NJCPA Regular Meeting
Thompson Park Visitor’s Center, Beech Room
Lincroft, NJ
October 19, 2018

Member Attendance:

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
<th>Name</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brian Walters</td>
<td>Atlantic</td>
<td>Bridget Neary</td>
<td>Monmouth</td>
</tr>
<tr>
<td>Frances Brown</td>
<td>Atlantic</td>
<td>Christine Marion</td>
<td>Morris</td>
</tr>
<tr>
<td>Ranae Fehr</td>
<td>Atlantic</td>
<td>Denna Leary</td>
<td>Morris</td>
</tr>
<tr>
<td>Ken Alosio</td>
<td>Bergan</td>
<td>Denise Chaplick</td>
<td>Morris</td>
</tr>
<tr>
<td>Andrew Levecchia</td>
<td>Camden</td>
<td>Barbara Murray</td>
<td>Morris</td>
</tr>
<tr>
<td>Katelynn Wintz</td>
<td>Cape May</td>
<td>Jason Rotter</td>
<td>Morris</td>
</tr>
<tr>
<td>Scott Mullen</td>
<td>Cape May</td>
<td>Michael LaPlace</td>
<td>Passaic</td>
</tr>
<tr>
<td>Robert Brewer</td>
<td>Cumberland</td>
<td>Michael Lysicatos</td>
<td>Passaic</td>
</tr>
<tr>
<td>Megan Massey</td>
<td>Hudson</td>
<td>Mark Villinger</td>
<td>Ocean</td>
</tr>
<tr>
<td>Barbara Vogel</td>
<td>Hunterdon</td>
<td>Walter Lane</td>
<td>Somerset</td>
</tr>
<tr>
<td>George Ververides</td>
<td>Middlesex</td>
<td>Laurette Kratina</td>
<td>Somerset</td>
</tr>
<tr>
<td>Mirah Becker</td>
<td>Middlesex</td>
<td>James Ruggieri</td>
<td>Somerset</td>
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<td>Roma Patel</td>
<td>Middlesex</td>
<td>Katelyn Brennen</td>
<td>Somerset</td>
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<tr>
<td>Laurie Sobel</td>
<td>Middlesex</td>
<td>Andras Holzmann</td>
<td>Somerset</td>
</tr>
<tr>
<td>Linda Brennen</td>
<td>Monmouth</td>
<td>Alice Brees</td>
<td>Sussex</td>
</tr>
<tr>
<td>Harriet Honigfeld</td>
<td>Monmouth</td>
<td>Kamal Saleh</td>
<td>Union</td>
</tr>
</tbody>
</table>

Other Agencies/Guests:

| Tom Stanukynas     | NJ Department of Community Affairs |

Welcome & Introduction:

NJ County Planners Association President Linda Brennen called the meeting to order at 11:08am and welcomed everyone to the meeting. President Brennen asked everyone in attendance to introduce themselves as there were several new people at the meeting.

Business

Executive Committee Report

President Brennen reported the Executive Committee was reviewing Senate Bill 106. This bill would provide for greater transparency by groups such as the League of Municipalities (LOM) and NJCPA. She stated she spoke with Allen Weston about the proposed legislation. Mr. Weston shared his comments regarding the bill. This bill is introduced every session and never moves. If enacted would impact affiliates of the LOM and NJAC. The Executive Committee will continue to monitor the proposed legislation.
President Brennen noted that she and Walter Lane participated in a meeting on the NJ State Development and Redevelopment Plan with representatives from NJ Future and APA-NJ. Mr. Lane reported that the meeting was called to discuss strategies to restart the state planning process. He noted that after the NJCPA’s letter to the Governor regarding the state plan was sent, the Somerset County Planning Board sent a similar letter. Somerset County copied the APA-NJ Chapter on its letter and began discussion with Charles Latini, President of the APA-NJ which led to the meeting with APA-NJ, NJCPA and NJ Future. Mr. Lane reported it was a wide ranging discussion. The group agreed to draft a case statement regarding the need for a new State Plan. The draft case statement will be shared with the Association once it has been drafted. President Brennen stated that Walter Lane will be the lead on this effort for NJCPA.

Michael Lysicatos provided information on Lorman web-based training sessions. He reported Lorman offered access to over 8,000 training sessions for a one year period for $300.00. Training sessions cover planning and zoning issues, project management and management courses. The sessions could be offered at regular meetings or at sub-committee meetings. A motion to pay for access to the training sessions was made by Michael La Place and seconded by Kamal Saleh. The motion carried.

Meeting Minutes

The minutes of the September 21, 2018 meeting were circulated prior to the meeting. A motion to approve the minutes was made by George Ververides and seconded Kamal Saleh. Minutes were approved. Michael Lysicatos and Michael La Place abstained.

Treasurers Report

A Treasurers Report for July 1 to August 31, 2018 was presented and discussed. A motion to approve the treasurer’s report was made by George Ververides and seconded Christine Marion.

Presentation

President Brennen introduced Barbara Murray and Denise Chaplick from Morris County who gave detailed presentation on Morris County’s Trail Grant Construction Grant Program. The grant program provides funding to municipalities to construct trails. The use of Open Space funding was approved via a ballot question in 2014 and the program was launched in 2016. Eligible projects include the creation of new non-motorized and motorized trails and/or the enhancement of existing trails. The application and evaluation processes were described in detail. Numerous projects have been funded and the program has been modified over the years to increase the effectiveness of the program. To date $1.24 million dollars has been awarded to create or enhance 10.288 miles of trails. More details about the program can be found in the attached presentation.

A lengthy discussion ensued. Maintenance responsibilities, security concerns and implementation issues were discussed. President Brennen thanked Barbara Murray, Denise Chaplick and Morris County for giving a very informative presentation.

Agency Reports

Tom Stanuikynas from the DCA’s Local Planning Services Office gave a brief overview of DCA’s Opportunity Zone Mapping tool. This new GIS based online interactive tool will provide a wide range of
information regarding all of the designated Opportunity Zones in New Jersey. He reported the website will be available for use in the coming weeks.

**Webinar: Marijuana’s Impact on Zoning and Land Use**

Members in attendance watched a 1½ hour webinar on the various legal, land use and zoning issues related to the regulation of marijuana businesses. Members seeking AICP CM Credits can use the Course ID 9160296 to add the credits to their CM Logs.

**Committee Updates and Announcements**

President Brennen stated that Committee Reports were available for review and will be included in as part of the meeting minutes. Copies of the Open Space, Agriculture and Environment Committee and the Transportation Committee Reports are attached.

She announced the next meeting is December 7th and will include the annual holiday luncheon.

**Adjournment**

A motion to adjourn was made by George Ververides and seconded by Christine Marion. The meeting adjourned at 2:18PM.

Respectfully submitted by Walter C. Lane, PP/AICP, 12-7-18
Trust Funds

- P.L. 1997 – Chapter 24
- Permitted Uses:
  - Acquisition
  - Farmland Preservation
  - Historic Preservation
  - Development
  - Maintenance
  - Debt Service
  - Blue Acres
Morris County Preservation Trust Fund

- Open Space & Farmland Preservation Trust Fund (1992)
- Historic Preservation Program (2002)
- Flood Mitigation Program (2012)
Analysis and Strategy Report

• **Assess goals and needs of municipalities and non-profits**
  - Interviews
  - Surveys

• **Recurring Theme - Trails**
  - High priority
  - Post preservation installation and improvements – 62%
  - Funding for construction “strongly supported” – 78%

• **Ballot Question – Trail Construction**
  - Approved November 4, 2014 by 3:1 margin
WHAT NOW?
Trail Construction Grant Program

• **Task Force**
  - MC Park Commission Recreational Trails Committee
  - Morris County Planning Board
  - Staff – Office of Planning & Preservation and MC Park Commission

• **Existing Programs**
  - NJ Trails Program
  - All MC Preservation Trust Fund Programs

• **April 27, 2016 – Program Adopted**
Purpose

• To distribute grants for the construction of trails to provide recreational trail use opportunities which benefit the communities and enhance the quality of life for the residents of Morris County.
Structure

• **Collaboration:** Morris County Office of Planning & Preservation and Morris County Park Commission

• **Advisory Committee:** 9 Members including
  - 4 MCPC Recreational Trail Committee
  - 2 MC Office of Planning & Preservation and Division of Engineering Board or Committee
  - 3 At-Large from the Trail Community
Stobaeus Park Addition
Stobaeus Park Addition
Overview

• Program Requirements
• Process
• Lessons Learned
Overview

- Open to all 39 Municipalities
- Grants for construction only
- Projects must occur on permanently preserved public park land, or private land with dedicated easements for recreational use
- Applicants are limited to one application per year
- Applicants must be in good standing with previous grants
Overview

• Program operates on a reimbursement basis

• 80% / 20% Match
  - Direct Costs - Labor/Materials/Equipment
  - Indirect Costs - Planning, Engineering & Permits (20% max)

• Award Limits:
  - Minimum - $5,000
  - Maximum – 60% of available funding

• 3-Years to Construct
Eligible Categories

- New Trails – motorized & non-motorized
Eligible Categories

• Trail Enhancement – improvements to existing trails to accommodate increased volume and/or make ADA compliant.
  ➢ Improvement to Design (i.e. width)
  ➢ Change in Surface (i.e. dirt to asphalt)
  ➢ Deferred maintenance not eligible.
Eligible Categories

• Trail Enhancement

- Improvement to Design (i.e. width)
- Change in Surface (i.e. dirt to asphalt)
- Deferred maintenance not eligible.
Application Process

- **Letter of Intent**
  - Confirms Ownership
  - Early Assessment of Costs

- **Application**
  1. Applicant Information
  2. Project Information
  3. Ownership Verification
  4. Project Justification
  5. Project Map
  6. Environmental Verification
  7. Design Verification
  8. Schedule
  9. Support Documentation
  10. Engineering Cost Estimate
  11. Project Signature Page
Schedule

• **Orientation/Update:** April 26
• **Pre-Application Meetings:** April - July 2018
• **Applications Due:** June 29 (LOI) & July 31, 2018
• **Question & Answer:** Oct. 30, 2018
• **Committee Recommendations:** November 2018
• **Freeholders Announce Awards:** Dec. 12, 2018 (est)
Evaluation Process

• Confirm Eligibility
  ➢ Staff Review for Requirements & Deficiencies

• Evaluation Criteria - Guidelines
  1. Access & Design
  2. Diversity
  3. Connectivity
  4. Demand
  5. Concurrency
  6. Funding
  7. Constructability
  8. Trail Specifications & Design Resources
  9. Maintenance
  10. Partnership
  11. Programs & Promotion
Evaluation Process

- Advisory Committee Review
  - Convey Project Readiness to Construct (reflected in design & cost estimate)
  - Partial funding not allowed
  - Phasing could be anticipated
  - Design details not considered (unless there’s a concern)
  - Questions & Answer
  - Deliberations
  - Recommendations to Freeholder
## Funding to Date

<table>
<thead>
<tr>
<th>YEAR</th>
<th>Number Awarded</th>
<th>Total Funds Requested</th>
<th>Total Funds Available</th>
<th>Total Funds Awarded</th>
<th>Miles of Trail</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>13 Grants Awarded</td>
<td>$1,013,478.22</td>
<td>$704,574.81</td>
<td>$660,998.22</td>
<td>6.178</td>
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<td>2017</td>
<td>6 Grants Awarded</td>
<td>$1,160,189.20</td>
<td>$869,624.91</td>
<td>$583,165.20</td>
<td>4.11</td>
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<tr>
<td>2018</td>
<td>6 Grants Submitted</td>
<td>$796,177.45</td>
<td>$1,162,898.41</td>
<td>TBD</td>
<td>TBD</td>
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<tr>
<td>TOTALS</td>
<td></td>
<td>$2,173,667.42</td>
<td>$1,574,199.72</td>
<td>$1,244,163.42</td>
<td>10.288 miles</td>
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</table>
Administrative Requirements

- Grant Agreement
- 3-Year Timeframe to complete
  - Notify & Obtain Prior Approval of All Changes
  - Conduct Mandatory Kick-Off Meeting
  - Complete Quarterly Project Status Reports
  - Submit Final Construction Plans
  - 20-Year Maintenance
New in 2017

1. 20% Match – Includes Planning, Engineering & Permit Fees
2. Trail Enhancement Category
3. Cost Estimate – Sample Line Item Description
4. Pre-App - Required for First-Time Applicants
5. Questions & Answer
New in 2018

1. Mandatory Orientation
2. Identify Standards & Design Resources Used
3. Cost Estimate – Required Standardized Form
4. Cost Estimate – 10% Contingency Allowable (max.)
# 2018 Trail Construction Grant Program Cost Estimate

## General Notes

1. Below is a list of typical construction cost items for use in preparing your project cost estimate. This form is required and must be completed and submitted with your grant application. The list below is not all inclusive and should include individual needs of your project.

2. It is critical that you prepare and submit an accurate cost estimate at the time of application. The cost estimate should include all items necessary to complete your project. Grant awards will not be modified to account for unanticipated costs.

3. All cost items should be quantified using current year pricing.

4. A maximum 10% contingency is allowable.

## Section A1: Total Project Costs

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit</th>
<th>Unit Cost</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Equipment Operator</td>
<td>Hrly/Daily/Wk</td>
<td>$</td>
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<tr>
<td>2</td>
<td>Supervisor/Foreman</td>
<td>Hrly/Daily/Wk</td>
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<td>3</td>
<td>Laborer</td>
<td>Hrly/Daily/Wk</td>
<td>$</td>
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<td>4</td>
<td>Volunteer (complete if using volunteers)</td>
<td>Hrly/Daily/Wk</td>
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<td></td>
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<tr>
<td>5</td>
<td>other:</td>
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<td></td>
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<td>6</td>
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<td>Labor Subtotal</td>
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</table>

## Section A2: Direct Costs - Equipment

<table>
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<th>Item</th>
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<th>Quantity</th>
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<tr>
<td>8</td>
<td>Equipment Rental</td>
<td>Hrly/Daily/Wk</td>
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<tr>
<td>other:</td>
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<td></td>
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<td>10</td>
<td>other:</td>
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<td></td>
<td></td>
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<tr>
<td>11</td>
<td>other:</td>
<td>$</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equipment Subtotal</td>
<td>$</td>
<td></td>
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## Section A3: Direct Costs - Material

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<thead>
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<th>Item</th>
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<tr>
<td>12</td>
<td>Excavation</td>
<td>C.Y.</td>
<td>$</td>
</tr>
<tr>
<td>13</td>
<td>Mobilization/Demobilization</td>
<td>L.S.</td>
<td>$</td>
</tr>
<tr>
<td>14</td>
<td>Site Clearing</td>
<td>L.S.</td>
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<tr>
<td>15</td>
<td>Slope Stabilization</td>
<td>S.Y.</td>
<td>$</td>
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<tr>
<td>16</td>
<td>Lumber</td>
<td>L.F.</td>
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<td>17</td>
<td>Bridge Structure (Prefabricated)</td>
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<td>$</td>
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<tr>
<td>18</td>
<td>Drainage/Underdrain/Piping</td>
<td>L.F.</td>
<td>$</td>
</tr>
<tr>
<td>19</td>
<td>Geotextile Fabric</td>
<td>S.Y.</td>
<td>$</td>
</tr>
<tr>
<td>20</td>
<td>OGA</td>
<td>Ton</td>
<td>$</td>
</tr>
<tr>
<td>21</td>
<td>Stone Dust</td>
<td>Ton</td>
<td>$</td>
</tr>
<tr>
<td>22</td>
<td>Rip-Rap</td>
<td>Ton</td>
<td>$</td>
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<tr>
<td>23</td>
<td>Asphalt</td>
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<tr>
<td>24</td>
<td>Concrete</td>
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</tr>
<tr>
<td>25</td>
<td>Pervious Pavement</td>
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<td>$</td>
</tr>
<tr>
<td>26</td>
<td>Seismic Control Measures</td>
<td>L.F.</td>
<td>$</td>
</tr>
<tr>
<td>27</td>
<td>Split Fence</td>
<td>L.F.</td>
<td>$</td>
</tr>
<tr>
<td>28</td>
<td>Topsoil</td>
<td>Ton</td>
<td>$</td>
</tr>
<tr>
<td>29</td>
<td>Fertilizer &amp; Seed</td>
<td>S.Y.</td>
<td>$</td>
</tr>
<tr>
<td>30</td>
<td>Mulch</td>
<td>S.Y.</td>
<td>$</td>
</tr>
<tr>
<td>31</td>
<td>Tree Removal</td>
<td>Unit</td>
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<tr>
<td>32</td>
<td>Disposal</td>
<td>Ton</td>
<td>$</td>
</tr>
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<td>33</td>
<td>Posts</td>
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</tr>
<tr>
<td>34</td>
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<td>$</td>
<td></td>
</tr>
<tr>
<td>35</td>
<td>other:</td>
<td>$</td>
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<tr>
<td>36</td>
<td>other:</td>
<td>$</td>
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<tr>
<td>Material Subtotal</td>
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## Section A4: Direct Costs - Amenities

<table>
<thead>
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<th>Item</th>
<th>Description</th>
<th>Unit</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>37</td>
<td>Signs/Wayfinding</td>
<td>Unit</td>
<td>$</td>
</tr>
<tr>
<td>38</td>
<td>Interpretive Sign</td>
<td>Unit</td>
<td>$</td>
</tr>
<tr>
<td>39</td>
<td>Kiosks</td>
<td>Unit</td>
<td>$</td>
</tr>
<tr>
<td>40</td>
<td>Sales</td>
<td>Unit</td>
<td>$</td>
</tr>
<tr>
<td>41</td>
<td>Benches</td>
<td>Unit</td>
<td>$</td>
</tr>
<tr>
<td>42</td>
<td>Landscaping</td>
<td>L.S.</td>
<td>$</td>
</tr>
<tr>
<td>43</td>
<td>Fencing</td>
<td>L.F.</td>
<td>$</td>
</tr>
<tr>
<td>44</td>
<td>Trail Markers</td>
<td>Unit</td>
<td>$</td>
</tr>
<tr>
<td>45</td>
<td>Trail Signs</td>
<td>Unit</td>
<td>$</td>
</tr>
<tr>
<td>46</td>
<td>Poles</td>
<td>Unit</td>
<td>$</td>
</tr>
<tr>
<td>47</td>
<td>Root Launch</td>
<td>Unit</td>
<td>$</td>
</tr>
<tr>
<td>48</td>
<td>other:</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>49</td>
<td>other:</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>50</td>
<td>other:</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Amenity Subtotal</td>
<td>$</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: Costs of all trail amenities shall be itemized separately and shall not exceed the cost of trail construction. Individual grants for amenities are not eligible, including trail head facilities and parking areas.
Lessons Learned

• Successful Projects
  ➢ Small & Simple
  ➢ Clear Understanding of Project Needs
  ➢ Able to Implement TMO’s
  ➢ Advanced Design Development
Lessons Learned

• Challenging Projects
  ➢ Self Imposed Changes
  ➢ Conceptual Design Development
  ➢ Difficulty Implementing Trail Management Objectives (TMO)
  ➢ Regulatory Requirements
  ➢ Budget Exceeded Estimates

2018 MORRIS COUNTY TRAIL CONSTRUCTION GRANT PROGRAM
Lessons Learned

• Challenging Projects
  - Self Imposed Changes
  - Conceptual Design Development
  - Difficulty Implementing TMO’s
  - Regulatory Requirements
  - Budget Exceeded Estimates
Lessons Learned

- Detailed Cost Estimate forced readiness
- Advanced planning/design is critical to understand project needs
- Changes after the fact will likely increase costs
- NJDEP Requirements should be investigated
- Little understanding of TMO’s and trail design
## 2018 Letter Of Intent

<table>
<thead>
<tr>
<th>Project</th>
<th>Applicant</th>
<th>Project Name</th>
<th>Funds Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Chatham Borough</td>
<td>Historic Riverside Trail Watchung to Stanley Park</td>
<td>$109,120.00</td>
</tr>
<tr>
<td>2</td>
<td>Chatham Township</td>
<td>Hilltop Walking Trail</td>
<td>$80,000.00</td>
</tr>
<tr>
<td>3</td>
<td>Florham Park</td>
<td>Stobaeous-Briarwood Trail Extension</td>
<td>$9,600.00</td>
</tr>
<tr>
<td>4</td>
<td>Hanover Township</td>
<td>Bee Meadow Pond Nature Trail – Phase II</td>
<td>$176,700.00</td>
</tr>
<tr>
<td>5</td>
<td>Harding Township</td>
<td>Silver Brook Trail Extension</td>
<td>$64,000.00</td>
</tr>
<tr>
<td>6</td>
<td>Long Hill Township</td>
<td>Kantor Memorial Path Extension (2016 Award - Resubmission)</td>
<td>$65,000.00</td>
</tr>
<tr>
<td>7</td>
<td>Madison Borough</td>
<td>Madison Recreation Center Accessible Trail (South)</td>
<td>$150,000.00</td>
</tr>
<tr>
<td>8</td>
<td>Mount Arlington</td>
<td>Lake Rogerene Trail</td>
<td>$237,600.00</td>
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<tr>
<td>9</td>
<td>Netcong</td>
<td>Morris Canal Greenway Connection</td>
<td>$130,000.00</td>
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<tr>
<td>10</td>
<td>Randolph</td>
<td>Birchwood Connector</td>
<td>$68,000.00</td>
</tr>
<tr>
<td>11</td>
<td>Rockaway Borough</td>
<td>Historic Trolley Trail Bridge</td>
<td>$40,000.00</td>
</tr>
<tr>
<td>12</td>
<td>Washington Township</td>
<td>Harrington Park Nature Trail</td>
<td>$65,513.65</td>
</tr>
</tbody>
</table>

**TOTAL FUNDING REQUESTED** $1,195,533.65
Summary of applications

<table>
<thead>
<tr>
<th>Project</th>
<th>Applicant</th>
<th>Project Name</th>
<th>Funds Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Florham Park</td>
<td>Stobaeous Trail Extension</td>
<td>$13,987.20</td>
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<tr>
<td>2</td>
<td>Hanover Township</td>
<td>Bee Meadow Pond Nature Trail – Phase II</td>
<td>$193,820.00</td>
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<tr>
<td>3</td>
<td>Long Hill Township</td>
<td>Kantor Memorial Path Extension (2016 Award - Resubmission)</td>
<td>$82,236.00</td>
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<td>4</td>
<td>Madison Borough</td>
<td>Madison Recreation Center Accessible Trail (South)</td>
<td>$130,540.00</td>
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<tr>
<td>5</td>
<td>Mount Arlington</td>
<td>Lake Rogerene Trail</td>
<td>$296,824.88</td>
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<tr>
<td>6</td>
<td>Washington Township</td>
<td>Harrington Park Nature Trail</td>
<td>$78,769.37</td>
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<td></td>
<td></td>
<td>TOTAL FUNDING REQUESTED</td>
<td><strong>$796,177.45</strong></td>
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<tr>
<td></td>
<td></td>
<td>FUNDS AVAILABLE (includes rollover from 2017 and four returned grants from 2016)</td>
<td><strong>$1,162,898.41</strong></td>
</tr>
</tbody>
</table>
Lessons Learned

- Detailed Cost Estimate forced readiness
- Advanced planning/design is critical to understand project needs
- Changes after the fact will likely increase costs
- NJDEP Requirements should be investigated
- Little understanding of TMO’s and trail design
Take Away
1. Evolving Process – Dynamic
2. Communicate Expectations (short & long-term)
3. Trails – Bottom Up Approach
4. Design – Underestimated & Typically Pending Award
5. Leaving Money on Table
6. Trail Design & Construction is a Niche Expertise

2018 MORRIS COUNTY TRAIL CONSTRUCTION GRANT PROGRAM
Questions?
Eligible Farmers Can Apply for Special Permit
to Operate Rural Microenterprise on Preserved Farmland

Many farmers who own preserved farms now have the new opportunity to apply for a special permit to operate a rural microenterprise on their land under new rules that also promote the conservation of barns and other historically and culturally significant farm structures, Agriculture Secretary Douglas H. Fisher announced today.

“There is a long tradition of farmers operating businesses that are compatible with agriculture to supplement farm income without diminishing their farms’ focus on agricultural production,” said Secretary Fisher. “These rules will enable eligible farmers to establish such businesses to strengthen the viability of their preserved farms, while providing economic incentive to protect important heritage structures and preserve New Jersey’s agrarian history for future generations.”

The State Agriculture Development Committee (SADC) developed and adopted the rules, which are effective June 4, 2018, pursuant to the New Jersey Rural Microenterprise Act (P.L. 2015, c. 275). The law permits two categories of microenterprises – customary rural activities and agricultural support services. Customary rural activities include businesses such as snow plowing, bed and breakfasts, bakeries, and woodworking and craft-based businesses. Agricultural support services include businesses such as veterinary practices, seed suppliers and tractor equipment repair shops.

A farmer who obtains a special permit from the SADC may finish up to 2,500 square feet of the interior of an existing building to support a rural microenterprise, including the addition of walls, insulation, flooring, lighting, heating/ventilation and plumbing. However, if the building qualifies as a heritage farm building – a structure approved by the SADC as significant to New Jersey’s agrarian culture – the entirety of the structure’s interior may be finished. This provides an incentive for farmers to repurpose obsolete or underutilized farm structures that are important elements of the state’s agricultural history and rural landscape.

The entire floor area of an existing structure may be used for a rural microenterprise if the building has not been substantially altered or finished. Up to 5,000 square feet of a preserved
farm may be used for outside storage of equipment, vehicles, supplies or products associated with the business. No new structures may be constructed to support a rural microenterprise. Certain other requirements apply.

Only farms that were preserved prior to January 12, 2006 without an exception area – an area excluded from the farmland preservation deed restrictions at the time of preservation – are eligible for a special permit for a rural microenterprise. This is consistent with the law’s intent to provide opportunity to farms whose owners may have been unaware of or were denied the option to take an exception area in the early years of the Farmland Preservation Program.

For a copy of the rules, visit www.nj.gov/agriculture/sadc/ruleprop/recentlyadoptedrules.html. For more information, contact the SADC at (609) 984-2504 or sadc@ag.nj.gov.
Many farmers who own qualifying preserved farms now have the opportunity to apply for a special permit to operate a rural microenterprise (RME) on their land under a new state law and accompanying rules. An RME is a small-scale business or activity that is fully compatible with agricultural use and production on the preserved premises, does not detract from, diminish, or interfere with the agricultural use of the premises, and is incidental to the agricultural use of the premises.

What are the Benefits of Operating an Rural Microenterprise?

RMEs support the viability of family farms in New Jersey by expanding the opportunity for economic activity on preserved farmland. During peak operational periods, a permittee can employ up to four full-time staff members, or the equivalent, in addition to the owner-operator and utilize a portion of the preserved farm for business uses as outlined below. RMEs can also help protect historically significant barns and other farm buildings that contribute the State’s rural landscape and cultural history by allowing a positive, economic use of the building.

What Rural Microenterprises are Eligible for a Special Permit?

Customary Rural Activities: These activities rely on the equipment and skills historically possessed by the agricultural community, such as snow plowing, bed and breakfasts, bakeries, woodworking, and craft-based businesses.

Agricultural Support Services: These services have a direct and positive impact on agriculture by supplying needed equipment, supplies, and services to the surrounding agricultural community, such as veterinary practices, seed suppliers, and tractor or equipment repair shops.

Example: Repurposing an Obsolete Farm Structure for a New Business Opportunity

Before: Dairy facilities unused for 15+ years

After: Dairy facilities repurposed for new craft-based business activities

https://amilkhouseparty.com/home

https://amilkhouseparty.com/home

Adaptive re-use of the dairy
How Much of the Preserved Farm Can be Used for a Rural Microenterprise?

**Land and Structures**
- Up to a one-acre envelope can be used to support an RME.
- Up to 2,500 square feet of the interior of an existing building (at least 5 years old) may be substantially altered or finished to support an RME (additional space may be finished if the building is designated as a Heritage Farm Structure and a 20-Year Heritage Preservation Easement is conveyed on the structure).
- Where a building has not been substantially altered or finished to support the RME, the entire floor area of the building’s space may be used to support an RME (e.g., parking boats in an old barn).
- Up to 500 square feet of an existing building may be expanded to support an RME.

**Outside Storage**
- Up to 5,000 square feet of the qualifying land can be used for outside storage of equipment, vehicles, supplies, products or byproducts associated with an RME.

**Parking**
- Up to 2,000 square feet or 10 parking spaces on the qualifying land can be used for customer parking.

What Criteria Must be Met for the Issuance of a Special Permit?

To qualify, a farm must have been permanently preserved prior to January 12, 2006, without an exception area or other area excluded from the deed of easement; the farm must meet the definition of a commercial farm as defined in the Right to Farm Act; and the farmer must be an owner-operator who realizes at least $2,500 in gross sales each year exclusive of rental income. All proposed projects will be reviewed by the SADC for compliance with the RME law and regulations, and if so, issue a permit to conduct the RME for a period of up to 20 years.

Are Financial Incentives Available for Utilizing Historic Barn or Farm Structures as Part of a Rural Microenterprise?

Federal income tax credits are potentially available to landowners who voluntarily agree to a higher preservation standard than required by the SADC. Specifically, buildings or structures listed on the New Jersey Register of Historic Places may qualify for Federal historic rehabilitation tax credits (please see [http://www.nj.gov/dep/hpo/3preserve/itc.htm](http://www.nj.gov/dep/hpo/3preserve/itc.htm)).

In addition, a landowner who donates a perpetual historic preservation easement on a New Jersey Register-listed structure using an approved deed template may qualify for a Federal income tax deduction (please see [http://www.njht.org/dca/njht/private/perpetual/](http://www.njht.org/dca/njht/private/perpetual/)).

How Do I Apply for a Special Permit to Operate an RME?

Visit [www.nj.gov/agriculture/sadc/farmpreserve/postpres/](http://www.nj.gov/agriculture/sadc/farmpreserve/postpres/) or call (609)-984-2504 for more information and assistance from SADC Stewardship Program staff.
NJCPA Environmental Committee Report: Energy & Climate Update

IPCC 2018 Special Report: The Intergovernmental Panel on Climate Change (IPCC) issued a special report on the impacts of global warming of 1.5 degrees C above pre-industrial levels and related global greenhouse gas emissions pathways, in the context of strengthening the global response to the threat of climate change, sustainable development and poverty. Considerable implications from a land use planning standpoint are described, including but not limited to how we manage growth in a way that reduces hazard risks and vulnerabilities; design the built environment; and reform agricultural and energy systems to become more sustainable and respond to changing public health challenges. A “Summary for Policy Makers” is available at the following link:


State Energy Master Plan Update – Public Hearings held this fall: A series of public hearings were held over the past month to collect information on a variety of energy-related topics. The information gathered through the hearings and submission of written public comments is being used by the NJ Board of Public Utilities to update the plan. Proceedings from the public involvement process are being prepared and will be released on the BPU website. The draft plan is due to be released this winter.

https://www.nj.gov/emp/energy/

Respectfully submitted by Laurette Kratina, PP, AICP, Chief of Strategic Planning, Somerset County Planning Division
Port Authority:

- The Port Authority of NY & NJ (PA) is commencing an environmental review for the AirTrain LGA link to LaGuardia Airport in Queens to the Long Island Railroad and NYC subway system. This project will allow below 30 minute travel times from midtown Manhattan. As part of this environmental review 20 options will be developed as part of this $8 Billion redevelopment. It is estimated that the AirTrain LGA will have between 6.6 Million to 10 Million annual trips.

- Based on PA news from September 28th the PA board approved $355 million for rehab of key JFK Airport runway.

- Based on October 10th PA news construction of a one million square foot terminal has moved forward as part of the Newark Liberty Airport as part of a $2.7 Billion modernization project for Terminal One is scheduled to be fully operational by 2022 and will accommodate 13.6 Million passengers.

New Jersey Transit:

- Governor’s Audit of NJ Transit by executive order #5 produced a report dated October 5, 2018 with two major recommendations: 1) Establish a strategic planning office to create leadership, vision, and 2) Improve communication to customers. The report also recommends streamlining the organization, better recruitment practices, enhance procurement, improve asset management, improve physical infrastructure and improve communication.

New Jersey Department of Transportation:

- A 2017 Transit Village Report notes that there are 33 designated transit villages in the NJDOT Transit Village Program. The designated transit villages have helped attract developers and leverage resources to enhance transit stations, promote redevelopment, promote intermodal transportation, promote pedestrian and bicycle access improvements, place-making and activities to promote transit village areas. Transit Villages have created a significant amount of mixed use development including 5,452 dwelling units in 22 transit village towns based on this report.

- DOT has received a federal Accelerated innovation Deployment Grant in the amount of $322,461 to develop a pilot road weather management to study the improvement of operational safety and efficiency of roadways during poor weather. DOT will fit 20 vehicles with cameras and sensor to study situational awareness of road conditions to help develop more accurate resource allocation.