

A RESOLUTION DESIGNATING AMARANTH AT NORTH BRUNSWICK, LLC AS ADMINISTRATIVE AGENT FOR THE AMARANTH AT NORTH BRUNSWICK PROJECT, AND APPROVING THE OPERATING MANUAL IN ACCORDANCE WITH THE TOWNSHIP OF NORTH BRUNSWICK AFFIRMATIVE MARKETING PLAN

WHEREAS, the Township Council adopted amendments to Chapter 195, Affordable Housing on July 25, 2016 in order to comply with the requirements of the Fair Housing Act and the Uniform Housing Affordability Controls (UHAC) for all affordable housing developments incorporated in the Housing Element and Fair Share Plan adopted by the Planning Board on June 23, 2016; and

WHEREAS, the North Brunswick Township Council also adopted a resolution on July 25, 2016 adopting the North Brunswick Affirmative Marketing Plan to regulate the marketing and processing of applications for all affordable housing developments incorporated in the Housing Element and Fair Share Plan adopted by the Planning Board on June 23, 2016; and

WHEREAS, the above documents provide a process whereby the developer of an affordable housing project can apply to the Township Council to be designated as the Administrative Agent charged with the responsibilities to market units and review applications in accordance with affordable housing guidelines; and

WHEREAS, this process involves the developer submitting to the Municipal Housing Liaison a package that documents the experience of the company and individuals from the company who will be involved in the marketing of the project and the review of applications for approval; and

WHEREAS, the developer must also submit to the Municipal Housing Liaison an Operating Manual that details the procedures to be followed for the marketing, review and acceptance or denial of applications for affordable housing; and

WHEREAS, the Municipal Housing Liaison shall make a recommendation to the Township Council relative to whether the request to be designated as Administrative Agent should be approved or denied, and whether the Operating Manual should be approved, approved with changes or denied; and

WHEREAS, Amaranth at North Brunswick, LLC has submitted a package in support of their request to be designated as Administrative Agent for the Amaranth at North Brunswick project, as well as a detailed Operating Manual; and

WHEREAS, the Municipal Housing Liaison has determined that the company has provided the requisite proof that they are qualified to be designated as Administrative Agent, and that the submitted Operating Manual provides a sound basis for marketing and processing of applications; and

NOW THEREFORE BE IT RESOLVED, by the Township Council of the Township of North Brunswick, County of Middlesex, State of New Jersey, that Amaranth North Brunswick, LLC. is hereby designated as Administrative Agent for the Amaranth at North Brunswick project; and

BE IT FURTHER RESOLVED, that the detailed Operating Manual is hereby approved; and

BE IT FURTHER RESOLVED, that no subsequent amendments should be made to the Operating Manual without first receiving written approval of the Municipal Housing Liaison.

TITLE

This Resolution shall be known and may be cited as the Resolution Authorizing Amaranth North Brunswick, LLC as Administrative Agent for the Administration of Affordable Units within the Amaranth at North Brunswick project.

Michael C. Hritz
Director of Community Development

Justine Progebin
Business Administrator

Ronald Gordon, Esq.
Township Attorney (Approved legal form)

RECORDED VOTE

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
MEHTA				
LOPEZ				
GUADAGNINO				
ANDREWS				
DAVIS				
SOCIO				
MAYOR WOMACK				

CERTIFICATION

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on June 1, 2021; that this resolution has not been amended or repealed; and that it remains in full force and effect on the date I have subscribed my signature.

Lisa Russo, Township Clerk

KAPLAN

COMPANIES

433 River Road
Highland Park, NJ 08904
(732) 846-5900 ext. 215
(732) 846-4713 FAX
E Mail address bretk@thinkkaplan.com

May 18, 2021

VIA REGULAR MAIL AND E-MAIL

Thomas Vigna
North Brunswick Municipal Housing Liaison
North Brunswick Municipal Building
710 Herman Road
North Brunswick, NJ 08902

Re: Request for Amaranth at North Brunswick, LLC to serve as Administrative Agent

Dear Mr. Vigna:

I am General Counsel for Kaplan Companies (“Kaplan”). One of our companies, Amaranth at North Brunswick, LLC (“Amaranth”), is the developer of the above referenced two hundred twenty-two (222) unit age restricted inclusionary development. As you are aware, we are providing twenty-two (22) affordable units as part of the development. Pursuant to Section 195-57(A) of the North Brunswick Affordable Housing Ordinance, Amaranth hereby requests to serve as its own administrative agent for the development.

This development will be managed by Julie Gruver, President of Kaplan’s Apartment Division, Kathleen Hendricks, Amaranth’s Manager and Jordan Jones, Leasing Agent for Amaranth. These personnel have significant experience in managing all aspects of the inclusionary developments, including but not limited to, affordable housing marketing, review of affordable housing rental applications and conducting an affordable housing lottery. This includes experience and training at the following Kaplan affordable housing developments:

Camelot at Marlboro Urban Renewal – 250 units, including 50 affordable units; Kaplan conducted its own affordable housing lottery and reviews all affordable housing rental applications. Kaplan acts as its own administrative agent at this development.

Camelot West at Marlboro – 250 units including 50 affordable units; Kaplan conducted its own affordable housing lottery and reviews all affordable housing rental applications. Kaplan acts as its own administrative agent at this development.

Woodfield at Mount Olive – 72 affordable units; Kaplan conducted its own affordable housing lottery and reviews all affordable housing rental applications. Kaplan acts as its own administrative agent at this development.

Heights of Lebanon – 120 units including 12 affordable units; Kaplan conducted its own affordable housing lottery and reviews all affordable housing rental applications. Kaplan acts as its own administrative agent at this development.

Villages at Cinnaminson Harbour – 405 units including 136 affordable units; Kaplan conducted its own affordable housing lottery and reviews all affordable housing rental applications. Kaplan acts as its own administrative agent at this development.

Camelot at Edison – 220 units including 33 affordable units. Kaplan works with Community Grants, Planning and Housing Group to jointly review all affordable housing applications and conduct the lottery.

Ms. Gruver has been with Kaplan for 15 years and as the President of Kaplan's Apartment Division, she has been involved with the marketing of the affordable units in all of the above mentioned projects. Ms. Hendricks has been with Kaplan for 10 years and has been involved with the marketing of affordable units at the Heights of Lebanon and Villages at Cinnaminson Harbor.

Ms. Jones recently started with Amaranth as a Leasing Agent; she joined Ms. Gruver and Ms. Hendricks at the Administrative Agent Training Certification Class administered by Triad Associates, an approved affordable housing administrative agent for municipalities and developers throughout the State. The training included the following topics:

- Review of Kaplan's Operating Manual;
- Overview of Affordable Housing;
- Roles and Responsibilities;
- Affirmative Marketing;
- Random Selection & Applicant Pool;
- Matching Households to Available Units;
- Application Fees;
- Household Certification;
- Determining Affordable Rents;
- Violations, Defaults and Remedies; and
- Maintenance of Records and Applicant Files.

As part of Triad's services to Amaranth, they have agreed to provide any necessary support to Amaranth in its position as Administrative Agent for the Amaranth at North Brunswick. In sum, Amaranth's team has the requisite experience and the required training to act as its own administrative agent in North Brunswick. If you need any further information to make your recommendation to the Council, please contact me directly.

Very truly yours,



Bret Kaplan
General Counsel

BK:lg

cc: Jason Kaplan
Julie Gruver
Jennifer Schwefringhaus
Kathleen Hendricks



Kaplan Companies is proud to announce

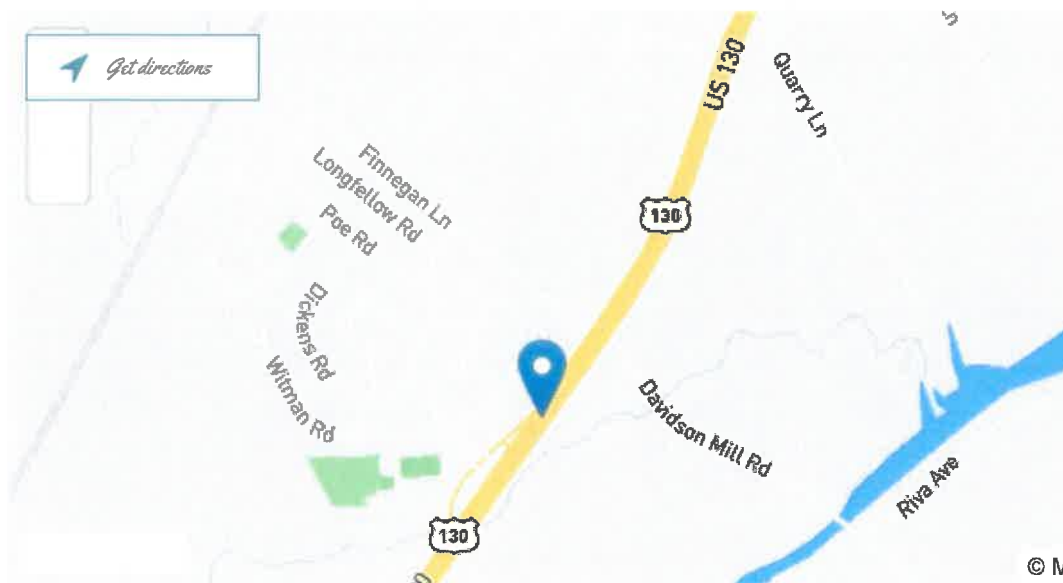
Amaranth at North Brunswick

Middlesex County's newest adult resort-lifestyle community is coming soon! Sign up on our VIP list today to learn more about this up and coming community!





Featuring low-maintenance living with 222 luxury residences, one-and two-bedroom floorplans with up to 1,397 square feet of living space, this will be the place to call home! Residents will have access to onsite amenities such as a versatile clubhouse with a front desk concierge, fitness center, yoga room, package room, multipurpose room, Doggie Day Spa, and demonstration kitchen. Enjoy an outdoor swimming pool with barbeque area and fire pits, as well as a bark park, putting green and bocce, it's no wonder Amaranth at North Brunswick will soon become the gold standard for adult resort-lifestyle living!



Contact Us

Amaranth at North Brunswick

2775 Rt 130, North Brunswick, NJ 08902

Drop us a line!

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