TOWNSHIP OF VERONA
COUNTY OF ESSEX, NEW JERSEY

TOWNSHIP COUNCIL AGENDA

REGULAR MEETING 7:00 P.M. OCTOBER 19, 2026

MUNICIPAL BUILDING, 600 BLOOMFIELD AVENUE

Via the internet, please click the link below to join the meeting:
https://zoom.us/j/95262662770
Via telephone, please dial 1(312)626-6799 or 1(646)558-8656
Use Zoom Meeting ID**:** 952-6266-2770, when prompted for a Participant ID, press #

A. CALL TO ORDER

The notice requirements of the Open Public Meetings Act have been satisfied with respect to this meeting of the Township Council. Specifically, the time and date were included in the publication of the Annual Meeting Notice. The Public Notice and meeting agenda was posted on the Municipal Public Bulletin Board at least 48 hours preceding the start time of this meeting. The agenda and meeting documents can be viewed online at VeronaNJ.org/councilmeetings. Please take notice that pursuant to NJ Public Law 2025-chapter 72, the complete text of each legal notice of the Township of Verona, including all public entities under the authority of the Township may be obtained or viewed by the public on our official, State registered webpage: www.veronanj.org/LegalPublicNotices. A public comment period will be held in the order it is listed on the meeting agenda and instructions on how to comment will be provided at the appropriate time.

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. MAYOR'S REPORT

1. J. Coltre, Essex County Liaison
2. Certificate of Recognition – 8U Barnstormers Girls Softball Team

E. REPORT OF THE TOWNSHIP MANAGER

1. Appointments

a. Historical Preservation Commission			**Unexpired Term Ending**
i. Samantha Gabriele		Alternate #2	1/15/2029

2. Deputy Manager's Report

F. COUNCILMEMBERS' REPORTS

G. PUBLIC COMMENT

H. HEARING ADOPTION OR AMENDMENT OF ORDINANCES

1. Ordinance No. 2026-31 Amending Chapter 430 "Site Plan Review" of the Township Code

I. ORDINANCES FOR INTRODUCTION

1. Ordinance No. 2026- Amending Chapter 402 "Rental Regulations" of the Township Code
2. Ordinance No. 2026- Amending Chapter A575-1 "Schedule of Fees", "Rental Regulations"
3. Ordinance No. 2026- Amending Chapter 140-7 Overnight Parking of the Township Code

4. Ordinance No. 2026- Amending Chapter A565-2 Police Department Fees of the Township Code
5. Ordinance No. 2026- Amending Chapter A565 – Water/Sewer Connection Fees and Water Consumption Rates of the Township Code
6. Ordinance No. 2026- Amending Chapter A565-7 – Pool Fees of the Township Code
7. Ordinance No. 2026- Amending Chapter A565-7 – Pool Membership Fees

CONSENT AGENDA

J. PUBLIC COMMENT ON CONSENT AGENDA ITEMS

K. MINUTES

1. October 5, 2026

L. PROPOSED RESOLUTIONS

1. Resolution No. 2026- Green Acres Enabling Resolution
2. Resolution No. 2026- Verona Safe Routes to School FY 2027
3. Resolution No. 2026- Authorize a Contract with Applied Concepts Inc.
4. Resolution No. 2026- Authorize a Contract with Firefighter One LLC
5. Resolution No. 2026- Authorize a Contract with Route 23 Auto Mall LLC
6. Resolution No. 2026- Authorize a Contract with SJ Fuel South Co Inc.
7. Resolution No. 2026- Authorize a Contract with Spatial Data Logic LLC
8. Resolution No. 2026- Extraordinary Tree – Block 603, Lot 1
9. Resolution No. 2026- Executive Session

M. LICENSES AND PERMITS

N. ADDENDUM

O. NEW/UNFINISHED BUSINESS

P. PUBLIC COMMENT

Q. EXECUTIVE SESSION

R. ADJOURNMENT

DUE TO THE ENACTMENT OF DANIEL'S LAW, PLEASE PROVIDE
ONLY YOUR NAME & TOWNSHIP DURING PUBLIC COMMENT & PUBLIC HEARINGS
The public may speak on any matter during Public Comment, listed on the agenda as items "I" and "O" on the agenda. At that time, anyone from the public wishing to speak will be recognized.
Your comments shall be limited to four (4) minutes.

TOWNSHIP OF VERONA
COUNTY OF ESSEX, NEW JERSEY

ORDINANCE #2026-

AN ORDINANCE TO REPEAL CHAPTER 430 "SITE PLAN REVIEW" IN ITS ENTIRETY AND REPLACE WITH A NEW CHAPTER 430 "SITE PLAN REVIEW" OF THE CODE OF THE TOWNSHIP OF VERONA

BE IT ORDAINED by the Township Council of the Township of Verona, County of Essex, New Jersey, as follows:

CHAPTER 430 Site Plan Review is hereby amended to read as follows:

CHAPTER 430 - SITE PLAN REVIEW

§ 430-1 **Short title; purpose.**
A. Short title. This chapter shall be known as the "Site Plan Review Ordinance of the Township of Verona."

B. Purpose. This chapter establishes a site plan review process by the Planning Board for proposed development in Verona. The purpose of the review is to ensure the following:
(1) Preservation of existing natural resources on the site.

(2) Safe and efficient vehicular and pedestrian circulation, parking and loading.
(3) Adequate screening, landscaping and location of structures.
(4) Exterior lighting needed for safety reasons in addition to any requirements for streetlighting.

§ 430-2 Definitions.
All definitions found in Chapter **150**, Zoning, of the Township of Verona shall apply to this chapter.

SITE PLAN
The nonresidential or multi-family development plan for one or more lots on which is shown the existing and proposed conditions of the lot including, but not limited to: topography, vegetation, drainage, flood plains, marshes and waterways, open spaces, walkways, means of ingress and egress, utility services, landscaping, structures and signs, lighting, screening devices, and any other information that reasonably may be required in order that an informed decision can be made by the approving authority.

SITE PLAN, MAJOR
Any site plan not classified as a minor site plan.

SITE PLAN, MINOR
Means an application for non-residential development limited to (1) interior renovations of an existing building if said renovations or change of use increases the number of required parking spaces such that the parking is deficient; or, (2) the construction of any permitted accessory structure; or, (3) the erection or improvement of non-conforming signage; or, (4) the installation of accessory off-street parking areas.

§ 430-3 **Site plan required; administration; exceptions.**
A. General requirements. Site plan review and approval shall be required before any nonpermitted change of use or addition of use, or before excavation, removal of soil, clearing of a site or placing of any fill on lands contemplated for development. Except as hereinafter provided, no building permit shall be issued for any building or use, or reduction or enlargement in size or other alteration of any building or change to a nonpermitted use of any building, including accessory structures, unless a site plan is first submitted and approved by the Planning Board, and no certificate of occupancy shall be given unless all construction and development conform to the plans as approved by the Planning Board.
B. Simultaneous review. The Planning Board shall have the power to review and approve or deny conditional uses or subdivisions simultaneously with review for site plan approval without the developer being required to make further application to the Planning Board or the Planning

Board being required to hold further hearings. The longest time period for action by the Planning Board, whether it be for subdivision, conditional use or site plan approval, shall apply. Whenever approval of a conditional use is requested by the developer pursuant to this subsection, notice of the hearing on the plat shall include reference to the request for such conditional use.

C. Site Plan Committee. The Chairperson of the Planning Board, with the approval of the Board, is hereby empowered to appoint a Site Plan Review Committee consisting of four members of the Board. Said Committee shall have the duty of reviewing site plan review applications to determine completeness and either to instruct the Secretary of the Board as to what elements are incomplete or to report and certify the application to the Planning Board and advise the Secretary to prepare notice for a public hearing. When applications are scheduled to be reviewed by the Site Plan Review Committee, the determination of completeness will not begin until after such meeting, as the applicant may be required to submit amended plans and reports. Only upon the full submission of all required documents requested by the Committee and Township professionals shall the 45-day review period begin.

D. Exemptions and exceptions. Site plan review requirements may be waived or exceptions may be granted under the following conditions:

(1) The Planning Board, or the Site Plan Committee of the Planning Board may waive site plan review requirements for a proposed development when the impact of the proposed development on the community, surrounding neighborhood and site will be minimal. Based on a sketch plan, the Planning Board or the Site Plan Committee of the Planning Board shall make such finding that the principles and standards as contained in § 430-17 of this chapter are substantially satisfied and that no further determination is required.

(2) Site plan approval shall not be required for any detached one- or two-dwelling-unit buildings or any uses accessory thereto, such as a private garage or storage shed incidental to residential uses, but this shall not limit the requirements for submission and approval of subdivision plats as otherwise required by Township ordinances.

(3) No amendment shall be required for a site plan review application made to the Planning Board prior to the effective date of this chapter and that is developed in accordance with an approval of such application heretofore or hereafter given by the Planning Board pursuant to ordinances and regulations then in effect and superseded by this chapter.

(4) The Planning Board, when acting upon applications for preliminary site plan approval, may grant such exceptions from the requirements for site plan approval as may be reasonable and within the general purpose and intent of the provisions for site plan review adopted pursuant to this chapter if the literal enforcement of one or more provisions of the chapter is impracticable or will exact undue hardship because of peculiar conditions pertaining to the land in question.

(5) Nothing in this ordinance shall be interpreted to provide any official or body, other than the land use boards, the ability to consider approval for an application that requires a hearing and or a variance. Any application submitted that is not in complete conformance with the Townships zoning code shall be required to appear before the land use board to request a variance.

§ 430-4 **Application procedure.**

A. The applicant shall submit a complete application in digital format, one hard copy signed and sealed by each licensed professional, and as many additional printed copies of the complete application, plans, and all supporting documents as the land use board requires on their application form as well as the fee provided for in Chapter **A565**, Fees, to the Secretary of the Planning Board. The time for the Board's review shall not begin to run until the submission of a complete application with the required fee. Unless the applicant is informed in writing by the Secretary of the Planning Board within 45 days of the actual submission of the application that it is incomplete, said application shall be deemed complete as of the date it was submitted.

B. Prior to submission of a formal application, applicants shall be encouraged to submit sketch site plans for informal discussions, review and recommendations by the Planning Board. Said sketch site plans shall be used as a basis for changes, redesign or waiver and to avoid undue expense and delay in preparing more detailed plans and specifications. The Planning Board shall not be governed by statutory time limits in its review of sketch site plans, and it is expressly understood that compliance with the Planning Board recommendations shall not bind the Planning Board in subsequent deliberations on a full application.

C. Applications for site plan approval shall be submitted to the Essex County Planning Board by the Applicant for review whenever review or approval of the application by the County Planning Board is required by Section 5 of P.L. 1968, c. 285 (N.J.S.A. 40:27-6.3). The Verona Planning Board shall condition any approval that it grants upon timely receipt of a favorable report on the application by the County Planning Board or approval by the County Planning Board by its failure to report thereon within the required time period.

D. Soil conservation.

(1) The applicant shall submit copies of the site plan application to the Soil Conservation Service, Hudson, Essex, Passaic Soil Conservation District Office, when required by N.J.S.A. 4:24-39 et seq.

(2) No application for site plan approval shall be deemed complete in the absence of proof that a plan for soil erosion and sedimentation control has been submitted as required above or proof that such a plan is not required for the particular application. If the reviewing authority has failed to grant or deny certification of the erosion plan at the time of preliminary approval of the applicant's site plan, preliminary approval shall be conditioned on certification of the applicant's erosion plan.

E. Documents and processes required for determination of completeness. The following documents shall be provided, when deemed applicable both physically and digitally in PDF format.

Alternative formatting may be required for review of stormwater management calculations.

(1) Site plan application forms
(2) Site plan set in accordance with § 430-16
(3) Architectural plans (full set)
(4) Traffic study (when applicable)
(5) Affidavit of ownership
(6) Verification of current tax and utility payments
(7) Stormwater Management Report providing all supporting testing data, design data, and calculations of the Applicant, demonstrating compliance with the design and performance standards for stormwater management measures of N.J.A.C 7:8 et. seq., the New Jersey Stormwater Best Management Practices (BMP) Manual adopted by the NJDEP and §150-25 of the Township of Verona Code.
(8) Stormwater Management Application form and fees
(9) Stormwater management maintenance manual in accordance with NJDEP requirements and §150-25 of the Township of Verona Code.
(10) Steep Slope mapping as per §150-23 of the Township of Verona Code (when applicable)
(11) Tree Removal and Replacement Plan (when applicable).
(12) Tree Removal Application Form and fees (when applicable).
(13) Tax Map containing lot and block numbers
(14) Land Survey of all lots proposed for development
(15) Proof of application for permits to State Agencies, DEP, HEPSCD or other authorities as may be required.
(16) Copy of application or request for exemption submitted to the Essex County Planning Board.
(17) Any other documents or studies deemed necessary according to Township Engineering, Planning, Zoning, and or Construction Officials
(18) All requirements listed under §430-16.
(19) Any other documents or data that the Board or Township Officials may find necessary for review.

§ 430-5 Review by Township officials.

A. Upon receipt of a site plan application, the Secretary of the Planning Board shall notify the following for their review and report and approval where required:

(1) Township Construction Code Official.
(2) Township Engineer.
(3) Township Emergency Management Official.
(4) Township Fire Official.
(5) Township Board of Health.
(6) Land Use Administrator/ Township Zoning Code Official

(7) Township Planner (if warranted)
(8) Any other Township Committees and Commissions as may be required by statute.

B. Each of the officials reviewing the site plan shall make a written report to the Planning Board within 10 days. The report of the Construction Code Official and the Land Use Administrator/Zoning Code Official shall certify whether there are any code violations or zoning violations on the subject application.

§ 430-6 **Time limits for review; preliminary approval; special conditions; sketch plan review.**

A. Upon the submission to the Secretary of the Planning Board of a complete application for a site plan for 10 acres of land or less, the Planning Board shall grant or deny preliminary approval within 45 days of the date of such submission or within such further time as may be consented to by the developer, except that if the application for site plan approval also involves an application for a relief pursuant to N.J.S.A. 40:55D-60 (Planning Board review in lieu of Board of Adjustment), the Planning Board shall grant or deny preliminary approval within 95 days of the date of the submission of a complete application to the Secretary of the Planning Board or within such further time as may be consented to by the applicant.

B. Upon submission of a complete application for a site plan of more than 10 acres, the Planning Board shall grant or deny preliminary approval within 95 days of the date of such submission or within such further time as may be consented to by the applicant.

C. Failure of the Planning Board to reach a decision within the specified time periods or extension thereof shall result in the approval of the site plan as submitted.

D. If the Planning Board requires any substantial amendment in the layout of improvements proposed by the applicant that have been the subject of a hearing, an amended application for development shall be submitted and proceeded upon, as in the case of the original application for development. The Planning Board shall, if the proposed development complies with this chapter and all other ordinances as applicable, grant preliminary site plan approval.

E. In the event that a plan of development shows common areas, property and/or facilities, then the Planning Board, as a condition of site plan approval, may establish such conditions on the ownership, use and maintenance of such lands as it deems necessary to assure the preservation of such areas, lands, property and facilities for their intended purposes. The recorded covenants shall bind each lot, to assure payment of all assessments, including taxes, which may be necessary to maintain such common property and/or facilities.

F. Nothing herein shall be construed to limit the right of an applicant to submit a sketch plan to the Planning Board for informal review, and neither the Planning Board nor the applicant shall be bound by any discussions or statements made during such review, provided that the right of the applicant at any time to submit a complete application for site plan approval shall not be limited by his submittal of a sketch plan and the time for the Planning Board's decision shall not begin to run until the submission of a complete application.

§ 430-7 **Public hearing.**
A. A public hearing shall be held on all applications for site plan approval unless the Planning Board waives review per § 430-3D(1).

B. The Secretary of the Planning Board shall prepare a notice of hearing on the proposed application. Said notice shall state the date, time and place of the hearing, the nature of the matters to be considered and an identification of the property proposed for development by street address, if any, or by reference to lot and block numbers as shown on the current tax duplicate in the Township Tax Assessor's office, and the location and times at which any maps and documents for which approval is sought are available.

(1) Notice shall be given by the Secretary of the Planning Board at least 10 days prior to the hearing in the following manner:

(a) Public notice shall be given by publication in the official newspaper of the Township or in a newspaper of general circulation in the Township.

(b) Notice of all hearings on applications for development involving property located within 200 feet of an adjoining municipality shall be given by personal service or certified mail to the Clerk of such municipality.

(c) Notice shall be given by personal service or certified mail to the Essex County Planning Board of a hearing on an applicant for development of property adjacent to an existing state or county road or proposed road shown on the Official County Map or on the County Master Plan adjoining other county land or situated within 200 feet of a municipal boundary.

(2) Notice shall be given by the applicant at least 10 days prior to the hearing in the following manner:

(a) Notice shall be given to the owners of all real property as shown on the current tax duplicate located within 200 feet in all directions of the property which is the subject of such hearing. Notice shall be given by:

i. Serving a copy thereof on the property owner(s) as shown on said current tax duplicate or their agent in charge of the property; or

ii. Mailing a copy thereof by certified mail to the property owner(s) at their address as shown on said current tax duplicate.

(b) Notice to a partnership owner may be made by service upon any partner. Notice to a corporate owner may be made by service upon its president, a vice president, secretary or other person authorized by appointment or by law to accept service on behalf of the corporation.

C. Any notice made by certified mail shall be deemed complete upon mailing. A fee (see Chapter **A565**, Fees) for the preparation of the address list, as per Subsection **B(2)** above, shall be charged to the applicant.

§ 430-8 **Rights and responsibilities subsequent to preliminary approval.**

Preliminary approval of a site plan shall confer upon the applicant the following rights for a three-year period from the date of the preliminary approval:

A. That the general terms and conditions on which preliminary approval was granted shall not be changed, including but not limited to use requirements; layout and design standards for streets, curbs and sidewalks; lot size; yard dimensions and off-tract improvements; natural resources to be preserved on the site; vehicular and pedestrian circulation, parking and loading; screening, landscaping and location of structures; exterior lighting both for safety reasons and streetlighting; except that nothing herein shall be construed to prevent the Township from modifying by ordinance such general terms and conditions of preliminary approval as relate to the public health and safety.

B. That the applicant may submit for final approval on or before the expiration date of preliminary approval the whole or a section or sections of the preliminary site plan.

C. That the applicant may apply for and the Planning Board may grant extensions on such preliminary approval for additional periods of at least one year but not to exceed a total extension of two years, provided that if the design standards have been revised by ordinance, such revised standards may govern.

§ 430-9 **Final approval.**

A. The Planning Board shall grant final approval if the detailed drawings, specifications and estimates of the application for final approval conform to the standards established by ordinance for final approval and the conditions of preliminary approval, provided that in the case of planned development, the Planning Board may permit minimal deviations from the conditions of preliminary approval necessitated by change of conditions beyond the control of the developer since the date of preliminary approval without the developer being required to submit another application for development for preliminary approval.

B. Final approval shall be granted or denied within 45 days after submission of a complete application to the Secretary of the Planning Board or within such further time as may be consented to by the applicant. Failure of the Planning Board to act within the period prescribed shall constitute final approval of the application for final approval as submitted and a certificate of the Secretary of the Planning Board as to failure of the Planning Board to act shall be sufficient in lieu of the written endorsement or other required evidence of approval.

C. A complete application for final approval shall include the following:

(1) A properly completed final site plan approval form.

(2) The required fee.

(3) A site plan in final form, including all the information shown on the preliminary plan, conditions of preliminary approval, plus all items set forth in the site plan details (§ 430-16) except where they have been specifically waived by the Planning Board.
(4) Items listed in §430-4E and §430-16.

D. The Planning Board shall have the power to grant preliminary and final approval simultaneously, provided that all application requirements have been met.

§ 430-10 **Stasis of approval conditions.**
The zoning requirements applicable to the preliminary approval first granted and all other rights conferred upon the applicant pursuant to this chapter, whether conditionally or otherwise, shall not be changed for a period of two years after the date of final approval. If the applicant has followed the standards prescribed for final approval, the Planning Board may extend such period of protection for extensions of one year but not to exceed three extensions. Notwithstanding any other provisions of this chapter, the granting of final approval terminates the time period of preliminary approval pursuant to this chapter for the section granted final approval.

§ 430-11 **Guaranties of improvement required.**
A. As a condition of final site plan approval, the Planning Board may require and shall accept in accordance with the standards adopted by this chapter for the purpose of assuring the installation and maintenance of on-tract and off-tract improvements:

(1) Performance guaranty.

(a) The furnishing of a performance guaranty in favor of the Township in an amount not to exceed 120% of the cost of installation for improvements it may deem necessary or appropriate, including the following: streets, grading, pavement, gutters, curbs, sidewalks, streetlighting, shade trees, surveyor's monuments as shown on the final map and required by the Map Filing Law, P.L. 1960, Chapter 141 (N.J.S.A. 46:23-9.9 et seq.), water mains, culverts, storm sewers, sanitary sewers or other means of sewage disposal, drainage structures, erosion control and sedimentation control devices, public improvements of open space and other on-site improvements and landscaping, provided that no more than 10% of the total performance guaranty shall be in cash, and the balance shall be in the form of a bond from a bonding company approved by the Township.

(b) An itemization and cost estimate shall be submitted by the developer, and the Township Engineer shall review the improvements and cost estimates for reasonability. Said itemization shall be the basis for determining the amount of performance guaranty and maintenance guaranty required by the Planning Board. The Township Engineer shall forward his review of the cost improvements to the applicant within 30 days of the date of receipt of a request sent by certified mail for said review.

(2) The furnishing of a maintenance guaranty to be posted with the Township Council for a period not to exceed two years after final acceptance of the improvement, in an amount not to exceed 50% of the cost of the improvement. In the event that other governmental agencies or public utilities automatically will own the utilities to be installed or the improvements are covered by performance or maintenance guaranty to another governmental agency, no performance or maintenance guaranty, as the case may be, shall be required for such utilities or improvements.

B. The amount of any performance guaranty may be reduced by the Township Council by resolution when portions of the improvements have been certified by the Township Engineer to have been completed. The time allowed for installation of the improvements for which the performance guaranty has been provided may be extended by the Township Council by resolution.

C. If the required improvements are not completed or corrected in accordance with the performance guaranty, the obligor and surety, if any, shall be liable thereon to the Township for the reasonable cost of the improvements not completed or corrected, and the Township may either prior to or after the receipt of the proceeds thereof complete such improvements.

D. When all of the required improvements have been completed, the obligor shall notify the Township Council in writing, by certified mail addressed in care of the Township Clerk, of the completion of said improvements and shall send a copy thereof to the Township Engineer. Thereupon, the Township Engineer shall inspect all of the improvements and shall file a detailed

report, in writing, with the Township Council, indicating either approval, partial approval or rejection of the improvements with a statement of reasons for any rejection. If partial approval is indicated, the cost of the improvements rejected shall be set forth.

E. The Township Council shall either approve, partially approve or reject the improvements on the basis of the report of the Township Engineer and shall notify the obligor in writing, by certified mail, of the contents of said report and the action of the Township Council with relation thereto not later than 65 days after receipt of the notice from the obligor of the completion of the improvements. Where partial approval is granted, the obligor shall be released from all liability pursuant to its performance guaranty, except for that portion adequately sufficient to secure provision of the improvements not yet approved. Failure of the Township Council to send or provide such notification to the obligor within 65 days shall be deemed to constitute approval of the improvements and the obligor and surety, if any, shall be released from all liability, pursuant to such performance guaranty.

F. If any portion of the required improvements is rejected, the Township Council may require the obligor to complete such improvements and, upon completion, the same procedure of notification as set forth in this section shall be followed.

G. Nothing herein, however, shall be construed to limit the right of the obligor to contest by legal proceedings any determination of the Township Council or the Township Engineer.

H. The obligor shall reimburse the Township for all reasonable inspection fees paid for the foregoing inspection of improvements.

I. Prior to final acceptance of the improvements, the applicant shall file with the Township Engineer and Construction Code Official as-built drawings prepared by the applicant's engineer and/or architect indicating any approved changes from the final plat plan.

§ 430-12 **Off-tract improvements.**

A. As a condition for approval of a site plan, a developer may be required by the Planning Board to pay his pro rata share of the cost of providing only reasonable and necessary street improvements and water, sewerage and drainage facilities, and easements therefore, located outside the property limits of the development but necessitated or required by construction or improvements within such development.

B. Requirements for providing off-tract improvements shall be based on the circulation and utility service plan elements of the Township Master Plan. The pro rata amount of the cost of such facilities that shall be borne by each developer or owner within a related and common area shall be determined by the Planning Board in accordance with the following standards:

(1) Street improvements. The developer's share shall be based on the average daily traffic generated by the proposed development, as a proportion of total estimated average daily traffic on the street based on complete development under existing zoning.

(2) Water, sewer and drainage improvements. The developer's share shall be based on capacity required by the development in question as a proportion of total capacity for the service area in which the development is located.

C. Where a developer pays the amount determined as his pro rata share under protest, he shall institute legal action within one year of such payment in order to preserve the right to a judicial determination as to the fairness and reasonableness of such amount.

§ 430-13 **Reservation of public areas.**

A. General requirements.

(1) If the Master Plan or the Official Map provides for the reservation of designated streets, public drainageways, green infrastructure, flood control basins or public areas within the proposed development before approving a site plan, the Planning Board may require that such streets, ways, basins or areas be shown on the site plan in locations and sizes suitable to their intended uses. The Planning Board may reserve the location and extent of such streets, ways, basins or areas shown on the plat for a period of one year after the approval of the final plat or within such further time as may be agreed to by the applicant.

(2) Unless during such period or extension thereof the Township shall have entered into a contract to purchase or institute condemnation proceedings according to law for the fee or a lesser interest in the land comprising such streets, ways, basins or areas, the applicant

shall not be bound by such reservations shown on the plat and may proceed to use such and for private use in accordance with applicable development regulations.

B. Applicability. The provisions of this section shall not apply to streets and roads, flood control basins or public drainageways necessitated by the subdivision or land development and required for final approval.

C. Compensation. The applicant shall be entitled to just compensation for actual loss found to be caused by such temporary reservation and deprivation of use. In such instance, unless a lesser amount has previously been mutually agreed upon, just compensation shall be deemed to be the fair market value of an option to purchase the land reserved for the period of reservation, provided that determination of such fair market value shall include but not be limited to consideration of the real property taxes apportioned to the land reserved and prorated for the period of reservation. The applicant shall be compensated for the reasonable increased cost of legal, engineering or other professional services incurred in connection with obtaining site plan approval caused by the reservation.

§ 430-14 **Findings of fact for planned developments by Planning Board.**
Prior to site plan approval for a planned development, the Planning Board shall find the following facts and conclusions:
A. That departures by the proposed development from zoning regulations otherwise applicable to the subject property conform to standards for planned development contained in Chapter **150**, Zoning.

B. That the proposals for maintenance and conservation of the common open space are reliable and the amount, location and purpose of the common open space are adequate.

C. That provision through the physical design of the proposed development for public services, control over vehicular and pedestrian traffic and the amenities of light and air, recreation and visual enjoyment are adequate.

D. That the proposed planned development will not have an unreasonably adverse impact upon the area in which it is proposed to be established.

E. In the case of a proposed development which contemplates construction over a period of years, that the terms and conditions intended to protect the interests of the public and of the residents, occupants and owners of the proposed development in the total completion of the development are adequate.

§ 430-15 **Review by Board of Adjustment.**
A. Approval with variance application. The Board of Adjustment shall have the power to grant, to the same extent and subject to the same restrictions as the Planning Board, site plan approval whenever the Board of Adjustment is reviewing an application for approval of a variance pursuant to Section 57d of Chapter 291 of the Laws of New Jersey of 1975 and appropriate sections of Chapter 150, Zoning, of the Code of the Township of Verona. All requirements of this chapter, with the exception of time period for approval, shall apply to the site plan application and Board of Adjustment when acting as the reviewing board for a site plan application.

B. Time period for approval. Whenever an application for development requests relief pursuant to Subsection **A** of this section, the Board of Adjustment shall grant or deny approval of the application within 120 days after submission by an applicant of a complete application to the Secretary of the Board of Adjustment or within such further time as may be consented to by the applicant. Failure of the Board of Adjustment to act within the period prescribed shall constitute approval of the application, and a certificate of the Secretary of the Board of Adjustment as to the failure of the Board of Adjustment to act shall be issued on request of the applicant, and it shall be sufficient in lieu of the written endorsement or other evidence of approval herein required.
C. Referral to Planning Board. An application under this section may be referred to the Planning Board for its report, provided that such reference shall not extend the period of time within which the Board of Adjustment shall act.

§ 430-16 **Details of site plan.**
A. Preparation; contents.

(1) The site plan and its separate elements shall be prepared by a professional engineer, land surveyor, architect, landscape architect or professional planner. The site plan shall be based on the latest Tax Map information and shall be of a standard size as required by N.J.S.A. 46:26B-1 et seq.
(2) The site plan shall consist of a location map, site plan maps(s) of the affected property and such other maps and information as listed below. The Planning Board may, at the request of the applicant, waive any of the various requirements of the maps and submissions.

B. All maps shall:
(1) Show the name of the applicant and block and parcel number of the property in question.
(2) Show the name, address and seal of the licensed engineer, surveyor, architect or planner who had prepared the plan.
(3) Have a North point, scale, date on which plan was prepared and date of every revision.
(4) Provide a place for signature of Chairperson and Secretary of the reviewing board.

C. The location map shall:
(1) Be drawn at a scale of not more than one-inch equals 100 feet, showing the location of the property, all streets, driveways and property lines within 200 feet of the affected property and all buildings or structures within 200 feet of the building or structure proposed by the applicant.
(2) Show the location of the property with respect to surrounding property and streets.
(3) Identify all properties within 200 feet of the property in question by block and parcel number, name of owner and address of owner.
(4) Indicate the zoning district in which the property is located and zoning of all property within a two-hundred-foot radius of the property in question.

D. The site plan map(s) shall:
(1) Be drawn at a scale of one-inch equals 20 feet. The Township Engineer may give permission to use another scale upon request by the applicant.
(2) Show all lot line dimensions and area of the lot.
(3) Show the location of all existing buildings, culverts, storm sewers, sanitary sewers, waterlines, fire protection facilities, electric and telephone lines (both above and below ground) and poles, gas and underground heating systems, pipe lines and other man-made features.
(4) Show the location of all existing streets and highways on or adjacent to the property affected, including names, right-of-way width, pavement width, curbs or sidewalks.
(5) Show the location of all existing easements and rights-of-way and the purpose for which they have been established.
(6) Show the location of existing rock outcrops, high points, watercourses, depressions, ponds, marshes, wooded areas, single trees not in wooded areas with a diameter of six inches or more as measured four- and one-half feet above the base of the trunk and other significant existing features as determined by survey.
(7) Show the topography of the site, including existing elevations or contours at vertical intervals of two feet.
(8) Provide datum to which contour elevations refer, preferably United States Coast and Geodetic Survey.
(9) Show any designated streets, public drainageways, flood control basins or public areas within the proposed site designated for public reservation in the Township Master Plan or Official Map.
(10) Show the topography of the site after development at two-foot contour intervals.
(11) Show all proposed streets with profiles indicating grading and cross sections showing width of roadway, curbing and sidewalk.
(12) Show the location of proposed buildings and structures, all accessory structures and fences, if any, including setback, sidelines and rear yard distances, with dimensions showing present and future grade elevations at all corners and entrances of said structures, and floor plans thereof.
(13) Provide a design view of the front, side and rear elevations of the proposed structure or structures. Design view elevations are also to be shown where proposed additions or alterations affect such elevations.
(14) Show the location, type and details of proposed signs and outdoor lighting, including dimensions, radius of light and intensity of illumination.

(15) Show the location, type and size of proposed culverts, green infrastructure, storm sewers, sanitary sewers, fire protection, electric and telephone lines and poles, gas and underground heating systems, pipelines and all other utilities both above and below ground, including the connection of such proposed facilities with the existing facilities.
(16) Show all means of vehicular access for ingress and egress to and from the site onto public streets, showing the size and location of driveways and curb cuts, including the possible organization of traffic channels, acceleration and deceleration lanes, additional width and any other improvements necessary to prevent a difficult traffic situation. All pedestrian walkways should also be shown.
(17) Show the location and design of any off-street parking areas or loading areas showing number of spaces, size and location of bays, aisles and barriers, and proposed direction of movement.
(18) Show all proposed screening and landscaping, including a separate planting plan and location of proposed shade trees. If provided, all recreation areas shall be indicated.
(19) Indicate methods and placement of solid waste disposal and storage facilities.
(20) Show the storm drainage plan indicating locations of inlet pipes, swales, detention areas and any other storm drainage facilities as well as calculations for existing and proposed runoff conditions.
(21) Include, if applicable, a detailed proposal, including covenants, agreements or other specific documents showing the ownership and method of assuring perpetual maintenance to be applied to those areas which are to be used for recreational, green infrastructural or other common purposes.
(22) Indicate the proposed sequence of development with a projected time schedule for completion of each of the several elements. Such projection shall include, where applicable, the removal of structures, trees and brush, temporary drainage considerations, utilities, road and sidewalk improvements and provisions for the protection of topsoil.

E. The Planning Board may require other information and data for specific site plans. This data may include but is not limited to geologic information, water yields, flood data, environmental information, traffic counts, road capacities, market information, economic data for the proposed business or activity, hours of operation and similar information.

F. The site plan application shall include certification that no taxes on the property are delinquent.

§ 430-17 **Standards for review.**
The following criteria have been set forth as a guide for evaluating the adequacy of proposed development in the Township. The Planning Board shall review the site plan for compliance with all applicable ordinances and the Master Plan; for harmony with surrounding uses and the overall plan for development of the Township; for the promotion of the health, safety, order, efficiency and economy of the Township; and for the maintenance of property values and the general welfare. Based upon its review and the degree to which it can make positive findings, the Board may approve, conditionally approve, request modifications or deny approval of the site plan based on evaluation of the site plan details with respect to:

A. The site plan's compliance with all provisions of Chapter 150, Zoning, including but not limited to off-street parking and loading; signs and lighting; open space and the generation of objectionable smoke, fumes, noise, odors, dust, glare, vibration or heat.

B. The site plan's compliance with all requirements and standards of Chapter **466**, Subdivision of Land, including but not limited to standards for construction, layout, dimensions, materials, stormwater retention or detention facilities and sewerage facilities.

C. The environmental impact of the development relating to the preservation of existing natural resources on the site, compliance with Chapter 493, Article II, Tree Protection, Removal, and Replacement, and the impact on the natural resources of the surrounding properties and neighborhood.
D. The relationship of the development to adjacent uses in terms of harmonious use and design, setbacks, maintenance of property values and negative impacts.

E. The provision of a safe and efficient vehicular and pedestrian circulation system.

F. The design and location of off-street parking and loading facilities to ensure that all such spaces are usable and are safely and conveniently arranged.

G. The sufficient width and suitable grade and location of streets designed to accommodate prospective traffic and to provide access for firefighting and emergency equipment to buildings.
H. The coordination of streets so as to compose a convenient system consistent with the circulation element of the Master Plan.

I. The design and location of buildings in an efficient and aesthetically pleasing manner.

J. The use of landscaping and screening to provide adequate buffers to shield lights, noise, movement or activities from adjacent properties when necessary; and to complement the design and location of buildings and be integrated into the overall site design.

K. Exterior lighting to ensure safe movement and for security purposes, which shall be arranged so as to minimize glare and reflection on adjacent properties.

L. The location, size and configuration of open space areas to ensure that such areas are suitable for intended recreation and conservation uses.

M. Protection and conservation of soils from erosion by wind or water or from excavation or grading.

N. Protection and conservation of watercourses and areas subject to flooding.[4]
[4]Editor's Note: See Ch. **270**, Flood Control and Damage Prevention.

O. The adequacy of water, drainage, sewerage facilities, garbage disposal and other utilities necessary for essential services to residents and occupants.

P. The design and location of signs so as to be aesthetically pleasing, harmonious with other signs on the site and located so as to achieve their purpose without constituting hazards to vehicles and pedestrians.

§ 430-18 **Fees.**
Fees for copies of ordinances and the Master Plan are as follows:

A. Chapter 150, entitled "Zoning": $30.

B. Chapter 466, entitled "Master Plan": $150.[2]

[2]Editor's Note: See Ch. **466**, Subdivision of Land.

[1]Editor's Note: See also Ch. **A565**, Fees.

SECTION 1. In case any one or more of the provisions of this Ordinance shall, for any reason, be held to be illegal or invalid, such illegality or invalidity shall not affect any other provision of this Ordinance shall be construed and enforced as if such illegal or invalid provision had not been contained herein.

SECTION 2. If any section, sub-section, paragraph, sentence or any other part of this ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance.

SECTION 3. All ordinances or parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 4. This ordinance shall take effect 20 days after final passage and publication as prescribed by law.

ATTEST:

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

NOTICE
I HEREBY CERTIFY THAT THE AFOREMENTIONED ORDINANCE WAS PUBLISHED ON THE LEGAL PUBLIC NOTICES PAGE OF THE TOWNSHIP WEBSITE (VERONANJ.ORG/LEGALPUBLICNOTICES) ON XXX AND XXX.

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

INTRODUCTION:
PUBLIC HEARING:
EFFECTIVE DATE:

TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY

ORDINANCE No. 2026-

REPEALING CHAPTER 402 "RENT CONTROL" IN ITS ENTIRETY AND ESTABLISHING A NEW CHAPTER 402 "RENTAL REGULATIONS"

BE IT ORDAINED, by the Township Council of the Township of Verona, County of Essex, New Jersey as follows:

SECTION 1. Chapter 402 (Rent Control) of the Code of the Township of Verona is hereby repealed in its entirety.

SECTION 2. There is hereby established a new Chapter 402 (Rental Regulations) of the Code of the Township of Verona to read as follows:

ARTICLE I RENT CONTROL

§ 402-1. Applicability; exceptions
§ 402-2. Definitions
§ 402-11. Rent Control Board
§ 402-12. Board staff
§ 402-13. Professional services
§ 402-21. Permitted increases
§ 402-22. Vacancy allowance
§ 402-23. Registration requirement
§ 402-31. Hearings
§ 402-32. Appeals
§ 402-41. Maintenance of services
§ 402-42. Anti-harassment provisions
§ 402-43. Compliance with housing and building codes
§ 402-44. Alternate service of notice
§ 402-45. Enforcement
§ 402-46. Violations and penalties

§ 402-1 Applicability; exceptions.

A. Applicability. The terms of this article apply to individual residential dwelling units within all buildings classified by the assessor as Class 4A (Commercial Property), Class 4B (Industrial Property), and 4C (Apartments), rather than to an individual tenant occupying a dwelling unit. An agreement for occupancy of the dwelling unit shall not circumvent the application of this article by titling the agreement as other than a lease, such as, but not limited to a "use and occupancy agreement."

B. Exceptions. This article shall not apply to:
   (1) Dwelling units in buildings with less than four individual residential dwelling units.
   (2) Dwelling units which are landlord-occupied or which are permanently occupied by a member of the immediate family of the landlord of that building, however said units are still subject to comply with the registration requirements of this article.
   (3) Dwelling units for which the amount of rent is determined as a function of household income by a government program.
   (4) Motels, hotels and similar-type buildings intended for transient use; floor space used strictly for commercial purposes in any type building, including state-licensed rooming houses.
   (5) Dwelling units rented for the first time after the adoption of this article are exempt, and the initial rent may be determined by the landlord, but all subsequent rents shall be subject to the provisions of this article.
   (6) Dwelling units exempted by state or federal law.

C. Establishment of base rent.

(1) For all dwelling units previously subject to rent control, base rent shall be the rent charged as of the effective date of this Ordinance.
(2) For all dwelling units subject to rent control for the first time after the adoption of this Ordinance, base rent shall be the rents established by landlords and tenants on June 1 following the effective date of this Ordinance.
(3) Any subsequent permitted increase which by its terms becomes part of the base rent, shall represent the base rent from which permitted increases are calculated.

D. Tenure of rent control. This article shall be reviewed by the governing body after 5 years to determine whether rent control legislation should be continued, modified or repealed.

§ 402-2 Definitions.
As used in this article, the following terms shall have the meanings indicated:

BASE RENT
The amount charged for the dwelling unit rented, and any related services and equipment involved, whether such includes the use of the basement, parking space(s), garage, clotheslines, washing utilities, heat, hot water, garbage removal, repairs, maintenance and the like, and the base rent and charge(s) included in the tenant's lease/rental agreement.

BOARD
The Rent Control Board.

BUILDING
Any building or structure, or part thereof, used for human habitation, use, or occupancy and includes any accessory buildings and appurtenances belonging thereto or usually enjoyed therewith.

CODE COMPLIANCE
That the dwelling and dwelling unit are free from all heat, hot water, elevator and all health, safety and fire code violations as well as free of all other violations of the article, the Property Maintenance Code and other applicable federal, state, county or local laws or regulations.

CONSUMER PRICE INDEX
The consumer price index (all items, base year 1967 = 100) for wage earners and clerical workers (CPI-W) for the region of the United States of which the Township is a part, published periodically by the United States Department of Labor, Bureau of Labor Statistics.

DWELLING
Any building or structure or party thereof containing one or more dwelling units.[1]

DWELLING UNIT
Any room or group of rooms or any part thereof located within a [dwelling] and forming a single habitable unit with facilities which are used, or designated to be used for living, sleeping, cooking and eating.[2]

JUDICIALLY MANDATED EVICTION
That the landlord recovered possession of a dwelling or dwelling unit for one of the reasons and in accord with the procedures set forth in *N.J.S.A. 2A:18-61.1*, as amended. Removal of a tenant due to a change in ownership is not permissible unless said removal is done in accordance with *N.J.S.A. 2A:18-61.1.*

LANDLORD
The person(s) who owns or purports to own any building, structure or complex of buildings or structures in which there is rented or offered for rent dwelling units for living or dwelling purposes under either a written or an oral lease.

[1] N.J.A.C. 5:28-1.2
[2] N.J.A.C. 5:28-1.2

LIVING AREA
The amount of total rentable space applicable to any given dwelling unit, measured either in terms of rooms or square footage.

MAINTENANCE COSTS
Maintenance costs include real estate taxes, utility expenses, expenses for repairs, upkeep and maintenance respecting a dwelling unit, but shall not include principal or interest payments on any blanket encumbrance or other mortgage or encumbrance.

MAJOR CAPITAL IMPROVEMENT
A permanent improvement that is reasonably expected to last more than three years. The improvement must benefit the dwelling and must be subject to an allowance for depreciation under federal income tax provisions, but the Rent Control Board, taking all factors into consideration, will make the ultimate determination. Capital improvements shall include but not be limited to new construction relating to the dwelling, new bath fixtures, kitchen cabinets, kitchen fixtures, air-conditioning installation, heating system installation, electrical rewiring, electrical outlets, and replacement of doors, windows or other fixtures. Incidental repairs which are defined as expenditures that keep property in an ordinarily efficient operating condition and do not add to its value or appreciably prolong its useful life shall not be deemed capital improvements under this article.

MONTHLY MAINTENANCE CHARGE
The annual maintenance costs divided by 12.

RENT INCREASE, DECREASE OR ADJUSTMENT
The notice forwarded by the landlord to the tenant, or by the tenant to the landlord, by letter or in any other form, setting forth the proposed amount of rent increase, rent decrease or other rent adjustment. Each such notice shall state in detail the reasons justifying or requiring the rent increase, rent decrease or other rent adjustment. Each notice shall also include a notice on how to file an appeal of said increase, decrease or adjustment with the Rent Control Board.

SECRETARY
The Rent Control Board Secretary.

SERVICES
The provision of light, heat, hot water, maintenance, painting, elevator service, air conditioning, storm windows, screens, superintendent service and any other benefit, privilege or facility connected with the use or occupancy of any dwelling or dwelling unit.

§ 402-3 through § 402-10 (Reserved).

§ 402-11 Rent Control Board.

A. Established. A Rent Control Board (the "Board") is established in the Township of Verona.

B. Composition; terms.
   (1) The Board shall consist of five members who shall be appointed by the Township Council. For reasons of continuity and in the best interests of the public, the terms of the first members appointed pursuant to this subsection shall be staggered terms of one-, two-, three-, and four-year term appointments, with two members receiving four-year terms. Thereafter the term of office of the members of the Board shall be for four years each.
   (2) Members of the Board shall serve without compensation.

C. Disqualification of member. No member of the Rent Control Board shall be permitted to act on any matter in which that individual has, either directly or indirectly, any personal or financial interest.

D. Powers of Board. The Rent Control Board is hereby granted and shall have and exercise all the powers necessary and appropriate to carry out and execute the purposes of this article, including, but not limited to, the following:

(1) To issue and promulgate such rules and regulations as it deems necessary to implement the purpose of this article, including, but not limited to, the use of subpoenas, which rules and regulations shall have the force of law until revised, repealed or amended, providing that such rules are filed with the Township Clerk.
(2) To supply information and assistance to landlords and tenants to help them comply with the provisions of this article.
(3) To hold hearings and adjudicate applications from landlords for rent increases or adjustments, as herein provided.
(4) To hold hearings and adjudicate applications from tenants for rent adjustments or reductions, as herein provided.
(5) To hear and adjudicate appeals from determinations of the Rent Control Administrator.
(6) To approve and accept a settlement or other agreement on the subject matter of a dispute between a landlord and tenant.
(7) To require a landlord to produce for examination his/her books, records, tax returns, balance sheets, profit and loss statements and such other records as the Board may require in connection with any application, hearing, proceeding or purpose, as set forth herein.
(8) The Rent Control Board, upon an application by a landlord or tenant or upon its own motion, may set a date for a hearing, consider proofs and grant, deny, modify or otherwise adjust all rentals, by increasing or decreasing same, and the Board may make such determinations as to conditions, services, equipment, terms and related matters pertaining to rentals and controlled premises as may be warranted within the intent and purview of this article and applicable state laws.

E. Quorums. A quorum for hearing shall consist of three members and a majority of those present shall be authorized to issue orders pursuant to and consistent with the powers and functions of the Board.

F. Reporting. The Board shall provide a quarterly report to the Township Council summarizing all actions, determinations, and investigations undertaken during the previous quarter.

§ 402-12 Board staff.

A. Rent Control Administrator; duties.
(1) Position created. There is hereby created the position of Rent Control Administrator, to be appointed by the Manager.
(2) Duties. The duties of the Rent Control Administrator shall be as follows:
(a) To obtain, keep and maintain all relevant records and other data and information.
(b) To supply information and assistance to landlords and tenants and to bring together tenants and landlords in formal conferences and suggest resolutions of conflicts between them in order to assist them in complying with the provisions of this article.
(c) To ensure compliance by the landlord and tenants with the provisions of this article.
(d) To remedy violations of this article by ordering rebates and increases and bring appropriate legal charges as provided by this article.
(e) To accept, process, investigate and determine complaints from tenants of illegal rental increases.
(f) To accept, process, review and investigate applications from landlords for rental increases or surcharges under the hardship increase or capital improvement recovery sections of this article.
(g) To coordinate and supervise all staff associated with the operation of this article.
(h) To attend all meetings of the Rent Control Board.
(i) To perform such other duties as the Rent Control Board may specifically direct and as allowed by this article.
(3) Determination. Any determination of the Rent Control Administrator under this section or such duties as may be delegated to him/her by the

Rent Control Board, by regulation, will be rendered by the officer, in writing.

(4) Appeal.

(a) Any person aggrieved by a determination of the Rent Control Administrator may file an appeal to the Rent Control Office and copy the Rent Board Attorney and Township Manager. . An appeal shall be filed no later than 30 calendar days after the date that the determination is issued. The appeal shall be in the form detailed herein, and shall be accompanied by the fee as set forth in this article.

(b) Upon receipt of the appeal setting forth in detail the grounds for the appeal and the required fee, the matter shall be placed upon the Rent Control Board agenda at the earliest convenient date for determination. During the pendency of the appeal, the rent for the subject dwelling unit shall be the rent as established by the Rent Control Administrator.

(c) If the person aggrieved by determination of the Rent Control Administrator is represented by legal counsel, the rent board attorney may negotiate a settlement of the terms. Any settlement negotiated by the rent board attorney shall be subject to the approval of the Rent Control Board at a regularly-scheduled or special meeting of the Board.

(5) Reporting.

(a) The Rent Control Administrator shall provide a quarterly report to the Board summarizing all actions, determinations, and investigations undertaken during the previous quarter.

B. Board Secretary, appointment.

a. Position created. There is hereby created the position of Board Secretary to the Rent Control Board, to be appointed by the Manager.

C. Board Attorney, appointment

a. Position created. There is hereby created the position of Rent Control Board Attorney, to be appointed by the Council for a one-year term under such form of retainer agreement as the Council may approve. Candidates for Rent Control Board Attorney shall be recommended to the Township Council by the Township Attorney. The one-year term will rollover to consecutive years if a new appointment is not made.

b. Duties. The duties of the Rent Control Board Attorney shall be as follows:

i. Shall advise the Rent Control Administrator and Board on interpretation of all aspects of this article.

ii. Shall advise the Rent Control Administrator and Board in order to ensure that a full, fair and balanced record of the rent control hearings shall be made and that all competent evidence shall be presented and tested as to its relevancy, competency, materiality and credibility, so that the Council and any appellate tribunal will have the benefit of a fully developed record of the proceedings.

iii. Shall attend all meetings of the Rent Control Board.

§ 402-13 Professional services.

A. Retention of professional services. In the event the Rent Control Administrator or Board determines that a landlord or tenant's application for relief contains calculations of a complex nature, then the Administrator or Board, in the interest of fairness and efficiency, may determine that the services of professional experts are required to assist the Board in evaluating and processing the application.

B. Estimate of fee. Should the Administrator or Board determine that professional assistance is required, then the Administrator or Board shall forthwith send a copy of the application and supporting documents to any professional expert retained to assist the Board in evaluating and processing the application. Within five days of receipt thereof, the professional expert shall submit to the Rent Control Office and to the applicant an estimate of funds necessary to undertake the professional services to be rendered.

C. Escrow funds. The applicant shall forthwith deposit such funds in an escrow

account maintained by the Township. The professional expert shall submit vouchers for all reasonable and necessary fees for the professional services rendered, which fees shall be paid from the escrow account in the manner prescribed by *N.J.S.A. 40A:5-16* through *40A:5-18* and the ordinances of the Township. The professional expert, at the time of submission of any such voucher, shall forward a copy of same to the applicant.

D. Appeal of fee. In the event that the applicant questions the reasonableness of any such voucher, the applicant may make written protest of such voucher to the Board. In no event shall the Board authorize the payment of any voucher submitted pursuant to this section sooner than 10 days after its submission. Any of the aforesaid moneys which are left in the escrow account upon completion of the application shall be returned to the applicant after the Board reaches its decision. Should additional funds be required after the original funds are exhausted, such funds as shall be necessary in the judgment of the Board shall be paid by the applicant to the Township and placed in the escrow account.

E. Action upon application. The Board shall take no formal action on any application unless and until all escrow funds have been deposited with the Township, and any time limitations set forth in this article shall be extended until all such escrow funds are deposited with the Township.

§ 402-14 through § 402-20 (Reserved).

§ 402-21 Permitted increases.

A. Rent control established. All dwelling units, unless otherwise specifically exempted, shall be subject to the provisions of this article. Any and all increases not in accordance with the provisions of this article are void and shall be refunded or credited to the tenant.

B. Annual increases for covered dwelling units.

(1) The maximum permissible annual rent increase on lease renewal is the change in the CPI figure as determined below OR 3.0%, whichever is greater. The CPI is posted by October 1st of each year on the Township's webpage.

The CPI change is calculated by using the Consumer Price Index (Urban Wage Earners and Clerical Workers CPI-W) Raw Data chart of the Bureau of Labor Statistics. The 12-month average of indices from September through August of the prior year will be compared to the 12-month average of indices from September through August of the current year. The percentage difference between these two numbers will be the allowable increase for all lease renewals in the upcoming calendar year. A link to the Bureau of Labor Statistics Consumer Price Index Chart and the release dates can be found the Township's website.

(a) For those lease agreements that commence prior to the adoption of this ordinance, landlords and tenants shall follow the current provisions of Chapter 402 Rent Regulation of the code of the Township of Verona. Any renewals or new lease agreements shall conform to the provisions herein.

(2) Exception for qualified seniors or disabled tenants. For dwelling units in which at least one tenant is a minimum of 62 years of age or is receiving social security disability benefits, the maximum annual permissible rent increase shall be equal to the consumer price index as defined in section (1) or 3%, whichever is LESS.

(3) The first annual rent increase after the adoption of this article shall occur no sooner than 12 months after the last rental increase permitted by Ordinance.

(4) No landlord shall request or receive any increase in rental payments from any tenant more often than once in any period of 12 consecutive months with the exception of an increase permitted pursuant to §402-21(C) or §402-

21(D).

C. Hardship increase. This subsection applies where the annual operating expenses for any one building exceed at least 75% of the total annual gross income. Operating expenses shall include all reasonable expenses necessary to carry out the proper operation and maintenance of the property, including common area utilities and property taxes allocated to the year. Operating expenses shall exclude mortgage amortization, mortgage interest, interest or costs of financing, attorney's, expert's or engineer's fees related to the filing of hardship or capital improvement applications, depreciation or expenditures for capital improvements. In reviewing operating expenses, the Board shall consider normal and recurring expenses and may make adjustments for extraordinarily high or low operating expenses in any given year. Annual gross income shall include all income realized in connection with the operation of the premises, including rentals from all residential dwelling units and commercial units, as well as fees collected for parking, rental from machines, concessions and garages or other services. This figure becomes the new base rent and may be increased by 10% after the first year.

(1) In considering a hardship application, the Board shall give due consideration to any and all relevant factors, including, but not limited to, the following:

(a) The level and quality of service rendered by the landlord in maintaining and operating the building.

(b) The presence or absence of reasonable, efficient and economic management. Total management fees may not exceed 6%.

(2) An applicant for hardship relief shall submit to the Board 10 copies of the following:

(a) A statement for three prior twelve-month periods of gross rentals and actual expenses incurred for that time in connection with the operation of the building to be adjusted to reflect the actual period of time the applicant has owned the building if owned for less than three years.

(b) A list of all present owners of the property.

(3) The Board's decision shall become effective after full 30 days' statutory notice to tenants.

(4) The Board shall promulgate rules, regulations and necessary forms to be utilized, notice to tenants of hardship applications and notice to tenants and landlords regarding hearings and general procedure. Those rules and regulations shall have the force of the law and shall be filed with the Township Clerk.

(5) With the filing of a hardship increase application, the landlord shall simultaneously deliver notice thereof to each affected tenant. At a minimum, a landlord seeking a hardship increase shall notify tenants, in writing, by regular and certified mail, return receipt requested, and provide tenants with a summary of the application and state the increase sought. Any tenant who receives such notice shall have 30 days to file any written comments with the Board regarding the application.

(6) Within 30 days of receipt of a complete application, the Board shall notify the landlord, in writing, of the time and place for the hearing. The hearing shall be held not more than 90 days nor less than 30 days from the date of receipt of a complete application. The landlord shall immediately, upon receipt of such notification of hearing, serve such notice upon each affected tenant. The landlord shall serve notice of the hearing date to the tenant by regular and certified mail, return receipt requested, at least 20 days in advance of the hearing. Prior to any hearing on such application, the landlord shall present the Board with proof of service of notice to each affected tenant.

(7) No hardship application shall be considered or granted by the Board for a period of time more than one year after the expiration of applicant's last tax reporting year.

(8) The Board shall render a decision on a hardship application within45 days of the conclusion of the hearing before the Board. Failure of the Board to render its decision within the time period, absent consent of the landlord, shall result in the application being deemed granted.

(9) A hardship increase shall become part of the base rent.

D. Major capital improvement or additional services surcharge.

(1) Application; notice.

(a) A landlord may apply for a major capital improvement surcharge or for a surcharge for major additional services not formerly provided to the tenants of dwelling units in the affected dwelling. The landlord shall make written application to the Board upon forms adopted by the Board for these purposes. Simultaneously with filing of a major capital improvement application, the landlord shall serve notice upon each affected tenant. The landlord shall submit with its application a letter of code compliance from the appropriate Township department.

(b) The Board shall promulgate rules, regulations, forms to be utilized and notice procedures to the tenant. At a minimum, a landlord seeking a major capital improvement surcharge shall notify tenants, in writing, by certified mail and provide tenants with a summary of the application and state the increase sought.

(2) Nature and cost of improvement. A landlord shall submit a detailed contract or proposal and proof of payment as to each improvement.

(3) Amortization of cost. The cost for a major capital improvement shall be amortized over the useful life of such capital improvement as determined by the Rent Control Board and the Rent Control Board's accountant.

(4) Notice of hearing. Within 30 days from receipt of all required application forms, the Board shall notify the landlord, in writing, of the time and place of the hearing. The landlord shall immediately, upon receipt of such notification of hearing, serve notice thereof upon each affected tenant. Prior to any hearing on this application, the landlord shall present the Board with proof of service of notice of the hearing upon each affected tenant.

(5) Time for application. No major capital improvement application shall be considered or granted by the Board for work completed more than one year before the date of filing of a request for a letter of code compliance from the appropriate Township department.

(6) Finding of improvement; apportionment of surcharge. Upon determination that the proposed improvement is a major capital improvement or that that the proposed service is a major additional service not formerly provided to the affected tenant or tenants, the Board may grant a surcharge based upon the cost of the major capital improvement or major additional service. These costs shall include reasonable interest thereon. Any surcharge granted by the Board shall be fairly apportioned among the affected dwelling units based on the size of the dwelling units and the benefit of the improvement to each dwelling unit. If any such surcharge is granted, it shall not be considered a part of base rent and shall not be included in calculating the annual rent increases allowable under § 402-21. A surcharge for a major capital improvement shall expire at such time as the cost of the capital improvement plus reasonable interest have been covered by the surcharge, which shall be determined by the Board as part of its decision. A surcharge for additional services shall remain in effect as long as the services are provided.

(7) Notice of decision. The Board shall notify the landlord, in writing, of its determination under this subsection, and the landlord shall forthwith deliver a copy of the determination by certified mail to each affected tenant, to become effective upon thirty-day notice.

(8) Protected tenancy status.

(a) No major capital improvement surcharge shall be imposed upon any tenant who has been granted protected tenant status pursuant to *N.J.S.A. 2A:18-61.22* or *2A:18-61.40*.

(b) Any major capital improvement surcharge awarded within two years prior to the date of notice to the municipal administrative officer required by *N.J.S.A. 2A:18-61.27* or *2A:18-40* shall immediately become null and void upon the grant of protected tenancy status. The protected tenant's rent shall be recalculated and reduced accordingly; however, no rebate of a previously paid

surcharge shall be granted.

(9) Compliance with codes. Permits, as required by law, are to be secured from all agencies having control and jurisdiction for alterations, repairs, replacements, extensions and new buildings. All work done shall adhere to appropriate code standards and shall be inspected by any agency having control and jurisdiction, and their approval obtained. Copies of such permits shall accompany the capital improvement application.

E. In the event that a tax appeal is taken by the landlord and the landlord is successful in the appeal and the taxes reduced, the tenant(s) shall receive 100% of the reduction as applied to its (their) proportionate share of the taxes, after deducting all reasonable expenses incurred by the landlord in prosecuting the appeal.

F. Maximum annual increase. The maximum annual increase from all sources listed under this § 402-21, Permitted increases, shall not exceed 15% unless an inefficient landlord cannot meet operation expenses or make a fair return on his/her investment. A tenant shall not receive an aggregate increase from all sources of more than 15% in any twelve-month period.

G. Compliance with housing and building codes. Any landlord seeking an increase under this section must file, with its application, a letter from the appropriate Township department that the building and grounds are in code compliance with building and housing codes and regulations. No increase shall be permitted if the building or grounds are not in compliance with said codes and regulations.

§ 402-22 Vacancy allowance.

A. Notwithstanding any limitations on permissible rent increases under any other provisions of this article, upon the voluntary uncoerced vacation of any apartment, rent increases for which are controlled in this article, the landlord shall have the right to fix the rent for such vacated apartment at such sums deemed appropriate, subject to the following:

(1) In order to qualify for a vacancy decontrol rent increase, the landlord shall first be required to file with the Rent Control Administrator a notarized written statement, on a form approved by the Board, countersigned by the vacating tenant certifying that the landlord has not, in any way, harassed or pressured the tenant into vacating the dwelling unit and that the vacating of such dwelling unit was a voluntary act on the part of the tenant.

(2) Such statement shall also include the rent paid by the vacating tenant and the date the tenant will be vacating the dwelling unit. For the purposes of this section a vacation caused or necessitated by substandard, unsafe or unsanitary conditions shall not be deemed a voluntary vacation. Such noncoercion certification shall not be required in order for the landlord to qualify for the vacancy decontrol increase if:

(a) The increase does not exceed the total of all permissible increases authorized by any other provisions of this article;

(b) The tenant has moved from the dwelling unit without notice to the landlord;

(c) The dwelling unit has been vacated pursuant to a judicially mandated eviction;

(d) The tenant has refused to sign such certification, and upon appeal by the landlord the Rent Control Board has found that such refusal was unwarranted and that there was in fact no coercion exerted by the landlord upon the vacating tenant.

B. A hearing pursuant to Subsection A(2)(d) above shall be held before the Rent Control Board upon at least seven days' notice to the–public and the vacating tenant. Notice to the public shall be published by the landlord pursuant to the Open Public Meeting Act N.J.S.A. 10:4-6 et seq and a notice will be posted on the Township's official website: www.VeronaNJ.org/LegalPublicNotices. The landlord shall present the Board with proof of notice to tenants. Failure to make the appropriate public notices to the tenants. Failure to make the appropriate public notices by the landlord will result in refusal of an allowable vacancy decontrol increase.

C. Failure to file vacancy decontrol with the Rent Control Office will result in a fine of $250 per violation and the landlord will be required to backfile a complete vacancy decontrol application.

§ 402-23 Registration requirement.

A. Registration information; fee.

(1) Every landlord of a building applicable to this Article shall be required to file with the Rent Control Administrator an Annual Registration statement showing the amount of rent charged for each dwelling unit as of June 1, of the previous year, and as of June 1 in the current year referred to in this article as rent rolls. Such statement shall be filed by July 1 of each year. The annual statement shall be filed on the approved form provided by the Rent Control Administrator. In the event a landlord fails to file a complete rent roll statement inclusive of all required information and or fails to pay the required fee by the due date, the rent roll submission will be considered late and subject to a Late Fee.

(2) Untimely filing of rent rolls shall incur a late fee as follows.

(a) July 2nd – July 31st	Late Fee $250
(b) August 1- August 30th	Late Fee $500
(c) September 1-September 30th	Late Fee $750

(3) In the event a landlord fails to file a rent roll within 15 days of receiving written notice sent by the Rent Control Administrator via email, with confirmed receipt or certified mail, return receipt requested, notifying the landlord of its failure to file, Landlords shall be subject to a mandatory fine of $250 per dwelling unit, landlords shall be prohibited from increasing any dwelling unit rental for a period of 12 months and landlords shall continue to be prohibited from increasing any dwelling unit rental until a valid registration statement is filed with the Rent Control Administrator.

(4) In those instances where the tenant of a dwelling unit is the building landlord or a member of the immediate family of the landlord of that building, the landlord of the dwelling unit must similarly file a notarized statement certifying that the unit is so landlord-occupied or is permanently occupied by a member of the immediate family of the landlord of that building.

B. Annual Registration Statement: An Annual Registration Statement shall include at least the following:

(1) The name of each tenant and the apartment number.
(2) The previous rent of each apartment.
(3) The current rent for each apartment.
(4) The amount of the last increase for each apartment, expressed as a percentage.
(5) The maximum increase allowed for (CPI) for the most current increase.
(6) The vacancy decontrol approval number if there was a tenant change within 12 months.
(7) Indication if one or more of the tenants is at least 62 yrs of age and/or the recipient of social security disability benefits.
(8) If applicable, the services provided to the building
(9) If applicable, the superintendent's name, home address and telephone number (during regular hours and after hours contact required).

C. In the event a landlord or a prior property owner for the same property has not filed an annual registration statement the Board, upon any review of that determination, shall be permitted to disallow any increase for that year that the landlord or prior landlord failed to file a rent registration statement.

§ 402-24 through § 402-30 (Reserved).

§ 402-31 Hearings.

A. Opportunity to be heard. All interested persons shall be given the opportunity to be heard, with or without counsel, except that the Board, in its discretion, may limit repetitious testimony or ask that a spokesperson for the tenants be appointed.

B. The Rent Control Administrator shall advise the appealing party of the date of the initial hearing on an appeal of his or her determination. The appealing party shall serve notice of the hearing date to the nonappealing party by regular and certified mail, return receipt requested, at least 20 days in advance of the hearing.

C. Oral decision by Board. In the event the Board renders its decision orally, immediately following the hearing, the landlord shall notify the tenants of the Board's decision if that decision affects the rent or term of any tenancy. The notice shall be by regular and certified mail, return receipt requested. Within 30 days thereof, the landlord shall provide the Board with a copy of any notice served upon any tenant. The Rent Control Board shall not be required to render its decision in writing unless requested to by the landlord within 30 days of the hearing.

D. Reserved decision. In the event the Board reserves decision, the Board shall render a written decision within 45 days of the hearing unless the Board, in its discretion, determines that an additional hearing is necessary.

E. Additional hearings. If an additional hearing is necessary, the Board shall so notify the landlord within 20 days of the initial hearing. A copy of the notice of hearing shall be posted conspicuously in the lobby of the building. The landlord shall serve notice of the hearing date to the tenant, by regular and certified mail, return receipt requested, at least 20 days in advance of the hearing.

§ 402-32 Appeals.
All decisions of the Board are final. Any landlord or tenant wishing to appeal the decisions of the Board may do so to a court of competent jurisdiction according to law pursuant to its rules and procedures.

§ 402-33 through § 402-40 (Reserved).

§ 402-41 Maintenance of services.
A. Continuation of services. During the term of this article, the landlord shall maintain the same standards of service, maintenance, furniture, furnishings and equipment in the building, dwelling or dwelling unit as required under the lease or otherwise mandated by law.

B. Decline in services. When services, care or maintenance, or when the standards of service, maintenance, furniture, furnishings and equipment in the building, dwelling or dwelling unit, are not substantially maintained as specified above, any tenant may apply to the Board for a decrease in rent. A copy of such application shall be served upon the landlord setting forth, in detail, the reasons for the application.

C. Applicability to parking spaces. The provisions of this section shall also apply to any on-site parking or garage space occupied by the tenant in conjunction with rental and occupancy of dwelling unit. If it is determined, after a hearing of the Board, as described in this article, that the parking was a previously provided service, then the rent shall be decreased by 25% of the current monthly rent.

D. Hearing notice procedure. Upon receipt of the application by the Rent Control Administrator, the Rent Control Administrator shall schedule a hearing on the application and shall notify both landlord and tenant of the date, time and place of the hearing.

E. Maintenance of services. During a tenant's occupancy of a dwelling unit in which the landlord provides utilities to the dwelling units of the building, the landlord will be prohibited from constructing a separate apartment unit meter and billing for any utility service previously provided by the landlord as part of the services to the building, including but not limited to heat, hot water, water and sewerage.

§ 402-42 Anti-harassment provisions.
A. Harassment; reduction of services prohibited. Any tenants desiring to remain in

their dwelling units may do so without provocation or retaliation from landlords. For the purposes of this section, harassment of tenants shall mean conduct, whether direct or indirect, committed intentionally or negligently by a landlord, or anyone acting on his/her behalf. These actions include, but are not limited to:

(1) A reduction in the quality of basic services necessary to the health, safety and welfare of the tenants.
(2) Heat and hot water.
(3) Adequate security.
(4) Intermittent failures.
(5) Bothersome telephone calls or letters.
(6) Frivolous eviction threats or legal proceedings.
(7) Actions which would cause a reasonable person of like age and physical condition of a tenant to fear for his/her life, limb, property or home.

B. Investigation/prosecution of harassment complaints. The Township shall refer complaints involving harassment filed by either tenants or landlords to the proper authorities qualified to investigate and prosecute said complaints.

§ 402-43 Compliance with housing and building codes.

A. Compliance required prior to granting increase.
(1) Any landlord who seeks a hardship or major capital improvement increase under § 402-21 shall file with an application a certification from the office of the appropriate Township department to the effect that the building and grounds are in substantial compliance with Township building and housing codes, which certification shall be based on an application made by the landlord to the appropriate Township department not more than one month before the filing of his/her application with the Board. No such increase may be granted until such certification had been filed and, if a tenant contests the accuracy of such certification, until the Board has determined that there is substantial compliance.
(2) The Board shall deny the application until there has been such compliance.

§ 402-44 Alternate service of notice.

Personal service or service by certified mail that is either refused or uncalled for may be re-mailed by ordinary mail and shall be effective as though personal service or notice by certified mail or confirmation of receipt of email had been accepted.

§ 402-45 Enforcement.

This article shall be enforced by the Rent Control Board, the Rent Control Administrator, the Township Construction Code Official or any other appropriate designee of the Township designated by the Township Manager.

§ 402-46 Violations and penalties.

A. Any person who violates any of the provisions of this article, unless otherwise provided for in this article, shall, upon conviction thereof, be subject to the penalties set forth in Chapter 1, Article II, General Penalty, of the Township Code.

B. This section shall be in addition to any remedies for noncompliance or violation of this article set forth elsewhere in this article.

SECTION 3. Chapter A565-1 (Schedule of Fees) of the Code of the Township of Verona is hereby supplemented by the addition of the following Section as follows:

Ch 402, Rental Regulations

Annual registration statement filing	$10 per each dwelling unit rented, minimum of $100 $0 per dwelling unit landlord-occupied or occupied by a member of the landlord's immediate family.
Vacancy allowance application	$125 per dwelling unit
Appeal of Rent Control Administrator decision	$100 + $1,000 escrow
Hardship application	$300 + $1,000 escrow
Major capital improvement or	

Service increase application	$300 + $1,000 escrow

SECTION 4. In case any one or more of the provisions of this Ordinance shall, for any reason, be held to be illegal or invalid, such illegality or invalidity shall not affect any other provision of this Ordinance shall be construed and enforced as if such illegal or invalid provision had not been contained herein.

SECTION 5. If any section, sub-section, paragraph, sentence or any other part of this ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance.

SECTION 6. All ordinances or parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 7. This ordinance shall take effect 20 days after final passage and publication as prescribed by law.

ATTEST:

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

NOTICE
I HEREBY CERTIFY THAT THE AFOREMENTIONED ORDINANCE WAS PUBLISHED ON THE LEGAL PUBLIC NOTICES PAGE OF THE TOWNSHIP WEBSITE (VERONANJ.ORG/LEGALPUBLICNOTICES) ON *XXX* AND *XXX*.

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

INTRODUCTION:
PUBLIC HEARING:
EFFECTIVE DATE:

TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY

ORDINANCE NO. 2026-

AMENDING CHAPTER A565-1 "SCHEDULE OF FEES", SPECIFICALLY "RENTAL REGULATIONS"

BE IT ORDAINED by the Township Council of the Township of Verona, County of Essex, New Jersey as follows:

SECTION 1. Chapter A565-1 "Schedule of Fees" "Chapter 402 Rental Regulations" is hereby amended as follows: [Added text is **emboldened**, and text being eliminated is shown in ~~*strikethrough italics*~~.]

Annual registration statement filing	$10 per dwelling unit rented-[**minimum of $100]** $0 per dwelling unit landlord-occupied or occupied by a member of the landlord's immediate family
~~Change of tenancy statement filing~~	~~$10 per dwelling unit~~
Appeal of Rent Control Administrator decision	$100 + $1,000 escrow
Hardship application	$300 + $1,000 escrow
Major capital improvement or service increase application	$300 + $1,000 escrow
Vacancy allowance application	~~$100 per dwelling unit~~ [**$125 per dwelling unit]**

SECTION 2. If any section, sub-section, paragraph, sentence or any other part of this ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance.

SECTION 3. All ordinances or parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 4. This ordinance shall take effect 20 days after final passage and publication as prescribed by law.

ATTEST:

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

NOTICE
I HEREBY CERTIFY THAT THE AFOREMENTIONED ORDINANCE WAS PUBLISHED ON THE LEGAL PUBLIC NOTICES PAGE OF THE TOWNSHIP WEBSITE (VERONANJ.ORG/LEGALPUBLICNOTICES) ON XXX AND XXX.

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

INTRODUCTION:
PUBLIC HEARING:
EFFECTIVE DATE:

TOWNSHIP OF VERONA
COUNTY OF ESSEX, NEW JERSEY

ORDINANCE No. 2019-05

AN ORDINANCE TO AMEND CHAPTER A565-2 POLICE DEPARTMENT FEES

BE IT ORDAINED by the Township Council of the Township of Verona, County of Essex, New Jersey, as follows:

SECTION 1. Chapter A565-2, entitled "Police Department Fees" of the Code of the Township of Verona is hereby amended as follows:

~~Side jobs~~ **[Extra Duty Fee for Non-Municipal Work]**

Administrative Fee	~~$6 per hour~~ **[$10.00 per hour]**
Car fee (billed in four-hour increments)	~~$50 per 4 hours~~ **[$75 per 4 hours]**

SECTION 2. If any section, sub-section, paragraph, sentence or any other part of this ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance.

SECTION 3. All ordinances or parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 4. This ordinance shall take effect after final adoption and publication and otherwise as provided by law.

ATTEST:

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

NOTICE
I HEREBY CERTIFY THAT THE AFOREMENTIONED ORDINANCE WAS PUBLISHED ON THE LEGAL PUBLIC NOTICES PAGE OF THE TOWNSHIP WEBSITE (VERONANJ.ORG/LEGALPUBLICNOTICES) ON XXX AND XXX.

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

INTRODUCTION:
PUBLIC HEARING:
EFFECTIVE DATE:

TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY

ORDINANCE NO. 2026-

AN ORDINANCE TO AMEND CHAPTER A565 OF THE CODE OF THE TOWNSHIP OF VERONA THEREOF ENTITLED FEES IN ORDER TO AMEND THE ANNUAL SEWER USER CHARGE AND SEWER & WATER CONNECTION FEES

BE IT ORDAINED by the Township Council of the Township of Verona, County of Essex, New Jersey, as follows:

SECTION 1. Section A565 entitled "Schedule of fees" be amended in part as follows:

[Added text is **emboldened [in brackets]**, and text being eliminated is shown in *~~strikethrough italics~~*.]

Type	**Fee**
Minimum rate for water for any purpose on water consumed less than 3,000 gallons per quarter	
~~2026~~	~~28.81~~
2027	~~29.97~~ **[$29.67]**
2028	~~31.17~~ **[$30.56]**
[2029]	**[$31.48]**
[2030]	**[$32.42]**
[2031]	**[$33.39]**

Type	**Fee**
Ch., 146, Water and Sewers	
Water Connection Fee per Equivalent Connection	~~$3,500.00~~ **[$4,563 per ¾" meter]**
Sewer Connection Fee per Equivalent Connection	~~$3,500.00~~ **[$8,303 per ¾" meter]**

SECTION 2. If any section, sub-section, paragraph, sentence or any other part of this ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance.

SECTION 3. All ordinances or parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 4. This Ordinance shall take effect upon the first quarter billing after final adoption and publication and other as provided by law.

ATTEST:

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

NOTICE
I HEREBY CERTIFY THAT THE AFOREMENTIONED ORDINANCE WAS PUBLISHED ON THE LEGAL PUBLIC NOTICES PAGE OF THE TOWNSHIP WEBSITE (VERONANJ.ORG/LEGALPUBLICNOTICES) ON XXX AND XXX.

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

INTRODUCTION:
PUBLIC HEARING:
EFFECTIVE DATE:

TOWNSHIP OF VERONA
COUNTY OF ESSEX, NEW JERSEY

ORDINANCE No. 2026-

AN ORDINANCE TO AMEND CHAPTER A565-7 OF THE CODE OF THE TOWNSHIP OF VERONA – "POOL FEES"

BE IT ORDAINED by the Township Council of the Township of Verona, County of Essex, New Jersey as follows:

SECTION 1. Chapter A565-7 entitled "Verona Community Pool; membership and other fees" of the Code of the Township of Verona, Paragraph A. "Membership Fee Schedule" is hereby amended and replaced to read as follows: **Deletions are in ~~strikethrough~~, [additions are bolded in brackets]:**

Category	2026 Fee
Gazebo Rental (2 Hour Rental)	~~$105~~ **[$125]**
Rec Tent Rental Sat. & Sun. Only (2 Hour Rental)	~~$105~~ **[$125]**
Rain Date	$50
Gazebo & Rec Tent Extended Rental (2 hour increments)	~~$105~~ **[$125]**
Adult Guest Pass	~~$21~~ **[$20]**
Senior (62+)/Child Guest Pass	~~$16~~ **[$15]**
Adult Resident Day Pass	~~$46~~ **[$45]**
Senior (62+)/ Child (2+) Resident Day Pass	~~$31~~ **[$30]**
Pre-Season Guest Book	~~$108~~ **[$110]**
Guest Book **(12 passes)**	$230
Pool Party – Non-Profit Organizations	$306 / hr + Labor Cost
Pool Party - For Profit Organizations	~~$3,450~~ / hour – **[$3,500]**
Pool Membership Late Fee after 5/1	$50
Individual Swim Lesson	$30 / Half Hour
[Group Swim Lessons]	**[$100 / 5 – 30 minute sessions]**
Replacement Badge (per membership)	**[Up to** $20 **per membership]**
Verona Waves & Mini Waves	~~$125~~ **[$130]**
Morning Water Aerobics	~~$125~~ **[$135]**
Twilight Water Aerobics	~~$125~~ **[$135]**
Family Night - non-member resident	$10
Pre-Season Concert - Resident	**[Up to]** $20
Pre-Season Concert – Non-Resident	**[Up to]** $40
Summer Playgrounds Trips	~~$25~~ **(all trips) [$40]**
Cougars Rental	~~$15,500~~ **[$16,000]**
[Diamond sponsor]	**[$5,000]**
Gold Sponsor	$2,500
Silver Sponsor	$1,500
Bronze Sponsor	$750
~~Individual Sponsor~~	~~$500~~
Special Event Sponsorship	Up to $10,000
Fire/Rescue Member Sponsorship	Up to $15,000

SECTION 2. If any section, sub-section, paragraph, sentence or any other part of this ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance.

SECTION 3. All ordinances or parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 4. This ordinance shall take effect 20 days after final passage and publication as prescribed by law.

ATTEST:

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

NOTICE
I HEREBY CERTIFY THAT THE AFOREMENTIONED ORDINANCE WAS PUBLISHED ON THE LEGAL PUBLIC NOTICES PAGE OF THE TOWNSHIP WEBSITE (VERONANJ.ORG/LEGALPUBLICNOTICES) ON *XXX* AND *XXX*.

INTRODUCTION:
PUBLIC HEARING:
EFFECTIVE DATE:

TOWNSHIP OF VERONA
COUNTY OF ESSEX, NEW JERSEY

ORDINANCE No. 2026-

AN ORDINANCE TO AMEND CHAPTER A565-7 OF THE CODE OF THE TOWNSHIP OF VERONA – "POOL MEMBERSHIP FEES"

BE IT ORDAINED by the Township Council of the Township of Verona, County of Essex, New Jersey as follows:

SECTION 1. Chapter A565-7 entitled "Verona Community Pool; membership and other fees" of the Code of the Township of Verona, Paragraph A. "Membership Fee Schedule" is hereby amended and replaced to read as follows: **Deletions are in ~~strikethrough~~, [additions are bolded in brackets]:**

A: Membership Fee Schedule

Membership Type	2027
Family	$ 710.00
Caregiver	$ 177.00
Couple	$ 642.00
Parent / Child	$ 608.00
Individual	$ 467.00
Individual (Twilight	$ 277.00
Senior	$ 228.00
Non-Resident*	~~$1,000.00~~ **[$1,200]**

*Up to ~~100~~ **[125]** Non-Resident memberships may be sold

SECTION 2. If any section, sub-section, paragraph, sentence or any other part of this ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance.

SECTION 3. All ordinances or parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 4. This ordinance shall take effect 20 days after final passage and publication as prescribed by law.

ATTEST:

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

NOTICE
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INTRODUCTION:
PUBLIC HEARING:
EFFECTIVE DATE:

TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY

RESOLUTION No. 2026-

A motion was made by ; seconded by that the following resolution be adopted:

ENABLING RESOLUTION

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program ("State"), provides loans and/or grants to municipal and county governments and grants to nonprofit organizations for assistance in the acquisition and development of lands for outdoor recreation and conservation purposes; and

WHEREAS, the Township of Verona has previously obtained a Green Acres grant of $1,900,000 from the State to fund the following project(s):

#0720-21-001 Verona Open Space Acquisition; and

WHEREAS, the State and the Township of Verona intend to increase Green Acres funding by $1,900,000, to increase Green Acres funding to a total of $3,800,000.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona that:

1. The Township Manager of the above-named body or board is hereby authorized to execute an agreement and any amendment(s) thereto with the State known as 0720-21-001 Verona Open Space Acquisition
2. The applicant agrees to provide its matching share to the Green Acres funding, if a match is required, in the amount of $3,800,000
3. The applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project
4. This resolution shall take effect immediately.

ROLL CALL:
AYES:
NAYS:
ABSENT:
ABSTAIN:

THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF VERONA AT THE REGULAR MEETING HELD ON OCTOBER 19, 2025.

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY

RESOLUTION No. 2026-

A motion was made by ; seconded by that the following resolution be adopted:

SUPPORT SUBMISSION OF APPLICATION FOR NEW JERSEY DEPARTMENT OF TRANSPORTATION SAFE ROUTES TO SCHOOL FY2027 PROGRAM

WHEREAS, the FY2027 Safe Routes to School Program ("Program") provides federal funds for infrastructure projects that facilitate walking and/or bicycling to school, including the construction or installation of sidewalks, crosswalks, signals, traffic-calming measures, and bicycle facilities; and

WHEREAS, the Township of Verona, in coordination with the Verona Board of Education has worked diligently to implement projects that improve the accessibility, safety, use, and maintenance of the areas surrounding schools within the community; and

WHEREAS, the project will help to continue and improve the promotion and encouragement of pedestrian and bicycle access and safety for residents and school children; and

NOW, THEREFORE BE IT RESOLVED, by the as follows:

A. The Township Council of the Township of Verona, in the County of Essex, State of New Jersey, formally authorize the Township Manager to submit an electronic grant application for the Franklin Street Pedestrian Bridge to the New Jersey Department of Transportation for funding under the 2027 Safe Routes to School Program on behalf of the Township of Verona.
B. This project involves roadways that are owned and maintained by the Township of Verona.
C. Following the completion of the proposed project, the Township of Verona will assume maintenance responsibility for all improvements completed with grant funding awarded under the FY2027 Safe Routes to School Program.
D. The Township of Verona is designating Michael Kraus as the "responsible charge" for this program. Michael Kraus is a full-time employee of the Township of Verona and will be the responsible charge for the proposed Federal-aid construction project.
E. Upon receipt of a grant award, the Township Manager is hereby authorized to sign the grant agreement on behalf of the Township of Verona, and the Township Manager's signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.
F. This resolution shall take effect immediately upon passage.

ROLL CALL:
AYES:
NAYS:
ABSENT:
ABSTAIN:

THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF VERONA AT THE REGULAR MEETING HELD ON OCTOBER 19, 2025.

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY

RESOLUTION No. 2026-

A motion was made by ; seconded by that the following resolution be adopted:

AUTHORIZING A CONTRACT WITH APPLIED CONCEPTS INC.

WHEREAS, the Township of Verona's police department has a need to purchase radar systems; and

WHEREAS, Applied Concept Inc. provides such goods; and

WHEREAS, the Township of Verona may, without advertising for bids, purchase such materials through the State Contract #17-FLEET-00726 pursuant to N.J.S.A. 40A:1l-12 and N.J.A.C. 5:34-7.29 et seq., and

WHEREAS, the Qualified Purchasing Agent has determined that the value of said services will not exceed $27,240.00; and

WHEREAS, this expenditure shall be charged to Budget Account Nos. C-53-46-040-076 or T-95-56-881-001 any other account that may be deemed appropriate by the Chief Financial Officer or her designee, and the availability of funds have been contingently certified by the Chief Financial Officer.

NOW, BE IT RESOLVED that the Township Manager and the Municipal Clerk are hereby authorized to enter into an agreement for the aforementioned services a copy of which shall be available for public inspection in the Office of the Municipal Clerk.

ROLL CALL:
AYES:
NAYS:
ABSENT:
ABSTAIN:

THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF VERONA AT THE REGULAR MEETING HELD ON OCTOBER 19, 2025.

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY

RESOLUTION No. 2026-

A motion was made by ; seconded by that the following resolution be adopted:

AUTHORIZING A CONTRACT FIREFIGHTER ONE, LLC.

WHEREAS, the Township of Verona's volunteer fire department requires specific equipment, turnout gear and vehicle parts; and

WHEREAS, Firefighter One LLC supplies such items; and,

WHEREAS, the QPA has determined such items to be purchased will not exceed $30,000.

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of Verona, in the County of Essex, New Jersey, that Firefighter One LLC is hereby awarded a contract to supply gear for the Verona Volunteer Fire Department in an amount not to exceed $30,000, charged to budget lines G-60-41-724-331 and 6-01-25-255-082 and the CFO has certified the availability of funds.

ROLL CALL:
AYES:
NAYS:
ABSENT:
ABSTAIN:

THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF VERONA AT THE REGULAR MEETING HELD ON OCTOBER 19, 2026.

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY

RESOLUTION No. 2026-

A motion was made by ; seconded by that the following resolution be adopted:

AUTHORIZING A CONTRACT WITH ROUTE 23 AUTO MALL

WHEREAS, a need exists for the acquisition of automobile parts for the daily operations of the Township; and

WHEREAS, the Township of Verona may, without advertising for bids, purchase such materials through the Sourcewell Contract #CNTR 080124 pursuant to N.J.S.A. 40A:1l-12 and N.J.A.C. 5:34-7.29 et seq., and

WHEREAS, the QPA has determined the purchase of auto parts will not exceed $24,250.00.

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of Verona, in the County of Essex, New Jersey, that Route 23 Auto Mall is hereby awarded a contract for various auto parts in an amount not to exceed $24,500.00, charged to account number 6-01-26-295-0151 or any other account deemed appropriate by the Chief Financial Officer and the availability of funds have been contingently certified by the Chief Financial Officer.

ROLL CALL:
AYES:
NAYS:
ABSENT:
ABSTAIN:

THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF VERONA AT A REGULAR MEETING HELD ON OCTOBER 19, 2026.

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY

RESOLUTION No. 2026-

A motion was made by ; seconded by that the following resolution be adopted:

AUTHORIZING A CONTRACT WITH SJ FUEL SOUTH COMPANY, INC.

WHEREAS, the Township of Verona has a need to purchase motor gasoline; and

WHEREAS, SJ Fuel South Co. Inc., Barrington, New Jersey provides such goods; and

WHEREAS, the Township of Verona may, without advertising for bids, purchase such materials through the Morris County Co-Op Contract #1-Motor Gasoline pursuant to N.J.S.A. 40A:1l-12 and N.J.A.C. 5:34-7.29 et seq., and

WHEREAS, the Qualified Purchasing Agent has determined that the value of said services will not exceed $53,000.00; and

WHEREAS, this expenditure shall be charged to Budget Account No. 6-01-31-436-241 or any other account that may be deemed appropriate by the Chief Financial Officer or her designee, and the availability of funds have been contingently certified by the Chief Financial Officer.

NOW, BE IT RESOLVED that the Township Council of the Township of Verona, in the County of Essex, New Jersey that SJ Fuel South Company, Inc., Barrington, New Jersey will provide motor gasoline in an amount not to exceed $53,000.00.

BE IT FURTHER RESOLVED that the Township Manager and the Municipal Clerk are hereby authorized to enter into an agreement for the aforementioned services a copy of which shall be available for public inspection in the Office of the Municipal Clerk.

ROLL CALL:
AYES:
NAYS:
ABSENT:
ABSTAIN:

THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF VERONA AT THE REGULAR MEETING HELD ON OCTOBER 19, 2025.

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY

RESOLUTION No. 2026-

A motion was made by ; seconded by that the following resolution be adopted:

AUTHORIZING A CONTRACT WITH SPATIAL DATA LOGIC FOR MUNICIPAL MANAGEMENT SOFTWARE

WHEREAS, the Township of Verona has a need to continue using municipal management software services; and

WHEREAS, the Township has solicited the services of Spatial Data Logic, 285 Davidson Avenue, Suite 302, Somerset, New Jersey 08873 to provide these software services to the Township; and

WHEREAS, the Township of Verona has a need to acquire such services pursuant to *N.J.S.A. 19-44A-20.5*; and

WHEREAS, the Qualified Purchasing Agent has determined that the value of said services will not exceed $32,000.00; and

WHEREAS, quotes were obtained by the IT Department, one of which quoted the lowest price; and

WHEREAS, this expenditure shall be charged to Budget Account No. 6-01-24-264-030 or any other account that may be deemed appropriate by the Chief Financial Officer or her designee, and the availability of funds have been contingently certified by the Chief Financial Officer.

NOW, BE IT RESOLVED that the Township Council of the Township of Verona, in the County of Essex, New Jersey that Spatial Data Logic, 285 Davidson Avenue, Suite 302, Somerset, New Jersey municipal management software services in an amount not to exceed $32,000.00.

BE IT FURTHER RESOLVED that the Township Manager and the Municipal Clerk are hereby authorized to enter into an agreement for the aforementioned services a copy of which shall be available for public inspection in the Office of the Municipal Clerk.

ROLL CALL:
AYES:
NAYS:
ABSENT:
ABSTAIN:

THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF VERONA AT THE REGULAR MEETING HELD ON OCTOBER 19, 2025.

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY

RESOLUTION No. 2026-

A motion was made by ; seconded by that the following resolution be adopted:

PERMITTING THE REMOVAL OF AN EXTRAORDINARY TREE PURSUANT TO CHAPTER 493, ARTICLE II, PARAGRAPH 21(C) OF THE CODE OF THE TOWNSHIP

WHEREAS, the property owner at 36 Valhalla Way, block 603, lot 1, has requested a permit to remove a White Oak tree located on their property; and

WHEREAS, the tree has a diameter of thirty-eight inches (38") and is defined as an extraordinary tree in Chapter 493, Article II of the Township Code; and

WHEREAS, the Township Forester has reported that the tree is located next to the driveway and is half dead and the entire crown is dead causing a hazard; and

WHEREAS, Chapter 493, Article II, paragraph 21(C) of the Township Code states that removal of extraordinary trees shall be prohibited except upon the specific written recommendation of the Zoning Official after consultation of the Township Forester and approval by resolution of the Township Council; and

WHEREAS, the Zoning Official is in agreement with the Township Forester's recommendations as stated in the attached memorandum.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Verona that due to the forester's concern, immediate removal of the 38" White Oak tree is warranted pursuant to Chapter 493 of the Township Code.

BE IT FURTHER RESOLVED, that this resolution shall serve as the written authorization pursuant to Chapter 493, Article II, Paragraph 21(C).

ROLL CALL:
AYES:
NAYS:
ABSENT:
ABSTAIN:

THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF VERONA AT A REGULAR MEETING HELD ON OCTOBER 5, 2026.

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK

TOWNSHIP OF VERONA
COUNTY OF ESSEX, NEW JERSEY

TOWNSHIP MANAGER
KEVIN O'SULLIVAN
TOWNSHIP CLERK
JENNIFER KIERNAN

DEPUTY MANAGER
MICHAEL KRAUS
TOWNSHIP ATTORNEY
BRIAN J. ALOIA, ESQ.

VERONA COMMUNITY CENTER
880 BLOOMFIELD AVENUE
VERONA, NEW JERSEY 07044

MUNICIPAL BUILDING
600 BLOOMFIELD AVENUE
VERONA, NEW JERSEY 07044
(973) 239-3220
WWW.VERONANJ.ORG

DEPARTMENT OF PUBLIC WORKS
10 COMMERCE COURT
VERONA, NEW JERSEY 07044

Zoning Office 880 Bloomfield Avenue, Verona, NJ 07044 973-857-4772

MEMORANDUM

DATE: **October 13, 2026**

TO: **Jennifer Kiernan, Township Clerk**

FROM: **Kathleen Miesch, Zoning Official**

RE: **Extraordinary Tree Removal – 36 Valhalla Way; Block 603, Lot 1**

Please accept this as a request for the Township Council to approve the removal of an extraordinary tree on the property known as **36 Valhalla Way Block 603, Lot 1.** The extraordinary tree is a **38" DBH white oak tree**. Attached please find the letter from the Township Forester, Greg Dujets, Dujets Tree Experts dated October 13, 2026. The tree is located on the left side of the driveway. The inspection found the tree to be half dead and the entire crown is dead. The tree is a hazard to the homeowner's property and should be removed.

Per § 493-18 An extraordinary tree is defined as any tree with a DPM of 36 inches or greater or any tree designated by the Township Council as an historic or landmark tree and such other trees or species of tree as the Council may, from time to time, designate as an extraordinary tree.

Per § 493-21 C. Extraordinary trees shall be maintained in a living condition, and it shall be unlawful for any person to harm or remove said tree without an approved tree removal permit. All reasonable efforts shall be made to preserve extraordinary trees, including, but not limited to, if feasible, relocation of infrastructure, roadways, and buildings. Removal of extraordinary trees shall be prohibited except upon the specific written recommendation of the Zoning Official after consultation of the Township Forester and approval by resolution of the Township Council.

Respectfully Submitted,

Kathleen Miesch

Arborist Services By
DUJETS TREE
EXPERTS Inc

54 Notch Road
Woodland Park, NJ 07424
(973) 256-0007
www.dujetstree.com
gregdujets@dujetstree.com

October 13, 2026

36 Valhalla Way

- 38" DBH Oak tree is half dead. The entire crown is dead. The Oak tree is a hazard to the home and should be removed.

Thanks

Greg Dujets
NJ LTE #559

TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY

RESOLUTION No. 2026-

A motion was made by ; seconded by that the following resolution be adopted:

PERMITTING ITEMS TO BE DISCUSSED IN EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the Public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exists.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, County of Essex, State of New Jersey, as follows:

The public shall be excluded from discussion of an action upon the hereinafter specified subject matter.

1. Purchase, Lease or Acquisition of Real Property pursuant to *N.J.S.A. 10:4-12 (5)*
2. Pending, Ongoing, or Anticipated Litigation and Contract Negotiations pursuant to *N.J.S.A. 10:4-12 (7)*

ROLL CALL:
AYES:
NAYS:
ABSENT:
ABSTAIN:

THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF VERONA AT A REGULAR MEETING HELD ON OCTOBER 19, 2026.

JENNIFER KIERNAN, RMC, CMC
MUNICIPAL CLERK