			Rental			Rental		
Total Affordable Units	4 Affordable Units			2 Affordable Units			3 Affordable Units		
Income/Bedroom Distribution	1 BR	2 BR	3 BR	1 BR	2 BR	3 BR	1 BR	2 BR	3 BR
<i>Very-Low Income</i>	4	-	-	-	-	-	-	-	-
<i>Low Income</i>	-	-	-	-	-	-	-	1	-
<i>Moderate Income</i>	-	-	-	2	-	-	1	1	-

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Site / Project Name	Greenway Village			Miciak/ Pearl Street		
Project Type	49 Rental Apartments			22 Rental Apartments		
Block & Lot / Address	Block 134, Lot 60.01, 60.02, 62 / 392 Amboy Ave			Block 113, Lot 37.01) / 22 Center Street		
Site History	Zoning Board Application No. 14-10331 for Preliminary and Final Site Plan with use variance approved by Resolution dated March 12, 2015.			Zoning Board Application No. 12-957 for Preliminary and Final Site Plan with d(6) height variance approved by Resolution dated November 12, 2015.		
Status	Constructed			Constructed		
Length of Affordability Controls	50 Years			50 Years		
Administrative Agent	Piazza and Associates, Inc. 216 Rockingham Row, Princeton, NJ 08540 (609) 786-1100 http://www.piazza-and-associates.com/afhousing.php			Piazza and Associates, Inc. 216 Rockingham Row, Princeton, NJ 08540 (609) 786-1100 http://www.piazza-and-associates.com/afhousing.php		
Contribution	15% Set-Aside			14% Set-Aside		
Allocation	Third Round Units			Third Round Units		
Type of Units	Rental			Rental		
Total Affordable Units	7 Affordable Units			3 Affordable Units		
Income/Bedroom Distribution	1 BR	2 BR	3 BR	1 BR	2 BR	3 BR
<i>Very-Low Income</i>	-	1	-	1	-	-
<i>Low Income</i>	1	1	1	-	1	-
<i>Moderate Income</i>	-	2	1	-	1	-