



## Sustainable Jersey Certification Report

This is the Sustainable Jersey Certification Report of Princeton, a Sustainable Jersey silver certified applicant.

Princeton was certified on October 13, 2014 with 420 points. Listed below is information regarding Princeton's Sustainable Jersey efforts and materials associated with the applicant's certified actions.

### Contact Information

The designated Sustainable Jersey contact for Princeton is:

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### Actions Implemented

Each approved action and supporting documentation for which Princeton was approved for in 2014 appears below. Note: Standards for the actions below may have changed and the documentation listed may no longer satisfy requirements for that action. Additionally, points associated with actions prior to 2013 certifications may not be accurate.

#### Community Partnership & Outreach

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##### Community Education & Outreach

**10 Points**

**Program Summary:** Sustainable Princeton is a grassroots nonprofit that works closely with the Municipality. We are housed (pro bono) in the Municipal complex and are partially funded by the municipality of Princeton to provide information, education and model programs that help reduce Princeton's reliance on energy and waste. Our outreach is multi-faceted and includes: organizing events and meetings, providing information and resources via our website, emails, social media, and local media; supporting and overseeing numerous volunteer groups comprised of local

volunteers and municipal staff including: a board of directors, three board committees on waste, energy, education and and three green teams: 1) Municipal Green Team, 2) Green Schools Coalition, 3) Residential Green CORE. Each of these teams execute actions, model programs and education based on Sustainable Princeton goals of reducing energy 20% by 2020 and waste 50% by 2016 in our community. We host at least 8 major events every year including the Sustainable Princeton Leadership Awards, Great Ideas Breakfasts, panel discussions on either waste or energy and a press conference to review our progress. All are free and open to the public. Since its inception in 2009, a total of 55 Princeton residents, businesses, schools and municipal personnel have been honored at the Sustainable Princeton Leadership Awards over the past six years. (see webpost : <http://sustainableprinceton.org/2014/01/2013-sustainable-princeton-leadership-awards/>) In 2014, the Great Ideas Breakfast expanded due to its success into a monthly Sustainability Topics event. We held five breakfasts on visioning, energy, water, green investing and waste. Each event featured local experts on each topic, then for those who could not attend, we placed a letter to the editor about the event in the local paper-reachign some 2,000 subscribers. The series attracted a total of 200 people (see webpost: <http://sustainableprinceton.org/2014/04/great-ideas-from-energy-innovators/>; <http://sustainableprinceton.org/2014/03/great-ideas-for-greening-your-money/>); In addition to events, we regularly share information and announcements via our website ([www.sustainableprinceton.org](http://www.sustainableprinceton.org)), twitter account (@sustainptn), Facebook page, and email list. In the Fall of 2013, we also organized a press conference with Princeton's Mayor, Liz Lempert to announce the Municipal Green Team, EnergySmart Homes Campaign and Silver Certification effort. Approximately 70 people attended that event and two articles appeared in the local papers about the event. We receive positive coverage of our programs and events in the local press and online media. In 2013 - 14, we were featured in 15 articles and letters to the editor.

**PDF:** [GREAT IDEAS BREAKFAST POSTER-1](#)

**PDF:** [GREAT IDEAS BREAKFAST POSTER - 2](#)

**PDF:** [GREAT IDEAS BREAKFAST POSTER - 3](#)

**PDF:** [FALL 2013 PRESS CONFERENCE](#)

**WORD:** [COMMUNITY EDUCATION AND OUTREACH DOCUMENTATION](#)

**PDF:** [COMMUNITY EDUCATION AND OUTREACH DOCUMENTATION](#)

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## Create Green Team

10 Points

 Bronze Required

**Program Summary:** Princeton's Municipal Green Team was reappointed in August 2013 and consists of eight appointed members, as well as several advisory members. The Municipal Green Team supports and coordinates a wide range of sustainability actions, focusing on actions that will help the community achieve Silver-level certification with Sustainable Jersey in 2014. At its regular meetings, the Municipal Green Team reviews progress on actions by departments and community groups, discusses sustainability issues and ideas, shares information about events and activities, and identifies new sustainability actions. Green Team members have also been responsible for documenting past actions and developing new actions and programs. A more detailed list of the Municipal Green Team members, activities and accomplishments is provided in the accompanying summary document.

**PDF:** [GREEN TEAM RESOLUTION](#)

**PDF:** [GREEN TEAM MEMBERS & SUMMARY](#)

## Energy

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### Fleet Inventory

10 Points

 Bronze Priority  Silver Priority

**Program Summary:** Over the past year, Princeton has been working to complete its Fleet Inventory. While good progress has been made, the collection of fleet information and fuel consumption data has been challenging as the consolidation of the Township and Borough in 2013 resulted in merger of two fleets, each with different numbering and tracking systems. The fleet inventory spreadsheet completed to date is provided. Remaining fleet inventory data is anticipated to be entered over the summer, with a summary and recommendations to be completed by Fall 2014. Update - Attached are the Princeton Fleet Inventory spreadsheet and narrative. The information in the spreadsheet and narrative reflect the consolidated fleet information of the former Township and Borough.

**EXCEL:** [PRINCETON FLEET INVENTORY SEP 2014](#)

**WORD:** [FLEET INVENTORY NARRATIVE](#)

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### Purchase Alternative Fuel Vehicles

10 Points

**Program Summary:** Princeton has purchased hybrid vehicles and flex fuel vehicles. The vehicles are used by the following departments: Health, Buildings, Fire Safety, Sewer and Public Works. Update: The Fleet Inventory Action Item has been resubmitted with the required information complete. Please consider this Action Item for Approval as the prerequisite has been resubmitted.

**PDF:** [HYBRID DOCUMENTATION](#)

**PDF:** [ADDITIONAL DOCUMENTATION FOR H](#)

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## Food

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### Farmers Markets

10 Points

**Program Summary:** The Princeton Farmers' Market has been in operation since 2010. During the spring, summer and fall, the market is located in the center of town at Hinds Plaza, adjacent to the Princeton Public Library. This space is provided free of charge by the municipality, and municipality also provides trash and recycling collection for the market and maintenance of the plaza area. The market is open rain or shine and runs from 11:00 a.m. to 4:00 p.m. every

Thursday. During the winter, the market is moved indoors to the Library's Community Room as the Winter Farmers and Crafters Market and meets monthly on Thursdays, 11:00 a.m. - 5:00 p.m. The Princeton Farmers' Market is run by a part-time manager, supported by a partnership of local businesses, the municipality of Princeton, and the Princeton Public Library. A list of all of the sponsors and current vendors is provided on the Farmers' Market website (<http://www.princetonfarmersmarket.com/>) and additional information can be found on its Facebook page (<http://on.fb.me/QJqll9>). The Princeton Farmers' Market has been extremely successful with more than 20 regular vendors offering a wonderful variety of vegetables, fruits, organic produce, grass-fed poultry and meats, eggs, cheeses, honey, fresh juices, breads, locally roasted fresh coffees, flowers, and vegan/gluten free snacks during the outdoor season. All of the Market's farmers are local and only sell what they grow themselves. All of the breads, baked goods, and other products are freshly made using healthy ingredients. No commercial mixes are allowed to be used. During the regular season, the market also features local musicians who perform between 12:30 p.m. and 2:00 p.m., and a guest table is provided each week for local non-profit and community groups to present information. Due to its central location adjacent to the Princeton Public Library, and vibrant presence of local vendors, entertainers and community groups, the Farmers' Market has helped expand the sense of community in Princeton to include many local employees in addition to the numerous residents who come to the market each Thursday. Many people walk or bicycle to the market. Vehicle parking is also available along adjacent streets, in the Spring Street municipal garage, and in other downtown parking garages and lots.

**PDF: [MUNICIPAL WEBSITE-FARMERS MKT ANNOUNCEMENT](#)**

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## Community Gardens

10 Points

**Program Summary:** The Princeton Recreation Department has managed two community gardens for the past 10 to 15 years. The John Street Community Garden contains 23 individual plots as well as a perimeter area for shared herbs and produce. The Barbara Smoyer Park Community Garden contains 20 plots. The plots are available to residents on a first come, first serve basis, for a small annual fee. In addition to providing the land for the gardens, the municipality contributes labor for annual rototilling and marking out plots, and also provides supplies including compost from the Joseph Maher Joint Ecological Facility run by Princeton and Lawrence Township, straw, hoses, stakes, and string. At the end of the season, staff also assist in cleaning up and composting debris. Water is provided at each site via the park water supply system. The Recreation Department project coordinator has been very committed to making the garden a success by educating and encouraging community gardeners, working with a volunteer committee of gardeners from each site and providing a monthly newsletter with gardening tips and program updates. The John Street Garden newsletter is translated into Spanish for Latino community members who participate at this site. At the John Street garden, there is also an annual contest for the best garden, and a local Girl Scout troop volunteers to help maintain the garden plots.

**PDF: [PRINCETON COMMUNITY GARDEN NEWSLETTERS](#)**

**PDF: [PRINCETON COMMUNITY GARDENS ASSESSMENT](#)**

## Green Design

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## Create a Green Development Checklist

10 Points

**Program Summary:** Princeton's major site plan and subdivision checklist requirements were amended on April 1, 2013 to incorporate a Green Development Information Statement/Checklist. The checklist was developed by staff from the Regional Planning Office and Sustainable Princeton in 2012, based on research of model green building checklists and standards, calls to other NJ municipalities with green building checklists, and meetings and discussions with Environmental Commission members and Engineering and Building department staff. In September 2012, a draft of the Green Development Checklist was reviewed by the Planning Board's Zoning Amendment Review Committee with comments also requested from the members of the Princeton Environmental Commission. Following revisions, the Green Development Checklist was reviewed by the Planning Board at its March 2013 meeting, and adopted at the April 1, 2013 Council meeting. Members of the Planning Board and Environmental Commission are now utilizing the completed checklist/information statement in their review of major development applications.

PDF: [GREEN DEVELOPMENT CHECKLIST](#)

## Health & Wellness

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### Building Healthier Communities

20 Points

**Program Summary:** Princeton has long supported health and wellness programs for all those who live, work and visit the community. In 2012, both Princeton Borough and Township passed resolutions in support of the Mayors Wellness Campaign; and the consolidated Princeton has similarly passed a resolution supporting this program (See upload.) The health and wellness programs in the community are sponsored by a number of municipal departments and community organizations, including the Princeton Recreation Department, Princeton Health Department, Princeton Community Services Department, Princeton Police Department, Princeton Pedestrian & Bicycle Advisory Committee, Princeton Senior Resource Center, Corner House, HiTops Adolescent Health and Education Center, YMCA, YWCA, and more. A summary of Princeton's health and wellness programs is included as well as representative flyers and promotional materials.

PDF: [RESOLUTION 14-106 MAYORS WELLNESS CAMPAIGN](#)

PDF: [PRINCETON MWC PROGRAMS](#)

PDF: [MWC PUBLICITY - CYCLOVIA](#)

PDF: [MWC PROGRAM FLYER - HEPATITUS SUPPORT](#)

## Innovative Projects

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## Innovative Community Project 1

10 Points

**Program Summary:** On November 8, 2011, residents in Princeton Borough and Princeton Township voted to consolidate into a single, unified municipality beginning on January 1, 2013. By combining and reducing overlapping government structures, services, facilities, equipment and staff, consolidation represents a more efficient, cost-effective, and sustainable use of resources. Additionally, the consolidation process represents an innovative and collaborative approach to civic engagement and governance that can serve a model for other communities in New Jersey. The consolidation process began with submission of a consolidation study proposal to the NJ Department of Community Affairs in 2009. Following approval of the study proposal, both Princeton Borough and Princeton Township established a Joint Consolidation/Shared Services Study Commission and provided funding for an outside consulting firm, the Center for Governmental Research (CGR) to guide the complicated study process. In June 2011 the Commission released its final report recommending consolidation, and on July 25, 2011 the Borough and Township's governing bodies approved the recommendation and proposal to place consolidation on the November ballot. (See Upload 1 - July 2011 Summary Report issued by the Joint Consolidation/Shared Services Study Commission.) After voters approved consolidation in November 2011, a Joint Consolidation Study Transition Task Force was appointed to facilitate implementation of the merger during 2012-2013. Both the Consolidation Commission and Task Force were assisted by the Center for Governmental Research (CGR) and other outside experts, the professional staff of both municipalities, the Division of Local Government Services of the New Jersey Department of Community Affairs (DCA). Extensive documentation about the consolidation decision and implementation process is available on the CGR website at <http://www.cgr.org/princeton/>, including the 2012 Final Report of the Transition Task Force. (Upload 2) Public education and outreach was an integral part of the consolidation process as documented in a 2011 Community Engagement report. (Upload 3) A February 2013 report by the Graduate Student Consulting Group at Princeton University's Woodrow Wilson School of Public and International Affairs provides an evaluation of the consolidation process and impacts. (Upload 4)

PDF: [JULY 2011 SUMMARY REPORT](#)

PDF: [2012 TTF FINAL REPORT](#)

PDF: [2011 COMMUNITY ENGAGEMENT REPORT](#)

PDF: [EVALUATION OF CONSOLIDATION PROCESS](#)

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## Innovative Community Project 2

10 Points

**Program Summary:** Since 2008 Princeton has provided a free local neighborhood bus/jitney service to improve mobility for all residents and visitors and to reduce auto congestion in town. The FreeB provides morning and evening commuter service to the Princeton "Dinky" rail station as well as mid-day service connecting senior housing, affordable housing, downtown sites, public buildings and services, and shopping center sites. In addition, special routes are available for town-wide events like the annual Communiversy festival. Ridership has continued to grow on the service, as promotion and outreach about the service, marketing materials, and online information has been increased in recent years. Initially sponsored by the former Princeton Borough Council, Princeton University and NJ Transit, the Free B is now funded by the consolidated municipality and managed by the Greater Mercer Transportation Management

Association (GMTMA). In 2014 Princeton University will provide funding for a new FreeB bus, as part of recently announced 7-year financial agreement between Princeton municipality and Princeton University. Information about the Free B service is available on the municipal website at <http://www.princetonnj.gov/public-transportation.html>

PDF: [RESO - GMTMA CONTRACT](#)

PDF: [FREE B FLYER - SIDE 1](#)

PDF: [FREE B FLYER - SIDE 2](#)

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## Innovative Community Project 3

10 Points

**Program Summary:** In 2013, Princeton was named as a Bronze-level Bicycle Friendly Community by the League of American Bicyclists in recognition of the town's commitment to improving conditions for bicycling through investment in bicycling promotion, education programs, infrastructure and pro-bicycling policies. Some examples of specific improvements made by the Princeton engineering department to promote bicycling are the installation of approximately 32 miles of off road bicycle/pedestrian paths and trails (many connecting to green space areas as depicted in the "Princeton Green Connections" Green Map: <http://sustainableprinceton.org/resources/green-map/>), implementation of area-wide traffic calming measures on town streets, and installation of "sharrows" pavement markings along several key streets in town (as described in this website post: <http://sustainableprinceton.org/2011/07/sharrows/>). Princeton also has approximately 1700 bicycle parking spaces and the municipality also an active Bicycle and Pedestrian Advisory Committee (PBAC), whose members have helped organize many educational and recreational bicycle and pedestrian events in town including the annual Princeton Wheels Rodeo; annual safe cycling information booth at Princeton's Communiversy festival; community bicycle rides such as the 2011 Sharrow Ride, Fall 2013 Mayors ride and 2013 Pi Day "Fireflies" night ride; and the 2013 Ciclovía event where Quaker Road was closed off to vehicle traffic and made available to bicyclists and pedestrians on a Sunday afternoon. PBAC members were also instrumental in helping the municipality adopt a Complete Streets Policy (now incorporated in the Circulation Element of the Master Plan) and in preparing the application for the Bicycle Friendly Community designation. Princeton is one of only five communities in New Jersey that have been designated as Bike Friendly Communities (all at the Bronze level), and one of 291 Bicycle Friendly Communities in 48 states recognized by the League of American Bicyclists to date.

PDF: [BIKE FRIENDLY COMMUNITY APPLICATION](#)

PDF: [PRINCETON DRAFT BIKEWAY PLAN MAP](#)

PDF: [CICLOVIA EVENT POSTER](#)

PDF: [FALL 2013 MAYORS BIKE RIDE FLYER](#)

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## Land Use & Transportation

### Sustainable Land Use Pledge

10 Points

 Bronze Priority  Silver Priority

**Program Summary:** The Sustainable Land Use Pledge was developed by Municipal Green Team members and Planning staff and placed on the November 7, 2013 Planning Board agenda for review and public comment. The Planning Board adopted the Pledge by resolution and forwarded a recommendation to Council requesting adoption of a similar pledge. The Mayor and Council of Princeton adopted the Sustainable Land Use Pledge as Resolution 13-329 on December 9, 2013. The pledge has been distributed to the Planning Board, Zoning Board of Adjustment, and Environmental Commission by the Princeton Clerk's office.

**PDF:** [SUSTAINABLE LAND USE PLEDGE](#)

**PDF:** [SUSTAINABLE LU PLEDGE DISTRIBUTION](#)

## Local Economies

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### Buy Local Campaign

10 Points

**Program Summary:** In September 2013, the Princeton Merchants Association, working with Princeton-based Heartland credit card processor Heartland Payment Systems, launched a new shop local debit card program called "OnePrinceton." OnePrinceton is a new way to pay at participating local businesses using a smartphone or a card. OnePrinceton links directly to a checking or savings account and works just like a debit card. The OnePrinceton transactions cost less to process, so local businesses are able to save and offer special deals to OnePrinceton members. Additionally, when a customer pays with OnePrinceton, 1% of every transaction goes to a local nonprofit organization selected by the customer. The OnePrinceton card can also be used to pay for parking at Princeton's municipal parking garages. Currently, approximately 65 local businesses participate in the OnePrinceton program, and over 30 local nonprofit organizations can receive donations through the program. Approximately 500 residents have signed up for the card to date. More information about the OnePrinceton shop local program can be found on its website at: <https://www.oneprinceton.com/#home>, including a statement from the Mayor in support of the program.

**PDF:** [ONEPRINCETON SHOP LOCAL CARD - FLYER](#)

**PDF:** [ONEPRINCETON - MAYOR STATEMENT](#)

**PDF:** [ONEPRINCETON-BUSINESS-LIST](#)

**PDF:** [ONEPRINCETON - NPO-LIST](#)

## Natural Resources

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### Natural Resource Inventory

20 Points

 Bronze Priority  Silver Priority



**Program Summary:** The letter to ANJEC documents that all key Township and Borough staff have received a copy of the NRI and that an ad hoc subcommittee of the Board is reviewing the NRI to determine what elements of the master plan may need to be updated based upon the document. Both the Regional Planning Board of Princeton and the Princeton Environmental Commission will make every effort to update and review the NRI as appropriate and as conditions or new information is available. Princeton Borough, Princeton Township, the Regional Planning Board of Princeton and the Princeton Environmental Commission view the NRI as an important document for the community and regularly review and use it. Every effort to update and review the NRI as appropriate and as conditions or new information is available will be made. Every six years the Regional Planning Board of Princeton and the Princeton Environmental Commission will meet to discuss whether the NRI requires updating or whether new information is available that warrants updating the document. We believe the above documentation should support our request for credit under Natural Resource requirement for certification under Sustainable Jersey.

**PDF:** [NATURAL RESOURCE INVENTORY](#)

**PDF:** [ERI DOCUMENTATION](#)

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## Environmental Commission

10 Points

**Program Summary:** The Princeton Environmental Commission (PEC) is comprised of volunteer Princeton residents who are appointed by the Mayor. The commission advises the Mayor, Township Administration, The Town Council, and local officials, including the Planning Board and the Zoning Board regarding environmental issues and actions that may affect the natural resources and inhabitants of the community. The PEC was established to advocate for the protection, development and use of natural resources, including water resources, located within Princeton. The PEC reviews studies, funds research and makes recommendations concerning open space preservation, water resources and storm water management, air pollution control, sustainable building design and practices, alternative transportation, recycling, composting, solid waste management, noise control, soil and landscape protection, environmental appearance, aquatic resources and protection of flora and fauna. A list of current PEC members, 2013 Summary, and the current and proposed ordinances establishing the PEC are attached as uploads. Update: Please see attached Approved Environmental Commission Ordinance for the consolidated municipality.

**PDF:** [ENVIRONMENTAL COMMISSION ORDINANCE - BORO](#)

**PDF:** [ENVIRONMENTAL COMMISSION ORDINANCE - TWP.](#)

**WORD:** [ENVIRONMENTAL COMMISSION -2014 MEMBERS](#)

**PDF:** [ENVIRONMENTAL COMMISSION -2013 SUMMARY](#)

**PDF:** [PEC - PROPOSED ORDINANCE](#)

**PDF:** [ENVIRONMENTAL COMMISSION ORDINANCE - ADOPTED](#)

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## Open Space Plans

10 Points

**Program Summary:** In response to Sustainable Jersey's request for additional information and documentation regarding our open space submission we are submitting the following documentation. Copy of the adopted Open Space and Recreation Element as amended April 14,

2004 Copy of our adopted Princeton Community Master Plan 2007 Reexamination Report adopted October 18, 2007 August 3, 2010 correspondence from the Department of Environmental Protection – Green Acres Program amending our project agreement and extending the project to 6/10/12. Resolution of the Princeton Township Committee amending the January 27, 2000 Princeton Township Open Space Plan to include an additional parcel for acquisition. We believe the above documentation should support our request for credit under the Open Space Plan requirement for certification under Sustainable Jersey. Please note we are currently updating the Open Space and Recreation Element of the Master Plan and will have an amended element in the fall. The 2007 Reexamination report discusses open space, conservation and recreation in numerous pages (see pages 6, 11, 17 and 22) This Reexamination Report meets the state statutory requirement for updating the open space plan. Evidence that the NJDEP has accepted our 2000 Open Space Plan as current and valid is documented in the correspondence form NJDEP amending our Green Acres Project Agreement. Please note in Schedule B the document states “This project is an approved Planning Incentive project based upon the Princeton Open Space and Recreation Plan. All properties identified in the report are incorporated herein, however, only those eligible and certified parcels approved in advance by Green Acres will be subject to any funding. It is further understood that the Princeton Open and Recreation Plan may be continually revised and updated by the Township of Princeton...” Please also note that NJDEP has provided over \$4 million to Princeton Township as part of this plan. Finally, we have attached a resolution form the Township Committee of Princeton Township amending the Open Space plan. This most recent amendment occurred on January 25, 2010.

**PDF: [TOWNSHIP OPEN SPACE PLAN](#)**

**PDF: [OPEN SPACE REEVALUATION](#)**

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## Wildlife Interaction Plan

10 Points

**Program Summary:** Starting in 2000, Princeton Township developed and began to implement a multi-year community-based deer management plan to address the negative impacts of the overpopulation of deer in the Township. The plan was developed by the Township's Animal Control Advisory Committee and reviewed through numerous public meetings. Following consolidation in 2013, Princeton has continued to support and implement the deer management plan formerly implemented by the Township. In October 2013, the Mayor and Council adopted Resolution 13-289 endorsing submission of applications to the NJ Division of Fish and Wildlife for a Special Deer Management Area and for a Community Based Deer Management Plan for 2013-14 (see upload.) To implement the plan, Princeton has awarded a contract for specialized deer removal and management with White Buffalo Inc. and United Bow Hunters of New Jersey. Through these services, removal of approximately 250 deer is anticipated to achieve a goal density of 20 deer per square mile. The projected deer population size is based on Distance Sampling data from Winter 2011. Princeton has a full time Animal Control Officer who oversees the deer management program along with many other duties. Announcements and public outreach about the deer management program is provided on a seasonal basis (see uploads of press release and local news coverage.) Update: Please see attached Community Based Deer Management Plan which serves as the requested Deer Management Plan requested. Also attached is the Animal Control Committee Ordinance which states that the Committee must include three resident "citizen" members, enabling their input as stakeholders. Finally, please see the attached screen shot of where the Animal Control Committee meetings are noticed to the public and where residents can sign up to be notified via email of upcoming meetings. The Princeton Animal Control also provides a Coyote Fact Sheet to the public, however, due to the limitation of uploads we are unable to attach to this Action Item.

**PDF: [RESO 2013-289 - DEER MANAGEMENT PLAN](#)**

PDF: [PRESS RELEASE - DEER MGMT PROGRAM](#)

PDF: [12FEB2014-PLANETPRINCETON-DEER MGMT PRESS COVERAGE](#)

PDF: [COMMUNITY BASED DEER MANAGEMENT PLAN](#)

PDF: [ANIMAL CONTROL COMMITTEE ORDINANCE](#)

PDF: [PRINCETONNJ.GOV MEETING NOTICE AND ALERT SIGN-UP](#)

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## Water Conservation Education Program

10 Points

**Program Summary:** Princeton has hosted a Rain Barrel Workshop for the past three years in conjunction with its annual “S.H.R.E.D.D.emberfest” paper shredding and recycling event, in September of 2011, 2012 and 2013. The target population is all Princeton residents, and the workshop is intended to reduce outdoor water use and to reduce contamination of storm water run-off, by helping residents create their own rain water barrel. The Rain Barrel Workshop is offered at the Princeton Witherspoon Municipal Building, in the Community Room, and co-sponsored with Rutgers Cooperative Extension. The \$45 workshop fee is partially subsidized for residents by the municipality, so that they pay only \$20 per barrel. The municipality promotes the event via a flyer, newspaper ads and online announcements, and Sustainable Princeton also helps promote the event via its website and social media (see upload.) At the workshop, participants learn about the benefits of conserving water and reducing storm water runoff, and are provided with materials and instructions for assembling and installing their own 55-gallon rain water barrel. Approximately 25 residents participated in the rain barrel workshop in 2013. In 2012, there were approximately 30 participants, and in 2011, 26 people participated in the workshop.

PDF: [RAIN BARREL WORKSHOP FLYER](#)

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## Tree Protection Ordinance

10 Points

**Program Summary:** Prior to consolidating in 2013, both Princeton Borough and Princeton Township had adopted tree protection ordinances. The Shade Tree Commission is currently working on creating a merged tree ordinance for the consolidated municipality that is expected to be adopted by Fall 2014. Copies of the existing tree ordinances for Princeton Borough and Princeton Township are provided for documentation pending adoption of the merged ordinance. Update: Please see the attachment entitled Tree Protection Ordinance for the final ordinance for the consolidated municipality.

PDF: [PRINCETON BOROUGH TREE ORDINANCE](#)

PDF: [PRINCETON TWP TREE ORDINANCE](#)

PDF: [TREE PROTECTION ORDINANCE DOCUMENTATION](#)

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## Community Forestry Management Plan & NJUCF Accreditation

20 Points

**Program Summary:** As a consolidated municipality, Princeton is now working to merge the 2009 - 2013 Community Forestry Plan previously approved for Princeton Borough and the 2011 - 2016 Community Forestry Plan previously approved for Princeton Township. Objectives from both plans have been completed in accordance with the plan specified target dates, including tree planting, acquisition of new equipment, tree waste recycling, community outreach, development of tree inventory, assisting in voluntary efforts, and attending to tree hazard management. The merged Community Forestry Plan for Princeton is now close to completion and is expected to be adopted by August 2014. Based on 2002 land use/land cover data from the Princeton's 2010 Environmental Resource Inventory, the total canopy for Princeton is estimated at 28%. However, the tree canopy has been impacted by recent, catastrophic storm events, including a severe and concentrated storm in March 2010, Hurricane Irene and the October snowstorm in 2011, and Super Storm Sandy in 2012. These severe weather events may have reduced Princeton's tree canopy by as much as 3 to 5 percent. In February 2014, the Princeton Shade Tree Commission adopted a goal of increasing the tree canopy by 3% in 25 years. Update: Please see the attached documentation from the NJDEP site that shows the consolidated Princeton Municipality's report in a PENDING status. It is expected that the CFMP will be submitted to NJDEP in October of 2014.

**PDF:** [PRINCETON TWP COMMUNITY FORESTRY PLAN](#)

**PDF:** [PRINCETON BOROUGH COMMUNITY FORESTRY PLAN](#)

**PDF:** [TREE COVER GOAL DOCUMENTATION](#)

**PDF:** [COMMUNITY FORESTRY PLAN AND TREE COVER GOAL DOCUMENTATION](#)

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## Tree Hazard Inventory

10 Points

**Program Summary:** Tree hazard and health assessment data were included as part of the online municipal tree inventories conducted within Princeton Borough and Princeton Township prior to the municipal consolidation in 2013. In late 2012, these databases were merged to create a single municipal tree inventory. The inventory includes an evaluation of tree condition, ranging from excellent and very good to dead and needs critical attention. Additionally, the risk assessment portion of the inventory includes fields for target impact, size of defect, probability of failure and other hazard. Based on these four areas, a numerical hazard rating is assigned to each tree consistent with Matheny and Clark's Evaluation of Hazard Trees in Urban Areas. The computerized tree hazard and health assessment inventory allows the municipality to generate work orders and prioritize work to be completed, such as removal of dead and critical trees. The database can be accessed by the public via the Princeton Shade Tree Commission website: [pbshadetree.org](http://pbshadetree.org). A sample report from the database including risk assessment and hazard rating is included (upload 1). A screenshot of the online map from the tree database/hazard inventory is also provided (upload 2). Update: The project cost for the tree inventory performed by Morris Arboretum was \$113,575 and the hours were 749 hours. See the attached Tree Hazard Inventory Documentation for more information.

**PDF:** [SAMPLE TREE HAZARD INVENTORY REPORT](#)

**PDF:** [TREE DATABASE/HAZARD INVENTORY MAP](#)

**PDF:** [TREE HAZARD INVENTORY DOCUMENTATION](#)

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## Tree Maintenance Programs

10 Points

**Program Summary:** Prior to consolidating in 2013, both Princeton Borough and Princeton Township diligently maintained trees located in municipal right-of-ways and on public lands. Maintenance tasks included pruning, cabling, insect and disease treatments, watering and damage repair. Tree maintenance has continued to be a priority within the consolidated municipality in 2013 and 2014, with the computerized tree inventory system used to manage work order requests. A sample tree report with maintenance information is included (upload 1). Princeton currently employs two full time Tree Care Technicians and a crew ranging from 3 to 5 people along with two bucket trucks and all necessary equipment to perform tree maintenance tasks. On a given day, the maintenance items include canopy cleaning, elevation work, cabling and sightline clearance, just to name a few. Emergency work from storm damage is becoming more frequent; however it is believed to be cyclical and is hopefully on the downturn. Regarding insect and disease problems, the municipality will perform minor treatments and should the problem be of large scale, partnering with the NJ Department of Agriculture may become necessary. Watering of newly planted trees occurs on a seasonal basis in both the Spring and Fall. One employee is usually charged with this responsibility using a 400 gallon automatically watering truck. Update: In 2013, there were a total of 39 tree removals, 34 prunings, and 5 stump removals. Please see sample Tree Maintenance Record attachment as an example of a work order that would document an individual tree removal, pruning or stump removal.

**PDF:** [SAMPLE TREE MAINTENANCE RECORD](#)

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## **Tree Planting Programs**

**10 Points**

**Program Summary:** Prior to consolidating in 2013, Princeton Borough and Princeton Township conducted separate tree planting programs. In the Borough, approximately 40 trees were planted per year in 2011 and 2012, and in the Township, approximately 100 trees were planted per year during the same period. In 2013, a total of approximately 50 trees were planted by Princeton municipality, including plantings in the spring and fall, and road reconstruction tree replacement. A municipal nursery started 10 years ago is now being utilized to provide trees for planting. The spring and fall plantings locations are generated by residential requests and the service is provided by outside contractors through the public bidding process. The amount of trees per planting ranges from 30 to 60 trees on average and the species and placement are determined through an onsite meeting with the resident. Road construction projects generally require tree removal. Municipal staff meet with the resident and determine the proper tree for the area as a replacement for the one that is removed. These are normally funded through as part of the road construction cost. Supporting documentation for the Fall 2013 Tree Planting is provided including contract authorization, tree planting list, and representative photo from planting at 25 Cuyler Rd.

**PDF:** [FALL 2013 TREE PLANTING DOCUMENTATION](#)

**PDF:** [FALL 2013 TREE PLANTING LIST](#)

**IMAGE:** [TREE PLANTING PHOTO](#)

## **Sustainability & Climate Planning**

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**Action Plans \*Retires 12/31/23\***

10 Points

**Program Summary:** See the attached Sustainable Princeton Community plan and Community Plan adoption minutes

PDF: [PRINCETON COMMUNITY SUSTAINABILITY PLAN](#)

PDF: [COMMUNITY PLAN ADOPTION](#)

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### Indicators & Targets \*Retires 12/31/23\*

10 Points

**Program Summary:** See the plan below for indicators and targets. We use these regularly to map our progress. In addition, see the Municipal Green Report update which measures progress. This was released in April of 2011.

PDF: [PRINCETON COMMUNITY SUSTAINABILITY PLAN](#)

PDF: [MUNICIPAL GREEN REPORT 2011](#)

PDF: [COMMUNITY PLAN ADOPTION](#)

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### Vision Statement & Goals \*Retires 12/31/23\*

5 Points

**Program Summary:** Sustainability Plan with vision statement, goals, indicators and targets, and action plans. This plan is what guides the Sustainable Princeton office. An excerpt from the meeting where the Community plan was adopted. See page 3 In addition, we have uploaded the Municipal Green report that was released on April 22, 2011 detailing what has been accomplished and what needs to be accomplished in the Municipalities.

PDF: [PRINCETON COMMUNITY SUSTAINABILITY PLAN](#)

PDF: [M111013131.PDF](#)

## Waste Management

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### Food Waste

10 Points

**Program Summary:** The Princeton Curbside Organic Program was initiated as a pilot program by Princeton Township in June 2011. For a small monthly fee, residents were provided with a 32 gallon wheeled green “organics” container to put at the curb, a 10-quart kitchen collector, and a small supply of compostable food waste bags that fit inside the kitchen collector. The Township's

Recycling Coordinator also provided information to residents about what to recycle via the organics program, including food left-overs, pizza boxes and other kinds of paper products, and most yard waste. In the first three months of the pilot program, approximately 200 households participated in the program and 25 tons of organic waste were diverted from the Tullytown PA landfill where Princeton's waste is sent. The organic waste was collected weekly via a municipal contract with Central Jersey Waste and Recycling and taken to the Peninsula Compost facility in Wilmington, Delaware. In the Fall of 2011, the program was expanded into an on-going program and opened to residents in both Princeton Township and Borough. The program received an Innovation Award from Sustainable Jersey in November 2011, and in 2012, Sustainable Jersey awarded a \$20,000 grant to the town and Sustainable Princeton to help market the program. (See uploads of marketing materials.) After consolidation in 2013, the Curbside Organic Program was included as an optional service for residents under the municipal waste contract with Central Jersey Waste and Recycling. Participants in the program currently pay an annual fee of \$65 and all new participants receive the wheeled container and kitchen collector. In addition, participants receive compost from the program each Spring to use in their yards and gardens. This very successful program continues to expand, with almost 1,000 Princeton households now enrolled. In 2013, an estimated total of 400 tons of organic waste was diverted from the landfill from the program. Municipal staff and volunteers continue to develop educational and outreach materials for the municipal compost program that emphasize the benefits of composting and distribute these via newspaper ads, e-blasts and other online media, as well as via demonstrations at local events.

**PDF: [PRINCETON CURBSIDE ORGANIC FACT SHEET](#)**

**PDF: [PRINCETON CURBSIDE ORGANIC - SIGN UP FORM](#)**

**PDF: [PRINCETON COMPOSTS AD WITH PHOTOS](#)**

**PDF: [PRINCETON CURBSIDE ORGANIC - ONLINE](#)**

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## Community Paper Shredding Day

5 Points

**Program Summary:** Each September for the past three years, Princeton has hosted a "S.H.R.E.D.D.emberfest" event, giving residents the opportunity to shred documents, and to recycle, donate or discard a wide range of items. Residents can also participate in a rain barrel building workshop, sign up for the municipal curbside compost program, get leaf bags and get information about leaf management, lawn care, gardening and other topics at S.H.R.E.D.D.emberfest. The event is held from 10:00 a.m. to 2:00 p.m. outside Princeton's Witherspoon Municipal Building and is coordinated and staffed by the Princeton Recycling Coordinator and Public Works Department, with assistance from other municipal staff and community volunteers. The municipality promotes the event via a flyer, newspaper ads and online announcements. The event has been very successful in diverting tons of waste from local landfills. At the most recent S.H.R.E.D.D.emberfest in 2013, an estimated 1900 vehicles participated, resulting in collection of approximately 20 tons of shredded paper waste, two 53-foot tractor trailer trucks filled with 13.6 tons of old computers and electronic equipment, two dumpsters filled with metals and appliances, two trucks filled with 7.5 tons of donated clothes and household goods for the Rescue Mission of Trenton, and 31 donated bicycles for the Boys & Girls Club Bike Exchange.

**PDF: [SHRREDTEMBERFEST FLYER](#)**

**PDF: [COMMUNITY PAPER SHREDDING DAY TOTALS](#)**

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## Prescription Drug Safety & Disposal

10 Points

🏅 Bronze Priority 🏅 Silver Priority

**Program Summary:** Since 2010, the Princeton Police Department has offered free collection of unused or expired prescription drugs twice a year in conjunction with "Operation Take Back New Jersey" sponsored by the NJ Division of Drug Enforcement (NJDEA). Prior to 2013, the collections were managed by the separate police departments of the Township and Borough. After consolidation in 2013, the Princeton Police department's collection box was located at the 1 Valley Road entrance to the Princeton Police Department and municipal building. The collection hours on each "Take Back" day were from 10:00 a.m. to 2:00 p.m. A total of 200 lbs. of prescription drugs were collected in 2013, during the April 27, 2013 and the October 26, 2013 collection days, and on April 26, 2014 an additional 121 lbs. of prescription drugs were collected via this program. Announcements and publicity about the drug disposal days were provided via the municipal website, local newspapers and social media. (See uploads.) A website post emphasizing the safety and environmental benefits of proper medicine disposal via the Police Department's collection was also posted on Sustainable Princeton's website in 2011 and updated in 2014. (See <http://sustainableprinceton.org/2011/10/prevent-pollution-dont-flush-your-meds/>) After each collection, Princeton police officers log in all drugs collected and transport these to designated NJDEA sites for disposal. In February 2013, the Princeton Police Department submitted an application to the NJ Office of the Attorney General, Division of Community Affairs and U.S. Drug Enforcement Agency to join the Project Medicine Drop program through which a permanent collection box will be established at the Valley Road location. The date for the start of the permanent collection box is not yet known as the NJ Division of Community Affairs is currently waiting for funding of the program. Update: The attached photo shows the location at the Princeton Police Department located at 1 Valley Road, Princeton, NJ 08540 where residents are able to drop off the prescription drugs on the scheduled "Take Back" days.

**PDF:** [OPERATION TAKE BACK PRESS RELEASE](#)

**PDF:** [OPERATION TAKE BACK PR VIA TWITTER](#)

**IMAGE:** [PRESCRIPTION DRUG SAFETY AND DISPOSAL DOCUMENTATION](#)