

BERNARDS TOWNSHIP - TOWNSHIP COMMITTEE

COMBINED AGENDA - REGULAR MEETING

July 11, 2023 – 8:00 PM Public Open Session

The Municipal Building, 1 Collyer Lane, Basking Ridge, is open and is following the CDC’s current guidelines. The meeting will be live streamed and can be found by clicking on the “Watch a Meeting Live” icon on the home page, www.bernards.org and can also be viewed live on Optimum/Cablevision TV - Channel 15 and Verizon FiOS TV - Channel 35.

Estimated
Times

8:00PM

A G E N D A

1. **CALL TO ORDER** Video
2. **FLAG SALUTE**
3. **MAYOR’S OPENING MEETING STATEMENT**
4. **ROLL CALL**
5. **EXECUTIVE SESSION (if required)**
6. **PRESENTATION**
 - A. *Resolution #2023-0314 – In Recognition of Outstanding Service to Bernards Township Committeewoman Kathleen M. Grochala, Esq.*
7. **PUBLIC WORK SESSION (if required)**
8. **REPORTS**
9. **CORRESPONDENCE**
10. **PUBLIC COMMENT**
11. **STAFF COMMENTS, TOWNSHIP COMMITTEE COMMENTS AND BOARD / LIAISON REPORTS**
12. **FIRE & RESCUE APPOINTMENT**
13. **UNFINISHED BUSINESS**
 - A. *Ordinance #2526 – An Ordinance By The Township Committee Of The Township Of Bernards In The County Of Somerset Amending The Township Of Bernards Code Of Ordinances To Repeal Chapter 25 “Flood Damage Prevention”; To Adopt A New Chapter 25 “Flood Damage Prevention”; To Adopt Flood Hazard Maps; To Designate A Floodplain Administrator; And Providing For Severability And An Effective Date – Public Hearing*
 - B. *Ordinance #2529 - An Ordinance to Amend Salary Ordinance #2455, Fixing the Compensation of Certain Officers and Employees of the Township of Bernards on and After 07/01/2023 – Public Hearing*
14. **NEW BUSINESS**
 - A. **Consent Agenda**

The items listed within the consent agenda portion of the meeting have been referred to the Township Committee for reading and study, are posted on the agenda on the website, are considered routine and will be enacted by one motion of the Township Committee with no separate discussion. If separate discussion is required, the item may be removed from the agenda by township committee action and placed on the regular agenda under new business.

 - 1) *Resolution #2023-0309 - Approval of the Bill List Dated 07/11/2023*



Please call 24 hours in advance (908) 204-3001
if accommodations are required, including assistive listening devices (ALD).

- 2) Resolution #2023-0310 - Award of Bid Renewal for 2023-2024 Janitorial Services for Park Facilities to Excellent Building Services, 70 South Jefferson Street, Orange, New Jersey 07050
- 3) Resolution #2023-0311 - Award of Bid Renewal for 2023-2024 Janitorial Services for Bernards Township Library to ACB Services Inc., 37 Schoolhouse Road, Cream Ridge, New Jersey 08514
- 4) Resolution #2023-0312- Authorizing and Approving Purchase of the Renewal Enterprise Software (\$64,100.00) and Office 365 Licenses (\$40,691.25) from the (County of Bergen) New Jersey Cooperative Purchasing Alliance Contract #CK04 to SHI, 290 Davidson Avenue, Somerset, NJ 08873 In the Amount Not to Exceed \$104,791.25
- 5) Resolution #2023-0313 - Acceptance of Grant and Insertion of Revenue Item Into the 2023 Budget from FY2022 and 2023 National Opioid Settlement Proceeds \$38,287.22

B. Ordinance #2530 - Accepting a Stream Buffer Conservation Easement on Property Located at 113 Culberson Road; Block 2601, Lot 1, from Craig Koenig and Jennifer Lucas to the Township of Bernards – Map - Introduction

C. Ordinance #2531 - An Ordinance to Amend the Revised General Ordinances of the Township of Bernards, Chapter 21 “Land Development” Section 63.3 “Certificates of Occupancy” – Introduction

D. Approval of Minutes:
06/27/2023 Closed Session Minutes
06/27/2023 Open Session Minutes

15. EXECUTIVE SESSION (if required)

16. ADJOURNMENT

Christine V. Kieffer, Municipal Clerk

(Note: Copies of Resolutions and other supporting documents listed on this agenda can be found on the pages below)



Please call 24 hours in advance (908) 204-3001
if accommodations are required, including assistive listening devices (ALD).



Resolution of the Township of Bernards

1 Collyer Lane, Basking Ridge, NJ 07920
908-766-2510; www.bernards.org

Resolution #2023-0314

In Recognition of Outstanding Service to Bernards Township
Committeewoman Kathleen M. Grochala, Esq.

WHEREAS, Bernards Township Committeewoman Kathleen M. Grochala has given innumerable hours to our local government and to the citizens of Bernards Township; and

WHEREAS, Committeewoman Grochala has been a resident of Bernards Township for over twenty-five years, and in 2020, was elected by the people to serve on the Bernards Township Committee; and

WHEREAS, Committeewoman Grochala dutifully and faithfully served the people of Bernards Township with distinction through her service in the Township Committee, employing the utmost care, skill, responsibility, and grace; and

WHEREAS, in addition to being a cherished member of the Township Committee, Committeewoman Grochala also served the people of Bernards Township through her service on the Agricultural Advisory Committee, the Human Resources and Finance Subcommittee, the Municipal Alliance, the Cable TV Task Force, the Somerset County Wastewater Management Advisory Committee, the Somerset County Community Development Committee, and as Township Committee liaison to Basking Ridge Fire Company No. 1, the Basking Ridge Rescue Squad, and Bernards Township Board of Education; and

WHEREAS, Committeewoman Grochala demonstrated through her actions and dedication that she always placed the interests of Bernards Township first.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Bernards, that in recognition of Committeewoman Kathleen M. Grochala's faithful service, we express our deep appreciation and sincere gratitude on behalf of all the residents, officials and employees of Bernards Township and extend to Committeewoman Grochala our very best wishes for health, happiness, and continued success; and

NOW THEREFORE BE IT FURTHER RESOLVED, that this citation of Committeewoman Kathleen M. Grochala's service be inscribed at length in the minutes of this Township meeting, held on the 11th day of July, in the year 2023, and that a suitable copy thereof, attested by the Municipal Clerk, with the corporate seal of the Township thereunto affixed, be presented to Committeewoman Kathleen M. Grochala.

Agenda and Date Voted: 07/11/2023

CERTIFICATION

I hereby certify this is a true and exact copy of a resolution adopted by the Bernards Township Committee on 07/11/2023.

Christine V. Kieffer, Municipal Clerk



Ordinance of the Township of Bernards

1 Collyer Lane, Basking Ridge, NJ 07920
908-766-2510; www.bernards.org

ORDINANCE #2526

An Ordinance By The Township Committee Of The Township Of Bernards In The County Of Somerset Amending The Township Of Bernards Code Of Ordinances To Repeal Chapter 25 “Flood Damage Prevention”; To Adopt A New Chapter 25 “Flood Damage Prevention”; To Adopt Flood Hazard Maps; To Designate A Floodplain Administrator; And Providing For Severability And An Effective Date.

WHEREAS, the Legislature of the State of New Jersey has, in N.J.S.A. 40:48 et seq and N.J.S.A. 40:55D et seq., conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Federal Emergency Management Agency has identified special flood hazard areas within the boundaries of Township of Bernards and such areas may be subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare, and

WHEREAS, the Township of Bernards was accepted for participation in the National Flood Insurance Program on September 1, 1978 and the Township of Bernards desires to continue to meet the requirements of Title 44 Code of Federal Regulations, Sections 59, 60, 65 and 70 necessary for such participation; and

WHEREAS, the Township of Bernards is required, pursuant to N.J.A.C. 5:23 et seq., to administer and enforce the State building codes, and such building codes contain certain provisions that apply to the design and construction of buildings and structures in flood hazard areas; and

WHEREAS, the Township of Bernards is required, pursuant to N.J.S.A. 40:49-5, to enforce zoning codes that secure safety from floods and contain certain provisions that apply to the development of lands; and

WHEREAS, the Township of Bernards is required, pursuant to N.J.S.A.58:16A-57, within 12 months after the delineation of any flood hazard area, to adopt rules and regulations concerning the development and use of land in the flood fringe area which at least conform to the standards promulgated by the New Jersey Department of Environmental Protection (NJDEP); and

WHEREAS, the Township of Bernards is required to adopt this ordinance based on a model ordinance created by the New Jersey Department of Environmental Protection; and

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Bernards that the following floodplain management regulations are hereby adopted.

SECTION 1. RECITALS.

The foregoing whereas clauses are incorporated herein by reference and made a part hereof.

SECTION 2. These regulations specifically repeal and replace the following ordinance(s) and regulation(s): Repeal Chapter 25 “Flood Damage Prevention” and replace with a new Chapter 25 “Flood Damage Prevention.”

SECTION 25-1 SCOPE AND ADMINISTRATION

25-1.1 Title. These regulations, in combination with the flood provisions of the Uniform Construction Code (UCC) N.J.A.C. 5:23 (hereinafter “Uniform Construction Code,” consisting of the Building Code, Residential Code, Rehabilitation Subcode, and related codes, and the New Jersey Flood Hazard Area Control Act (hereinafter “FHACA”), N.J.A.C. 7:13, shall be known as the *Floodplain Management Regulations of the Township of Bernards* (hereinafter “these regulations”).

25-1.2 Scope. These regulations, in combination with the flood provisions of the Uniform Construction Code and FHACA shall apply to all proposed development in flood hazard areas established in Section 25-2 of these regulations.

25-1.3 Purposes and objectives. The purposes and objectives of these regulations are to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific flood hazard areas through the establishment of comprehensive regulations for management of flood hazard areas, designed to:

- a. Protect human life and health.
- b. Prevent unnecessary disruption of commerce, access, and public service during times of flooding.
- c. Manage the alteration of natural floodplains, stream channels and shorelines;
- d. Manage filling, grading, dredging and other development which may increase flood damage or erosion potential.
- e. Prevent or regulate the construction of flood barriers which will divert floodwater or increase flood hazards.
- f. Contribute to improved construction techniques in the floodplain.
- g. Minimize damage to public and private facilities and utilities.
- h. Help maintain a stable tax base by providing for the sound use and development of flood hazard areas.
- i. Minimize the need for rescue and relief efforts associated with flooding.
- j. Ensure that property owners, occupants, and potential owners are aware of property located in flood hazard areas.
- k. Minimize the need for future expenditure of public funds for flood control projects and response to and recovery from flood events.
- l. Meet the requirements of the National Flood Insurance Program for community participation set forth in Title 44 Code of Federal Regulations, Section 59.22.

25-1.4 Coordination with Building Codes. Pursuant to the requirement established in N.J.A.C. 5:23, the Uniform Construction Code, that the Township of Bernards administer and enforce the State building codes, the Township Committee of the Township of Bernards does hereby acknowledge that the Uniform Construction Code contains certain provisions that apply to the design and construction of buildings and structures in flood hazard areas. Therefore, these regulations are intended to be administered and enforced in conjunction with the Uniform Construction Code.

25-1.5 Ordinary Building Maintenance and Minor Work. Improvements defined as ordinary building maintenance and minor work projects by the Uniform Construction Code including non-structural replacement-in-kind of windows, doors, cabinets, plumbing fixtures, decks, walls, partitions, new flooring materials, roofing, etc. shall be evaluated by the Floodplain Administrator through the floodplain development permit to ensure compliance with the Substantial Damage and Substantial Improvement Section 25-3.14 of this ordinance.

25-1.6 Warning. The degree of flood protection required by these regulations is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur. Flood heights may be increased by man-made or natural causes. Enforcement of these regulations does not imply that land outside the special flood hazard areas, or that uses permitted within such flood hazard areas, will be free from flooding or flood damage.

25-1.7 Other laws. The provisions of these regulations shall not be deemed to nullify any provisions of local, State, or Federal law.

25-1.8 Violations and Penalties for Noncompliance. No structure or land shall hereafter be constructed, re-located to, extended, converted, or altered without full compliance with the terms of this ordinance and other applicable regulations. Violation of the provisions of this ordinance by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a violation under N.J.S.A. 40:49-5. Any person who violates this ordinance or fails to comply with any of its requirements shall be subject to one (1) or more of the following: a fine of not more than \$2,000, imprisonment for a term not exceeding ninety(90) days or a period of community service not exceeding 90 days.

Each day in which a violation of an ordinance exists shall be considered to be a separate and distinct violation subject to the imposition of a separate penalty for each day of the violation as the Court may determine except that the owner will be afforded the opportunity to cure or abate the condition during a 30 day period and shall be afforded the opportunity for a hearing before the court for an independent determination concerning the violation. Subsequent to the expiration of the 30-day period, a fine not to exceed \$2,000 may be imposed if the court has not determined otherwise, or if upon reinspection of the property, it is determined that the abatement has not been substantially completed.

Any person who is convicted of violating an ordinance within one year of the date of a previous violation of the same ordinance and who was fined for the previous violation, shall be sentenced by a court to an additional fine as a repeat offender. The additional fine imposed by the court upon a person for a repeated offense shall not be less than the minimum or exceed the maximum fine fixed for a violation of the ordinance but shall be calculated separately from the fine imposed for the violation of the ordinance.

25-1.8(a) Solid Waste Disposal in a Flood Hazard Area. Any person who has unlawfully disposed of solid waste in a floodway or floodplain who fails to comply with this ordinance or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$2,000 or up to a maximum penalty by a fine not exceeding \$10,000 under N.J.S.A. 40:49-5.

25-1.9 Abrogation and greater restrictions. These regulations supersede any ordinance in effect in flood hazard areas. However, these regulations are not intended to repeal or abrogate any existing ordinances including land development regulations, subdivision regulations, zoning ordinances, stormwater management regulations, or building codes. In the event of a conflict between these regulations and any other ordinance, code, or regulation, the more restrictive shall govern.

SECTION 25-2 APPLICABILITY

25-2.1 General. These regulations, in conjunction with the Uniform Construction Code, provide minimum requirements for development located in flood hazard areas, including the subdivision of land and other developments; site improvements and installation of utilities; placement and replacement of manufactured homes; placement of recreational vehicles; new construction and alterations, repair, reconstruction, rehabilitation or additions of existing buildings and structures; substantial improvement of existing buildings and structures, including repair of substantial damage; installation of tanks; temporary structures and temporary or permanent storage; utility and miscellaneous Group U buildings and structures; and certain building work exempt from permit under the Uniform Construction Code; and other buildings and development activities.

25-2.2 Establishment of Flood Hazard Areas. The Township of Bernards was accepted for participation in the National Flood Insurance Program on September 1, 1978.

The National Flood Insurance Program (NFIP) floodplain management regulations encourage that all Federal, State, and Local regulations that are more stringent than the minimum NFIP standards take precedence in permitting decisions. The FHACA requires that the effective Flood Insurance Rate Map, most recent preliminary FEMA mapping and flood studies, and Department delineations be compared to determine the most restrictive mapping. The FHACA also regulates unstudied flood hazard areas in watersheds measuring 50 acres or greater in size and most riparian zones in New Jersey. Because of these higher standards, the regulated flood hazard area in New Jersey may be more expansive and more restrictive than the FEMA Special Flood Hazard Area. Maps and studies that establish flood hazard areas are on file at the Engineering Department, 277 South Maple Avenue, Basking Ridge, NJ 07920.

The following sources identify flood hazard areas in this jurisdiction and must be considered when determining the Best Available Flood Hazard Data Area:

- a. **Effective Flood Insurance Study.** Special Flood Hazard Areas (SFHAs) identified by the Federal Emergency Management Agency in a scientific and engineering report entitled “Flood Insurance Study, Somerset County, New Jersey (All Jurisdictions)” dated November 4, 2016 and the accompanying Flood Insurance Rate Maps (FIRM) identified in Table 25-2.2(a) whose effective date is September 28, 2007 are hereby adopted by reference.

Table 25-2.2(a)

Map Panel #	Effective Date	Suffix	Map Panel #	Effective Date	Suffix
34035C0042	9/28/2007	E	34035C0062	9/28/2007	E
34035C0044	9/28/2007	E	34035C0063	9/28/2007	E
34035C0052	9/28/2007	E	34035C0064	9/28/2007	E
34035C0053	9/28/2007	E	34035C0066	9/28/2007	E
34035C0054	9/28/2007	E	34035C0067	9/28/2007	E
34035C0056	9/28/2007	E	34035C0068	9/28/2007	E
34035C0057	9/28/2007	E	34035C0069	9/28/2007	E
34035C0058	9/28/2007	E	34035C0152	9/28/2007	E
34035C0059	9/28/2007	E	34035C0156	9/28/2007	E
34035C0061	9/28/2007	E			

- b. **Federal Best Available Information.** Bernards Township shall utilize Federal flood information as listed in the table below that provides more detailed hazard information, higher flood elevations, larger flood hazard areas, and results in more restrictive regulations. This information may include but is not limited to preliminary flood elevation guidance from FEMA (such as

Advisory Flood Hazard Area Maps, Work Maps or Preliminary FIS and FIRM). Additional Federal Best Available studies issued after the date of this ordinance must also be considered. These studies are listed on FEMA’s Map Service Center. This information shall be used for floodplain regulation purposes only.

Table 25-2.2(b)

Map Panel #	Preliminary Date	Map Panel #	Preliminary Date
<i>None as of the date of this ordinance.</i>			

- c. **Other Best Available Data.** Bernards Township shall utilize high water elevations from flood events, groundwater flooding areas, studies by federal or state agencies, or other information deemed appropriate by the Township of Bernards. Other “best available information” may not be used which results in less restrictive flood elevations, design standards, or smaller flood hazard areas than the sources described in Section 25-2.2(a) and (b), above. This information shall be used for floodplain regulation purposes only.
- d. **State Regulated Flood Hazard Areas.** For State regulated waters, the NJ Department of Environmental Protection (NJDEP) identifies the flood hazard area as the land, and the space above that land, which lies below the “Flood Hazard Area Control Act Design Flood Elevation”, as defined in Section 25-9, and as described in the New Jersey Flood Hazard Area Control Act at N.J.A.C. 7:13. A FHACA flood hazard area exists along every regulated water that has a drainage area of 50 acres or greater. Such area may extend beyond the boundaries of the Special Flood Hazard Areas (SFHAs) as identified by FEMA. The following is a list of New Jersey State studied waters in this community under the FHACA, and their respective map identification numbers.

Table 25-2.2(c) List of State Studied Waters

Name of Studied Water	File Name	Map Number
Passaic River, Primrose Bk	N0000016	3
Passaic River	N0000017	4
Passaic River	PRM00039	27
Passaic River	PRM00041	28
Passaic River	PRM00042	29
Passaic River	PRM00043	30
Passaic River	PRM00044	31
Passaic River	PRM00045	32
Passaic River	PRM00047	33 & 34
Passaic River	PRM00049	36
Passaic River	PRM00051	37
Passaic River	PRM00052	38
Dead River	SUPPI014	DR-1

Dead River	SUPPI016	DR-2
Dead River	SUPPI017	DR-3
Dead River	SUPPI018	DR-4
Dead River	SUPPI020	DR-5
Dead River	SUPPI021	DR-6
Dead River	SUPPI022	DR-7
Dead River	SUPPI023	DR-8
Harrison Brook	SUPPI024	HB-1
Harrison Brook	SUPPI026	HB-2
Harrison Brook	SUPPI027	HB-3
Harrison Brook	SUPPI028	HB-4
Harrison Brook	SUPPI029	HB-5
Harrison Brook, Branch #2	SUPPI030	HBB-2
Indian Grave Brook	SUPPI031	I-1
North Branch Raritan River	U0000057	NB-6
North Branch Raritan River	U0000058	NB-7
Passaic River	N0000071p	01p
Passaic River	PRM00038p	26A
Passaic River	PRM00040p	28A
Passaic River	PRM00046p	32A
Dead River	SUPPI015p	DR-2A
Dead River	SUPPI019p	DR-5A
Harrisons Brook	SUPPI025p	HB-1A

25-2.3 Establishing the Local Design Flood Elevation (LDFE).

The Local Design Flood Elevation (LDFE) is established in the flood hazard areas determined in Section 25-2.2, above, using the best available flood hazard data sources, and the Flood Hazard Area Control Act minimum Statewide elevation requirements for lowest floors in A, Coastal A, and V zones, ASCE 24 requirements for critical facilities as specified by the building code, plus additional freeboard as specified by this ordinance.

At a minimum, the Local Design Flood Elevation shall be as follows:

- a. For a delineated watercourse, the elevation associated with the Best Available Flood Hazard Data Area determined in Section 25-2.2, above plus one foot or as described by N.J.A.C. 7:13 of freeboard; or
- b. For any undelineated watercourse (where mapping or studies described in 25-2.2(a) and 25-2.2(b) above are not available) that has a contributory drainage area of 50 acres or more, the applicants must provide one of the following to determine the Local Design Flood Elevation:
 1. A copy of an unexpired NJDEP Flood Hazard Area Verification plus one foot of freeboard and any additional freeboard as required by ASCE 24; or
 2. A determination of the Flood Hazard Area Design Flood Elevation using Method 5 or Method 6 (as described in N.J.A.C. 7:13) plus one foot of freeboard and any additional freeboard as required by ASCE 24. Any determination using these methods must be sealed and submitted according to Section 25-5.2 and 25-5.3.
- c. AO Zones – For Zone AO areas on the municipality’s FIRM (or on preliminary flood elevation guidance from FEMA), the Local Design Flood Elevation is determined from the FIRM panel as the highest adjacent grade plus the depth number specified plus one foot of freeboard. If no depth number is specified, the Local Design Flood Elevation is three (3) feet above the highest adjacent grade.
- d. Class IV Critical Facilities - For any proposed development of new and substantially improved Flood Design Class IV Critical Facilities, the Local Design Flood Elevation must be the higher of the 0.2% annual chance (500 year) flood elevation or the Flood Hazard Area Design Flood Elevation with an additional two (2) feet of freeboard in accordance with ASCE 24.
- e. Class III Critical Facilities - For proposed development of new and substantially improved Flood Design Class III Critical Facilities in coastal high hazard areas, the Local Design Flood Elevation must be the higher of the 0.2% annual chance (500 year) flood elevation or the Flood Hazard Area Design Flood Elevation with an additional one foot of freeboard in accordance with ASCE 24.

SECTION 25-3 DUTIES AND POWERS OF THE FLOODPLAIN ADMINISTRATOR

25-3.1 Floodplain Administrator Designation. The Township Engineer is designated the Floodplain Administrator. The Floodplain Administrator shall have the authority to delegate performance of certain duties to other employees.

25-3.2 General. The Floodplain Administrator is authorized and directed to administer the provisions of these regulations. The Floodplain Administrator shall have the authority to render interpretations of these

regulations consistent with the intent and purpose of these regulations and to establish policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be consistent with the intent and purpose of these regulations and the flood provisions of the building code and shall not have the effect of waiving specific requirements without the granting of a variance pursuant to Section 25-7 of these regulations.

25-3.3 Coordination. The Floodplain Administrator shall coordinate with the Construction Official to administer and enforce the flood provisions of the Uniform Construction Code.

25-3.4 Duties. The duties of the Floodplain Administrator shall include but are not limited to:

- a. Review all permit applications to determine whether proposed development is located in flood hazard areas established in Section 25-2 of these regulations.
- b. Require development in flood hazard areas to be reasonably safe from flooding and to be designed and constructed with methods, practices and materials that minimize flood damage.
- c. Interpret flood hazard area boundaries and provide available flood elevation and flood hazard information.
- d. Determine whether additional flood hazard data shall be obtained or developed.
- e. Review required certifications and documentation specified by these regulations and the building code to determine that such certifications and documentations are complete.
- f. Establish, in coordination with the Construction Official, written procedures for administering and documenting determinations of substantial improvement and substantial damage made pursuant to Section 25-3.14 of these regulations.
- g. Coordinate with the Construction Official and others to identify and investigate damaged buildings located in flood hazard areas and inform owners of the requirement to obtain permits for repairs.
- h. Review requests submitted to the Construction Official seeking approval to modify the strict application of the flood load and flood resistant construction requirements of the Uniform Construction code to determine whether such requests require consideration as a variance pursuant to Section 25-7 of these regulations.
- i. Require applicants who submit hydrologic and hydraulic engineering analyses to support permit applications to submit to FEMA the data and information necessary to maintain the Flood Insurance Rate Maps when the analyses propose to change base flood elevations, flood hazard area boundaries, or floodway designations; such submissions shall be made within 6 months of such data becoming available.
- j. Require applicants who propose alteration of a watercourse to notify adjacent jurisdictions and the NJDEP Bureau of Flood Engineering, and to submit copies of such notifications to the Federal Emergency Management Agency (FEMA).
- k. Inspect development in accordance with Section 25-6 of these regulations and inspect flood hazard areas to determine if development is undertaken without issuance of permits.
- l. Prepare comments and recommendations for consideration when applicants seek variances in accordance with Section 25-7 of these regulations.
- m. Cite violations in accordance with Section 25-8 of these regulations.
- n. Notify the Federal Emergency Management Agency when the corporate boundaries of Township of Bernards have been modified.
- o. Permit Ordinary Maintenance and Minor Work in the regulated areas discussed in Section 25-2.2.

25-3.5 Use of changed technical data. The Floodplain Administrator and the applicant shall not use changed flood hazard area boundaries or base flood elevations for proposed buildings or developments unless the Floodplain Administrator or applicant has applied for a Conditional Letter of Map Revision (CLOMR) to the Flood Insurance Rate Map (FIRM) revision and has received the approval of the Federal Emergency Management Agency. A revision of the effective FIRM does not remove the related feature(s) on a flood hazard area delineation that has been promulgated by the NJDEP. A separate application must be made to the State pursuant to N.J.A.C. 7:13 for revision of a flood hazard design flood elevation, flood hazard area limit, floodway limit, and/or other related feature.

25-3.6 Other permits. It shall be the responsibility of the Floodplain Administrator to assure that approval of a proposed development shall not be given until proof that necessary permits have been granted by Federal or State agencies having jurisdiction over such development, including Section 404 of the Clean Water Act. In the event of conflicting permit requirements, the Floodplain Administrator must ensure that the most restrictive floodplain management standards are reflected in permit approvals.

25-3.7 Determination of Local Design Flood Elevations. If design flood elevations are not specified, the Floodplain Administrator is authorized to require the applicant to:

- a. Obtain, review, and reasonably utilize data available from a Federal, State, or other source,
or
- b. Determine the design flood elevation in accordance with accepted hydrologic and hydraulic engineering techniques. Such analyses shall be performed and sealed by a licensed professional engineer. Studies, analyses, and computations shall be submitted in sufficient detail to allow review and approval by the Floodplain Administrator. The accuracy of data submitted for such determination shall be the responsibility of the applicant.

It shall be the responsibility of the Floodplain Administrator to verify that the applicant's proposed Best Available Flood Hazard Data Area and the Local Design Flood Elevation in any development permit accurately applies the best available flood hazard data and methodologies for determining flood hazard areas and design elevations described in 25-2.2 and 25-2.3 respectively. This information shall be provided to the Construction Official and documented according to Section 25-3.15.

25-3.8 Requirement to submit new technical data. Base Flood Elevations may increase or decrease resulting from natural changes (e.g. erosion, accretion, channel migration, subsidence, uplift) or man-made physical changes (e.g. dredging, filling, excavation) affecting flooding conditions. As soon as practicable, but not later than six months after the date of a man-made change or when information about a natural change becomes available, the Floodplain Administrator shall notify the Federal Insurance Administrator of the changes by submitting technical or scientific data in accordance with Title 44 Code of Federal Regulations Section 65.3. Such a submission is necessary so that upon confirmation of those physical changes affecting flooding conditions, risk premium rates and floodplain management requirements will be based upon current data.

25-3.9 Activities in riverine flood hazard areas. In riverine flood hazard areas where design flood elevations are specified but floodways have not been designated, the Floodplain Administrator shall not permit any new construction, substantial improvement or other development, including the placement of fill, unless the applicant submits an engineering analysis prepared by a licensed professional engineer that demonstrates that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachment, will not increase the design flood elevation more than 0.2 feet at any point within the community.

25-3.10 Floodway encroachment. Prior to issuing a permit for any floodway encroachment, including fill, new construction, substantial improvements and other development or land-disturbing-activity,

the Floodplain Administrator shall require submission of a certification prepared by a licensed professional engineer, along with supporting technical data, that demonstrates that such development will not cause any increase in the base flood level.

25-3.10(a) Floodway revisions. A floodway encroachment that increases the level of the base flood is authorized if the applicant has applied for a Conditional Letter of Map Revision (CLOMR) to the Flood Insurance Rate Map (FIRM) and has received the approval of FEMA.

25-3.11 Watercourse alteration. Prior to issuing a permit for any alteration or relocation of any watercourse, the Floodplain Administrator shall require the applicant to provide notification of the proposal to the appropriate authorities of all adjacent government jurisdictions, as well as the NJDEP Bureau of Flood Engineering and the Division of Land Resource Protection. A copy of the notification shall be maintained in the permit records and submitted to FEMA.

25-3.11(a) Engineering analysis. The Floodplain Administrator shall require submission of an engineering analysis prepared by a licensed professional engineer, demonstrating that the flood-carrying capacity of the altered or relocated portion of the watercourse will be maintained, neither increased nor decreased. Such watercourses shall be maintained in a manner that preserves the channel's flood-carrying capacity.

25-3.12 Alterations in coastal areas. The excavation or alteration of sand dunes is governed by the New Jersey Coastal Zone Management (CZM) rules, N.J.A.C. 7:7. Prior to issuing a flood damage prevention permit for any alteration of sand dunes in coastal high hazard areas and Coastal A Zones, the Floodplain Administrator shall require that a New Jersey CZM permit be obtained and included in the flood damage prevention permit application. The applicant shall also provide documentation of any engineering analysis, prepared by a licensed professional engineer, that demonstrates that the proposed alteration will not increase the potential for flood damage.

25-3.13 Development in riparian zones All development in Riparian Zones as described in N.J.A.C. 7:13 is prohibited by this ordinance unless the applicant has received an individual or general permit or has complied with the requirements of a permit by rule or permit by certification from NJDEP Division of Land Resource Protection prior to application for a floodplain development permit and the project is compliant with all other Floodplain Development provisions of this ordinance. The width of the riparian zone can range between 50 and 300 feet and is determined by the attributes of the waterbody and designated in the New Jersey Surface Water Quality Standards N.J.A.C. 7:9B. The portion of the riparian zone located outside of a regulated water is measured landward from the top of bank. Applicants can request a verification of the riparian zone limits or a permit applicability determination to determine State permit requirements under N.J.A.C. 7:13 from the NJDEP Division of Land Resource Protection.

25-3.14 Substantial improvement and substantial damage determinations. When buildings and structures are damaged due to any cause including but not limited to man-made, structural, electrical, mechanical, or natural hazard events, or are determined to be unsafe as described in N.J.A.C. 5:23; and for applications for building permits to improve buildings and structures, including alterations, movement, repair, additions, rehabilitations, renovations, ordinary maintenance and minor work, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the Floodplain Administrator, in coordination with the Construction Official, shall:

- a. Estimate the market value, or require the applicant to obtain a professional appraisal prepared by a qualified independent appraiser, of the market value of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before any repairs are made.
- b. Determine and include the costs of all ordinary maintenance and minor work, as discussed in

Section 25-1.5, performed in the floodplain regulated by this ordinance in addition to the costs of those improvements regulated by the Construction Official in substantial damage and substantial improvement calculations.

- c. Compare the cost to perform the improvement, the cost to repair the damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, where applicable, to the market value of the building or structure.
- d. Determine and document whether the proposed work constitutes substantial improvement or repair of substantial damage.
- e. Notify the applicant in writing when it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant construction requirements of the building code is required and notify the applicant when it is determined that work does not constitute substantial improvement or repair of substantial damage. The Floodplain Administrator shall also provide all letters documenting substantial damage and compliance with flood resistant construction requirements of the building code to the NJDEP Bureau of Flood Engineering.

25-3.15 Department records. In addition to the requirements of the building code and these regulations, and regardless of any limitation on the period required for retention of public records, the Floodplain Administrator shall maintain and permanently keep and make available for public inspection all records that are necessary for the administration of these regulations and the flood provisions of the Uniform Construction Code, including Flood Insurance Studies, Flood Insurance Rate Maps; documents from FEMA that amend or revise FIRMs; NJDEP delineations, records of issuance of permits and denial of permits; records of ordinary maintenance and minor work, determinations of whether proposed work constitutes substantial improvement or repair of substantial damage; required certifications and documentation specified by the Uniform Construction Code and these regulations including as-built Elevation Certificates; notifications to adjacent communities, FEMA, and the State related to alterations of watercourses; assurance that the flood carrying capacity of altered waterways will be maintained; documentation related to variances, including justification for issuance or denial; and records of enforcement actions taken pursuant to these regulations and the flood resistant provisions of the Uniform Construction Code. The Floodplain Administrator shall also record the required elevation, determination method, and base flood elevation source used to determine the Local Design Flood Elevation in the floodplain development permit.

25-3.16 Liability. The Floodplain Administrator and any employee charged with the enforcement of these regulations, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by these regulations or other pertinent law or ordinance, shall not thereby be rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of these regulations shall be defended by legal representative of the jurisdiction until the final termination of the proceedings. The Floodplain Administrator and any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of these regulations.

SECTION 25-4 PERMITS

25-4.1 Permits Required. Any person, owner or authorized agent who intends to conduct any development in a flood hazard area shall first make application to the Floodplain Administrator and shall obtain the required permit. Depending on the nature and extent of proposed development that includes a building or structure, the Floodplain Administrator may determine that a floodplain development permit or approval is required in addition to a building permit.

25-4.2 Application for permit. The applicant shall file an application in writing on a form furnished by the Floodplain Administrator. Such application shall:

- a. Identify and describe the development to be covered by the permit.
- b. Describe the land on which the proposed development is to be conducted by legal description, street address or similar description that will readily identify and definitively locate the site.
- c. Indicate the use and occupancy for which the proposed development is intended.
- d. Be accompanied by a site plan and construction documents as specified in Section 25-5 of these regulations, grading and filling plans and other information deemed appropriate by the Floodplain Administrator.
- e. State the valuation of the proposed work, including the valuation of ordinary maintenance and minor work.
- f. Be signed by the applicant or the applicant's authorized agent.

25-4.3 Validity of permit. The issuance of a permit under these regulations or the Uniform Construction Code shall not be construed to be a permit for, or approval of, any violation of this appendix or any other ordinance of the jurisdiction. The issuance of a permit based on submitted documents and information shall not prevent the Floodplain Administrator from requiring the correction of errors. The Floodplain Administrator is authorized to prevent occupancy or use of a structure or site which is in violation of these regulations or other ordinances of this jurisdiction.

25-4.4 Expiration. A permit shall become invalid when the proposed development is not commenced within 180 days after its issuance, or when the work authorized is suspended or abandoned for a period of 180 days after the work commences. Extensions shall be requested in writing and justifiable cause demonstrated. The Floodplain Administrator is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each.

25-4.5 Suspension or revocation. The Floodplain Administrator is authorized to suspend or revoke a permit issued under these regulations wherever the permit is issued in error or on the basis of incorrect, inaccurate or incomplete information, or in violation of any ordinance or code of this jurisdiction.

SECTION 25-5 SITE PLANS AND CONSTRUCTION DOCUMENTS

25-5.1 Information for development in flood hazard areas. The site plan or construction documents for any development subject to the requirements of these regulations shall be drawn to scale and shall include, as applicable to the proposed development:

- a. Delineation of flood hazard areas, floodway boundaries and flood zone(s), base flood elevation(s), and ground elevations when necessary for review of the proposed development. For buildings that are located in more than one flood hazard area, the elevation and provisions associated with the most restrictive flood hazard area shall apply.
- b. Where base flood elevations or floodway data are not included on the FIRM or in the Flood Insurance Study, they shall be established in accordance with Section 25-5.2.
- c. Where the parcel on which the proposed development will take place will have more than 50 lots or is larger than 5 acres and base flood elevations are not included on the FIRM or in the Flood Insurance Study, such elevations shall be established in accordance with Section 25-5.2(c) of these regulations.
- d. Location of the proposed activity and proposed structures, and locations of existing buildings and structures; in coastal high hazard areas and Coastal A zones, new buildings shall be located landward of the reach of mean high tide.

- e. Location, extent, amount, and proposed final grades of any filling, grading, or excavation.
- f. Where the placement of fill is proposed, the amount, type, and source of fill material; compaction specifications; a description of the intended purpose of the fill areas; and evidence that the proposed fill areas are the minimum necessary to achieve the intended purpose. The applicant shall provide an engineering certification confirming that the proposal meets the flood storage displacement limitations of N.J.A.C. 7:13.
- g. Extent of any proposed alteration of sand dunes.
- h. Existing and proposed alignment of any proposed alteration of a watercourse.
- i. Floodproofing certifications, V Zone and Breakaway Wall Certifications, Operations and Maintenance Plans, Warning and Evacuation Plans and other documentation required pursuant to FEMA publications.

The Floodplain Administrator is authorized to waive the submission of site plans, construction documents, and other data that are required by these regulations but that are not required to be prepared by a registered design professional when it is found that the nature of the proposed development is such that the review of such submissions is not necessary to ascertain compliance.

25-5.2 Information in flood hazard areas without base flood elevations (approximate Zone A). Where flood hazard areas are delineated on the effective or preliminary FIRM and base flood elevation data have not been provided, the applicant shall consult with the Floodplain Administrator to determine whether to:

- a. Use the Approximation Method (Method 5) described in N.J.A.C. 7:13 in conjunction with Appendix 1 of the FHACA to determine the required flood elevation.
- b. Obtain, review, and reasonably utilize data available from a Federal, State or other source when those data are deemed acceptable to the Floodplain Administrator to reasonably reflect flooding conditions.
- c. Determine the base flood elevation in accordance with accepted hydrologic and hydraulic engineering techniques according to Method 6 as described in N.J.A.C. 7:13. Such analyses shall be performed and sealed by a licensed professional engineer.

Studies, analyses, and computations shall be submitted in sufficient detail to allow review and approval by the Floodplain Administrator prior to floodplain development permit issuance. The accuracy of data submitted for such determination shall be the responsibility of the applicant. Where the data are to be used to support a Letter of Map Change (LOMC) from FEMA, the applicant shall be responsible for satisfying the submittal requirements and pay the processing fees.

25-5.3 Analyses and certifications by a Licensed Professional Engineer. As applicable to the location and nature of the proposed development activity, and in addition to the requirements of this section, the applicant shall have the following analyses signed and sealed by a licensed professional engineer for submission with the site plan and construction documents:

- a. For development activities proposed to be located in a regulatory floodway, a floodway encroachment analysis that demonstrates that the encroachment of the proposed development will not cause any increase in base flood elevations; where the applicant proposes to undertake development activities that do increase base flood elevations, the applicant shall submit such analysis to FEMA as specified in Section 25-5.4 of these regulations and shall submit the Conditional Letter of Map Revision, if issued by FEMA, with the site plan and construction documents.
- b. For development activities proposed to be located in a riverine flood hazard area where base flood elevations are included in the FIS or FIRM but floodways have not been designated, hydrologic

and hydraulic analyses that demonstrate that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachments will not increase the base flood elevation more than 0.2 feet at any point within the jurisdiction. This requirement does not apply in isolated flood hazard areas not connected to a riverine flood hazard area or in flood hazard areas identified as Zone AO or Zone AH.

- c. For alteration of a watercourse, an engineering analysis prepared in accordance with standard engineering practices which demonstrates that the flood-carrying capacity of the altered or relocated portion of the watercourse will not be decreased, and certification that the altered watercourse shall be maintained, neither increasing nor decreasing the channel's flood-carrying capacity. The applicant shall submit the analysis to FEMA as specified in Section 25-5.4 of these regulations. The applicant shall notify the chief executive officer of all affected adjacent jurisdictions, the NJDEP's Bureau of Flood Engineering and the Division of Land Resource Protection; and shall provide documentation of such notifications.
- d. For activities that propose to alter sand dunes in coastal high hazard areas (Zone V) and Coastal A Zones, an engineering analysis that demonstrates that the proposed alteration will not increase the potential for flood damage and documentation of the issuance of a New Jersey Coastal Zone Management permit under N.J.A.C. 7:7.
- e. For analyses performed using Methods 5 and 6 (as described in N.J.A.C. 7:13) in flood hazard zones without base flood elevations (approximate A zones).

25-5.4 Submission of additional data. When additional hydrologic, hydraulic or other engineering data, studies, and additional analyses are submitted to support an application, the applicant has the right to seek a Letter of Map Change (LOMC) from FEMA to change the base flood elevations, change floodway boundaries, or change boundaries of flood hazard areas shown on FIRMs, and to submit such data to FEMA for such purposes. The analyses shall be prepared by a licensed professional engineer in a format required by FEMA. Submittal requirements and processing fees shall be the responsibility of the applicant.

SECTION 25-6 INSPECTIONS

25-6.1 General. Development for which a permit is required shall be subject to inspection. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of these regulations or the building code. Inspections presuming to give authority to violate or cancel the provisions of these regulations or the building code or other ordinances shall not be valid.

25-6.2 Inspections of development. The Floodplain Administrator shall inspect all development in flood hazard areas authorized by issuance of permits under these regulations. The Floodplain Administrator shall inspect flood hazard areas from time to time to determine if development is undertaken without issuance of a permit.

25-6.3 Buildings and structures. The Construction Official shall make or cause to be made, inspections for buildings and structures in flood hazard areas authorized by permit in accordance with the Uniform Construction Code, N.J.A.C. 5:23.

- a. **Lowest floor elevation.** Upon placement of the lowest floor, including the basement, and prior to further vertical construction, certification of the elevation required in Section 25-15.2 shall be submitted to the Construction Official on an Elevation Certificate.
- b. **Lowest horizontal structural member.** In V zones and Coastal A zones, upon placement of the lowest floor, including the basement, and prior to further vertical construction, certification of the elevation required in Section 25-15.2 shall be submitted to the Construction Official on an Elevation Certificate.

- c. **Installation of attendant utilities** (electrical, heating, ventilating, air-conditioning, and other service equipment) and sanitary facilities elevated as discussed in Section 25-15.2.
- d. **Final inspection.** Prior to the final inspection, certification of the elevation required in Section 25-15.2 shall be submitted to the Construction Official on an Elevation Certificate.

25-6.4 Manufactured homes. The Floodplain Administrator shall inspect manufactured homes that are installed or replaced in flood hazard areas to determine compliance with the requirements of these regulations and the conditions of the issued permit. Upon placement of a manufactured home, certification of the elevation of the lowest floor shall be submitted on an Elevation Certificate to the Floodplain Administrator prior to the final inspection.

SECTION 25-7 VARIANCES

25-7.1 General. The Zoning Board of Adjustment shall hear and decide requests for variances. The Zoning Board of Adjustment shall base its determination on technical justifications submitted by applicants, the considerations for issuance in Section 25-7.5, the conditions of issuance set forth in Section 25-7.6, and the comments and recommendations of the Floodplain Administrator and, as applicable, the Construction Official. The Zoning Board of Adjustment has the right to attach such conditions to variances as it deems necessary to further the purposes and objectives of these regulations.

25-7.2 Historic structures. A variance to the substantial improvement requirements of this ordinance is authorized provided that the repair or rehabilitation of a historic structure is completed according to N.J.A.C. 5:23-6.33, Section 1612 of the International Building Code and R322 of the International Residential Code, the repair or rehabilitation will not preclude the structure's continued designation as a historic structure, the structure meets the definition of the historic structure as described by this ordinance, and the variance is the minimum necessary to preserve the historic character and design of the structure.

25-7.3 Functionally dependent uses. A variance is authorized to be issued for the construction or substantial improvement necessary for the conduct of a functionally dependent use provided the variance is the minimum necessary to allow the construction or substantial improvement, and that all due consideration has been given to use of methods and materials that minimize flood damage during the base flood and create no additional threats to public safety.

25-7.4 Restrictions in floodways. A variance shall not be issued for any proposed development in a floodway when any increase in flood levels would result during the base flood discharge, as evidenced by the applicable analysis and certification required in Section 25-5.3(a) of these regulations.

25-7.5 Considerations. In reviewing requests for variances, all technical evaluations, all relevant factors, all other portions of these regulations, and the following shall be considered:

- a. The danger that materials and debris may be swept onto other lands resulting in further injury or damage.
- b. The danger to life and property due to flooding or erosion damage.
- c. The susceptibility of the proposed development, including contents, to flood damage and the effect of such damage on current and future owners.
- d. The importance of the services provided by the proposed development to the community.
- e. The availability of alternate locations for the proposed development that are not subject to flooding or erosion and the necessity of a waterfront location, where applicable.

- f. The compatibility of the proposed development with existing and anticipated development.
- g. The relationship of the proposed development to the comprehensive plan and floodplain management program for that area.
- h. The safety of access to the property in times of flood for ordinary and emergency vehicles.
- i. The expected heights, velocity, duration, rate of rise and debris and sediment transport of the floodwater and the effects of wave action, where applicable, expected at the site.
- j. The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, streets, and bridges.

25-7.6 Conditions for issuance. Variances shall only be issued upon:

- a. Submission by the applicant of a showing of good and sufficient cause that the unique characteristics of the size, configuration or topography of the site limit compliance with any provision of these regulations or renders the elevation standards of the building code inappropriate.
- b. A determination that failure to grant the variance would result in exceptional hardship due to the physical characteristics of the land that render the lot undevelopable.
- c. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, nor create nuisances, cause fraud on or victimization of the public or conflict with existing local laws or ordinances.
- d. A determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- e. Notification to the applicant in writing over the signature of the Floodplain Administrator that the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage, and that such construction below the base flood level increases risks to life and property.

SECTION 25-8 VIOLATIONS

25-8.1 Violations. Any development in any flood hazard area that is being performed without an issued permit or that is in conflict with an issued permit shall be deemed a violation. A building or structure without the documentation of elevation of the lowest floor, the lowest horizontal structural member if in a V or Coastal A Zone, other required design certifications, or other evidence of compliance required by the building code is presumed to be a violation until such time as that documentation is provided.

25-8.2 Authority. The Floodplain Administrator is authorized to serve notices of violation or stop work orders to owners of property involved, to the owner's agent, or to the person or persons doing the work for development that is not within the scope of the Uniform Construction Code but is regulated by these regulations and that is determined to be a violation.

25-8.3 Unlawful continuance. Any person who shall continue any work after having been served with a notice of violation or a stop work order, except such work as that person is directed to perform to remove or remedy a violation or unsafe condition, shall be subject to penalties as prescribed by N.J.S.A. 40:49-5 as appropriate.

25-8.4 Review Period to Correct Violations. A 30-day period shall be given to the property owner as an opportunity to cure or abate the condition. The property owner shall also be afforded an opportunity for a hearing before the court for an independent determination concerning the violation. Subsequent to the expiration of the 30-day period, a fine greater than \$1,000 may be imposed if a court has not determined otherwise or, upon reinspection of the property, it is determined that the abatement has not been substantially completed.

SECTION 25-9 DEFINITIONS

25-9.1 General. The following words and terms shall, for the purposes of these regulations, have the meanings shown herein. Other terms are defined in the Uniform Construction Code N.J.A.C. 5:23 and terms are defined where used in the International Residential Code and International Building Code (rather than in the definitions section). Where terms are not defined, such terms shall have ordinarily accepted meanings such as the context implies.

25-9.2 Definitions

30 DAY PERIOD – The period of time prescribed by N.J.S.A. 40:49-5 in which a property owner is afforded the opportunity to correct zoning and solid waste disposal after a notice of violation pertaining to this ordinance has been issued.

100 YEAR FLOOD ELEVATION – Elevation of flooding having a 1% annual chance of being equaled or exceeded in a given year which is also referred to as the Base Flood Elevation.

500 YEAR FLOOD ELEVATION – Elevation of flooding having a 0.2% annual chance of being equaled or exceeded in a given year.

A ZONES – Areas of ‘Special Flood Hazard in which the elevation of the surface water resulting from a flood that has a 1% annual chance of equaling or exceeding the Base Flood Elevation (BFE) in any given year shown on the Flood Insurance Rate Map (FIRM) zones A, AE, AH, A1–A30, AR, AR/A, AR/AE, AR/A1– A30, AR/AH, and AR/AO. When used in reference to the development of a structure in this ordinance, A Zones are not inclusive of Coastal A Zones because of the higher building code requirements for Coastal A Zones.

AH ZONES– Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually areas of ponding) where average depths are between one and three feet. Base Flood Elevations (BFEs) derived from detailed hydraulic analyses are shown in this zone.

AO ZONES – Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually sheet flow on sloping terrain) where average depths are between one and three feet.

ACCESSORY STRUCTURE – Accessory structures are also referred to as appurtenant structures. An accessory structure is a structure which is on the same parcel of property as a principal structure and the use of which is incidental to the use of the principal structure. For example, a residential structure may have a detached garage or storage shed for garden tools as accessory structures. Other examples of accessory structures include gazebos, picnic pavilions, boathouses, small pole barns, storage sheds, and similar buildings.

AGRICULTURAL STRUCTURE - A structure used solely for agricultural purposes in which the use is exclusively in connection with the production, harvesting, storage, drying, or raising of agricultural commodities, including the raising of livestock. Communities must require that new construction or substantial improvements of agricultural structures be elevated or floodproofed to or above the Base Flood

Elevation (BFE) as any other nonresidential building. Under some circumstances it may be appropriate to wet-floodproof certain types of agricultural structures when located in wide, expansive floodplains through issuance of a variance. This should only be done for structures used for temporary storage of equipment or crops or temporary shelter for livestock and only in circumstances where it can be demonstrated that agricultural structures can be designed in such a manner that results in minimal damage to the structure and its contents and will create no additional threats to public safety. New construction or substantial improvement of livestock confinement buildings, poultry houses, dairy operations, similar livestock operations and any structure that represents more than a minimal investment must meet the elevation or dry-floodproofing requirements of 44 CFR 60.3(c)(3).

AREA OF SHALLOW FLOODING – A designated Zone AO, AH, AR/AO or AR/AH (or VO) on a community’s Flood Insurance Rate Map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow. AREA OF SPECIAL FLOOD HAZARD – see SPECIAL FLOOD HAZARD AREA

ALTERATION OF A WATERCOURSE – A dam, impoundment, channel relocation, change in channel alignment, channelization, or change in cross-sectional area of the channel or the channel capacity, or any other form of modification which may alter, impede, retard or change the direction and/or velocity of the riverine flow of water during conditions of the base flood.

ASCE 7 – The standard for the Minimum Design Loads for Buildings and Other Structures, referenced by the building code and developed and published by the American Society of Civil Engineers, Reston, VA. which includes but is not limited to methodology and equations necessary for determining structural and flood-related design requirements and determining the design requirements for structures that may experience a combination of loads including those from natural hazards. Flood related equations include those for determining erosion, scour, lateral, vertical, hydrostatic, hydrodynamic, buoyancy, breaking wave, and debris impact.

ASCE 24 – The standard for Flood Resistant Design and Construction, referenced by the building code and developed and published by the American Society of Civil Engineers, Reston, VA. References to ASCE 24 shall mean ASCE 24-14 or the most recent version of ASCE 24 adopted in the UCC Code [N.J.A.C. 5:23].

BASE FLOOD ELEVATION (BFE) – The water surface elevation resulting from a flood that has a 1-percent or greater chance of being equaled or exceeded in any given year, as shown on a published Flood Insurance Study (FIS), or preliminary flood elevation guidance from FEMA. May also be referred to as the “100-year flood elevation”.

BASEMENT – Any area of the building having its floor subgrade (below ground level) on all sides.

BEST AVAILABLE FLOOD HAZARD DATA - The most recent available preliminary flood risk guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

BEST AVAILABLE FLOOD HAZARD DATA AREA- The areal mapped extent associated with the most recent available preliminary flood risk guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

BEST AVAILABLE FLOOD HAZARD DATA ELEVATION - The most recent available preliminary flood elevation guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

BREAKAWAY WALLS – Any type of wall subject to flooding that is not required to provide structural support to a building or other structure and that is designed and constructed such that, below the Local Design Flood Elevation, it will collapse under specific lateral loads such that (1) it allows the free passage of floodwaters, and (2) it does not damage the structure or supporting foundation system. Certification in the V Zone Certificate of the design, plans, and specifications by a licensed design professional that these walls are in accordance with accepted standards of practice is required as part of the permit application for new and substantially improved V Zone and Coastal A Zone structures. A completed certification must be submitted at permit application.

BUILDING – Per the FHACA, “Building” means a structure enclosed with exterior walls or fire walls, erected and framed of component structural parts, designed for the housing, shelter, enclosure, and support of individuals, animals, or property of any kind. A building may have a temporary or permanent foundation. A building that is intended for regular human occupation and/or residence is considered a habitable building.

CONDITIONAL LETTER OF MAP REVISION - A Conditional Letter of Map Revision (CLOMR) is FEMA's comment on a proposed project that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The letter does not revise an effective NFIP map, it indicates whether the project, if built as proposed, would be recognized by FEMA. FEMA charges a fee for processing a CLOMR to recover the costs associated with the review that is described in the Letter of Map Change (LOMC) process. Building permits cannot be issued based on a CLOMR, because a CLOMR does not change the NFIP map.

CONDITIONAL LETTER OF MAP REVISION - FILL -- A Conditional Letter of Map Revision - Fill (CLOMR-F) is FEMA's comment on a proposed project involving the placement of fill outside of the regulatory floodway that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The letter does not revise an effective NFIP map, it indicates whether the project, if built as proposed, would be recognized by FEMA. FEMA charges a fee for processing a CLOMR to recover the costs associated with the review that is described in the Letter of Map Change (LOMC) process. Building permits cannot be issued based on a CLOMR, because a CLOMR does not change the NFIP map.

CRITICAL BUILDING – Per the FHACA, “Critical Building” means that:

- a. It is essential to maintaining continuity of vital government operations and/or supporting emergency response, sheltering, and medical care functions before, during, and after a flood, such as a hospital, medical clinic, police station, fire station, emergency response center, or public shelter; or
- b. It serves large numbers of people who may be unable to leave the facility through their own efforts, thereby hindering or preventing safe evacuation of the building during a flood event, such as a school, college, dormitory, jail or detention facility, day care center, assisted living facility, or nursing home.

DEVELOPMENT – Any manmade change to improved or unimproved real estate, including but not limited to, buildings or other structures, tanks, temporary structures, temporary or permanent storage of materials, mining, dredging, filling, grading, paving, excavations, drilling operations and other land-disturbing activities.

DRY FLOODPROOFING – A combination of measures that results in a non-residential structure, including the attendant utilities and equipment as described in the latest version of ASCE 24, being watertight with all elements substantially impermeable and with structural components having the capacity to resist flood loads.

ELEVATED BUILDING – A building that has no basement and that has its lowest elevated floor raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns. Solid perimeter foundations walls are not an acceptable means of elevating buildings in V and VE Zones.

ELEVATION CERTIFICATE – An administrative tool of the National Flood Insurance Program (NFIP) that can be used to provide elevation information, to determine the proper insurance premium rate, and to support an application for a Letter of Map Amendment (LOMA) or Letter of Map Revision based on fill (LOMR-F).

ENCROACHMENT – The placement of fill, excavation, buildings, permanent structures or other development into a flood hazard area which may impede or alter the flow capacity of riverine flood hazard areas.

FEMA PUBLICATIONS – Any publication authored or referenced by FEMA related to building science, building safety, or floodplain management related to the National Flood Insurance Program. Publications shall include but are not limited to technical bulletins, desk references, and American Society of Civil Engineers Standards documents including ASCE 24.

FLOOD OR FLOODING

- a. A general and temporary condition of partial or complete inundation of normally dry land areas from:
 - 1. The overflow of inland or tidal waters.
 - 2. The unusual and rapid accumulation or runoff of surface waters from any source.
 - 3. Mudslides (i.e., mudflows) which are proximately caused by flooding as defined in (a) (2) of this definition and are akin to a river or liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.
- b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (a)(1) of this definition.

FLOOD HAZARD AREA DESIGN FLOOD ELEVATION – Per the FHACA, the peak water surface elevation that will occur in a water during the flood hazard area design flood. This elevation is determined via available flood mapping adopted by the State, flood mapping published by FEMA (including effective flood mapping dated on or after January 31, 1980, or any more recent advisory, preliminary, or pending flood mapping; whichever results in higher flood elevations, wider floodway limits, greater flow rates, or indicates a change from an A zone to a V zone or coastal A zone), approximation, or calculation pursuant to the Flood Hazard Area Control Act Rules at N.J.A.C. 7:13-3.1 – 3.6 and is typically higher than FEMA’s base flood elevation. A water that has a drainage area measuring less than 50 acres does not possess, and is not assigned, a flood hazard area design flood elevation.

FLOOD INSURANCE RATE MAP (FIRM) – The official map on which the Federal Emergency Management Agency has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY (FIS) – The official report in which the Federal Emergency Management Agency has provided flood profiles, as well as the Flood Insurance Rate Map(s) and the water surface elevation of the base flood.

FLOODPLAIN OR FLOOD PRONE AREA – Any land area susceptible to being inundated by water from any source. See "Flood or flooding."

FLOODPLAIN MANAGEMENT REGULATIONS – Zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance, and erosion control ordinance) and other applications of police power. The term describes such State or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

FLOODPROOFING – Any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents.

FLOODPROOFING CERTIFICATE – Certification by a licensed design professional that the design and methods of construction for floodproofing a non-residential structure are in accordance with accepted standards of practice to a proposed height above the structure’s lowest adjacent grade that meets or exceeds the Local Design Flood Elevation. A completed floodproofing certificate is required at permit application.

FLOODWAY – The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than 0.2 foot.

FREEBOARD – A factor of safety usually expressed in feet above a flood level for purposes of floodplain management. “Freeboard” tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed.

FUNCTIONALLY DEPENDENT USE – A use that cannot perform its intended purpose unless it is located or carried out in close proximity to water, including only docking facilities, port facilities necessary for the loading or unloading of cargo or passengers, and shipbuilding and ship repair facilities. The term does not include long-term storage or related manufacturing facilities.

HABITABLE BUILDING– Pursuant to the FHACA Rules (N.J.A.C. 7:13), means a building that is intended for regular human occupation and/or residence. Examples of a habitable building include a single-family home, duplex, multi-residence building, or critical building; a commercial building such as a retail store, restaurant, office building, or gymnasium; an accessory structure that is regularly occupied, such as a garage, barn, or workshop; mobile and manufactured homes, and trailers intended for human residence, which are set on a foundation and/or connected to utilities, such as in a mobile home park (not including campers and recreational vehicles); and any other building that is regularly occupied, such as a house of worship, community center, or meeting hall, or animal shelter that includes regular human access and occupation. Examples of a non-habitable building include a bus stop shelter, utility building, storage shed, self-storage unit, construction trailer, or an individual shelter for animals such as a doghouse or outdoor kennel.

HARDSHIP – As related to Section 25-7 of this ordinance, meaning the exceptional hardship that would result from a failure to grant the requested variance. The Township Committee requires that the variance be exceptional, unusual, and peculiar to the property involved. Mere economic or financial hardship alone is not exceptional. Inconvenience, aesthetic considerations, physical handicaps, personal preferences, or the disapproval of one’s neighbors likewise cannot, as a rule, qualify as an exceptional hardship. All of these problems can be resolved through other means without granting a variance, even if the alternative is more expensive, or requires the property owner to build elsewhere or put the parcel to a different use than originally intended.

HIGHEST ADJACENT GRADE – The highest natural elevation of the ground surface prior to construction next to the proposed or existing walls of a structure.

HISTORIC STRUCTURE – Any structure that is:

- a. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- c. Individually listed on a State inventory of historic places in States with historic preservation programs which have been approved by the Secretary of the Interior; or
- d. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 1. By an approved State program as determined by the Secretary of the Interior; or
 2. Directly by the Secretary of the Interior in States without approved programs.

LAWFULLY EXISTING – Per the FHACA, means an existing fill, structure and/or use, which meets all Federal, State, and local laws, and which is not in violation of the FHACA because it was established:

- a. Prior to January 31, 1980; or
- b. On or after January 31, 1980, in accordance with the requirements of the FHACA as it existed at the time the fill, structure and/or use was established.

Note: Substantially damaged properties and substantially improved properties that have not been elevated are not considered “lawfully existing” for the purposes of the NFIP. This definition is included in this ordinance to clarify the applicability of any more stringent statewide floodplain management standards required under the FHACA.

LETTER OF MAP AMENDMENT - A Letter of Map Amendment (LOMA) is an official amendment, by letter, to an effective National Flood Insurance Program (NFIP) map that is requested through the Letter of Map Change (LOMC) process. A LOMA establishes a property's location in relation to the Special Flood Hazard Area (SFHA). LOMAs are usually issued because a property has been inadvertently mapped as being in the floodplain but is actually on natural high ground above the base flood elevation. Because a LOMA officially amends the effective NFIP map, it is a public record that the community must maintain. Any LOMA should be noted on the community's master flood map and filed by panel number in an accessible location.

LETTER OF MAP CHANGE – The Letter of Map Change (LOMC) process is a service provided by FEMA for a fee that allows the public to request a change in flood zone designation in an Area of Special Flood Hazard on an Flood Insurance Rate Map (FIRM). Conditional Letters of Map Revision, Conditional Letters of Map Revision – Fill, Letters of Map Revision, Letters of Map Revision-Fill, and Letters of Map Amendment are requested through the Letter of Map Change (LOMC) process.

LETTER OF MAP REVISION - A Letter of Map Revision (LOMR) is FEMA's modification to an effective Flood Insurance Rate Map (FIRM). Letter of Map Revisions are generally based on the implementation of physical measures that affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The LOMR officially revises the Flood Insurance Rate Map (FIRM) and sometimes the Flood Insurance Study (FIS) report, and when appropriate, includes a description of the modifications. The LOMR is generally accompanied by an annotated copy of the affected portions of the FIRM or FIS report. Because a LOMR officially revises the effective NFIP map, it is a public record that the community must maintain. Any LOMR should be noted on the community's master flood map and filed by panel number in an accessible location.

LETTER OF MAP REVISION – FILL -- A Letter of Map Revision Based on Fill (LOMR-F) is FEMA's

modification of the Special Flood Hazard Area (SFHA) shown on the Flood Insurance Rate Map (FIRM) based on the placement of fill outside the existing regulatory floodway may be initiated through the Letter of Map Change (LOMC) Process. Because a LOMR-F officially revises the effective Flood Insurance Rate Map (FIRM) map, it is a public record that the community must maintain. Any LOMR-F should be noted on the community's master flood map and filed by panel number in an accessible location.

LICENSED DESIGN PROFESSIONAL – Licensed design professional shall refer to either a New Jersey Licensed Professional Engineer, licensed by the New Jersey State Board of Professional Engineers and Land Surveyors or a New Jersey Licensed Architect, licensed by the New Jersey State Board of Architects.

LICENSED PROFESSIONAL ENGINEER - A licensed professional engineer shall refer to individuals licensed by the New Jersey State Board of Professional Engineers and Land Surveyors.

LOCAL DESIGN FLOOD ELEVATION (LDFE) – The elevation reflective of the most recent available preliminary flood elevation guidance FEMA has provided as depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM which is also inclusive of freeboard specified by the New Jersey Flood Hazard Area Control Act and Uniform Construction Codes and any additional freeboard specified in a community's ordinance. In no circumstances shall a project's LDFE be lower than a permit-specified Flood Hazard Area Design Flood Elevation or a valid NJDEP Flood Hazard Area Verification Letter plus the freeboard as required in ASCE 24 and the effective FEMA Base Flood Elevation.

LOWEST ADJACENT GRADE – The lowest point of ground, patio, or sidewalk slab immediately next a structure, except in AO Zones where it is the natural grade elevation.

LOWEST FLOOR – In A Zones, the lowest floor is the top surface of the lowest floor of the lowest enclosed area (including basement). In V Zones and coastal A Zones, the bottom of the lowest horizontal structural member of a building is the lowest floor. An unfinished or flood resistant enclosure, usable solely for the parking of vehicles, building access or storage in an area other than a basement is not considered a building's lowest floor provided that such enclosure is not built so as to render the structure in violation of other applicable non-elevation design requirements of these regulations.

MANUFACTURED HOME – A structure that is transportable in one or more sections, eight (8) feet or more in width and greater than four hundred (400) square feet, built on a permanent chassis, designed for use with or without a permanent foundation when attached to the required utilities, and constructed to the Federal Manufactured Home Construction and Safety Standards and rules and regulations promulgated by the U.S. Department of Housing and Urban Development. The term also includes mobile homes, park trailers, travel trailers and similar transportable structures that are placed on a site for 180 consecutive days or longer.

MANUFACTURED HOME PARK OR SUBDIVISION – A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

MARKET VALUE – The price at which a property will change hands between a willing buyer and a willing seller, neither party being under compulsion to buy or sell and both having reasonable knowledge of relevant facts. As used in these regulations, the term refers to the market value of buildings and structures, excluding the land and other improvements on the parcel. Market value shall be determined by one of the following methods (1) Actual Cash Value (replacement cost depreciated for age and quality of construction), (2) tax assessment value adjusted to approximate market value by a factor provided by the Property Appraiser, or (3) established by a qualified independent appraiser.

NEW CONSTRUCTION – Structures for which the start of construction commenced on or after the effective date of the first floodplain regulation adopted by a community; includes any subsequent improvements to such structures. New construction includes work determined to be a substantial improvement.

NON-RESIDENTIAL – Pursuant to ASCE 24, any building or structure or portion thereof that is not classified as residential.

ORDINARY MAINTENANCE AND MINOR WORK – This term refers to types of work excluded from construction permitting under N.J.A.C. 5:23 in the March 5, 2018 New Jersey Register. Some of these types of work must be considered in determinations of substantial improvement and substantial damage in regulated floodplains under 44 CFR 59.1. These types of work include but are not limited to replacements of roofing, siding, interior finishes, kitchen cabinets, plumbing fixtures and piping, HVAC and air conditioning equipment, exhaust fans, built in appliances, electrical wiring, etc. Improvements necessary to correct existing violations of State or local health, sanitation, or code enforcement officials which are the minimum necessary to assure safe living conditions and improvements of historic structures as discussed in 44 CFR 59.1 shall not be included in the determination of ordinary maintenance and minor work.

RECREATIONAL VEHICLE – A vehicle that is built on a single chassis, 400 square feet or less when measured at the largest horizontal projection, designed to be self-propelled or permanently towable by a light-duty truck, and designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel or seasonal use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions.

RESIDENTIAL – Pursuant to the ASCE 24:

- a. Buildings and structures and portions thereof where people live or that are used for sleeping purposes on a transient or non-transient basis;
- b. Structures including but not limited to one- and two-family dwellings, townhouses, condominiums, multi-family dwellings, apartments, congregate residences, boarding houses, lodging houses, rooming houses, hotels, motels, apartment buildings, convents, monasteries, dormitories, fraternity houses, sorority houses, vacation time-share properties; and
- c. institutional facilities where people are cared for or live on a 24-hour basis in a supervised environment, including but not limited to board and care facilities, assisted living facilities, halfway houses, group homes, congregate care facilities, social rehabilitation facilities, alcohol and drug centers, convalescent facilities, hospitals, nursing homes, mental hospitals, detoxification facilities, prisons, jails, reformatories, detention centers, correctional centers, and prerelease centers.

SOLID WASTE DISPOSAL – “Solid Waste Disposal” shall mean the storage, treatment, utilization, processing or final disposition of solid waste as described in N.J.A.C. 7:26-1.6 or the storage of unsecured materials as described in N.J.A.C. 7:13-2.3 for a period of greater than 6 months as specified in N.J.A.C. 7:26 which have been discharged, deposited, injected, dumped, spilled, leaked, or placed into any land or water such that such solid waste may enter the environment or be emitted into the air or discharged into any waters, including groundwaters.

SPECIAL FLOOD HAZARD AREA – The greater of the following: (1) Land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year, shown on the FIRM as Zone V, VE, V1-3-, A, AO, A1-30, AE, A99, or AH; (2) Land and the space above that land, which lies below the peak water surface elevation of the flood hazard area design flood for a particular water, as determined using the methods set forth in the New Jersey Flood Hazard Area Control Act in N.J.A.C. 7:13; (3) Riparian Buffers as determined in the New Jersey Flood Hazard Area Control Act in N.J.A.C. 7:13. Also referred to as the AREA OF SPECIAL FLOOD HAZARD.

START OF CONSTRUCTION – The **Start of Construction is as follows:**

- a. **For other than new construction or substantial improvements, under the Coastal Barrier Resources Act (CBRA)**, this is the date the building permit was issued, provided that the actual start of construction, repair, rehabilitation, addition, placement or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a building on site, such as the pouring of a slab or footing, the installation of piles, the construction of columns or any work beyond the stage of excavation; or the placement of a manufactured (mobile) home on a foundation. For a substantial improvement, actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.
- b. For the purposes of determining whether proposed construction must meet new requirements when National Flood Insurance Program (NFIP) maps are issued or revised and Base Flood Elevation's (BFEs) increase or zones change, the Start of Construction includes substantial improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation.

Permanent construction does not include land preparation, such as clearing, grading, and filling, nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. Such development must also be permitted and must meet new requirements when National Flood Insurance Program (NFIP) maps are issued or revised and Base Flood Elevation's (BFEs) increase or zones change.

For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

For determining if new construction and substantial improvements within the Coastal Barrier Resources System (CBRS) can obtain flood insurance, a different definition applies.

STRUCTURE – A walled and roofed building, a manufactured home, or a gas or liquid storage tank that is principally above ground.

SUBSTANTIAL DAMAGE – Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT – Any reconstruction, rehabilitation, addition, or other improvement of a structure taking place, the cost of which equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures which have incurred “substantial damage”, regardless of the actual repair work performed. The term does not, however, include either:

- a. Any project for improvement of a structure to correct existing violations of State or local health, sanitary or safety code specifications which have been identified by the local code enforcement officer and which are the minimum necessary to assure safe living conditions; or
- b. Any alteration of a "historic structure", provided that the alteration will not preclude the structure's

continued designation as a "historic structure."

UTILITY AND MISCELLANEOUS GROUP U BUILDINGS AND STRUCTURES – Buildings and structures of an accessory character and miscellaneous structures not classified in any special occupancy, as described in ASCE 24.

VARIANCE – A grant of relief from the requirements of this section which permits construction in a manner otherwise prohibited by this section where specific enforcement would result in unnecessary hardship.

VIOLATION – A development that is not fully compliant with these regulations or the flood provisions of the building code. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.

WATER SURFACE ELEVATION – the height, in relation to the North American Vertical Datum (NAVD) of 1988, (or other datum, where specified) of floods of various magnitudes and frequencies in the flood plains of coastal or riverine areas.

WATERCOURSE. A river, creek, stream, channel, or other topographic feature in, on, through, or over which water flows at least periodically.

WET FLOODPROOFING – Floodproofing method that relies on the use of flood damage resistant materials and construction techniques in areas of a structure that are below the Local Design Flood Elevation by intentionally allowing them to flood. The application of wet floodproofing as a flood protection technique under the National Flood Insurance Program (NFIP) is limited to enclosures below elevated residential and non-residential structures and to accessory and agricultural structures that have been issued variances by the community.

SECTION 25-10 SUBDIVISIONS AND OTHER DEVELOPMENTS

25-10.1 General. Any subdivision proposal, including proposals for manufactured home parks and subdivisions, or other proposed new development in a flood hazard area shall be reviewed to assure that:

- a. All such proposals are consistent with the need to minimize flood damage.
- b. All public utilities and facilities, such as sewer, gas, electric and water systems are located and constructed to minimize or eliminate flood damage.
- c. Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwater around and away from structures.

25-10.2 Subdivision requirements. Where any portion of proposed subdivisions, including manufactured home parks and subdivisions, lies within a flood hazard area, the following shall be required:

- a. The flood hazard area, including floodways, coastal high hazard areas, and Coastal A Zones, and base flood elevations, as appropriate, shall be delineated on tentative subdivision plats.
- b. Residential building lots shall be provided with adequate buildable area outside the floodway.
- c. The design criteria for utilities and facilities set forth in these regulations and appropriate codes shall be met.

SECTION 25-11 SITE IMPROVEMENT

25-11.1 Encroachment in floodways. Development, land disturbing activity, and encroachments in floodways shall not be authorized unless it has been demonstrated through hydrologic and hydraulic analyses required in accordance with Section 25-5.3(a) of these regulations, that the proposed encroachment will not result in any increase in the base flood level during occurrence of the base flood discharge. If Section 25-5.3(a) is satisfied, proposed elevation, addition, or reconstruction of a lawfully existing structure within a floodway shall also be in accordance with Section 25-15.2 of this ordinance and the floodway requirements of N.J.A.C. 7:13.

25-11.1.a Prohibited in floodways. The following are prohibited activities:

1. The storage of unsecured materials is prohibited within a floodway pursuant to N.J.A.C. 7:13.
2. Fill and new structures are prohibited in floodways per N.J.A.C. 7:13.

25-11.2 Sewer facilities. All new and replaced sanitary sewer facilities, private sewage treatment plants (including all pumping stations and collector systems) and on-site waste disposal systems shall be designed in accordance with the New Jersey septic system regulations contained in N.J.A.C. 14A and N.J.A.C. 7:9A, the UCC Plumbing Subcode (N.J.A.C. 5:23) and Chapter 7, ASCE 24, to minimize or eliminate infiltration of floodwater into the facilities and discharge from the facilities into flood waters, or impairment of the facilities and systems.

25-11.3 Water facilities. All new and replacement water facilities shall be designed in accordance with the New Jersey Safe Drinking Water Act (N.J.A.C. 7:10) and the provisions of Chapter 7 ASCE 24, to minimize or eliminate infiltration of floodwater into the systems.

25-11.4 Storm drainage. Storm drainage shall be designed to convey the flow of surface waters to minimize or eliminate damage to persons or property.

25-11.5 Streets and sidewalks. Streets and sidewalks shall be designed to minimize potential for increasing or aggravating flood levels.

25-11.6 Limitations on placement of fill. Subject to the limitations of these regulations, fill shall be designed to be stable under conditions of flooding including rapid rise and rapid drawdown of floodwater, prolonged inundation, and protection against flood-related erosion and scour. In addition to these requirements, when intended to support buildings and structures (Zone A only), fill shall comply with the requirements of the UCC (N.J.A.C. 5:23). Proposed fill and encroachments in flood hazard areas shall comply with the flood storage displacement limitations of N.J.A.C. 7:13.

25-11.7 Hazardous Materials. The placement or storage of any containers holding hazardous substances in a flood hazard area is prohibited unless the provisions of N.J.A.C. 7:13 which cover the placement of hazardous substances and solid waste is met.

SECTION 25-12 MANUFACTURED HOMES

25-12.1 General. All manufactured homes installed in flood hazard areas shall be installed pursuant to the Nationally Preemptive Manufactured Home Construction and Safety Standards Program (24 CFR 3280).

25-12.2 Elevation. All new, relocated, and replacement manufactured homes to be placed or substantially improved in a flood hazard area shall be elevated such that the bottom of the frame is elevated to or above the elevation specified in Section 25-15.2.

25-12.3 Foundations. All new, relocated, and replacement manufactured homes, including substantial improvement of existing manufactured homes, shall be placed on foundations as specified by the manufacturer only if the manufacturer's installation instructions specify that the home has been designed for flood-resistant considerations and provides the conditions of applicability for velocities, depths, or wave action as required by 24 CFR Part 3285-302. The Floodplain Administrator is authorized to determine whether the design meets or exceeds the performance necessary based upon the proposed site location conditions as a precondition of issuing a flood damage prevention permit. If the Floodplain Administrator determines that the home's performance standards will not withstand the flood loads in the proposed location, the applicant must propose a design certified by a New Jersey licensed design professional and in accordance with 24 CFR 3285.301(c) and (d) which conforms with ASCE 24, the accepted standard of engineering practice for flood resistant design and construction.

25-12.4 Anchoring. All new, relocated, and replacement manufactured homes to be placed or substantially improved in a flood hazard area shall be installed using methods and practices which minimize flood damage and shall be securely anchored to an adequately anchored foundation system to resist flotation, collapse and lateral movement. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.

25-12.5 Enclosures. Fully enclosed areas below elevated manufactured homes shall comply with the requirements of Section 25-15.2.

25-12.6 Protection of mechanical equipment and outside appliances. Mechanical equipment and outside appliances shall be elevated to or above the elevation of the bottom of the frame required in Section 25-15.2 of these regulations.

Exception. Where such equipment and appliances are designed and installed to prevent water from entering or accumulating within their components and the systems are constructed to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of flooding up to the elevation required by Section 25-15.2, the systems and equipment shall be permitted to be located below that elevation. Electrical wiring systems shall be permitted below the design flood elevation provided they conform to the provisions of NFPA 70 (National Electric Code).

SECTION 25-13 RECREATIONAL VEHICLES

25-13.1 Placement prohibited. The placement of recreational vehicles shall not be authorized in coastal high hazard areas and in floodways.

25-13.2 Temporary placement. Recreational vehicles in flood hazard areas shall be fully licensed and ready for highway use and shall be placed on a site for less than 180 consecutive days.

25-13.3 Permanent placement. Recreational vehicles that are not fully licensed and ready for highway use, or that are to be placed on a site for more than 180 consecutive days, shall meet the requirements of Section 25-15.2 for habitable buildings and Section 25-12.3.

SECTION 25-14 TANKS

25-14.1 Tanks. Underground and above-ground tanks shall be designed, constructed, installed, and anchored in accordance with ASCE 24 and N.J.A.C. 7:13.

SECTION 25-15 OTHER DEVELOPMENT AND BUILDING WORK

25-15.1 General requirements for other development and building work. All development and building work, including man-made changes to improved or unimproved real estate for which specific provisions are not specified in these regulations or the Uniform Construction Code (N.J.A.C. 5:23), shall:

1. Be located and constructed to minimize flood damage;
2. Meet the limitations of Section 25-5.3(a) of this ordinance when located in a regulated floodway;
3. Be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic and hydrodynamic loads, including the effects of buoyancy, during the conditions of flooding up to the Local Design Flood Elevation determined according to Section 25-2.3;
4. Be constructed of flood damage-resistant materials as described in ASCE 24 Chapter 5;
5. Have mechanical, plumbing, and electrical systems above the Local Design Flood Elevation determined according to Section 25-2.3 or meet the requirements of ASCE 24 Chapter 7 which requires that attendant utilities are located above the Local Design Flood Elevation unless the attendant utilities and equipment are:
 1. Specifically allowed below the Local Design Flood Elevation; and
 2. Designed, constructed, and installed to prevent floodwaters, including any backflow through the system from entering or accumulating within the components.
6. Not exceed the flood storage displacement limitations in fluvial flood hazard areas in accordance with N.J.A.C. 7:13; and
7. Not exceed the impacts to frequency or depth of offsite flooding as required by N.J.A.C. 7:13 in floodways.

25-15.2 Requirements for Habitable Buildings and Structures.

- a. Construction and Elevation in A Zones not including Coastal A Zones.
 1. No portion of a building is located within a V Zone.
 2. No portion of a building is located within a Coastal A Zone, unless a licensed design professional certifies that the building's foundation is designed in accordance with ASCE 24, Chapter 4.
 3. All new construction and substantial improvement of any habitable building (as defined in Section 25-9) located in flood hazard areas shall have the lowest floor, including basement, together with the attendant utilities (including all electrical, heating, ventilating, air-conditioning and other service equipment) and sanitary facilities, elevated to or above the Local Design Flood Elevation as determined in Section 25-2.3, be in conformance with ASCE Chapter 7, and be confirmed by an Elevation Certificate.
 4. All new construction and substantial improvements of non-residential structures shall:
 - a) Have the lowest floor, including basement, together with the attendant utilities (including all electrical, heating, ventilating, air-conditioning and other service

equipment) and sanitary facilities, elevated to or above the Local Design Flood Elevation as determined in Section 25-2.3, be in conformance with ASCE Chapter 7, and be confirmed by an Elevation Certificate; or

- b) Together with the attendant utility and sanitary facilities, be designed so that below the Local Design Flood Elevation, the structure:
 - 1) Meets the requirements of ASCE 24 Chapters 2 and 7; and
 - 2) Is constructed according to the design plans and specifications provided at permit application and signed by a licensed design professional, is certified by that individual in a Floodproofing Certificate, and is confirmed by an Elevation Certificate.

5. All new construction and substantial improvements with fully enclosed areas below the lowest floor shall be used solely for parking of vehicles, building access, or storage in an area other than a basement and which are subject to flooding. Enclosures shall:

- a) For habitable structures, be situated at or above the adjoining exterior grade along at least one entire exterior wall, in order to provide positive drainage of the enclosed area in accordance with N.J.A.C. 7:13; enclosures (including crawlspaces and basements) which are below grade on all sides are prohibited.
- b) Be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters unless the structure is non-residential and the requirements of 25-15.2(a)(4)(b) are met;
- c) Be constructed to meet the requirements of ASCE 24 Chapter 2;
- d) Have openings documented on an Elevation Certificate; and
- e) Have documentation that a deed restriction has been obtained for the lot if the enclosure is greater than six feet in height. This deed restriction shall be recorded in the Office of the County Clerk or the Registrar of Deeds and Mortgages in which the building is located, shall conform to the requirements in N.J.A.C.7:13, and shall be recorded within 90 days of receiving a Flood Hazard Area Control Act permit or prior to the start of any site disturbance (including pre-construction earth movement, removal of vegetation and structures, or construction of the project), whichever is sooner. Deed restrictions must explain and disclose that:
 - 1) The enclosure is likely to be inundated by floodwaters which may result in damage and/or inconvenience.
 - 2) The depth of flooding that the enclosure would experience to the Flood Hazard Area Design Flood Elevation;

The deed restriction prohibits habitation of the enclosure and explains that converting the enclosure into a habitable area may subject the property owner to enforcement;

25-15.3 Garages and accessory storage structures. Garages and accessory storage structures shall be designed and constructed in accordance with the Uniform Construction Code.

25-15.4 Fences. Fences in floodways that have the potential to block the passage of floodwater, such as stockade fences and wire mesh fences, shall meet the requirements of Section 25-5.3(a) of these regulations. Pursuant to N.J.A.C. 7:13, any fence located in a floodway shall have sufficiently large openings so as not to catch debris during a flood and thereby obstruct floodwaters, such as barbed-wire, split-rail, or strand fence. A fence with little or no open area, such as a chain link, lattice, or picket fence, does not meet this requirement. Foundations for fences greater than 6 feet in height must conform with the Uniform Construction Code. Fences for pool enclosures having openings not in conformance with this section but in conformance with the Uniform Construction Code to limit climbing require a variance as described in Section 25-7 of this ordinance.

25-15.5 Retaining walls, sidewalks, and driveways. Retaining walls, sidewalks and driveways that involve placement of fill in floodways shall meet the requirements of Section 25-5.3(a) of these regulations and N.J.A.C. 7:13.

25-15.6 Swimming pools. Swimming pools shall be designed and constructed in accordance with the Uniform Construction Code. Above-ground swimming pools and below-ground swimming pools that involve placement of fill in floodways shall also meet the requirements of Section 25-5.3(a) of these regulations. Above-ground swimming pools are prohibited in floodways by N.J.A.C. 7:13.

25-15.7 Roads and watercourse crossings.

1. For any railroad, roadway, or parking area proposed in a flood hazard area, the travel surface shall be constructed at least one foot above the Flood Hazard Area Design Elevation in accordance with N.J.A.C. 7:13.
2. Roads and watercourse crossings that encroach into regulated floodways or riverine waterways with base flood elevations where floodways have not been designated, including roads, bridges, culverts, low- water crossings and similar means for vehicles or pedestrians to travel from one side of a watercourse to the other side, shall meet the requirements of Section 25-5.3(a) of these regulations.

SECTION 25-16 TEMPORARY STRUCTURES AND TEMPORARY STORAGE

25-16.1 Temporary structures. Temporary structures shall be erected for a period of less than 180 days. Temporary structures shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic loads, including the effects of buoyancy, during conditions of the base flood. Fully enclosed temporary structures shall have flood openings that are in accordance with ASCE 24 to allow for the automatic entry and exit of flood waters.

25-16.2 Temporary storage. Temporary storage includes storage of goods and materials for a period of less than 180 days. Stored materials shall not include hazardous materials.

25-16.3 Floodway encroachment. Temporary structures and temporary storage in floodways shall meet the requirements of Section 25-5.3(a) of these regulations.

SECTION 25-17 UTILITY AND MISCELLANEOUS GROUP U

25-17.1 Utility and Miscellaneous Group U. In accordance with Section 312 of the New Jersey Edition of the International Building Code, Utility and Miscellaneous Group U includes buildings and structures that are accessory in character and miscellaneous structures not classified in any specific occupancy in the Building Code, including, but not limited to, agricultural buildings, aircraft hangars (accessory to a one- or two-family residence), barns, carports, communication equipment structures (gross floor area less than 1,500 sq. ft.), fences more than 6 feet (1829 mm) high, grain silos (accessory to a residential occupancy), livestock shelters, private garages, retaining walls, sheds, stables, tanks and towers.

25-17.2 Flood loads. Utility and miscellaneous Group U buildings and structures, including substantial improvement of such buildings and structures, shall be anchored to prevent flotation, collapse or lateral movement resulting from flood loads, including the effects of buoyancy, during conditions up to the Local Design Flood Elevation as determined in Section 25-2.3.

25-17.3 Elevation. Utility and miscellaneous Group U buildings and structures, including substantial

improvement of such buildings and structures, shall be elevated such that the lowest floor, including basement, is elevated to or above the Local Design Flood Elevation as determined in Section 25-2.3 and in accordance with ASCE 24. Utility lines shall be designed and elevated in accordance with N.J.A.C. 7:13.

25-17.4 Enclosures below base flood elevation. Fully enclosed areas below the design flood elevation shall be constructed in accordance with Section 25-15.2 and with ASCE 24 for new construction and substantial improvements. Existing enclosures such as a basement or crawlspace having a floor that is below grade along all adjoining exterior walls shall be abandoned, filled-in, and/or otherwise modified to conform with the requirements of N.J.A.C. 7:13 when the project has been determined to be a substantial improvement by the Floodplain Administrator.

25-17.5 Flood-damage resistant materials. Flood-damage-resistant materials shall be used below the Local Design Flood Elevation determined in Section 25-2.3.

25-17.6 Protection of mechanical, plumbing, and electrical systems. Mechanical, plumbing, and electrical systems, equipment and components, heating, ventilation, air conditioning, plumbing fixtures, duct systems, and other service equipment, shall be elevated to or above the Local Design Flood Elevation determined in Section 25-2.3.

Exception: Electrical systems, equipment and components, and heating, ventilating, air conditioning, and plumbing appliances, plumbing fixtures, duct systems, and other service equipment shall be permitted to be located below the Local Design Flood Elevation provided that they are designed and installed to prevent water from entering or accumulating within the components and to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of flooding to the Local Design Flood Elevation in compliance with the flood-resistant construction requirements of ASCE 24. Electrical wiring systems shall be permitted to be located below the Local Design Flood Elevation provided they conform to the provisions of NFPA 70 (National Electric Code).

SECTION 25-18. SEVERABILITY.

Where any section, subsection, sentence, clause, or phrase of these regulations is, for any reason, declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the regulations as a whole, or any part thereof, other than the part so declared.

SECTION 25-19 EFFECTIVE DATE.

This ordinance shall take effect on **{insert date}**.

EXPLANATORY STATEMENT

“Adoption of this ordinance is required by the New Jersey Department of Environmental Protection and compiles various requirements of both NJDEP and FEMA so that the flood rules are available in one ordinance and easily referenced.”

Tom Timko
Township Engineer

TOWNSHIP OF BERNARDS PUBLIC NOTICE

Ordinance #2526 was introduced and passed on first reading by the Township Committee of the Township of Bernards in the County of Somerset on 06/27/2023 and then ordered to be published according to law. It will be further considered for final passage and adoption at a public hearing held at a meeting of the Township Committee at the Municipal Building, 1 Collyer Lane, Basking Ridge, NJ in said township on 07/11/2023, at 8 P.M., when and where, or at such time and place to which said meeting may be adjourned,

all persons interested will be given an opportunity to be heard concerning said ordinance. A complete text of this ordinance is available in the Office of the Municipal Clerk, 1 Collyer Lane, Basking Ridge, NJ, from 8:30 A.M. to 4:30 P.M., Monday through Friday. Copies are also available via e-mail from ckieffer@bernards.org.

By Order of the Township Committee

Christine V. Kieffer, Municipal Clerk



Ordinance of the Township of Bernards

1 Collyer Lane, Basking Ridge, NJ 07920
908-766-2510; www.bernards.org

ORDINANCE #2529

An Ordinance to Amend Salary Ordinance #2455,
Fixing the Compensation of Certain Officers and Employees of the Township of Bernards on and After
07/01/2023

BE IT ORDAINED, by the Township Committee of the Township of Bernards in the County of Somerset, that:

SECTION 1: This ordinance shall be known and may be referred to as the Bernards Township Salary Ordinance.

SECTION 2: The annual base salary of the following officers and employees of the Township of Bernards which, together with benefits now or hereafter provided by Township Ordinance or Resolution, shall be in lieu of all fees, now or hereafter provided by law, are hereby fixed and established as follows:

ELECTED OFFICIALS	
Township Committee Member	\$5,300 / Year
Mayor	\$6,000 / Year
DEPARTMENT / POSITION	HOURLY / SALARY RANGE
ADMINISTRATION	
Administrator/Chief Operating Officer	\$180,000 - \$220,000
Administrator/Chief Operating Officer/Chief Financial Officer	\$190,000 - \$230,000
Assistant Administrator (Limit 2)	\$5,000 - \$10,000
CLERK'S OFFICE	
Assistant to the Municipal Clerk	\$19.00 - \$26.00 / Hour
Deputy Municipal Clerk	\$50,000 - \$70,000
Document Imager/Records Retention Clerk	\$19.00 - \$26.00 / Hour
Municipal Clerk	\$80,000 - \$120,000
CONSTRUCTION	
Code Inspector-Building, Electrical, Fire & Plumbing	\$24.00 - \$31.00 / Hour
Code Inspector-Building, Electrical, Fire & Plumbing (Part-Time)	\$30.00 - \$50.00 / Hour
Construction Official	\$100,000 - \$135,000
Principal Technical Assistant to Construction Official	\$30.00 - \$38.00 / Hour
Sub-Code Official-Building, Electrical, Fire & Plumbing	\$35.00 - \$45.00 / Hour
Sub-Code Official-Building, Electrical, Fire & Plumbing (Part-Time)	\$45.00 - \$65.00 / Hour
Technical Assistant to Construction Official	\$25.00 - \$33.00 / Hour
ENGINEERING SERVICES	
Assistant Township Engineer	\$90,000 - \$125,000
Civil Engineering Technician	\$29.00 - \$39.00 / Hour
GIS Specialist (Part-Time)	\$24.00 - \$31.00 / Hour
Senior Staff Engineer	\$80,000 - \$110,000
Staff Engineer	\$33.00 - \$46.00 / Hour
Township Engineer	\$125,000 - \$165,000
FINANCE	
Accounting Specialist	\$21.00 - \$28.00 / Hour
Chief Financial Officer	\$120,000 - \$155,000
Finance Specialist	\$30.00 - \$39.00 / Hour
Payroll Specialist	\$24.00 - \$31.00 / Hour

Supervisor Treasury Services	\$65,000 - \$95,000
Treasurer	\$75,000 - \$105,000
FIRE PREVENTION	
Fire Prevention Inspector	\$25.00 - \$32.00 / Hour
Fire Official	\$80,000 - \$110,000
Smoke Detector Inspector (Part-Time)	\$18.00 - \$25.00 / Hour
HEALTH	
Animal Control Officer	\$26.00 - \$38.00 / Hour
Assistant Animal Control Officer (Part-Time)	\$20.00 - \$25.00 / Hour
HUMAN RESOURCES	
Human Resources Assistant Manager	\$65,000 - \$90,000
Human Resources Generalist	\$26.00 - \$36.00 / Hour
Human Resources Manager	\$75,000 - \$95,000
Human Resources Officer	\$90,000 - \$125,000
INFORMATION TECHNOLOGY	
Information Technology Director	\$100,000 - \$145,000
Information Technology Manager	\$80,000 - \$115,000
Information Technology Technician	\$26.00 - \$40.00 / Hour
LIBRARY	
Administrative Coordinator	\$29.00 - \$38.00/ Hour
Custodian (Part-Time)	\$15.00 - \$23.00/ Hour
Librarian	\$24.00 - \$33.00/ Hour
Library Assistant (Part-Time)	\$15.00 - \$19.00/ Hour
Library Bookkeeper	\$24.00 - \$31.00/ Hour
Library Coordinator of Programs	\$55,000 - \$75,000
Library Director	\$90,000 - \$125,000
Library Shelver (Part-Time)	\$14.00 - \$16.00/ Hour
Library Technician (Part-Time)	\$15.00 - \$19.00/ Hour
Senior Librarian	\$31.00 - \$42.00/ Hour
Senior Library Assistant	\$18.00 - \$32.00/ Hour
Supervising Librarian	\$65,000 - \$85,000
Teen Services Librarian	\$24.00 - \$33.00/ Hour
PARKS & RECREATION	
Assistant Director of Parks & Recreation	\$70,000 - \$105,000
Bus Driver	\$20.00 - \$30.00 / Hour
Director of Parks & Recreation	\$90,000 - \$125,000
Recreation Programs Manager	\$55,000 - \$70,000
PLANNING & ZONING	
Township Planner	\$110,000 - \$140,000
Zoning Officer	\$30.00 - \$42.00 / Hour
POLICE	
Chief of Police	\$180,000 - \$210,000
Class II Special Officer	\$30.00 - \$50.00 / Hour
Class III Special Officer	\$35.00 - \$50.00 / Hour
Crossing Guard (Part-Time)	\$18.00 - \$25.00 / Hour
Deputy Chief of Police	\$160,000 - \$190,000
Matron (Part-Time)	\$18.00 - \$25.00 / Hour
Officer In Charge	\$180,000 - \$210,000
Records Specialist	\$17.00 - \$24.00 / Hour
Senior Records Specialist	\$19.00 - \$26.00 / Hour

PUBLIC WORKS	
Assistant Superintendent of Public Works	\$90,000 - \$120,000
Landfill Attendant (Part-Time)	\$18.00 - \$25.00 / Hour
Project Coordinator	\$26.00 - \$40.00 / Hour
Public Works Supervisor	\$85,000 - \$115,000
Superintendent of Public Works	\$100,000 - \$140,000
PURCHASING	
Purchasing Agent	\$80,000 - \$110,000
TAX ASSESSOR	
Deputy Tax Assessor	\$55,000 - \$80,000
Field Inspector	\$18.00 - \$32.00 / Hour
Tax Assessment Associate	\$29.00 - \$38.00 / Hour
Tax Assessor	\$100,000 - \$140,000
TAX COLLECTOR	
Deputy Tax Collector	\$20.00 - \$32.00 / Hour
Tax Collector	\$60,000 - \$90,000
VARIOUS DEPARTMENTS	
Administrative Assistant	\$24.00 - \$34.00 / Hour
Administrative Associate	\$19.00 - \$26.00 / Hour
Administrative Coordinator	\$29.00 - \$38.00 / Hour

SECTION 3: Seasonal and Parks and Recreation Part-Time Employees: The Compensation of the following Seasonal and Parks and Recreation Department part-time employees of the Township of Bernards shall be as follows:

POSITION	RANGE
Assistant Pool Manger	\$10,000 - \$13,000 / Season
Assistant Program Site Supervisor	\$12.93 - \$23.00 / Hour
Bus Aide	\$12.93 - \$16.00 / Hour
Customer Relations (Pool)	\$12.93 - \$16.00 / Hour
Golf Course Operations Supervisor	\$12.93 - \$23.00 / Hour
Golf Course Ranger	\$12.93 - \$16.00 / Hour
Golf Course Shift Supervisor	\$12.93 - \$23.00 / Hour
Group Counselor	\$12.93 - \$16.00 / Hour
Group Leader	\$12.93 - \$16.00 / Hour
Gym Supervisor	\$12.93 - \$23.00 / Hour
Intern	\$12.93 - \$23.00 / Hour
Lifeguard	\$12.93 - \$23.00 / Hour
Lifeguard Supervisor	\$12.93 - \$23.00 / Hour
Pool Maintenance	\$12.93 - \$16.00 / Hour
Pool Management Pre-Season	\$12.93 - \$23.00 / Hour
Pool Manager	\$18,000 - \$21,000 / Season
Professional Instructor	\$20.00 - \$60.00 / Hour
Program Site Supervisor	\$12.93 - \$23.00 / Hour
Public Works-Grounds	\$12.93 - \$16.00 / Hour
Swim Team Assistant Coach	\$500 - \$1,500 / Season
Swim Team Coach	\$1,200 - \$2,000 / Season
Therapeutic Recreational Aide	\$12.93 - \$16.00 / Hour

SECTION 4: Definitions for the purposes of SECTION 2 of this Ordinance and Pay-for-Performance Compensation Program:

1) Definitions:

- A) “Base Salary” shall mean that part of an employee’s monetary compensation, stated in annualized or hourly terms as the case may be, upon which future percentage increases are to be calculated.
- B) “Salary” shall mean an employee’s base salary plus any monetary compensation paid to the employee, as defined in the Pay-for-Performance Compensation Program.
- C) “Increase” shall mean an increase in an employee’s monetary compensation, whether paid as an addition to base salary as a merit, assumption of additional duties, or otherwise.
- D) “Merit Increase” shall mean an increase, which is awarded based upon annual review of an employee’s performance.
- E) “Grade Cap” shall mean the maximum base salary within the position range for an employee’s position, as set forth in this ordinance which is amended from time to time.

2) Pay-for-Performance Compensation Program: Per the Township’s Pay-for-Performance Compensation Program, employees are granted a Merit Increase effective within the timing and budget as determined by the Township Committee. The Merit Matrix provides the increase percent eligibility based on performance levels. Increases to base salary are recommended by employee’s supervisors and approved by Human Resources within the budgetary framework. The merit increase to base will be paid in the employee’s regular payroll cycle.

- A) If an employee’s base salary is below the grade cap, all and or a portion of any increase may be added to the base salary, provided that such addition does not cause the resulting base salary to exceed the grade cap by more than 10%.
- B) If the market permits, the Township Committee may approve the hiring of an employee at a base salary up to 10% below the position’s range minimum. That employee’s base salary shall be increased to at least the position’s range minimum at the time of his or her first merit increase.

SECTION 5: Contractual Employees

- 1) The union contract effective July 1, 2021 is in effect for compensation of employees of the International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America Local 469 union until the contract expires June 30, 2025.
- 2) The union contract effective January 1, 2020 is in effect for compensation of employees of the Police Department represented by the Bernards Township Police Officer’s Association Local 357 for both “Police Officers and Detectives” and “Supervisors” until the contract expires on December 31, 2023.

SECTION 6: Health Department / Library / Stipends

- 1) The Board of Health of the Township of Bernards is responsible for fixing compensation for the following health department employees:
 - A) Accreditation Coordinator for PHAB
 - B) Community Assets Coordinator
 - C) Health Officer
 - D) Health Educator/Community Program Coordinator
 - E) Health Educator/Youth Services Coordinator
 - F) Health Educator/Youth Services Coordinator Assistant
 - G) Marketing Communications Coordinator
 - H) Registered Environmental Health Specialist I
 - I) Registered Environmental Health Specialist II/Employee Health & Safety Coordinator
 - J) Senior Registered Environmental Health Specialist
 - K) Public Health Nutritionist

- 2) The Municipal Housing Liaison receives a stipend of \$300.00 per month.
- 3) The Library Board of Trustees has the ability to fix compensation as set in SECTION 2 above in the appropriate salary range.

SECTION 7: Evaluation of Salary Ordinance

- 1) This salary ordinance shall be re-evaluated/recalibrated from time to time at the discretion of the Township. The structure will be adjusted to reflect changes in the external market.
- 2) Base salaries listed in this ordinance will automatically increase in accordance with federal & state minimum wage laws.
- 3) This Ordinance shall continue to be in effect from and after its year of adoption, except as it may be amended from time to time.
- 4) If any portion of this Ordinance is declared to be unconstitutional, invalid, or inoperative by a court of competent jurisdiction, those portions which are not unconstitutional, invalid or inoperative shall remain in full force and effect.

This ordinance shall take effect immediately upon final adoption and publication according to law.

EXPLANATORY STATEMENT

The salary ordinance was last reviewed and revised November 10, 2020. The Township conducted a salary survey and utilized salary data from the New Jersey League of Municipalities as well as surrounding municipalities to determine the appropriate salary ranges. This Salary Ordinance is updated to reflect changes in external market rates to ensure that the Township remains able to attract and retain talent. This Ordinance includes changes that more appropriately reflect market conditions based on individual position responsibilities and skills required. None of the changes in this ordinance will result in an additional headcount.
Emily Kesselmeyer, Human Resources Officer

TOWNSHIP OF BERNARDS

PUBLIC NOTICE

Ordinance #2529 was introduced and passed on first reading by the Township Committee of the Township of Bernards in the County of Somerset on 06/27/2023 and then ordered to be published according to law. It will be further considered for final passage and adoption at a public hearing held at a meeting of the Township Committee at the Municipal Building, 1 Collyer Lane, Basking Ridge, NJ in said township on 07/11/2023, at 8 P.M., when and where, or at such time and place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance. A complete text of this ordinance is available in the Office of the Municipal Clerk, 1 Collyer Lane, Basking Ridge, NJ, from 8:30 A.M. to 4:30 P.M., Monday through Friday. Copies are also available via e-mail from ckieffer@bernards.org.

By Order of the Township Committee
Christine V. Kieffer, Municipal Clerk



Resolution of the Township of Bernards

1 Collyer Lane, Basking Ridge, NJ 07920
908-766-2510; www.bernards.org

Resolution #2023-0309

Approval of the Bill List Dated 07/11/2023

BE IT RESOLVED, that the bill list dated 07/11/2023 be audited, and if found correct, be paid.

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
136659	07/11/23	90038 FORGIONE, LUCY A.	214.95	1709 Direct Deposit
136660	07/11/23	90245 KYRIACOU, CHRISTOPHER	1,316.94	1709 Direct Deposit
136661	07/11/23	90522 BARBER, JACQUELINE	6.09	1709 Direct Deposit
136662	07/11/23	90530 YEO, MICHAEL	79.99	1709 Direct Deposit
136663	07/11/23	90548 SALAZAR, ROBERTO	15.94	1709 Direct Deposit
136664	07/11/23	90558 DAVENPORT, DOUGLAS	20.01	1709 Direct Deposit
136665	07/11/23	90570 BERCARI, ANDREW	11.00	1709 Direct Deposit
136666	07/11/23	90599 COLANDUONI, DONALD	10.00	1709 Direct Deposit
136667	07/11/23	90666 MCCREA, ALEC	4,565.03	1709 Direct Deposit
136668	07/11/23	90685 PEARCE, VINCENT (AL)	6.34	1709 Direct Deposit
136669	07/11/23	90706 JEFFERYS, M. NICOLE	10.00	1709 Direct Deposit
136670	07/11/23	A0168 ALLIED OIL COMPANY, LLC	14,364.99	1709 Direct Deposit
136671	07/11/23	A0453 AMAZON.COM	3,765.77	1709 Direct Deposit
136672	07/11/23	A0611 AMERICAN WEAR, INC	843.20	1709 Direct Deposit
136673	07/11/23	B0203 DIFRANCESCO BATEMAN, PC	1,762.00	1709 Direct Deposit
136674	07/11/23	B0581 BUY WISE AUTO PARTS	455.71	1709 Direct Deposit
136675	07/11/23	D0033 DEMCO, INC	183.08	1709 Direct Deposit
136676	07/11/23	D0754 DC EXPRESS	948.60	1709 Direct Deposit
136677	07/11/23	E0002 EDMUNDS GOVTECH	157.78	1709 Direct Deposit
136678	07/11/23	G0066 GRAINGER INC	313.00	1709 Direct Deposit
136679	07/11/23	K0354 KANOPY INC	386.00	1709 Direct Deposit
136680	07/11/23	M0353 MIDWEST TAPE LLC	2,344.96	1709 Direct Deposit
136681	07/11/23	M0823 MOOSEWOOD TREE SERVICE	6,000.00	1709 Direct Deposit
136682	07/11/23	N0449 NISIVOCCIA & CO, LLP	7,100.00	1709 Direct Deposit
136683	07/11/23	O0110 ONE SOURCE OF NEW JERSEY, LLC	479.72	1709 Direct Deposit
136684	07/11/23	O0164 ODP BUSINESS SOLUTIONS LLC	361.52	1709 Direct Deposit
136685	07/11/23	R0824 REPUBLIC SERVICES OF NJ LLC	220.00	1709 Direct Deposit
136686	07/11/23	S0016 STORR TRACTOR COMPANY	5,039.97	1709 Direct Deposit
136687	07/11/23	S0443 STAPLES ADVANTAGE	289.38	1709 Direct Deposit
136688	07/11/23	T0066 CENGAGE LEARNING CREDIT SVCS	78.73	1709 Direct Deposit
136689	07/11/23	T0142 TODD HARRIS CO., INC.	3,503.35	1709 Direct Deposit
136690	07/11/23	T0514 TOP QUALITY SERVICES LLC	600.00	1709 Direct Deposit
136691	07/11/23	U0079 US SPORTS INSTITUTE, INC.	30,900.00	1709 Direct Deposit
136692	07/11/23	W0275 WINNING TEAMS BY NISSEL LLC	3,102.48	1709 Direct Deposit
136693	07/11/23	W0410 WARSHAUER ELECTRIC SUPPLY CO.	8,895.24	1709 Direct Deposit
136694	07/11/23	A0250 AMBASSADOR MEDICAL SERVICES	288.00	1710
136695	07/11/23	A0736 ACCUCUT LLC	120.00	1710
136696	07/11/23	A0742 ALLEGIANCE TRUCKS LLC	271.60	1710
136697	07/11/23	B0001 BAKER & TAYLOR, INC.	1,524.21	1710
136698	07/11/23	B0017 BRIDGEWATER RESOURCES, INC.	1,838.59	1710
136699	07/11/23	B0026 BERNARDS TOWNSHIP CURRENT	38,532.63	1710
136700	07/11/23	B0028 BERNARDS TWP. SEWERAGE AUTH.	173,425.63	1710
136701	07/11/23	B0034 BERNARDS TOWNSHIP PAYROLL ACCT	645,467.85	1710
136702	07/11/23	B0098 BERNARDS TOWNSHIP (RECREATION)	2,350.42	1710
136703	07/11/23	B0864 BERLINER, KAREN	322.50	1710
136704	07/11/23	B0865 BIRKHOOD, ADAM OR	480.00	1710
136705	07/11/23	C0024 GANNETT NEW JERSEY NEWSPAPERS	239.85	1710
136706	07/11/23	C0083 CDW GOVERNMENT, INC.	9,228.82	1710
136707	07/11/23	C0346 CROWN TROPHY OF GREEN BROOK	62.00	1710
136708	07/11/23	C0482 OPTIMUM	138.44	1710
136709	07/11/23	C0482 OPTIMUM	11.46	1710
136710	07/11/23	C0482 OPTIMUM	44.95	1710
136711	07/11/23	C0482 OPTIMUM	33.34	1710
136712	07/11/23	C0522 CHATHAM LAWNMOWER SALES & SVC	314.95	1710
136713	07/11/23	C0597 CLIFFSIDE BODY CORPORATION	32.50	1710
136714	07/11/23	C0613 CIGNA GROUP INSURANCE	1,539.51	1710
136715	07/11/23	C0681 CAST TECHNOLOGY, INC	140.00	1710
136716	07/11/23	C0697 BB&T/CPS	99.77	1710
136717	07/11/23	C0774 COLONIAL LIFE & ACC INSURANCE	545.74	1710
136718	07/11/23	C0930 CLINTON WELL&PUMP SERVICES LLC	7,050.00	1710
136719	07/11/23	F0047 FULLERTON FORD	661.10	1710
136720	07/11/23	F0273 FLOWERS ON THE RIDGE	91.50	1710
136721	07/11/23	F0289 FIREFIGHTER ONE	6,440.18	1710
136722	07/11/23	F0324 FLAGSHIP DENTAL PLANS	252.69	1710
136723	07/11/23	F0326 FX AUTOMOTIVE LLC	164.01	1710
136724	07/11/23	F0330 FIDELITY SECURITY LIFE INS	308.22	1710
136725	07/11/23	G0098 JCP&L	3,928.01	1710
136726	07/11/23	G0300 GOLD TYPE BUSINESS MACHINES	647.00	1710
136727	07/11/23	G0333 BEDMINSTER CAR WASH	174.75	1710
136728	07/11/23	G0697 GARSH, JENNIFER OR CHIODO, MIKE	250.00	1710
136729	07/11/23	H0123 HERTRICH FLEET SERVICES INC.	38,806.00	1710
136730	07/11/23	H0146 THE HON COMPANY LLC	1,852.04	1710
136731	07/11/23	H0235 HOOVER TRUCK CENTERS	455.29	1710
136732	07/11/23	H0246 HOME DEPOT CREDIT SERVICES	957.18	1710
136733	07/11/23	I0013 INSTITUTE FOR PROF.DEVELOPMENT	50.00	1710
136734	07/11/23	I0110 LIBRARY LINK NJ	1,010.94	1710
136735	07/11/23	K0039 KOBESKY, GREGG S.	377.00	1710
136736	07/11/23	K0331 KONICA MINOLTA PREMIER FINANCE	133.02	1710
136737	07/11/23	K0341 KONICA MINOLTA PREMIER FINANCE	133.42	1710
136738	07/11/23	L0349 LESLIES SWIMMING POOL SUPPLIES	603.96	1710
136739	07/11/23	L0372 LIFESAVERS, INC	350.00	1710
136740	07/11/23	M0178 MARK'S AUTO SERVICE	187.50	1710
136741	07/11/23	M0441 MAIN LINE COMMERCIAL POOLS, INC	6,717.80	1710

136742	07/11/23	M0465	RR DONNELLEY	319.50	1710
136743	07/11/23	M0518	KONICA MINOLTA BUSINESS SOL.	26.00	1710
136744	07/11/23	M0518	KONICA MINOLTA BUSINESS SOL.	20.09	1710
136745	07/11/23	M1033	MEHTA, SANDHYA	195.00	1710
136746	07/11/23	N0006	NEW JERSEY AMERICAN WATER CO.	3,302.17	1710
136747	07/11/23	N0016	NJSOPHE MEMBERSHIP	65.00	1710
136748	07/11/23	N0017	NJ STATE LEAGUE OF MUNICIPAL.	115.00	1710
136749	07/11/23	N0023	TREASURER, STATE OF NEW JERSEY	17,473.00	1710
136750	07/11/23	N0053	NJ UNEMPLOYMENT COMP. FUND	1,084.35	1710
136751	07/11/23	N0415	NATIONAL FUEL OIL INC	12,048.04	1710
136752	07/11/23	N0470	NATIONWIDE	182.77	1710
136753	07/11/23	N0527	NAGPAL, SUDHANSHU OR RUCHIKA	145.00	1710
136754	07/11/23	O0046	ALLEGRA MARKETING, PRINT&MAIL	380.00	1710
136755	07/11/23	O0100	OVERDRIVE, INC.	110.00	1710
136756	07/11/23	O0105	O.C.A. BENEFIT SERVICES, LLC	84.15	1710
136757	07/11/23	O0159	OPERATION & MAINTENANCE SOL.	1,940.00	1710
136758	07/11/23	P0014	PUBLIC SERVICE ELEC. & GAS CO	1,113.44	1710
136759	07/11/23	P0046	RESERVE ACCOUNT	4,723.26	1710
136760	07/11/23	P0568	PATON, KATHI	525.00	1710
136761	07/11/23	P0602	LINDE GAS & EQUIPMENT INC	54.97	1710
136762	07/11/23	P0742	PALEY ANTAR, VALENTINA	465.00	1710
136763	07/11/23	Q0002	CINTAS CORP. - #062	351.00	1710
136764	07/11/23	Q0032	QUINN, THOMAS J.	1,837.50	1710
136765	07/11/23	R0005	RECORDER PUBLISHING CO., INC	15.81	1710
136766	07/11/23	R0010	REIDER ASSOCIATES, INC.	468.90	1710
136767	07/11/23	R0023	RICHIES TIRE SERVICE, INC.	2,382.00	1710
136768	07/11/23	R0842	ROESSNER, CHRISSA	75.00	1710
136769	07/11/23	S0061	SWANK MOTION PICTURES, INC.	1,245.00	1710
136770	07/11/23	S0088	SOMERSET COUNTY CLERK	12,665.09	1710
136771	07/11/23	S0202	SUBURBAN PROPANE	291.50	1710
136772	07/11/23	S0415	SPORTWORLD	1,209.00	1710
136773	07/11/23	S0628	STATE OF NEW JERSEY-HB	229,209.12	1710
136774	07/11/23	S0681	SEALMASTER	6,950.00	1710
136775	07/11/23	S0913	SHEDLOCK CAR CARE	375.00	1710
136776	07/11/23	S1191	SAVO, SCHALK, CORSINI, GILLESPIE,	4,172.50	1710
136777	07/11/23	S1209	SPECIAL OPS TACTICAL LLC	6,464.95	1710
136778	07/11/23	S1210	SOBAN, SEWERYN OR JOANNA	110.00	1710
136779	07/11/23	T0249	TACTICAL OFFICERS SURVIVAL SCH	1,125.00	1710
136780	07/11/23	T0327	TRI-STATE MATERIALS, LLC	1,209.31	1710
136781	07/11/23	T0510	TOP SAFETY PRODUCTS COMPANY	36.43	1710
136782	07/11/23	T0520	TADROS, AMIR OR GISELLE	195.00	1710
136783	07/11/23	U0131	UGI ENERGY SERVICES, LLC	619.93	1710
136784	07/11/23	V0037	VILLAGE SUPERMARKET, INC.	367.65	1710
136785	07/11/23	V0056	VERIZON WIRELESS	1,734.17	1710
136786	07/11/23	V0058	VERIZON	83.40	1710
136787	07/11/23	V0058	VERIZON	39.95	1710
136788	07/11/23	V0058	VERIZON	39.95	1710
136789	07/11/23	V0058	VERIZON	85.22	1710
136790	07/11/23	V0058	VERIZON	637.92	1710
136791	07/11/23	V0058	VERIZON	44.81	1710
136792	07/11/23	V0058	VERIZON	37.47	1710
136793	07/11/23	V0058	VERIZON	258.51	1710
136794	07/11/23	V0124	VERIZON BUSINESS FIOS	364.99	1710
136795	07/11/23	V0177	VERIZON	325.51	1710
136796	07/11/23	V0195	VIGILANT SOLUTIONS LLC	1,638.00	1710
136797	07/11/23	W0016	WARRENVILLE TRUE VALUE	537.62	1710
136798	07/11/23	X0005	XTEL COMMUNICATION	498.93	1710
136799	07/11/23	X0005	XTEL COMMUNICATION	1,745.52	1710
136800	07/11/23	S0681	SEALMASTER	1,000.00	1711

CASH - CHECKING		CURRENT CHECKING		Continued	
Report Totals	Paid	Void	Amount Paid	Amount Void	
Checks:	107	0	1,273,473.77	0.00	
Direct Deposit:	35	0	98,351.77	0.00	
Total:	142	0	1,371,825.54	0.00	

Totals by Year-Fund	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	2-01	5,850.00	0.00	0.00	5,850.00
CURRENT FUND	3-01	1,166,277.02	0.00	0.00	1,166,277.02
DOG FUND	3-12	392.70	0.00	0.00	392.70
GOLF COURSE UTILITY	3-26	7,218.60	0.00	0.00	7,218.60
Year Total:		1,173,888.32	0.00	0.00	1,173,888.32
CAPITAL FUND	C-04	79,350.19	0.00	0.00	79,350.19
PUBLIC GRANTS	G-02	3,504.44	0.00	0.00	3,504.44
TRUST FUNDS	T-13	103,072.59	0.00	0.00	103,072.59
PROJECT		6,160.00	0.00	0.00	6,160.00
Total Of All Funds:		1,371,825.54	0.00	0.00	1,371,825.54

Agenda and Date Voted: 07/11/2023

CERTIFICATION

I hereby certify this is a true and exact copy of a resolution adopted by the Bernards Township Committee on 07/11/2023.

Christine V. Kieffer, Municipal Clerk



Resolution of the Township of Bernards

1 Collyer Lane, Basking Ridge, NJ 07920
908-766-2510; www.bernards.org

Resolution #2023-0310

Award of Bid Renewal for 2023-2024
Janitorial Services for Park Facilities

to Excellent Building Services, 70 South Jefferson Street, Orange, New Jersey 07050

WHEREAS, The Township received bids on Tuesday June 8, 2021 at 10:30 A.M. for 2021 Janitorial Services for Park Facilities; and

WHEREAS, Excellent Building Services, has performed such services in 2022-2023; and

WHEREAS, this is the final year of a three-year contract; and

WHEREAS, it is a combined recommendation of the Director of Public Works, Township Administrator and Purchasing Agent that a renewal for the final year of the initial bid be awarded to Excellent Building Services, 70 South Jefferson Street, Orange, New Jersey 07050.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Bernards, Somerset County, New Jersey that the Purchasing Agent is hereby authorized to issue a purchase order to Excellent Building Services, 70 South Jefferson Street, Orange, New Jersey 07050.

I agree to the terms as stated in this Resolution and by signing this document, I am committed to follow all terms of this award.

Simona Bacerra, President

Agenda and Date Voted: 07/11/2023

EXPLANATORY STATEMENT

This is an extension of a bid award, the final year of a three-year contract which renews on or about June 29, 2024. This bid addresses the janitorial services for Park facilities.

Date: June 26, 2023

Ryan Wallace, Superintendent of Public Works

PURCHASING CERTIFICATION

I hereby certify that I have prepared this resolution and reviewed it for accuracy.

Date: June 26, 2023

Francis J. Decibus, QPA, RPPO
Purchasing Agent

CERTIFICATION

I hereby certify this is a true and exact copy of a resolution adopted by the Bernards Township Committee on 07/11/2023.

Christine V. Kieffer, Municipal Clerk



Resolution of the Township of Bernards

1 Collyer Lane, Basking Ridge, NJ 07920
908-766-2510; www.bernards.org

Resolution #2023-0311

Award of Bid Renewal for 2023-2024 Janitorial Services for Bernards Township Library
to ACB Services Inc., 37 Schoolhouse Road, Cream Ridge, New Jersey 08514

WHEREAS, the Township received bids on Tuesday, June 1, 2021, at 10:30 A.M. for Library Janitorial Services; and

WHEREAS, ACB Services Inc., has performed such services in 2022-2023; and

WHEREAS, this is the final year of a three-year contract; and

WHEREAS, it is a combined recommendation of the Library Director, Township Administrator and Purchasing Agent that a renewal for the final year of the initial bid be awarded to ABC Services Inc., 37 Schoolhouse Road, Cream Ridge, New Jersey 08514.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Bernards, Somerset County, New Jersey that the Purchasing Agent is hereby authorized to issue a purchase order to ACB Services Inc., 37 Schoolhouse Road, Cream Ridge, New Jersey 08514.

I agree to the terms as stated in this Resolution and by signing this document, I am committed to follow all terms of this award.

Joseph Manfredo Jr., President

Agenda and Date Voted: 07/11/2023

EXPLANATORY STATEMENT

It is recommended that the bid for Janitorial Services for the Bernards Township Library be renewed for 2023-2024 the final year of a three-year contract which terminates on or about June 29, 2024.

Rachel Burt

Date: June 26, 2023

Library director

PURCHASING CERTIFICATION

I hereby certify that I have prepared this resolution and reviewed it for accuracy.


For Purchasing Agent

Date: June 26, 2023

Francis J. Decibus, QPA, RPPO
Purchasing Agent

CERTIFICATION

I hereby certify this is a true and exact copy of a resolution adopted
by the Bernards Township Committee on 07/11/2023.

Christine V. Kieffer, Municipal Clerk



Resolution of the Township of Bernards

1 Collyer Lane, Basking Ridge, NJ 07920
908-766-2510; www.bernards.org

Resolution #2023-0312

Authorizing and Approving Purchase of the Renewal Enterprise Software (\$64,100.00) and Office 365 Licenses (\$40,691.25) from the (County of Bergen) New Jersey Cooperative Purchasing Alliance Contract #CK04

to

SHI, 290 Davidson Avenue, Somerset, NJ 08873
In the Amount Not to Exceed \$104,791.25

WHEREAS, the Township of Bernards wishes to purchase renewal of Enterprise Software Enterprise Software and Office 365 Licenses from (County of Bergen) New Jersey Cooperative Purchasing Alliance Contract #CK04; and

WHEREAS, the County of Bergen awarded a contract to SHI, 290 Davidson Avenue, Somerset, NJ 08873; and

WHEREAS, the Township is authorized to make purchases through cooperative and State contracts pursuant to N.J.S.A. 40A:11-10 and 12; and

WHEREAS, the Chief Financial Officer has certified that funds are available in the budget; the line item appropriation to be charged is line account #3-01-20-140-204; and

WHEREAS, it is the recommendation of the IT Director and the Purchasing Agent to purchase renewal Enterprise Software Licenses from (County of Bergen) New Jersey Cooperative Purchasing Alliance Contract #CK04.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Bernards that the Purchasing Agent be authorized to issue a purchase order to SHI, 290 Davidson Avenue, Somerset, NJ 08873 in the amount not to exceed \$ 104,791.25.

Agenda and Date Voted: 07/11/2023

CHIEF FINANCIAL OFFICER CERTIFICATION

I, Sean McCarthy, Chief Financial Officer of Bernards Township, hereby certify that adequate funds are available for the above referenced purchase in the amount not to exceed \$104,791.25. Monies are available in line account #3-01-20-140-204.

Date: June 30, 2023

Sean McCarthy, Chief Financial Officer

PURCHASING CERTIFICATION

Adoption will permit the purchase of renewal of Enterprise software licenses and SDL Hosting Services from (County of Bergen) New Jersey Cooperative Purchasing Alliance Contract #CK04. I hereby certify that I have prepared this resolution and reviewed it for accuracy.

Date: June 29, 2023

Francis J. Decibus, QPA, RPPO
Purchasing Agent

CERTIFICATION

I hereby certify this is a true and exact copy of a resolution adopted by the Bernards Township Committee on 07/11/2023.

Christine V. Kieffer, Municipal Clerk



Resolution of the Township of Bernards

1 Collyer Lane, Basking Ridge, NJ 07920
908-766-2510; www.bernards.org

Resolution #2023-0313

Acceptance of Grant and Insertion of Revenue Item Into the 2023 Budget
from FY2022 and 2023 National Opioid Settlement Proceeds \$38,287.22

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the Township has received an award of \$38,287.22 from the FY 2022 and 2023 National Opioid Settlement and wishes to amend its 2023 budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Bernards hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue from:

Miscellaneous Revenues:

Special Items of General Revenue Anticipated with Prior Written

Consent of Director of Local Government Services - Public and Private Revenues Offset with Appropriations:
FY 2022 and 2023 National Opioid Settlement

BE IT FURTHER RESOLVED that a like sum of \$38,287.22 total be and the same is hereby appropriated under the caption of:

General Appropriations:

(A) Operations - Excluded from "CAPS"

Public and Private Appropriations Offset by Revenues:

FY 2022 and 2023 National Opioid Settlement

Agenda and Date Voted: 07/11/2023

EXPLANATORY STATEMENT:

This resolution authorizes the acceptance of the FY 2022 and 2023 National Opioid Settlement and amends the 2023 budget to appropriate the grant monies not anticipated at the time of budget adoption.

Date: 6/30/2023

Sean McCarthy, CFO

CERTIFICATION

I hereby certify this is a true and exact copy of a resolution adopted
by the Bernards Township Committee on 07/11/2023.

Christine V. Kieffer, Municipal Clerk



Ordinance of the Township of Bernards

1 Collyer Lane, Basking Ridge, NJ 07920
908-766-2510; www.bernards.org

ORDINANCE #2530

Accepting a Stream Buffer Conservation Easement on
Property Located at 113 Culberson Road; Block 2601, Lot 1, from
Craig Koenig and Jennifer Lucas to the Township of Bernards

BE IT ORDAINED, by the Township Committee of the Township of Bernards, in the County of Somerset and State of New Jersey as follows:

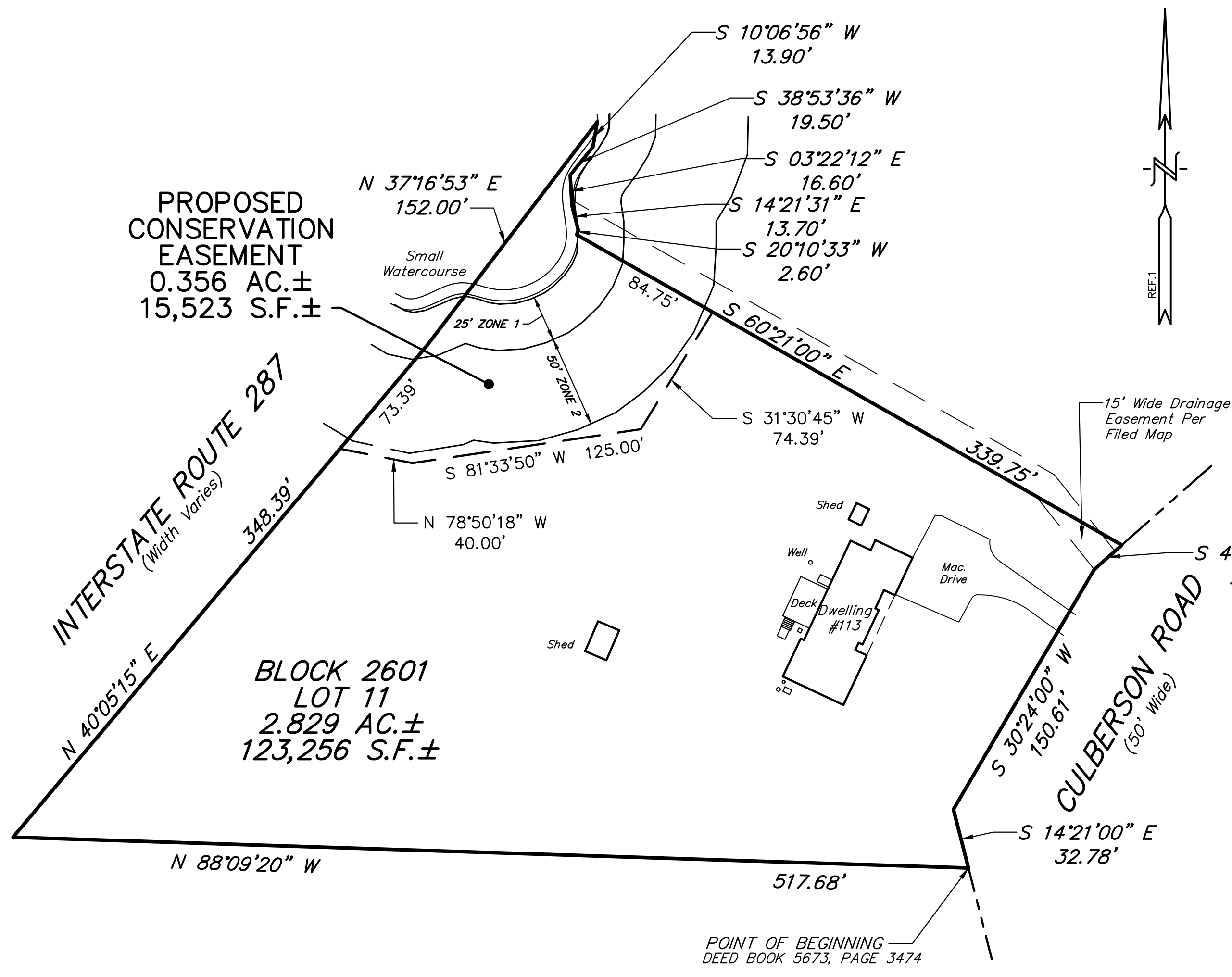
1. Pursuant to the Local Land and Buildings Law, N.J.S.A. 40A:12-1 et seq., Bernards Township hereby accepts from Craig Koenig and Jennifer Lucas, with a mailing address at 113 Culberson Road, Basking Ridge, New Jersey, 07920, a Stream Buffer Conservation Easement on Block 2601, Lot 1, in Bernards Township.
2. The easement is on file with the office of the Township Clerk.
3. This Ordinance shall take effect upon its final passage and publication according to law.

EXPLANATORY STATEMENT

This easement is provided in conjunction with a variance approval granted by the Board of Adjustment on May 3, 2023 (Application #ZB22-032). The approval allows the grantor to construct a swimming pool and related improvements. The purpose of the easement is to protect the stream buffer conservation area located on the property. The grantor maintains an escrow account with the Board of Adjustment to reimburse the Township for costs incurred in processing the easement.

Date: June 23, 2023

David Schley, PP, AICP, Township Planner



NOTES:

1. THIS SURVEY MAKES NO REPRESENTATIONS AS TO THE PRESENCE OR ABSENCE OF HAZARDOUS WASTES OR FRESHWATER WETLANDS.
2. THIS SURVEY IS VALID ONLY WHEN EMBOSSED SEAL IS AFFIXED HERETO.
3. THE CERTIFICATION SHOWN HEREON IS NOT TRANSFERABLE TO SUBSEQUENT OWNERS.
4. THIS SURVEY HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE SEARCH AND IS SUBJECT TO SUCH FACTS AS AN ACCURATE TITLE SEARCH MAY DISCLOSE.
5. THIS SURVEY DOES NOT SHOW UTILITY LINES WHICH ARE LOCATED UNDERGROUND AND ARE NOT VISIBLE.

SURVEY REFERENCES:

1. DEED BETWEEN GILBERT, JR. AND MAROLYN K. MOEN AND BRIAN AND ROSE BARRY ON FILE IN THE SOMERSET COUNTY CLERK'S OFFICE IN DEED BOOK 5673, PAGE 3474.
2. MAP ENTITLED "MAP OF LANDS LOCATED IN BASKING RIDGE, TOWNSHIP OF BERNARDS, SOMERSET COUNTY, N.J." FILED IN THE SOMERSET COUNTY CLERK'S OFFICE ON NOVEMBER 2, 1949 AS MAP NUMBER 204.
3. DEEDS OF ADJOINING OWNERS INDICATED (BOOK/PAGE).
4. FIELD DATA.
5. TAX MAP DATA.



I HEREBY CERTIFY TO THE FOLLOWING PARTIES:
 THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF, THIS MAP OR PLAN IS THE RESULT OF A FIELD SURVEY MADE ON AUGUST 26, 2022 BY ME OR UNDER MY DIRECT SUPERVISION, IN ACCORDANCE WITH THE RULES AND REGULATIONS PROMULGATED BY THE "STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS". THE INFORMATION SHOWN HEREON CORRECTLY REPRESENTS THE CONDITIONS FOUND AT, AND AS OF THE DATE OF THE FIELD SURVEY, EXCEPT SUCH IMPROVEMENTS OR EASEMENTS, IF ANY, BELOW THE SURFACE AND NOT VISIBLE.

CERTIFIED TO:
 RYDT CONSULTING

UTRS 10970.PR.0022

EASEMENT PLAN		
BLOCK 2601 LOT 1		
TOWNSHIP OF BERNARDS SOMERSET COUNTY, NEW JERSEY		
DATE: 06/08/23	SCALE: 1"=50'	PROJECT NUMBER: PBTS22165
DRN. BY/CHK. BY: NJK/JSS	FIELD BOOK PBTS22165.TXT	SHEET: 1 of 1

FINELLI
CONSULTING ENGINEERS

CERTIFICATE OF AUTHORIZATION NO. 24GA28243300

TELEPHONE: (908) 835-9500 205 ROUTE 31 NORTH
 FAX: (908) 835-9909 WASHINGTON, N.J. 07882

Eugene N. Weber
EUGENE N. WEBER, P.E., L.S.
 NJ Professional License No. GB25749



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Ordinance of the Township of Bernards

1 Collyer Lane, Basking Ridge, NJ 07920
908-766-2510; www.bernards.org

ORDINANCE #2531

An Ordinance to Amend the Revised General Ordinances
of the Township of Bernards, Chapter 21 “Land Development”
Section 63.3 “Certificates of Occupancy”

BE IT ORDAINED, by the Township Committee of the Township of Bernards in the County of Somerset that Chapter 21, “Land Development,” Section 63.3 “Certificates of Occupancy” of the Revised General Ordinances of the Township of Bernards is hereby amended: (new text is in **double underline**; deletions are **stricken**):

§ 21-63.3. Certificates of Occupancy. [Ord. #585, § 1002C; Ord. #808; Ord. #1103, § 61]

- a. It shall be unlawful to use or permit the use of any structure or part(s) thereof occupied for a new use; ~~or in the case of any nonresidential use, occupied by a new occupant; or occupied as a low- or moderate-income residential sales or rental unit, whether upon initial sale or rental, resale or re rental;~~ or hereafter erected, altered, converted or enlarged wholly or in part, until a certificate of occupancy shall have been issued by the Construction Code Enforcement Official with the consent (as to matters outside of the Uniform Construction Code) of the Zoning Enforcement Officer. The Construction Code Enforcement Official shall issue a certificate of occupancy only when he or she is satisfied that the structure satisfies all code requirements; the Zoning Enforcement Officer has certified that the development complies with the provisions of this chapter; the Township Engineer has certified that the developer has complied with the requirements and conditions of the resolution(s) approving the development and is not in violation of the ordinances of the Township; and all other officials have made such certifications as this chapter may require prior to the issuance of a certificate of occupancy.
 1. Notwithstanding any other time requirement in this section, no certificate of occupancy shall be issued for a low- or moderate-income residential sales or rental unit unless the Municipal Housing Liaison of the Township has made a written determination that the unit is to be controlled by the deed restriction and mortgage lien required by the New Jersey Council on Affordable Housing, under N.J.A.C. 5:92, Subchapter 12, as amended from time to time. **[Ord. #2021, 7-15-2008, amended]**
- b. Unless additional time is agreed upon by the applicant in writing, a certificate of occupancy shall be granted or denied in writing within 10 days from the date that a written notification pursuant to Section 5:23-2.7 of the Uniform Construction Code of the State of New Jersey is filed with the Construction Code Enforcement Official and a duplicate is filed with the Zoning Enforcement Officer stating that the erection of the structure is completed in accordance with the approved permit and development plan.
- c. A temporary certificate of occupancy may be issued for any structure or use for which

development plan approval has been granted although not all conditions of the approval have been complied with. ~~Such temporary certificates of occupancy shall be issued only in extenuating circumstances and only with the approval of the Board which approved the development plan, which Board may establish specific terms and conditions for the issuance of a temporary certificate of occupancy, including the posting of a performance guaranty for any improvements not yet completed.~~

~~d. Should the Construction Code Enforcement Official decline to issue a certificate of occupancy, his or her reason for doing so shall be so stated on two copies of the application and one copy shall be returned to the applicant. If the reason for declining the issuance of the certificate of occupancy is based upon objections of the Zoning Enforcement Officer, said Officer shall state his or her objections and they shall be attached to the copy of the application which is returned to the applicant.~~

e.d. Upon notice being served of any condition found to exist in violation of any provision(s) of this chapter with respect to any land use, the certificate of occupancy for such use shall thereupon, without further notice, be null and void and a new certificate of occupancy shall be required for any further use of such structure of land.

e. ~~A monthly report of the certificates of occupancy issued shall be filed with the Township Tax Assessor. A record of all certificates of occupancy shall be kept in the office of the Construction Code Enforcement Official and copies shall be furnished on request to any person having a proprietary or tenancy interest in the structure and affected. The charge for each copy shall be established by resolution of the governing body except that there shall be no charge to a municipal agency.~~

Explanatory Statement:

These revisions are required to align this ordinance with the NJ Uniform Construction Code and Regulations. The current ordinance was impractical and not being adhered to. This is administratively required.

Dennis Bettler C.B.O., Construction Official