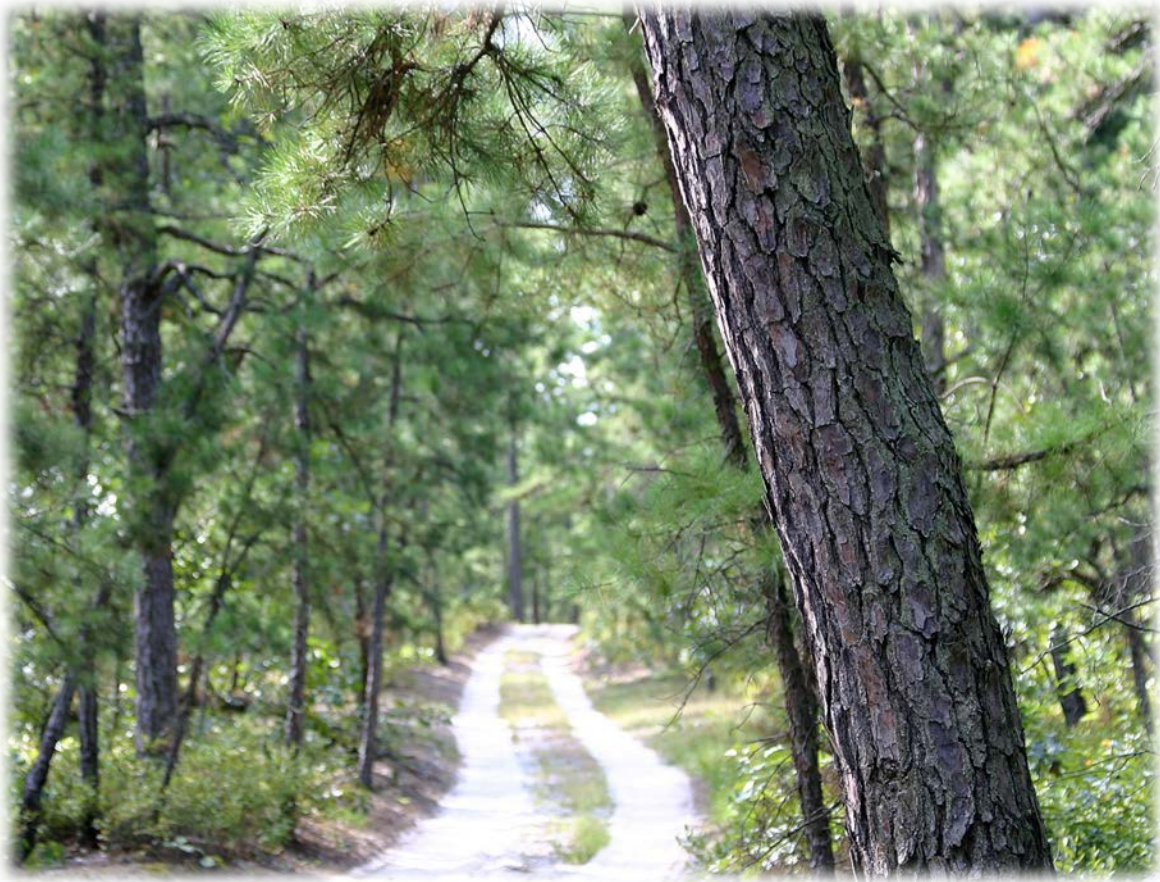




# **NEW JERSEY PINELANDS COMMISSION**

## **MONTHLY MANAGEMENT REPORT**



**NOVEMBER 2019**

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# 1 EXECUTIVE OFFICE

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## 1.1 EXECUTIVE DIRECTOR

### 1.1A COMMITTEE MEETINGS

- **Policy & Implementation (P&I) Committee:** The Committee met on November 22, 2019 and received an update on the Commission's Electric Transmission Right-of-Way Maintenance Pilot Program. The Committee recommended that the Pilot Program be



**Above:** The Commission's Policy & Implementation Committee met on November 22, 2019.

extended for up to two years to provide staff with an opportunity to complete the required evaluation. Staff also provided the Committee with a proposed schedule for consideration of an amendment to the Commission's 1998 Memorandum of Agreement with Atlantic County concerning development of Atlantic County Park at Lake Lenape. Finally, Susan

Payne, Executive Director of the State Agriculture Development Committee (SADC), briefed the Committee on the draft policies recently developed by SADC for Special Occasion Events on preserved farms.

### 1.1B PINELANDS MUNICIPAL COUNCIL

- The Municipal Council met in Estell Manor on November 26, 2019. Cindy Bloom-Cronin, NJDOT State Scenic Byways Coordinator, provided an update on the Pine Barrens Byway. There was also discussion regarding the reduction in funding provided to municipalities through the Payments in Lieu of Taxes (PILOT) program. The Council is considering avenues to restore the funding.

## 1.2 LEGAL AND LEGISLATIVE AFFAIRS

### 1.2A OPEN PUBLIC RECORDS ACT

- There were 15 Open Public Records Act (OPRA) requests received in November. Three of those were received in the last week of November and will be responded to in December. Two of the requestors were advised that the Commission had no material responsive to their request. Three of the requests were determined to be too broad and the requestors were asked to be more specific. One requestor was sent responsive material and advised of the cost to reproduce site plans. Three requests were determined to be file reviews. The 3 remaining requests were processed and responsive material was sent to the requestor.

## 1.3 HUMAN RESOURCES

- **Union Negotiations:** A phone meeting with outside counsel was held to discuss the status of the union negotiation.
- **Employee Advisory Service:** Staff participated in the following EAS Webinars: “How to Better Manage Stress at Work”
- **FSA Renewal:** Flexible Spending Account renewal information for plan year 2020 was distributed to staff.
- **Medicare Reimbursements:** Third quarter Medicare Part B reimbursements were prepared and submitted to Business Services for payment.
- **Day of the Dead Luncheon:** On November 1, 2019, a Day of the Dead potluck luncheon was organized by the staff “party planning committee”. Staff enjoyed themed dishes, crafts and music.

## 2 INTERAGENCY COORDINATION

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- **Bass River Township Meeting:** On November 12, 2019, the Executive Director and staff met with Bass River Township representatives to discuss a variety of planning and application-related matters. Staff identified the location of several potential “infill areas” within the Preservation Area District for the Township’s consideration and offered to work with the Township on implementing ordinance and map amendments. In addition, the status of a number of private land development applications was discussed. Staff provided guidance as to the information that would be required to complete the applications.

### **3 LAND USE & TECHNOLOGY PROGRAMS**

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#### **3.1 CONFORMANCE ACTIVITY**

	<b>Monthly Total</b>	<b>Calendar Year to Date</b>
Ordinances/Master Plans Received	2	108

#### **3.2 CULTURAL RESOURCE ACTIVITY**

<b>Activity</b>	<b>Monthly Total</b>	<b>Calendar Year to Date</b>
Applications Reviewed	5	88
Surveys Required	1	7
Surveys Reviewed	0	6
Certificates of Appropriateness Required	0	1

#### **3.3 PINELANDS DEVELOPMENT CREDIT PROGRAM**

<b>Activity</b>	<b>Monthly Total</b>	<b>Calendar Year to Date</b>
PDCs Allocated	0	96.25
PDCs Severed	69.75	69.75
Acres Protected	3,046	3,046
PDCs Extinguished	0	2
Acres Protected	0	158
PDCs Sold	0.25	12.50
Average Sales Price per PDC	\$60,000	\$38,328
Average Sales Price per Right	\$15,000	\$9,582
PDCs Redeemed	0.50	69.00

**Notable Activity:**

- 69.75 PDCs were severed from lands owned by Ocean County in Lacey and Ocean townships, permanently preserving over 3,000 acres of land in the Preservation Area District.
- 0.50 PDCs were redeemed in November 2019 on a residential project (194 units) in Egg Harbor Township

### 3.4 SPECIAL PROJECTS

- **Pine Barrens Byway:** After consultation with the Department of Transportation, the Commission agreed to assume the role of formal management entity for the Pine Barrens Byway. A meeting of stakeholders and interested parties will be convened in early 2020. When new federal application rounds are announced, the Commission will complete the application for National Scenic Byway status.
- **Pilot Program for Alternate Design Wastewater Treatment Systems:** Staff issued the 2019 Implementation Report required by the CMP, recommending removal of three technologies from the program and a call for new technologies in 2020. CMP amendments will be drafted and provided to the Commission for its consideration in early 2020.

## 4 INFORMATION SYSTEMS

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- **GIS Portal 10.6.1 Server:** A server was established and ESRI ArcGIS Portal 10.6.1 was deployed to demonstrate how new features can provide a robust mapping system integrated with application and other critical Pineland Commission data.
- **Pinelands Commission Information System Upgrades:** Weekly internal meetings were held to discuss Regulatory Programs processes to identify areas for improvement. Enhancements include changes to the “Packet Resolutions” creation and the implementation of a vehicle mileage log to streamline data recording and improve reporting.
- **Office 365 Migration:** An Office 365 license was purchased to keep the Pinelands Commission in line with the direction of New Jersey Office of Information Technology. Preliminary meetings were held with Microsoft and OIT representatives to plan how the new features included in this purchase such as Microsoft Teams, OneDrive, and SharePoint can be leveraged for data security, data sharing, and internal workflow enhancements.
- **Windows 10 Desktop Migration:** The Windows 10 desktop migration continued with the roll out of five more desktops.

## 5 REGULATORY PROGRAMS

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### 5.1 APPLICATION ACTIVITY

Activity	Monthly Total	Calendar Year to Date
Pre-Application Conferences	6	65
Certificates of Filing	16	142
Public Development Reports	1	30
Forestry Certificates of Filing	1	11
PDC Letters of Interpretation	1	20
MOA Consistency Determinations	2	43
Review of Agency Determinations	52	602

### 5.2 NOTABLE APPLICATIONS

- **App. No. 1982-4112.006:** On November 6, 2019, the Commission staff had a pre-application meeting regarding the establishment of a commercial soccer facility on a 178.8 acre parcel located in a Pinelands Agricultural Production Area in Shamong Township.
- **App. No. 1985-1432.010:** A Certificate of Filing issued for 148 dwelling units in Barnegat Township included a requirement for the purchase and redemption of Pinelands Development Credits (PDCs) for 25 percent of the proposed 148 dwelling units (9.25 PDCs). The Commission received a request to waive the PDC obligation from a not for profit affordable housing developer that intends to develop the site. The Commission responded on November 21, 2019 explaining that the PDC requirement cannot be waived. The response suggested that the developer discuss the provision of affordable housing with Barnegat Township. If the Township is interested it could adopt a land use ordinance that exempts a certain percentage of affordable housing from the PDC requirement.
- **App. No. 2019-0175.001:** Staff met with Pemberton Township on November 13, 2019 regarding streamline permitting opportunities for a number of Township designated redevelopment areas. Such streamline permitting would involve Commission staff pre-approval of wetlands mapping and required buffers to wetlands.
- **App. No. 1995-1532.002:** By letter dated November 7, 2019, an applicant requested a formal appeal of a Letter of Interpretation allocating .25 PDC to a 28.46 parcel in Medford Township. These appeals are heard by the New Jersey Office of Administrative Law. A meeting was held with the applicant on November 20, 2019 to discuss the LOI and the development options for the parcel. The applicant is reconsidering whether they wish to pursue the requested appeal of the LOI.

### 5.3 OFF-ROAD VEHICLE EVENT ROUTE MAP APPROVALS

- **Application # 19880757.063**  
**Tri-County Sportsmen Motorcycle Club, Inc.**  
Approval Issued: 11/1/2019  
Event Name: Hammer Run Dual Sport  
Event Date: November 2, 2019  
Municipality: Corbin City, Dennis Township, Estell Manor City, Maurice River Township, Upper Township, Woodbine Borough  
Lands Utilized: Belleplaine State Forest, US Silica  
Route Length: 85 miles
  
- **Application # 19880272.033**  
**Central Jersey Competition Riders**  
Approval Issued: 11/14/2019  
Event Name: Pine Hill Enduro  
Event Date: November 17, 2019  
Municipality: Manchester Township, Pemberton Township, Woodland Township  
Lands Utilized: Brendan T. Byrne State Forest  
Route Length: 102 miles
  
- **Application # 19871127.044**  
**Meteor Motorcycle Club**  
Approval Issued: 11/20/2019  
Event Name: Sandy Lane Enduro  
Event Date: November 24, 2019  
Municipality: Bass River Township, Washington Township, Woodland Township  
Lands Utilized: Wharton, Bass River & Penn State Forests  
Route Length: 85 miles



## 6 SCIENCE

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### 6.1 ENVIRONMENTAL MONITORING

- Staff collected the November round of water level data for the Forest Plot and Pond Monitoring network and downloaded water level data from the continuous recorders installed at seven ponds and one forest plot.

### 6.2 LONG TERM STUDIES

- Joint Corn Snake Radio Tracking and Drift Fence Study: Commission, Herpetological Associates, and The College of New Jersey scientists completed most of the radio tracking of corn snakes for 2019. Radio tracking and associated data is being entered and proofed for submission to the New Jersey Department of Environmental Protection Endangered and Nongame Species Program for permit requirements and for subsequent data analysis. Monitoring of the wood and metal cover items and box traps placed along the drift fence yielded a total of 1,994 animals (see table below). Although larger snake species are PIT tagged with a microchip that allows permanent identification for future analysis, an individual animal listed in the summary table below may have been caught more than one time.



**Above:** A Commission Research Scientist collects data for a radio-tracked corn snake.

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**Number of individuals of each animal species found under wood or metal cover or in box traps placed along a drift fence in Wharton State Forest. An individual may have been caught more than one time.**

Species	# of Individuals
Short-tailed shrew	1
Spring Peeper	1
Brown-headed cow bird	1
Eastern worm snake	1
Northern scarlet snake	1
Eastern hognose snake	1
Eastern ribbon snake	1
Eastern kingsnake	1

Northern brown snake	1
Painted turtle	2
Eastern garter snake	2
Northern water snake	2
Carpenter frog	3
Masked shrew	3
Four-toed salamander	5
Redback salamander	9
Southern ringneck snake	12
Northern black racer	14
Corn snake	19
Rough green snake	21
Northern redbelly snake	34
White-footed mouse	38
Eastern spadefoot	46
Northern fence lizard	47
Southern leopard frog	59
Green frog	109
Ground skink	115
Fowler's toad	1,445
<b>Total</b>	<b>1,994</b>

## 7 COMMUNICATIONS

### 7.1 COMMUNICATIONS & PUBLICATIONS

- Website Activity:** The Pinelands Commission's website received a total of 10,250 page views in November 2019.
- Inquiries/Correspondence:** The Communications Office received and responded to 103 inquiries from the public, including phone calls, e-mails, media inquiries and questions posed by visitors.
- 2020 Pinelands National Reserve Wall Calendar:** The Communications Office picked up and distributed copies of the calendar in late November. Limited supplies of the calendar can be obtained free-of-charge at the Bass River State Forest, Batsto Visitor Center and Brendan Byrne State Forest. Staff has been receiving phone calls about the calendar for more than a month.
- Press Release:** On November 22, 2019, the Communications Office issued a press release to announce that the Commission was awarded a federal grant to study



**Above:** The 2020 Pinelands wall calendar was distributed to the public in late November.

eastern kingsnakes in the Pinelands. The release garnered positive publicity in the Burlington County Times.

## 7.2 EVENTS, OUTREACH & INTERPRETIVE PROGRAMS

- **Pinelands Speaker Series:** The Commission hosted the second of three educational programs as part of the “Pinelands Speaker Series.” The second presentation, “Combating Climate Change with a Jersey-Friendly Yard,” was delivered on November 14<sup>th</sup>. Staff also livestreamed the presentation. The next presentation is set for December 12<sup>th</sup>.



**Above:** In November, the Commission hosted a presentation on “Combating Climate Change with a Jersey-Friendly Yard.”

- **Pinelands Short Course:** Staff continues to secure presenters for the 31<sup>st</sup> annual event, which will be held at Stockton University on March 14, 2020.
- **Education Program:** In early November, the Communications and Science offices delivered a joint presentation to approximately 70 students at Stockton University.

## 8 BUSINESS OFFICE

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### 8.1 FACILITIES

- The railing at the rear entrance to the TDM meeting room was damaged. Staff is making the necessary safety repairs.
- Snow removal supplies were replenished and equipment was prepared for inclement weather.
- To increase energy efficiency in the winter months, the windows were winterized.
- As a follow-up to a meeting in October, representatives of a technology company visited the Commission to assess the audio, visual and telephone equipment in the TDM meeting room.

### 8.2 FINANCIAL MANAGEMENT

- November Application Fees Net Total: \$7,161.00; Year to Date Total: \$168,974.87
- Fixed Asset inventory review has begun.