

**TOWNSHIP OF WANTAGE**

**ORDINANCE NO. 2009-01**

**AN ORDINANCE TO CREATE THE POSITION OF MUNICIPAL HOUSING LIAISON FOR THE PURPOSE OF ADMINISTERING THE TOWNSHIP OF WANTAGE'S AFFORDABLE HOUSING PROGRAM PURSUANT TO THE FAIR HOUSING ACT.**

**BE IT ORDAINED** by the Township of Wantage in the County of Sussex and State of New Jersey that the position of Municipal Housing Liaison for the purpose of administering the Township of Wantage's Affordable Housing Program is hereby created:

**Section 1. Purpose.**

The purpose of this article is to create the administrative mechanisms needed for the execution of the Township of Wantage's responsibility to assist in the provision of affordable housing pursuant to the Fair Housing Act of 1985.

**Section 2. Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**MUNICIPAL HOUSING LIAISON** – The employee charged by the governing body with the responsibility for oversight and administration of the affordable housing program for the Township of Wantage.

**ADMINISTRATIVE AGENT** – The entity or entities responsible for administering the affordability controls of some or all units in the affordable housing program for the Township of Wantage to ensure that the restricted units under administration are affirmatively marketed and sold or rented, as applicable, only to low- and moderate-income households.

**Section 3. Establishment of Municipal Housing Liaison position and compensation; powers and duties.**

- A. Establishment of position of Municipal Housing Liaison. There is hereby established the position of Municipal Housing Liaison for the Township of Wantage.
- B. Subject to the approval of the Council on Affordable Housing (COAH), the Municipal Housing Liaison shall be selected by a Resolution of Appointment to be adopted by the Mayor and Committee of the Township of Wantage.
- C. The Municipal Housing Liaison shall be responsible for oversight and administration of the affordable housing program for the Township of Wantage, including the following responsibilities which may not be contracted out:
  - (1) Serving as the Township of Wantage's primary point of contact for all inquiries from the State, affordable housing providers, Administrative Agents, and interested households;
  - (2) Monitoring the status of all restricted units in the Township of Wantage's Fair Share Plan;
  - (3) Compiling, verifying, and submitting annual reports as required by COAH;
  - (4) Coordinating meetings with affordable housing providers and Administrative Agents, as applicable;
  - (5) Attending continuing education opportunities on affordability controls, compliance monitoring, and affirmative marketing as offered or approved by COAH;
  - (6) If applicable, serving as the Administrative Agent for some or all of the restricted units in the Township of Wantage as described in F. below.

- D. Subject to approval by COAH, the Township of Wantage may contract with or authorize a consultant, authority, government or any agency charged by the Governing Body, which entity shall have the responsibility of administering the affordable housing program of the Township of Wantage. If the Township of Wantage contracts with another entity to administer all or any part of the affordable housing program, including the affordability controls and Affirmative Marketing Plan, the Municipal Housing Liaison shall supervise the contracting Administrative Agent.
- E. Compensation. Compensation shall be fixed by the Governing Body at the time of the appointment of the Municipal Housing Liaison.
- F. The Municipal Housing Liaison shall assist the Administrative Agents in their duties, including, as needed, regarding:
  - (1) Affirmative Marketing;
  - (2) Household Certification;
  - (3) Affordability Controls;
  - (4) Resale and rental;
  - (5) Processing request from unit owners; and
  - (6) Enforcement.

The Municipal Housing Liaison shall have authority to take all actions necessary and appropriate to carry out its responsibilities hereunder.

**Section 4. Severability.**

If any section, subsection, paragraph, sentence or other part of this Ordinance is adjudged unconstitutional or invalid, such judgment shall not affect or invalidate the remainder of this Ordinance, but shall be confined in its effect to the section, subsection, paragraph, sentence or other part of this Ordinance directly involved in the controversy in which said judgment shall have been rendered and all other provisions of this Ordinance shall remain in full force and effect.

**Section 5. Inconsistent Ordinances Repealed.**

All ordinances or parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed, but only to the extent of such inconsistencies.

**Section 6. Effective Date.**

This Ordinance shall take effect immediately upon final adoption and publication in the manner prescribed by law.

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F. Parker Space, Mayor

ATTEST:

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James R. Doherty, Clerk

**NOTICE**

TAKE NOTICE that the above entitled ordinance was introduced at a regular meeting of the Mayor and Township Committee of the Township of Wantage, County of Sussex, New Jersey, held on February 12, 2009, and will be considered for final passage after public hearing at a regular meeting of the Mayor and Township Committee to be held on February 26, 2009 at 7:00 p.m. in the Municipal Building, Route 23, Wantage, New Jersey. During the preceding week, copies of the ordinance will be made available at the Clerk's office in the Municipal Building to members of the general public.

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James Doherty, Administrator