

Sustainable Jersey Certification Report

This is the Sustainable Jersey Certification Report of Raritan Twp, a Sustainable Jersey bronze certified applicant.

Raritan Twp was certified on October 05, 2022 with 210 points. Listed below is information regarding Raritan Twp's Sustainable Jersey efforts and materials associated with the applicant's certified actions.

Contact Information

The designated Sustainable Jersey contact for Raritan Twp is:

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Actions Implemented

Each approved action and supporting documentation for which Raritan Twp was approved for in 2022 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



Program Summary: The Green Team functions under the umbrella of the Environmental Commission. 2021 was a difficult year for the team largely due to COVID concerns and loss of team members. This year we have boosted the team from four to six members in anticipation of the work needed to retain bronze level certification which has been extended through Dec 2022. The team has met monthly (second Thursday of each month) immediately preceding the Environmental Commission meeting of which a number of Green Team members are also members. The Green Team also meets the last Wednesday of the month to focus on Green Team activities.

Green Fair

10 Points

Program Summary: The Green Team held a Green Fair at the Raritan Township Municipal Building on Saturday May 1, 2021. The focus of the Fair was to highlight the work of municipal and local environmental organizations and provide an educational experience for attendees. The fair was funded through the allocated funds in the Environmental Commission budget for 2021. The Green fair included: a Rain Barrel Workshop by Raritan Headwaters, The Compost Man-Food Waste Recycling Program, information on the Raritan Township community Garden, Hunterdon Land Trust and information on Electric Vehicle charging.

PDF: <u>RTEC GREEN FAIR EVENT FLYER 2021.PDF</u> WORD: <u>GREEN FAIR AD 2021.DOCX</u> WORD: <u>QUALITATIVE ASSESSMENT TEMPLATE (2021).DOCX</u> IMAGE: <u>GREEN FAIR (1).JPG</u> PDF: <u>PRESS_RELEASE_GREEN_FAIR_2021.PDF</u> IMAGE: <u>GREEN FAIR (2).JPG</u>

Energy

Public Electric Vehicle Charging Infrastructure

15 Points

Program Summary: In 2020 the Township adopted an ordinance to purchase and construct a total of four public charging stations for electric vehicles. Two at the Municipal building and two at Lenape Park. The charging stations provide residents easy access to charge their personal electric vehicles on Township owned property, as well as, provide a station for potential Township vehicles. The charging stations are all level 2 and have been advertised on goHunterdon website. https://www.gohunterdon.org/electric-vehicle-charging-stations-in-hunterdon-county and are listed on ChargeHub https://chargehub.com/en/charging-stations-map.html Please see attached photos, ChargeHub map locations and letter providing the details of installation from Councilman Sipos.

IMAGE: ELECTRIC STATION 1.JPG IMAGE: ELECTRIC STATION 2.JPG IMAGE: ELECTRIC STATION 3.JPG PDF: RT EV CHARGING EQUIPMENT.PDF PDF: CHARGEHUB MAP LOCATION **Farmland Preservation Plans**



Program Summary: The Raritan Township Farmland Preservation plan plan is intended to be an integral element of the Raritan Township Master Plan. The specific agricultural and preservation goals and policies set forth in the plan are intended to complement the Township's 2018 Master Plan and Raritan Township's overall planning vision. The document addresses both the State's guidelines for a Comprehensive Farmland Preservation Plan and Municipal Land Use Law requirements for a Farmland Preservation Plan element. The Plan was adopted and reviewed by the Raritan Township Planning Board at their March 24, 2021 meeting and by the Township Committee. The Open Space Committee, in conjunction with the Agricultural Advisory Committee actively pursues preservation of farmland in Raritan Township and makes recommendations to the Raritan Township Committee. Between June 2021 and June 2022 the Committees have actively pursued farmland preservation in Raritan Township. The Open Space Committee meets monthly and goes over updates of farmland preservation projects we are pursuing and regularly consults with the Agricultural Advisory Committee on those prospective projects. The Open Space Committee also communicates regularly with Stefanie Miller, Acquisition Program Manager with the State Agriculture Development Committee (SADC) regarding current projects. We send a representative to the monthly meeting of State, County and Municipal staff and volunteers involved in farmland preservation projects to discuss project updates. Recently the SADC completed preservation of the 150-acre Bowlby farm in Raritan Township, a project Raritan Township has been pursuing for several years. Between 2021 and 2022 the Open Space Committee communicated with several additional owners of active farms regarding interest in Farmland Preservation. The Open Space Committee also attended a hearing conducted by Hunterdon County and provided input to the update of the Hunterdon County Farmland Preservation Plan

PDF: <u>RARITAN TOWNSHIP FARMLAND PRESERVATION PLAN FINAL MARCH 2021.PDF</u> PDF: <u>RESOLUTION ADOPTING THE FARMLAND PRESERVATION PLAN</u> PDF: <u>PLANNING BOARD MEETING MINUTES ADOPTION OF FARMLAND PRESERVATION PLAN AS PART OF</u> <u>MASTER PLAN</u>

WORD: RARITAN TWP AG ADV COM MINUTES 4-7-22.DOCX

Community Gardens



Program Summary: The Raritan Township Community Garden was started in 2011 with the help of the Garden Club of New Jersey. They engaged with township officials who offered the use of a grassy area within the municipal building complex. Working with the Department of Public Works and the Township Engineer an area approximately 0.3 acres in size was divided into 38 individual garden plots. In addition to the land, the Township provides water, equipment storage, garbage disposal and mowing of the grassy areas. A few years later, the Flemington Home Depot donated materials to erect a deer proof fence. Since its' inception, approximately 25 individuals each year have leased plots to grow many varieties vegetables and flowers. Individual plots are leased on a yearly basis, mainly to residents of Raritan Township but also to residents in surrounding communities. Gardeners are required to maintain their plots throughout the growing season and

are prohibited from using pesticides as the gardeners are required to use organic practices. As the Garden Rules state, " Only certified organic materials will be used." Gardeners also need to clean out their plots before the start of winter. In 2019 the gardeners started a program to donate excess produce from their plots to the Flemington Food Pantry. Once a week, gardeners left their excess produce in coolers left at the garden for delivery to the Food Pantry the next morning. In our first year approximately 150 pounds of food was donated, mainly consisting of tomatoes, herbs, squash, cucumbers and green beans. During the 2021 garden season we dedicated a plot exclusively for the Food Pantry. Gardeners donated seeds and plants and maintained the plot. That plot, along with individual donations, resulted in 557 pounds of fresh produce being donated in 2021.

PDF: <u>RESOLUTION #11-136 (CREATION OF RARITAN TWP GARDEN)</u> WORD: <u>2021 DONATIONS.DOCX</u> WORD: <u>COMMUNITY_GARDEN_SUBMISSION_QUESTIONNAIRE 2021.DOCX</u> PDF: <u>RARITAN_TOWNSHIP_COMMUNITY_GARDEN_APPLICATION_2022.PDF</u> WORD: <u>COMMUNITY GARDEN ORGANIC SIGN.DOCX</u> IMAGE: <u>HD FENCE ARTICLE 2021.JPG</u>

Land Use & Transportation

Sustainable Land Use Pledge



😫 Bronze Priority 🔮 Silver Priority

Program Summary: The Raritan Township Committee adopted Resolution 22-128 adopting the Sustainable Land Use Pledge at the May 17, 2022 Township Committee meeting. The Sustainable Land Use Pledge highlights the wise land use planning that the township has undertaken in the past and will help guide the community in the future. The adopted Pledge was distributed to the Chairs of the Planning Board, Environmental Commission, Zoning Board and Open Space Committee via email by Karen Gilbert, Township Administrator on May 19, 2022.

PDF: <u>CERTIFIED COPY ADOPTED SUSTAINABLE LAND USE PLEDGE MAY 17, 2022</u> PDF: <u>SUSTAINABLE LAND USE PLEDGE DISTRIBUITION MEMO</u>

Natural Resources

Environmental Commission



Program Summary: The Raritan Township Environmental Commission continues to serve the community by providing the Planning Board and Zoning Board of Adjustment with environmental reviews of applications. The Commission also participates in community events to provide education on various topics, provides support for grant funding opportunities, and partners with

environmental organizations on projects. In 2021 the Environmental Commission Raritan Township established an Environmental Commission many years ago. The latest change to the ordinance was in 1999. It increased the commission membership to seven members and two alternate members. We have a representative from the township's Planning Board and Open Space Committee serving on the Environmental Commission as well as a liaison to our governing body, the Raritan Township Committee. The ordinance for the Environmental Commission can be found in our online codes at https://ecode360.com/36095621 and a copy of the ordinance is attached. The Environmental Commission maintains it's annual membership with the Association of New Jersey Environmental Commissions. The Commission also collaborates with the Raritan Township Green Team on projects and programs throughout the year.

WORD: EC ANNUAL RPT 2021.DOC PDF: ENVIRONMENTAL COMMISSION ORDINANCE WORD: 2022 EC MEMBERS.DOCX

Environmental Commission Site Plan Review



Program Summary: The Raritan Township Environmental Commission reviews all site plan and subdivision submissions to the township Planning Board and Board of Adjustment. Plans are reviewed for environmental concerns and recommendations are made to those boards regarding approvals. A spreadsheet of reviewed submissions and comments made to the governing boards for 2021 is provided. There is also a sample of one of our township projects where our comments were particularly helpful. Please see attached Site Plan Inventory for February 2021 (no plans to review in January 2021) to present time, and a sample review sheet.

PDF: <u>BOA-11-2021 FLEMINGTON 202 EC REVIEW ON REVISED PLANS.PDF</u> WORD: <u>EC SITE PLAN REVIEW TABLE.DOCX</u>

Open Space Plans



Program Summary: Raritan Township has a active open space preservation program. Please see the attached 2019 Open Space Plan, Map showing the existing open space properties and the Resolution 19-2019 by the Planning Board adopting the Open Space plan. Over the last Ten Years numerous Open Space Properties have been purchased by the Township following the plan developed by the Open Space Committee. Through out 2019 the Open Space Committee worked with the townships planner to update the townships open space plan. On September 25, 2019 the Raritan Township Planning Board formally adopted the new plan as an element of our Master Plan. Properties that have been purchased have been kept in their natural state and are used for passive recreation. Some have been added to the yearly Hunting program.

PDF: <u>RESOLUTION OF ADOPTION BY PLANNING BOARD OF THE OPEN SPACE PLAN</u> PDF: <u>RARITAN TOWNSHIP OPEN SPACE (2021).PDF</u> PDF: <u>FINAL ADOPTED RARITAN OPEN SPACE PLAN 9.25.19.PDF</u>

Tree Protection Ordinance *Retires 12/31/25*



Program Summary: Raritan Township Environmental Commission began discussing and reviewing tree protection ordinances in 2008 and Raritan Township reviewed its Zoning Ordinances to determine whether a need existed to strengthen and update provisions relative to tree protection measures and the uncontrolled removal of trees. After review of other municipalities and model tree ordinances, and discussions with the Raritan Township Committee and the Planning Board, It was decided to use the model ordinance from the Ten Towns Committee - Great Swamp Watershed Management Committee as a starting point. Raritan Township and Raritan Township Environmental Commission revised the model ordinance to suit Raritan Township's need and developed draft ordinance language with the goal of protecting and enhancing mature woodland areas, historic and native tree species and design standards to help mitigate soil erosion and other impacts related to significant tree removal. After receiving feeding back, the ordinance was revised to eliminate the regulations for residential and commercial properties and the remaining language was proposed as revisions to the Township's land use code. Specifically, the rules for subdivision and site plan approval were updated with the tree protection language. The Planning Board reviewed the proposed changes, made recommendations and the Township committee adopted Ordinance #10-27 on 12/21/2010. Furthermore, Raritan Township amended the above ordinance just for clarity. The Planning Board reviewed the amendment, made recommendations and the Township Committee adopted Ordinance #11-3 on 2/15/2011.

PDF: <u>RARITAN TWP TREE ORDINANCE AND</u> PDF: <u>PLANNING BOARD RECOMMENDATIONS</u>

Community Forestry Management Plan & NJUCF Accreditation



Program Summary: Raritan Township has renewed the Community Forest Plan for the 2015-2019 cycle and has a 25% Tree Cover Goal as part of that plan. 13CEUs were approved for 2020 by NJUCF. TEXT NEEDS TO BE UPDATED for 2021 and UPLOAD 2021 ACCREDIATION REPORT CAN KEEP THE community FORESTRY PLAN IN THE UPLOAD

WORD: COMMUNITY FORESTRY PLAN 2015-2019

Tree Planting Programs



Program Summary: Raritan Township Continues to be active in its goal of preserving trees and reforestation throughout Open Space properties. Partnerships between Raritan Valley College, local Boy Scout troops, volunteers from the Open Space Committee and Environmental Commission along with community volunteers have enthusiastically supported these tree planting and maintenance efforts. Please see Tree Program that details tree planting and maintenance

WORD: RARITAN TWP TREE PLANTING AND MAINTENANCE REPORT

Operations & Maintenance

Green Grounds & Maintenance Policy



Program Summary: An Environmentally Conscience Grounds and Maintenance policy was adopted by municipal resolution on August 16, 2011. The policy incorporated all of the components recommended by the Sustainable Jersey program. For the 2022 certification cycle the Township decided to update and readopt the policy. On July 19, 2022 the Township Committee adopted Resolution 22-191 adopting the updated Environmentally Conscious Grounds and Maintenance Policy. Lisa Fania, Township Clerk distributed Resolution 22-191 along with the policy to the department heads, chairs of the boards and commissions in the township via email dated July 22, 2022. A copy of the resolution of adoption can be found on the municipal website at Website link to policy resolution https://ecode360.com/documents/RA0805/public/671621411.pdf The township has been engaged in several environmentally conscience practices, in some cases for many years. The Department of Public Works operates a leaf composting facility which turns the leaves collected by the township in the fall into compost. The compost is made available to municipal residents and is also used by DPW on public properties. In addition, trees and limbs resulting from maintenance on public properties are chipped and reused in parks and for landscaping at several sites. The Township continues to maintain the pesticide free zones in two parks, Mine Brook Park and Morales Preserve established in 2007.

PDF: <u>RESOLUTION WITH POLICY</u> PDF: <u>EMAIL DISTRIBUTION OF POLICY AND WEBSITE POSTING OF POLICY</u>

Recycled Materials & Composting



Program Summary: Our municipal composting facility brings in both leaves and brush to our location at 204 Pennsylvania Avenue. Public Works Employees from roadways and parks collect the materials. During the fall the Township collects residential leaves and brings the leaves to the Townships DEP approved composting site behind the DPW facility. Township residents bring brush material to the recycling facility. Upon arrival to the compost facility the materials are separated in a window fashion or pile based upon the county approved layout. A tub grinder is brought in, and both the brush and leaves are processed on site. Once processed, the materials are available for pickup and delivery as noted on the attached handout. The Township believes that offering these services and allowing the residents to bring materials directly to our facility reduces the amount of material dumped in places such as steams, culverts, as well as in and on catch basins. This eliminates the extra work and risk of water backflow damages to structures and roadways. In 2021 we brought in a total of 372.60 tons of brush and 2,578 tons of leaves. By offering the processed materials for pickup and delivery the material can be used again by residents without

hassle or waste of material. We offer free pickup bins for wood chips, wood mulch, and leaf compost that residents can access Monday through Friday 7:30am-3:30pm and Saturday 7:30-12:00. At the end of 2021 we had no remaining leaf mulch and approximately 40 yards of wood mulch that was put into the free bins and gone before February 2022. Wood mulch is also used by Public Works Employees at Township parks, buildings, and some open space locations. Based on a conservative estimate of retail value of the wood mulch at \$12.00/yard, we estimate that the township has saved residents an estimated \$400 for wood chips. The township utilized approximately 60 yards on municipal parks with at an estimated savings of \$720. An estimated 3,300 yards leaf compost material was produced with an estimated value of \$82,500 at \$25/yard.

PDF: LEAF COMPOST AND MULCH HANDOUT

PDF: <u>LEAF COMPOST AND WOOD MULCH PROGRAM DESCRIPTION AND SITE PHOTOS 2021</u> PDF: <u>FALL 2021 NEWSLETTER WITH MULCH AND LEAF COMPOST AVAILABILITY NOTED ON PG 3</u>

Public Information & Engagement

Online Municipal Public Service Systems



Program Summary: The Raritan Township website provides a resource to the community to access useful information about routine, non-emergency public services, permits, registrations, status of establishment licenses, allows for tax payments and renewal of pet licenses. Notices about community happenings and non-emergency public services are available on the Home page and in the News Section of the website. There is also a mobile version of the website for access from mobile devices. The Township also uses NIXLE for both nonemergency and emergency notifications and residents can sign up on the Police OEM web page. Raritan Township Mobile311 citizen website allows township residents to communicate electronically with the Department of Public Works regarding non-emergency requests and concerns. Citizens can access the site from a computer, smartphone, or tablet at http://raritan.mobile311.com. Citizens can create an account, log in, and report issues to Raritan Township Department of Public Works. Issues are automatically converted to work requests and routed to the Department of Public Works. Citizens and Raritan Township employees can attach photos and notes to their requests. Users can track the status of their requests and view comments entered by the Department of Public Works in response to their request. *** please note the signup location is through the application website link of http://raritan.mobile311.com and a link to that website is provided on the townships website*** Raritan Township Also implemented SDL Spatial database logic, for municipal block and lot files. This is accessible to Raritan Township residents to view attachments and property data, construction permit status. Information processed by the Clerks Office including establishment licenses, games of chance permits and other items are also displayed. Finally the SDL portal includes block and lot information on Engineering and Fire Protection inspections. Raritan Township Tax Accessor office webpage includes a link that allows residents to pay their taxes online. Links to all of the webpages included above are included in the attached documentaiton.

IMAGE: DEPARTMENT OF PUBLIC WORKS 311.PNG

WORD: <u>ONLINE MUNICIPAL PUBLIC SERVICE SYSTEMS SUBMISSION CHECKLIST 2022</u> PDF: <u>ADDITIONAL INFORMATION - WEBPAGE SCREEN SHOTS OF ONLINE MUNICIPAL SERVICE 2022</u>

Prescription Drug Safety & Disposal



😤 Bronze Priority 🔮 Silver Priority

Program Summary: The Raritan Township Police Department hosts a permeant Prescription Drug Drop Box in the entryway of the Police Department at Two Municipal Drive. Residents can drop off unused or unneeded prescription drug Monday-Friday between 7:00 am and 7 pm. After Hours - anyone wishing to dispose of medication after hours or on weekends may utilize the phone on the exterior of the building to dispatch an officer for assistance in accessing the drop box. Raritan Township promoted the availability of this important resource in the Fall 2021 Municipal Newsletter along with posting signs in the municipal building outside of the meeting/court room. The Raritan Township Police Department provides information on the program on their Department website at https://raritantownshippolice.com/project-medicine-dropbox This service is made through a cooperative effort between the Raritan Township Police Department, the NJ Attorney General's Office, and the New Jersey Division of Consumer Affairs. This effort is designed to help prevent abuse and diversion of prescription drugs. The mailbox is frequently emptied and the contents are transferred to the Hunterdon County Prosecutor's Office where they are kept until they are destroyed in the presence of Officers at a refuse processing facility. Yearly total of items collected for 2020 was - 134lbs and in 2021 the township collected 234 pounds of medicine.

PDF: 2021 NEWSLETTER PROMOTING PRESCRIPTION DRUG DROP-OFF LOCATION AND HOURS PDF: SIGNAGE PROMOTING PRESCRIPTION DROP OFF OUTSIDE MUNICIPAL MEETING ROOM AND PHOTOS OF DROP OFF BINS AT POLICE DEPT

PDF: RARITAN TWP POLICE DEPT WEBSITE FOR RX DROP OFF PROGRAM

Household Hazardous Waste



Program Summary: Raritan Township encourages residents to safely dispose of household hazardous waste at the municipal recycling center. In 2021 the Township accepted used motor oil and consumer electronics. The township advertised the arability of these services on the municipal website recycling page, in the recycling information handout provided to all residents when they purchase recycling or e-waste permits and in the municipal newsletter. The amounts of materials collected and the location of disposal as noted on the tonnage report include: Hunterdon (10) Raritan (21) Residential Used Motor Oil (16) 1.32 Tons MXI, INC PA 297 Zimmerman Lane Out Of State Langhorn 19047 (267) 590-0043 Hunterdon (10) Raritan (21) Residential Consumer Electronics (21) 13.61 Tons Newtech Recycling NJ 600 Apgar Drive Somerset (18) Somerville (18) 08873 (732) 564-3110

PDF: RARITAN TOWNSHIP NJDEP TONNAGE REPORT 2021

PDF: <u>RARITAN TWP FALL 2021 NEWSLETTER - RECYCLING INFO ON PG 3</u> PDF: <u>RECYCLING PROGRAM INFORMATIONAL HANDOUT</u>

Non-Mandated Materials Recycling



Program Summary: Raritan Township offers it's residents the opportunity to recycle used clothing onsite at their municipal Recycling Center. The Township Cooperates with two vendors - Goodwill Industries and OGS/Am Vets that the township authorizes to provide onsite collection boxes. The collected items from Goodwill are sorted and unusable clothing is recycled and usable clothing is sold in the Goodwill Store in Trenton. The materials that OGS/Am Vets collects is recycled on the secondary market and proceeds are shared with Am Vets. The Goodwill boxes collected 76.15 tons of clothing and Am Vets collected 8.2 tons of clothing as noted on the Raritan Township Tonnage Report. The Township advertises the availability of the clothing boxes on the Recycling website, in the recycling informational handout provided to residents when the purchasing their recycling permits and in the fall 2021 municipal Newsletter. Copies of the clothing bin licenses approved by the Township Committee are provided in the documentation. The tonnage report list the following clothing/textiles recycled items: Hunterdon (10) Raritan (21) Residential Textiles (29) 76.15 Turnkey Enterprises NJ 801 W. Vulcanite Avenue Warren (21) Alpha (02) 08865 (908) 213-9202 Hunterdon (10) Raritan (21) Residential Textiles (29) 8.2 Helpsy (AM VETS) NY 201 Ferris Ave Out Of State Whiteplains 10603 (800) 244-6350

PDF: <u>USED CLOTHING INFORMATION- PHOTOS, WEBSITE LISTING OF CLOTHING BOXES ONSITE</u> PDF: <u>2021 ANNUAL NJDEP TONNAGE REPORT - LISTING TWO CLOTHING VENDORS WITH BOXES AT</u> <u>MUNICIPAL RECYCLING CENTER</u> PDF: <u>RECYCLING HANDOUT LISTING CLOTHING BINS DROP-OFF</u>

PDF: <u>CLOTHING BIN LICENSES FOR GOODWILL AND AMVET</u>

PDF: COMPLETE OGS AM VETS LICENSES CONTRACT WITH ATTACHMENT INCLUDED

Recycling Depot



Program Summary: The Raritan Township recycling center is located at the township public works facility, 204 Pennsylvania Ave, Flemington, NJ. The center is open Monday, Wednesday and Friday from 7:30-3:00 and Saturday from 7:30 to noon. Raritan Township Department of Public Works operates the facility and has a dedicated Recycling Coordinator. The township has a webpage which lists the hours of operation, materials collected, permit requirements and other miscellaneous information. In addition, a municipal newsletter includes information on the services that can be found at the recycling center- including recycling, free compost and mulch, along with brush disposal. The recycling depot has been in operation for many years, expanding to include more materials to meet state mandates and residents requirements. The center is available to residents for a \$5 annual fee per household for recycled materials that permits 3 unlimited drop offs. The center offers an additional non-recyclable drop-off service for a \$30 annual fee. Scrap metal collected is sold to offset the cost of operating the center. The remaining cost of operation is provided by the municipality. The Public Work and Recycling information can be found at https://www.raritan-township.com/resident/trash

PDF: RECYCLING CENTER PROGRAM HANDOUT

PDF: <u>RECYCLING CENTER SITE PICTURES, WEBSITE LISTING OF MATERIALS AND SIGNAGE WITH HOURS OF</u> <u>OPERATION</u>

PDF: RARITAN TWP FALL 2021 NEWSLETTER- RECYCLING CENTER INFO PAGE 3