

## **BOROUGH OF EATONTOWN – NOTICE OF ORDINANCE ADOPTION**

NOTICE is hereby given that **Ordinance 10-2025** - Ordinance of the Borough of Eatontown Entitled **“ORDINANCE AMENDING CHAPTER 7 OF THE BOROUGH CODE ENTITLED “BOARDS, COMMISSIONS, AND COMMITTEES”, ARTICLE IX ENTITLED “TRAFFIC ADVISORY COMMITTEE” AND ARTICLE XVI ENTITLED “COMPLETE STREETS” IN ORDER TO MERGE THESE TWO ADVISORY COMMITTEES INTO THE COMPLETE STREETS ADVISORY COMMITTEE”** was passed after a public hearing at the regular meeting of **August 13, 2025** by the Governing Body of the Borough of Eatontown, at 47 Broad Street, Eatontown, NJ 07724. Borough of Eatontown - Julie Martin, RMC, Borough Clerk

### **BOROUGH OF EATONTOWN**

**COUNTY OF MONMOUTH, STATE OF NEW JERSEY**

**ORDINANCE NO. 10-2025**

**ORDINANCE AMENDING CHAPTER 7 OF THE BOROUGH CODE ENTITLED “BOARDS, COMMISSIONS, AND COMMITTEES”, ARTICLE IX ENTITLED “TRAFFIC ADVISORY COMMITTEE” AND ARTICLE XVI ENTITLED “COMPLETE STREETS” IN ORDER TO MERGE THESE TWO ADVISORY COMMITTEES INTO THE COMPLETE STREETS ADVISORY COMMITTEE**

**WHEREAS**, the Borough Code includes Chapter 7 entitled “Boards, Commissions, and Committees”, Article IX entitled “Traffic Advisory Committee”, which establishes within Sections 7-56 through 7-61.1 of the Borough Code a Traffic Advisory Committee with seven (7) voting members which is empowered to, among other things, conduct studies and investigations as requested by the Governing Body and to recommend proposals to the Governing Body for lessening congestion and eliminating and reducing traffic hazard and to provide written comments to development applications when they are filed with the Borough’s Planning Board and Zoning Board of Adjustment; and

**WHEREAS**, Chapter 7 of the Borough Code also includes Article XVI entitled “Complete Streets” which establishes within Section 7-99 through 7-101 of the Borough Code a Complete Streets Advisory Committee with eight (8) regular members which is empowered to, among other things, recommend priority items and create a feasible timeline to inventory and update procedures, policies, plans, documents, training programs, performance measures and other guidance documents to be consistent with the Borough’s Complete Streets policy and to develop and adopt one or more Complete Streets checklists to be used during the project selection, planning, designing, construction, funding and maintenance of all transportation projects; and

**WHEREAS**, there is currently some overlap between the missions of the Traffic Advisory Committee and the Complete Streets Advisory Committee; and

**WHEREAS**, these two Committees have expressed an interest in merging into one Committee to be known as the Complete Streets Advisory Committee; and

**WHEREAS**, the Borough Council is willing to merge these two Committees into the Complete Streets Advisory Committee; and

**WHEREAS**, in order to effectuate this merger, it is necessary to rescind and to eliminate Chapter 7 of the Borough Code entitled “Boards, Commissions, and Committees”, Article IX entitled “Traffic Advisory Committee” (specifically, Sections 7-56 through 7-61.1 of the Borough Code) to eliminate the Borough’s Traffic Advisory Committee; and

**WHEREAS**, in order to effectuate this merger, it is also necessary to make certain revisions to Chapter 7 of the Borough Code, Article XVI entitled “Complete Streets” (specifically, Section 7-100 of the Borough Code) as further delineated below.

**NOW, THEREFORE, BE IT ORDAINED** by the Borough Council of the Borough of Eatontown, County of Monmouth, State of New Jersey that it hereby rescinds Chapter 7 of the Borough Code entitled "Boards, Commissions, and Committees", Article IX entitled "Traffic Advisory Committee", Sections 7-56 through 7-61.1 of the Borough Code in their entirety and thereby eliminates and dissolves the Borough's Traffic Advisory Committee; and

**IT IS FURTHER ORDAINED** that Chapter 7, Article XVI entitled "Complete Streets", Section 7-100 is hereby amended as follows [additions are underlined, and deletions are noted as strike-out]:

**§ 7-100. Complete Streets Advisory Committee.**

- A. Compensation, funding and clerical assistance. The members of the Complete Streets Advisory Committee shall receive no compensation for their services. The Borough's governing body may, in its discretion, allow the employment of clerical assistance for the Complete Streets Advisory Committee and annually appropriate funds for compensation and/ or expenses for said clerical assistance (if so assigned by the governing body). Funding for the operations of the Committee shall be appropriated by the Borough Council and expenses financed through ordinary budgetary means.
- B. Powers and duties. The Complete Streets Advisory Committee shall have the power to:
  - (1) Investigate and analyze issues affecting vehicular, pedestrian, and bicycle safety.
  - (2) Recommend to the Mayor and Council initiatives and policies designed to enhance pedestrian and bicycle safety.
  - (3) Collaborate with Borough boards/committees, residents, volunteers, employees, governmental agencies etc., to share resource information and ideas consistent with the purpose of the Complete Streets Advisory Committee.
  - (4) Encourage participation in Complete Streets projects and undertake factual investigation to determine the need to create, continue and expand Complete Streets initiatives, which shall include, but not be limited to, walking and bicycling programs to encourage individuals to be more physically active and to connect our community's parks and recreational amenities.
  - (5) Participate in annual training to research and analyze methods, trends and studies so as to incorporate the best approaches to Complete Streets for a healthier and safer environment for the residents and travelers of the Borough of Eatontown.
  - (6) Develop strategies to create and expand upon the benefits of Complete Streets and to make the Borough more walk and bike friendly.
  - (7) Maintain communication with the public, private agencies and organizations of local, state, and national scope, whose programs and activities may have an impact on, and are compatible with, the Complete Streets initiatives, and can be of assistance to the Complete Streets Advisory Committee.
  - (8) Review and submit comments regarding the finished Complete Streets checklists that are submitted to the Planning and Zoning Board and Borough professionals in accordance with Ordinance No. 12-2019.
  - (9) Carry out other such duties as may be assigned from time to time by the Borough Council and/or Business Administrator.
  - (10) Create and disband subcommittees as they deem appropriate or as requested by the Borough Council.
  - (11) Encourage and seek participation of other residents of the Borough in their activities.
  - (12) Conduct studies and investigations as requested by the Borough Council or on its own initiative and recommend proposals to the Borough Council for lessening congestion and eliminating and reducing traffic hazards within the Borough.

(13) The Secretary to the Committee shall obtain and provide site plans from the Planning and Zoning Board Secretary. The Committee may review the plans and offer written comments as they relate to their mission. The comments shall be submitted by the Committee Secretary to the Secretary of the Planning and Zoning Board.

C. Membership, terms.

(1) The Complete Streets Advisory Committee shall consist of ~~ten~~ ~~eight~~ regular members and ~~five~~ ~~three~~ advisory members.

(a) Regular members shall consist of:

- [1] One sustainability advocate (selected from the Environmental Commission, Green Team, Shade Tree Commission, or Beautify Eatontown; if no members of these commissions are able to serve, then a Borough resident will be chosen to fill this slot by the Borough Council, member of Beautify Eatontown).
- [2] One member of the local Board of Education.
- [3] Two Priority Community members as defined by the New Jersey Department of Transportation's Complete and Green Streets for All Model Policy, as amended ~~One member of the Environmental Commission or Green Team.~~
- [4] Two Bike and Walk advocates ~~One member of the Historical Committee.~~
- [5] Four at-large members ~~One member of the Shade Tree Commission.~~
- [6] It is a goal of this Committee to have representation on the Committee from all four quadrants of the Borough if possible. ~~One member of the Traffic Advisory Committee.~~
- [7] ~~Two members at large who represent the mission and advocacy of the Complete Streets Advisory Committee or Priority Communities as defined by the Department of Transportation's Complete and Green Streets For All Model Policy and as incorporated in Ordinance No. 12-2019.~~

(b) Advisory members shall consist of:

- [1] The Borough Administrator or their designee.
- [2] The Director of Recreation.
- [3] The Zoning Officer/Land Use Official.
- [4] Borough Council Liaison.
- [5] Traffic Safety Officer (Police Department).

(2) Regular members who represent other Borough committees shall be appointed by the Borough's governing body. The member from the Board of Education shall be selected by the local Board of Education. The at-large members and the Bike and Walk advocates shall be appointed by the Mayor with the advice and consent of the Borough Council. To reflect the long-term planning involved with Complete Streets initiatives, subject to Subsection C(3), terms of regular members shall be three years or expire earlier if the member is no longer a member of their respective Borough committee or the local Board of Education. Subject to Subsection C(4), advisory members serve an annual term. Since the Complete Streets Advisory Committee is being re-organized and re-constituted through this ordinance, its current membership shall be dissolved and new members will be re-appointed in accordance with the provisions of Subsections C(3) and (4) below.

(3) The original regular members of the newly-constituted Complete Streets Advisory Committee shall be appointed within 60 days after the effective date of this article and shall serve for a term expiring on December 31, 2027 ~~December 31, 2023~~. All subsequent

appointments, except to fill vacancies, shall be for a full term of three years beginning January 1 of the first term year.

(4) The original advisory members of the newly-constituted Complete Streets Advisory Committee shall be appointed within 60 days after the effective date of this article and shall serve for a term expiring December 31, 2025 ~~December 31, 2021~~. All subsequent appointments, except to fill vacancies, shall be for a full term of one year beginning on January 1 of the term year.

D. Officers and records. The Complete Streets Advisory Committee shall meet annually to reorganize and determine its regularly scheduled meeting dates for the year when it shall meet and how often, however, the Committee shall meet each month unless the Committee cannot obtain a quorum for its scheduled monthly meeting quarterly, at least four times per year. At its annual meeting or reorganization meeting, the Committee shall designate amongst its members a Chairperson, who shall serve for a term of one year. The Complete Streets Advisory Committee may re-elect the same individual as Chairperson on an annual basis. At any annual meeting of the Complete Streets Advisory Committee, its members shall elect, from among themselves, all officers and establish rules and procedures for its members to follow. The Complete Streets Advisory Committee shall keep accurate minutes of its meetings and transmit to the Borough Clerk its minutes when approved. It shall file an annual report with the Borough Council which shall cover the activities and work of the Complete Streets Advisory Committee and include recommendations as may be necessary to fulfill the purposes of this section and Ordinance No. 12-2019.

E. Intent. This section shall be deemed an exercise of the powers of the Borough Council to establish a committee with the responsibility to research connections that will create safe, convenient, accessible, equitable, healthy, and environmentally and economically beneficial transportation options for all users within the Borough, including pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, transit vehicle users, residents of Priority Communities and those who cannot afford a car or who choose to reduce their car usage, and which is empowered to conduct studies and investigations as requested by the Borough Council or on its own initiative and to recommend proposals to the Borough Council for lessening congestion and eliminating and reducing traffic hazards within the Borough and to review site plans from the Planning and Zoning Boards and to provide written comments to those Boards about these site plans.

F. Effective date. This section shall take effect immediately upon final passage and publication as provided by law.

**IT IS FURTHER ORDAINED**, that if any section, paragraph, subsection, clause, or provision of this Ordinance shall be adjudged by the courts to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause, or provision so adjudged, and the remainder of this Ordinance shall be deemed valid and effective.

**IT IS FURTHER ORDAINED** that any ordinances or parts thereof in conflict with the provisions of this Ordinance are repealed to the extent of such conflict.

**IT IS FURTHER ORDAINED** that this Ordinance shall take effect upon passage and publication in accordance with applicable law.