

Tonnele Avenue Light Industrial Area Redevelopment Plan

As adopted by Jersey City Municipal City Council

Date: October 12, 2018

Prepared for:



1 Jackson Square (aka 360 MLK Drive)
Jersey City, NJ 07305

Prepared by:



CONSULTING & MUNICIPAL ENGINEERS

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The original report was signed and sealed in accordance with N.J.S.A. 45:14A-12

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I. INTRODUCTION

This Redevelopment Plan, the Tonnele Avenue Light Industrial Area Redevelopment Plan, will regulate the development of properties identified as Block 1101, Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, and Block 1901, Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, and 19 (the “Tonnele Avenue Light Industrial Redevelopment Area” or the “Redevelopment Area”). The Redevelopment Plan proposes to create a mix of light industrial uses with design standards to define the area. This Redevelopment Plan shall set forth the bulk standards, permitted uses, design standards and other requirements within the Redevelopment Area that will supersede the existing HC – Highway Commercial Zoning requirement for this Redevelopment Area.

The Tonnele Avenue Light Industrial Redevelopment Area stretches along the western side of Tonnele Avenue, also known as State Route 1 and 9 in Jersey City's Highway Commercial zoning district. The Redevelopment Area comprises of 28 parcels and was designated as a condemnation area in need of redevelopment by the City Council via Resolution 18-379 adopted on April 25, 2018.

II. BOUNDARY DESCRIPTION

The Redevelopment Area consists of 28 tax parcels located on two separate tax blocks as shown in the Aerial Map on Page 2 of this document, equaling approximately 10.54 acres in total, or nearly 500,000 square feet. The Redevelopment Area is on the west side on Tonnele Avenue, generally between Lincoln and North Streets and east of the Conrail freight tracks. The Aerial Map indicates the location and limits of the Redevelopment Area.

The Tonnele Avenue Light Industrial Redevelopment Area stretches along the western side of Tonnele Avenue, also known as State Route 1 and 9 in Jersey City's Highway Commercial zoning district. Situated between the Hackensack Meadowlands to the west and the steeply sloped residential neighborhoods of the Heights (called the "western slope") to the east, this strip of 28 lots were originally served by freight rail which runs at grade along the western edge of the Redevelopment Area.

Today the site is developed with a variety of uses including warehousing, auto body sales and repair service uses. Additionally, a large portion of the Redevelopment Area is currently vacant. The Redevelopment Area lacks definition and remains largely vacant and underutilized, and exhibits a "run down" look with a clear lack of investment and lack of basic site maintenance.

The Redevelopment Plan boundary includes 28 parcels, identified as follows:

Block 1101 Lots 1, 2, 3, 4, 5, 6, 7, 8, 9 and Block 1901 Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18 and 19.

REDEVELOPMENT AREA JERSEY CITY, N.J.



**TONNELE AVENUE
LIGHT INDUSTRIAL
REDEVELOPMENT AREA
BOUNDARY MAP**

**CITY OF JERSEY CITY
HUDSON COUNTY
NEW JERSEY**

Legend

- Redevelopment Area
- Parcels

Source: N.JDOT, NJGIN, Hudson County GIS Data



CME ASSOCIATES
CONSULTING & MUNICIPAL ENGINEERS

3141 BORDENTOWN AVENUE, PARLIN, N.J. 08859
1468 ROUTE 9 SOUTH HOWELL, N.J. 07731
3759 ROUTE 1 SOUTH SUITE 100, MONMOUTH JUNCTION, NJ 08852
ONE MARKET STREET SUITE 10, CAMDEN, NJ 08102

WWW.CMEUSAL.COM

DATE	SCALE	LAST REVISED	CREATED BY
9/14/2018	1 inch = 200 feet	N/A	JB

III. REDEVELOPMENT OBJECTIVES

The objectives of the Redevelopment Plan are as follows:

- A. To redevelop the Redevelopment Area through the elimination of blighting influences, the remediation of environmental contamination consistent with New Jersey Department of Environment Protection standards and requirements and by providing opportunities for expansion of existing industrial development and/ or new light industrial development.
- B. To provide for coordination of redevelopment activities to promote and redevelop an underutilized and blighted area.
- C. To provide additional revenue to the City of Jersey City through the private development of vacant lands which are currently contributing limited revenue to the City.
- D. To provide land necessary to accommodate the need for a light industrial space in the City of Jersey City.
- E. To create skilled and semiskilled jobs accessible to residents of Jersey City by public transportation.
- F. To provide a vehicular circulation system that will allow for efficient movement of vehicles to and from the site.
- G. To provide, where necessary, site improvements including sidewalks, access easements, off street parking, open space and landscaped areas.

IV. BUILDING DESIGN

- A. All buildings in the Redevelopment Area must be located with proper consideration of their relationship to other buildings in terms of light, air, useable open space, access to public and private rights of way, off street parking, height and bulk.
- B. Buildings shall be designed to present a harmonious appearance in terms of architectural style and exterior materials.
- C. Site and buildings shall be designed and located to provide for proper circulation and loading systems.
- D. All structures shall provide aesthetic consideration of their visibility from the Tonnele Avenue.
- E. All rooftop mechanical systems shall be adequately screened.

V. OFF STREET PARKING AND LOADING DESIGN

- A. Parking and loading areas shall be screened from view from Tonnele Avenue.
- B. Truck access shall be provided via Carroll Avenue.
- C. All required parking and loading areas shall be provided off street. All such parking and loading areas shall be graded, paved, adequately drained and all access points shall be defined and limited in accordance with the Land Development Ordinance of the City of Jersey City.
- D. All parking and loading areas shall be adequately illuminated.

VI. LANDSCAPE AND SITE DESIGN

Landscaping should be provided along Tonnele Avenue frontage. A minimum of a 10 foot landscaping buffer is required. This buffer shall include combination of lawn, shade trees, evergreen and flowering trees shrubs, ground covers and other appropriate plant materials. Where required, screen planting shall be a minimum of four (4) feet in height. At initial planting the screening materials shall provide a screen from the top of the plant to within six inches of grade. All plant materials shall be planted, balled and burlapped and of specimen quality as established by the American Association of Nurserymen. All deciduous trees shall have a minimum of two and one half (2.5) inches caliper. All plants, trees and shrubs shall be installed in accordance with a planting schedule provided as part of site plan application and approval.

- A. All landscaped buffers and open space must be properly maintained and are subject to the regulations of Performance Standards Section of Jersey City Land Development Ordinance.
- B. All fencing along Tonnele Avenue right of way must be of decorative style as approved by the Jersey City Planning Board. Chain link fencing may be permitted along Tonnele Ave frontage for security purposes as approved by the Jersey City Planning Board.
- C. The use of razor wire, barbed wire or other similar material is expressly prohibited within the Redevelopment Area.
- D. All utility distribution lines and utility service connection from such lines to the Redevelopment Area's individual uses shall be located underground where feasible.
- E. All site plans must indicate the method and location of trash disposal. All such areas must be screened and are subject to Planning Board approval.

VII. CIRCULATION

- A. All loading trucks shall access the Redevelopment Area via Carroll Avenue.
- B. General access to the site can be provided via Tonnele Avenue.
- C. Curb cuts shall be limited to the minimum number necessary.
- D. The use of common or shared driveways which provide access to more than one site is encouraged.
- E. The provision of non-residential parking and loading spaces shall include adequate driveway and necessary turning areas for handling the vehicle for which provision is made. Parking and loading spaces shall be designed to permit each motor vehicle to proceed to and from the parking and loading space provided for it without requiring the moving of any other motor vehicle.

VIII. GENERAL PROVISIONS

- A. Site Plan review shall be conducted by the Jersey City Planning Board pursuant to NJSA40:55D-1 et. seq. Site plan review shall consist of preliminary site plan application and final site plan application. Applications may be submitted for the entire project or in any number of phases. Preliminary site plan approval for any phase shall entitle an applicant to building permits. Final site plan approval for any phase shall not be granted unless or until that phase is substantially completed, or performance guarantees for site improvements for that phase have been furnished by the redeveloper in accordance with NJSA 40:55D-53. No Certificate of Occupancy of any type shall be issued for any construction until the Planning Board of Jersey City has given final site plan approval for the phase in which such construction is located. As part of any final plan approval, the Jersey City Planning Board may require a developer to furnish performance guarantees in favor of the City of Jersey City in a form approved by the Corporation Counsel of the City of Jersey City. The amount of any such performance guarantees shall be determined by the City Engineer and shall be sufficient to assure completion of site improvements within on (1) year of final site plan approval.
- B. Any subdivision of lots and parcels of land within the Redevelopment Area shall be in accordance with the requirements of this Plan and the Land Subdivision Ordinance of the City of Jersey City.
- C. The provisions of this plan specifying the redevelopment of the Redevelopment Area and the requirements and restrictions with respect thereto shall be in effect for a period of thirty (30) years from the date of approval of this plan by the Jersey City Council.
- D. The Planning Board may grant deviations from the regulations contained within this Redevelopment Plan, where, by reason of exceptional narrowness, shallowness or shape of a specific piece of property, or by reason of exceptional topographic conditions, pre-existing structures or physical features uniquely effecting a specific piece of property, the strict application of any area, yard, bulk or design objective or regulation adopted pursuant to this Redevelopment Plan, would result in peculiar and exceptional practical difficulties to, or exceptional and undue hardship upon, the developer of such property.

The Planning Board may also grant a deviation from the regulations contained within this Redevelopment Plan related to a specific piece of property where the purposes of this Redevelopment Plan would be advanced by such deviation from the strict application of the requirements of this Plan; and the benefits of granting the deviation would outweigh any detriments.

The Planning Board may grant exceptions or waivers from design standards, from the requirements for site plan or subdivision approval as may be reasonable and within the general purpose and intent of the provisions for site plan review and/or subdivision approval within this Plan, if the literal enforcement of one or more provisions of the plan is impracticable or would exact undue hardship because of peculiar conditions pertaining to the

site. No deviations may be granted under the terms of this section unless such deviations can be granted without resulting in substantial detriment to the public good and will not substantially impair the intent and purpose of the Redevelopment Plan.

No deviations may be granted which will result in permitting or expanding a use that is not a permitted use within this Redevelopment Plan, an increase in the maximum height of greater than ten (10%) percent and not more than 10 feet, or an increase in the permitted density or floor area ratio of that permitted within this Redevelopment Plan. An application requesting a deviation from the requirements of this Redevelopment Plan shall provide public notice of such application in accordance with the public notice requirements set forth in NJSA 40:55D-12.a & b.

- E. If any word, phrase, clause, section or provision of this Plan shall be found by a court of competent jurisdiction to be invalid, illegal or unconstitutional, such word, phrase, clause, section or provision shall be deemed severable and the remainder of the ordinance shall remain in full force and effect.

IX. LAND USE REQUIREMENTS

A. Permitted Principal Uses

1. Warehousing, wholesaling and distribution.
2. Assembly and packaging.
3. Industrial parks.
4. Offices.
5. Financial Institutions and brokerage houses.
6. Hotels.
7. Restaurant, all categories.
8. Nightclubs and bars.
9. Service Stations.
10. Auto Sales and Service related uses.
11. Governmental Uses.
12. Self-storage facilities.
13. Railroad and Light Rail rights of way.
14. Terminal facilities for rail, truck and waterborne transportation, including storage and containerization facilities.

B. Permitted Accessory Uses

1. Uses that are customarily associated with and subordinate and incidental to a permitted principal use and located on the same lot.
2. Employee amenity spaces, break rooms, eating areas, etc.
3. Off- street parking of automobiles and trucks.
4. Security Stations and Structures.
5. Loading Areas.
6. Fences and Walls.
7. Solar use facilities.
8. Roof gardens and green roofs.

C. Minimum Lot Size: 30,000 square feet

D. Maximum Building Height: 6 stories / 65 feet

E. Minimum Setbacks:

1. 30 feet from public street right of way line.
2. 30 feet to any property line adjoining rail road right of way.
3. 30 feet to any other property line.

F. Minimum Buffers: 10 feet from public street right of way line.

G. Maximum Lot Coverage: 90%

H. Minimum Parking

1. Warehousing: One space per five thousand (5,000 square feet).
2. Office: One space per five hundred (500 square feet).
3. Auto Sales and Services: One space per employee at maximum shift. This does not include vehicular inventory.

I. Loading: All uses shall adhere to the loading requirements of the Jersey City Land Development Ordinance.

J. Bicycle Parking: Bicycle Parking shall be provided per bicycle parking requirements of the Jersey City Land Development Ordinance.

K. Signage: All uses shall adhere to the requirements of the Jersey City Land Development Ordinance.

L. Landscaping: A minimum of ten percent (10%) of any lot area shall be landscaped. This landscaping may include buffers, required yards and setback areas, landscaping within parking lots and other similar planted areas.

M. Storm water Control: The project area shall comply with Article VI-Storm water Control of the City of Jersey City Land Development Ordinance.

N. Design Standards:

1. Trash containers shall be screened from Tonnele Ave frontage, pedestrian areas and neighboring properties. The screen shall be designed to be compatible with architectural character of the development and shall be constructed of durable materials.
2. No outdoor storage of inventory is permitted. The storage of materials is to be within enclosed structure.
3. All truck access shall be provided via Carroll Avenue.
4. All industrial uses shall comply with the section §345-61 – Performance Standards.
5. Sidewalks of minimum 8 feet width shall be provided along Tonnele Ave frontage. These shall be tinted Scofield Charcoal Grey or equivalent.
6. Street Trees
 - (a) Street trees shall be required along Tonnele Ave frontage. One Street Tree is required for every 25 feet of street frontage.
 - (b) All plantings shall be selected from most current Recommended Street Tree list of the Jersey City Forestry Standards. All plantings shall follow requirements per Chapter 321.
7. Lighting: All uses shall adhere to the lighting requirements of the Jersey City Land Development Ordinance. All parking and loading area shall be adequately illuminated.

X. OTHER PROVISIONS NECESSARY TO MEET STATE AND LOCAL REQUIREMENTS

In accordance with NJSA 40A:12A-1 et seq., known as “The Local Redevelopment and Housing Law”, the following statements are made:

- A. The various elements of this Redevelopment Plan set forth above are in compliance with the requirements of State and Local Law.
- B. The Redevelopment Plan identifies and furthers the local objectives of City of Jersey City for improvement of this area by defining the appropriate land uses, improved public utilities, traffic circulation, recreational and community facilities and other public improvements.
- C. A plan for temporary and permanent relocation of displaced residents and businesses within the Redevelopment Area presented to comply with the statutory requirements of State of New Jersey are not applicable because no businesses or families will be relocated as a result of this Redevelopment Plan.
- D. The Redevelopment Plan Area is designated as a “condemnation area in need of redevelopment”, which authorizes the power of eminent domain to the City.
- E. Relationship to other plans:

1. City of Jersey City Master Plan

The City’s latest Master Plan document is the Master Plan Re-examination Report adopted in July 2011. The Re-examination Report does not specifically state anything about the redevelopment area. However, the City’s last comprehensive Master Plan was adopted in 2000. The plan identified the redevelopment area as Community Commercial in its Land Use Plan. The Land Use Plan recognizes that this area is characterized by declining and underutilized industrial uses, scattered commercial development and auto related uses. The plan recognizes that this district is in transition and the purpose of this district is to promote commercial redevelopment of these areas that incorporate high quality design and capitalize on access and frontage on Tonnele Ave.

Further, the following goals that are supported by this redevelopment plan are also noted in the Comprehensive Plan:

- Target Redevelopment efforts at Routes 1 & 9.
- Encourage and promote brownfield redevelopment in all sections of the City.
- Identify and plan for transportation improvements that will promote redevelopment and serve residential, commercial and industrial growth.
- Evaluate Jersey City’s system of goods movement and freight mobility and identify improvements necessary to develop a comprehensive intermodal network.
- Address truck circulation in order to improve quality of life.

- Improve the function and appearance of major gateways, transportation corridors and transportation facilities in Jersey City.
- Support and promote brownfield redevelopment to return vacant and underutilized properties to productive use.

Overall it appears the Redevelopment of this area is consistent with the Master Plan for City of Jersey City.

2. Hudson County Master Plan

The latest Hudson County Master Plan Re-examination Report was adopted in 2017. The County existing land use identifies the Redevelopment Area as a mix of commercial and industrial land use. Some of the goals in the County Plan that are consistent with the Redevelopment Plan are:

- To maintain and improve areas that provide centers for employment, education, entertainment facilities, services, shopping and other resources.
- Encourage the planning and location of compatible development.
- Objective: Encourage the development of complementary land uses in proximity to commercial areas.
- To encourage existing manufacturing and industrial uses to remain modernize and expand and to encourage new manufacturing and industrial uses to located in the County.
- Objective: Encourage and assist in the retention and expansion of existing industries in the County.
- Objective: To encourage remediation and reuse of environmentally contaminated sites through brownfield redevelopment.

Overall it appears the Redevelopment of this area is consistent with the Master Plan for Hudson County.

3. Relationship to master plan of contiguous municipalities

The redevelopment area is not contiguous to any of the adjacent municipalities.

4. State Development and Redevelopment Plan

This Redevelopment Plan is consistent with the 2001 State Development and Redevelopment Plan. Jersey City is a designated Urban Center per State Plan. The Plan encourages growth and redevelopment in these areas. Further, redevelopment of Brownfield and other contaminated sites is consistent with State Environmental policy and Redevelopment of properties.

- F. This Redevelopment Plan shall supersede all provisions of the Jersey City Land Development Ordinance that are specifically addressed herein. Any zoning related question that is not addressed herein shall refer to the Jersey City Land Development Ordinance for clarification.

No variance from the requirements herein shall be granted by the Zoning Board of Adjustment. The Planning Board shall have the authority to grant deviations from the requirements of this Plan, as provided herein. Upon final adoption of this Plan by the Municipal Council of Jersey City, the Jersey City Zoning Map shall be amended to rezone the Study Area covered by this Plan as the Redevelopment Area and all underlying zoning is void.

- G. The Redevelopment Plan does not require replacement of affordable units as a result of implementation of this Plan.
- H. Block 1101, Lot 1 is hereby identified as property to be acquired.

XI. PROCEDURES FOR AMENDING THE PLAN

This Redevelopment Plan may be amended from time to time upon compliance with the requirements of law. A fee of \$ 5,000 plus all costs of copying and transcripts shall be payable to the City of Jersey City for any request to amend this Plan. If there is a designated developer, as provided for under NJSA 40:55C-1 et seq., said developer shall be responsible for any and all such costs. If there is no developer the appropriate agency shall be responsible for any and all such costs.

XII. APPENDICES

Tiena M. Cofoni, Esq.
Direct Dial: 973-622-5057
Email: tcofoni@msbnj.com

May 1, 2018

VIA FEDERAL EXPRESS

Lt. Governor Sheila Y. Oliver, Commissioner
New Jersey Department of Community Affairs
101 South Broad Street
P.O. Box 800
Trenton, New Jersey 08625-0800

**Re: City of Jersey City, Hudson County
Designation of Condemnation Redevelopment Area**

Dear Lt. Governor Oliver:

Pursuant to N.J.S.A. 40A:12A-6b(5)(c), enclosed herewith please find a certified copy of Resolution 18-379, duly adopted by the City of Jersey City on April 25, 2018, designating certain property identified on the tax maps of the City of Jersey City as Block 1101, Lots 1 through 9 and Block 1901, Lots 1 through 19, as a condemnation redevelopment area (the "Redevelopment Area").

The Redevelopment Area is located in Metropolitan Planning Area 1 and designated as an urban center pursuant to the New Jersey State Plan and is therefore an area where development or redevelopment is encouraged pursuant to State law or regulation promulgated thereto. Accordingly, the designation takes effect immediately upon transmittal of this letter, pursuant to N.J.S.A. 40A:12A-6b(5)(c).

If you have any questions or comments, please do not hesitate to contact me.

Thank you for your attention to this matter.

Very truly yours,


Tiena M. Cofoni, Esq.

Enclosure

Cc: Robert Byrne, City Clerk (via email)

Resolution of the City of Jersey City, N.J.

City Clerk File No. Res. 18-379
 Agenda No. 10-Q
 Approved: APR 25 2018



TITLE:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JERSEY CITY DESIGNATING THE PROPERTY KNOWN AS BLOCK 1101, LOTS 1 THROUGH 9, AND BLOCK 1901, LOTS 1 THROUGH 19 ON THE TAX MAP OF THE CITY OF JERSEY CITY, STATE OF NEW JERSEY, AS AN AREA IN NEED OF REDEVELOPMENT WITH THE POWER OF CONDEMNATION, PURSUANT TO THE LOCAL REDEVELOPMENT AND HOUSING LAW, N.J.S.A. 40A:12A-1, et seq.

WHEREAS, the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1, et seq., as amended (the "Act"), authorizes municipalities to determine whether certain parcels of land in the municipality constitute areas in need of redevelopment; and

WHEREAS, the City directed the Planning Board by resolution to examine whether the Tonnele Avenue Light Industrial Study Area, including Block 1101, Lots 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10, and Block 1901, Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18 and 19 (the "Study Area"), should be designated a condemnation area in need of redevelopment pursuant to the Act; and

WHEREAS, CME Associates (the "Planning Consultant") prepared a preliminary investigation report of the above-referenced Study Area in accordance with the Redevelopment Law, entitled "Report Concerning the Determination of the Tonnele Avenue Light Industrial Study Area as an Area in Need of Redevelopment and more specifically as a Condemnation Redevelopment Area" dated February 21, 2018 (the "Study"); and

WHEREAS, the Study concluded that the Study Area, with the exception of Block 1101, Lot 10, qualifies as a condemnation area in need of redevelopment pursuant to the Redevelopment Law, for the reasons set forth in the Study; and

WHEREAS, pursuant to the Redevelopment Law, the Planning Board caused a duly noticed public hearing to be held concerning the Study on March 27, 2018, giving all persons who are interested in or would be affected by a determination that the Study Area is a condemnation area in need of redevelopment the opportunity to be heard; and

WHEREAS, at said public hearing, the Board considered the Study, heard the comments of the Planning Consultant, opened the meeting for public comment, and deliberated on the matter using the criteria set forth in the Redevelopment Law; and

WHEREAS, on March 27, 2018, the Planning Board adopted a resolution accepting and adopting the recommendations contained in the Study, and recommending that the Study Area, with the exception of Block 1101, Lot 10, be declared a condemnation area in need of redevelopment for the reasons set forth therein; and

WHEREAS, after careful consideration of the Study, the Planning Board resolution, and all of the relevant facts and circumstances concerning this matter,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JERSEY CITY AS FOLLOWS:

- Section 1. The foregoing recitals are incorporated herein as if set forth in full.
- Section 2. Based on substantial evidence and the recommendation of the Planning Board, the City Council hereby designates the Study Area, with the exception of Block 1101, Lot 10, as a condemnation area in need of redevelopment.
- Section 3. The City Council hereby directs the City Clerk to transmit a certified copy of this resolution forthwith to the Commissioner of the Department of Community Affairs for review.
- Section 4. The City Council hereby directs the City Clerk to transmit a certified copy of this resolution within 10 days of the adoption of this Resolution to the property owners of the Study Area.
- Section 5. This Resolution shall take effect immediately.

APPROVED: _____

APPROVED AS TO LEGAL FORM

APPROVED: *Ben M...*
 Business Administrator

[Signature]
 Corporation Counsel

Certification Required

Not Required

APPROVED 8-0

RECORD OF COUNCIL VOTE ON FINAL PASSAGE 4.25.18											
COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.
RIDLEY	✓			YUN	✓			RIVERA	✓		
PRINZ-AREY	✓			SOLOMON	✓			WATTERMAN	ABSENT		
BOGGIANO	✓			ROBINSON	✓			LAVARRO, PRES.	✓		

✓ Indicates Vote

N.V.-Not Voting (Abstain)

Adopted at a meeting of the Municipal Council of the City of Jersey City N.J.

[Signature]
 Rolando R. Lavarro, Jr., President of Council

[Signature]
 Robert Byrne, City Clerk