



## Sustainable Jersey Certification Report

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

Voorhees Twp was certified on October 31, 2016 with 385 points. Listed below is information regarding Voorhees Twp's Sustainable Jersey efforts and materials associated with the applicant's certified actions.

### Contact Information

The designated Sustainable Jersey contact for Voorhees Twp is:

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<b>Title/Position:</b>	CO-CHAIRMAN SUSTAINABLE VOORHEES / VOORHEES TOWNSHIP ENVIRONMENTAL COMMISSION
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### Actions Implemented

Each approved action and supporting documentation for which Voorhees Twp was approved for in 2016 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.

#### Animals in the Community

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##### Companion Animal Management Pledge

5 Points

**Program Summary:** Resolution 90-13, supporting Responsible Pet Ownership Programs in the Community, was adopted by Voorhees Township Committee on March 11, 2013. A copy of the resolution was subsequently distributed to all municipal employees, elected officials, appointed board and commission members, and the Township Animal Control Officer.

PDF: [RESOLUTION 90-13](#)

PDF: [RESPONSIBLE PET OWNERSHIP PROGRAMS IN THE COMMUNITY MEMO](#)

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## Pledge Supporting NJ Wildlife Action Plan

10 Points

**Program Summary:** Resolution 89-13, supporting New Jersey's Wildlife Action Plan, was adopted by Voorhees Township Committee on March 11, 2013. A copy of the resolution was subsequently distributed to all municipal employees, elected officials, appointed board and commission members, and the Township Animal Control Officer.

PDF: [RESOLUTION 89-13](#)

PDF: [MUNICIPAL SUPPORT FOR NEW JERSEY'S WILDLIFE ACTION PLAN MEMO](#)

## Arts & Creative Culture

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### Establish a Creative Team

10 Points

**Program Summary:** The Sustainable Voorhees Creative Team was officially established on March 1, 2016 (see attached SV Meeting Minutes 3-1-16) with the approval of Larry Spellman, Township Administrator, who is designated by Township Committee "to serve as the Township's agent for the Sustainable Jersey Municipal Certification process and is authorized to complete the registration on behalf of the Township of Voorhees" (see attached Resolution 92-13). The group first met as a body on March 28, 2016. Team membership consists of an appointed municipal official, a visual artist, a performing artist, a local business leader, a representative from the local school district, and a member of the Sustainable Voorhees Green Team. There is currently no defined term of service. The purpose of the Sustainable Voorhees Creative Team, which exists as a sub-committee of the Township's Green Team, is to develop, promote, and integrate visual and performing arts within the Voorhees community as a whole. Ongoing efforts include expanding the Creative Team to non-core members interested in incorporating the arts into the Voorhees cultural experience and documenting a municipal creative assets inventory through a broad-based electronic survey of local residents and businesses. Based on the feedback of this survey, the Team will act to include these assets into further promotional activities. Please see the attached Creative Team Report for more detailed information.

PDF: [CREATIVE TEAM REPORT](#)

PDF: [SV MEETING MINUTES 3-1-16](#)

PDF: [RESOLUTION 92-13](#)

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### Creative Assets Inventory

**Program Summary:** In April 2016, the Sustainable Voorhees Creative Team met to discuss plans for creating a local Creative Arts Inventory. It was decided at that time to construct a web-based arts and culture survey, promote this survey through a social media campaign, list the results in a format established by the Kentucky Arts Council, and publish this listing on the Sustainable Voorhees website. The Kentucky Arts Council provides an outline for establishing a creative arts and cultural guide based on a listing of local artisans, performing groups, artisan/regional foods, events, recreational activities, cultural organizations, civic organizations, meeting/small event/workshop/exhibition spaces, lodging, restaurants, transportation and parking, parks, and diverse cultures. In May, 2016, the Sustainable Voorhees Creative Asset General Public Survey was published online through Constant Contact. The survey was subsequently promoted through the Voorhees Township and Sustainable Voorhees websites and Facebook pages, the Voorhees Township Nixle community notification system, and the Voorhees Sun newspaper. In September 2016, the survey was closed and the results tabulated (see attached Creative Assets Inventory) then posted online (see attached CAI Screenshots). Due to limited public response, survey results were supplemented with information obtained from the Voorhees Township Office of Economic Development, Voorhees Business Association, and US Census Bureau.

PDF: [CREATIVE ASSETS INVENTORY](#)

PDF: [CAI SCREENSHOTS](#)

## Brownfields

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### Brownfields Inventory & Prioritization

**Program Summary:** Brownfields within Voorhees Township were identified in a two-step process based on N.J.S.A. 58:10B-23.d which defines a brownfield as, "any former or current commercial or industrial site that is currently vacant or underutilized and on which there has been, or there is suspected to have been, a discharge of a contaminant." In the first step, a list of potential commercial and industrial brownfield sites was extracted from New Jersey's DEP Data Miner and Brownfields SiteMart websites. The second step in the identification process involved evaluating each potential site as to its occupancy, current utilization, and overall appearance. Sites appearing to meet the criteria of N.J.S.A. 58:10B-23.d were compiled to form a base inventory. Once the base inventory was completed, scores were assigned to prioritization factors affecting each of these sites producing raw scores. Prioritization factors included human health risk, ecological health risk, redevelopment potential, open space potential, vacancy length, and current blight impact. The raw scoring scale was 1 to 5, with 1 representing the lowest value and 5 the highest. Individual raw scores for each prioritization factor were then multiplied by consistent weighting factors of community importance to produce weighted scores. Totaling the weighted scores produced a final priority ranking score. As established by municipal policy, the identification and prioritization of brownfield sites will be repeated on a five year (minimum) basis. Copies of the Township's 2016 Brownfields Inventory and Prioritization, Brownfields Priority Ranking Methodology, and Brownfields Priority Ranking Policy are attached.

PDF: [BROWNFIELDS PRIORITY RANKING METHODOLOGY](#)

PDF: [2016 BROWNFIELDS INVENTORY AND PRIORITIZATION](#)

PDF: [BROWNFIELDS PRIORITY RANKING POLICY](#)

## Community Partnership & Outreach

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### Create Green Team

10 Points

 Bronze Required

**Program Summary:** On March 28, 2011, Voorhees Township Committee issued a Proclamation establishing a Green Team for the purpose of achieving Sustainable Jersey Certification. The Green Team was made a subcommittee of the Voorhees Township Environmental Commission on January 8, 2013 and subsequently reconstituted. Township Committee passed an additional resolution (92-13) on March 11, 2013, reaffirming its support of participation in the Sustainable Jersey program. On March 19, 2013, a memo was issued by the Sustainable Voorhees Green Team to the Township Administrator listing the current Green Team Members and their affiliations. Since then, supplementary memos have been issued to the Administrator as required to reflect changes in Green Team leadership and/or composition.

**PDF:** [SV GREEN TEAM PROCLAMATION](#)

**PDF:** [RESOLUTION 92-13](#)

**PDF:** [2013 GREEN TEAM](#)

**PDF:** [2016 SV GREEN TEAM](#)

**PDF:** [2015 SV PROGRESS REPORT](#)

**PDF:** [2016 SV MEMBERS](#)

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### Green Fair

10 Points

**Program Summary:** On April 26, 2015, Voorhees Township held its fourth annual Earth Day celebration at Eastern High School. This first-ever change of venue from the Voorhees Environmental Park allowed the Township's school system to take a more active role in the event. Planning for the celebration took approximately nine months and was completed by the Voorhees Environmental and Cultural Education Foundation (VECEF; a nonprofit group formed in 2004 to assist Voorhees Township in planning the Environmental Park), Rutgers University CUES (Center for Urban Environmental Sustainability), the Administration of Eastern High School, and various municipal agencies. One of the central themes of this event was the transformation of Voorhees Township into a community where sustainability is not merely an afterthought but a way of life. The celebration itself contained informational displays from Sustainable Voorhees, the Voorhees Township Environmental Commission, Camden County Bike Share, Cross County Connection TMA, New Jersey Master Gardeners, the South Jersey Beekeepers Association, and the Garden State Discovery Museum. VECEF provided plans and models promoting the history and future of the new Environmental Park, along with the 11-acre solar field it will eventually contain. New Jersey American Water was also on hand to refill reusable water bottles and educate attendees on the need to protect freshwater supplies. Lastly, a kiting demonstration was provided by the South Jersey Kite Flyers Association while onsite merchants provided refreshments for the 300+ attendees. Among those vendors present were Spot Italian Ice, J-Dogs, Kevin's Salad Station, and

Hidden Acre Honey.

PDF: [EARTH DAY ORGANIZATION](#)

PDF: [EARTH DAY PROMOTION](#)

PDF: [QUALITATIVE ASSESSMENT EARTH DAY](#)

## Energy

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### Fleet Inventory

10 Points

 Bronze Priority  Silver Priority

**Program Summary:** The Fleet Inventory for Voorhees Township was completed through a collaborative effort between Sustainable Voorhees and the Township's Chief Financial Officer (CFO), Department of Public Works, and Police Department. Once the required vehicle information was provided by these three municipal departments, Sustainable Voorhees input the data into Sustainable Jersey's Fleet Inventory Spreadsheet (see attached). From there, representatives of the Green Team met with the Township Administrator and formulated the attached 2016 Fleet Inventory Narrative Report. NOTE: This inventory does not include vehicles owned or leased by the Voorhees Fire Department. The Voorhees Fire District exists as an independent entity much like the Voorhees School District in that it is governed by a Board of Fire Commissioners and possesses discrete taxing authority.

PDF: [2016 FLEET INVENTORY NARRATIVE REPORT](#)

EXCEL: [2016 FLEET INVENTORY](#)

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### Purchase Alternative Fuel Vehicles

10 Points

**Program Summary:** Voorhees Township purchased a total of four compressed natural gas (CNG) refuse trucks on August 28, 2013 (1), October 16, 2014 (2), and August 13, 2015 (1). All are still in active service. Attached are the vehicle purchase orders as well as documentation of public outreach regarding CNG vehicles.

PDF: [CNG TRUCK PURCHASE ORDERS](#)

PDF: [CNG VEHICLE PUBLIC OUTREACH](#)

## Green Design

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### Green Building Policy/Resolution

5 Points

**Program Summary:** Resolution 146-15, endorsing the adoption of Green Building Practices for municipal, commercial, and residential buildings, was adopted by Voorhees Township Committee on July 13, 2015. A copy of the resolution was subsequently distributed to all municipal employees, elected officials, and appointed board and commission members.

PDF: [RESOLUTION 146-15](#)

PDF: [GREEN BUILDING RESOLUTION MEMO](#)

PDF: [RESOLUTION 146-15 SCREENSHOT](#)

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## Create a Green Development Checklist

10 Points

**Program Summary:** Voorhees Township Ordinance 277-16, incorporating a Sustainable Development Statement (Green Development Checklist) into land use submission requirements, was adopted by Township Committee on March 28, 2016. The statement is now distributed with all major subdivision and minor and major site plan applications through the Township's Construction Office. Completion of the statement is mandatory. Compliance with its provisions, although encouraged, is not a condition of approval. The Sustainable Development Statement was developed by Sustainable Voorhees through research of model green building checklists and standards, review of existing municipal checklists and ordinances, and discussions with the Voorhees Township Environmental Commission. The draft statement was reviewed by the Township Solicitor working in concert with the Township's Planning Board Attorney. Their suggested revisions were incorporated into the statement's final iteration. Given its recent date of adoption and a dwindling number of major subdivision and minor and major site plan applications, the Sustainable Development Statement is still awaiting its initial use.

PDF: [SUSTAINABLE DEVELOPMENT STATEMENT](#)

PDF: [ORDINANCE 277-16](#)

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## Construction Waste Recycling

10 Points

**Program Summary:** Resolution 77-16, establishing a municipal Construction Waste Policy, was adopted by Voorhees Township Committee on March 14, 2016. The impacts of this Resolution, as summarized in the Construction and Demolition Waste Recycling Policy Memo, will be negligible given that adoption has only institutionalized a preexisting municipal practice.

PDF: [RESOLUTION 77-16](#)

PDF: [CONSTRUCTION AND DEMOLITION WASTE RECYCLING POLICY MEMO](#)

## Health & Wellness

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## Safe Routes to School

10 Points

**Program Summary:** The Township of Voorhees has been awarded Silver Designation by NJDOT, as nominated by Cross County Connection TMA, under the NJ Safe Routes to School (SRTS) Program. The following actions were undertaken to receive Silver Designation: 1. A Resolution of Support (Resolution 114-16) for the SRTS Program was passed by Voorhees Township, on May 23, 2016 (resolution attached). 2. A Pedestrian Safety Program was presented to Osage Elementary School students by Cross County Connection TMA (following the guidelines of the NJDOT's SRTS Program) in June 2014. The program was delivered to 450 students in 16 classes (curriculum attached). 3. A Travel Plan for Osage Elementary School was prepared by Cross County Connection TMA and the Osage/Voorhees SRTS Team in June 2014 (travel plan attached). 4. The Voorhees Township Police Department (VTPD) conducts a pedestrian safety assembly in every district school annually (photo attached). 5. The VTPD provides mandatory training for school crossing guards annually. The training follows NJ Municipal Excess Liability Joint Insurance Fund (MEL), SRTS, and NJ Safety Institute guidelines and is administered by a VTPD Lieutenant certified through the Train-the-Trainer Program of Rutgers University (documentation attached).

PDF: [RESOLUTION 114-16](#)

PDF: [CLASSROOM PED-BIKE SAFETY CURRICULUM](#)

PDF: [OSAGE ELEMENTARY SCHOOL TRAVEL PLAN](#)

PDF: [VOORHEES POLICE PEDESTRIAN SAFETY ASSEMBLY](#)

PDF: [VOORHEES SCHOOL CROSSING GUARD TRAINING](#)

PDF: [SILVER CERTIFICATE OF RECOGNITION](#)

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## Smoke-Free and Tobacco-Free Public Places

10 Points

**Program Summary:** Voorhees Township enacted a smoke-free and tobacco-free public places ordinance in 2002. This ordinance prohibits the smoking of tobacco and tobacco-like substances within the boundaries of Township owned land, or any property which is maintained or in the possession of the township, including, but not limited to all parks, playgrounds, active and passive recreational facilities, the Municipal Complex (including the Police Department) and the Department of Public Works. The ordinance (Title XIII, Chapter 130, Section 130.89), evidence supporting implementation of the ordinance, and public outreach materials are attached.

PDF: [SMOKE-FREE AND TOBACCO-FREE PUBLIC PLACES IMPLEMENTATION](#)

PDF: [SMOKE-FREE AND TOBACCO-FREE PUBLIC PLACES OUTREACH](#)

PDF: [TITLE XIII, CHAPTER 130, SECTION 130.89](#)

## Innovative Projects

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### Innovative Community Project 1

## 10 Points

**Program Summary:** Prior to 2011, the Voorhees Township Municipal Complex consisted of three antiquated buildings and four construction trailers. In 2005, deteriorating physical conditions forced the Township to decide whether to undertake a major renovation of its existing facilities or construct a new town hall. The concurrent redevelopment of the former Echelon Mall into the new Voorhees Town Center provided a unique solution to this issue. By 2008, Voorhees Township was actively investigating the possibility of relocating town hall to the Town Center. In November of 2009, Concord Engineering conducted an energy use comparison between the existing municipal complex and a proposed municipal facility within the Town Center. It concluded that significant energy savings would be realized in the new facility and strongly supported relocating the municipal complex to the Voorhees Town Center. This vision was realized in 2011. The Voorhees Town Center is a mixed-use development representing a true collaboration between the governing body and the Pennsylvania Real Estate Investment Trust. It has many features promoting community sustainability including parks, retail space, restaurants, residential space, office space, and a library. The Town Center is also located within easy walking distance of the PATCO commuter train.

PDF: [RELOCATION OF THE VOORHEES TOWNSHIP MUNICIPAL COMPLEX - EXTENDED NARRATIVE](#)

PDF: [2006 MUNICIPAL HALL FEASIBILITY STUDY](#)

PDF: [MUNICIPAL HALL ENERGY USAGE COMPARISON](#)

PDF: [MUNICIPAL HALL COMMUNITY OUTREACH](#)

PDF: [MUNICIPAL HALL MEETING MINUTES](#)

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## Innovative Community Project 2

### 10 Points

**Program Summary:** Prior to 2016, Voorhees Township residents were able to use plastic bags for curbside disposal of leaves, grasses, and garden refuse. In May 2013, the Department of Public Works instituted a voluntary Vegetative Waste Management Program requesting that residents use biodegradable bags or lidded trash cans for these items. When voluntary compliance with the new program failed to reduce the practice of using plastic bags, Township Committee formally excluded the use of non-sustainable vegetative waste collection containers through Voorhees Township Ordinance 278-16. This ordinance, adopted on March 28, 2016, not only precludes the use of improper containers but also provides for a Notice of Violation to be issued to residents who fail to comply with its provisions.

PDF: [VOLUNTARY VEGETATIVE WASTE MANAGEMENT PROGRAM OUTREACH](#)

PDF: [ORDINANCE 278-16](#)

## Land Use & Transportation

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## Sustainable Land Use Pledge

### 10 Points



 Bronze Priority  Silver Priority

**Program Summary:** Resolution 126-13, supporting Sustainable Land Use, was adopted by Voorhees Township Committee on May 13, 2013. A copy of the resolution was subsequently distributed to all municipal employees, elected officials, and appointed board and commission members.

**PDF:** [RESOLUTION 126-13](#)

**PDF:** [MUNICIPAL SUPPORT FOR SUSTAINABLE LAND USE MEMO](#)

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## Complete & Green Streets for All Policy

10 Points

**Program Summary:** Resolution 90-16, establishing a municipal Complete Streets Policy, was adopted by Voorhees Township Committee on April 11, 2016. A copy of the resolution was subsequently distributed to all municipal employees, elected officials, appointed board and commission members and consultants. The Township's Complete Streets Policy recognizes the importance of ensuring that all users of the Township's transportation network have access to that network. The policy also acknowledges the important link between complete streets and physical and mental health. The newly adopted policy applies to all aspects of a project, including design, construction, maintenance and operations. Although Voorhees Township has been practicing the concepts of complete streets planning for some time, the recently adopted resolution actually formalizes these actions by requiring complete streets consideration to be part of the planning, review and approval process. All current and future projects are now evaluated by a newly formed Complete Streets Technical Advisory Committee consisting of representatives from the Township's departments of Administration, including elected officials, engineering and planning, police and project consultants. The Technical Advisory Committee uses a checklist to ensure all projects are evaluated equally and all concepts of complete streets are included in the proposal, where applicable. A thorough review of proposed projects by Township professionals ensures the needs of all users are met during the planning stages and carried into implementation. This results in a more active, vibrant and healthy community. Additionally, Voorhees coordinates closely with Camden County regarding Complete Streets on county roads as Camden County has also adopted a Complete Streets resolution.

**PDF:** [COMPLETE STREETS POLICY MEMO](#)

**PDF:** [RESOLUTION 90-16](#)

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## Institute Complete Streets

15 Points

**Program Summary:** Although Voorhees Township has been practicing the concepts of complete streets for some time, Resolution 90-16 (attached) formalizes these actions by requiring complete streets be a part of the planning, review, and approval process of all Township projects within the public right-of-way. As part of this process, projects will be evaluated by a Complete Streets Technical Advisory Committee (TAC) comprised of representatives from Township Committee, Administration, Police Traffic Safety, Engineering, Public Works, and Planning. While several of the Committee members have already participated in Complete Streets training, the remainder are pursuing future educational opportunities. And, though the TAC has yet to formally meet, a fall

kickoff meeting is currently being scheduled (memo attached). The Technical Advisory Committee uses a checklist (attached) to ensure projects are evaluated equally and all concepts of complete streets are included in applicable proposals. A thorough review of proposed projects by Township professionals utilizing completed checklists ensures the needs of all users are met during the planning stages and carried through design into implementation. This results in a more active, vibrant, and healthy community. Several planning and development documents and tools have been updated to incorporate Complete Streets, including the Master Plan Re-Examination 2012 and sections of the Land Development Ordinance (attached) requiring bike/ped facilities within defined zoning districts such as the Rt. 73 Corridor. The Township will continue to update documents and policies as necessary. The Township has recently implemented several Complete Streets projects. As part of a pavement resurfacing plan, bike lanes were striped along Laurel Road connecting Eastern Regional High School to several residential neighborhoods. New transit shelters and crosswalks were also installed providing greater safety and convenience for pedestrians and public transit users accessing the Voorhees Town Center (PUD) and nearby areas (attached). For additional information please see the attached Extended Narrative.

**PDF: [ATTACHMENT A COMPLETE STREETS CHECKLIST](#)**

**PDF: [MASTER PLAN RE-EXAMINATION 2012](#)**

**PDF: [RESOLUTION 90-16](#)**

**PDF: [COMPLETE STREETS TAC MEETING MEMO](#)**

**PDF: [INSTITUTE COMPLETE STREETS EXTENDED NARRATIVE](#)**

**PDF: [IMPLEMENTATION PROJECT](#)**

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## **Bicycle & Pedestrian Audits**

**5 Points**

**Program Summary:** Although many roads in Voorhees Township include bikeways and pedestrian access, they tend to be clustered within discrete east and west sections of the municipality. In 2013, the Township received a DVRPC TCDI grant to conduct a bicycle/pedestrian study focused on improving interconnectivity between these clusters. The main purpose of the study, entitled "Voorhees Township DVRPC-Funded East-West Bikeway Connection Planning Study & Final Recommendations Report", was to prepare recommendations for a new bicycle/pedestrian facility connecting existing bikeways of the Township's Bicycle Network using the Voorhees Environmental Park and the newly renovated Voorhees Town Center as eastern and western hubs, respectively. The firm of CME Associates conducted the planning and engineering study. A Steering Committee including members of the Voorhees Environmental and Cultural Education Foundation, Sustainable Voorhees, the Voorhees Environmental Commission, The Voorhees Bicycle-Pedestrian Committee, Cross-County Connection, Rutgers Center for Urban Environmental Sustainability, and the Township of Voorhees participated in a bike/pedestrian audit of the study area to assess opportunities and constraints. Township residents provided feedback through public information sessions and a public mapping website. The finalized report was presented to the Township on May 15, 2014 (see attached Memorandum of Completion). A technical report details improvements recommended by the project team. Audit results are detailed in the final report and identify priority locations for improvements. These improvements enable the Township to more fully develop its bicycle/pedestrian network, working towards the vision outlined in the Township's Bicycle Element and the 2012 Master Plan Re-Examination. The recommendations support the Township's vision for a comprehensive bicycle/pedestrian network, facilitating a comfortable, accessible, and convenient east-west connector between existing bicycle facilities. Although the full report is too large to upload, pertinent excerpts are included to demonstrate the extent of work completed.

**PDF: [MEMORANDUM OF COMPLETION AND TABLE OF CONTENTS](#)**

**PDF: [IMPLEMENTATION MATRIX](#)**

PDF: [EXISTING CONDITIONS](#)

PDF: [STUDY CORRIDOR ENGINEERING & RECOMMENDATIONS](#)

PDF: [PUBLIC INVOLVEMENT](#)

PDF: [CRASH ANALYSIS](#)

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## Green Building & Environmental Sustainability Element

10 Points

**Program Summary:** In 2012, CME Associates conducted a Master Plan review for Voorhees Township. The resulting Master Plan Re-examination Report of August 2012, including its GBESE appendix, was adopted by the Voorhees Township Planning Board on August 22, 2012 (Resolution 12-020).

PDF: [GREEN BUILDING AND ENVIRONMENTAL SUSTAINABILITY ELEMENT OF THE MASTER PLAN](#)

PDF: [PLANNING BOARD RESOLUTION 12-020](#)

## Local Economies

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### Buy Local Campaign

10 Points

**Program Summary:** Voorhees Township, in partnership with the Voorhees Business Association, has been involved in a “Live Voorhees, Shop Voorhees” campaign for several years. In 2012, the Voorhees Township Economic Development Committee began investigating the possibility of extending this effort by establishing a property tax rebate system tied to support for local business. Township Committee cleared the path to establishing such a program through Resolution 81-13, which supports “a property tax rewards program to be implemented as part of the ‘Buy Voorhees/Shop Local’ campaign.” In 2013, Voorhees Township contracted with Fincredit Inc. to operate a Property Tax Reward Program (PTRP) within the municipality. Under the PTRP, homeowners shopping at local participating merchants receive rebates on sales and services in the form of property tax credits. Between January 2014 and December 2015 more than 7,000 Township residents participated in the Live Voorhees, Shop Voorhees program. This generated over \$1.2 million in sales and more than \$75,000 in property tax and rental rebates. Sales and rebate numbers are expected to increase with the 2015 release of a free Shop Voorhees mobile app.

PDF: [RESOLUTION 81-13](#)

PDF: [LIVE VOORHEES SHOP VOORHEES PROMOTION](#)

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### Support Local Businesses

10 Points

**Program Summary:** Voorhees Township engages in a number of diverse business promotion and development activities. The Township maintains an Economic Development Department and employs a full-time Economic Development Director. In addition, Voorhees Township has a standing Economic Development Committee (to analyze, advertise, and assist in the development of the Township's economic assets), a Business Retention and Expansion Task Force (to preserve existing businesses and help them grow by developing innovative programs that bring the community and businesses together), and a business prospector website (to aid prospective businesses in the site selection process). Lastly, the governing body maintains close ties to the local business community through active collaboration with the Voorhees Business Association. (See the attached Memo for more detailed information)

**PDF:** [2016 SLB QUALITATIVE ASSESSMENT](#)

**PDF:** [2016 ECONOMIC COMMITTEES](#)

**PDF:** [SUPPORT LOCAL BUSINESSES MEMO](#)

**PDF:** [VOORHEES TOWNSHIP ECONOMIC WEBSITES](#)

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## Natural Resources

### Natural Resource Inventory

20 Points

 Bronze Priority  Silver Priority

**Program Summary:** The Voorhees Township Natural Resource Inventory (entitled Natural Resource Inventory, Voorhees Township, Camden County, New Jersey, and Map Graphics for Natural Resource Inventory, Voorhees Township, Camden County, New Jersey) was completed in May 2013 by the firm of CME Associates. Township Committee committed to a regular review of the NRI on August 19, 2013 (Resolution 171-13). The NRI was adopted as part of the Township's Master Plan by the Voorhees Township Planning Board on September 11, 2013 in a joint resolution with the Township's OSRP (Resolution 13-026). -----

----- NOTE: Voorhees Township Committee Resolution 171-13 and Voorhees Township Planning Board Resolution 13-026 have been attached. The section noting the name of the NRI in Resolution 13-026 has been highlighted.

**PDF:** [2013 NATURAL RESOURCE INVENTORY](#)

**PDF:** [2013 NRI MAPS - 1](#)

**PDF:** [2013 NRI MAPS - 2](#)

**PDF:** [2013 NRI MAPS - 3](#)

**PDF:** [RESOLUTION 171-13](#)

**PDF:** [RESOLUTION 13-026 \(NRI\)](#)

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### Environmental Commission

10 Points

**Program Summary:** The Voorhees Township Environmental Commission has been in existence since 2000. The signed Ordinance from 1999 (957-99) establishing the Commission is attached, as are a complete text of the ordinance (Title III Chapter 32), the 2015 EC Summary Report, and the 2015 EC Agendas and Meeting Minutes.

**PDF:** [ORDINANCE 957-99](#)

**PDF:** [TITLE III CHAPTER 32 \(TEXT\)](#)

**PDF:** [2015 EC SUMMARY REPORT](#)

**PDF:** [2015 AGENDAS AND MEETING MINUTES](#)

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## Environmental Commission Site Plan Review

10 Points

**Program Summary:** By ordinance, the Voorhees Township Planning and Zoning Boards submit copies of preliminary major site plan and preliminary major subdivision applications to the Township's Environmental Commission for review. The application review consists of a site visit, examination of required environmental reports, project evaluation by the Commission's professional Consultant, and a public hearing regarding the proposal. During this hearing the Commission gathers facts regarding the site's historic, present, and proposed land uses; existing environmental features, critical areas, and other characteristics; existing environmental resources; and proposed nonstructural storm water management, site preparation, and construction phasing. At the conclusion of the review process, the Commission considers the possible impact(s) of the application and makes a Finding of Fact as required. The Commission then submits a letter in the form of a Recommendation Memo to the respective submission board either advising that no Finding of Fact has been made or outlining proposals for mitigating the project's impact(s) as determined by a valid Finding of Fact. Further progress of the application is followed by an assigned Commission member as it proceeds through subsequent board hearings. The enabling Ordinance (Title III, Chapter 32, Sections 32.043(A) & (B)), a list of development applications sent to the Environmental Commission for review in 2015, and a Finding of Fact and Recommendations Memo for one project (Hristos Kolovos, Block 226.02, Lots 18.01 & 19) are attached.

**PDF:** [TITLE III, CHAPTER 32, SECTION 32.043](#)

**PDF:** [2015 DEVELOPMENT APPLICATIONS](#)

**PDF:** [HRISTOS KOLOVOS, BLOCK 226.02, LOTS 18.01 & 19](#)

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## Open Space Plans

10 Points

**Program Summary:** The Voorhees Township Open Space and Recreation Plan (entitled Open Space Acquisition Ranking Analysis, Township of Voorhees, Camden County) was completed in May 2008 by the firm of ARH Associates, Inc. The OSRP was adopted as part of the Township's Master Plan by the Voorhees Township Planning Board on September 11, 2013 in a joint resolution with the Township's NRI (Resolution 13-026). -----

----- NOTE: Voorhees Township Planning Board Resolution 13-026 has been attached. The section noting the name of the OSRP in Resolution 13-026 has been highlighted.

**PDF:** [2008 OPEN SPACE ACQUISITION RANKING ANALYSIS](#)

PDF: [APPENDIX B - 1999 VOORHEES TOWNSHIP OPEN SPACE RANKING MAP](#)

PDF: [APPENDIX C - 2008 VOORHEES TOWNSHIP OPEN SPACE RANKING MAP](#)

PDF: [RESOLUTION 13-026 \(OSRP\)](#)

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## Clustering Ordinance

10 Points

**Program Summary:** Voorhees Township enacted a Clustering Ordinance in 1999. The purpose and intent of the CR - Cluster Residential Zone is to provide residential housing in environmentally sensitive areas while preserving a special resource for the benefit of the public good. The Ordinance (Chapter 152, CR-Cluster Residential Zone), Clustering Ordinance Standards, and Submission Requirements Checklist A (Ordinance 158.02) are attached.

PDF: [CLUSTER RESIDENTIAL ORDINANCE 152](#)

PDF: [CLUSTERING ORDINANCE STANDARDS](#)

PDF: [SUBMISSION REQUIREMENTS CHECKLIST A](#)

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## Environmental Assessment Ordinance

10 Points

**Program Summary:** Since 2001, Voorhees Township has required an Environmental Impact Report as part of any land development application involving properties of five acres or more, or of parcels located in an environmentally sensitive area. This report is first reviewed by the Environmental Commission at a public hearing. The Commission's findings and recommendations concerning the EIR are then forwarded to the Planning Board. At the subsequent Planning Board hearing(s), these findings must be addressed by the developer and are taken under advisement by the Board in its decision making process. The Ordinance (158.04), Environmental Assessment Ordinance Standards, and Submission Requirements Checklist A (Ordinance 158.02) are attached.

PDF: [ENVIRONMENTAL IMPACT REPORT ORDINANCE 158.04](#)

PDF: [ENVIRONMENTAL ASSESSMENT ORDINANCE STANDARDS](#)

PDF: [SUBMISSION REQUIREMENTS CHECKLIST A](#)

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## Tree Protection Ordinance

10 Points

**Program Summary:** Voorhees Township enacted a Tree Protection Ordinance in 1999. The intent of this ordinance is to reduce tree loss during development and provide for the replacement of trees whose loss is unavoidable. The Ordinance (154.006(E)), Tree Protection Ordinance Standards, and Submission Requirements Checklist A (Ordinance 158.02) are attached.

PDF: [COMPENSATORY PLANTING ORDINANCE 154.006\(E\)](#)

PDF: [TREE PROTECTION ORDINANCE STANDARDS](#)

PDF: [SUBMISSION REQUIREMENTS CHECKLIST A](#)

## Operations & Maintenance

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### Adopt a Green Purchasing Policy by Resolution \*Retires 12/31/23\*

5 Points

**Program Summary:** Resolution 76-16, implementing an Environmentally Preferable Purchasing Policy (Green Purchasing Policy), was adopted by Voorhees Township Committee on March 14, 2016. Copies of the Resolution and the Environmentally Preferable Purchasing Policy were subsequently distributed to all municipal employees, elected officials, and appointed board and commission members. In addition, the Policy was posted to a municipal website in its entirety.

PDF: [ENVIRONMENTALLY PREFERABLE PURCHASING POLICY](#)

PDF: [ENVIRONMENTALLY PREFERABLE PURCHASING POLICY MEMO](#)

PDF: [RESOLUTION 76-16](#)

PDF: [ENVIRONMENTALLY PREFERABLE PURCHASING POLICY SCREENSHOT](#)

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### Green Grounds & Maintenance Policy

10 Points

**Program Summary:** Resolution 91-13, adopting a Green Grounds and Maintenance Policy, was passed by Voorhees Township Committee on March 11, 2013. A copy of the policy, along with its approved Green Grounds and Maintenance Practices, was subsequently distributed to all municipal employees, elected officials, and appointed board and commission members.

PDF: [GREEN GROUNDS AND MAINTENANCE POLICY](#)

PDF: [RESOLUTION 91-13](#)

PDF: [GREEN GROUNDS AND MAINTENANCE POLICY MEMO](#)

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### Integrated Pest Management \*Retires 12/31/23\*

10 Points

**Program Summary:** In April 2008, Township Committee adopted the Township of Voorhees Pesticide Reduction Policy (Resolution 126-08). This policy codified Integrated Pest Management (IPM) as “the pest control policy and strategy to be employed in the maintenance of the Township’s public properties and facilities.” Furthermore, it encouraged residents to participate in this endeavor and guaranteed the Township would designate communal properties such as community parks “Pesticide Free Zones.” In March 2013, Township Committee adopted a Green Grounds and Maintenance Policy (Resolution 91-13). Accordingly, the Voorhees Township Department of Public Works supports the following IPM practices: continued maintenance of public

parks and green spaces as pesticide-free zones; keeping Township grounds and facilities free of trash, litter, and unnecessary debris to discourage pests; establishing a reasonable action threshold with regard to pest levels; using only environmentally-friendly pesticides and fertilizers when required; and reevaluating and adjusting IPM practices annually. -----

----- NOTE: On September 9, 2013, Voorhees Township Committee adopted the attached Integrated Pest Management Implementation Plan (Resolution 191-13). Documentation for Charles Taylor, an employee of the Township and licensed Commercial Pesticide Applicator, has also been attached. According to New Jersey Administrative Code 7:30-6.2(a)2.viii, Mr. Taylor is trained and certified as to "An understanding of the principles of integrated pest management (IPM)."

PDF: [RESOLUTION 126-08](#)

PDF: [IPM POLICY](#)

PDF: [IPM SIGNAGE](#)

PDF: [RESOLUTION 191-13 \(IPM IMPLEMENTATION PLAN\)](#)

PDF: [STAFF IPM TRAINING DOCUMENTATION](#)

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## Recycled Materials & Composting

10 Points

**Program Summary:** Voorhees Township has for many years collected leaves, tree limbs, and grass clippings as a service to its residents. In the early 1980s, however, the Township recognized two important facts: first, that increased dumping fees were beginning to make this practice cost prohibitive, and second, that a potentially valuable resource was being wasted. Since then the Township has worked hard to establish a very successful Vegetation Waste Recycling Program. An example of this recycling in action is the municipality's chipper service. In 2015, 5,667.5 tons of brush and tree parts were collected from residential and municipal sources. Of this total, 4,144 tons of chippings were recycled by the Township into 11,840 yards of playground-grade mulch using a municipally-owned and operated tub grinder. The mulch, valued at over \$200,000 (\$17 per yard), was stockpiled and used to landscape the Township's parks, playgrounds, trails, and other facilities. Aside from beautification, benefits of the chipper service include a reduced need for irrigation through prevention of rapid soil drying and the elimination of chemical herbicide applications through moderation of weed growth. (See the attached memo for more detailed information)

PDF: [RECYCLED MATERIALS AND COMPOSTING MEMO](#)

PDF: [2015 RECYCLING TONNAGE REPORT SUMMARY](#)

EXCEL: [2015 RECYCLING TONNAGE REPORT](#)

## Public Information & Engagement

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### Municipal Communications Strategy

10 Points

**Program Summary:** Documentation of the Voorhees Township Municipal Communication



Strategy began with reviews of existing municipal, police department, and fire department websites followed by discussions with the Township Administrator, Chief of Police, and Fire Chief to uncover any supplementary communication methods utilized within the Township. A complete listing of documented communication channels can be found in the attached Municipal Communication Channel Inventory. Although each of the inventoried channels obtain revision as needed, a number receive updates on a daily or nearly daily basis. These include the municipal Facebook page, municipal Twitter account, Police Department Facebook Page, and Police Department Twitter Account. Evidence of municipal use for these and other regularly updated channels can be found in the attached Municipal Communication Channel Screenshots. The municipal website contains a wide array of information about the township, municipal services, and services provided by affiliated organizations. In addition, it is regularly updated with current news and weather, a weekly Mayor's Column, residential bulletin board postings, board and committee agendas and meeting minutes, and announcements of community importance. The framework of the website was constructed and is maintained by a private consulting firm specializing in website design and maintenance. The Township Clerk is charged with maintaining the accuracy of the website's information as well as posting new notifications and is authorized to upload, update, or otherwise change areas of content within this framework. Please see the attached Municipal Communication Strategy Extended Narrative for more detailed information.

**PDF: [MUNICIPAL COMMUNICATION CHANNEL SCREENSHOTS](#)**

**PDF: [MUNICIPAL COMMUNICATION STRATEGY EXTENDED NARRATIVE](#)**

**PDF: [MUNICIPAL COMMUNICATION CHANNEL INVENTORY](#)**

## Waste Management

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### Prescription Drug Safety & Disposal

**10 Points**

 Bronze Priority  Silver Priority

**Program Summary:** Voorhees Township has maintained a Project Medicine Drop collection box in the lobby of the municipality's Police Department since late 2013. The department is located at 1180 White Horse Rd., Voorhees, NJ, 08043. Normal collection hours are 9:00 AM to 5:00 PM, Monday through Friday, with after hours drop off available by appointment. In 2015, 654 lbs of unused prescription medications were collected and destroyed as part of the Medicine Drop program. Disposal was performed in a manner consistent with U.S. Drug Enforcement Administration guidelines. Additional information concerning this action submission including website postings, educational materials, and detailed collection results can be found in the attached Extended Narrative and related documents.

**PDF: [PDSD EXTENDED NARRATIVE](#)**

**PDF: [VTPD WEBSITE INFORMATION](#)**

**PDF: [SV WEBSITE INFORMATION](#)**

**PDF: [PMD PHARMACY FLYER](#)**

**PDF: [RX DROP CONTAINER](#)**

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## Community Paper Shredding Day

5 Points

**Program Summary:** On April 30, 2016, Voorhees Township partnered with the Voorhees Swim Club and Sustainable Voorhees to hold a Community Paper Shredding Event. The cost of the shredding truck and operator were split equally between the Township and the Swim Club (see attached purchase order). Sustainable Voorhees provided labor for the event; helping to unload and carry materials to be shredded as well as maintain a steady flow of vehicles into and out of the shredding site. A flyer designed to promote the event was posted on the websites and Facebook pages of the Township, the Swim Club, and Sustainable Voorhees (see attached flyer). In addition, the event was promoted through the Township's Nixle information system. An estimated 100 residents participated in the event at which approximately 2.5 tons of paper was collected and shredded.

PDF: [CPSE FLYER](#)

PDF: [MUNICIPAL PURCHASE ORDER](#)

PDF: [SUSTAINABLE VOORHEES PARTICIPANTS](#)

PDF: [SHREDDING EVENT PARTICIPANTS](#)

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## Grass - Cut It and Leave It Program

5 Points

**Program Summary:** In 2015, the local municipal dumping fee for yard waste was increased by approximately 56%. As Voorhees Township currently collects grass clippings and other residential yard waste, this led to a problem of significant financial proportion for the Township. Sustainable Voorhees took this opportunity to partner with the Township and develop a "Cut It and Leave It" grass recycling program. It is believed that educating residents on the benefits of grass recycling will lead to a reduction in the volume of yard waste collected as well as a decline in lawn irrigation and fertilization. To promote these efforts, Sustainable Voorhees developed a Cut It and Leave It brochure outlining the benefits of leaving grass clippings on the lawn, how to properly grass recycle, and why thatch should not be a problem. In addition to its availability on a municipal website, this informational flyer is distributed at Town Hall, the Department of Public Works, and Sustainable Voorhees outreach events. The Waste Management Working Group of Sustainable Voorhees is currently working on additional educational efforts and a grass recycling workshop to be held in late 2016 or early 2017.

PDF: [CUT IT AND LEAVE IT BROCHURE](#)

PDF: [CUT IT AND LEAVE IT BROCHURE SCREENSHOT](#)