



**AGENDA FOR THE COUNCIL MEETING OF THE BOROUGH OF MOUNTAIN LAKES
HELD AT ML HIGH SCHOOL, 96 POWERVILLE ROAD, MOUNTAIN LAKES, NJ 07046**

JUNE 26, 2023

EXECUTIVE SESSION – BEGINS AT 6:30PM

PUBLIC SESSION – BEGINS AT 7PM

1) CALL TO ORDER AND OPEN PUBLIC MEETINGS ACT STATEMENT – Mayor

This meeting is being held in compliance with Public Law 1975, Chapter 231, Sections 4 and 13, as notice of this meeting has been reported to The Citizen and the Morris County Daily Record and The Star Ledger on January 9, 2023 and posted in the municipal building.

2) ROLL CALL ATTENDANCE - Clerk

3) FLAG SALUTE – Mayor

4) EXECUTIVE SESSION

- a. R134-23, Resolution to Enter an Executive Session – Litigation (Tax Appeals & Other) & Attorney - Client Privilege (Approval of Executive Minutes)

5) COMMUNITY ANNOUNCEMENTS

6) SPECIAL PRESENTATIONS

- a. Initial Highlands Planning Area Conformance Assessment

7) REPORTS OF BOROUGH ESTABLISHED BOARDS, COMMISSIONS AND COMMITTEES

8) BOROUGH COUNCIL DISCUSSION ITEMS

- a. 2022 Annual Audit
- b. Audit Corrective Action Plan

9) PUBLIC COMMENT

Please state your name and address for the record. Each speaker is limited to one (1) comment of no more than five (5) minutes and no yielding of time to another person.

10) ATTORNEY'S REPORT

11) MANAGER'S REPORT

12) RESOLUTIONS

13) ORDINANCES TO INTRODUCE

- a. 11-23, Amending the Revised General Ordinances of the Borough of Mountain Lakes and Establishing Hours When Commercial Landscaping Shall be Permitted

14) ORDINANCES TO ADOPT

15) *CONSENT AGENDA ITEMS

Matters listed as Consent Agenda Items are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item be removed for consideration.

***RESOLUTIONS**

- a. R135-23, Authorizing the Payment of Bills
- b. R136-23, Certifying Compliance with Requirements of Audit
- c. R137-23, Approving the Corrective Action Plan for the Borough of Mountain Lakes
- d. R138-23, Authorizing Membership in the Mountain Lakes Volunteer Fire Department
- e. R139-23, Renewing Liquor Licenses for 2023-2024 Licensing Term
- f. R140-23, Resolution of Intent to Award a Contract for the Purchase of a Pierce Sabre Pumper Fire Truck for the Mountain Lakes Volunteer Fire Department, Under a National Cooperative Purchasing Agreement
- g. R141-23, Authorizing the Borough of Mountain Lakes to Enter into the Lead Grant Assistance Program
- h. R142-23, Authorizing the Settlement of a Tax Appeal (Markowitz v. Borough of Mountain Lakes – Block 100.02 Lot 96)
- i. R143-23, Authorizing the Award of Contract for Morris Avenue Section 4 Improvement Project
- j. R144-23, Authorizing the Discretionary Award of a Contract for Carpet and Related Materials to Infinity Floors in an Amount that May Exceed \$17,500 but Will be Less than \$44,000
- k. R145-23, Rejecting Bid for Interior Doors for the Borough Hall Renovation Project

***APPROVAL OF MINUTES**

5/22/23 (Executive)

6/12/23 (Regular)

***BOARD, COMMITTEE AND COMMISSION APPOINTMENTS**

16) DEPARTMENT REPORTS SUBMITTED FOR FILING

- ☒ Construction Department
- ☒ Department of Public Works
- ☐ Fire Department
- ☒ Health Department
- ☒ Police Department
- ☒ Recreation Department
- ☐ Code Enforcement/Property Maintenance

17) COUNCIL REPORTS

18) PUBLIC COMMENT

Please state your name and address for the record. Each speaker is limited to one (1) comment of no more than five (5) minutes and no yielding of time to another person.

19) NEXT STEPS AND PRIORITIES

20) ADJOURNMENT

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 134-23

“RESOLUTION TO ENTER INTO AN EXECUTIVE SESSION”

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body wishes to discuss:

- ☐ Matters made confidential by state, federal law or rule by court
- ☐ Matters in which the release of information would impair the right to receive funds from the Government
- ☐ Matters involving individual privacy
- ☐ Collective bargaining
- ☐ Purchase or lease of property, setting of bank rates, investment of public funds if disclosure would harm the public interest
- ☐ Public safety
- ☒ Pending, ongoing or anticipated litigation (Tax Appeals & Other) or contract negotiation
- ☐ Personnel matters
- ☐ Civil penalty or loss of license
- ☒ Attorney – Client Privilege (Approval of Executive Minutes)

Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

NOW THEREFORE BE IT RESOLVED that the public be excluded from this meeting.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on June 26, 2023.

Cara Fox, Borough Clerk

| Name | Motion | Second | Aye | Nay | Absent | Abstain |
|------------|--------|--------|-----|-----|--------|---------|
| Cannon | | | | | | |
| Korman | | | | | | |
| Menard | | | | | | |
| Muilenburg | | | | | | |
| Richter | | | | | | |
| Barnett | | | | | | |
| Sheikh | | | | | | |

Initial Highlands Planning Area Conformance Assessment

Borough of Mountain Lakes

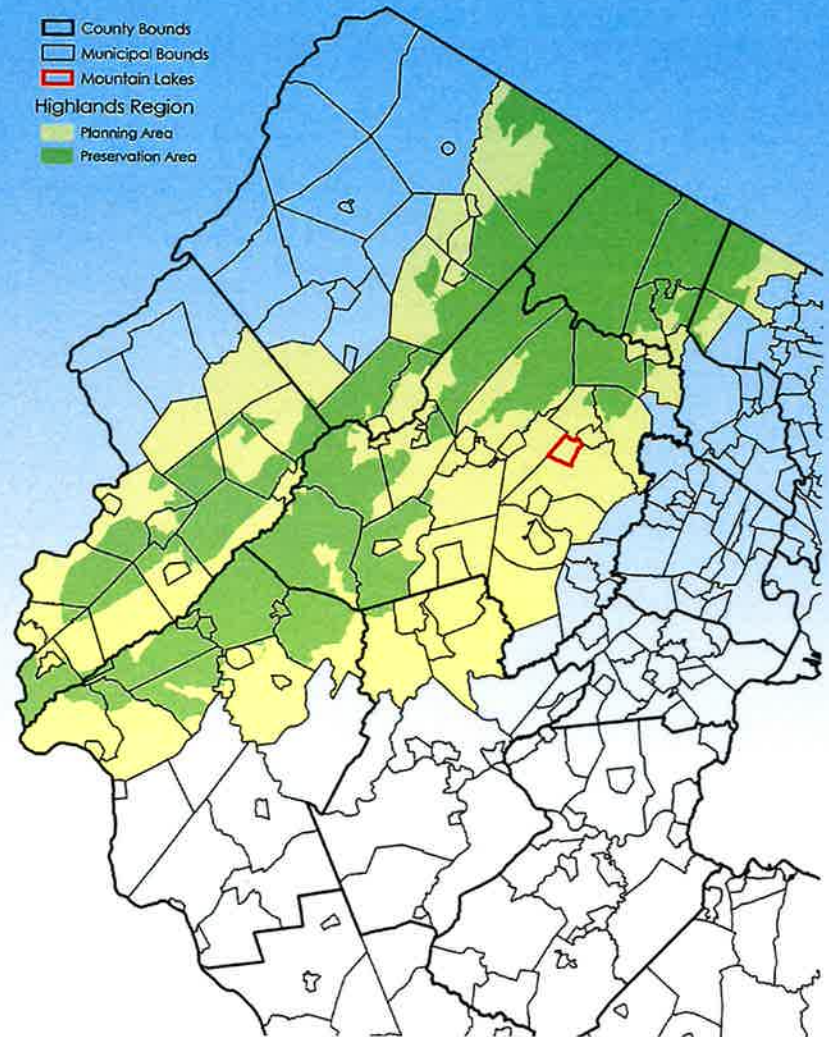
Morris County, New Jersey



Highlands Plan Conformance Purpose

The overarching goal of the Highlands Regional Master Plan is to protect water supply quality and quantity in the Highlands Region. Preservation of natural, historic and cultural resources is also a top priority.

Plan conformance in the Planning Area is voluntary and has the goal of achieving a regional approach to land use planning and to promote coordinated efforts to protect valuable environmental and cultural resources.



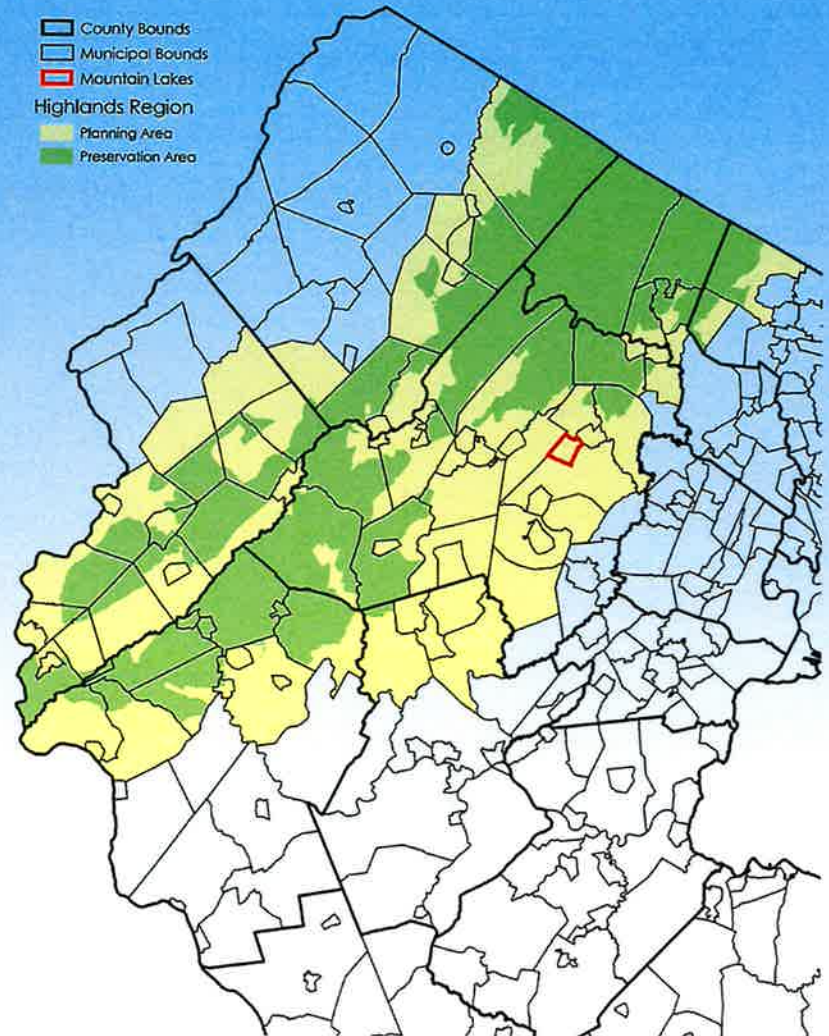
Highlands Plan Conformance Process

Step 1. Initial Highlands Review (IHR)

Identification of any changes necessary to align Mountain Lakes' planning programs with the Regional Master Plan (RMP)

Step 2. Plan Conformance Petition

Submittal of planning documents and resolutions (Planning Area Petition, Planning Program Documents, Map Adjustments, RMP Updates, etc.)



Plan Conformance

Benefits

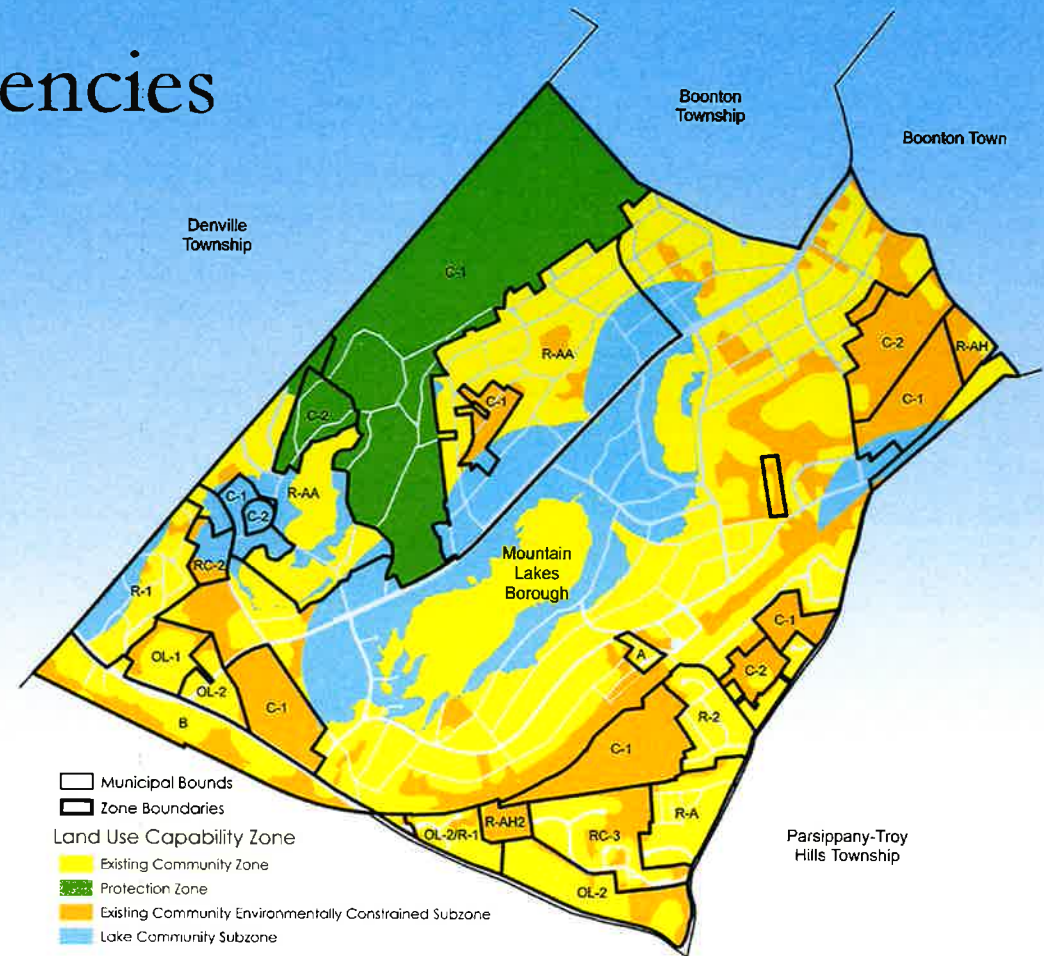
1. Planning grants & technical assistance;
2. State aid and assistance for Smart Growth;
3. Strong presumption of validity, extraordinary deference, and burden of proof;
4. Legal representation; and
5. Plan Conformance deemed equivalent to State Plan Endorsement.

Components of IHR

1. Mountain Lakes Planning Programs and Policies
2. Natural and Cultural Resources
3. Consistencies and Inconsistencies with RMP
4. Highlands Center Designation
5. Benefits of Plan Conformance

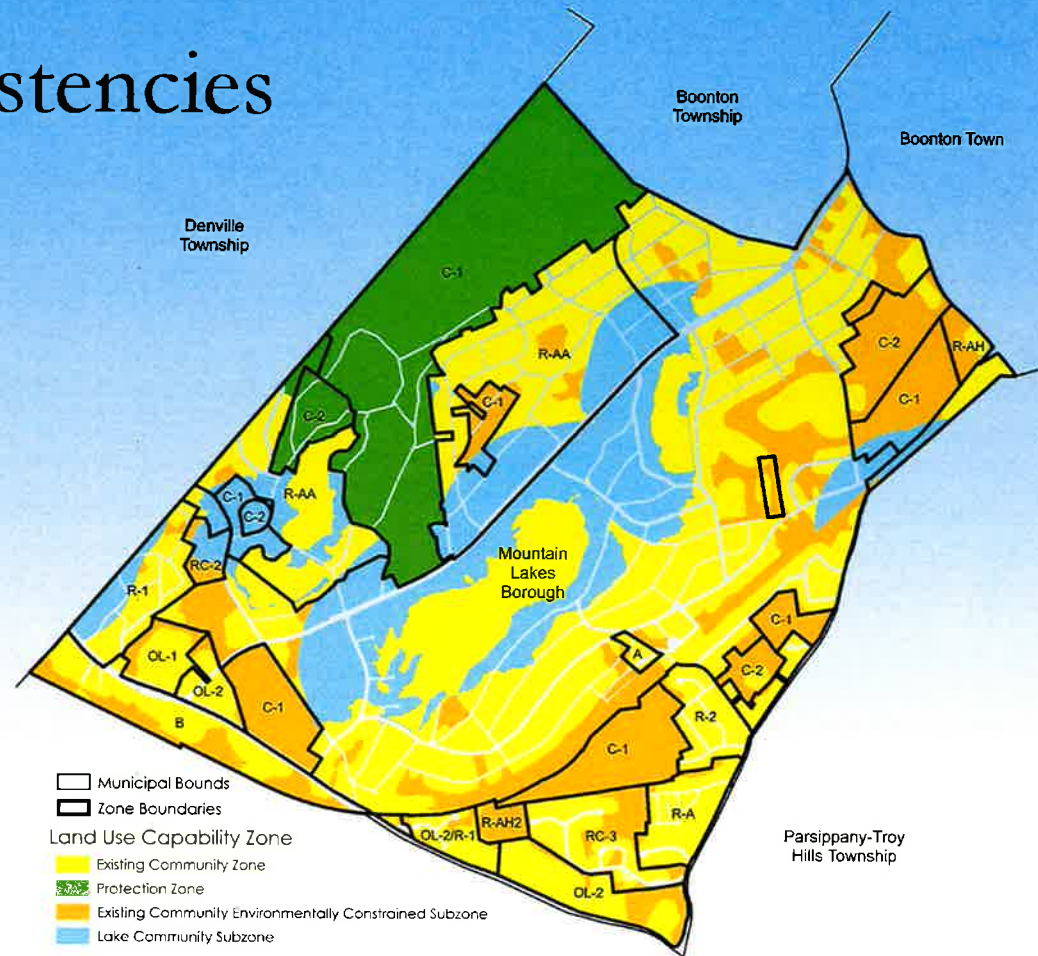
IHR Findings: Consistencies

- Generally a significant amount of consistency between Borough and RMP
- Protection Zone & C-1 Zone
- ECZ/ECECSZ & Commercial Zones, municipal open space or public properties, school properties
- Lake Community Sub-Zone & existing lake communities



IHR Findings: Inconsistencies

- Inconsistencies with RMP are minimal
 - Most impacted properties would be those that are large & undeveloped
 - Exemptions will usually apply to already-developed properties



IHR Findings: Impacts on Lake Communities

- Lake Management Areas → 1,000 ft. from shoreline
 - Shoreland Protection Tier → 300 ft. from shoreline
 - Water Quality Management Tier → 1,000 ft. from shoreline
 - Scenic Resources Tier → 300 – 1,000 ft. from shoreline
 - Lake Watershed Tier → Entire land area draining to lake

IHR Findings: Impacts on Lake Communities

- Shoreline Protection Tier
 - Alteration of shorelines limited to minim disturbance necessary for recreational uses (usually 10% or 25 ft. of shoreline)
 - Vegetated filter strips encouraged
 - Reeds/other wetland species preserved/restored
 - Existing vegetation within 50 ft. protected/preserved
 - No new structures within 50 ft. of shoreline (other than water-dependent recreational facilities)
 - Boat lifts encouraged
 - Width and length of piers/docks must be controlled at municipal level

IHR Findings: Impacts on Lake Communities

- Other standards:
 - Encouragement of landscaping & garden elements which retain stormwater
 - Encouragement of green roofs
 - Encouragement of draining away from shorelines to extent possible
- Generally either broad in scope and can be determined by municipality
- Land Use Capability Zones don't apply to properties in a designated Highlands Center

Highlands Center Designation

- Incorporated into Plan Conformance Process
- The Borough may consider the commercial area along Route 46 and/or the Train Station



Summary of Findings:

- Compatibility between municipal goals and objectives + RMP
- Mutual benefits with only minimal conflicts
- Where conflicts do exist, identify opportunities to create compatibility between municipal goals and goals of the RMP

BOROUGH OF MOUNTAIN LAKES HIGHLANDS PLANNING AREA CONFORMANCE INITIAL ASSESSMENT

Prepared for:

Mountain Lakes Borough
400 Boulevard
Mountain Lakes, NJ 07046

Prepared by:

J. Caldwell & Associates, LLC
145 Spring Street, Suite E
Newton, NJ 07860

June 2023

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

MAYOR & BOROUGH COUNCIL

Mayor Khizar Sheikh
Deputy Mayor Lauren Barnett
Chris Cannon
Cynthia Korman
Thomas Menard
Melissa Muilenburg
Chris Richter

MUNICIPAL ADMINISTRATOR

Mitchell Stern

STEERING COMMITTEE

Cynthia Korman, Council Member
Thomas Menard, Council Member
Chris Richter, Council Member
Sandy Batty, Shade Tree Commission Chair
Marty Kane, Planning Board Chair

HIGHLANDS COUNCIL STAFF

Benjamin L. Spinelli, Executive Director
Maryjude Haddock-Weiler, Planning Manager

PROFESSIONAL STAFF

Jessica C. Caldwell Dykstra, PP, AICP, Consulting Planner
Alison Kopsco, PP, AICP, Consulting Planner



This report was paid for by a grant from the New Jersey Highlands Council.

The original of this report was signed and sealed pursuant to N.J.A.C. Section 13:41-1.3.b:

Jessica C. Caldwell Dykstra, P.P., A.I.C.P., Consulting Planner

License No. 5944

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Contents

| | |
|---|----|
| 1. Introduction | 4 |
| A. Scope and Purpose | 4 |
| B. Background Information | 5 |
| C. Mountain Lakes Data and Physical Description | 5 |
| 2. The Highlands Regional Master Plan | 8 |
| A. Overview | 8 |
| B. The RMP Overlay Designations in Relation to Existing Land Uses | 8 |
| C. Goals Policies and Objectives | 12 |
| 3. Mountain Lake Planning Programs and Policies | 14 |
| A. Overview | 14 |
| B. Objectives, Recommendations, and Planning Documents | 15 |
| C. Existing Land Development / Land Use Patterns | 16 |
| D. Mountain Lakes Development Regulations | 19 |
| 4. Natural and Cultural Resources | 23 |
| A. Introduction | 23 |
| B. Natural Resources | 23 |
| C. Cultural Resources | 30 |
| An Ideal Planned Community | 33 |
| Architectural Significance | 33 |
| Protections | 34 |
| 5. Consistencies and Inconsistencies | 35 |
| A. Consistencies | 35 |
| B. Inconsistencies | 35 |
| 6. Highlands Center Designation | 36 |
| 7. Benefits of Plan Conformance | 36 |
| 8. Summary | 38 |
| Appendix A: Lake Management Area Standards | 39 |
| Lake Management Areas | 40 |
| Issue Overview: | 40 |
| Program Summary: | 40 |
| Appendix B: Highlands Model Exemption Ordinance | 47 |
| Appendix C: Plan Conformance Process | 62 |
| Petition for Plan Conformance – Planning Area | 63 |
| Appendix D: Model Planning Area Referral Ordinance | 65 |

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

1. Introduction

A. Scope and Purpose

Mountain Lakes Borough is in the New Jersey Highlands, which is an over 800,000-acre region covering over 1,250 square miles and 88 municipalities in seven (7) counties (Bergen, Hunterdon, Morris, Passaic, Somerset, Sussex and Warren). Mountain Lakes is located in the eastern central section of the Highlands Region in Morris County. The Highlands Council was created by the Highlands Water Protection and Planning Act, adopted by the New Jersey State Legislature in 2004. In 2008, the Highlands Council adopted a Regional Master Plan with the primary purpose of protecting water resources within the Highlands Region.

In preparing this report, a number of sources were consulted, including but not limited to the following:

- The 2008 Highlands Regional Master Plan;
- The 2013 Borough of Mountain Lakes Master Plan;
- The Highlands Land Use Capability Zones for Mountain Lakes Borough;
- The Borough of Mountain Lakes Land Development Regulations (Chapter 245);
- The Highlands Region Interactive Environmental Resource Inventory; and
- The Highlands Council Interactive Map.

The Highlands Regional Master Plan (RMP) established the parameters for future land use decisions within the eighty-eight (88) municipalities and seven (7) counties in the Highlands. The 2004 legislation divides the region into two parts – the Preservation Area and the Planning Area. Mountain Lakes is located within the Planning Area and compliance with the RMP is voluntary. In 2023, the Mountain Lakes Borough Council, in coordination with a recommendation from the Mountain Lakes Planning Board, decided to voluntarily conduct an Initial Assessment to determine if Plan Conformance with the RMP is a viable option for the Borough.

This Initial Assessment is the first step in determining the compatibility of the Borough of Mountain Lakes' planning policies with the RMP goals, policies and objectives and what the potential impacts to the Borough may occur with Plan Conformance.

In order to make a determination regarding Plan Conformance, the Highlands Council identifies the following tasks for the Initial Assessment:

- Review the Highlands Regional Master Plan (RMP) with a focus on a review of compatibility between municipal goals and objectives.
- Identify where there are mutual benefits and where conflicts exist.
- Where conflicts do exist, identify opportunities to create compatibility between municipal goals and goals of the RMP.
- Identify conflicts that cannot be immediately resolved for further investigation.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

B. Background Information

Mountain Lakes was initially designed as a Planned Community conceived by Herbert J. Hapgood, a land developer, and Arthur T. Holton, a landscape engineer, in the early 1900's who were both inspired by the natural beauty of the area and the advantage of having a direct link to New York City by rail. The overall development concept was to create an "ideal planned community" centered around lakes, which provided a focus for the design and quality of life in the community. The natural and human-made landscape also set the development pattern for the road networks and surrounding neighborhoods which contribute to the unique sense of place in the Borough. Mountain Lakes was centered around the theme of creating a park-like atmosphere with lakes, natural brooks and improvements to be placed within the natural boundaries of the landscape. A natural result of this approach and its emphasis on creating a cohesive relationship between residents and nature is the preservation of a significant open space and parks system within the Borough.

As a result of its history as a planned community, Mountain Lakes has actively directed its Master Planning efforts to be consistent with and responsive to the provisions of the New Jersey State Development and Redevelopment Plan, The Morris County Master Plan, and State-mandated affordable housing requirements. The first comprehensive Master Plan for the Borough was adopted in 1963. A number of Master Plans, reexamination reports, elements, and amendments were adopted throughout the years. The most recent Master Plan was adopted in October 2013 with amendments through April 2019, all of which view the Borough of Mountain Lakes as a small, fully-developed community with an established, unique character based on its pattern of development as a planned residential community. The Borough identified a number of objectives in their most recent Master Plan that serve as the basis for planning in the community. These goals and objectives are as follows:

- Retain the traditional character of Mountain Lakes;
- Protect and Enhance the Borough's environmental resources;
- Provide for the appropriate development of the Borough;
- Provide for safe and convenient pedestrian and vehicular circulation and access; and
- Maintain the Borough's traditional commitment to education and recreation.

Based on the goals and objectives of the municipality, it is evident the community is committed to protecting and preserving the character and natural resources of the Borough, specifically, the lakes, aquifers and parklands, with an emphasis on connecting the publicly-owned parkland areas.

C. Mountain Lakes Data and Physical Description

The Borough of Mountain Lakes is a small community of 3.1 square miles consisting of numerous small lakes created within the valleys associated with glaciated landscapes. The 2020 Census estimated the current population of the Borough as 4,472 residents. The residential population of the Borough peaked in 1970 with a population of 4,739. The population declined through 1990 to a population of 3,847 and has steadily increased since then, while still remaining below the peak in 1970. While population has gone down and household sizes have been shrinking, the number of households in the municipality has grown since 1970 from 1,168 households to 1,373 in 2020. The Borough also

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

traditionally has had a higher median family income (\$249,615) than both the State of New Jersey (\$104,804) and Morris County (\$143,166).

The Borough's neighborhoods are located around the publicly owned land within the Borough with most of the development between Boulevard (County Route 618) and the Montclair-Boonton Line Railroad right-of-way. There are residential neighborhoods located along U.S. Highway 46, which is along the southern section of the Borough; along the Borough's border with Parsippany-Troy Hills in the eastern section of the municipality; and near Denville in the southwestern portion of the municipality. About 97 percent of the land in the Borough is developed or in public ownership. The developed land, with few exceptions, contains relatively small lots with residential uses comprised of around 1,200 single family residences. The bulk of Borough-owned land provides for community facilities, utilities, open space or constitutes environmentally important conservation areas. Commercial and light industrial land uses are limited to Route 46, within the "Midvale Market Area" which is north of the railroad near the border with Boonton Town and Parsippany-Troy Hills in the northeastern corner of the Borough and at Fanny Road and Morris Avenue.

In the center section of the Borough, towards the west, are the important water features which gave Mountain Lakes its name. These lakes cover just over 150 acres and provide many active and passive recreation opportunities for the Borough's residents.

The New Jersey Department of Environmental Protection's (NJDEP) Land Use / Land Cover map from 2015 indicates the following calculations with respect to land uses in the Borough and are identified in **Exhibit 1**.

| <u>Land Use / Land Cover (2015)</u> | <u>Acreage</u> | <u>Percent of Total Land Cover</u> |
|-------------------------------------|----------------|------------------------------------|
| Urban | 1,021.03 ac. | 54.9% |
| Forest | 560.75 ac. | 30.1% |
| Water | 156.64 ac. | 8.4% |
| Wetlands | 122.44 ac. | 6.6% |
| Barren Land | 0.26 ac. | 0.0% |

Forested areas are a significant feature of the Borough and there are significant amounts of both water and wetlands scattered throughout the municipality. A majority of Borough (54.9%) land is considered urban, which is consistent with the statement from the master plan that about 97 percent of the land in the Borough is developed or in public ownership.

Mountain Lakes is an established community in terms of its land use pattern. The population of the Borough remains stable and the majority of the Borough is developed or preserved as open space. Most future development is likely to occur as redevelopment or rehabilitation of existing developed areas.

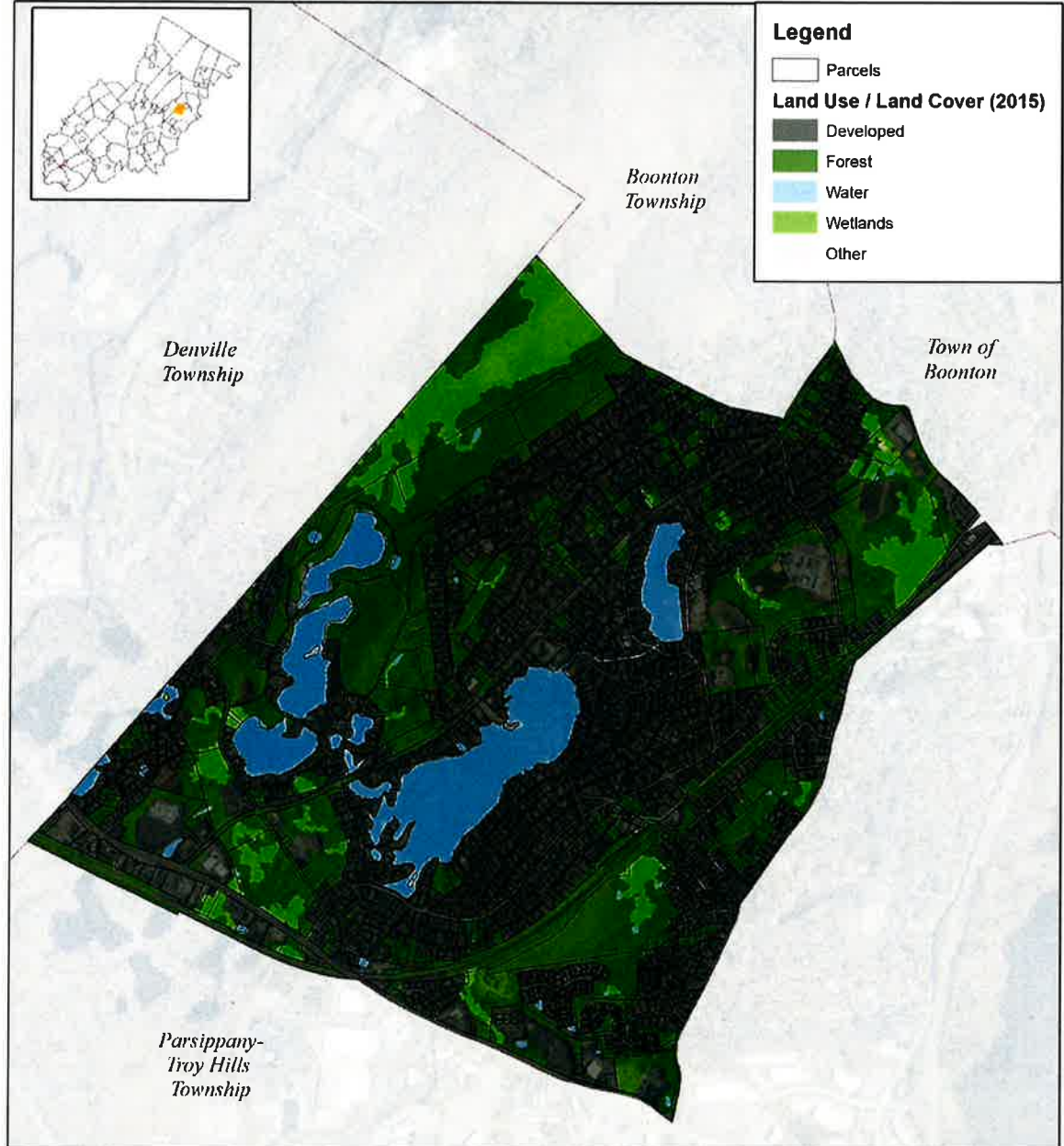
HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Exhibit 1 - Land Use / Land Cover (2015)

Land Use / Land Cover (2015)

Borough of Mountain Lakes, Morris County, New Jersey



Sources:
New Jersey Office of Information Technology, 2023
New Jersey Highlands Council, 2023
New Jersey Department of Transportation, 2023
New Jersey Department of Environmental Protection, 2023

0 0.125 0.25 0.5 0.75 1 Miles



**J Caldwell
& Associates, LLC**
Community Planning Consultants

2. The Highlands Regional Master Plan

A. Overview

The RMP focuses primarily on protecting the water supply and water quality in the Highlands Region, which are important to the future of many of the urban and suburban communities in northern New Jersey. The RMP is also concerned with protecting and enhancing the ecosystems throughout the Highlands, partly because of the relationship between ecosystem preservation, water supply and water quality issues but also because of the need to protect and preserve habitat for threatened and endangered species. The RMP also recognizes the need to allow for sustainable growth in the Highlands and is mindful of the fiscal impacts of the Highlands designation to Highlands communities. The purpose of this document is to review consistency of the RMP to Mountain Lakes Master Plan and to identify any potential impacts associated with inconsistencies. The result will be an initial assessment as to whether Plan Conformance can be mutually beneficial to both the Highlands Council and Mountain Lakes Borough by furthering the goals and objectives of the RMP and the goals and objectives of the Borough's Master Plan.

B. The RMP Overlay Designations in Relation to Existing Land Uses

The RMP is a Regional Master Plan that established land use zones, similar to a municipal master plan's land use districts. The Land Use Capability Zone Map (the LUCZ map), included in the RMP, created Land Use Capability Zones (LUCZ) that establish the level of land development desired by the RMP. In addition, the RMP also includes a series of goals, policies and objectives, which have a direct correlation to the LUCZ map. According to the RMP, twenty-one indicators were used to determine how the zones and sub-zones were drawn on the LUCZ map. However, in some locations within the Borough, it may be necessary in the future to investigate if, in fact, those indicators were correctly interpreted and if some of the zone and sub-zone designations are correct. If there are questions on the boundaries of LUCZ, RMP map corrections can be submitted to the Highlands Council as part of the Plan Conformance process.

The LUCZ map is divided into three primary zones and four sub-zones. They are identified as follows:

Primary Zones

Existing Community Zone

Conservation Zone

Protection Zone

Sub Zones

Existing Community – Environmentally
Constrained Sub-Zone

Lake Community Sub-Zone

Conservation – Environmentally Constrained
Sub-Zone

Wildlife Management Sub-Zone

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

The definitions of the LUCZ from the RMP are as follows:

- Existing Community Zone – Areas consisting of extensive and intensive existing development which may have capacity to support additional human development without adversely affecting the ecological value of the Highlands Region.
- Conservation Zone – Areas consisting of significant agricultural lands and limited low-density development interspersed with environmental features that should be preserved whenever possible.
- Protection Zone - Means those areas identified on the Land Use Capability Zone Map consisting primarily of high resource value lands in terms of forest resources, Critical Habitat, water quality and quantity, and ecological function, and having limited or no capacity to support human development without adversely affecting overall ecological function of the Highlands Region.
- Existing Community – Environmentally Constrained Sub-Zone - Means those areas identified on the Land Use Capability Zone Map within the Existing Community Zone that have high resource value and limited or no capacity for on-site human development without adversely affecting the ecological value of the Highlands Region.
- Lake Community Sub-Zone – Areas that are within 1000' of lakes that are ten acres or greater in size. This sub zone has unique policies to prevent degradation of water quality, harm to lake ecosystems and natural aesthetic values. Lake Community Sub-Zones comprise the Highlands Lake Management Area, which provides a tier system. Each tier requires its own policies. A description of Lake Management Areas and associated policies is located in Appendix A.
- Conservation – Environmentally Constrained Sub-Zone – Areas that have significant environmental features that should be preserved and protected from non-agricultural development.
- Wildlife Management Sub-Zone – Areas that are part of a network of lands and waters for conservation, management, and where appropriate, restoration of fish, wildlife and plant resources and their habitats and that permit compatible wildlife dependent recreational uses such as hunting, fishing, wildlife observation and photography, and environmental education and interpretation. These areas are managed by appropriate state and federal agencies.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

The Existing Community Zone is the location where most development and redevelopment is envisioned to occur by the RMP. The Conservation Zone and Protection Zone are primarily proposed for protection and preservation. There can be exceptions especially with respect to redevelopment projects and the types of development that fall under a Highlands Exemption. Four (4) of the seven (7) of the above designations are present in Mountain Lakes as shown in **Exhibit 2**. The acreage of each LUCZ is listed below:

| Zone/Subzone | Acreage |
|--|----------------|
| Existing Community Zone | 126 |
| Protection Zone | 42 |
| Existing Community Zone / Env. Constrained Subzone | 60 |
| Lake Community Subzone | 46 |
| Total | 274* |

* Right-of-way acreage not included in total.

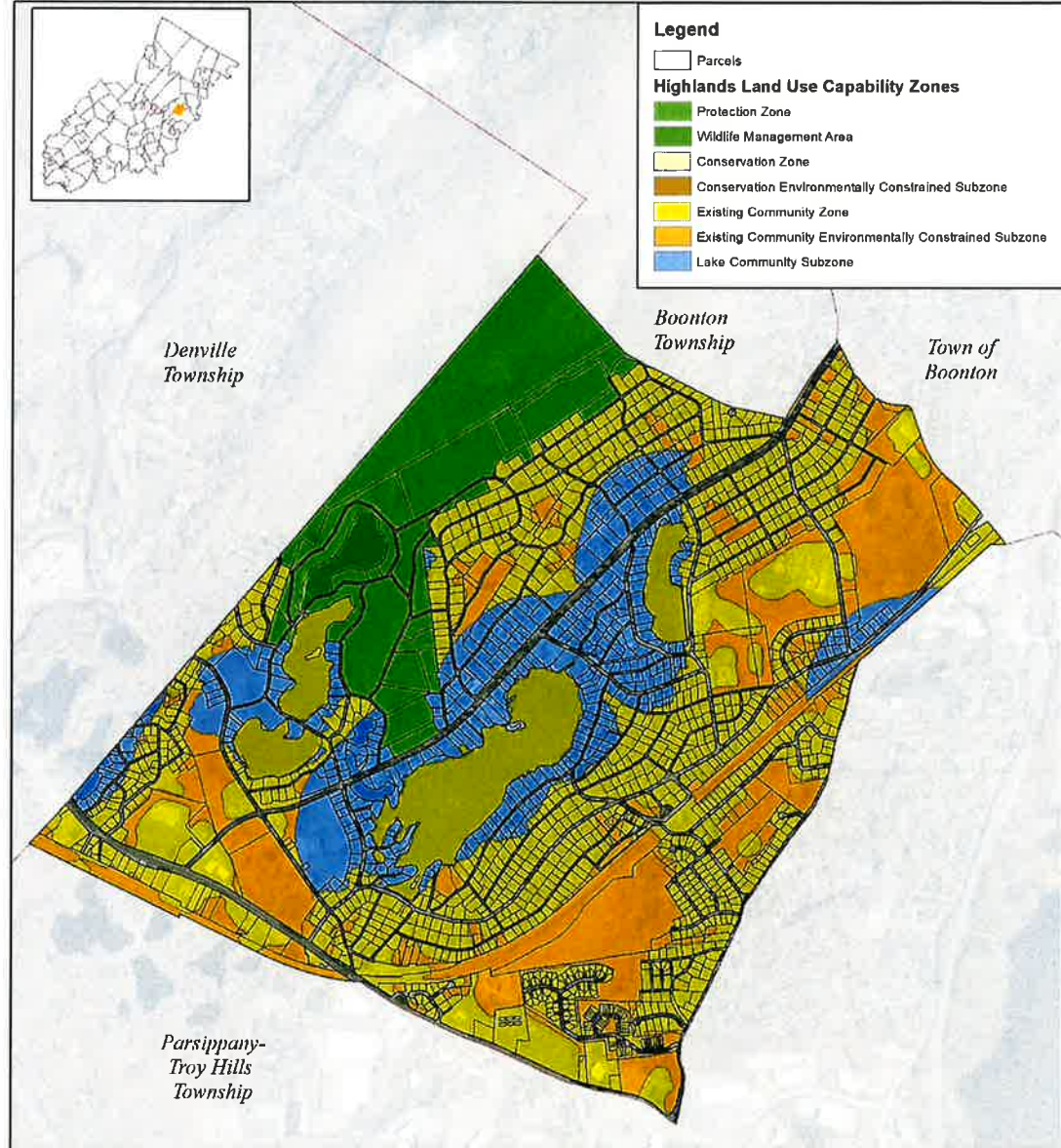
HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Exhibit 2 - Highlands Land Use Capability Zone Map

Highlands Land Use Capability Zone Map

Borough of Mountain Lakes, Morris County, New Jersey



Sources:
New Jersey Office of Information Technology, 2023
New Jersey Highlands Council, 2023
New Jersey Department of Transportation, 2023
New Jersey Department of Environmental Protection, 2023

0 0.125 0.25 0.5 0.75 1 Miles

J Caldwell & Associates, LLC
Community Planning Consultants

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Ultimately, this report reviews how the LUCZ Map and the Mountain Lakes Borough Zoning Map relate to each other. Section 4 of this document – Consistencies and Inconsistencies – will describe how the Borough's and the RMP goals coincide or potentially conflict. Overall, the Protection Zone coincides with the zoning as all the areas within the zone are in the C-1 Conservation Zone. The community also has Conservation Zones located where many of the Existing Community- Environmentally Constrained Subzones exist. This area is not inclusive of all the areas where the Environmentally Constrained Subzones exist. Many of the Environmentally Constrained Subzones extend beyond the parcel base and are spread throughout the other zones located within the municipality, specifically in the OL-2 Office Zone, Light Industrial Zone, B-Business Zone located near Route 46, and the R-A Residential Single-Family Zone which is in the middle of the Borough. In addition, most of the subzones which are Lake Community Subzones fall within the R-A Residential Zone and R-AA Residential zones.

In terms of available land for development, there are very few parcels that are within the Existing Community Zone which are available for development. There are very few lots in the Borough which are both vacant and located completely within the Existing Community Zone, and which do not encroach upon the Environmentally Constrained Subzone.

The lakes within the Borough are also located within the Existing Community Zone and not the Lake Community Zone or Protection Zone as would be expected. These areas are not developed, nor developable, and owned by the Borough as protected lands.

C. Goals Policies and Objectives

The goals, policies and objectives of the RMP are both directly and indirectly related to the zone and subzone categories, as depicted on the LUCZ map. To quote from the RMP on page 137 of that document, they "...provide the substantive standards and direction for implementing the goals and requirements of the Highlands Act." Furthermore, they, "... are used in Chapters 5 and 6 (of the RMP) as the basis for the implementation programs." (Note: This Initial Highlands Review does not include an analysis of the aforementioned implementation programs, although their importance is recognized and acknowledged). The goals, objectives and policies are contained in Chapter 4 of the RMP and are divided among ten separate categories or parts as follow

- Part 1 - Natural Resources
- Part 2 - Water Resources and Utilities
- Part 3 - Agricultural Resources
- Part 4 - Historic, Cultural, Archeological and Scenic Resources
- Part 5 - Transportation
- Part 6 - Future Land Use
- Part 7 - Land Owner Equity
- Part 8 - Sustainable Economic Development
- Part 9 - Air Quality
- Part 10 - Local Participation

Some parts are further divided into subparts, such as Part 1 - Natural Resources, which is divided into seven separate sub-parts, which include the following – A) Forest Resources B) Open Waters / Riparian Areas C) Steep Slopes D) Critical Habitat E) Land Preservation and Stewardship F) Carbonate Rock and G) Lake Management.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Unlike Natural Resources, other parts such as Part 5 – Transportation, are much less extensive in terms of the amount of space devoted to the corresponding goals, objectives and policies.

Each part and subpart are explained via the specific goals, policies and objectives that pertain to each one. The format used involves stating a goal, which is followed by a description of one or more policies. Each policy is further clarified by one or more objectives. So, using Part 1 – Natural Resources and Part 5 – Transportation as examples, Natural Resources, as already noted, has seven sub parts and Transportation has none. Natural Resources has a total of ten goals associated with its seven sub parts and Transportation five goals. Continuing further, Natural Resources has seventy-three separate policies, which clarify the aforementioned goals and Transportation has twenty-five policies that explain its five goals. Finally, some but not all of the policies are further explained by one or more objectives. Natural Resources has eighty-eight separate objectives associated with it and Transportation has thirteen.

Not surprisingly, the goals, policies and objectives of the RMP are naturally heavily weighted toward environmental protection, including protection of natural resources, cultural resources and water resources. The overarching purpose is essentially to allow development and redevelopment in existing developed areas and to preserve land that is currently undeveloped.

Notwithstanding the focus on environmental protection in the RMP, Part 6 – Future Land Use and Part 8 – Sustainable Economic Development, provide important guidance regarding issues related to development and redevelopment in the Highlands Region. As the RMP indicates there are nearly a million people who reside in the Highlands Region and a substantial amount of existing development already is located there. The Highlands Region is not a pristine natural area. It is mixture of the natural environment and human-made features and this is especially true in Mountain Lakes Borough. In March 2022, the Highlands Council adopted a Highlands Economic Sustainability Plan which “seeks to provide the framework by which to secure the economic future of the Highlands Region, and to do so by means that are compatible with and complementary to the work of the Highlands Council and its partners in protecting and enhancing the natural resources of the Region.”

So, with respect to Mountain Lakes and its relationship to the RMP, it is important to focus on portions of Part 6. In Part 6, sub part A – Land Use Capability Zones, goal 6A states – *Use the Highlands Land Use Capability Map Series as a framework for determining the character, location and magnitude of new growth and development in the Highlands Region.*

Another important goal of sub part A is 6F which states – *Support of compact development mixed use development and redevelopment and maximization of water, wastewater and transit infrastructure investments for future use of land and development within the Existing Community Zone.*

Finally, in Part 6 sub part D – Redevelopment - goal 6J states – *Accommodation of regional growth and development needs through the reuse and redevelopment of previously developed areas, including brownfields, grayfields and underutilized sites.*

These three goals and others, plus numerous policies and objectives associated with them, provide a clear indication that the Borough of Mountain Lakes, as a fully developed community, has limited growth potential that may allow for some redevelopment of existing developed areas where appropriate, subject to environmental constraints that exist.

This last point regarding environmental constraints leads to an important factor, which in the final analysis may be the most controlling in terms of future growth – water availability. The question of water deficits and how those deficits can be mitigated will determine to a large extent how much and where new growth can be accommodated.

3. Mountain Lakes Planning Programs and Policies

A. Overview

Mountain Lakes Planning Programs and Policies have been in existence since the Borough's creation as a planned residential park community. While the overall development concept was to create an "ideal planned community," the land development pattern in the Borough predates local zoning.

There have been many zoning and planning changes enacted by the Borough over time, as new planning philosophies and goals were established, however, due to the original concept and partly as a result of good planning by the Borough Council over the years, large areas of the Borough have been preserved from development which have contributed substantially to the park-like atmosphere of the Borough. These spaces are a fundamental characteristic of the Borough and should be preserved.

Since 1996, as discussed in the Master Plan, there have been some major events and changes which have occurred and have impacted the Borough. The most recent Master Plan Update identifies the following:

- Between 1996 and 2008 the value of all real estate increased significantly where homeowners began renovating and expanded their homes, increasing the value of the Borough housing stock.
- Residents continue to use landscape planting to enclose their individual properties.
- Many of the community's long-time residents wishing to remain in the Borough have relocated to smaller homes and condominiums. The Fusee property was developed to address this need.
- The Borough's constitutional "fair share" obligation was partially fulfilled in the development of the Fusee property while any future obligation is uncertain and is on hold due to the state review of COAH.
- Minor subdivision development has reduced the amount of available land for general construction.
- The Borough has suffered the loss of some of its tree canopy due to aging of our shade tree stock and an increase in the number of major storms that have occurred. An ordinance was passed and amended to ensure the preservation and protection of street trees and shrubs and protect trees in the setback areas of residential lots.
- The Borough Dams were repaired and updated to comply with state regulations. Debris was removed from the canal connecting Wildwood Lake and Mountain Lake.¹
- Traffic congestion on Route 46 and within the Borough remains high due to our dependence on the automobile for transportation. Additional sidewalks were installed around the schools to increase the safety of children walking to school.

¹ There remains one dam that needs to be replaced in order to meet State standards. Planning and engineering work for that replacement has been in progress for several years, with work scheduled to begin in late 2023.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

- Concern about maintaining the water quality of the Borough lakes and water supply aquifers is still a priority for the Borough.

The Borough has consistently attempted to achieve a balance in the potential land development patterns and has accordingly zoned for many different types of residential and non-residential uses as well as conservation uses to preserve the natural landscape of the municipality. The Borough has actively recognized the protection of environmentally constrained lands and has helped to protect them via borough ownership of preserved lands and through zoning and the land development review process.

B. Objectives, Recommendations, and Planning Documents

The 2013 Master Plan and subsequent amendments through 2019 are the best sources for summarizing the intent of the Borough with respect to its future. Additionally, the Borough is in the process of preparing a Master Plan Update. As noted earlier, the Master Plan includes a number of objectives which are the basis for planning in the community and is a reflection of how the community plans to evolve. Many of the objectives listed prior reflect a commonality between the RMP and Mountain Lakes. In addition, the 2013 Master Plan includes a number of findings and recommendations which are divided into the following categories:

Findings:

- Community Character
- Population Trends
- Residential & Recreational Land Uses
- Non-Residential Land Use
- Vehicular Traffic
- Connections & Pathways
- Commitment to Public Education
- Need for Upgraded Facilities
- Potable Water Supply
- Diverse Recreation Facilities & Programs
- Recycling
- Historic Preservation

Recommendations

- Future Land Use & Zoning
- Conservation & Water Supply
- Circulation
- Education and Community Facilities
- Recreation
- Historic Preservation

A complete description of the findings and recommendations associated with each category begins on Element XII of the 2013 Document. The two most pertinent categories with respect to the

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

recommendations for the Master Plan are the Future Land Use & Zoning and Conservation & Water Supply.

The land use recommendations speak to encouraging more appropriate development within the Borough including 1) Establishing a mix and intensity of uses in the traditional/historic character of the residential neighborhoods; 2) Identifying appropriate development and redevelopment opportunities in non-residential areas including provisions for affordable and senior housing; 3) maintaining and protecting the Borough-owned properties and conservation easements to insure dedicated open space and recreation areas; 4) Pursuing redevelopment along the Route 46 corridor that encourages a greater intensity of development; and 5) Promoting the Midvale Town Center as a community focal point.

The conservation goals are to: 1) Continue to advocate policies that protect Borough-owned property and preserve dedicated open space, recreation areas and environmentally sensitive features; 2) protect the quality of the Borough's water bodies, groundwater and vegetation through ordinances, maintenance standards and community operations; and 3) continue to schedule and complete minor improvements throughout the system to maintain a satisfactory quality and quantity of potable water. The Borough's goals, objectives and recommendations moving forward, in comparison with those of the RMP, while less extensive, do have a significant amount of commonality upon which to build conformance.

C. Existing Land Development / Land Use Patterns

As noted earlier, much of the residential development within the Borough is located between Boulevard (County Route 618) and the Montclair-Boonton Rail right-of-way. There is also a commercial corridor which extends along Route 46 along the southern boundary of the Borough. This area also has single family residential and townhouse developments towards the southeast section of the Borough near the Parsippany Troy Hills border. There is a small industrial development in the northeastern corner of the municipality near Fanny Road in the north along the borders with Parsippany Troy Hills and the Town of Boonton. There are three large parks which define the open space areas in the Borough including: Richard Wilcox Municipal Park, which borders the Tourne County Park of the Morris County Park System located in the northwestern section of the Borough; the Halsey A. Frederick Park located in northeast section of the Borough bordering the Town of Boonton; and the Maple Way Woodlands, located in the southeastern portion of the Borough.

The Existing Land Use Map (**Exhibit 3**) and a corresponding set of acreage figures depicts how the properties within the Borough are being used as of the date of this document plus how much acreage is associated with each land use category. The map was prepared using the tax assessment records and other sources which was supplemented with some aerial imagery interpretation and verification using publicly available mapping resources. The map is divided into thirteen (13) categories (see map legend) and identifies a variety of land use categories based primarily on the tax assessment records with two residential categories (single family residential and townhouses) as well as non-residential categories.

In terms of all the categories, the largest number of lots and acreage is for "Single Family Residential" homes where it is presumed that the overwhelming majority of the Borough's 4,472 residents live within 670.76 acres. There are two sections of the Borough where clusters of townhomes comprise about 52.43 acres of land. The first section is located on the northeastern corner of the Borough which used to be known as the Fusee Site which is an inclusionary development with an affordable housing set-aside. The

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

second section is located in the southeastern section of the Borough, north of the Route 46 business developments and directly south of the Maple Way Woodlands. This section was called the King of Kings Backlands Lot due to the former owner King of Kings Lutheran Church. The property was zoned and developed as a residential inclusionary development with affordable housing set-asides.

The largest non-residential use category is the commercial category primarily located along the Route 46 corridor. There are a few other non-residential areas including a section known as the Midvale Market area, which is the Borough's traditional town center near the Mountain Lakes train station. There is also an industrial-type development located along Morris Avenue, which is bound by Fanny Road to the north and the Montclair-Boonton line to the southeast. The Borough also has 60.56 acres which are part of the Montclair Boonton Line and its properties.

In terms of open space related categories, about 508.65 acres of land are assessed as Public Property in the Borough. The majority of the public property is located in the three major parks with a number of smaller parcels and groupings of open space areas spread throughout the Borough. These publicly owned properties also include structures owned by the Borough for the upkeep and maintenance of the municipality including the Department of Public Works, Emergency Services and the Borough Hall. The Borough also has approximately 165 acres of open water which include a number of lakes and connecting canals/streams. This water system was part of the original design and inspiration of the creation of this planned community. While there are approximately nine (9) acres of properties assessed as farm land, those lands are subject to approved forest management plans. There are also several other public / quasi-public uses throughout the Borough, including schools (public and private institutions) and churches, as well as 2.31 acres of properties which are considered tax exempt. Approximately 11.57 acres of vacant property is spread throughout the Borough. The approximately 32 vacant properties are privately owned and mostly undersized lots impacted by significant environmental constraints.

The Borough has its commercial focus along Route 46, which is a major United States Highway as well as a traditional smaller commercial downtown focused around the train station. The Borough has continued to retain the traditional character of a community that was deliberately designed to create a park-like atmosphere, emphasizing the preservation and enhancement of the natural features of the Borough.

| Land Use | Acres | Percent of Land |
|---------------------------|-----------------|-----------------|
| Single Family Residential | 670.76 | 39.79% |
| Public Property | 508.65 | 30.17% |
| Water Features | 165.63 | 9.82% |
| Commercial | 107.53 | 6.38% |
| Public School | 61.09 | 3.62% |
| Railroad | 60.56 | 3.59% |
| Townhouse | 52.43 | 3.11% |
| Church Property | 28.72 | 1.70% |
| Vacant | 11.57 | 0.69% |
| Farm Assessed | 9.63 | 0.57% |
| Industrial | 4.58 | 0.27% |
| Private School | 2.38 | 0.14% |
| Other Exempt | 2.31 | 0.14% |
| Total | 1,685.85 | 100.00% |

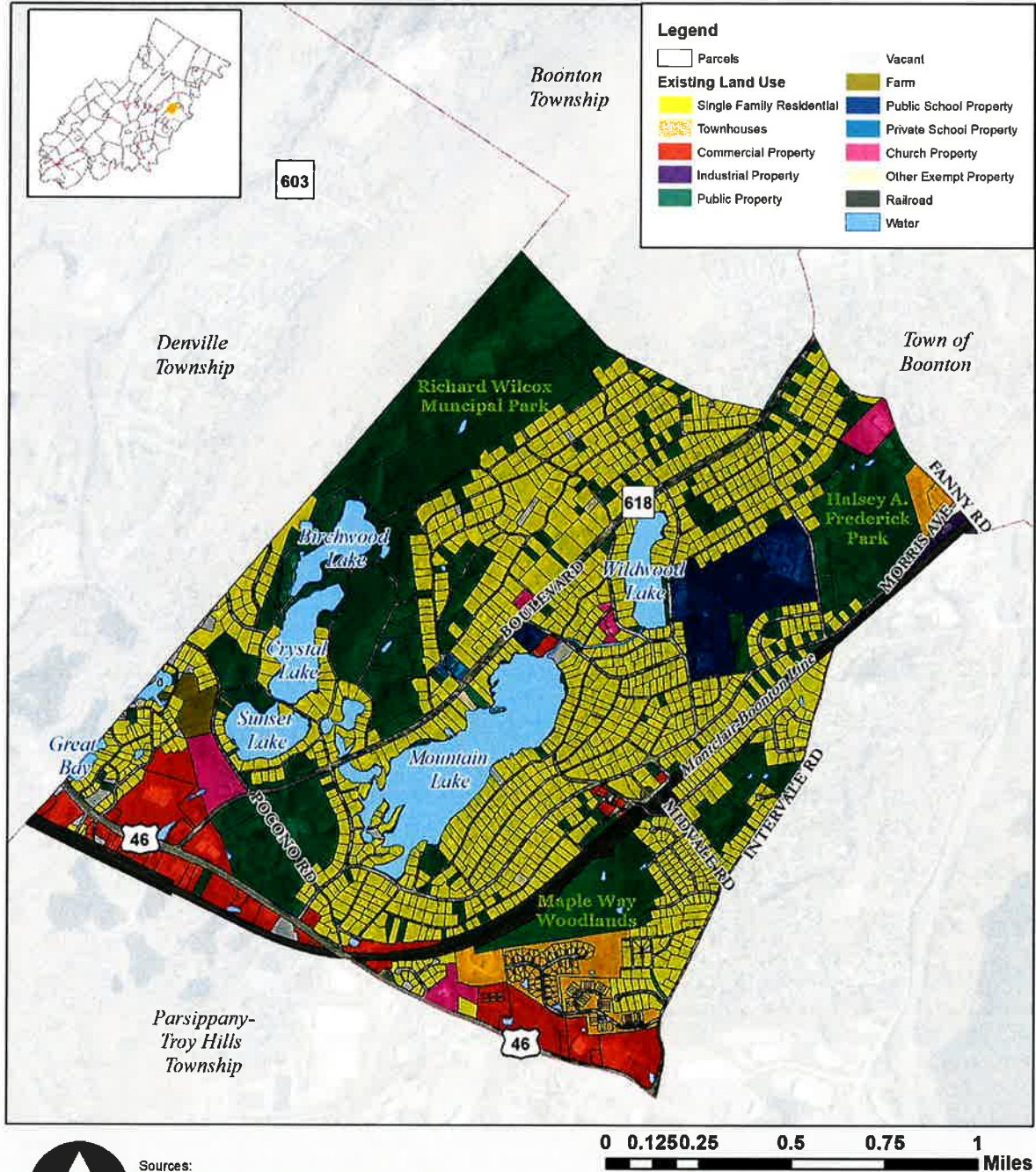
HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Exhibit 3 : Existing Land Use Map

Existing Land Use

Borough of Mountain Lakes, Morris County, New Jersey



Sources:
 New Jersey Office of Information Technology, 2023
 New Jersey Highlands Council, 2023
 New Jersey Department of Transportation, 2023
 New Jersey Department of Environmental Protection, 2023

0 0.1250.25 0.5 0.75 1 Miles

J Caldwell & Associates, LLC
 JCA Community Planning Consultants

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

D. Mountain Lakes Development Regulations

The Borough's land development regulations can be found in Chapter 245 of the Borough Code. Mountain Lakes is divided into sixteen (16) separate zoning categories as defined by the Official Zoning Map prepared by Anderson & Denzler Associates, dated January 17, 2019.

| | |
|----------|--|
| R-AA | Residential Zone – Single-Family |
| R-A | Residential Zone – Single-Family |
| R-AH | Residential Zone – Affordable Housing |
| R-AH2 | Residential Zone – Affordable Housing 2 |
| R-AH3 | Residential Zone – Affordable Housing 3 |
| R-1 | Residential Zone – Single-Family |
| R-2 | Residential Zone – Single-Family |
| RC-2 | Residential Zone – Single-Family Clustering Option |
| RC-3 | Residential Zone – Single-Family Clustering Option |
| A | Business Zone |
| B | Business Zone |
| OL-1 | Office, Light Industrial Zone |
| OL-2 | Office, Light Industrial Zone |
| OL-2/R-1 | Office, Light Industrial Zone / R-1 Residential |
| C-1 | Conservation Zone – Passive Recreation |
| C-2 | Conservation Zone – Active Recreation |

The zoning categories are graphically depicted on the Borough Zoning Map (**Exhibit 4**). The purpose of each zone is relatively self-evident based on their descriptions. Further discussion is warranted regarding the differences between the multiple single-family zones within the Borough as well as how the zone clustering options fit within the zoning as well as the affordable housing zones. There are also some other Multifamily Affordable Housing Overlays which are not shown on the Zoning Map.

The R-AA zone is the most restrictive single family residential zone in the Borough with a minimum lot size of 22,500 square feet, maximum floor area ratio of 13 percent and maximum improved coverage of 20 percent. There are two clusters of the R-AA Zone, both of which are to the north and west of County Route 618. The southernmost R-AA area includes lots near Crystal and Sunset Lakes. The northernmost R-AA cluster is northeast of Birchwood Lake and encompasses Condit Road, Laurel Hill Road, and North Briarcliff Road in addition to the smaller streets which connect those roads. This R-AA Zone cluster forms a “donut” around a small C-1 Zone. Properties in the R-AA Zone consist of single-family residences with public property interspersed throughout.

The R-A Zone is the second most restrictive single family residential zone in the Borough; this zone requires a minimum lot size of 15,000 square feet, a maximum floor area ratio of 17 percent, and maximum improved coverage of 25 percent. This Zone consists of the greatest number of parcels and land area of any residential zone in Mountain Lakes. The Zone is located primarily in the middle of the Borough extending to the northern border with Boonton Township and towards Route 46 in the southern extent of the Borough. There is a small section of R-A zoning in the southeast of the Borough which includes Pickwick Lane.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

The R-1 Zone is the next most restrictive single family residential zone with a minimum lot size of 10,000 square feet, a maximum floor area ratio of 20 percent and maximum improved coverage of 25 percent. The R-1 Zone is located in the southwest corner of the municipality and is bound by Denville to the west, Route 46 to the south, the RC-2 and R-A Zones to the north, and the OL-1 and C-1 Zones to the east.

The R-2 Zone is the least restrictive single family residential zone with a minimum lot size of 8,000 square feet although the Zone has the same maximum floor area ratio and improved coverage as the R-1 Zone. This Zone is located between the rail right of way, Maple Way, and the Parsippany-Troy Hills Border.

Within all the residential zones there are very few vacant lots and most of them are located in areas that are not developable due to being bound by water or municipally-owned properties used for open space.

Providing for the Borough's fair share of affordable housing has been the source of the main development pressure within the municipality. The Borough's Master Plan has addressed affordable housing concerns by zoning three areas for affordable housing and two other areas with the option of single-family clustering. The affordable housing zones specifically consist of: the R-AH Zone, which is a townhouse development in the northeastern corner of the Borough (Legacy of Mountain Lakes/Fusee Site); the R-AH2 zone is the location of the recently constructed Enclave at Mountain Lakes by Pulte Homes (the King of Kings Backlands site); and the R-AH3 zone which was developed into an Assisted Living Facility along Route 46. While the R-AH2 and R-AH3 lots were developed in the Environmentally Constrained Subzone of the existing Community Zone, the sites have recently been developed for these uses. The Zoning Code also calls for Multifamily Affordable Housing Overlays on primarily developed sites within the OL-1 and OL-2 zones that exist along Route 46. Most of the locations where this is possible are not located within the Environmentally Constrained Subzone of the Existing Community Zone and would be able to properly support development in these areas, which would be consistent with the Highlands Regional Master Plan.

Of the areas that allow for single-family clustering, the RCC-3 Zone was built into a townhouse development which is located next to the Enclave at Mountain Lakes site and the RC-2 Zone is currently assessed as farmland which is used for private forestry.

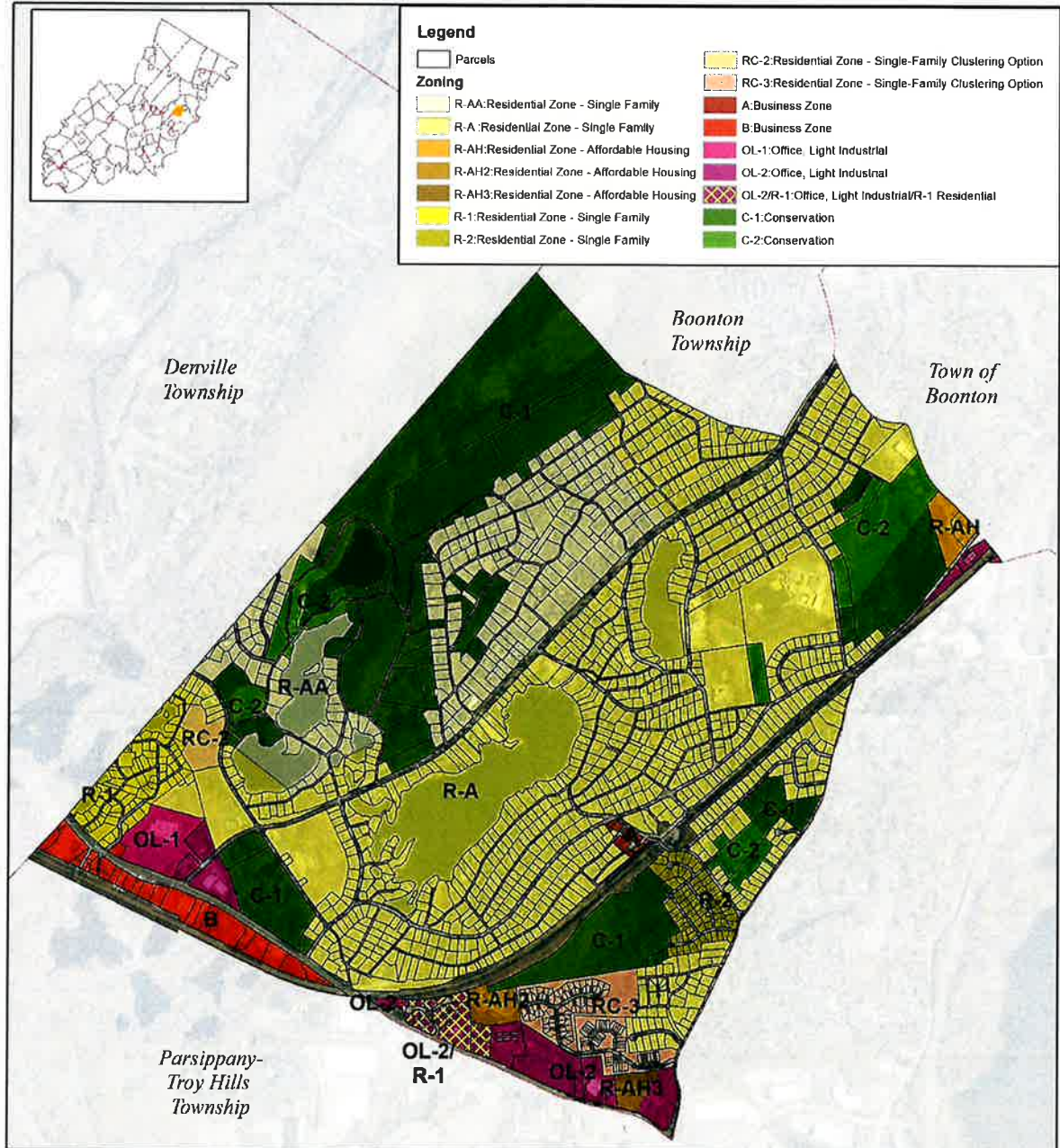
HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Exhibit 4 - Zoning Map

Zoning Map

Borough of Mountain Lakes, Morris County, New Jersey



Sources:
 New Jersey Office of Information Technology, 2023
 New Jersey Highlands Council, 2023
 New Jersey Department of Transportation, 2023
 New Jersey Department of Environmental Protection, 2023

0 0.1250.25 0.5 0.75 1 Miles

J Caldwell & Associates, LLC
 Community Planning Consultants

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

The non-residential zones outside of affordable housing overlays do not provide for a significant number of residential uses within the Borough and are mostly developed or preserved. In order to provide for affordable housing, the Borough created ordinances to allow for overlays that permit these uses in the OL-1 and OL-2 zones so as to not cause further disturbance of the Historic District and historic character of the community. Due to the size and depth of the lots within these zones located on the north side of Route 46, there is enough land area to accommodate residential development. However, it is also noted in the Bulk Requirements that the OL-1 Zone is fully developed.

The remaining zones in the Borough are intended for land conservation. The Conservation Zones are primarily Borough-owned parks and open space areas. The difference between the C-1 and C-2 Zone is that the C-2 Zone allows for more active recreational uses such as playgrounds, tennis courts, athletic fields and other recreational facilities approved by the Borough while the C-1 Zone only allows for recreational uses that involve limited disturbance to the natural environment.

The Borough's zoning regulations, in addition to the zone requirements and limitations, also contain some supplementary bulk regulations which apply, specifically related to the lakefront exceptions. Chapter 245-20A of the Ordinance states as follows for the Lakefront Exceptions:

- (1) It is the intent of this subsection that the view of the lake afforded existing houses or principal buildings on lakefront property shall be maintained to the extent reasonably achievable, balancing the rights of all parties. Where there is a neighboring house or principal building on an adjacent property, the setback distance from the lake of any proposed new house, addition or accessory structure shall be no less than the setback of the neighboring house or principal building, or 25 feet, whichever is greater. Where there are neighboring houses or principal buildings, on each side, on adjacent properties, the new setback distance shall be no less than the setback of a line drawn between the setbacks of the neighboring houses or principal buildings, or 25 feet, whichever is greater. Where the adjacent property is Borough-owned property, the next adjacent neighboring house or principal building shall be used to establish the setback as described above. This provision shall not apply to accessory structures five feet or less in height
- (2) No structure shall be located within 25 feet of the shoreline of a lake, of the bank of a watercourse or within delineated wetlands.

The Borough's vision for the future, its planning documents that clarify that vision, and the Borough Code provisions, which constitute the legal basis for controlling development, are all working to preserve the existing traditional character of the Borough to continue the unique heritage of the Borough. These regulations provide for protecting and enhancing the Borough's environmental resources and its ability to provide for appropriate development within what is a mostly developed or preserved municipality. At this time, there would be little reason why the Borough could not integrate the goals of the Highlands RMP into its plans.

4. Natural and Cultural Resources

A. Introduction

The preservation and enhancement of the natural environmental features of Mountain Lakes as a planned residential community in the early part of the 20th century was a central focus in the development of Mountain Lakes. The borough's original design was to create the lakes as a central focus of the planned new community with large areas left undeveloped as woodlands. The roads and residential neighborhoods were laid out to deliberately create a parklike atmosphere by blending man-made and preserved natural features. The result is a community with distinct character that the Borough and its citizens have conserved and protected in this natural heritage.

The Borough, due to its development as a planned community, has a dedication to the preservation of its many distinctive buildings. Much of the Borough became a historic district listed on the State and National Register of Historic Places which is both a source of pride for the Borough and also protects against intrusive developments. Mountain Lakes qualifies as a historic district under the primary criteria of significance of community planning and development as a planned residential park suburb, and the secondary criteria as significance in architecture for the concentration of Craftsman style homes.

This section of the Initial Highlands Planning Area assessment will identify all the natural and cultural resources within the Borough of Mountain Lakes and a table of protections, either existing, proposed or needed. As a developed town which was a planned community, there has been a significant commitment to protecting these assets which have been identified through previous Environmental Resource Inventories.

B. Natural Resources

Mountain Lakes has put considerable effort into preserving and protecting the extensive Borough-owned areas dedicated for parks, open space and conservation purposes. The preservation of these areas is important both for the character of the community as well as preserving the quality of the environmental resources. Many of the areas set aside from development contain environmentally sensitive lands including steep, erosion-prone slopes, detention and water recharge areas, soils with high water tables and natural woods. These areas are located within the passive sections of dedicated parks or within other Borough Owned Land. There are also a couple of parcels within the municipality which are owned by Morris County as well as some privately dedicated land. The map below (**Exhibit 6**) shows the location of the preserved natural resources within the borough and the tables below show the block and lot, address location and the jurisdictional steward of the natural resource area.

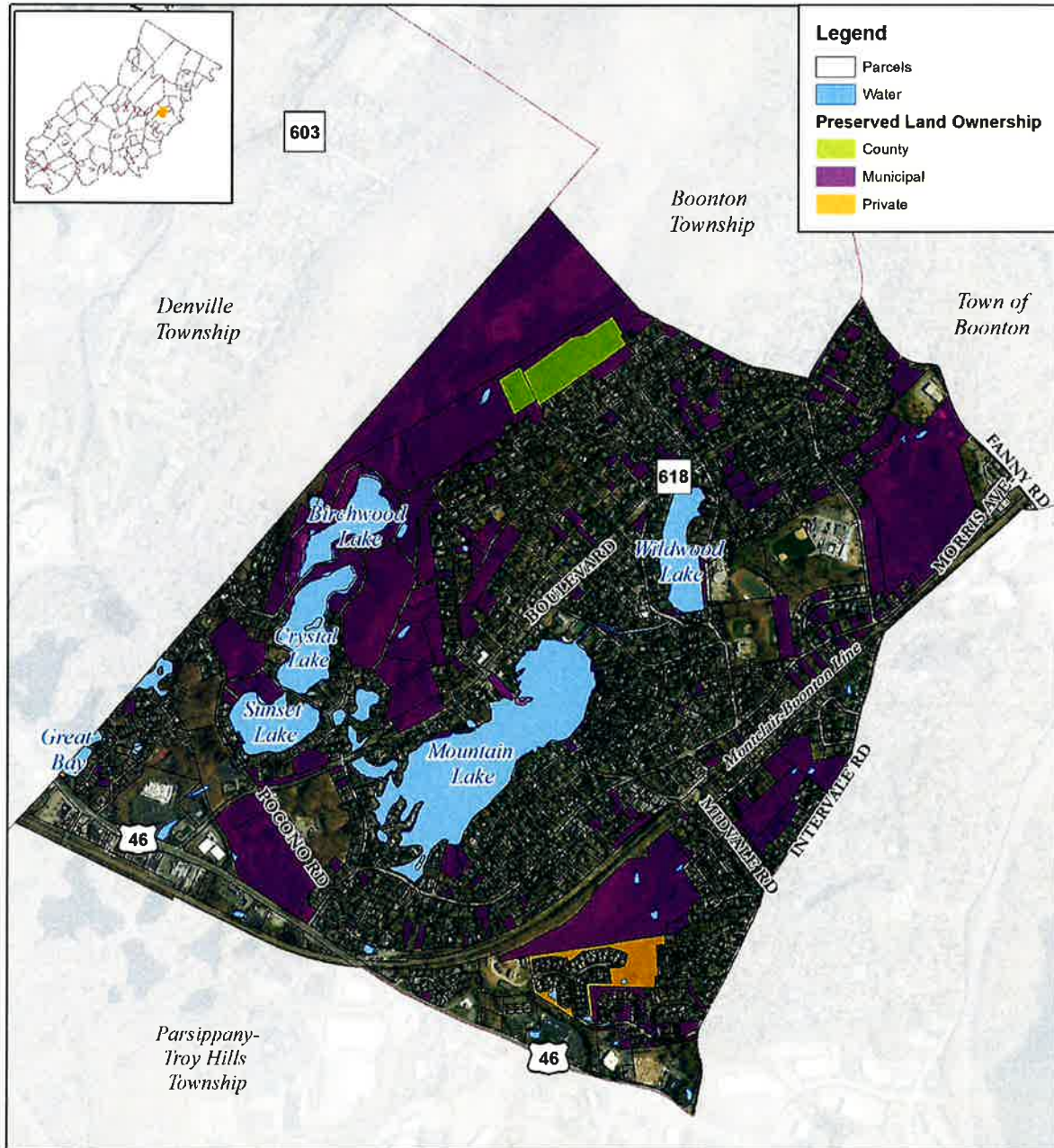
HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Exhibit 5. Natural Resources

Natural Resources

Borough of Mountain Lakes, Morris County, New Jersey



Sources:
New Jersey Office of Information Technology, 2023
New Jersey Highlands Council, 2023
New Jersey Department of Transportation, 2023
New Jersey Department of Environmental Protection, 2023

0 0.125 0.25 0.5 0.75 1 Miles

J Caldwell
& Associates, LLC
Community Planning Consultants

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Property Designated for the Purposes of Conservation, Park Lands and Open Space in the Borough of Mountain Lakes, preserved by the Borough of Mountain Lakes

| Block | Lot | Zone | Acres | Address/Location |
|-------|-------|------|----------|-----------------------|
| 6 | 1 | C-1 | .83 AC | 90 Crane Ave |
| 6 | 12 | C-1 | 23.25 AC | 40 Pocono Rd |
| 6 | 15 | C-1 | 4.05 AC | 410 Blvd |
| 9 | 1 | R-1 | .07 AC | Bloomfield Ave |
| 9 | 13 | R-1 | 0.12 AC | Lakewood Dr |
| 9 | 14 | R-1 | .31 AC | 14 Lakewood Dr |
| 9 | 22 | R-1 | .51 AC | 8 Fernwood Trl |
| 15 | 5 | R-1 | .61 AC | 25 Laurelwood Dr |
| 17 | 16 | R-1 | .25 AC | 32 Laurelwood Dr |
| 21 | 33 | R-A | .37 AC | 8 Crane Rd |
| 21 | 37 | R-A | .26 AC | 2 Crane Rd |
| 21 | 40 | R-A | .43 AC | Dorian Rd |
| 21 | 41 | R-A | .38 AC | 55 Pocono Rd |
| 21 | 42 | R-A | .20 AC | 57 Pocono Rd |
| 22 | 10.01 | R-A | 2.67 AC | 160 East Shore Rd |
| 22 | 20 | R-A | 1.96 AC | 401 East Shore Rd |
| 23 | 39 | C-1 | 3.76 AC | 2 East Shore Rd |
| 23 | 56 | C-1 | .55 AC | 49 North Pocono Rd |
| 23 | 71 | R-A | .16 AC | 25 North Pocono Rd |
| 24 | 1 | C-2 | 8.69 AC | 79 North Pocono Rd |
| 26 | 1 | C-1 | 83.46 AC | Rattlesnake Meadow |
| 27 | 4 | C-1 | 2.41 AC | 33 Crestview Rd |
| 27 | 26 | C-1 | 9.94 AC | Crestview Rd |
| 28 | 9 | C-1 | 28.18 AC | Crestview Rd |
| 29 | 1 | C-1 | 15.57 AC | 49 West Shore Rd |
| 29 | 2 | C-2 | 2.32 AC | 45 West Shore Rd |
| 30 | 1 | C-2 | 8.95 AC | West Shore Rd |
| 30 | 66 | C-1 | .70 AC | West Shore Rd |
| 30 | 70 | C-2 | 2.00 AC | Birch Ln |
| 31 | 29 | C-2 | 7.11 AC | 56 West Shore Rd |
| 32 | 1 | C-1 | 22.29 AC | 30 Crystal Rd |
| 33 | 8.01 | R-A | .02 AC | Boulevard & No. Crane |
| 34 | 5 | C-1 | 3.05 AC | 311 Blvd |
| 35 | 1 | C-1 | 5.08 AC | 21 Overlook Rd |
| 36 | 1 | C-1 | 3.45 AC | 27 Overlook Rd |
| 37 | 1 | C-1 | 5.00 AC | Longview, Locust, Ivy |
| 38 | 12 | C-1 | 2.29 AC | Woodcliff Rd |
| 39 | 1 | C-1 | 2.48 AC | Longview Rd |
| 39 | 22 | C-1 | 1.78 AC | Longview Rd |
| 40 | 1 | C-1 | .42 AC | 56 Tower Hill Rd |

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

| Block | Lot | Zone | Acres | Address/Location |
|-------|-------|------|---------|--------------------------|
| 40 | 19 | C-1 | 6.43 AC | Tower Hill Rd |
| 41 | 1 | C-1 | 6.67 AC | East Shore Rd North |
| 42 | 29 | C-1 | .63 AC | Crestview Rd |
| 45 | 10 | C-1 | 1.27 AC | Crestview Rd |
| 46 | 15 | R-A | .26 AC | 1 Lookout Rd |
| 47 | 8 | R-A | .74 AC | 27 Laurel Hill Rd |
| 48 | 28 | R-AA | .58 AC | 60 Lookout Rd |
| 50 | 23 | R-AA | .58 AC | 128 Lookout Rd |
| 52 | 13 | C-1 | .47 AC | 73 Tower Hill Rd |
| 52 | 19.02 | C-1 | .80 AC | 50 Condit Rd |
| 52 | 45 | C-1 | 1.76 AC | Ogden Rd |
| 52 | 53 | C-1 | 0.42 AC | Ogden Rd |
| 52 | 54 | C-1 | .83 AC | Ogden Rd |
| 53 | 1 | R-AA | 2.18 AC | 33 Tower Hill Rd |
| 53 | 15 | C-1 | 1.20 AC | 175 Laurel Hill Rd |
| 53 | 52 | C-1 | 6.06 AC | Ogden Rd @ Twr Hill |
| 54 | 12 | C-1 | .52 AC | 200 Laurel Hill Rd |
| 56 | 14 | R-AA | .63 AC | 187 Blvd |
| 56 | 34 | R-AA | .63 AC | 120 Laurel Hill Rd |
| 56 | 39 | R-AA | .93 AC | 110 Laurel Hill Rd |
| 56 | 52.02 | R-AA | .30 AC | Laurel Hill Rd |
| 56 | 58.01 | R-AA | .41 AC | 30 North Briarcliff Road |
| 57 | 1 | R-AA | .57 AC | 97 Cobb Rd |
| 58 | 10 | R-AA | .87 AC | 129 Blvd |
| 58 | 24 | R-AA | .39 AC | 78B Cobb Rd |
| 58 | 30 | R-AA | .85 AC | 82 Cobb Rd |
| 59 | 39 | R-A | 1.07 AC | 50 Cobb Rd |
| 59 | 46 | R-A | .43 AC | 60 Cobb Rd |
| 60 | 5 | R-A | .42 AC | 061 Cobb Rd |
| 60 | 9 | R-A | .42 AC | 51 Cobb Rd |
| 60 | 13 | R-A | .80 AC | 41 Cobb Rd |
| 60 | 27 | R-A | .64 AC | 24 Laurel Hill Rd |
| 61 | 25 | R-A | .72 AC | 9 Lowell Ave |
| 61 | 31 | R-A | .77 AC | 21 Lowell Ave |
| 61 | 38 | R-A | .58 AC | 35 Lowell Ave |
| 61 | 45 | R-A | .50 AC | 49 Lowell Ave |
| 62 | 20.01 | R-A | .24 AC | 2 Blvd |
| 62 | 25 | R-A | .93 AC | 20 Blvd |
| 62 | 33 | R-A | .83 AC | 30 Blvd |
| 62 | 38 | R-A | .55 AC | 40 Blvd |
| 63 | 11 | R-A | .46 AC | 041 Hanover Rd |
| 63 | 17 | R-A | .72 AC | 060 Blvd |

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

| Block | Lot | Zone | Acres | Address/Location |
|-------|-------|------|----------|-------------------|
| 64 | 8 | R-A | .23 AC | 059 Melrose Rd |
| 64 | 11 | R-A | .57 AC | 053 Melrose Rd |
| 64 | 19 | R-A | .65 AC | 040 Hanover Rd |
| 65 | 13 | R-A | .71 AC | 001 Melrose Rd |
| 66 | 16 | R-A | 3.16 AC | 024 Melrose Rd |
| 68 | 4 | R-A | .73 AC | 075 Kenilworth Rd |
| 68 | 10 | C-A | 2.77 AC | 061 Kenilworth Rd |
| 69 | 11 | C-2 | 2.58 AC | 064 Kenilworth Rd |
| 70 | 6 | R-A | .92 AC | 100 Kenilworth Rd |
| 74 | 4 | R-A | .52 AC | 117 Hanover Rd |
| 74 | 21 | R-A | .46 AC | 106 Blvd |
| 75 | 7 | R-A | 1.29 AC | 121 Melrose Rd |
| 75 | 27 | R-A | 1.10 AC | 124 Hanover Rd |
| 76 | 28 | R-A | 2.11 AC | 120 Melrose Rd |
| 78 | 33 | R-A | .27 AC | 055 Briarcliff Rd |
| 78 | 42 | R-A | .80 AC | 058 Glen Rd |
| 78 | 67 | R-A | .55 AC | 136 Blvd |
| 80 | 1 | R-A | .69 AC | 160 Blvd |
| 80 | 28 | R-A | .64 AC | 210 Blvd |
| 81 | 15.02 | R-A | .21 AC | 027 Lake Dr |
| 86.01 | 1 | R-A | .28 AC | 149 Morris Ave |
| 86.01 | 24 | C-2 | 4.09 AC | Bellvale Rd |
| 86.01 | 32 | R-A | .34 AC | 022 Wilcox Dr |
| 86.01 | 33 | R-A | .40 AC | 026 Wilcox Dr |
| 86 | 9 | R-A | .41 AC | 131 Morris Ave |
| 86 | 13 | R-A | .41 AC | 121 Morris Ave |
| 86 | 18 | R-A | .38 AC | 115 Morris Ave |
| 86 | 22 | R-A | .26 AC | 103 Morris Ave |
| 86 | 40 | R-A | .62 AC | 035 Wilcox Dr |
| 86 | 41 | R-A | .86 AC | 027 Wilcox Dr |
| 88 | 1 | R-A | .56 AC | 101 Morris Ave |
| 88 | 6 | R-A | .21 AC | Morris Ave |
| 88 | 9 | R-A | .41 AC | 85 Morris Ave |
| 88 | 14 | C-1 | .41 AC | 79 Morris Ave |
| 88 | 17 | C-2 | 52.00 AC | 75 Morris Ave |
| 88 | 21 | C-2 | 2.75 AC | 101 Powerville Rd |
| 88 | 27 | C-1 | 2.03 AC | 101 Powerville Rd |
| 91 | 1 | R-A | .46 AC | 12 Elm Rd |
| 91 | 14 | R-A | .21 AC | 200 Morris Ave |
| 91 | 35 | R-A | .67 AC | 158 Morris Ave |
| 91 | 39 | R-A | .69 AC | 148 Morris Ave |
| 91 | 43 | R-A | .58 AC | 138 Morris Ave |

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

| Block | Lot | Zone | Acres | Address/Location |
|--------|-------|------|----------|-----------------------|
| 91 | 50.02 | R-A | .47 AC | 128 Morris Ave |
| 91 | 55 | R-A | .42 AC | 118 Morris Ave |
| 94 | 9.01 | R-A | .21 AC | 10 Ball Rd |
| 94 | 16 | R-A | .38 AC | 58 Bellvale Rd |
| 100 | 29 | R-A | 1.24 AC | 276 Boulevard & Beach |
| 101 | 30.02 | R-A | .43 AC | 85 Lake Dr Beach |
| 101 | 71 | R-A | .95 AC | 163 Lake Dr |
| 101 | 79 | R-A | 1.61 AC | 175 Fernwood Pl |
| 104 | 44 | R-A | .28 AC | 79 Pollard Rd |
| 104 | 71 | R-A | .43 AC | 25 Pollard Rd |
| 104 | 78 | R-A | .36 AC | 11 Pollard Rd |
| 105 | 15 | R-A | .51 AC | 260 Morris Ave |
| 105 | 27 | R-A | .14 AC | 3 Pollard Rd |
| 107 | 10 | R-A | .60 AC | 10 Pollard Rd |
| 108 | 10 | R-A | 1.71 AC | 20 Romaine Rd |
| 110 | 33 | R-A | .50 AC | 92 Pollard Rd |
| 110 | 40 | R-A | .13 AC | Pollard Rd |
| 110 | 46 | R-A | .17 AC | 120 Pollard Rd |
| 110 | 57 | R-A | .72 AC | 140 Pollard Rd |
| 110 | 61 | R-A | .62 AC | 150 Pollard Rd |
| 111 | 10.02 | R-A | .35 AC | 6 Rockaway Ter |
| 111 | 19 | R-A | .36 AC | 178 Lake Dr |
| 112 | 6 | R-A | .63 AC | 366 Morris Ave |
| 112 | 45 | R-A | .34 AC | 107 Pollard Rd |
| 114 | 1 | R-A | .17 AC | 33 Raynold Rd |
| 114 | 20 | R-A | .41 AC | 59 Crane Rd |
| 116 | 3.06 | OL-2 | .38 AC | 12 Fox Hill Ln |
| 118.01 | 35 | RC-3 | 4.72 AC | Lockley Ct |
| 118.02 | 6 | RC-3 | .98 AC | Lockley Ct |
| 118.03 | 9 | RC-3 | 1.99 AC | Lockley Ct |
| 124 | 1 | R-A | .56 AC | Scarborough Rd |
| 127.04 | 13.01 | C-1 | .79 AC | Maple Way |
| 127.05 | 6 | R-2 | .22 AC | 9B Grove Pl |
| 127.05 | 16 | C-1 | .289 AC | 5 Crescent Dr |
| 127.06 | 1 | C-1 | 38.58 AC | 3 Crescent Dr |
| 129.01 | 18.02 | C-1 | 2.43 AC | 44 Woodland Ave |
| 129.01 | 25 | C-2 | .69 AC | Intervale Rd |
| 129.02 | 1 | C-2 | 8.27 AC | Intervale Rd |
| 129.03 | 13 | C-2 | 3.86 AC | 119 Midvale Rd |
| 129 | 1 | C-1 | 6.95 AC | 56 Woodland Ave |
| 131 | 2 | R-A | .26 AC | Morris Ave |
| 131 | 3 | R-A | .31 AC | Public Beach |

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

| Block | Lot | Zone | Acres | Address/Location |
|--------------------|-----|------|------------------|-----------------------|
| 138 | 1 | R-A | .59 AC | Boulevard & Rock Lane |
| Total Acres | | | 478.98 AC | |

Lakes and Water Features Preserved by the Borough of Mountain Lakes

| Block | Lot | Zone | Acres | Location |
|--------------------|-----|-----------|------------------|--|
| 79 | 1 | R-A | 26.13 AC | Wildwood Lake |
| 81 | 28 | R-A | .18 AC | Stream Between Wildwood Lake and Mountain Lake |
| 82 | 36 | R-A | .545 AC | Stream Btw Wildwood Lake and Mountain Lake |
| 131 | 1 | R-A | 79.26 AC | Mountain Lake |
| 132 | 1 | R-A | 2.46 AC | Grunden's Pond |
| 133 | 1 | R-A | .97 AC | Cove Lake |
| 134 | 1 | R-A, R-AA | 3.25 AC | Olive and Shadow Lakes |
| 135 | 1 | R-A, R-AA | 15.67 AC | Sunset Lake |
| 136 | 1 | R-AA | 20.43 AC | Crystal Lake |
| 137 | 1 | R-AA | 14.27 AC | Birchwood Lake |
| Total Acres | | | 162.12 AC | |

County-Owned Open Space Preserved by the Morris County Parks Commission

| Block | Lot | Zone | Acres | Location |
|--------------------|-------|------|-----------------|--------------------|
| 27 | 16 | C-1 | 15.29 AC | Tourne County Park |
| 129.01 | 18.02 | C-1 | 3.97 AC | Tourne County Park |
| Total Acres | | | 19.26 AC | |

Properties Preserved by Private Entities

| Block | Lot | Zone | Acres | Location |
|--------------------|-------|------|-----------------|--|
| 117.01 | 53 | RC-3 | 10.67 AC | Spruce Edge Townhouse Preserved Open Space |
| 129.01 | 18.02 | RC-3 | 3.97 AC | Spruce Edge Townhouse Preserved Open Space |
| 12 | 1 | R-1 | 1.92 AC | Great Bay |
| 12.01 | 1 | R-1 | 2.54 AC | Bay of Deep Waters |
| Total Acres | | | 16.59 AC | |

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

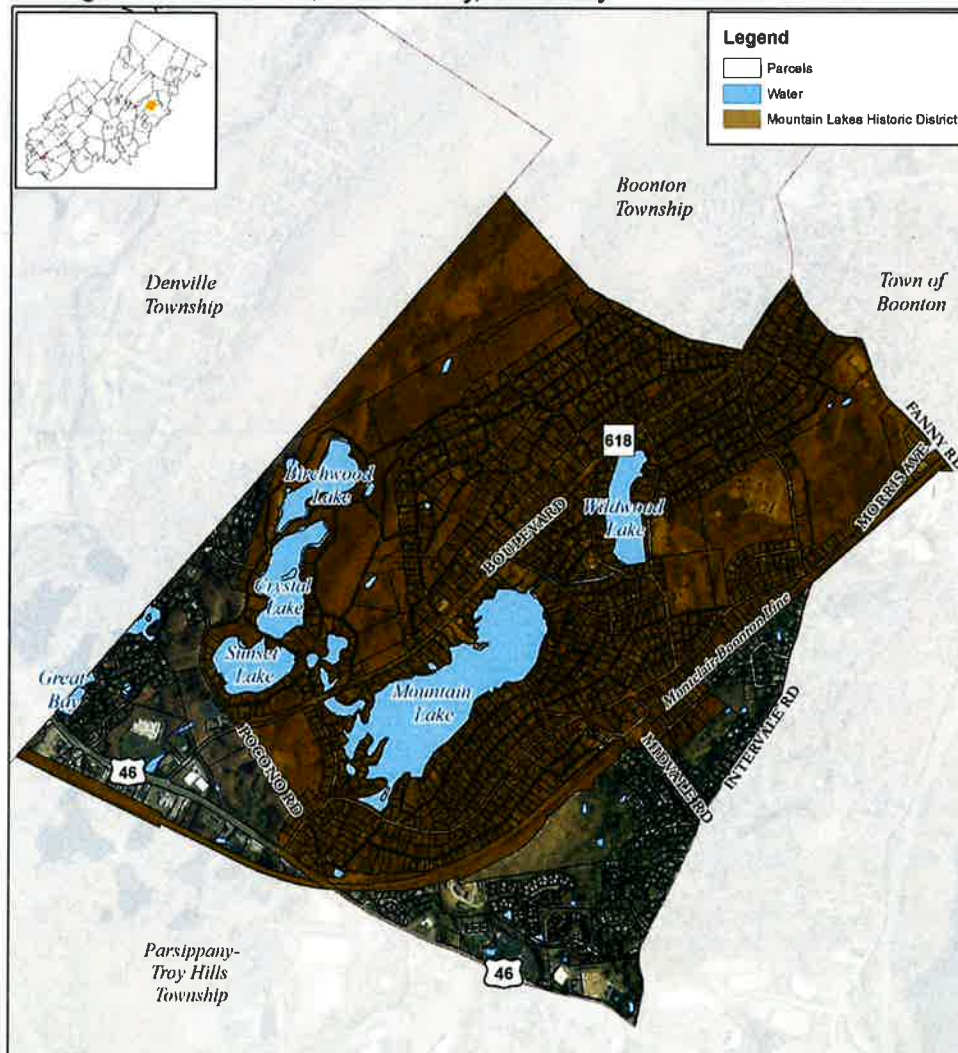
Mountain Lakes Borough

C. Cultural Resources

The Borough of Mountain Lakes, as a planned community, along with its program to protect the open space of the municipality has also taken great care in preserving the historical integrity of the homes and other significant structures which comprise the community. In order to protect its cultural resources, the majority of the Borough of Mountain Lakes became a historic district listed on the State Register in July of 2005 and the National Register of Historic Places in September 2005. **Exhibit 7** identifies the registered historic buildings in the Borough. Historic sites within the Borough include the Community Church (1914), St. Peter's Episcopal Church (1926), the Boulevard Trees (1930's), Lake Drive School (1914), and the Mountain Lakes Club (1914).

Exhibit 6. National and State Registered Historic District

National and State Registered Historic District **Borough of Mountain Lakes, Morris County, New Jersey**



Sources:
New Jersey Office of Information Technology, 2023
New Jersey Highlands Council, 2023
New Jersey Department of Transportation, 2023
New Jersey Department of Environmental Protection, 2023

0 0.125 0.25 0.5 0.75 1 Miles

**J Caldwell
& Associates, LLC**
Community Planning Consultants

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

The National Register of Historic Places is the nation's official list of cultural resources worthy of preservation. The National Register was authorized under the National Historic Preservation Act of 1966 to coordinate and support public and private efforts to identify, evaluate and protect our historic and archeological resources. The register, administered by the National Parks Service (part of the U.S. Department of the Interior), is meant to protect properties that are significant in American history, architecture, archeology, engineering or culture. The State Register of Historic Places is a similar program to the National Register and is operated out of the State Historic Preservation Office in Trenton.

The application for Mountain Lakes to be included into the National Historic Registry included the following number of resources which were listed to be a part of the historic district and the following number of buildings were listed to be part of the historic district:

| Resource | Contributing | Not Contributing | Total |
|--------------|--------------|------------------|--------------|
| Buildings | 738 | 444 | 1,182 |
| Sites | 43 | 0 | 43 |
| Structures | 306 | 100 | 406 |
| Total | 1,087 | 544 | 1,631 |

Of the buildings listed, that there are a total of 504 buildings which contribute to the historic district. There are also another 22 dwellings that are contributing which were added as part of the ordinance update of 2017. Those buildings are designated as Hapgoods, Belhalls and other buildings which were misidentified as part of the original historic registration form for the contributing dwellings. Characteristics of each of these style buildings are discussed in greater detail starting on page 37 of this report. The following table shows the distribution of these buildings which contribute to the district.

| Building Type | Contributing Dwellings |
|---------------|------------------------|
| Hapgoods | 417 |
| Belhalls | 61 |
| Other | 26 |
| Total | 504 |

Below (**Exhibit 8**) is a general representation of the location of the contributing buildings within Mountain Lakes.

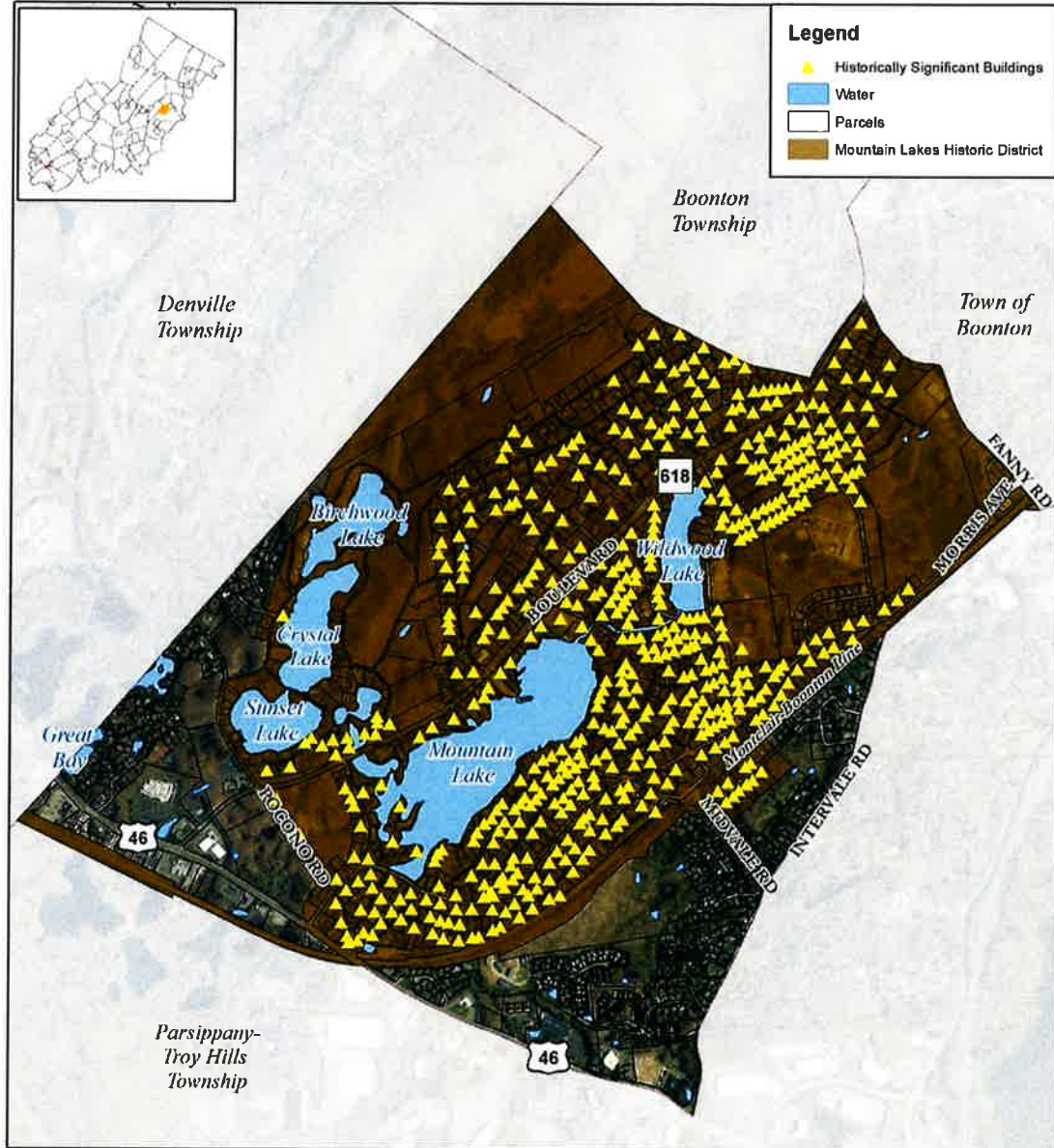
HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Exhibit 7. Historically Significant Buildings in the Historic District

Historically Significant Buildings in Historic District

Borough of Mountain Lakes, Morris County, New Jersey



Sources:
New Jersey Office of Information Technology, 2023
New Jersey Highlands Council, 2023
New Jersey Department of Transportation, 2023
New Jersey Department of Environmental Protection, 2023

0 0.125 0.25 0.5 0.75 1 Miles

**J Caldwell
& Associates, LLC**
Community Planning Consultants

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Mountain Lakes qualifies as a historic district under two levels of significance, the first being its significance to community planning and development as a planned residential park suburb. The secondary criteria include the Borough's architectural significance for the concentration of Craftsman Style homes present in the municipality. The Borough is also home to several important community and publicly-owned historic structures including: the Community Church (1914), St. Peter's Episcopal Church (1926), Lake Drive School (1914), the Mountain Lakes Train Station (1912) and the Mountain Lakes Club (1914).

An Ideal Planned Community

The planned residential park suburb was designed in the early 1900's by the developer Herbert J. Hapgood and landscape designer Arthur Holton, and the Borough's unique identity has remained to this day. This is visible in the Borough's retention of narrow, meandering streets flanked by houses with large setbacks from the roads even despite continuing residential development that may not be historic. Shortly after the first residents moved into the Borough, the Mountain Lakes Railroad Station was completed and provided direct access to New York City. In addition to that commute, the presence of this station drew in prospective residents and seasonal visitors. The Mountain Lakes Train Station is currently a Borough-owned property occupied by the Station at Mountain Lakes Restaurant.

Architectural Significance

Mountain Lakes residential development combines a number of practical features from several architectural styles but still remains unique with regards to the time of construction. While the residences have a homogeneity and architectural significance, there is a greater significance based on how they interrelate with each other. It is the collection of craftsman homes located within a small planned community which makes Mountain Lakes an important historically significant area.

There are two specific styles of homes that are of importance and significance within the Borough. The first are Hapgood Homes, which were constructed by Herbert J. Hapgood between 1910 and 1923. The second are Belhall Homes, which were constructed between 1923 and 1930. The Belhall Homes are smaller residences that incorporate eclectic ornamentation including Tudor Revival, Colonial Revival and Craftsman styles.

Hapgood Homes

Herbert Hapgood incorporated eclectic architectural stylings consistent with the Craftsman architectural style with Colonial Revival influences. The Craftsman style, born out of the English Arts and Crafts movements of the 19th century, emphasized a simple approach to design with an honest expression of the materials used. Hapgood houses fall into two primary style designations: Craftsman and Craftsman Tudor Revival. The Craftsman style was used for the majority of Hapgood houses. The largest number of houses built during Hapgood's years are large, predominately stucco dwellings. The houses have Craftsman features such as deep, overhanging eaves, boulder stone foundations and chimneys, open porches on the first floor and sleeping porches on the second, and a horizontal emphasis delineated by string courses between the first and second floor. Typically, a Craftsman home would be just 1 ½ stories, but the Mountain Lakes version is more often 2 ½ stories high.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Craftsman Tudor Revival refers to a particular variant of Hapgood Craftsman style. In addition to the elements in common with the Craftsman style houses, these houses have a representation of half-timbering, typically only on the second floor. When there is any division of the facade into sections with vertical, horizontal or diagonal sections, this house is termed Craftsman Tudor Revival.

Belhall Houses

The Belhall houses are small in plan, about 750 square feet on the first floor. Normally, they are 1 ½-stories high, with some 2-stories. There are no 2 ½-story Belhall homes. A common plan includes an entry leading directly into a living room, with a dining room and a kitchen at the rear of the house. The side of a Belhall house typically contains a secondary entry porch with a breezeway connecting to a single car garage. This breezeway is one story and enclosed. The second floor normally has three small bedrooms and one bath. If there is an entry porch it is usually quite small.

The Belhall homes differ from Hapgood homes in several ways. First, they are smaller than all Hapgoods in plan and volume with the exception of Hapgood's Foursquare one plans. Secondly, their detailing is closer to the styles they represent—Craftsman, Colonial Revival, and Tudor Revival. Lastly, the garage is integrated into the house plan and attached to the house at the level of the first floor. Belhall dwellings were designed for the owners to own a car and to enter the home from the garage as often as the front door.

Protections

The Borough of Mountain Lakes values the unique aspects of the community that provide both historic and cultural assets. As a result, the Borough went beyond registering historic and cultural resources on the National and State Registers of Historic Places. In order to ensure the preservation of these structures and maintain the character of the community, in 2012, the Borough Council approved an ordinance designed to encourage preservation and discourage the demolition of the Mountain Lakes original historic buildings aimed primarily at residential homeowners.

Typically, historic preservation ordinances in New Jersey grant broad power to a historic commission to regulate alterations and demolitions within a historic district; however, the Borough's ordinance operates based on incentives. This allows historic homeowners to increase the size of their homes significantly under the existing zoning ordinance without the need for zoning variances, as long as they maintain the character of the historic home. New limitations on how an owner can ultimately utilize their property are bypassed as a trade-off for not altering the historic character of the home. There are limitations on the types of alterations permitted, which are intended as a the minimum necessary to maintain the historic "streetscape" of the community. The permitted alterations are left to the property owner's architect to evaluate and confirm.

The historic preservation ordinance was developed in response to an increase in demolitions of historic Hapgood and Belhall homes. The number of losses by demolition and fire over the 20 years prior to the adoption of the ordinance were significant. Lost historic homes doubled from those that occurred over the 80 years prior. The ordinance proposes incentives that the Borough hopes will sufficiently enhance

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

the value of the Borough's original homes so that current and future owners will be discouraged from demolishing these homes and losing the benefits provided by the ordinance.

While there may be instances where an owner wishes to demolish an existing historic home, the ordinance does provide a 90-day notice period to provide an opportunity for the owner to learn about the benefits which will be lost if the home were demolished, allowing for the home to be documented in the historic record before the demolition in order to preserve the record and heritage of the site and lost asset.

In 2017, the Borough Council adopted changes to the historic preservation incentives ordinance in order to encourage owners of historic homes to preserve and invest in maintaining their homes. The changes were as a result of input from Borough officials, architects, builders, and others who have worked with the ordinance since its original adoption in 2012.

5. Consistencies and Inconsistencies

A. Consistencies

The policies of Mountain Lakes and those of the Regional Master Plan (RMP) are generally consistent with one another. Mountain Lakes primary goals to preserve the traditional character of the Borough along with its commitment to preserving open space and natural resources are consistent with the RMP. This is evidenced by the fact that almost all the land within the Borough which is located in the Highlands Protection Zone is municipally zoned for conservation and preserved open space. These lands primarily consist of the Richard Wilcox Municipal Park and Birchwood Lake.

The rest of the Borough is located in the Existing Community Zone and its Environmentally Constrained and Lake Community Subzones. Many of the Environmentally Constrained Subzone areas are also in Conservation Zones within the Borough and/or are publicly owned open spaces, parks, or public-school properties. Of the remaining areas that fall in these zones, specifically the Environmentally Constrained Zone, are parcels which have reached their development capacity, resulting in very few vacant parcels within the municipality that are large enough and otherwise appropriate to support development. Integrating the goals of the RMP could help preserve said parcels further to protect the general character of the Borough and the quality of the groundwater resources.

While goals and objectives vary between the Highlands RMP and the Borough, the overall objectives of Mountain Lakes to manage growth and preserve open space, specifically, environmentally constrained open space and open water resources, are consistent with the RMP.

B. Inconsistencies

The primary difference between the Mountain Lakes Master Plan and the RMP is that the RMP focuses exclusively on environmental protection of the Highlands Region while the Borough's plan has a much smaller and more specific scope, as a municipal master plan. While both plans encourage appropriate redevelopment within existing communities, the RMP's environmental protection goals cannot account for specific properties within the Borough. Potential inconsistencies between the Borough's plan and the RMP are minor in nature, considering that any limitations the RMP may impose generally would apply only to large undeveloped areas and properties. Alternatively, when properties are already developed,

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

one or more Highlands Exemptions typically apply (see Appendix B for the Highlands Model Exemption Ordinance).

Most of the Borough's existing developed properties are designated Existing Community Zone, but a few are designated as being within the Environmentally Constrained Sub-Zone. Issues may potentially arise if property owners wish to expand or extend the public water supply to accommodate any additional development. Some Environmentally Constrained Sub-Zone areas may be further refined if areas have been developed since the time of the initial mapping. Specifically, sites where this has occurred include the Enclave at Mountain Lakes and the Sunrise of Mountain Lakes Assisted Living Facility, both of which are situated in the southeastern corner of the Borough near Route 46. This can be accomplished through RMP updates, where mapping of environmentally constrained areas is updated with new information. The potential for conflicts appears to be insignificant.

6. Highlands Center Designation

A Highlands Center is an area delineated through a cooperative process with the Highlands Council in coordination with a Petition for Planning Area Conformance. Development and redevelopment are supported and encouraged within a Highlands Center in order to promote economic development and balance growth within the Highlands Region. The Land Use Capability Zones do not apply within the boundaries of a Highlands Center. The designation of the center boundary is developed through a comprehensive planning process that allows flexibility in creating a tailored development plan for the Center. Highlands Center Designation is incorporated into the Plan Conformance petition process and results in the development of specific regulations for the center to promote appropriate development in the context of community goals and the RMP. The Borough's commercial corridor along Route 46 and the Borough's historic neighborhood commercial area around the train station are two areas where a Highlands Center Designation could be considered with a Planning Area Petition in order to minimize concerns over conflicts with development and redevelopment goals in the Borough's non-residential areas.

7. Benefits of Plan Conformance

The Highlands Council provides for voluntary Plan Conformance in the Highlands Planning Area with the goal of achieving a regional approach to land use planning and to promote coordinated efforts to protect valuable environmental and cultural resources in the Highlands Region. The Highlands Act provides benefits to municipalities that go through Plan Conformance with the RMP. Conforming municipalities are eligible for the following benefits:

(a) Planning Grants and Technical Assistance:

1. The Highlands Council shall make grant funds and other financial and technical assistance available to Highlands municipalities and counties for the reasonable costs of any revision of their master plans, development regulations, or other regulations or plans which are designed to further

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

the Goals, Policies and Objectives of the RMP or for the implementation of a Transfer of Development Rights program pursuant to the Highlands Act.

2. Plan Conformance grants shall be awarded to municipalities and counties through the approval of a resolution by the Highlands Council. The Council shall provide grant funds for all mandatory aspects of Plan Conformance and may also provide grant funds for discretionary aspects of Plan Conformance as determined by the Council.

(b) State Aid and Assistance for Smart Growth:

1. Highlands municipalities and counties approved by the Highlands Council as being in conformance with the RMP shall qualify for all State aid, planning assistance, technical assistance, and other State-provided benefits and incentives that may be awarded or provided to municipalities and counties which have received Plan Endorsement from the State Planning Commission or have otherwise been acknowledged by the State as practicing or implementing smart growth strategies and principles. These benefits apply to any conforming municipality in the Preservation Area, and the State Planning Commission has endorsed the RMP so that municipalities that conform in the Planning Area receive all of the benefits of Plan Endorsement. Any such municipality or county shall also qualify for any State aid that may be provided for smart growth projects.
2. Any municipality or county may include in its Petition for Plan Conformance a listing of priority projects or other matters that are fundamental to the provision, improvement, enhancement, or restoration of infrastructure, public facilities, or other matters that may require the funding, implementation, or active participation of a State agency. The Highlands Council may act to coordinate such matters with the appropriate State agency, where such action is consistent with the RMP, to gain agreements with the appropriate State agency to facilitate, approve, fund, or take other actions necessary to implement the matter of local priority.

(c) Strong Presumption of Validity, Extraordinary Deference, and Burden of Proof. The master plan and development regulations of any municipality and the county master plan and associated regulations of any county which have been approved by the Highlands Council as in conformance with the RMP shall be entitled to a strong presumption of validity. In any cause of action filed against such a local government unit and contesting an action or decision of the local government unit taken or made under authority granted pursuant to the Municipal Land Use Law, the State Uniform Construction Code Act, or the Highlands Act, the Highlands Act requires that the court shall give extraordinary deference to the local government unit, provided that the municipal or county master plan and associated regulations have been approved by the Highlands Council as being in conformance with the RMP. The plaintiff shall have the burden of proof to demonstrate by clear and convincing evidence that the act or decision of any such local government unit was arbitrary, capricious, or unreasonable or in patent abuse of discretion.

(d) Legal Representation. The Highlands Council shall provide legal representation to any requesting local government unit located in the Highlands Region in any cause of action filed against the local government unit and contesting an action or decision of the local government unit taken or made under

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

authority granted pursuant to the Municipal Land Use Law, the State Uniform Construction Code Act, or the Highlands Act, provided that:

1. The municipal or county master plan and associated regulations that have been adopted by the municipality or county, approved by the Highlands Council as being in conformance with the RMP and the master plan or associated regulations are the subject of the cause of action filed against the local government unit;
2. The Highlands Council determines that the act or decision of the local government unit which is the subject of the cause of action is consistent with the RMP;
3. The act or decision of the local government unit that is the subject of the cause of action involves an Application for Development that provides for the ultimate disturbance of two acres or more of land or a cumulative increase in impervious surface by one acre or more; and
4. In the case of a Planning Area municipality, the municipality shall have adopted a Planning Area Petition Ordinance.

(e) Plan Conformance deemed equivalent to State Plan Endorsement. Any municipality or county or portion thereof located in the Preservation Area shall be exempt from the plan endorsement process established in the rules and regulations adopted by the State Planning Commission. The State Planning Commission has endorsed the RMP adopted by the Highlands Council, so that Highlands Council approval of any municipal master plan and development regulations or county master plan and associated regulations through the Plan Conformance process, for lands in the Planning Area, shall be deemed the equivalent of having those plans endorsed by the State Planning Commission and such entities shall be entitled to any applicable plan endorsement benefits.

8. Summary

Mountain Lakes is a unique community in that it is a small, fully developed community with a rich history that is defined by its lakes and Borough-owned open space land. The Borough has also made an effort in recent years to address the constitutional obligation to provide its “fair share” of affordable housing to the extent feasible which has been a driver in recent development efforts. Most of the development efforts which have occurred have been completed in the RMP’s Existing Community Zone Constrained Areas as there were few other available pieces of land.

Working with the Highlands Council through Plan Conformance would help the Borough continue to protect and preserve valuable resources within the community, which would be consistent with both the Borough’s and the RMP’s goals and objectives. Plan Conformance could also help the Borough achieve its objectives of protecting and enhancing its environmental resources including the lakes, aquifers and parkland into the future by providing for Highlands grants, technical assistance and state aid. Designating a Highlands Center within the Borough offers a method for selecting an area to promote development and redevelopment while preserving and protecting the Borough’s residential neighborhoods. Consideration of a Highlands Center Designation may assist Mountain Lakes in continuing to promote development and redevelopment in select areas of the Borough. Overall, Plan Conformance is likely to assist Mountain Lakes maintains its community character and natural and historic resources.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT
Mountain Lakes Borough

Appendix A: Lake Management Area Standards

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Lake Management Areas

Issue Overview:

The RMP provides for the protection and enhancement of Highlands Lakes and their environs, including Highlands lake communities. Overbuilt, damaged and poorly managed shoreland areas can result in the degradation of water quality, harm to the lake ecosystem, the decrease of natural aesthetic values, and the overall loss of property values for lake communities. Lakes can be harmed by pollutant sources in the watershed area draining to them. Most existing lake communities were built out prior to modern environmental requirements. Some have sewer systems, but many rely on septic systems (or even cesspools) on inadequately sized lots. Studies indicate that nearly every public lake (privately owned lakes were not evaluated) in the Highlands is experiencing contamination, often including excessive bacteria and nutrients. Many lake communities have been experiencing intensifying land uses as the original buildings are torn down and replaced by larger structures. The Council seeks to identify redevelopment opportunities to improve community character and value, to both protect natural resources and to enhance and restore the quality of lake environments in the Region.

As discussed in Chapter 3 under the Land Use Capability Zone Map section, the Council has developed a Lake Community Sub-Zone. This sub-zone consists of patterns of community development that are within the ECZ within 1,000 feet of lakes. By definition, lakes within this sub-zone are developed or heavily developed lakes. Developed lakes face particular challenges as compared with undeveloped lake areas. They tend to be shallower in locations that receive sediment loadings, they often feature extensively landscaped shorelines with limited natural vegetation, and they are frequently more eutrophic than undeveloped lakes. Developed lakes tend to receive higher phosphorous loads due to the fact that urban watersheds produce higher unit area phosphorous loads from stormwater, compared to lesser developed watersheds. In addition, most urban watersheds produce significant secondary phosphorous loads from a diverse range of sources including municipal wastewater discharges, failing septic systems, and sewage overflows.

Program Summary:

This program seeks to protect, restore and enhance the water quality of Highlands lakes and to protect the unique character of Highlands lake communities. It facilitates land use and water resource planning on the basis of lake management tiers:

- A Shoreland Protection Tier consisting of an area measured 300 feet or the first public road perpendicular to the shoreline of the lake
- A Water Quality Management Tier consisting of an area measured 1,000 feet perpendicular from the shoreline of the lake, including the shoreland protection tier;
- A Scenic Resources Tier consisting of an area measured 300 to 1,000 feet perpendicular from the shoreline of the lake, scaled based upon the view distance from the opposite shoreline, and determined through the size and layout of the lake and the topography of the land area, with wider portions of lakes and greater topographic relief having longer view distances
- A Lake Watershed Tier consisting of the entire land area draining to the lake.

In this Lakes Management program, the Council seeks to stringently protect lakes in the Protection and Conservation Zone from future development and to maintain those lakes in their natural condition. In the already developed lake areas of the Lake Community Sub-Zone, the underlying goal is to protect lake water quality and habitat from impacts resulting from the built environment and to ensure that any redevelopment maintains the character of existing Highlands lake communities. Thus, while the majority of the standards presented herein are stringent standards geared to new development in undeveloped lake areas, there are also standards that are common to both undeveloped and developed lakes (primarily in the Water Quality Management tier), and there

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

are standards that are unique to the Lake Community Sub-Zone that solely address developed lake areas. With respect to these standards and ongoing management issues related to lakes in the Lake Community Sub-Zone, the Highlands Council will coordinate with individual lake commissions and with lake associations where they exist.

The program also includes a lake and dam protection and enhancement component and a homeowner's educational brochure and awards program component.

GOAL 1L: protection of highlands region lakes from the impacts of present and future development.

The management of lands surrounding lakes is an important issue for the Highlands Region. Overdeveloped, damaged, and poorly managed shoreland areas can result in the degradation of water quality, harm the lake ecosystem, decrease natural aesthetic values, and cause an overall loss of property values for lake communities. Lakes can be harmed by pollutant sources in the watershed area draining to them. Polluted lakes can, in turn, damage downstream streams and rivers. Most existing lake communities are fully built out, predate modern environmental protection requirements, and have limited potential for major land use changes. Some have sewer systems, but many rely on septic systems (or even cesspools) on inadequately sized lots, where direct contamination of the lakes is possible. Past NJDEP studies indicate that nearly every public lake (privately-owned lakes were not evaluated) is experiencing unacceptable contamination, often including excessive bacteria and nutrients. In addition, many lake communities have been evolving from summer communities to year-round communities, and many are experiencing greatly intensified land uses as the original buildings are torn down and replaced by much larger structures. Addressing land uses within lake communities allows for potential opportunities to improve community value, to protect the cultural and historic resources often associated with lake communities, to protect natural resources and enhance and restore the quality of lake environments in the Region, and in some cases, to allow for in-fill development where appropriate.

Policy 1L1: To establish a Lake Management Area around all Highlands Region lakes of greater than ten acres in size.

Policy 1L2: To establish tiers of lake management appropriate to management strategies that help protect lake water quality and community value from the impacts of present and future development.

Objective 1L2a: Lake management programs shall use the following management tiers around all Highlands Region lakes of greater than ten acres in size:

- A Shoreland Protection Tier consisting of an area measured 300 foot or the first property line perpendicular from the shoreline of the lake;
- A Water Quality Management Tier consisting of an area measured 1,000 foot perpendicular from the shoreline of the lake, including the Shoreland Protection Tier;
- A Scenic Resources Tier consisting of an area measured 300 to 1,000 foot perpendicular from the shoreline of the lake, scaled based upon the view distance from the opposite shoreline, and determined through the size and layout of the lake, with wider portions of lakes having longer view distances; and
- A Lake Watershed Tier consisting of the entire land area draining to the lake, through the evaluation of drainage areas using LiDAR topographic analyses or other topographic data where LiDAR data are not available.

Policy 1L3: To establish unique standards (as compared to lakes within the Protection and Conservation Zones) for the Lake Community Sub-Zone within the ECZ within 1,000 feet of lakes, particularly with respect to the Shoreline Protection Tier, to prevent degradation of water quality, harm to lake ecosystems, and promote aesthetic values within the ECZ.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Policy 1L4: To establish and implement management strategies to help protect lake water quality and ecosystem values from the impacts of present and future development for all lakes.

Objective 1L4a: Implementation of standards through Plan Conformance regarding lake ecosystem and water quality in the Shoreland Protection Tier to address direct and proximate impacts upon the lake, including but not limited to shoreline modification and development (including limits to the hardscaping of shorelines using bulkheads, rip-rap, and walls), docks, piers, boathouses, dredging, vegetation removal, and increased impervious cover. Pollutant discharges shall also be addressed, including the potential for contamination from septic systems, cesspools and other wastewater management systems within the tier that are failing or are inadequately designed and constructed. As such systems fail, landowners should be required to provide upgraded treatment (whether on-site or through public or community systems) to minimize pollutant movement to the lake. Standards for the Lake Community Sub-Zone and for the Protection and Conservation Zones may be distinct to the extent necessary to recognize the existence of significant development within the Lake Community Sub-Zone.

Objective 1L4b: Implementation of standards through Plan Conformance regarding land use compatibility and water quality in the Water Quality Management Tier, to prevent or minimize continuous pollutant sources that can contribute pollutants overland or through ground water to the lake from greater distances than the Shoreland Protection Tier.

Objective 1L4c: Implementation of standards through Plan Conformance regarding the protection of visual and scenic resources in the Scenic Resources Tier, including but not limited to requirements for vegetative screening of buildings, building height limitations, and limits on tree and understory removal for reasons other than public health and safety or as the minimum necessary to make reasonable use of the designated building envelope for the parcel proposed for development. Standards for the Lake Community Sub-Zone and for the Protection and Conservation Zones may be distinct to the extent necessary to recognize the existence of significant development within the Lake Community Sub-Zone.

Objective 1L4d: Implementation of lake restoration plans to restore, protect and, where possible, enhance lake water quality through management of pollutant sources in the Lake Watershed Tier, including but not limited to the development, adoption and implementation of TMDLs by the NJDEP pursuant to the Water Quality Management Planning Rules, N.J.A.C. 7:15. Ongoing coordination will be undertaken with the Greenwood Lake and Lake Hopatcong Commissions as well as individual lake associations, as appropriate, regarding lake management issues.

Policy 1L5: To require that conforming municipalities adopt and implement for all lakes the standards applicable to the Shoreland Protection and Water Quality Management Tiers; the standards applicable to the scenic resources tier shall be adopted and implemented for all public lakes (e.g., with shorelines that are not entirely privately-held and managed through a lake association), and for privately-held lakes to the extent feasible under law, recognizing the existence of previously approved lake community development plans.

Objective 1L5a: Shoreland Protection and Water Quality Management Tier requirements shall apply to all new development, regardless of lake ownership.

Objective 1L5b: Scenic Resource Tier requirements shall apply to all lakes with public access and to lakes with no public access that are not entirely managed by a single homeowner or lake

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

community association. For lakes that are privately-held and managed by a single homeowner or lake community association, the scenic resource tier requirements shall be voluntary.

Policy 1L6: To require that conforming municipalities develop and adopt lake restoration plans, with sufficient input from lake community residents and landowners, for each of the municipality's developed lakes that has been identified as water quality impaired, to include watershed delineation, description of point and nonpoint sources of pollution in the watershed, lake monitoring schedules, existing and proposed in-lake management techniques, and recommended watershed best management practices. TMDLs adopted by the NJDEP to address known pollution problems may be used as lake restoration plans. For lakes that are privately held and managed by a single homeowners or lake community association, the municipality may require that the association share in or assume the costs of developing such plans.

Objective 1L6a: Provide Lake Management Plan guidance to municipalities that includes watershed delineation mapping methodology, point and nonpoint source pollution references, example lake monitoring schedule with monitoring goals and methods, existing successful in-lake management techniques, and best management practices.

Objective 1L6b: Septic systems and cesspools on small lots in close proximity to lakes shall be replaced with upgraded individual treatment systems, communal septic systems or community-based wastewater systems wherever feasible and cost-effective, with the selection of replacement technology to ensure minimal secondary impacts, including potential reductions in net water availability, maximum environmental benefit, and financial viability. Community-based systems should not provide for additional land development capacity except for exempt lots within that existing lake community that are not environmentally constrained, or for areas that are otherwise permitted to have wastewater service under the Goals, Policies, and Objectives in Part 2, Subpart D, Sustainable Development, and Water Resources.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

GOAL 1M: Protect the unique character of highlands lake communities.

Policy 1M1: To provide guidance regarding evaluation of and standards for lake character and aesthetics that shall be adopted by municipal ordinance for application to public lakes, or that may be voluntarily adopted by privately-owned lake communities within their by-laws and regulations.

Policy 1M2: To encourage increased public access to publicly-owned lakes, within the lake's carrying capacity and while maintaining the lake character.

Policy 1M3: To discourage or control teardowns that result in altered lake community character, and the potential loss of historic and cultural values, and to encourage community-supported limitations in lot coverage and building height for new construction.

Policy 1M4: To establish and implement performance and development standards through local development review and Highlands Project Review for shoreline uses which achieve compatibility among shoreline activities and nearby neighborhoods.

Policy 1M5: To encourage municipalities to utilize recreational sites as opportunities to educate the public regarding the ecological value of lake environs.

Policy 1M6: To encourage municipalities to explore appropriate means to provide public recreation at the shoreline and on the water while ensuring retention of opportunities for passive recreation (e.g., natural areas, open space).

GOAL 1N: Maintain public and private lakes, or restore lake beds and down-stream areas when lakes are drained.

Policy 1N1: To develop innovative financing and administrative mechanisms for the maintenance and operation of public and private dams and lakes, where those dams and lakes provide a continuing public or private purpose.

Policy 1N2: To restore appropriate habitats in the lake beds and to prevent, mitigate, or restore downstream habitats from damages due to lake drainage, when dams are allowed to fail or are deliberately breached or removed.

Standards for Lake Management Tiers

Shoreland Protection Tier

The Highlands Council will establish standards regarding lake ecosystem and water quality in the shoreland protection tier to address direct and proximate impacts upon the lake. Such standards include, but are not limited to, the following:

1. Alteration of the shorelines shall be limited to the minimum disturbance necessary to provide for water dependent recreational uses such as beaches, docks and boat houses, generally limited to 10% or 25 feet of the shoreline of any parcel proposed for development, but subject to modification in the Lake Community Sub-Zone, to limitations more appropriate to specific lakes.
2. Where shorelines have already been hardscaped with bulkheads, rip-rap, or walls in the Lake Community Sub-Zone, encourage the creation of a vegetated filter strip along the shoreline to attenuate stormwater flow and minimize the potential for shoreline erosion.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

3. Where there is little or no wave action, reeds and other wetland species that are below the high water mark shall be preserved or restored. In the Lake Community Sub-Zone, permit and encourage the control and where necessary removal of algae and non-native invasive aquatic weeds that cause nuisance conditions for lake users.
4. Existing shoreland vegetation within 50 feet of the shoreline shall be protected and preserved except for a minimum area permitted, established through municipal development regulations, for water dependent recreational facilities. Limitations should be more stringent for the first 25 feet. Restoration of native vegetation shall be required where development is proposed on property with existing disturbed areas within 25 feet of the shoreline.
5. No new structure other than water dependent recreational facilities shall be constructed within fifty (50) feet of the shoreline.
6. In all zones, the width and length of piers and docks shall be controlled in municipal development regulations to achieve the minimum disturbance of shoreline, shoreline vegetation and wetlands vegetation possible with due consideration to safety, including provisions for piers and docks held in common to reduce the total number of new docks and piers.
7. Boat lifts, where used in any zone, shall be encouraged as a means of providing more light to the waters below and shall elevate boats a minimum of one foot above high water.

Development adjacent to Highlands lakes, which are Highlands Open Waters, shall include a protection buffer of 300 feet from the edge of Highlands Open Waters feature, or a lesser buffer if allowed based on RMP policies (see GOAL 1D), and all development shall comply with buffer standards which provide for the protection of Highlands Open Waters. Structures or other land improvements existing within a protection buffer before August 10, 2004 may remain, provided that the area of disturbance is not increased other than through Highlands Act exemptions or waivers.

Water Quality Management Tier

The Highlands Council will establish standards regarding land use compatibility and water quality in the water quality management tier to prevent or reduce continuous pollutant sources that can contribute pollutants overland or through ground water to the lake from greater distances than the shoreland protection tier. Such standards include, but are not limited to, the following:

1. All parcels of land proposed for development shall be improved with landscape or garden elements which retain stormwater.
2. Require for all new development (and encourage for existing development in the Lake Community Sub-Zone), that runoff from roofs, driveways and patios shall be directed into landscape or garden elements which retain and filter stormwater, or to infiltration practices.
3. Green roofs are strongly encouraged in all zones to clean and slow the release of stormwater.
4. To the extent possible, impervious surfaces in all zones should drain away from the shoreline.
5. Stormwater should be directed to a stormwater management train that cleans and reduces the rate of runoff to the maximum extent possible in all zones.
6. To the maximum extent practicable in all zones the stormwater management train should maximize the use of swales with natural vegetation or constructed wetlands and discharge through a constructed wetland or other channel that maximizes aeration and cleaning of the water.
7. Stormwater improvements shall be designed in accordance with the NJDEP regulations at N.J.A.C. 7:8 or the municipal stormwater management ordinance or regional stormwater management plan adopted as part of an Areawide Water Quality Management Plan (WQMP) where more stringent.
8. Where sufficient land is available in all zones, natural swales, constructed wetlands, and other stormwater facilities shall be used.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

9. To the extent possible in all zones, landscape or garden elements which retain stormwater shall be designed so that during larger storms, the water is released primarily through overland sheet flow across a vegetated, naturally landscaped area.
10. The discharge of stormwater shall, wherever feasible in all zones, be through sheet flow which may require the construction of an outlet that disperses the water over a substantial distance at a constant elevation so that water sheet flows over the top.
11. Septic systems for new development within the Lake Management Area must comply with the septic system density requirements, for the particular Land Use Capability Zone, with septic systems no closer to the lake than the Highlands Open Waters Buffer or 150 feet, whichever is greater; clustering shall be permitted where it results in a greater buffer between the lake and the septic systems than would be feasible without clustering.
12. In the Lake Community Sub-Zone, require that septic systems and cesspools on small lots in close proximity to lakes, be replaced with upgraded individual treatment systems, communal septic systems, or community-based wastewater systems wherever feasible and cost-effective, with the selection of replacement technology to ensure minimal secondary environmental impacts, maximum environmental benefit, and financial viability.
13. Where the existing density of septic systems within a Lake Community Sub-Zone is known or strongly suspected to be a significant contributor of lake pollutants, community wastewater treatments shall service parcels of lands within the Lake Community Sub-Zone wherever feasible in order to eliminate pollution of lakes by discharges from septic systems. Community-based systems should not provide for additional land development capacity except for exempt lots within that existing lake community that are not environmentally constrained, or for areas that are otherwise permitted to have wastewater service. The systems must be designed to minimize secondary environmental impacts, including potential reductions in net water availability.

Scenic Resources Tier

The Highlands Council will establish standards regarding the protection of visual and scenic resources in the Scenic Resources Tier from development or redevelopment (including redevelopment within the Lake Community Sub-Zone) that include, but are not limited to, the following:

1. Building heights should be limited so that the top of a building does not exceed thirty-five (35) feet except in Designated Centers where a greater height is in keeping with existing community design.
2. All buildings shall be screened from view from a lake by trees and other natural plant material, to the extent practicable.
3. The exteriors of all new or redeveloped buildings shall be finished with materials which are compatible with a natural or historical character of the Highlands Region.
4. New buildings shall be prohibited within areas which are Severely Constrained Slopes and Moderately Constrained Slopes.
5. Clearing of trees should be limited to the minimum area needed for the development of a site.
6. Outdoor lighting should be provided by cut-off fixtures directed away from the shoreline.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Appendix B: Highlands Model Exemption Ordinance

MODEL HIGHLANDS AREA EXEMPTION ORDINANCE

A Supplement to the Land Use Ordinances of

BOROUGH/TOWNSHIP/TOWN OF _____

_____ COUNTY, NEW JERSEY

**DRAFT for submission to the New Jersey Highlands Water
Protection and Planning Council**

DATE: _____, 2013

This document is based on a model Highlands Area Exemption Ordinance prepared and provided to Highlands municipalities by the New Jersey Highlands Water Protection and Planning Council.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Table of Contents

| | | |
|------------|---|----|
| Article 1. | Title, Purpose, Scope..... | 1 |
| § 1.1 | Title..... | 1 |
| § 1.2 | Purpose | 1 |
| § 1.3 | Scope/Applicability | 1 |
| § 1.4 | Statutory Authority | 1 |
| § 1.5 | Severability | 2 |
| § 1.6 | Effective Date | 2 |
| Article 2. | Definitions | 3 |
| § 2.1 | Word Usage | 3 |
| § 2.2 | Definitions | 3 |
| Article 3. | Geographic Area of Applicability | 7 |
| § 3.1 | Highlands Planning Area and Preservation Area | 7 |
| § 3.1.1 | Highlands Area..... | 7 |
| § 3.1.2 | Applicability Specified..... | 7 |
| Article 4. | Highlands Act Exemption Determinations | 8 |
| § 4.1 | Highlands Act Exemptions..... | 8 |
| § 4.1.1 | State Agency Exemption Determination..... | 8 |
| § 4.1.2 | Municipal Exemption Determination | 8 |
| § 4.2 | Highlands Act Exemptions Eligible for Municipal Determination | 8 |
| § 4.3 | Exemption Designee(s) | 10 |
| § 4.3.1 | Updates to Training Certification | 10 |
| § 4.3.2 | Interim Determinations..... | 10 |
| § 4.4 | Application Procedures | 10 |
| § 4.4.1 | Municipal Exemption Applications..... | 10 |
| § 4.4.2 | Completeness Determination | 10 |
| § 4.4.3 | Time for Determination | 11 |
| § 4.4.4 | Determinations..... | 11 |
| § 4.4.5 | Notice of Determination Required..... | 11 |
| § 4.4.6 | Deed Notice for Exemption #2 | 11 |
| § 4.5 | Appeal of Municipal Exemption Determination | 12 |
| § 4.6 | Effect of Certified Exemption | 12 |
| § 4.7 | Application Fees (Optional)..... | 12 |
| § 4.8 | Submission Requirements | 12 |

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

ARTICLE 1. TITLE, PURPOSE, SCOPE

§ 1.1 TITLE

This Ordinance shall be known and cited as the “Borough/Township/Town of Highlands Area Exemption Ordinance.”

§ 1.2 PURPOSE

The purpose of this Ordinance is to set forth the procedural and substantive requirements by which the municipality will issue Highlands Act Exemption Determinations. Such determinations pertain only to Highlands Act Exemptions 1, 2, 4, 5, 6, 7, and 8. Highlands Act Exemption Determinations indicate whether proposed activities, improvements or development projects affecting lands located within the Borough/Township/Town Highlands Area are exempt from the Highlands Water Protection and Planning Act (“Highlands Act,” N.J.S.A. 13:20-1 et seq.), and are therefore exempt from the Highlands Water Protection and Planning Council’s (“Highlands Council”) Regional Master Plan, the New Jersey Department of Environmental Protection’s (NJDEP) Highlands Water Protection and Planning Act Rules (“Preservation Area Rules,” N.J.A.C. 7:38-1 et seq.), and from any amendments to the Borough/Township/Town’s master plan, development regulations, or other regulations adopted pursuant to the approval of the Borough/Township/Town’s Petition for Plan Conformance by the Highlands Council.

§ 1.3 SCOPE/APPLICABILITY

The provisions of this Ordinance pertain to activities, improvements and development projects involving lands located within the Borough/Township/Town Highlands Area. The Highlands Area comprises that portion of the municipality for which the applicable provisions of the Borough/Township/Town Master Plan, land use ordinances and other pertinent regulations have been deemed by the Highlands Council to be in conformance with the Highlands Regional Master Plan (RMP) (see § 3.1.1). The provisions of this Ordinance shall not be construed to alleviate any person or entity from the provisions and requirements of any other applicable ordinances, rules, or regulations of the municipality, or from any other applicable law, regulation, or requirement of any county, state, or federal authority having jurisdiction. Nor shall the provisions of this Ordinance deprive any person or entity from seeking a Highlands exemption determination from the NJDEP or the Highlands Council.

§ 1.4 STATUTORY AUTHORITY

This Ordinance is adopted under the authority of the Highlands Act and the New Jersey Municipal Land Use Law (“MLUL”, N.J.S.A. 40:55D-1 et seq.). In the Highlands Act, the Legislature identified numerous categories of activities that are exempt from the Act, the RMP, the Preservation Area Rules, and any amendments to a master plan, development regulations, or other regulations adopted by a local government to conform them with the RMP. See N.J.S.A. 13:20-28. The Legislature granted the Highlands Council the authority to administer the plan conformance process and to approve, reject, or approve with conditions municipal plan conformance petitions. See N.J.S.A. 13:20-14, -15. The Legislature, through the MLUL, granted authority to New Jersey municipalities to govern land use and development within their borders and, through the Highlands Act, established requirements for Highlands municipalities to conform their land use and development regulations with the RMP. In a July 19, 2012 Memorandum of Understanding (MOU) between the Highlands Council and the NJDEP, the Council and the NJDEP recognized the circumstances in which it would be appropriate for conforming, Highlands Council-certified municipalities to make determinations regarding specified Highlands Act exemptions.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

§ 1.5 SEVERABILITY

If any section, sentence, clause or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, such holding shall in no way affect the validity of the ordinance as a whole, or of any other portion thereof.

§ 1.6 EFFECTIVE DATE

This Ordinance shall take effect after final passage and publication in the manner required by law.

ARTICLE 2. DEFINITIONS

§ 2.1 WORD USAGE

Terms used in the body of this Ordinance which are defined by the Highlands Act (N.J.S.A. 13:20-3) are intended to have the same definitions as provided in the Highlands Act. Unless expressly stated to the contrary or alternately defined herein, terms which are defined by the MLUL are intended to have the same meaning as set forth in the MLUL. For purposes of this Ordinance, the terms “shall” and “must” are indicative of a mandatory action or requirement while the word “may” is permissive.

§ 2.2 DEFINITIONS

For purposes of this Ordinance the following definitions shall apply:

Agricultural or Horticultural Development – Construction for the purposes of supporting common farmsite activities, including but not limited to, the production, harvesting, storage, grading, packaging, processing, and the wholesale and retail marketing of crops, plants, animals, and other related commodities and the use and application of techniques and methods of soil preparation and management, fertilization, weed, disease, and pest control, disposal of farm waste, irrigation, drainage and water management, and grazing. (N.J.S.A. 13:20-3.)

Agricultural or Horticultural Use – The use of land for common farmsite activities, including but not limited to, the production, harvesting, storage, grading, packaging, processing, and the wholesale and retail marketing of crops, plants, animals, and other related commodities and the use and application of techniques and methods of soil preparation and management, fertilization, weed, disease, and pest control, disposal of farm waste, irrigation, drainage and water management, and grazing. (N.J.S.A. 13:20-3.)

Agricultural Impervious Cover – Agricultural or horticultural buildings, structures or facilities with or without flooring, residential buildings and paved areas, but not meaning temporary coverings. (N.J.S.A. 13:20-3.)

Applicant – Any entity applying to the Board of Health, Planning Board, Zoning Board of Adjustment, Zoning Officer, Construction Official or other applicable authority of the municipality for permission or approval to engage in an activity that is regulated by the provisions of this Ordinance.

Application for Development – The application form and all accompanying documents required by ordinance for approval of a subdivision plat, site plan, planned development, conditional use, zoning variance, or direction of the issuance of a permit pursuant to section 25 or section 27 of P.L.1975, c.291 (C.40:55D-34 or C.40:55D-36).

Building Permit – Used interchangeably with the term “Construction Permit;” see definition below.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Construction Permit – A permit issued pursuant to the New Jersey Uniform Construction Code, Chapter 23 of Title 5 of the New Jersey Administrative Code (N.J.A.C. 5:23-1 et seq.), providing authorization to begin work subject to the conditions and requirements established under the provisions therein.

Development – The division of a parcel of land into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any building or other structure, or of any mining excavation or landfill, and any use or change in the use of any building or other structure, or land or extension of use of land, for which permission may be required pursuant to the MLUL. (N.J.S.A. 13:20-3; N.J.S.A. 40:55D-4.)

Disturbance – The placement of impervious surface, the exposure or movement of soil or bedrock, or the clearing, cutting, or removing of vegetation. (N.J.S.A. 13:20-3.)

Disturbance, Ultimate – The total existing or proposed area of disturbance of a lot, parcel, or other legally designated (or otherwise legally recognized) tract or subdivision of land, for the purpose of, and in connection with, any human activity, property improvement, or development, including the surface area of all buildings and structures, all impervious surfaces, and all associated land disturbances such as excavated, filled, and graded areas, and all lawn and landscape areas. Ultimate disturbance shall not include areas of prior land disturbance which at the time of evaluation: a) contain no known man-made structures (whether above or below the surface of the ground) other than such features as old stone rows or farm field fencing; and b) consist of exposed rock outcroppings, or areas which, through exposure to natural processes (such as weathering, erosion, siltation, deposition, fire, flood, growth of trees or other vegetation) are no longer impervious or visually obvious, or ecologically restored areas which will henceforth be preserved as natural areas under conservation restrictions.

Environmental Land Use or Water Permit – A permit, approval, or other authorization issued by the Department of Environmental Protection pursuant to the "Freshwater Wetlands Protection Act," P.L.1987, c.156 (C.13:9B-1 et seq.), the "Water Supply Management Act," P.L.1981, c.262 (C.58:1A-1 et seq.), the "Water Pollution Control Act," P.L.1977, c.74 (C.58:10A-1 et seq.), "The Realty Improvement Sewerage and Facilities Act (1954)," P.L.1954, c.199 (C.58:11-23 et seq.), the "Water Quality Planning Act," P.L.1977, c.75 (C.58:11A-1 et seq.), the "Safe Drinking Water Act," P.L.1977, c.224 (C.58:12A-1 et seq.), or the "Flood Hazard Area Control Act," P.L.1962, c.19 (C.58:16A-50 et seq.). (N.J.S.A. 13:20-3.)

Farm Management Unit – A parcel or parcels of land, whether contiguous or noncontiguous, together with agricultural or horticultural buildings, structures and facilities, producing agricultural or horticultural products, and operated as a single enterprise. (N.J.S.A. 13:20-3.)

Forest Management Plan – A written guidance document describing the forest resources present on a property, the landowner's management goals and objectives, and the recommended practices or activities to be carried out over time on the land. This tool is used to evaluate a forest land's current state and provide a management process which, over time, meets the landowner's objectives, while maintaining health and vigor of the resource. Forest Management Plans are typically written for a ten year period. (RMP, Glossary.)

Farmsite – A Farm Management Unit as defined above.

Highlands Applicability Determination – A determination made by the NJDEP (pursuant to N.J.A.C. 7:38-2.4) indicating whether a project proposed for the Preservation Area is a major Highlands development, whether any such major Highlands development is exempt from the Highlands Act, and whether the project is consistent with the applicable Areawide Water Quality Management Plan

Highlands Area – That portion of the municipality for which the land use planning and regulation are in conformance with, or are intended or proposed to be in conformance with, the Highlands RMP.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Highlands Preservation Area Approval (HPAA) – An approval issued by the NJDEP pursuant to 7:38-6 pertinent to a regulated activity in the Highlands Preservation Area, and including an HPAA that contains a waiver pursuant to N.J.S.A. 13:20-33b.

Immediate Family Member – A spouse, child, parent, sibling, aunt, uncle, niece, nephew, first cousin, grandparent, grandchild, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepparent, stepchild, stepbrother, stepsister, half brother, or half sister, whether the individual is related by blood, marriage, or adoption. (N.J.S.A. 13:20-3.)

Impervious Surface – Any structure, surface, or improvement that reduces or prevents absorption of stormwater into land, including, but not limited to, porous paving, paver blocks, gravel, crushed stone, decks, patios, elevated structures, and other similar structures, surfaces, or improvements. (N.J.S.A. 13:20-3.)

Impervious Surfaces, Cumulative – The total area of all existing or proposed impervious surfaces situated or proposed to be situated within the boundary lines of a lot, parcel, or other legally recognized subdivision of land, expressed either as a measure of land area such as acreage, or square feet, or as a percentage of the total lot or parcel area.

Major Highlands Development – Except as otherwise provided pursuant to subsection a. of section 30 of the Highlands Act (“Exemptions”): (1) any non-residential development in the Preservation Area; (2) any residential development in the Preservation Area that requires an environmental land use or water permit [from the NJDEP, *see definition above*], or that results in the ultimate disturbance of one acre or more of land or a cumulative increase in impervious surface by one-quarter acre or more; (3) any activity undertaken or engaged in the Preservation Area that is not a development but results in the ultimate disturbance of one-quarter acre or more of forested area or that results in a cumulative increase in impervious surface by one-quarter acre or more on a lot; or (4) any capital or other project of a State entity or local government unit in the Preservation Area that requires an environmental land use or water permit [from the NJDEP, *see definition above*], or that results in the ultimate disturbance of one acre or more of land or a cumulative increase in impervious surface by one-quarter acre or more. Major Highlands Development shall not include any agricultural or horticultural development or agricultural or horticultural use. Solar panels shall not be included in any calculation of impervious surface. (As defined by the Highlands Act, N.J.S.A. 13:20-1 et seq., as amended.)

Master Plan – For purposes of this Ordinance, all references to the “Borough/Township/Town Master Plan,” “master plan,” or “Master Plan,” refer to the municipal master plan, as defined in the MLUL (N.J.S.A. 40:55D-5), as adopted by the Borough/Township/Town Planning Board.

Master Plan, Highlands Regional (RMP) – For purposes of this Ordinance, all references to the Highlands Regional Master Plan (RMP), shall be by use of the words “Highlands Regional Master Plan,” “Highlands RMP,” “Regional Master Plan,” or “RMP.”

Municipal Land Use Law (MLUL) – The New Jersey Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq.

NJDEP – New Jersey Department of Environmental Protection

NJDEP Preservation Area Rules – The regulations established by the NJDEP to implement requirements of the Highlands Act, titled “Highlands Water Protection and Planning Act Rules,” and codified at N.J.A.C. 7:38-1 et seq.

Planning Area – Lands within the Highlands Region that are not located in that portion designated by the Highlands Act as the “Preservation Area” (see metes and bounds description at N.J.S.A. 13:20-7b).

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Preservation Area – Lands within the Highlands Region that are located in that portion designated by the Highlands Act as the “Preservation Area” (see metes and bounds description at N.J.S.A. 13:20-7b).

Solar Panel – An elevated panel or plate, or a canopy or array thereof, that captures and converts solar radiation to produce power, and includes flat plate, focusing solar collectors, or photovoltaic solar cells and excludes the base or foundation of the panel, plate, canopy, or array. (N.J.S.A. 13:20-3.)

Structure – A combination of materials to form a construction for occupancy, use or ornamentation whether installed on, above, or below the surface of a parcel of land.

ARTICLE 3. GEOGRAPHIC AREA OF APPLICABILITY

§ 3.1 HIGHLANDS PLANNING AREA AND PRESERVATION AREA

The Highlands Act establishes the Preservation Area and Planning Area of the Highlands Region. It describes the varied attributes of each and sets forth the major land use planning goals that pertain to the lands located within each. The Act defines the geographic extent of the Highlands Region to include the aggregated land area making up its constituent municipalities (N.J.S.A. 13:20-7a). It provides a physical delineation of the Preservation Area by use of a specific metes and bounds description (N.J.S.A. 13:20-7b), designating all remaining lands within the Highlands Region as the Planning Area.

§ 3.1.1 Highlands Area

The Borough/Township/Town Master Plan incorporates the Highlands Preservation Area and/or Planning Area, inclusive of the goals applicable to each/it, as an integral component of the planning and land use policies of the municipality. For purposes of this Ordinance, this/these Area/s is/are designated as the Borough/Township/Town Highlands Area. A map of the Borough/Township/Town Highlands Area appears in Exhibit 1.

§ 3.1.2 Applicability Specified

This Ordinance applies specifically and solely to lands designated as the Borough/Township/Town Highlands Area, as delineated in Exhibit 1.

ARTICLE 4. HIGHLANDS ACT EXEMPTION DETERMINATIONS

§ 4.1 HIGHLANDS ACT EXEMPTIONS

Section 30 of the Highlands Act identifies as exempt, specific activities, improvements and development projects affecting lands within the Highlands Region. Such activities, improvements and projects may be proposed as a component of any type of land use application submitted to the municipality for approval, including but not limited to zoning permit applications, building permit applications, and Applications for Development (as defined at § 2.2). Any such qualifying activity, improvement or development project is exempt, with regard specifically to that activity, improvement or development project, from the requirements of the Highlands Act, the Highlands RMP, the NJDEP Preservation Area Rules, and any amendments to the Borough/Township/Town's master plan, development regulations, or other regulations adopted pursuant to the approval of Borough/Township/Town's Petition for Plan Conformance by the Highlands Council. Such an exemption specifically applies to any Highlands Area land use ordinance adopted by the Borough/Township/Town pursuant to the Highlands Council's approval of Borough/Township/Town's Petition for Plan Conformance.

Where any application submitted to the municipality for approval proposes to rely upon a Highlands Act

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Exemption, the applicant must, as a condition of application completeness, and prior to review or approval of the application by the applicable municipal authority, provide sufficient evidence that the proposed activity, improvement, or development project in fact qualifies as a Highlands Act Exemption. Such evidence shall consist of either a State Agency Exemption Determination or a Municipal Exemption Determination (see § 4.1.1 or § 4.1.2 below) indicating that the proposed activity, improvement, or development project qualifies for a Highlands Act Exemption.

§ 4.1.1 State Agency Exemption Determination

State Agency Exemption Determinations shall consist of either, a Highlands Applicability Determination issued by the NJDEP for a Preservation Area proposal, or a Highlands Exemption Determination issued by the Highlands Council for a Planning Area proposal. State Agency Determinations may be requested with regard to any Highlands Act Exemption, however for applications involving any exemption not identified at § 4.2 below, a State Agency Exemption Determination is required. Any applicant seeking a formal exemption determination for a capital or other project of any State entity or local government unit, or for any other publicly-owned or controlled land or facility, also must request a State Agency Exemption Determination.

§ 4.1.2 Municipal Exemption Determination

For an application involving any of the specific exemptions listed in Section 4.2 below, the applicant may request a Municipal Exemption Determination. The applicant may rely upon the findings of a Municipal Exemption Determination to the same extent as would apply to an exemption determination issued by the Highlands Council or the NJDEP.

§ 4.2 HIGHLANDS ACT EXEMPTIONS ELIGIBLE FOR MUNICIPAL DETERMINATION

Effective as of the date on which the municipality receives written authorization from the Highlands Council to proceed, an applicant may seek a Municipal Exemption Determination for the Highlands Act Exemptions listed hereunder. *[This listing will be finalized in consultation with the municipality. The Highlands Council encourages municipalities to incorporate all exemptions authorized for municipal determination, as listed below. While municipalities may consider shortening this list, the Council encourages municipalities to assume responsibility for exemption determinations to the maximum extent feasible, to provide ease and efficiency in processing of municipal applications and to reduce costs to applicants. Training will be provided for municipal officials prior to adoption and effectuation of these provisions and on-going assistance will be available to all officials designated with review authority.]*

1. *Exemption 1.* The construction of a single family dwelling, for an individual's own use or the use of an immediate family member, on a lot owned by the individual on the date of enactment of the Highlands Act (August 10, 2004) or on a lot for which the individual entered into a binding contract of sale to purchase on or before May 17, 2004.
2. *Exemption 2.* The construction of a single family dwelling on a lot in existence on the date of enactment of the Highlands Act (August 10, 2004), provided that the construction does not result in the ultimate disturbance of one acre or more of land or a cumulative increase in impervious surface by one-quarter acre or more.
 - a) A Municipal Exemption Determination indicating that an applicant qualifies under Highlands Act Exemption 2 shall require approval and filing of a Deed Notice along with a site plan delineating the total exempt area and the extent of the disturbance recognized in the Municipal Exemption Determination (see 4.4 below). Municipal Exemption Determinations in such instances shall not take effect until the applicant has provided proof of filing of the approved Deed Notice.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

3. *Exemption 4.* The reconstruction of any building or structure for any reason within 125% of the footprint of the lawfully existing impervious surfaces on the site, provided that the reconstruction does not increase the lawfully existing impervious surface by one-quarter acre or more. This exemption shall not apply to the reconstruction of any agricultural or horticultural building or structure for a non-agricultural or non-horticultural use.
 - a) For purposes of this Ordinance, this exemption shall not be construed to permit multiple 125% footprint expansions, but rather, to permit one or more reconstruction activities cumulatively resulting in a maximum 125% increase in the footprint of the impervious surfaces lawfully existing on the site, provided they do not cumulatively exceed the one-quarter acre limitation. Any determination of whether the expansion of impervious cover meets the statutory criteria for the exemption must account for the preexisting impervious cover, and such expansion must be contiguous to the location of the existing impervious cover. See In re August 16, 2007 Determination of NJDEP ex rel. Christ Church, 414 N.J. Super. 592 (App. Div. 2010), certif. denied, 205 N.J. 16 (2010).
 - b) For Preservation Area determinations, the applicable date of lawful existence shall be August 10, 2004, the date of enactment of the Highlands Act. For Planning Area determinations, the date of lawful existence shall coincide with the effective date of the municipally-adopted Highlands Area Checklist Ordinance or Highlands Area Land Use Ordinance, whichever is earlier.
4. *Exemption 5.* Any improvement to a single family dwelling in existence on the date of enactment of the Highlands Act (August 10, 2004), including but not limited to an addition, garage, shed, driveway, porch, deck, patio, swimming pool or septic system.
5. *Exemption 6.* Any improvement, for non-residential purposes, to a place of worship owned by a nonprofit entity, society or association, or association organized primarily for religious purposes, or a public or private school, or a hospital, in existence on the date of enactment of the Highlands Act (August 10, 2004), including but not limited to new structures, an addition to an existing building or structure, a site improvement, or a sanitary facility.
6. *Exemption 7.* An activity conducted in accordance with an approved woodland management plan pursuant to section 3 of the "Farmland Assessment Act," P.L.1964, c.48 (C.54:4-23.3) or a forest stewardship plan approved pursuant to section 3 of P.L.2009, c. 256 (C.13:1L-31), or the normal harvesting of forest products in accordance with a forest management plan or forest stewardship plan approved by the State Forester.
7. *Exemption 8.* The construction or extension of trails with non-impervious surfaces on publicly owned lands or on privately owned lands where a conservation or recreational use easement has been established.

§ 4.3 EXEMPTIONDESIGNEE(S)

Municipal Exemption Determinations regarding Highlands Act Exemptions shall be issued by the Borough/Township/Town *[insert as applicable: e.g., Planner, Engineer, and/or Zoning Officer]*. The Exemption Designee(s) shall be authorized to issue Municipal Exemption Determinations on behalf of the municipality, and shall only begin to do so, after satisfactory completion of a Highlands Council training class for which the individual(s) has/have received formal certification from the Highlands Council.

§ 4.3.1 Updates to Training Certification

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

In the event of programmatic changes, updated information, or modifications to procedures, updated training certification may be required of Exemption Designees in order to maintain qualifications for providing Municipal Exemption Determinations. The Highlands Council will provide training modules on an as-needed basis, to provide base training to new employees, and/or to further the expertise of already-certified individuals. Exemption Designees and the municipalities they serve will be advised of any need for upgraded training, which will be provided and funded by the Highlands Council.

§ 4.3.2 Interim Determinations

For the duration of any period during which the municipality is without a qualified Exemption Designee(s) due to changes in personnel or other extenuating circumstances, applicants seeking Highlands Act Exemption Determinations shall be referred to the NJDEP or the Highlands Council, for a State Agency Determination pursuant to § 4.1.1, above.

§ 4.4 APPLICATION PROCEDURES

§ 4.4.1 Municipal Exemption Applications

Requests for Municipal Exemption Determination shall be submitted on forms provided by the *[insert as appropriate: e.g., Planning/Engineering/Community Development Department – note, model forms will be provided by the Highlands Council for this purpose, which the municipality may modify as necessary to incorporate municipal headings, contact information, application fee requirements, and submission details]* and shall be accompanied by sufficient information and documentary evidence to demonstrate whether the proposed activity, improvement or development project qualifies for the applicable exemption. Required submission materials applicable to each exemption, appear at § 4.7, below.

§ 4.4.2 Completeness Determination

The Exemption Designee shall review the application and all accompanying materials to determine whether sufficient information has been submitted to make a determination on the application. In the event of a finding that the application is incomplete, the Exemption Designee shall, within calendar days of receipt *[municipality to insert timing as appropriate]*, issue such findings in writing to the applicant, indicating what information is required to properly consider the application.

§ 4.4.3 Time for Determination

The Exemption Designee shall issue Municipal Exemption Determinations within calendar days of receipt *[municipality to insert timing as appropriate]* of a complete application. The Exemption Designee may consult with the Executive Director (or applicable designee) of the Highlands Council as needed in making any exemption determination, however. In such circumstance, the Exemption Designee shall seek such assistance within the period *[same timing as previous]* and shall issue the determination within at least ten (10) calendar days of receiving the requested guidance. In no case shall failure to meet this date constitute approval of the exemption.

§ 4.4.4 Determinations

All Municipal Exemption Determinations shall be provided in writing, shall certify to the applicability or inapplicability of the exemption, and shall include a statement of the rationale for the decision. Any Municipal Exemption Determination certifying to the applicability of Highlands Act Exemptions #2 shall be contingent upon submission of proof of filing of the required Deed Notice, as set forth at § 4.4.5, below.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

§ 4.4.5 Notice of Determination Required

The Exemption Designee shall provide copies of all Municipal Exemption Determinations including a copy of the full application, to the Highlands Council and for decisions regarding lands in the Highlands Preservation Area, to the NJDEP, in either case, within ten (10) business days of issuance.

§ 4.4.6 Deed Notice for Exemption #2

Any Municipal Exemption Determination that certifies to the applicability of Highlands Act Exemption #2 (§ 4.2 above), shall be issued conditionally, pending fulfillment of the requirement that a deed notice be recorded in the office of the County Clerk or Register, as applicable, indicating the extent of the exemption that has been consumed. The deed notice shall incorporate each of the components listed below and the applicant shall provide a copy of the filed Deed Notice to the Highlands Council within five (5) business days of filing.

- A. Clear identification of the name(s) and address(es) of the owner(s) in fee of the property;
- B. Designated tax block and lot number(s), street address(es), municipality and county of location of the property;
- C. Reference to the Municipal Exemption Determination (by date, numbering if applicable) issued and under which the deed notice is being filed;
- D. Description of the approved area of ultimate disturbance and the impervious surface area, with verification that these remain below the statutory limits;
- E. For properties of one acre or more in area, metes and bounds delineation indicating the portion of the property for which the ultimate disturbance has been authorized;
- F. Agreement to abide by the ultimate disturbance and impervious surface limits imposed, any furtherance thereof rendering the Municipal Exemption Determination null and void; and
- G. Notice that the owner(s) and subsequent owner(s) and lessees shall cause all leases, grants, and other written transfers of interest in the property to contain provisions expressly requiring all holders thereof to take the property subject to the limitations therein set forth.

§ 4.5 APPEAL OF MUNICIPAL EXEMPTION DETERMINATION

A Municipal Exemption Determination may be appealed by any affected person/entity by filing a notice of appeal within twenty (20) calendar days of issuance or receipt of said determination, whichever is later, specifying the grounds therefor. Appeals must be filed with the NJDEP in the case of any Preservation Area Exemption, and with the Highlands Council, in the case of any Planning Area Exemption. All appeals shall be copied to the Exemption Designee, who shall immediately transmit to the NJDEP or the Highlands Council, as applicable, copies of the notice of appeal, the Municipal Exemption Determination Application, and all supplemental materials constituting the record that the Exemption Designee relied upon in issuing the Municipal Exemption Determination. Where the Municipal Exemption Determination deems an activity, improvement or development project exempt, the filing of an appeal to the NJDEP or the Highlands Council shall stay all proceedings in furtherance of its approval by the municipality.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

§ 4.6 EFFECT OF CERTIFIED EXEMPTION

Issuance of a Municipal Exemption Determination that certifies to the applicability of a Highlands Act exemption shall recognize the applicant's exemption from the provisions of the RMP, NJDEP Preservation Area Rules, and any municipal ordinances and requirements adopted under the authority of the Highlands Act to achieve Highlands Plan Conformance. The exemption is restricted solely to the extent of the specified activity, improvement, or development project as described in the language of the Highlands Act exemption, or to any lesser activity, improvement, or development project as proposed and certified through a Municipal Exemption Determination Application. Any activity, improvement, or development project, or any part thereof, that is not specifically listed as an exemption or exceeds the limits of an exemption, remains subject to all of the above regulatory programs to the full extent of the respective applicability of each. Issuance of a Highlands Exemption Determination shall not relieve the applicant from securing all other required federal, state, or local approvals.

§ 4.7 APPLICATION FEES (OPTIONAL)

[Municipalities may in their discretion determine whether to charge application fees for Municipal Exemption Determinations, consistent with applicable State and local requirements.]

§ 4.8 SUBMISSION REQUIREMENTS

All applications shall be accompanied by the Municipal Exemption Determination Application Form, the applicable fees, and the information listed below, as applicable to the particular exemption or exemption(s) being sought by the applicant. All references to professional preparers indicated herein shall be construed to include any and all qualified individuals licensed, certified, or otherwise eligible and authorized to complete such work, in accordance with the applicable laws and legal requirements of the State of New Jersey including but not limited to the MLUL (N.J.S.A. 40:55D-1 et seq.) and Title 13 of the New Jersey Administrative Code, Law and Public Safety. Where the Exemption Designee finds that any submission item is not necessary to address the evidentiary requirements that must be satisfied for issuance of an Exemption Determination, either because alternate items have been provided by the applicant, or the relevant information is readily available through records, maps, or any other documents on file in the offices of the municipality, the Exemption Designee may waive the applicant's obligation to submit such information..

A. Exemption 1.

1. A copy of a deed, closing or settlement statement, title policy, tax record, mortgage statement or any other official document showing that the lot was legally owned by the applicant on or before August 10, 2004 and indicating the lot and block as designated by the municipal tax mapping, the municipality and county in which the lot is located, and the street address;
2. If the applicant did not own the lot, a copy of the binding contract of sale executed by the seller and the applicant on or before May 17, 2004 for the lot on which the house is to be constructed; and
3. A certification by the applicant stating that the single family dwelling proposed for construction on the lot specified and described therein by tax lot and block, municipality and county of location, and street address, is intended for the applicant's own use or the use of an immediate family member as identified therein by name and relationship to the applicant.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

B. Exemption 2.

1. A copy of the recorded deed or plat showing that the lot was created on or before August 10, 2004 or proof of subdivision approval on or before August 10, 2004;
2. A property survey certified by a licensed New Jersey Professional Land Surveyor indicating the property boundary lines and overall lot size, and showing what structures currently exist on the lot, if any;
3. A parcel plan certified by a licensed New Jersey Professional Engineer showing all existing and proposed development, including all structures, grading, clearing, impervious surface and disturbance, and including the calculations supporting the claim that impervious surfaces and areas of disturbance are within the limits necessary for Exemption 2; and
4. A metes and bounds description of the area of the lot to be disturbed, limited to less than one acre and a draft conservation restriction or deed notice (pursuant to § 4.4.5, above) to cover the balance of the lot.

C. Exemption 4.

1. A parcel plan certified by a licensed New Jersey Professional Engineer depicting:
 - a) All existing property improvements, including all structures, grading, clearing, impervious surfaces and limits of disturbance, lawfully existing on the site as of August 10, 2004 for Preservation Area projects and as of the effective date of the municipal Highlands Area Checklist Ordinance or Highlands Area Land Use Ordinance, whichever is earlier; and
 - b) All proposed development including all structures, impervious surfaces, clearing limits, and limits of disturbance, including grading; and
2. A copy of any official documentation of the original date of construction of the building or otherwise establishing the lawfulness of existing impervious surfaces.

D. Exemption 5.

1. A copy of any official documentation proving the single family dwelling was in existence on August 10, 2004;
2. A description of the proposed improvement; and
3. A certification from the applicant that the property and all improvements will continue to be used for single family dwelling purposes.

E. Exemption 6.

1. A copy of any official documentation indicating that the place of worship, public or private school or hospital was in existence on August 10, 2004;
2. For improvements to a place of worship, documentation showing that the entity, society or association, or association organized primarily for religious purposes has non-profit status;
3. A site plan certified by a licensed New Jersey Professional Engineer depicting:

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

- a) All existing property improvements including all structures, grading, clearing, impervious surfaces and limits of disturbance, existing on the site on August 10, 2004; and
- b) All proposed development including all structures, impervious surfaces, clearing limits, and limits of disturbance, including grading.

F. *Exemption 7.*

1. For a private landowner with an approved woodland management plan or forest stewardship plan:
 - a) A copy of the applicant's tax bill showing that the site has farmland assessment tax status under the New Jersey Farmland Assessment Act, N.J.S.A. 54:4-23.1 et seq., if applicable;
 - b) A brief description of the total area of woodlands that is the subject of the approved woodland management plan or forest stewardship plan;
 - c) A brief description of the length of time that the area to be managed has been in use for woodland management or forest stewardship plan; and
 - d) A copy of the approved woodland management plan or forest stewardship plan.
2. For the normal harvesting of forest products in accordance with a forest management plan or forest stewardship plan approved by the State Forester:
 - a) A brief description of the total area where the normal harvesting of forest products occurs;
 - b) A brief description of the length of time that the area to be managed has been in use for normal harvesting of forest products; and
 - c) A copy of a forest management plan or forest stewardship plan approved by the State Forester.

G. *Exemption 8.*

1. A site plan certified by a licensed New Jersey Professional Engineer showing the proposed trail construction with details including the location, and width of existing and proposed trails and those off-site trails to which they connect, if any;
2. A written description of the non-impervious materials to be used; and
3. For privately owned property, a copy of a deed for the property and the conservation or recreational use easement on the property.

Appendix C: Plan Conformance Process

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Petition for Plan Conformance – Planning Area

Submittal documents required for Petitions for Plan Conformance will vary depending upon the results of the Highlands Council review of this Initial Assessment. Mountain Lakes will receive an information packet following the submission of this Initial Assessment containing specific requirements. Generally, the following is the process of Plan Conformance.

1. **Planning Area Ordinance (or Resolution adopted in lieu).** For municipal Petitions involving Planning Area lands, the Highlands Council will accept a resolution adopted by the Governing Body in lieu of an adopted Planning Area Ordinance for purposes of review and consideration of Petition materials. Adoption of the Planning Area Petition Ordinance is required for conformance by Planning Area municipalities pursuant to the Highlands Act.
2. **Planning Program Documents.** Proposed revisions, updates and/or supplements to the master plan, land use regulations, management plans, redevelopment plans, and various other planning documents required to achieve Plan Conformance will be submitted as part of the Plan Conformance agreements over time and will be determined through the process of Plan Conformance with Highlands Staff. Municipal planning documents and ordinances that may be required to be revised over time may include:
 - a. Environmental Resource Inventory
 - b. Environmental/Infrastructure Capacity Analysis
 - c. Municipal Master Plan and associated Elements
 - d. Master Plan Reexamination Report
 - e. Zoning/Land Use Ordinances & Development Regulations
 - i. Highlands Referral Ordinance
 - ii. Implementation of Land Use Capability Zones
 - iii. Water Use & Wastewater Treatment Regulations
 - iv. Cluster Development Ordinance Provisions
 - v. Open Water Protection Areas
 - vi. Critical Habitat Protection
 - vii. Steep Slopes
 - viii. Carbonate Rock
 - ix. Water Use
 - x. Prime Groundwater Recharge Areas
 - xi. Lake Management Areas
 - xii. Agricultural Resources
 - xiii. Forest Resources
 - xiv. Wellhead Protection
 - xv. Historic, Cultural, Archaeological and Scenic Resource Protection
 - xvi. Zoning Map Amendments
 - f. Resource Management Plans (groundwater recharge, wastewater management, stormwater management, etc.)
 - g. Resource Protection & Supporting Regulations/Plans

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

h. Regional Master Plan Coordination

Where municipal planning documents and ordinances are consistent with the RMP, new documents will not need to be adopted. The timeline of adoption is flexible and the Highlands Council pays for any required changes to municipal planning documents, studies or ordinances.

3. **Map Adjustments and RMP Updates, if applicable.** An RMP Update is a factual update to Highlands Council data. This may result in changes to the configuration and boundary lines of Highlands Land Use Capability Zones. These can be submitted to the Highlands Council for review during the Plan Conformance process.
4. **Review of Plan Conformance Petitions by Executive Director.**
5. **Public Meeting for Review of Plan Conformance Petitions.**

Appendix D: Model Planning Area Referral Ordinance

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

BOROUGH/TOWNSHIP/TOWN OF _____

_____ COUNTY, NEW JERSEY

Pending Ordinance No. _____

AN ORDINANCE AMENDING THE LAND USE ORDINANCE OF THE BOROUGH/TOWNSHIP/TOWN OF _____ TO UPDATE SUBMISSION REQUIREMENTS FOR APPLICATIONS FOR DEVELOPMENT

WHEREAS, the Highlands Water Protection and Planning Act (“Highlands Act,” N.J.S.A. 13:20-1 et seq.) was enacted by the State Legislature on August 10, 2004 for the purpose of protecting, enhancing, and restoring the natural resources of the New Jersey Highlands Region, in particular the water resources, which provide drinking water to over 5 million New Jersey residents; and

WHEREAS, the Highlands Act created the Highlands Water Protection and Planning Council (the “Highlands Council”) and charged it with crafting a comprehensive master plan for the New Jersey Highlands Region; and

WHEREAS, the Highlands Regional Master Plan was adopted by the Highlands Council through the adoption of Resolution 2008-27 on July 17, 2008, and became effective on September 8, 2008 as the product of a long-term, participatory, and region-wide planning effort; and

WHEREAS, Resolution 2008-27 included the adoption of Highlands Regional Master Plan as well as the adoption of various technical reports and guidelines that accompanied the Plan including the 2008 Plan Conformance Guidelines; and

WHEREAS, the Plan Conformance Guidelines provide an overview of the Highlands Act’s bifurcated system for municipal conformance with the Highlands Regional Master Plan – mandatory Plan Conformance for any portion (or if applicable, the whole) of a municipality located within the Preservation Area and voluntary Plan Conformance for any portion (or if applicable, the whole) of a municipality lying within the Planning Area; and

WHEREAS, Section 15 of the Highlands Act provides for voluntary Plan Conformance where any municipality located wholly or partially in the Planning Area may at any time voluntarily revise and conform its local master plan and development regulations, as related to the development and use of

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

land in the Planning Area, with the goals, requirements and provisions of the Regional Master Plan; and

WHEREAS, the Plan Conformance Guidelines detail the requirements for Plan Conformance including amendments to the Environmental Resource Inventory, Master Plan, and Land Use Ordinance, which together are intended to achieve conformance with the Regional Master Plan and provide immediate protections to vital Highlands Resources; and

WHEREAS, the Plan Conformance Guidelines require conforming municipalities to adopt Initial Revisions as a first step of Plan Conformance; the initial revisions are revisions of the existing master plan and development regulations which are deemed necessary by the Highlands Council for prompt enactment by a petitioning local government in order to ensure the protection and enhancement of the resources of the Highlands Region; and

WHEREAS, the Plan Conformance Guidelines include the adoption of a Development Application Referral Ordinance as an Initial Revision in order to ensure that any Application for Development not be deemed complete until such time as certain documents have been submitted by the Applicant and to ensure that Applications for Development are consistent or revised to be consistent with the Regional Master Plan; and

WHEREAS, the Borough/Township/Town of _____ is located in the Highlands Region with lands lying within the Planning Area only, as defined by section 7 of the Highlands Act; and

WHEREAS, the Governing Body of the Borough/Township/Town of _____ has, on behalf of the municipality, petitioned the Highlands Council for Plan Conformance with respect to Borough/Township/Town lands located within the Planning Area portion of the Highlands Region; and

WHEREAS, the Petition filed with the Highlands Council contains proposed amendments to the municipal planning program, including amendments to the Environmental Resource Inventory, Master Plan, and Land Use Ordinance, which together are intended to achieve conformance with the Regional Master Plan and provide immediate protections to vital Highlands Resources located within the Borough/Township/Town; and

WHEREAS, the Governing Body finds that the proposed changes to the municipal planning program are of broad and significant effect, are vital to the protection of the Highlands resources of the municipal Highlands Area, and are compelling to the interests and general welfare of the community; and

WHEREAS, the Governing Body recognizes that the formal municipal adoption of each component of the revised planning program must take place, in sequential order in accordance with all statutory requirements, involving public hearings and deliberation by the Environmental Commission (if applicable), Planning/Land Use Board, and Governing Body; a process that will require an additional undetermined period of time; and

WHEREAS, the Governing Body is aware that lands within the Planning Area are not regulated by the New Jersey Department of Environmental Protection's Preservation Area Rules

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

(N.J.A.C. 7:38-1 et seq.) and, with the exception of Wastewater Management Plans and Water Allocation Permits, would remain without the full suite of Highlands Regional Master Plan protections during the interim period between the date of filing of the Petition for Plan Conformance and the adoption of ordinances and regulations that will provide such protections; and

WHEREAS, an immediate level of protection to the resources located within the Highlands Region by adoption of revised submission requirements pertinent to Applications for Development therein is required by the Plan Conformance Guidelines; and

WHEREAS, the adoption of revised submission requirements pertinent to Applications for Development therein is essential to ensuring that Applicants achieve compliance with the standards and protections required under the Highland Regional Master Plan despite the interim status of the municipal Plan Conformance ordinances and regulations, this interim period not constituting an appropriate instance in which municipal approvals based upon existing municipal regulatory requirements, can appropriately be issued conditioned upon subsequent approval by the Highlands Council, as may occur under usual circumstances; and

WHEREAS, the Governing Body finds that the adoption of such submission requirements are important not only to provide such immediate resource protections, but to ensure the proper management of Applications for Development involving lands within the municipality; and

WHEREAS, the Highland Council deems the immediate protections ascribed by this Ordinance to lands in the Planning Area, which include the whole of the municipality, eligible for application of the provisions of the Highlands Act at N.J.S.A. 13:20-22 and N.J.S.A. 13:20-24 regarding legal representation to municipalities filing for Plan Conformance and regarding the strong presumption of validity and extraordinary deference afforded to such ordinances;

NOW THEREFORE, BE IT ORDAINED by the Governing Body of the Borough/Township/Town of _____ that the Land Use Ordinance of the Borough/Township/Town of _____ be and is hereby amended to incorporate the following provisions:

SECTION 1. APPLICABILITY

This Ordinance shall apply to any Application for Development involving lands located within (or partially within) the Borough/Township/Town Highlands Area (as illustrated in Exhibit 1, "Borough/Township/Town of _____ Highlands Area") that seeks approval of a site plan, subdivision, or change in use, where approval of such Application would: a) result in the ultimate disturbance of one (1) acre or more of land; b) produce a cumulative impervious surface area of one-quarter ($\frac{1}{4}$) acre, or more; c) in the case of residential development, create three or more dwelling units; or d) introduce or expand on any of the following land uses/facilities:

- A. For residential development, create three (3) or more dwelling units;
- B. For non-residential development:
 - 1. Result in the ultimate disturbance of one (1) acre or more of land;

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

2. Produce a cumulative impervious surface area of one-quarter ($\frac{1}{4}$) acre, or more; or
3. Introduce or expand on any of the following land uses/facilities:
 - a) Landfills;
 - b) Permanent storage or disposal of hazardous wastes, industrial or municipal sludge or radioactive materials, including solid waste landfills;
 - c) Collection and transfer facilities for hazardous wastes, solid wastes that contain hazardous materials, and radioactive materials;
 - d) Industrial treatment facility lagoons; or
 - e) Any Major or Minor Potential Contaminant Source (as identified in Appendix A and Appendix B of this Ordinance, respectively) on lands located within 200 feet of the wellhead of any public community well or public non-community well, as these are defined at Section 4 below.

All thresholds in A. and B., above, shall be interpreted to apply cumulatively over time, beginning as of the effective date of this Ordinance. If or when any one of the thresholds is reached, the Ordinance shall apply to any and all development in excess of that threshold. Where an application proposes a mixed use, the thresholds in B., for non-residential development shall apply to the whole of the project, while that in A., shall apply to the residential component. For purposes of this Ordinance, the phrases "Application for Development," "Highlands Area," "residential development," "ultimate disturbance," and "cumulative impervious surface area" shall be defined as provided at Section 4 below.

SECTION 2. ADMINISTRATIVE COMPLETENESS

A. **CONSISTENCY DETERMINATIONS REQUIRED.** No Application for Development included in Section 1 above, shall be deemed complete or considered for review by the applicable Borough/Township/Town land use Board until and unless the Applicant has obtained and provided a copy of:

1. A Consistency Determination from the Highlands Council indicating that the application is consistent with the Highlands Regional Master Plan; or
2. A Consistency Determination from the Highlands Council indicating that the application is not consistent with the Highlands Regional Master Plan, accompanied by a certification, as detailed in Section 1.B below, by the Applicant's professional(s) that the application has been since review by the Highlands Council revised to achieve consistency with the Highlands Regional Master Plan.

B. **FINDINGS OF INCONSISTENCY.** Where a Highlands Council Consistency Determination indicates that an Application for Development is inconsistent with the Highlands Regional Master Plan, no such application shall be deemed complete or considered for review by the applicable

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Borough/Township/Town land use Board, until or unless the Applicant has obtained from the professional(s) responsible for preparation of the Applicant's plans, a certification indicating that to the best of the knowledge and abilities of such professional(s), the application has been revised to achieve consistency with the Highlands Regional Master Plan and specifically describing the revisions made to achieve such consistency.

C. REFERRAL WAIVER. The Borough/Township/Town may issue a waiver from the provisions of this Section where it can be established by the Applicant and can be verified by the designated representative(s) of the Borough/Township/Town that:

1. The activity, improvement or development proposed by the subject Application for Development has not yet been formally determined to be exempt from the Highlands Act (see Section 3.B, below), but eligibility for an exemption has been sufficiently established by the Applicant; or
2. The activity, improvement or development proposed in the Application for Development will neither encroach upon a Highlands Resource or Highlands Resource Area, nor be of detrimental impact to any Highlands resource or Highlands Resource Area as these are identified and delineated in the Highlands Regional Master Plan. The Applicant's professional(s) responsible for preparation of the Applicant's plan shall establish compliance of the above through a formal certification specifically addressing the Highlands Resources and Resource Areas and related policies and objectives as identified in Chapter 4 of the Highlands Regional Master Plan.

D. HIGHLANDS COUNCIL CALL-UP. All municipal waivers or findings of application completeness issued pursuant to this Section shall be issued in writing, inclusive of a statement indicating the rationale for the determination. All such determinations shall be subject to Highlands Council call-up review and shall specifically include conditions requiring same consistent with this paragraph. The municipality shall within five (5) calendar days of issuance of all such determinations, provide a copy of the decision to the Applicant and to the Highlands Council. The Highlands Council call-up review period shall expire 15 calendar days following its receipt of same. Upon determining to exercise this authority for call-up review, the Highlands Council shall transmit notice to the Applicant and the municipality. Absent any such notification from the Highlands Council within that timeframe, the application shall be considered complete, with the date of the waiver or application completeness to be as of the date of first issuance by the municipality.

SECTION 3. EXCLUSIONS AND EXEMPTIONS

A. EXCLUSIONS. The following specific improvements and related applications shall be excluded from the provisions of this Ordinance:

1. The reconstruction, within the same footprint, of any building or other structure lawfully existing as of the effective date of this Ordinance, in the event of its destruction or partial destruction by fire, storm, natural disaster, or any other unintended circumstance.
2. Any improvement or alteration to a building or other structure lawfully existing as of the effective date of this Ordinance, where such improvement or alteration is necessary

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

for compliance with the provisions of the Americans with Disabilities Act, or to otherwise provide accessibility to the disabled.

3. Any Agricultural or Horticultural Use or Development that would not result in either:
 - a. An increase, since the date of enactment of the Highlands Act (August 10, 2004), either individually or cumulatively, of new agricultural impervious cover of greater than three percent (3%) to the total land area of a Farm Management Unit. Solar panels shall not be included in any calculation of agricultural impervious cover (all terms as defined in Section 4, below); or
 - b. Construction of three (3) or more residential dwelling units (including accessory dwelling units) served by individual on-site septic system(s).

B. EXEMPTIONS. Any activity, improvement or development project listed and demonstrated to constitute a Highlands Act exemption shall be exempt from the provisions of this Ordinance. Formal demonstration of a Highlands Act exemption for an Application for Development involving lands located (or partially located) in the Highlands Area shall consist of one of the following:

1. *State Agency Determination.* State Agency Determinations shall consist of a Highlands Exemption Determination issued by the Highlands Council indicating that the proposal qualifies as a Highlands Act Exemption.
2. *Municipal Determination.* Pursuant to Borough/Township/Town Ordinance #_____, entitled “Borough/Township/Town of _____ Highlands Area Exemption Ordinance,” effective as of [insert date] _____, for any application under this Ordinance involving Highlands Act Exemptions #4, #6, #7, or #8, the applicant may request and shall be deemed to have satisfied the evidentiary requirement by obtaining a Municipal Exemption Determination issued by the Municipal Exemption Designee, provided such Determination indicates that the proposal qualifies as a Highlands Act Exemption. The applicant may rely upon the findings of a Municipal Exemption Determination to the same extent and with the same protections as would apply in the case of a Highlands Exemption Determination issued by the Highlands Council.

SECTION 4. DEFINITIONS

For the purpose of this Ordinance, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this Ordinance clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word “shall” is always mandatory and not merely directory.

Agricultural or Horticultural Development – means construction for the purposes of supporting common farmsite activities, including but not limited to, the production, harvesting, storage, grading, packaging, processing, and the wholesale and retail marketing of crops, plants, animals, and other related commodities and the use and application of techniques and methods of soil preparation and management, fertilization, weed, disease, and pest control, disposal of farm waste, irrigation, drainage and water management, and grazing.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Agricultural or Horticultural Use – means the use of land for common farmsite activities, including but not limited to, the production, harvesting, storage, grading, packaging, processing, and the wholesale and retail marketing of crops, plants, animals, and other related commodities and the use and application of techniques and methods of soil preparation and management, fertilization, weed, disease, and pest control, disposal of farm waste, irrigation, drainage and water management, and grazing.

Agricultural Impervious Cover – means agricultural or horticultural buildings, structures or facilities with or without flooring, residential buildings and paved areas, but not meaning temporary coverings.

Applicant – means a developer submitting an Application for Development.

Application for Development – means the application form and all accompanying documents required by ordinance for approval of a subdivision plat, site plan, planned development, conditional use, zoning variance, or direction of the issuance of a permits pursuant to section 25 or section 27 of P.L.1975, c.291 (C.40:55D-34 or C.40:55D-36).t

Disturbance – means the placement of impervious surface, the exposure or movement of soil or bedrock, or the clearing, cutting, or removing of vegetation.

Disturbance, Ultimate – means the total existing or proposed area of disturbance of a lot, parcel, or other legally designated (or otherwise legally recognized) tract or subdivision of land, for the purpose of, and in connection with, any human activity, property improvement, or development, including the surface area of all buildings and structures, all impervious surfaces, and all associated land disturbances such as excavated, filled, and graded areas, and all lawn and landscape areas. Ultimate disturbance shall not include areas of prior land disturbance which at the time of evaluation: a) contain no known man-made structures (whether above or below the surface of the ground) other than such features as old stone rows or farm field fencing; and b) consist of exposed rock outcroppings, or areas which, through exposure to natural processes (such as weathering, erosion, siltation, deposition, fire, flood, growth of trees or other vegetation) are no longer impervious or visually obvious, or ecologically restored areas which will henceforth be preserved as natural areas under conservation restrictions.

Farm Management Unit – means a parcel or parcels of land, whether contiguous or noncontiguous, together with agricultural or horticultural buildings, structures and facilities, producing agricultural or horticultural products, and operated as a single enterprise.

Highlands Council – means the New Jersey Highlands Water Protection and Planning Council.

Highlands Act – means the Highlands Water Protection and Planning Act, P.L. 2004, c.120, as amended, codified in part at N.J.S.A. 13:20-1 *et seq.*

Highlands Area – means that portion of the municipality for which the land use planning and regulation are in conformance with, or are intended or proposed to be in conformance with, the Highlands Regional Master Plan.

Highlands Region – means all that area within the boundaries of the municipalities listed in subsection a. of section 7 of the Highlands Act.

Impervious Surface – means any structure, surface, or improvement that reduces or prevents absorption of stormwater into land, including, but not limited to, porous paving, paver blocks, gravel, crushed stone, decks, patios, elevated structures, and other similar structures, surfaces, or improvements.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

Impervious Surfaces, Cumulative – means the total area of all existing or proposed impervious surfaces situated or proposed to be situated within the boundary lines of a lot, parcel, or other legally recognized subdivision of land, expressed either as a measure of land area such as acreage, or square feet, or as a percentage of the total lot or parcel area.

Major Potential Contaminant Sources (PCS) – means land uses and activities determined by the Highlands Council to pose a major risk of ground water contamination (see Appendix A).

Minor Potential Contaminant Sources (PCS) – means land uses and activities determined by the Highlands Council to pose a minor risk of ground water contamination (see Appendix B).

Municipal Land Use Law (MLUL) – means the New Jersey Municipal Land Use Law, N.J.S.A. 40:55D-1 *et seq.*

NJDEP – New Jersey Department of Environmental Protection

Planning Area – means lands within the Highlands Region not within the Preservation Area (N.J.S.A. 13:20-7).

Plan Conformance – means the process by which a municipality revises the master plan, development regulations and other regulations related to the development and use of land to conform them with the goals, requirements, and provisions of the Regional Master Plan in accordance with the Highlands Plan Conformance Guidelines.

Preservation Area – means that portion of the Highlands Region so designated by subsection b. of section 7 of the Highlands Act.

Public Community Well – means a well that provides water to a public water system serving at least 15 service connections used by year-round residents or regularly serving at least 25 year-round residents.

Public Non-Community Well – means a well that is not a public community well and that provides water to a public water system regularly serving at least 25 individuals for at least 60 days in any given calendar year.

Regional Master Plan (RMP) – means the Highlands Regional Master Plan or any revision thereof adopted by the Highlands Council pursuant to N.J.S.A. 13:20-8.

Solar Panel – means an elevated panel or plate, or a canopy or array thereof, that captures and converts solar radiation to produce power, and includes flat plate, focusing solar collectors, or photovoltaic solar cells and excludes the base or foundation of the panel, plate, canopy, or array. (As defined by the Highlands Act, N.J.S.A. 13:20-1 *et seq.*, as amended.)

Structure – means a combination of materials to form a construction for occupancy, use or ornamentation whether installed on, above, or below the surface of a parcel of land.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

SECTION 5

If any portion, paragraph, clause, sentence or phrase of this Ordinance is determined to be invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining portions of this Ordinance.

SECTION 6

All ordinances or parts thereof inconsistent herewith are hereby repealed to the extent of such inconsistency only.

SECTION 7

This Ordinance shall take effect after final passage and publication in the manner prescribed by law.

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

APPENDIX A. MAJOR POTENTIAL CONTAMINANT SOURCES

Land uses and activities determined by the Highlands Council (based on New Jersey Safe Drinking Water Act regulations at N.J.A.C. 7:10 and NJDEP regulations) to be Major Potential Contaminant Sources include those listed below.

1. Underground fuel and chemical storage and oil tanks regulated by NJDEP under provisions of the Underground Storage of Hazardous Substances Act (N.J.S.A. 58:10A-21 et seq.).
2. Above-ground storage facility for a hazardous substance or waste with a cumulative capacity greater than 2,000 gallons.
3. Automotive service center (repair & maintenance).
4. Dry cleaning processing facility.
5. Road salt storage facility.
6. Cemetery.
7. Highway maintenance yard.
8. Truck, bus, locomotive maintenance yard.
9. Site for storage and maintenance of heavy construction equipment and materials.
10. Site for storage and maintenance of equipment and materials for landscaping, excluding household storage and maintenance of such equipment.
11. Livestock operation containing 300 or more Animal Units (AU) [1 AU= 1000 pounds of live animal weight] as defined by the NJ Department of Agriculture in its Criteria and Standards for Animal Waste Management, at NJAC 2:91.
12. Quarrying and/or mining facility.
13. Asphalt and/or concrete manufacturing facility.
14. Junkyard/auto recycling and scrap metal facility.
15. Residential or agricultural motor fuel in NJDEP exempted underground storage tanks (i.e., under 1,000 gallons).

HIGHLANDS PLANNING AREA INITIAL ASSESSMENT

Mountain Lakes Borough

APPENDIX B. MINOR POTENTIAL CONTAMINANT SOURCES

Land uses and activities determined by the Highlands Council (based on New Jersey Safe Drinking Water Act regulations at N.J.A.C. 7:10 and NJDEP regulations) to be Minor Potential Contaminant Sources include the following:

1. Underground storage of hazardous substance or waste of less than 50 gallons.
2. Underground heating oil storage tank with a capacity of less than 2,000 gallons.
3. Sewage treatment facility regulated by a NJPDES permit granted under NJAC 7:14A.
4. Industrial waste line.
5. Septic system disposal field.
6. Facility requiring a ground water discharge permit issued by the NJDEP pursuant to N.J.A.C 7:14A et seq.
7. Stormwater retention-recharge basin on an industrial property receiving runoff from surfaces other than roof areas.
8. Dry well on an industrial property receiving runoff from surfaces other than roof areas.
9. Waste oil collection, storage and recycling facility.
10. Agricultural chemical bulk storage and mixing or loading facility including crop dusting facilities.
11. Above-ground storage of hazardous substance or waste in quantities of less than 2,000 gallons.
12. Livestock operation containing 8 or more Animal Units (AU) [1 AU= 1000 pounds of live animal weight] or those receiving 142 or more tons of animal waste per year as defined by the NJ Department of Agriculture pursuant to its Criteria and Standards for Animal Waste Management, at NJAC 2:91.

BOROUGH OF MOUNTAIN LAKES
CORRECTIVE ACTION PLAN
2022 AUDIT

Finding 2022-1

The Borough does not maintain an adequate segregation of duties with respect to the recording and treasury functions. Segregation of duties refers to separating those functions that place too much control over a transaction or class of transactions that would enable a person to perpetuate errors and prevent detection within a reasonable period of time. The Chief Financial Officer reviews and approves disbursements of funds, general ledger, and payroll and reconciles the bank accounts for the respective funds or accounts. This is due, in part, to the limited number of personnel of the Borough and the decentralized nature of governmental collection procedures. Accordingly, management and the Borough Council should be aware of this situation and realize that the concentration of duties and responsibilities in a limited number of individuals is not desirable from a control point of view.

Recommendation of Auditor

1. An adequate segregation of duties be maintained with respect to the recording and treasury functions.

Explanation and Corrective Action:

Given the size of the Borough's workforce in the Finance Department, the segregation of duties recommended is not practical. The finance employees' duties are separated as much as possible with only three employees. The cash receipts and disbursements are performed by separate employees and reviewed monthly by the Chief Financial Officer. Any new vendors that are added to our finance system by our Accounts Payable Clerk are reviewed by the Chief Financial Officer. All checks are manually signed by the Borough Manager. The Chief Financial Officer reconciles all bank accounts. For 2022 the Qualifying Purchasing Agent was approving all purchase orders and the Borough Manager was reviewing the trial balances for each account after they were reconciled monthly.

Implementation Date: June 12, 2023



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

Mitchell Stern
Borough Manager
mstern@mtnlakes.org

400 Boulevard
Mountain Lakes, NJ 07046
P -973-334-3131 ext.2006

TO: Honorable Mayor and Borough Council
SUBJ: Manager's Report for the Borough Council meeting of June 28, 2023
CC: Robert Oostdyk, Borough Attorney

Health Services Shared Service Agreement – The Township of Bloomfield has notified the Borough that they will be terminating our agreement effective June 30, 2024. In the coming months, I will be exploring options for a new provider for health services. I will keep you updated during this process.

Lakes Management – Over the past week or so, our lakes have been treated for algae growth. Additionally, I have now secured a short-term contract with Black Lagoon Lake and Pond Management to service our lakes. Black Lagoon has been in business for more than 17 years, with its founder in the lakes management field for over thirty years. Black Lagoon's representative for Mountain Lake has extensive experience in lakes management and has previously worked on our lakes when the Borough utilized Allied Biological as its lakes management vendor.

Water Meter Project Update –As of June 2nd, approximately 975 water meters have been replaced. Appointments for meter changeout continue to be scheduled with residents. I will provide an update on water line types in my next report.

Should you have any questions, please feel free to contact me.

Respectfully,

Mitchell

RESOLUTION AND ORDINANCE REVIEW FOR THE JUNE 26, 2023 MEETING

TO: MAYOR AND COUNCIL

FROM: MITCHELL STERN, MANAGER

RESOLUTIONS

R136-23, CERTIFYING COMPLIANCE WITH REQUIREMENTS OF AUDIT - this resolution certifies compliance with the requirements of the Annual Audit and that the Council has reviewed, at a minimum, the report entitled "Comments and Recommendations". All Council members are required to sign a Group Affidavit as evidence. Passage of this resolution is a requirement of the NJ Local Finance Board.

R137-23, APPROVING THE CORRECTIVE ACTION PLAN FOR THE BOROUGH OF MOUNTAIN LAKES - this resolution approves the Corrective Action Plan of the 2022 Audit as required by the State of New Jersey.

R138-23, AUTHORIZING MEMBERSHIP IN THE MOUNTAIN LAKES VOLUNTEER FIRE DEPARTMENT - this resolution authorizes Max Dalhausser for membership in the Mountain Lakes Volunteer Fire Department. The application was submitted to the Borough Clerk for approval by Joe Mullaney, Mountain Lakes Fire Department Chief.

R139-23, RENEWING LIQUOR LICENSES FOR 2023-2024 LICENSING TERM - this resolution authorizes the approval of the Borough's annual Liquor Licenses for the 2023-2024 licensing term.

R140-23, RESOLUTION OF INTENT TO AWARD A CONTRACT FOR THE PURCHASE OF A PIERCE SABRE PUMPER FIRE TRUCK FOR THE MOUNTAIN LAKES VOLUNTEER FIRE DEPARTMENT, UNDER A NATIONAL COOPERATIVE PURCHASING AGREEMENT – this resolution authorizes the purchase of one pumper fire truck for \$883,540.19 and authorizes the Borough Manager to execute related contract documents.

R141-23, AUTHORIZING THE BOROUGH OF MOUNTAIN LAKES TO ENTER INTO THE LEAD GRANT ASSISTANCE PROGRAM – this resolution authorizes the Borough to enter into the Lead Grant Assistance Program which will allow the Borough to receive a \$2,200.00 grant (estimated). Grant funds may be used for the administration of recently passed lead testing legislation concerning rental properties.

R142-23, AUTHORIZING THE SETTLEMENT OF A TAX APPEAL (MARKOWITZ V. BOROUGH OF MOUNTAIN LAKES – BLOCK 100.02 LOT 96) - this resolution authorizes a settlement of a tax appeal for 41 Crane Road for the years 2014-2023 with a refund in the amount of \$35,774.00. The settlement was negotiated and recommended by the Borough Tax Assessor and the Borough Attorney.

R143-23, AUTHORIZING THE AWARD OF CONTRACT FOR MORRIS AVENUE SECTION 4 IMPROVEMENT PROJECT - this resolution authorizes the Borough Manager to enter into a contract with American Asphalt & Trucking LLC in the amount of \$135,116.00 for the Morris Avenue Section 4 Improvement Project. The Borough Engineer and Borough Attorney reviewed bids that were submitted and have recommended the award.

R144-23, REJECTING BID FOR INTERIOR DOORS FOR THE BOROUGH HALL RENOVATION PROJECT - this resolution authorizes the rejection of the single bid that was received on June 23 2023. The bid received was over the amount budgeted for this portion of the project. The recommendation to reject the bid is being made by the Borough Manager and the Borough Hall Public Safety Advisory Committee construction team members.

ORDINANCES TO INTRODUCE

AMENDING THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF MOUNTAIN LAKES AND ESTABLISHING HOURS WHEN COMMERCIAL LANDSCAPING SHALL BE PERMITTED – this ordinance changes Borough commercial landscaping hours to Monday -Saturday from 9am -6pm.

ORDINANCES TO ADOPT

None.

If there are any questions prior to the meeting, please feel free to contact me.

**BOROUGH OF MOUNTAIN LAKES
MORRIS COUNTY, NEW JERSEY**

ORDINANCE 11-23

**“ORDINANCE AMENDING THE REVISED GENERAL ORDINANCES OF
THE BOROUGH OF MOUNTAIN LAKES AND ESTABLISHING HOURS
WHEN COMMERCIAL LANDSCAPING SHALL BE PERMITTED”**

WHEREAS, the Borough Council finds that commercial landscaping activities, while necessary and important for property maintenance, can affect the quiet enjoyment by Borough residents of neighboring properties; and

WHEREAS, it is reasonable and necessary to balance the need for commercial landscaping with the opportunity for Borough residents to enjoy a quiet and peaceful use of their properties within the Borough; and

WHEREAS, Commercial landscaping vehicles can take up a significant amount of space on narrow Borough roads and obstruct sidewalks, which can create safety issues for drivers, bicyclists, and pedestrians; and

WHEREAS, balancing the hours during which commercial landscaping activity is permitted will provide Borough residents reasonable daylight periods of respite from noise and other impacts during busy commuter hours.

NOW THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, as follows:

Section 1. The Revised General Ordinance of the Borough of Mountain Lakes shall be amended by the inclusion of new Chapter 98 which shall be entitled “Commercial Landscaping” and shall read, in its entirety, as follows:

Chapter 98

Commercial Landscaping

98-1 Definitions

As used in this chapter, the following terms shall have the meanings indicated:

Commercial Landscaper: An individual, firm, corporate or other entity performing commercial landscaping services.

Commercial Landscaping: The business or trade of rendering any landscaping services, as defined herein, either as principal, independent contractor, or through an agent or employee, for a fee, charge, or other compensation, to or for the benefit of any owner, tenant, or occupant of any lot, plot, or parcel of land.

Landscaping: The maintaining of and/or providing care of lawns, including but not limited to mowing, cutting and trimming, also the gathering, raking, blowing, and/or removal of leaves, grass or lawn clippings and/or other debris, tree trimming or removal, on any lot, plot or parcel of land. This includes regular maintenance as well as fall and spring clean-ups.

98-2 Hours of Operation for Commercial Landscaping

Commercial landscapers shall be permitted to furnish Commercial Landscaping services within the Borough of Mountain Lakes during the hours of 9 a.m. to 6 p.m., Monday through Saturday. Commercial Landscaping shall be prohibited within the Borough outside these hours and during Federal Legal Holidays. The Borough Manager shall have the authority to temporarily permit commercial landscaping activities during prohibited hours in the case of an emergency or under extenuating circumstances.

98-3 Violations and Penalties

Any person(s) found to be in violation of the provisions of this article shall be subject to Article III of Chapter 1.

Section 2. If any section or provision of this Ordinance shall be held invalid in any Court of competent jurisdiction, the same shall not affect the other sections or provisions of this Ordinance, except so far as the section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

Section 4. This Ordinance shall take effect immediately after final passage and publication in the manner provided by law.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of the ordinance duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on April 24, 2023.

Adopted: 7/24/23

[illegible]

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 135-23

“RESOLUTION AUTHORIZING THE PAYMENT OF BILLS”

WHEREAS, the Borough Manager has reviewed and approved purchase orders requested by the Department Heads; and

WHEREAS, the Finance Office has certified that funds are available in the proper account; and

WHEREAS, the Borough Treasurer has approved payment, upon certification from the Borough Department Heads that the goods and/or services have been rendered to the Borough.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the current bills, dated **June 26, 2023** and on file and available for public inspection in the Office of the Treasurer and approved by him for payment, be paid.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on June 26, 2023.

Cara Fox, Borough Clerk

| Name | Motion | Second | Aye | Nay | Absent | Abstain |
|------------|--------|--------|-----|-----|--------|---------|
| Cannon | | | | | | |
| Korman | | | | | | |
| Menard | | | | | | |
| Muilenburg | | | | | | |
| Richter | | | | | | |
| Barnett | | | | | | |
| Sheikh | | | | | | |

List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT

Meeting Date: 06/26/2023 For bills from 06/02/2023 to 06/22/2023

| Check# | Vendor | Description | Payment | Check Total |
|--------|---|---|--------------|--------------|
| 22286 | 101 - B4 LUMBER COMPANY | PO 27169 BH: RENOVATION - MISC SUPPLIES | 2,491.28 | 2,491.28 |
| 22287 | 124 - AC DAUGHTRY, INC. | PO 27160 DPW - CENTRAL STATION MONITORING - BLANK | 190.00 | 190.00 |
| 22288 | 4019 - ADVANCED FIREPROOF DOOR, INC | PO 27184 BH: RENOVATIONS - WINDOW SUPPLIES | 199.07 | 199.07 |
| 22289 | 196 - ALLIED OIL | PO 27094 DPW - UNLEADED FUEL - NJ STATE CONTRACT | 1,354.59 | 1,354.59 |
| 22290 | 3861 - AMAZON CAPITAL SERVICES | PO 27136 BH: ORDER# 112-5766594-0144252 | 130.98 | 130.98 |
| 22291 | 189 - ANCHOR ACE HARDWARE | PO 26282 POLICE - SUPPLIES - BLANKET 2023 | 6.99 | |
| | | PO 26573 DPW / WATER DEPT- DEPARTMENT SUPPLIES - | 52.56 | |
| | | PO 26762 RECREATION - DEPARTMENT SUPPLIES - BLANK | 132.97 | |
| | | PO 27128 RECREATION - DEPARTMENT SUPPLIES | 567.92 | |
| | | PO 27204 FIRE DEPT: 2023 SUPPLIES - BLANKET | 229.94 | 990.38 |
| 22292 | 4163 - APPRAISAL SYSTEMS, INC. | PO 26936 2023 PROFESSIONAL SERVICE FOR REASSESSME | 4,000.00 | 4,000.00 |
| 22293 | 3973 - ARCARI & IOVINO ARCHITECTS, PC | PO 23185 BORO HALL: CONSTRUCTION ADMINISTRATION P | 472.50 | 472.50 |
| 22294 | 4375 - ARCO CONSTRUCTION, INC | PO 27171 BH: RENOVATIONS - ACM PANELS/RAINSSCREEN | 4,780.00 | 4,780.00 |
| 22295 | 4148 - ATAK TRUCKING, INC. | PO 26999 BEACHES - MAINTENANCE OF SAND | 5,922.93 | 5,922.93 |
| 22296 | 3957 - ATLANTIC COAST RECYLING, LLC | PO 27174 RECYCLING COSTS - 2023 - BLANKET | 2,015.80 | 2,015.80 |
| 22297 | 369 - B & R UNIFORMS | PO 27096 POLICE: UNIFORM FOR NEW HIRE - KEVIN STE | 758.25 | 758.25 |
| 22298 | 3673 - BEVACQUA'S AUTOMOTIVE INC. | PO 26895 POLICE: VEHICLE REPAIRS - 2014 RAM 1500 | 329.70 | 329.70 |
| 22299 | 4499 - BLACK LAGOON | PO 27189 2023 LAKES MANAGEMENT - BLANKET | 4,550.00 | 4,550.00 |
| 22300 | 4368 - BUY WISE AUTO PARTS, INC. | PO 27076 DPW - VEHICLE REPAIR | 183.57 | |
| | | PO 27121 DPW / WATER DEPARTMENT - VEHICLE REPAIRS | 249.10 | |
| | | PO 27156 FIRE DEPARTMENT - VEHICLE REPAIR | 255.99 | 688.66 |
| 22301 | 542 - CAIN & SONS FIRE EQUIPMENT, INC | PO 27138 POLICE: FIRE EXTINGUISHERS SERVICE | 156.00 | 156.00 |
| 22302 | 4122 - CENTRAL SUPPLY, INC | PO 27130 DPW - DEPARTMENT SUPPLIES | 98.90 | 98.90 |
| 22303 | 2196 - CHRISTINA WHITAKER | PO 26467 2023 QUATERLY HEALTH BENEFITS REIMBURSEM | 550.02 | 550.02 |
| 22304 | 1481 - CORE & MAIN, LP | PO 26633 WATER METER REPLACEMENT PROJECT SUPPLIES | 2,405.49 | |
| | | PO 27125 WATER DEPARTMENT - EQUIPMENT | 319.00 | 2,724.49 |
| 22305 | 576 - DAVE'S TIRE, LLC | PO 27158 DPW - VEHICLE REPAIR | 936.00 | 936.00 |
| 22306 | 652 - DOVER BRAKE AND CLUTCH CO. INC | PO 27148 WATER DEPARTMENT - VEHICLE REPAIRS | 421.43 | 421.43 |
| 22307 | 4472 - DPK CONSULTING, LLC | PO 27056 BATHYMETRIC SURVEY FOR 8 LAKES - JOB NO. | 55,000.00 | 55,000.00 |
| 22308 | 4505 - ENCLAVE AT MOUNTAIN LAKES CONDO ASSOC. | PO 27209 REIMBURSEMENT FOR STREET LIGHTING | 935.11 | 935.11 |
| 22309 | 778 - FAIRFIELD MAINTENANCE, INC. | PO 27176 DPW - EQUIPMENT REPAIR | 136.94 | 136.94 |
| 22310 | 4125 - FELDMAN BROTHERS ELECTRICAL SUPPLY | PO 26604 BH: RENOVATIONS - ELECTRICAL SUPPLIES BL | 527.59 | |
| | | PO 26818 BH: RENOVATIONS - ELEC. SUPPLIES BLANKET | 934.15 | 1,461.74 |
| 22311 | 1170 - FERGUSON ENTERPRISES #501 | PO 26831 DPW: BATHROOM RENOVATION | 148.77 | |
| | | PO 27120 DPW: BATHROOM RENOVATION | 647.38 | 796.15 |
| 22312 | 2517 - FFI FIREFIGHTER ONE, LLC | PO 27162 FIRE DEPT: NJ State Contract - 17 Fleet | 13,563.90 | 13,563.90 |
| 22313 | 876 - GARDEN STATE LABORATORIES, INC | PO 26973 WATER DEPARTMENT - 2023 TREATMENT OF WEL | 1,113.00 | 1,113.00 |
| 22314 | 152 - HD SUPPLY CONST & INDUST- WHITECAP | PO 27053 BH: RENOVATIONS - MISC SUPPLIES | 450.27 | 450.27 |
| 22315 | 503 - HERBERT J. COHRS | PO 26417 2023 QUARTERLY HEALTH BENEFITS REIMBURSE | 1,431.51 | 1,431.51 |
| 22316 | 4188 - HERC RENTALS, INC. | PO 26558 BH: RENOVATIONS - RENTAL BLANKET | 1,555.00 | 1,555.00 |
| 22317 | 911 - HOME DEPOT CREDIT SERVICES | PO 26229 DPW BATHROOM RENOVATION | 292.43 | |
| | | PO 26811 WATER DEPARTMENT SUPPLIES - BLANKET | 135.21 | |
| | | PO 26825 BH: RENOVATIONS - MISC. SUPPLIES | 35.91 | |
| | | PO 27077 DPW - DEPARTMENT SUPPLIES - BLANKET | 175.69 | |
| | | PO 27185 BH: RENOVATIONS - SUPPLIES | 290.70 | |
| | | PO 27186 BH: RENOVATIONS - CEILINGS | 524.40 | 1,454.34 |
| 22318 | 935 - HUB LAKES TREASURER | PO 27134 2023 hub lakes fees | 270.23 | 270.23 |
| 22319 | 4209 - HUNTER CARRIER SERVICES | PO 27055 ADMIN: 2023 PHONES - ACCT BOML- BLANKET | 991.21 | 991.21 |
| 22320 | 859 - JCP&L | PO 27196 MASTER ACCT#200 000 574 000/ BILL DATE: | 70.68 | 70.68 |
| 22321 | 1040 - JESCO, INC. | PO 27157 DPW - EQUIPMENT REPAIR | 196.26 | 196.26 |
| 22322 | 1090 - KENVIL POWER MOWER | PO 26770 DPW - DEPARTMENT SUPPLIES | 75.47 | |
| | | PO 26886 DPW - EQUIPMENT REPAIR - BLANKET | 194.25 | 269.72 |
| 22323 | 4231 - KUIKEN BROTHERS COMPANY | PO 26840 BH: RENOVATIONS - MISC. SUPPLIES -BLANKE | 61.95 | |
| | | PO 27144 BH: RENOVATIONS - CEILINGS | 673.25 | 735.20 |
| 22324 | 2436 - LAKELAND AUTO PARTS | PO 26409 DPW / WATER DEPARTMENT - VEHICLE REPAIRS | 39.99 | 39.99 |
| 22325 | 4252 - LINDE GAS & EQUIPMENT, INC | PO 26931 BH: RENOVATIONS - GAS & EQUIP BLANKET | 32.97 | 32.97 |
| 22326 | 2790 - MC PUBLIC SAFETY TRAINING ACADEMY | PO 27178 POLICE: FIREARMS COURSE FOR ZACH WALSH | 125.00 | 125.00 |
| 22327 | 3303 - MCLOM | PO 27131 COUNCIL: REGISTRATION - CYNTHIA KORMAN | 50.00 | 50.00 |
| 22328 | 3033 - MORRIS COUNTY TAX COLLECTORS | PO 27065 TAX COLLECTOR: TAX APPEALS AND PREP FOR | 32.00 | |
| | | FINANCE: TAX APPEALS AND PREP FOR AUDIT | 32.00 | 64.00 |
| 22329 | 1295 - MORRIS CTY MUNICIPAL UTILITIES | PO 26968 SOLID WASTE DISPOSAL - BLANKET | 14,735.01 | 14,735.01 |
| 22330 | 1311 - MORRIS CTY TREASURER | PO 27112 MORRIS COUNTY COMMUNICAITONS DISPATCH SE | 26,447.42 | 26,447.42 |
| 22331 | 4196 - MOUNTAIN LAKES REALTY, LLC | PO 26309 BH: 2023 MONTHLY LEASE PAYMENTS FOR TEMP | 2,575.00 | 2,575.00 |
| 22332 | 1371 - MTN. LAKES BOARD OF EDUCATION | PO 27195 JULY 2023 MTN LAKES SCHOOL DISTRICT GENE | 2,118,523.34 | 2,118,523.34 |
| 22333 | 1394 - MTN. LAKES PUBLIC LIBRARY | PO 26924 JUNE - DEC 2023 MTN LAKES PUBLIC LIBRARY | 30,936.25 | 30,936.25 |
| 22334 | 1472 - MURPHY MCKEON P.C. | PO 26891 2023 LEGAL/ RETAINER FEES - BLANKET | 4,166.66 | |
| | | PO 27145 MAY 2023 LEGAL SERVICES - TAX APPEAL/COA | 3,285.00 | 7,451.66 |
| 22335 | 4235 - NET2PHONE, INC. | PO 26391 2023 DEDICATED EFAX LINE - ACCT# 954962 | 32.67 | 32.67 |
| 22336 | 1522 - NISIVOCIA & COMPANY LLP | PO 27192 FINANCE: 2022 ANNUAL AUDIT | 15,275.00 | |

List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT

Meeting Date: 06/26/2023 For bills from 06/02/2023 to 06/22/2023

| Check# | Vendor | Description | Payment | Check Total |
|--------|---|---|------------|--------------|
| | | PO 27192 FINANCE: 2022 ANNUAL AUDIT | 7,637.50 | |
| | | PO 27192 FINANCE: 2022 ANNUAL AUDIT | 7,637.50 | 30,550.00 |
| 22337 | 4221 - NORTH JERSEY BOBCAT, INC. | PO 26991 DPW: 2023 CAPITAL ORDINANCE 8-23/ 6-23 | 76,133.54 | 76,133.54 |
| 22338 | 2595 - NORTH JERSEY MUNICIPAL EMPLOYEE | PO 27004 2023 DENTAL PREMIUMS - GROUP 1624 - MAY | 2,477.00 | 2,477.00 |
| 22339 | 4213 - OPTIMUM | PO 26358 2023 BORO (TEMP SPACE) INTERNET SVCS. AC | 171.23 | 171.23 |
| 22340 | 3659 - OPTIMUM | PO 26933 2023 BORO TRAILER INTERNET SERVICES ACCT | 161.28 | 161.28 |
| 22341 | 3173 - OPTIMUM | PO 27103 FIRE: ACCT# 07876-603439-01-8 CABLE - 20 | 9.99 | 9.99 |
| 22342 | 1628 - PAINTEN' PLACE | PO 27165 DPW - FOURTH OF JULY | 1,077.68 | 1,077.68 |
| 22343 | 4504 - PETE BRESLAUER | PO 27205 REIMBURSEMENT FOR SMOKE DETECTOR APPLICA | 100.00 | 100.00 |
| 22344 | 3113 - PHILLIPS PREISS GRYGIEL LEHENY HUGH | PO 25624 2022 PROFESSIONAL SERVICE CONTRACT - BLA | 497.50 | 497.50 |
| 22345 | 1734 - READYREFRESH BY NESTLE | PO 26911 2023 BLANKET (2) - ACCT# 0016496903 | 146.27 | 146.27 |
| 22346 | 3990 - RICH TREE SERVICE, INC. | PO 27078 DPW - TREE REMOVAL | 7,500.00 | |
| | | PO 27122 DPW / SHADE TREE - TREE REMOVAL | 3,493.75 | 10,993.75 |
| 22347 | 417 - RONALD CARROLL | PO 26661 2023 QUARTERLY HEALTH BENEFITS REIMBURSE | 1,556.62 | 1,556.62 |
| 22348 | 4266 - SAMSON METAL SERVICE | PO 26826 BH: RENOVATIONS -METAL | 1,233.15 | 1,233.15 |
| 22349 | 3205 - SECURITY SHREDDING | PO 26582 2023 SHREDDING SERVICES - BLANKET | 60.00 | 60.00 |
| 22350 | 285 - SHAWN BENNETT | PO 27181 POLICE: REIMBURSEMENT FOR SHAWN BENNET F | 41.98 | 41.98 |
| 22351 | 1948 - SHEAFFER SUPPLY, INC. | PO 26616 BH: RENOVATIONS - MISC SUPPLIES BLANKET | 639.79 | 639.79 |
| 22352 | 1994 - SHERWIN-WILLIAMS COMPANY | PO 25955 BH: RENOVATIONS- MISC SUPPLIES BLANKET | 71.63 | |
| | | PO 27051 BH: RENOVATIONS - PAINT SUPPLIES - BLANK | 474.71 | |
| | | PO 27063 BH: RENOVATIONS PAINT SUPPLIES - BLANKET | 442.00 | 988.34 |
| 22353 | 2774 - STAPLES CONTRACT & COMMERCIAL, LLC | PO 27114 WATER DEPARTMENT: ORDER# 7610482821 | 202.48 | |
| | | PO 27115 PARKS/ADMIN: ORDER# 7610760737 | 35.70 | 238.18 |
| 22354 | 1916 - STICKEL, KOENIG, SULLIVAN & DRILL, | PO 26862 Professional Service 2023 Zoning Board A | 3,750.00 | 3,750.00 |
| 22355 | 4108 - STO OF NJ, INC | PO 27127 BH: RENOVATIONS - STUCCO SUPPLIES | 1,812.15 | 1,812.15 |
| 22356 | 4342 - SUBURBAN CONSULTING ENGINEERS, INC | PO 25715 PROFESSIONAL SERVICES FOR ENGINEERING CO | 6,298.00 | 6,298.00 |
| 22357 | 1981 - SUBURBAN DISPOSAL, INC | PO 27126 SOLID WASTE / RECYCLING COLLECTION 202 | 135,333.32 | |
| | | PO 27199 SOLID WASTE - DPW YARD DUMPSTER SERVICE | 700.00 | 136,033.32 |
| 22358 | 603 - TOWNSHIP OF DENVILLE | PO 26943 2023 SHARED MUNICIPAL COURT SERVICES - B | 15,232.00 | 15,232.00 |
| 22359 | 4308 - TRANE U.S., INC | PO 27190 BH: RENOVATIONS - HVAC | 17,304.06 | 17,304.06 |
| 22360 | 4191 - TRANSUNION RISK & ALTERNATIVE | PO 27137 POLICE: MAY INVESTIGATION DATABASE | 75.00 | 75.00 |
| 22361 | 4088 - TURN OUT UNIFORMS, INC | PO 25657 POLICE: UNIFORMS - BROWN | 15.00 | |
| | | PO 27005 POLICE: UNIFORM FOR KEVIN STEWART #178 | 400.00 | |
| | | PO 27203 POLICE: SPECIALS UNIFORMS | 69.99 | 484.99 |
| 22362 | 1736 - TWP OF PARSIPPANY - TROY HILLS | PO 26949 2023 SEWER MAINTENANCE CHARGES - BLANKET | 37,397.05 | 37,397.05 |
| 22363 | 2977 - UGI ENERGY SERVICES, INC. | PO 27208 CUST# J0001077, 1078, 1079 - MOUNTAIN LA | 29.48 | 29.48 |
| 22364 | 2749 - VERIZON | PO 26881 2023 INTERNET SVC: A/C# 853-478-043-0001 | 37.33 | |
| | | PO 26881 2023 INTERNET SVC: A/C# 853-478-043-0001 | 37.33 | |
| | | PO 26881 2023 INTERNET SVC: A/C# 853-478-043-0001 | 52.33 | 126.99 |
| 22365 | 4480 - VERIZON | PO 27008 DPW: 2023 INTERNET SERVICES ACCT# 357-15 | 28.71 | |
| | | PO 27008 DPW: 2023 INTERNET SERVICES ACCT# 357-15 | 28.71 | |
| | | PO 27008 DPW: 2023 INTERNET SERVICES ACCT# 357-15 | 41.58 | 99.00 |
| 22366 | 4481 - VERIZON | PO 27009 PD: 2023 INTERNET SERVICES ACCT# 357-156 | 28.71 | |
| | | PO 27009 PD: 2023 INTERNET SERVICES ACCT# 357-156 | 28.71 | |
| | | PO 27009 PD: 2023 INTERNET SERVICES ACCT# 357-156 | 41.58 | 99.00 |
| 22367 | 2135 - VERIZON WIRELESS | PO 27179 ACCT# 882388054-00001 / MAY 05 - JUNE 04 | 597.95 | 597.95 |
| 22368 | 832 - W.W. GRAINGER, INC | PO 27124 PARKS?BEACHES - SAMPLING | 586.62 | 586.62 |
| 22369 | 4500 - WAI CHAN | PO 27180 GARBAGE BAG REIMBURSEMENT | 50.00 | 50.00 |
| 22370 | 4489 - WALLINGTON PLUMBING & HEATING SUPPLY CO. | PO 27168 BH: RENOVATIONS - DUCTWORK | 2,063.16 | |
| | | PO 27172 BH: RENOVATIONS - HONEYWELL WATER FILTER | 804.45 | 2,867.61 |
| 22371 | 4003 - WARSHAUER ELECTRIC SUPPLY CO. | PO 26841 BH: LED LIGHTING SUPPLIES | 41,949.14 | 41,949.14 |
| 22372 | 2161 - WELDON ASPHALT, INC. | PO 26726 POTHOLE REPAIR - BLANKET | 270.17 | 270.17 |
| 22373 | 4225 - WILLIAMS SCOTSMAN, INC | PO 26340 BH: RENOVATIONS - 2023 TRAILER RENTAL - | 269.71 | 269.71 |
| TOTAL | | | | 2,707,614.09 |

Summary By Account

| ACCOUNT | DESCRIPTION | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT |
|-------------------|--------------------------------|------------|--------------|---------------|--------|
| 01-192-08-105-000 | FEES & PERMITS | | | 100.00 | |
| 01-201-20-100-020 | GENERAL ADMIN - OTHER EXPENSE | 1,010.86 | | | |
| 01-201-20-110-020 | MAYOR & COUNCIL - OTHER EXP'S | 50.00 | | | |
| 01-201-20-130-020 | FINANCE - OTHER EXPENSES | 36.26 | | | |
| 01-201-20-135-020 | ANNUAL AUDIT | 15,275.00 | | | |
| 01-201-20-140-020 | COMPUTER SERVICES | 426.42 | | | |
| 01-201-20-145-020 | TAX COLLECTOR - OTHER EXPENSES | 32.00 | | | |
| 01-201-20-150-020 | TAX ASSESSOR - OTHER EXPENSES | 4,000.00 | | | |

| ACCOUNT | DESCRIPTION | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT |
|-------------------|--|------------|--------------|---------------|--------------|
| 01-201-20-155-020 | LEGAL SERVICES - OTHER EXPENSE | 7,451.66 | | | |
| 01-201-21-185-020 | BD OF ADJUST - OTHER EXPENSES | 3,750.00 | | | |
| 01-201-23-220-020 | GROUP INSURANCE PLANS-EMPLOYEE | 6,015.15 | | | |
| 01-201-25-240-020 | POLICE DEPT - OTHER EXPENSES | 1,645.19 | | | |
| 01-201-25-250-020 | INTERLOCAL SERVICES: MC DISPATCH - OE | 26,447.42 | | | |
| 01-201-25-251-020 | INTERLOCAL SERVICES: DENVILLE COURT - OE | 15,232.00 | | | |
| 01-201-25-255-020 | FIRE DEPT - OTHER EXPENSES | 239.93 | | | |
| 01-201-26-290-020 | STREETS & ROADS - OTHER EXP. | 1,431.82 | | | |
| 01-201-26-300-020 | SHADE TREE COMMISSION - O/E | 10,993.75 | | | |
| 01-201-26-305-020 | SOLID WASTE - OTHER EXPENSES | 152,372.92 | | | |
| 01-201-26-306-020 | Recycling Tax | 411.21 | | | |
| 01-201-26-310-020 | BLDG & GROUNDS - MUNIC BLDG | 134.29 | | | |
| 01-201-26-315-020 | VEHICLE REPAIRS & MAINTENANCE | 1,489.26 | | | |
| 01-201-28-370-020 | PARKS & PLAYGROUNDS OTHER EXP. | 2,064.49 | | | |
| 01-201-28-375-020 | MAINT OF PARKS (BEACHES/LAKES) | 11,059.55 | | | |
| 01-201-29-390-020 | AID TO PUBLIC LIBRARY | 30,936.25 | | | |
| 01-201-31-437-020 | NATURAL GAS | 29.48 | | | |
| 01-201-31-440-020 | TELECOMMUNICATIONS | 1,621.83 | | | |
| 01-201-31-447-020 | PETROLEUM PRODUCTS | 1,354.59 | | | |
| 01-202-55-274-000 | RESERVE FOR GARBAGE BAGS | | | 50.00 | |
| 01-203-21-185-020 | (2022) BD OF ADJUST - OTHER EXPENSES | | 497.50 | | |
| 01-203-25-240-020 | (2022) POLICE DEPT - OTHER EXPENSES | | 15.00 | | |
| 01-207-55-000-000 | LOCAL SCHOOL TAXES PAYABLE | | | 2,118,523.34 | |
| 01-260-05-100 | DUE TO CLEARING | | | 0.00 | 2,414,697.17 |

2,414,697.17+

2,118,523.34-

128.50+

296,302.33*

Current Transfer

| | | | | | |
|------------|--------------|------------|--------|--------------|--------------|
| TOTALS FOR | Current Fund | 295,511.33 | 512.50 | 2,118,673.34 | 2,414,697.17 |
|------------|--------------|------------|--------|--------------|--------------|

| | | | | | |
|-------------------|----------------------|--|--|----------|----------|
| 02-200-40-700-490 | AMERICAN RESCUE PLAN | | | 6,298.00 | |
| 02-260-05-100 | DUE TO CLEARING | | | 0.00 | 6,298.00 |

| | | | | | |
|------------|--------------------------|------|------|----------|----------|
| TOTALS FOR | FEDERAL AND STATE GRANTS | 0.00 | 0.00 | 6,298.00 | 6,298.00 |
|------------|--------------------------|------|------|----------|----------|

| | | | | | |
|-------------------|---|--|--|-----------|------------|
| 04-215-55-982-000 | 2016 CAPITAL ORDINANCE 06-16 | | | 255.99 | |
| 04-215-55-985-000 | 2019 CAPITAL ORDINANCE 2-19 | | | 423.80 | |
| 04-215-55-989-000 | 2020 CAPITAL ORD. 8-20 BORO HALL RENOV. | | | 82,798.97 | |
| 04-215-55-991-000 | 2021 CAPITAL ORDINANCE 10-21 | | | 62,489.82 | |
| 04-215-55-992-000 | 2022 CAPITAL ORDINANCE 2-22 | | | 1,976.10 | |
| 04-215-55-995-000 | 2023 CAPITAL ORD 6-23 CAP. AMENDMENT | | | 20,185.11 | |
| 04-215-55-996-000 | 2023 CAPITAL ORDINANCE 8-23 | | | 63,116.68 | |
| 04-260-05-100 | DUE TO CLEARING | | | 0.00 | 231,246.47 |

| | | | | | |
|------------|-----------------|------|------|------------|------------|
| TOTALS FOR | General Capital | 0.00 | 0.00 | 231,246.47 | 231,246.47 |
|------------|-----------------|------|------|------------|------------|

| | | | | | |
|-------------------|----------------------------------|-----------|--|------|-----------|
| 05-201-55-520-520 | Water Operating - Other Expenses | 10,172.47 | | | |
| 05-260-05-100 | DUE TO CLEARING | | | 0.00 | 10,172.47 |

| | | | | | |
|------------|-----------------|-----------|------|------|-----------|
| TOTALS FOR | Water Operating | 10,172.47 | 0.00 | 0.00 | 10,172.47 |
|------------|-----------------|-----------|------|------|-----------|

| | | | | | |
|-------------------|----------------------------------|-----------|--|------|-----------|
| 07-201-55-520-520 | Sewer Operating - Other Expenses | 45,199.98 | | | |
| 07-260-05-100 | DUE TO CLEARING | | | 0.00 | 45,199.98 |

| | | | | | |
|------------|-----------------|-----------|------|------|-----------|
| TOTALS FOR | Sewer Operating | 45,199.98 | 0.00 | 0.00 | 45,199.98 |
|------------|-----------------|-----------|------|------|-----------|

6/26/23
Current Transfer \$296,302.33

* BACK OUT BOECK# 22332

TO TRANSFER FUNDS 2ND
WEEK IN JULY *

| | |
|--|--------------|
| Total to be paid from Fund 01 Current Fund | 2,414,697.17 |
| Total to be paid from Fund 02 FEDERAL AND STATE GRANTS | 6,298.00 |
| Total to be paid from Fund 04 General Capital | 231,246.47 |
| Total to be paid from Fund 05 Water Operating | 10,172.47 |
| Total to be paid from Fund 07 Sewer Operating | 45,199.98 |

2,707,614.09

* Current ADD \$128.50
For replaced/VOIDCK # 22285

JF# 223240

List of Bills - (1710101001002) Escrow - Developers - Checking Developer's Escrow

Meeting Date: 06/26/2023 For bills from 06/02/2023 to 06/22/2023

| Check# | Vendor | Description | Payment | Check Total |
|--------|--------------------------------------|--|----------|-------------|
| 5362 | 102 - ANDERSON & DENZLER ASSOC., INC | PO 27194 MAY 2023 PROFESSIONAL SERVICES - ESCROW | 2,114.90 | 2,114.90 |
| 5363 | 4177 - WEINER LAW GROUP, LLP | PO 27147 MAY 2023 PROFESSIONAL SERVICES - ESCROW | 452.50 | 452.50 |
| TOTAL | | | | 2,567.40 |

Summary By Account

| ACCOUNT | DESCRIPTION | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT |
|-------------------|--------------------------------|------------|--------------|---------------|----------|
| 17-101-01-001-002 | Escrow - Developers - Checking | | | 0.00 | 2,567.40 |
| 17-500-00-091-289 | PARK LAKES TENNIS CLUB INC | | | 387.13 | |
| 17-500-00-091-306 | LAWRENCE H. KLEINER - BARKA | | | 448.13 | |
| 17-500-00-091-412 | TFJ MOUNTAIN LAKES, LLC | | | 985.88 | |
| 17-500-00-091-413 | NOUVELLE, LLC - INSPECTON FEES | | | 143.13 | |
| 17-500-00-091-414 | ST. PETERS EPISCOPAL CHURCH | | | 603.13 | |
| TOTALS FOR | Developer's Escrow | 0.00 | 0.00 | 2,567.40 | 2,567.40 |

Total to be paid from Fund 17 Developer's Escrow

2,567.40

2,567.40

List of Bills - (3310101001001) CASH - RECREATION Recreation Trust

Meeting Date: 06/26/2023 For bills from 06/02/2023 to 06/22/2023

| Check# | Vendor | Description | Payment | Check Total |
|--------|---|---|----------|-------------|
| 5540 | 4133 - AMY THOMPSON-HILL | PO 27173 ART AT THE ESPLANADE - REIMBURSEMENT | 2,395.15 | 2,395.15 |
| 5541 | 4501 - BARBARA HORNSTRA | PO 27193 REIMBURSEMENT: ART AT THE ESPLANADE | 60.00 | 60.00 |
| 5542 | 3619 - CAMELBACK MOUNTAIN RESORT | PO 27058 Camelbeach Water park 7/14/23 & 7/24/23 | 1,856.00 | 1,856.00 |
| 5543 | 3619 - CAMELBACK MOUNTAIN RESORT | PO 27143 TEEN CAMP: Camelbeach Water park 7/24/23 | 1,856.00 | 1,856.00 |
| 5544 | 3611 - FLORHAM PARK ROLLER SKATING RINK | PO 27153 TEEN ADVENTURE: 2023 WEEK 2 | 625.00 | 625.00 |
| 5545 | 3611 - FLORHAM PARK ROLLER SKATING RINK | PO 27154 TEEN ADVENTURE: 2023 WEEK 3 | 625.00 | 625.00 |
| 5546 | 3611 - FLORHAM PARK ROLLER SKATING RINK | PO 27155 TEEN ADVENTURE: 2023 WEEK 4 | 625.00 | 625.00 |
| 5547 | 3609 - JENKINSON'S PAVILION | PO 27149 TEEN ADVENTURE: 2023 WEEK 1 | 540.00 | 540.00 |
| 5548 | 3609 - JENKINSON'S PAVILION | PO 27150 TEEN ADVENTURE: 2023 WEEK 2 | 540.00 | 540.00 |
| 5549 | 3609 - JENKINSON'S PAVILION | PO 27151 TEEN ADVENTURE: 2023 WEEK 3 | 540.00 | 540.00 |
| 5550 | 3256 - RANJAN O. BOSE | PO 27206 REIMBURSEMENT FOR TRACK PROGRAM | 180.24 | 180.24 |
| 5551 | 4483 - THINK3 MARKETING, LLC | PO 27068 SAILING BANNER AND LAWN SIGNS | 665.00 | |
| | | PO 27135 SAILING: 2023 CAMP SHIRTS | 999.84 | |
| | | PO 27182 SAILING: BRACELETS | 188.85 | 1,853.69 |
| TOTAL | | | | 11,696.08 |

Summary By Account

| ACCOUNT | DESCRIPTION | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT |
|-------------------|---------------------------|------------|--------------|---------------|-----------|
| 33-101-01-001-001 | CASH - RECREATION | | | 0.00 | 11,696.08 |
| 33-600-00-090-000 | Recreation Trust Reserves | | | 11,696.08 | |
| TOTALS FOR | Recreation Trust | 0.00 | 0.00 | 11,696.08 | 11,696.08 |

Total to be paid from Fund 33 Recreation Trust

11,696.08

11,696.08

RESOLUTION 136-23

XXX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on June 26, 2023.

Cara Fox, Borough Clerk

| Name | Motion | Second | Aye | Nay | Absent | Abstain |
|------------|--------|--------|-----|-----|--------|---------|
| Cannon | | | | | | |
| Korman | | | | | | |
| Menard | | | | | | |
| Muilenburg | | | | | | |
| Richter | | | | | | |
| Barnett | | | | | | |
| Sheikh | | | | | | |

**GROUP AFFIDAVIT FORM
CERTIFICATION OF THE GOVERNING BODY**

STATE OF NEW JERSEY)

) SS.

COUNTY OF MORRIS)

We, members of the governing body of the Borough of Mountain Lakes, County of Morris, of full age, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the governing body of the Borough of Mountain Lakes in the County of Morris.
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2022.
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

| | |
|--------|--------|
| (L.S.) | (L.S.) |
| (L.S.) | (L.S.) |
| (L.S.) | (L.S.) |
| (L.S.) | (L.S.) |
| (L.S.) | (L.S.) |

Sworn to and subscribed before me this

_____ day of _____

Notary Public of New Jersey

Clerk

The Municipal Clerk shall set forth the reason for the absence of signature of any members of the governing body.

This certificate must be sent to the Division of Local Government Services, PO Box 803, Trenton NJ 08625-0803

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 137-23

“RESOLUTION APPROVING THE CORRECTIVE ACTION PLAN FOR THE BOROUGH OF MOUNTAIN LAKES”

WHEREAS, a Corrective Action Plan for the Audit Report Year 2022 has been prepared and filed by chief Financial Officer, Monica Goscicki, and

WHEREAS, said Plan has been reviewed by the Borough Council,

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Mountain Lakes that the Corrective Action Plan for the Audit Report Year 2022 is accepted and approved for filing in the Borough Clerk’s Office.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on June 26, 2023.

Cara Fox, Borough Clerk

| Name | Motion | Second | Aye | Nay | Absent | Abstain |
|------------|--------|--------|-----|-----|--------|---------|
| Cannon | | | | | | |
| Korman | | | | | | |
| Menard | | | | | | |
| Muilenburg | | | | | | |
| Richter | | | | | | |
| Barnett | | | | | | |
| Sheikh | | | | | | |

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 138-23

**“RESOLUTION AUTHORIZING MEMBERSHIP IN THE
MOUNTAIN LAKES VOLUNTEER FIRE DEPARTMENT”**

WHEREAS, the following individual has applied for membership in the Mountain Lakes Volunteer Fire Department and has submitted the required documentation; and

WHEREAS, the Fire Department recommends this individual for membership; and

WHEREAS, a copy of the application has been filed with the Borough Clerk.

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the Borough of Mountain Lakes approves the application for the following individual(s):

Max Dalhausser

91 Morris Ave

Mountain Lakes

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on June 26, 2023.

Cara Fox, Borough Clerk

| Name | Motion | Second | Aye | Nay | Absent | Abstain |
|------------|--------|--------|-----|-----|--------|---------|
| Cannon | | | | | | |
| Korman | | | | | | |
| Menard | | | | | | |
| Muilenburg | | | | | | |
| Richter | | | | | | |
| Barnett | | | | | | |
| Sheikh | | | | | | |

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 139-23

“RESOLUTION RENEWING LIQUOR LICENSES FOR 2023-2024 LICENSING TERM”

BE IT RESOLVED, that the Borough Council of the Borough of Mountain Lakes, in the County of Morris, State of New Jersey, does hereby approve the renewal of the liquor licenses named below for the licensing term of July 1, 2023 (as per Alcoholic Beverage Control Director’s Order) through June 30, 2024:

PLENARY RETAIL CONSUMPTION LICENSES

| <u>License #</u> | <u>Licensee & Location</u> | <u>Trading As</u> |
|-------------------------|---------------------------------------|---------------------------|
| 1425-33-003-006 | Mansion at ML LLC | Mansion at Mountain Lakes |
| 1425-33-004-008 | Shkempi Restaurant, Inc. | Barka |

PLENARY RETAIL DISTRIBUTION LICENSES

| | | |
|-----------------|----------------------------------|---------------------|
| 1425-44-001-015 | Mountain Lakes Wine & Liquor LLC | The Wine Salon |
| 1425-44-002-003 | Mountain Lakes Liquor LLC | El Dorado Winehouse |

CLUB LICENSES

| | | |
|-----------------|---------------------|---------------------|
| 1425-31-006-001 | Mountain Lakes Club | Mountain Lakes Club |
|-----------------|---------------------|---------------------|

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on June 26, 2023.

Cara Fox, Borough Clerk

| Name | Motion | Second | Aye | Nay | Absent | Abstain |
|------------|--------|--------|-----|-----|--------|---------|
| Cannon | | | | | | |
| Korman | | | | | | |
| Menard | | | | | | |
| Muilenburg | | | | | | |
| Richter | | | | | | |
| Barnett | | | | | | |
| Sheikh | | | | | | |

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 140-23

“RESOLUTION OF INTENT TO AWARD A CONTRACT FOR THE PURCHASE OF A PIERCE SABRE PUMPER FIRE TRUCK FOR THE MOUNTAIN LAKES VOLUNTEER FIRE DEPARTMENT, UNDER A NATIONAL COOPERATIVE PURCHASING AGREEMENT”

WHEREAS, State law provides that "any municipality may appropriate such additional sums [beyond that permitted by the statute] as it may deem necessary for the purchase of fire equipment, supplies and materials for use by fire companies, the title to which shall remain with the municipality, provided that the funds shall be controlled and disbursed by the municipality. (N.J.S.A. 40A:14-34); and

WHEREAS, the Mountain Lakes Volunteer Fire Department has asked the Borough Of Mountain Lakes to purchase a Pierce Sabre Pumper fire truck for its use; and

WHEREAS, State law provides that: "Notwithstanding any other law to the contrary, any contracting unit authorized to purchase goods, or to contract for services, may make purchases and contract for services through the use of a nationally recognized and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process by another contracting unit within the State of New Jersey, or within any other state, when available (N.J.S.A. 52:34-6.2); and

WHEREAS, the Mountain Lakes Volunteer Fire Department has obtained a quotation from Fire and Safety Services of South Plainfield New Jersey, through Sourcewell Cooperative (Contract ##113021-OKC), a nationally recognized and accepted cooperative, in the amount of \$883,540.19 for a Pierce Sabre Pumper fire truck; and

WHEREAS, the Mountain Lakes Borough Council agrees that the Mountain Lakes Volunteer Fire Department needs a new pumper truck in order to protect the residents of the Borough.

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, hereby expresses its intent, to the extent consistent with and required by law, to purchase one Pierce Sabre pumper fire truck, as described in the preamble, for \$883,540.19, for use by the Mountain Lakes Volunteer Fire Department; and

BE IT FURTHER RESOLVED that the Borough Manager is authorized to execute all documents required in connection with this purchase.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on June 26, 2023.

Cara Fox, Borough Clerk

| Name | Motion | Second | Aye | Nay | Absent | Abstain |
|------------|--------|--------|-----|-----|--------|---------|
| Cannon | | | | | | |
| Korman | | | | | | |
| Menard | | | | | | |
| Muilenburg | | | | | | |
| Richter | | | | | | |
| Barnett | | | | | | |
| Sheikh | | | | | | |

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 141-23

“RESOLUTION AUTHORIZING THE BOROUGH OF MOUNTAIN LAKES TO ENTER INTO THE LEAD GRANT ASSISTANCE PROGRAM”

WHEREAS, effective July 22, 2022, the Legislature enacted P.L. 2021, c. 182, “An Act concerning certain lead-based paint hazard, and residential rental property, and establishing lead-based paint hazard programs, supplementing P.L. 2003, c. 311 (C. 52:27D-437.1 et al.) amending various parts of the statutory law, and making an appropriation;” and

WHEREAS, pursuant to N.J.S.A. 52:27D-437.16(b)(1), a municipality that maintains a permanent local agency for the purpose of conducting inspections and enforcing laws, ordinances, and regulations concerning buildings and structures, is required to inspect for lead-based paint hazards in certain specified single-family, two-family, and multiple rental dwellings, at the time periods set forth in the statute; and

WHEREAS, pursuant to N.J.S.A. 52:27D-437.16(b)(2) a municipality that does not maintain such a permanent local agency must hire a lead evaluation contractor, certified to provide lead paint inspection services by DCA, or enter a shared services agreement as permitted by law, for the purpose of conducting the inspections for lead-based paint hazards; and

WHEREAS, Pursuant to Section 9 of P.L. 2021, c. 182, the State of New Jersey has allocated the sum of \$3,900,000 to effectuate the purposes of P.L. 2021, c. 182 (C. 52:27D-437.16). Further, pursuant to the FY 2023 Appropriations Act (P.L. 2022, Chapter 49), DCA received a grant-in-aid amount of \$3,900,000 for P.L. 2021, c. 182, for a total of \$7,800,000 in appropriations to effectuate the purpose of the Act;

WHEREAS, the Division of Local Government Services (DLGS), within DCA, administers the LGAP; and

WHEREAS, the LGAP exists to provide funding to help off-set the costs to municipalities to provide the required inspections at stipulated times of certain single-family, two-family, and multiple rental dwelling units for lead-based paint hazards, pursuant to P.L. 2021, c. 182; and

WHEREAS, an authorized municipal officer must execute the attached grant agreement in order to receive LGAP funding.

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, does hereby authorize Mitchell Stern; Borough Manager to sign the attached grant agreement, and thus bind Mountain Lakes Borough to the grant agreement’s terms in order to receive the \$2,200.00 grant from the DLGS.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on June 26, 2023.

Cara Fox, Borough Clerk

| Name | Motion | Second | Aye | Nay | Absent | Abstain |
|-------------------|---------------|---------------|------------|------------|---------------|----------------|
| Cannon | | | | | | |
| Korman | | | | | | |
| Menard | | | | | | |
| Muilenburg | | | | | | |
| Richter | | | | | | |
| Barnett | | | | | | |
| Sheikh | | | | | | |



State of New Jersey
DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO Box 800
TRENTON, NJ 08625-0800
(609) 292-6420

PHILIP D. MURPHY
Governor

LT. GOVERNOR SHEILA Y. OLIVER
Commissioner

GRANT AGREEMENT

P.L. 2021, CHAPTER 182 LEAD GRANT ASSISTANCE PROGRAM

STATE OF NEW JERSEY

DEPARTMENT OF COMMUNITY AFFAIRS

This grant agreement is entered into between the New Jersey Department of Community Affairs (hereafter referred to as "DCA") and _____ (hereafter referred to as "Grantee"). DCA and _____ may be referred to individually as "Party" and jointly as "Parties."

Grant Number _____

GENERAL

- I. Grant Agreement Data
- II. Compliance with Existing Laws
- III. Bonding and Insurance
- IV. Indemnification
- V. Assignability
- VI. Availability of Funds

PRE-AWARD REQUIREMENTS

- VII. Special Grant Conditions for "High Risk" Grantees

POST-AWARD REQUIREMENTS

- VIII. Financial Management System
- IX. Method of Payment
- X. Allowable Costs
- XI. Period of Availability of Funds
- XII. Matching and Cost Sharing



- XIII. Program Income
- XIV. Audit Requirements
- XV. Budget Revision and Modification
- XVI. Property Management Standards
- XVII. Procurement Standards
- XVIII. Monitoring of Program Performance
- XIX. Financial and Performance Reporting
- XX. Access to Records
- XXI. Record Retention
- XXII. Enforcement
- XXIII. Termination and Suspension

AFTER-THE-GRANT REQUIREMENTS

- XXIV. Grant Closeout Procedures

WHEREAS, effective July 22, 2022, the Legislature enacted P.L. 2021, c. 182, “An Act concerning certain lead-based paint hazard, and residential rental property, and establishing lead-based paint hazard programs, supplementing P.L. 2003, c. 311 (C. 52:27D-437.1 et al.) amending various parts of the statutory law, and making an appropriation;” and

WHEREAS, pursuant to N.J.S.A. 52:27D-437.16(b)(1), a municipality that maintains a permanent local agency for the purpose of conducting inspections and enforcing laws, ordinances, and regulations concerning buildings and structures, is required to inspect for lead-based paint hazards certain specified single-family, two-family, and multiple rental dwellings, at the time periods set forth in the statute; and

WHEREAS, pursuant to N.J.S.A. 52:27D-437.16(b)(2) a municipality that does not maintain such a permanent local agency must hire a lead evaluation contractor, certified to provide lead paint inspection services by DCA, or enter a shared services agreement as permitted by law, for the purpose of conducting the inspections for lead-based paint hazards; and

WHEREAS, the inspection may consist of a visual inspection, or in the alternative through dust wipe sampling, depending upon the blood lead level of children six years of age or younger within the municipality; and

WHEREAS, the State of New Jersey, pursuant to Section 9 of P.L. 2021, c. 182, has, “appropriated from the General Fund to [DCA] the sum of \$3,900,000 to effectuate the purposes of P.L. 2021, c. 182 (C. 52:27D-437.16).” Further, pursuant to the FY 2023 Appropriations Act (P.L. 2022, Chapter 49), DCA received a grant-in-aid amount of \$3,900,000 for P.L. 2021, c. 182, for a total of \$7,800,000 in funding to effectuate the purpose of the Act; and

WHEREAS, DCA has allocated \$7,000,000 of this appropriation to the development the Lead Grant Assistance Program (“LGAP”) for the issuance of grant funds to municipalities for the purpose of assisting in municipal compliance with P.L. 2021, c. 182.

WHEREAS, DCA has determined that Grantee is eligible to receive [\$] from the LGAP.

NOW, THEREFORE, pursuant to the terms of this grant agreement, DCA hereby grants [\$\$\$\$] to the Grantee to be used for the purposes described herein.

GENERAL

I. Grant Agreement Data

Grantee Information

1. Grantee’s Name:

2. Grantee Address:

3. Financial Officer’s Name and Title:

Grant Agency Information

1. Granting Agency Name:

New Jersey Department of Community Affairs
Division of Local Government Services

2. Granting Agency Address

101 South Broad Street
Trenton NJ 08625 -803

3. Grant Officer Name, Email Address and Phone Number

Tiziana Johnson, tiziana.johnson@dca.nj.gov, (609) 913- 4407

Grant Amount

Total amount of grant:

State Account Number: 23-100-022-8020-304

I. Compliance with Existing Laws

- A. The Grantee, in order to permit DCA to award this grant, agrees to comply with all Federal, State and municipal laws, rules, and regulations generally applicable to the activities in which the Grantee is engaged in the performance of this grant.
- B. These laws and regulations include, but are not limited to the following:
 - 1. Federal Office of Management and Budget (OMB) documents:
<http://www.whitehouse.gov/omb/circulars/>
 - 2. New Jersey Department of the Treasury, Office of Management and Budget documents:
 - i. Circular Letter 15-18-OMB, Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid:
<http://www.state.nj.us/infobank/circular/cir0404b.htm>
 - ii. State Grant Compliance Supplement:
<http://www.state.nj.us/treasury/omb/publications/grant/index.shtml>
 - 3. State Affirmative Action Legal Citations: The Grantee agrees to require its contractors to comply with the requirements of N.J.A.C. 17:27, applicable provisions of N.J.S.A 10:5, et. al., and P.L. 1975, c.127 and all implementing regulations.
- C. Failure to comply with the laws, rules and regulations shall be grounds for termination of this grant.

II. Bonding and Insurance

The Grantee must maintain in force for the term of this grant agreement all levels of minimum liability coverage required by law. The Grantee must provide proof of such coverage to DCA upon request.

III. Indemnification

The Grantee shall be solely responsible for and shall keep, save, and hold the State of New Jersey harmless from all claims, loss, liability, expense, or damage resulting from all mental or physical injuries or disabilities, including death, to its employees or recipients of the Grantee's services or to any other persons, or from any damage to any property sustained in connection with the delivery of the Grantee's services that results from any acts or omissions, including negligence or malpractice, of any of its officers, directors, employees, agents, servants or independent contractors, or from the Grantee's failure to provide for the safety and protection of its employees, whether or not due to negligence, fault, or default of the Grantee. The Grantee's responsibility shall also include all legal fees and costs that may arise from these actions. The Grantee's liability under this agreement shall continue after the termination of this agreement with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

IV. Assignability

The Grantee shall not subcontract the administration of this grant, nor shall any interest be assigned or transferred except as may be provided for in this grant agreement or with the express written approval of DCA. This does not prohibit a Grantee from using grant funds to pay for a lead evaluation contractor or enter into a shared services agreement, if permitted to do so under P.L. 2021, c. 182.

V. Availability of Funds

The Grantee shall recognize and agree that the funding under this grant agreement is expressly dependent upon the availability to DCA of funds appropriated by the State Legislature from State and/or Federal revenue or such other funding sources as may be applicable. A failure of DCA to make any payment under this grant agreement or to observe and perform any condition on its part to be performed under this grant agreement as a result of the failure of the Legislature to appropriate shall not in any manner constitute a breach of this grant agreement by DCA or an event of default under this grant agreement and DCA shall not be held liable for any breach of this grant agreement because of the absence of available funding appropriations. In addition, future funding shall not be anticipated from DCA beyond the duration of the award period set forth in this grant agreement and in no event shall the this grant agreement be construed as a commitment by DCA to expend funds beyond the termination date set in this grant agreement.

VI. Special Grant Conditions For "High Risk" Grantees

A. If applicable, a Grantee may be considered "high risk" if DCA determines that a Grantee:

1. Has a history of unsatisfactory performance.
2. Is not financially stable.
3. Has a financial management system which does not meet the standards set forth in Section VIII.
4. Has not conformed to terms and conditions of previous awards.

5. Is otherwise not responsible; and the DCA determines that an award will be made; special conditions and/or restrictions shall correspond to the high risk condition and shall be included in the award.
- B. Special conditions or restrictions may include:
1. Payment on a reimbursement basis.
 2. Withholding authority to proceed to the next phase until receipt or evidence of acceptable performance within a given funding period.
 3. Requiring additional, more detailed financial reports.
 4. Additional project monitoring.
 5. Requiring the Grantee to obtain technical or management assistance.
 6. Establishing additional prior approvals.
- C. If DCA decides to impose such conditions, DCA will notify the Grantee as soon as possible, in writing, of:
1. The nature of the special conditions/restrictions.
 2. The reason(s) for imposing the special conditions.
 3. The corrective actions that must be taken before the special conditions will be removed by DCA and the time allowed for completing the corrective actions.
 4. The method of requesting reconsideration of the conditions/restrictions imposed.

VII. Financial Management System

- A. The Grantee shall be responsible for maintaining an adequate financial management system, as required under N.J.A.C. 5:30, and will immediately notify DCA when the Grantee cannot comply with the requirements established in this Section of the grant agreement.
- B. If applicable, the Grantee's financial management system shall provide for:
1. **Financial Reporting:** Accurate, current, and complete disclosure of the financial results of each grant in conformity with generally accepted principles of accounting, and reporting in a format that is in accordance with the financial reporting requirements of the grant.
 2. **Accounting Records:** Records that adequately identify the source and application of funds for DCA supported activities. These records must contain information pertaining to grant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays or expenditures and income.
 3. **Internal Control:** Effective internal and accounting controls over all funds, property and other assets. The Grantee shall adequately safeguard all such assets and assure that they are used solely for authorized purposes.
 4. **Budget Control:** Comparison of actual expenditures or outlays with budgeted amounts for each grant. Also, the relationship of the financial information with performance or productivity data, including the development of unit cost information required by DCA.

5. **Allowable Cost:** Procedures for determining reasonableness, allowability, and allocability of costs generally consistent with the provisions of Federal and State requirements.
 6. **Source Documentation:** Accounting records that are supported by source documentation.
 7. **Cash Management:** Procedures to minimize the time elapsing between the advance of funds from DCA and the disbursement by the Grantee, whenever funds are advanced by the DCA.
- C. DCA may review the adequacy of the financial management system of any applicant for financial assistance as part of a pre-award review or at any time subsequent to the award. If DCA determines that the Grantee's accounting system does not meet the standards described in paragraph B above, additional information to monitor the grant may be required by DCA upon written notice to the Grantee, until such time as the system meets with DCA approval.

VIII. Method of Payment

A one-time payment of \$ _____, will be made to the Grantee upon execution of this grant agreement.

IX. Allowable Costs

A. Limitation on Use of Funds

Grant funds must be used only for the implementation of P.L. 2021, c. 182. **Such costs may include the following:**

1. Hiring and training of municipal personnel who will perform inspections for lead-based paint hazards in rental units subject to Chapter 182 (including Lead Inspector/Risk Assessor training costs).
 - a. If permitted under P.L. 2021, c. 182, payment of an appropriate lead evaluation contractor or payment to another municipality in an appropriate shared service agreement.
2. Personnel costs attributable to lead-based paint hazard inspections by existing employees.
3. Materials and supplies required for carrying out such inspections, such as for dust wipe sampling.
4. Communications materials and mailings to known and potential property owners subject to inspection, including those intended to identify owners of single and two-family rental units.

Non-permissible uses of the funding include but are not limited to:

1. Human Resource services for the hiring of lead inspectors.
2. Municipal building operating costs.
3. Municipal finance department staff costs for required reporting activities.
4. Any related professional services such as the hiring of a marketing contractor, consultant or legal services associated with compliance under the Act.

B. Applicable Cost Principles

If applicable, for each type of organization, there is a set of Federal principals for determining allowable costs. Allowable costs will be determined in accordance with applicable Federal cost principles specific to the organization incurring the costs (e.g. Federal OMB Circulars A-87, A-122, A-21, etc.) and State requirements.

X. Period of Availability of Funds

The grantee must expend the funds and provide reporting pursuant to Section XVIII of this grant agreement no later than January 15, 2024.

XI. Matching and Cost Sharing

If applicable, the Grantee shall be required to account to the satisfaction of the DCA for matching and cost sharing requirements of the grant in accordance with Federal and State requirements.

XII. Program

- A. If applicable, program income shall be defined as gross income earned by the Grantee from grant-supported activities. Such earnings include, but will not be limited to, income from service fees, sale of commodities, usage or rental fees, and royalties on patents and copyrights.
 - 1. All program income earned during grant period shall be retained by the Grantee.

XIII. Audit Requirements

This grant, if it meets or exceeds the threshold of \$750,000.00 in Department of the Treasury Circular Letter 15-08-OMB, Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid is covered by the audit requirements of the Department of the Treasury Circular Letter 15-08-OMB, Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid.

XIV. Revision and Modification

- A. Deviations from the allowable costs provided in Section IX shall not be permitted at anytime, nor shall this grant agreement be modified or amended without the express authorization of DCA.

XV. Property Management Standards

Property acquired in whole or in part with Federal or DCA funds or whose cost was charged to a project supported by Federal or DCA funds shall be utilized and disposed of in a manner generally consistent with State and Federal requirements.

XVI. Procurement Standards

Procurement of supplies, equipment, and other services with funds provided by this grant shall be accomplished in a manner generally consistent with Federal and State requirements. Adherence to the standards contained in the applicable Federal and State laws and regulations does not relieve the Grantee of the contractual responsibilities arising under its procurements. The Grantee is the responsible authority, without recourse to DCA, regarding the settlement and satisfaction of all contractual and administrative issues arising out of procurement entered in support of a grant.

XVII. Monitoring of Program Performance

- A. If applicable, the Grantee must assure compliance with applicable Federal requirements and that performance goals are being achieved. Grantee monitoring must cover each program, function or activity to monitor performance under grant supported activities to assure time schedules and objectives are being met, projected work units by time periods are being accomplished, and other performance goals are being achieved as applicable.
- B. The Grantee shall inform DCA of the following types of conditions which affect program objectives and performance as soon as they become known:
 - 1. Problems, delays, or adverse conditions which will materially impair the ability to attain program objectives, prevent meeting time schedules and goals, or preclude the attainment of project work units by established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any DCA assistance required to resolve the situation.
- C. DCA may, at its discretion, make site visits to:
 - 1. Review program accomplishments and management control systems.
 - 2. Provide such technical assistance as may be required.
 - 3. Perform fiscal reviews to ensure grant funds are being properly expended in a timely manner.

XVIII. Financial and Performance Reporting

- A. The grant budget as used in this Section means the financial plan to carry out the purpose of the grant which is to assist municipalities by helping offset the costs of compliance with the obligations imposed on them by P.L. 2021, c. 182.
- B. The Grantee is required to submit a final expenditure report at the conclusion of the grant period. The expenditure report file is to include expense supporting documentation that includes: copies of employee cumulative payment registers, copies of PO's, vendor invoices and cancelled checks front & back for period of 1/1/2023 through 12/31/2023 by 1/15/2024.
- C. The grantee is required to submit a final progress report detailing the number of household inspections and results undertaken under this grant for the period of 1/1/2023 through 12/31/2023 by 1/15/2024.
- D. Extensions to reporting due dates may be granted upon written request to the Department of Community Affairs (DCA), Division of Local Government Services (DLGS).

- E. If reports are not submitted as required, the Department may, at its discretion, rescind the grant resulting in the grantee's requirement to reimburse the Department for grant funds awarded. The State of New Jersey may, at its discretion, take such action to withhold payments to the Grantees on any grant with other State agencies until the required reports have been submitted.

XIX. Access to Records

- A. The Grantee in accepting this grant agrees to make available to DCA pertinent accounting records, books, documents and papers as may be necessary to monitor and audit Grantee's operations.
- B. All visitations, inspections and audits, including visits and requests for documentation in discharge of DCA's responsibilities, shall as a general rule provide for prior notice when reasonable and practical to do so. However, DCA retains the right to make unannounced visitations, inspections, and audits as deemed necessary.
- C. DCA reserves the right to have access to records of any Subgrantees and requires the Grantee to provide for DCA access to such records in any grant with the Subgrantee.
- D. DCA reserves the right to have access to all work papers produced in connection with audits made by the Grantee or independent certified public accountants, registered municipal accountants or licensed public accountants hired by the Grantee to perform such audits.

XX. Record Retention

- A. Except as otherwise provided, financial and programmatic records, supporting documents, statistical records and all other records pertinent to the grant shall be retained for a period of seven years, unless unless directed to extend the retention by DCA.
 - 1. If any litigation, claim, negotiation, action or audit involving the records is started before the expiration of the seven year period, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular seven year period, whichever is later unless otherwise directed by DCA.
 - 2. Records for nonexpendable property acquired with DCA funds shall be retained for seven years after its final disposition, unless otherwise provided or directed by DCA.
- B. For Federal and State purposes (unless otherwise provided):
 - 1. General - The retention period starts from the date of submission of the final expenditure report, or for grants that are renewed annually, from the date of submission of the annual financial report.
 - 2. Real Property and Equipment - The retention period for real property and equipment records starts from the date of the disposition, replacement or transfer at the direction of DCA.
- C. DCA may request transfer of certain records to its custody from the Grantee when it determines that the records possess long-term retention value and will make

arrangements with the Grantee to retain any records that are continuously needed for joint use.

XXI. Enforcement

A. Remedies for Noncompliance

If the Grantee materially fails to comply with the terms of this grant agreement, , DCA may take one or more of the following actions, as appropriate in the circumstances:

1. Disallow all or part of the cost of the activity or action not in compliance.
2. Request the balance of grant funds to be returned and/or seek reimbursement for funds expended that were not in compliance with the terms and conditions of the grant agreement.
3. Take other remedies that may be legally available.

B. Hearings, Appeals

In taking an enforcement action against the Grantee, DCA may provide the Grantee an opportunity for such hearing, appeal or other administrative proceeding to which the Grantee is entitled under any statute or regulation applicable to the action involved.

XXII. Termination and Suspension

A. The following definitions shall apply for the purposes of this Section:

1. Termination: The termination of a grant means the cancellation of assistance, in whole or in part, under a grant at any time prior to the date of completion.
2. Suspension: The suspension of a grant is an action by the Department which temporarily suspends assistance under the grant pending corrective action by the Grantee or pending a decision to terminate the grant by the Department.
3. Disallowed Costs: Disallowed costs are those charges to the grant which DCA or its representatives shall determine to be beyond the scope of the purpose of the grant, excessive, or otherwise unallowable.

B. DCA may terminate the grant in whole or in part whenever it is determined that the Grantee has failed to comply with the conditions of this grant agreement. DCA shall promptly notify the Grantee in writing of the determination and the reasons for the termination together with the effective date. Payments made to the Grantee or recoveries by DCA under the grant terminated for cause shall be in accord with the legal right and liability of the parties.

C. The Grant Closeout procedures in Section XXIV of the grant shall apply in all cases of termination of the grant.

XXIII. Grant Closeout Procedures

A. The following definitions shall apply for the purpose of this Section:

1. Grant Closeout: The closeout of a grant is the process by which the DCA determines that all applicable administrative actions and all required work of the grant have been completed by the Grantee.

2. Date of Completion: The date when all grant funding has been expended, and the Grantee has provided the required reporting pursuant to Section XVIII of this grant agreement, to the satisfaction and approval of DCA.
- B. The Grantee shall submit reports as prescribed by the timeframes set forth in Sections X and XVIII of this grant agreement upon completion of the grant period or termination of the grant.
 - C. The Grantee will, together with the submission of the report, refund to DCA any unexpended funds or unobligated (unencumbered) cash advanced, except such sums that have been otherwise authorized in writing by DCA to be retained.
 - D. If applicable, in the event a final audit has not been performed prior to the closeout of the grant, DCA retains the right to recover any appropriate amount after fully considering the recommendations on disallowed costs resulting from the final audit.

[the remainder of this page has been left intentionally blank]

DCA AND GRANTEE APPROVAL SIGNATURES

EXECUTION SIGNATURES

By the signatures below, the Grantee and DCA (the "parties") execute this agreement and confirm that they are mutually bound by all provisions contained herein and are fully authorized and empowered to enter into and bind their organization to all obligations under this agreement.

For the Grantee:

By: _____ (signature) (authorized delegate)

_____ (print name)

_____ (print title)

Date: _____

For DCA:

By: _____ (signature)

(Commissioner or authorized delegate)

_____ Jacquelyn A. Suárez _____ (print name)

_____ Director _____ (print title)

Date: _____



Lead Grant Assistance Program (LGAP) Guidelines
Fiscal Year 2023

State of New Jersey
Philip D. Murphy, Governor

Department of Community Affairs
Lt. Governor Sheila Y. Oliver, Commissioner

New Jersey Department of Community Affairs
101 S. Broad Street
Trenton, NJ 08625
P.O. Box 803
LGAP@DCA.NJ.GOV

INTRODUCTION

In 2021, the Legislature enacted P.L. 2021, c. 182. This law, which became effective as of July 22, 2022, requires inspections at stipulated times of certain single-family, two-family, and multiple dwelling rental dwelling units for lead-based paint hazards. Municipalities that maintain a permanent local agency for the purpose of conducting inspections and enforcing laws, ordinances, and regulations concerning buildings and structures, must conduct the inspections. Municipalities that do not maintain such an office may hire a lead evaluation contractor certified by the Department of Community Affairs (DCA) directly or through the use of a shared services agreement as permitted by law.

The exact type of inspection (whether a visual inspection or a dust wipe sampling) depends on Department of Health data as to the elevated blood lead level in children, six years of age or younger, who are tested within the municipality. Where an inspection reveals the existence of a lead-based paint hazard, the building owner must perform appropriate remediation. More detailed information on this law may be found in the guidelines for Lead-Based Paint in Rental Dwellings, posted on the DCA website: (<https://www.nj.gov/dca/divisions/codes/resources/leadpaint.html>), and also in DCA's proposed regulations, published in the New Jersey Register at 54 N.J.R. 1355, July 18, 2022.

PROGRAM OVERVIEW

Pursuant to Section 9 of P.L. 2021, c. 182, “[t]here is appropriated from the General Fund to [DCA] the sum of \$3,900,000 to effectuate the purposes of P.L. 2021, c. 182 (C. 52:27D-437.16).” There has also been a re-appropriation of \$3,900,000 for FY 2023. DCA has determined to allocate \$7,000,000 of these funds to the newly created Lead Grant Assistance Program (“LGAP”) to assist New Jersey municipalities with costs associated with compliance under P.L. 2021, c. 182.

Beginning May 15, 2023, the Division of Local Government Services (DLGS), within the DCA, will begin administration of the LGAP. Under this program, DCA has pre-calculated award

amounts for each eligible municipality based on its relative number of renter-occupied one and two-family housing units constructed before 1980, as reported by property owners to the Census Bureau in the American Community Survey from 2017 to 2021. Please note that all awards are subject to the continuing availability of appropriated funds.

GRANT ALLOCATION METHODOLOGY

On October 6, 2022, DLGS as part of the DLGS Best Practices Inventory¹, requested each municipality to answer whether the municipality would be interested in receiving this funding. Municipalities responded with yes or no. Some did not respond at all. Based on this, DCA determined to provide funding only to municipalities that either responded affirmatively or failed to indicate whether they would be interested in receiving this funding and take the further steps required to receive the grant. Municipalities that indicated they would not be interested in this funding will not be eligible for funding for this current round of funding under the LGAP program.

Grant allocation estimates have been determined for each such eligible municipality based on the number of renter-occupied one and two-family housing units constructed before 1980, as reported by property owners to the Census Bureau in the American Community Survey from 2017 to 2021. These units closely align with the type of properties subject to inspection under P.L. 2021, c. 182.

To advertise the program, DLGS will send a notice to all eligible municipalities, publish on its website a standard grant agreement, sample resolution language to be used by a municipality's governing body to authorize the execution of the grant agreement, and a list of the pre-determined funding available to eligible municipalities to be inputted by the municipality into the grant agreement.

¹ See LFN [2022-17.pdf \(nj.gov\)](#) for further information.

PERMISSABLE USES OF GRANT FUNDS

Municipalities may utilize the funds for compliance with P.L. 2021, c. 182. Specifically, funds may be used for:

- Hiring and training of municipal personnel who will perform inspections for lead-based paint hazards in rental units subject to P.L. 2021, c. 182 (including Lead Inspector/Risk Assessor training costs as well as HUD dust-wipe training courses).
- If permitted under P.L. 2021, c. 182, payment of an appropriate lead evaluation contractor or payment to another municipality in an appropriate shared service agreement.
- Personnel costs attributable to lead-based paint hazard inspections by existing employees.
- Materials and supplies required for carrying out such inspections, such as for dust wipe sampling.
- Communications materials and mailings to known and potential property owners subject to inspection, including those intended to identify owners of single and two-family rental units.

NON PERMISSABLE USES OF GRANT FUNDS INCLUDES BUT IS NOT LIMITED

TO:

- Human Resource services for the hiring of lead inspectors.
- Municipal building operating costs.
- Municipal finance department staff costs for required reporting activities.
- Any related professional services such as the hiring of a marketing contractor, consultant or legal services associated with compliance under the Act.

APPLICANT ELIGIBILITY

Applicant eligibility and amounts are pre-determined based from municipality interest shown in the CY 2022 Best Practices Survey.

PROGRAM ELIGIBILITY CRITERIA

To qualify for Lead Grant Assistance Program funding, each eligible applicant must:

- Submit a governing body resolution (using DLGS's sample language) acknowledging participation in the program and further authorizing the execution of a grant agreement and compliance to the terms and conditions of the agreement.
- Submit a Lead Grant Assistance Program grant agreement signed by an authorized official. Grantees are to fill in the municipality's 4-digit Muni-code as the grant agreement number.

SUBMISSION REQUIREMENTS

Municipalities are required to submit the governing body authorized Resolution and signed Grant Agreement in PDF format and with the following file name format:

4-digit Muni Code_Municipality Name_ LGAP_ Resolution.pdf

4-digit Muni Code_Municipality Name_ LGAP_ Agreement.pdf

Example: 0811_Monroe Township_ LGAP_ Resolution.pdf

0811_Monroe Township_ LGAP_ Agreement.pdf

Files are to be submitted in one (1) email to LGAP@dca.nj.gov with subject line reading:

4-digit Muni Code_Municipality Name_ LGAP

****Files submitted with incorrect file names will be rejected.**

GRANT ELIGIBILITY PERIOD

Only expenditures incurred between January 1, 2023 through December 31, 2023 are eligible under the grant.

DISBURSMENT OF GRANT FUNDS

Grant funds will be disbursed upon receipt of the grantee's governing body resolution and executed grant agreement.

GRANT FUNDING SUPPORTING DOCUMENTATION

Grantees are to provide supporting documentation of eligible expenses during the period of January 1, 2023 through December 31, 2023 no later than January 15, 2024. Supporting documentation includes but is not limited to:

- Employee Cumulative Payment Registers or Pay Stubs.
- Purchase Orders, Vendor Invoices, and cancelled checks (front and back).

GRANT CLOSEOUT PROCESS – PROGRESS REPORTING

At the conclusion of the approved grant period, municipalities that receive funding will also be required to submit one final progress report for the period of 1/1/2023 through 12/31/2023 by 1/15/2024 to the DLGS.

SUBMISSION DEADLINE

DLGS must be in receipt of one electronic copy of the completed resolution and executed grant agreement by 5:00 P.M. EST on 7/7/2023 for the grantee to be eligible for grant funding.

Incomplete submissions will not be considered for funding. Submissions received after 5:00 P.M. on 7/7/2023 will be rejected.

Municipalities will be notified of acceptance or denial on or about July 30, 2023.

ASSISTANCE

Questions regarding this program can be submitted via e-mail to: lgap@dca.nj.gov or may contact Tiziana Johnson (609) 913-4407.

P.L. 2021, Chapter 182 Lead Grant Assistance Program - Estimated Award Amounts

| Muni- code | Municipality | County | Pre-1980 1 & 2 Family Rental Properties | Estimated Award |
|---------------|--------------------------------|----------|--|--------------------|
| 1352 | Wall township | Monmouth | 425 | \$11,300 |
| 1353 | West Long Branch borough | Monmouth | 226 | \$6,000 |
| 1401 | Boonton town | Morris | 788 | \$20,900 |
| 1403 | Butler borough | Morris | 399 | \$10,600 |
| 1405 | Chatham township | Morris | 36 | \$1,000 |
| 1407 | Chester township | Morris | 58 | \$1,600 |
| 1408 | Denville township | Morris | 164 | \$4,400 |
| 1409 | Dover town | Morris | 1,435 | \$38,100 |
| 1414 | Jefferson township | Morris | 439 | \$11,700 |
| 1415 | Kinnelon borough | Morris | 91 | \$2,500 |
| 1416 | Lincoln Park borough | Morris | 141 | \$3,800 |
| 1417 | Madison borough | Morris | 795 | \$21,100 |
| 1418 | Mendham borough | Morris | 115 | \$3,100 |
| 1422 | Morris township | Morris | 496 | \$13,200 |
| 1424 | Morristown town | Morris | 1,159 | \$30,800 |
| 1425 | Mountain Lakes borough | Morris | 82 | \$2,200 |
| 1427 | Mount Olive township | Morris | 264 | \$7,000 |
| 1429 | Parsippany-Troy Hills township | Morris | 843 | \$22,400 |
| 1432 | Randolph township | Morris | 207 | \$5,500 |
| 1433 | Riverdale borough | Morris | 90 | \$2,400 |
| 1434 | Rockaway borough | Morris | 82 | \$2,200 |
| 1436 | Roxbury township | Morris | 499 | \$13,300 |
| 1438 | Washington township | Morris | 192 | \$5,100 |
| 1439 | Wharton borough | Morris | 294 | \$7,800 |
| 1502 | Bay Head borough | Ocean | 59 | \$1,600 |
| 1503 | Beach Haven borough | Ocean | 32 | \$900 |
| 1505 | Berkeley township | Ocean | 1,297 | \$34,400 |
| 1506 | Brick township | Ocean | 1,898 | \$50,400 |
| 1511 | Jackson township | Ocean | 599 | \$15,900 |
| 1512 | Lacey township | Ocean | 949 | \$25,200 |
| 1513 | Lakehurst borough | Ocean | 227 | \$6,100 |
| 1516 | Little Egg Harbor township | Ocean | 330 | \$8,800 |
| 1518 | Manchester township | Ocean | 942 | \$25,000 |
| 1520 | Ocean township | Ocean | 152 | \$4,100 |
| 1521 | Ocean Gate borough | Ocean | 108 | \$2,900 |
| 1522 | Pine Beach borough | Ocean | 32 | \$900 |
| 1524 | Point Pleasant borough | Ocean | 791 | \$21,000 |
| 1525 | Point Pleasant Beach borough | Ocean | 309 | \$8,200 |
| 1527 | Seaside Park borough | Ocean | 108 | \$2,900 |
| 1528 | Ship Bottom borough | Ocean | 48 | \$1,300 |
| 1529 | South Toms River borough | Ocean | 253 | \$6,800 |
| 1533 | Barnegat township | Ocean | 334 | \$8,900 |
| 1602 | Clifton city | Passaic | 6,278 | \$166,500 |
| 1603 | Haledon borough | Passaic | 845 | \$22,500 |
| 1604 | Hawthorne borough | Passaic | 1,336 | \$35,500 |
| 1605 | Little Falls township | Passaic | 672 | \$17,900 |
| 1606 | North Haledon borough | Passaic | 140 | \$3,800 |
| 1607 | Passaic city | Passaic | 4,201 | \$111,400 |
| 1608 | Paterson city | Passaic | 13,351 | \$354,000 |
| 1612 | Totowa borough | Passaic | 777 | \$20,600 |
| 1614 | Wayne township | Passaic | 713 | \$19,000 |
| 1615 | West Milford township | Passaic | 518 | \$13,800 |
| 1616 | Woodland Park borough | Passaic | 772 | \$20,500 |
| 1701 | Alloway township | Salem | 133 | \$3,600 |
| 1704 | Lower Alloways Creek township | Salem | 146 | \$3,900 |
| 1707 | Penns Grove borough | Salem | 389 | \$10,400 |
| 1709 | Pilesgrove township | Salem | 30 | \$800 |

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 142-23

**“RESOLUTION AUTHORIZING THE SETTLEMENT OF A TAX APPEAL (MARKOWITZ V. BOROUGH OF
MOUNTAIN LAKES – BLOCK 100.02, LOT 95)”**

WHEREAS, a tax appeal has been filed in the Tax Court of New Jersey captioned “Markowitz, Daniel & Angela v. Borough of Mountain Lakes” challenging the 2014-2023 tax assessments on Block 100.02, Lot 7 (41 Crane Road); and

WHEREAS, the Plaintiff and the Tax Assessor have agreed to a settlement of this tax appeal as set forth in a proposed Stipulation of Settlement attached hereto; and

WHEREAS, the Borough Council finds that it is in the best interest of the Borough to approve the proposed settlement.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey that the Borough Attorney is authorized to execute a Stipulation of Settlement in settlement of all pending tax appeals captioned “Markowitz, Daniel & Angela v. Borough of Mountain Lakes”; and be it further;

RESOLVED that the Tax Collector is hereby authorized to process any refund required as a result of the settlement of this tax appeal.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on June 26, 2023.

Cara Fox, Borough Clerk

| Name | Motion | Second | Aye | Nay | Absent | Abstain |
|------------|--------|--------|-----|-----|--------|---------|
| Cannon | | | | | | |
| Korman | | | | | | |
| Menard | | | | | | |
| Muilenburg | | | | | | |
| Richter | | | | | | |
| Barnett | | | | | | |
| Sheikh | | | | | | |

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 143-23

“RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR MORRIS AVENUE SECTION 4 IMPROVEMENT PROJECT”

WHEREAS, the Borough published specifications and solicited bids for the Morris Avenue Section 4 Improvement project; and

WHEREAS, nine (9) bids were received on June 14, 2023; and

WHEREAS, the lowest conforming bid was submitted by American Asphalt & Trucking LLC, Newark, New Jersey in an amount of \$135,116.00; and

WHEREAS, the low bid is within the budgeted amount for this project and has been reviewed and recommended by the Borough Engineer; and

WHEREAS, the Certified Finance Officer has determined that sufficient funds are available as evidenced by the Certification attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that American Asphalt & Trucking LLC of Newark New Jersey, shall be awarded the Contract for the Morris Avenue Section 4 Improvement project in an amount of \$135,116.00; and

BE IT FURTHER RESOLVED, that the Borough Clerk is hereby authorized to return the bid bonds submitted by the unsuccessful bidders immediately and the bid bond of the successful bidder upon receipt of a fully executed contract, performance guarantee, and other required documents.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on June 26, 2023.

Cara Fox, Borough Clerk

| Name | Motion | Second | Aye | Nay | Absent | Abstain |
|------------|--------|--------|-----|-----|--------|---------|
| Cannon | | | | | | |
| Korman | | | | | | |
| Menard | | | | | | |
| Muilenburg | | | | | | |
| Richter | | | | | | |
| Barnett | | | | | | |
| Sheikh | | | | | | |

CERTIFICATION OF THE AVAILABILITY OF FUNDS

04-215-55-996-011 Road Repaving, Morris Ave. \$135,116.00



Monica Gosicki, CFO

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 144-23

**“RESOLUTION AUTHORIZING THE DISCRETIONARY AWARD OF A CONTRACT FOR CARPET AND RELATED MATERIALS
TO INFINITY FLOORS IN AN AMOUNT THAT MAY EXCEED \$17,500 BUT WILL BE LESS THAN \$44,000”**

WHEREAS, the Borough of Mountain Lakes has a need to purchase carpet and related materials for the Borough Hall Renovation Project; and

WHEREAS, the Borough of Mountain Lakes has identified Infinity Floors as a supplier of the carpet; and

WHEREAS, it is anticipated that the purchase contract with Infinity Floors will exceed \$17,500 but be less than \$44,000; and

WHEREAS, the New Jersey Pay-to-Play Law N.J.S.A. 19:44A-20.4 et seq. requires contracts in excess of \$17,500 to be issued in a fair and open or non-fair and open manner; and

WHEREAS, Infinity Floors has provided the required documentation, which is on file with the Borough, for a non-fair and open contract to be awarded; and

WHEREAS, the Chief Finance Officer will certify that funds are available upon submission of a purchase requisition, and;

WHEREAS, it is the recommendation of the Borough Manager that should they be needed, contracts in excess of \$17,500 but less than \$44,000 be authorized in the manner required by law.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey as follows:

1. Should they be needed, contracts in excess of \$17,500 but less than \$44,000 may be authorized in the manner required by law.
2. The Borough Manager is hereby authorized and directed to execute the necessary documents related to this resolution.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on June 26, 2023.

Cara Fox, Borough Clerk

| Name | Motion | Second | Aye | Nay | Absent | Abstain |
|------------|--------|--------|-----|-----|--------|---------|
| Cannon | | | | | | |
| Korman | | | | | | |
| Menard | | | | | | |
| Muilenburg | | | | | | |
| Richter | | | | | | |
| Barnett | | | | | | |
| Sheikh | | | | | | |

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 145-23

“RESOLUTION REJECTING BID FOR INTERIOR DOORS FOR THE BOROUGH HALL RENOVATION PROJECT”

WHEREAS, on June 23, 2023, the Borough of Mountain Lakes received bids for the interior doors for the Borough Hall Renovation Project; and

WHEREAS, there was one (1) bid per the summary below; and

WHEREAS, the bid was in excess of the budget for the project; and

WHEREAS, the Borough Manager and Borough Engineer recommend that the bid be rejected for the reason cited above; and

NOW THEREFORE BE IT RESOLVED, the bids listed below are hereby rejected as being over budget for this project.

| | |
|---|-----------|
| Skopye LLC – 40 Henry Road Newton, NJ 07860 | \$135,000 |
|---|-----------|

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on June 26, 2023.

Cara Fox, Borough Clerk

| Name | Motion | Second | Aye | Nay | Absent | Abstain |
|------------|--------|--------|-----|-----|--------|---------|
| Cannon | | | | | | |
| Korman | | | | | | |
| Menard | | | | | | |
| Muilenburg | | | | | | |
| Richter | | | | | | |
| Barnett | | | | | | |
| Sheikh | | | | | | |



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

CONSTRUCTION OFFICE

MONTHLY ACTIVITY REPORT

MAY 2023

ADMINISTRATIVE SUMMARY

Although the number of permits issued remained relatively flat from the same period last year, the revenue generated increased by approximately 11%. This increase was the result of the new fee schedule implemented at the beginning of April. We remain optimistic that residential construction activity will increase through the second half of the year. The developer for the self-storage facility (at the location of the former Hess Station) is currently preparing the construction drawings for that project.

Site work and utility installations for the four-unit veterans housing project continued through the month. Foundations for the building are nearing completion.

Foundation work has been completed on the Wawa project. Work is continuing on the sub-slab utilities and the preparation of the excavation for the fuel storage tanks. The tanks are scheduled to be installed on June 1st.

The Construction Office has started using the news subscription to the International Code Council Digital Codes. This subscription provides the ability to copy and/or email permit applicants code sections and commentary during both the plan review and inspection phases of a project.

The Borough will apply for grant funds (\$2200.00) for the administration of the new law regarding lead inspections of residential rental homes constructed before 1978. The application will be completed and submitted by mid-June and the funds are expected in early August.



Mountain Lakes Borough
400 BOULEVARD
MOUNTAIN LAKES, NJ 07046

Construction Permit Activity Report

5/1/2023 -> 5/31/2023

Summary

| | | | | | | |
|-------------|--------------|--------|-----------------|--------------|-----------------|----|
| | Cost: | Count: | | | | |
| New: | \$0.00 | 0 | Cubic Footage: | 14,532 Cu.ft | Permits Issued: | 24 |
| Addition: | \$264,500.00 | 2 | Square Footage: | 1,136 Sq.ft | Updates Issued: | 3 |
| Alteration: | \$356,975.00 | 24 | | | | |
| Demolition: | \$1,200.00 | 1 | | | | |
| Total: | \$622,675.00 | 27 | | | | |

| Permits | Count | Permit Fees | Admin Fees | Total | Inspections | Passed | Failed | Other |
|---------------|-------|-------------|------------|------------|---|----------|---------|---------|
| Building: | 4 | \$4,058.00 | \$0.00 | \$4,058.00 | B 17 | 14 %82.4 | 1 %5.9 | 2 %11.8 |
| Plumbing: | 6 | \$1,230.00 | \$0.00 | \$1,230.00 | P 18 | 18 %100 | 0 %0 | 0 %0 |
| Electrical: | 12 | \$1,675.00 | \$0.00 | \$1,675.00 | E 31 | 24 %77.4 | 6 %19.4 | 1 %3.2 |
| Fire: | 3 | \$80.00 | \$0.00 | \$80.00 | F 6 | 4 %66.7 | 0 %0 | 2 %33.3 |
| Elevator: | 0 | \$0.00 | \$0.00 | \$0.00 | V 0 | 0 % | 0 % | 0 % |
| Mechanical: | 19 | \$2,240.00 | \$0.00 | \$2,240.00 | M 23 | 21 %91.3 | 0 %0 | 2 %8.7 |
| | 44 | \$9,283.00 | \$0.00 | \$9,283.00 | | 95 | 81 | 7 |
| DCA Training: | 2 | | 54 | Other Fees | (Note: Does not include result of none) | | | |
| DCA State: | 21 | | 868 | \$300.00 | | | | |
| DCA Minimum: | 2 | | 2 | | | | | |
| | 25 | | \$924 | | | | | |

| Variations | Total | Paid | Certificates | Issued Total | Paid Total |
|--------------|--------|--------|--------------|--------------|------------|
| Building 0 | 0 | 0 | CA 51 | \$0.00 | \$0.00 |
| Plumbing 0 | 0 | 0 | CCO 0 | \$0.00 | \$0.00 |
| Electrical 0 | 0 | 0 | CO 1 | \$50.00 | \$200.00 |
| Fire 0 | 0 | 0 | CC 0 | \$0.00 | \$0.00 |
| Mechanical 0 | 0 | 0 | TCO 0 | \$0.00 | \$0.00 |
| Elevator 0 | 0 | 0 | TCC 0 | \$0.00 | \$0.00 |
| Total: | \$0.00 | \$0.00 | Total: 52 | \$50.00 | \$200.00 |

NOTE:

Information gathered is based on the Issue date for that item, ie permit issue date, certificate issue date.

This will cause discrepancies between the payments section which uses Payment date. Example you took in money for a CO but the CO has not been issued yet.

| Permit Subcode Exempted (State) Fees | | | Permit Subcode Waived (Local) Fees | | |
|--------------------------------------|--------------|----------------|------------------------------------|--------------|----------------|
| | Record Count | Total Exempted | | Record Count | Total Waived |
| Building | 0 | \$0 | Building | 0 | \$0 |
| Plumbing | 0 | \$0 | Plumbing | 0 | \$0 |
| Electrical | 0 | \$0 | Electrical | 0 | \$0 |
| Fire | 1 | \$85 | Fire | 0 | \$0 |
| Mechanical | 0 | \$0 | Mechanical | 0 | \$0 |
| Elevator | 0 | \$0 | Elevator | 0 | \$0 |
| Total: | | \$85 | Total: | | \$0 |
| | Record Count | Total Exempted | | Record Count | Total Exempted |
| DCA Fees 2 | | \$21 | | Record Count | Total Exempted |
| | | | Violations | Fines | Paid |
| | | | Issued 0 | \$0.00 | \$0.00 |

| Payments (Based on Payment Date) | |
|----------------------------------|-------------|
| Permit (57) | \$11,092.00 |
| NON-UCC (0) | \$0.00 |
| Variation Payments | \$0.00 |
| Penalty (0) | \$0.00 |
| Inspection Payments | \$0.00 |
| Ongoing Invoice | \$0.00 |
| Test Payments | \$0.00 |
| Other Payments | \$0.00 |
| Grand Total | \$11,092.00 |



Mountain Lakes Borough
400 BOULEVARD
MOUNTAIN LAKES, NJ 07046

Building Summary Report Comparison

Building Summary between the dates of 5/1/2023 and 5/31/2023.

| Permit Summary | 5/1/2023-5/31/2023 | 5/1/2022-5/31/2022 | Month Diff % | YTD | YTD last Year | YTD Diff % |
|-----------------------------------|--------------------|--------------------|--------------|------------|---------------|------------|
| Permits Issued: | 24 | 35 | -31.4% | 129 | 132 | -2.3% |
| Updates Issued: | 3 | 3 | 0% | 15 | 22 | -31.8% |
| Inspections Scheduled: | 95 | 177 | -46.3% | 527 | 688 | -23.4% |
| Inspections Passed: | 81 | 154 | -47.4% | 421 | 542 | -22.3% |
| Inspections Failed | 7 | 15 | -53.3% | 72 | 118 | -39% |
| Certificates Of Occupancy Issued: | 1 | 1 | 0% | 6 | 7 | -14.3% |
| Certificates of Approval Issued: | 51 | 0 | NA | 110 | 111 | -0.9% |
| Cert Continuing Occupancy Issued: | 0 | 0 | NA | 0 | 0 | NA |
| Permit Payments Count: | 57 | 93 | -38.7% | 290 | 335 | -13.4% |
| Fee Collected: | \$10,707 | \$10,777 | -0.6% | \$58,276 | \$52,461 | 11.1% |
| Fee Collected (Subcodes Only): | \$9,283 | \$9,920 | -5.9% | \$51,573 | \$47,487 | 7.8% |
| Violations | 0 | 5 | -100% | 8 | 6 | 33.3% |
| Violation Payments | \$0.00 | \$0.00 | NA | \$1,250.00 | \$0.00 | NA |
| Ongoing Location Payments | \$0.00 | \$0.00 | NA | \$0.00 | \$0.00 | NA |
| Ongoing Test Payments | \$0.00 | \$0.00 | NA | \$0.00 | \$0.00 | NA |



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

CONSTRUCTION OFFICE SUMMARY OF FEES COLLECTED

| PERIOD | 2021 COLLECTED | YEAR TO DATE | COMMENTS | AMOUNT |
|-----------|----------------|--------------|--------------|-----------|
| JANUARY | 11,663.00 | 11,663.00 | | |
| FEBRUARY | 40,193.00 | 51,856.00 | Enclave fees | 27,748.00 |
| MARCH | 37,128.00 | 88,984.00 | Enclave fees | 28,144.00 |
| APRIL | 10,024.00 | 99,008.00 | | |
| MAY | 26,651.00 | 125,659.00 | | |
| JUNE | 11,789.00 | 137,448.00 | | |
| JULY | 12,009.00 | 149,457.00 | | |
| AUGUST | 9,533.50 | 158,990.00 | | |
| SEPTEMBER | 24,580.00 | 183,570.00 | | |
| OCTOBER | 12,533.00 | 196,103.00 | | |
| NOVEMBER | 16,916.00 | 213,019.00 | | |
| DECEMBER | 9,126.00 | 222,145.00 | | |

| PERIOD | 2022 COLLECTED | YEAR TO DATE | COMMENTS | AMOUNT |
|-----------|----------------|--------------|-----------|-----------|
| JANUARY | 13,661.00 | 13,661.00 | | |
| FEBRUARY | 6,934.00 | 20,595.00 | | |
| MARCH | 13,951.00 | 34,546.00 | | |
| APRIL | 8,038.00 | 42,584.00 | | |
| MAY | 11,802.00 | 54,386.00 | | |
| JUNE | 13,103.00 | 67,489.00 | | |
| JULY | 15,811.00 | 83,300.00 | | |
| AUGUST | 14,815.00 | 98,115.00 | | |
| SEPTEMBER | 8,189.00 | 106,304.00 | | |
| OCTOBER | 33,312.00 | 139,616.00 | Wawa fees | 26,104.00 |
| NOVEMBER | 5,991.00 | 145,607.00 | | |
| DECEMBER | 8,991.00 | 154,598.00 | | |

| PERIOD | 2023 COLLECTED | YEAR TO DATE | COMMENTS | AMOUNT |
|-----------|----------------|--------------|----------|--------|
| JANUARY | 6,040.00 | 6,040.00 | | |
| FEBRUARY | 18,631.00 | 24,671.00 | | |
| MARCH | 17,114.00 | 41,785.00 | | |
| APRIL | 7,334.00 | 49,119.00 | | |
| MAY | 11,092.00 | 60,211.00 | | |
| JUNE | | | | |
| JULY | | | | |
| AUGUST | | | | |
| SEPTEMBER | | | | |
| OCTOBER | | | | |
| NOVEMBER | | | | |
| DECEMBER | | | | |

BOROUGH OF MOUNTAIN LAKES
DEPARTMENT OF PUBLIC WORKS
Department Activity
May 2023

IN HOUSE

All regular work details including building maintenance, vehicle repairs and maintenance, trash and recycling collection, trash bag deliveries, street sweeping, lawn maintenance, leaf and brush disposal, daily maintenance

Additionally:

Streets & Roads Department:

- DPW
 - Recovered debris from hydro-raking operation at Wildwood lake
 - Pothole repairs – West Shore, Morris, Tower Hill
 - Sidewalk repairs - Morris
 - Briarcliff bus shelter repaired
 - Trash bag pickups from Town Clean Up Day
 - Tree limb pickups off road
 - Cleaned and repaired basins on roads to be paved
 - Shared service with BOE – Removed tree stumps
- Water Department
 - Water leak repair on Cobb
 - Line installation inspections at Wawa site
 - Line verifications on Pear Tree
 - Valve verification on Boulevard from Well 5
 - Water fountain repairs at Tennis Courts and Island Beach
 - Curb box location/repairs for National Metering Co.
- Stormwater
 - Used Jet Vac to unclog lines at Larchdell, Glen, Tower Hill
- Recreation Department
 - Prepped Esplanade garden and parking area for Art Show
 - Set up for Island Beach Plant Sale
 - Preparations for Memorial Day Parade
 - Spring cleanup at Midvale Boat Dock
 - Set up Island Beach for evening concert
 - Sand installation at beaches
 - Set up for ALS 5K run

Vacation/Sick Time:

- 94 Vacation Hours; 24 Sick Hours

Borough of Mountain Lakes

BOARD OF HEALTH

400 BOULEVARD • MOUNTAIN LAKES, NEW JERSEY 07046

Telephone: (973) 334-3131 • Fax: (973) 402-5595



May 2023 Health Department Activity Report – Mountain Lakes

This May 2023 report identifies the activities of the Health Officer, Health Department, and staff and provides an overview of the various tasks completed by the department during the previous months. Additional supplemental reports from Environmental, Nursing, and Health Education are provided to detail those activities.

Health Education:

- May Newsletter was printed (4/28) and distributed on 5/2; topics included Children's Mental Health Awareness Month, reducing salt intake as a modifiable risk factor for hypertension, campylobacteriosis – most common cause of diarrheal disease in USA, information on upcoming health screenings and programs, as well as information on county specific (Essex/ Morris/ Union) details regarding COVID-19 testing, registering for vaccines, and upcoming events
- The Health Education Team is planning an Adult and Youth Mental Health First Aid Training

Vaccinations & Communicable Diseases:

- Immunization audits for the 2022-2023 school year have been completed.
- The Health Dept. currently has COVID-19 vaccines available for adults and children.
- If a homebound person is in need of a COVID-19 vaccine, the Nursing Division can provide a homebound visit.
- For the week ending May 20th 2023 the Influenza and respiratory illness surveillance report for Morris County remains **low**. Influenza activity statewide is **low**.

Covid-19 Updates:

- We continue to distribute free home antigen test kits to community partners, schools, day care centers, senior groups, etc. including distribution during the annual immunization audits.
- Effective May 5, 2023 updated Case Investigation guidance issued by the State, including increased investigations of pediatric COVID-19 hospitalizations/deaths, and those with severe outcomes
- The Health Dept. has COVID-19 vaccines available for both adults and pediatrics.

MOUNTAIN LAKES BORO POLICE DEPARTMENT

Officer Citation Report

From Date : 5/1/2023 To Date : 5/31/2023

Report Date : 6/22/2023 12:44 PM

| Officers Name | Badge Number | Traffic Stops | Equipment | Moving | Radar | Parking | Ordinance | Warnings | Total |
|---------------|--------------|----------------------|------------------|---------------|--------------|----------------|------------------|-----------------|--------------|
| XX | XX | 67 | 8 | 9 | 0 | 0 | 0 | 0 | 17 |
| XX | XX | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| XX | XX | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| XX | XX | 50 | 1 | 3 | 0 | 0 | 0 | 0 | 4 |
| XX | XX | 66 | 6 | 7 | 0 | 0 | 0 | 12 | 25 |
| XX | XX | 17 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| XX | XX | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| XX | XX | 63 | 7 | 1 | 0 | 0 | 0 | 0 | 8 |
| XX | XX | 19 | 3 | 1 | 0 | 0 | 0 | 0 | 4 |
| XX | XX | 6 | 0 | 1 | 0 | 0 | 0 | 0 | 1 |
| XX | XX | 9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total: | | Traffic Stops | Equipment | Moving | Radar | Parking | Ordinance | Warnings | Total |
| | | 298 | 25 | 22 | 0 | 0 | 0 | 12 | 59 |

Time Used/Overtime by Month

| | Sick Time Hours | | | | | | | Vacation/Comp Hours/Pers Day/Reverve | | | | | | | Court Overtime | | | | | | | Department Overtime | | | | | | |
|--------|-----------------|------|------|------|------|------|------|--------------------------------------|--------|-------|--------|-------|--------|--------|----------------|-------|---------|-------|---------|-------|------|---------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 |
| Jan | 236 | 216 | 79 | 588 | 324 | 36 | 264 | 22 | 15 | 14 | 0 | 42 | 48 | 224.5 | \$0 | \$158 | \$0 | \$154 | \$0 | \$0 | \$0 | \$1,998 | \$4,159 | \$4,348 | \$9,570 | \$7,194 | \$6,557 | \$14,494 |
| Feb | 226 | 252 | 86 | 444 | 266 | 68 | 48 | 84 | 104 | 220 | 111 | 189.5 | 252 | 171.5 | \$0 | \$0 | \$210 | \$258 | \$0 | \$0 | \$0 | \$7,009 | \$4,927 | \$2,198 | \$4,789 | \$21,810 | \$4,939 | \$15,797 |
| March | 238 | 310 | 110 | 332 | 180 | 36 | 118 | 198 | 148.5 | 169 | 74.5 | 81 | 289 | 257.75 | \$151 | \$0 | \$0 | \$0 | \$0 | \$447 | \$0 | \$12,822 | \$29,829 | \$6,254 | \$4,081 | \$7,510 | \$4,771 | \$29,020 |
| April | 209.5 | 0 | 106 | 456 | 240 | 94 | 222 | 154 | 250 | 265.5 | 0 | 226 | 333 | 215 | \$0 | \$0 | \$422 | \$0 | \$263 | \$0 | \$0 | \$5,399 | \$12,146 | \$27,385 | \$3,930 | \$12,820 | \$10,392 | \$18,838 |
| May | 128 | 204 | 96 | 564 | 204 | 46 | 48 | 254 | 178 | 169 | 36 | 681 | 482 | 260.5 | \$0 | \$0 | \$893 | \$0 | \$0 | \$0 | \$0 | \$17,700 | \$24,263 | \$29,828 | \$5,202 | \$18,415 | \$16,682 | \$22,341 |
| June | 140 | 130 | 106 | 540 | 312 | 140 | | 268 | 208 | 254 | 194 | 727.5 | 385 | | \$0 | \$193 | \$0 | \$0 | \$0 | \$161 | | \$17,917 | \$21,572 | \$32,632 | \$21,692 | \$25,194 | \$12,050 | |
| July | 318 | 152 | 47 | 442 | 420 | 44 | | 518 | 524 | 84.5 | 551 | 877 | 482 | | \$0 | \$158 | \$0 | \$0 | \$0 | \$0 | | \$31,018 | \$24,005 | \$27,180 | \$26,802 | \$32,344 | \$25,516 | |
| August | 272 | 94 | 246 | 312 | 168 | 104 | | 606 | 682 | 748 | 708 | 792 | 541 | | \$140 | \$193 | \$0 | \$0 | \$263 | \$0 | | \$21,042 | \$18,754 | \$34,709 | \$22,125 | \$30,577 | \$28,933 | |
| Sept | 276 | 94 | 180 | 256 | 70 | 22 | | 294 | \$75.5 | 222.5 | 389 | 280 | \$49.5 | | \$0 | \$0 | \$0 | \$0 | \$250 | \$161 | | \$21,047 | \$16,316 | \$22,108 | \$20,166 | \$23,313 | \$23,754 | |
| Oct | 332 | 106 | 154 | 314 | 48 | 120 | | 125 | 208 | 216 | 282 | 204 | 502.5 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$161 | | \$12,876 | \$14,514 | \$15,865 | \$17,041 | \$34,942 | \$25,878 | |
| Nov | 346 | 148 | 426 | 302 | 44 | 80 | | 274.5 | 235.5 | 176 | 287 | 370 | 550.5 | | \$0 | \$246 | \$0 | \$0 | \$363 | \$0 | | \$18,359 | \$15,103 | \$17,554 | \$10,442 | \$30,891 | \$15,320 | |
| Dec | 392 | 254 | 600 | 424 | 206 | 104 | | 171 | 346.5 | 144.5 | 376 | 265 | 642.5 | | \$302 | \$0 | \$0 | \$0 | \$0 | \$0 | | \$18,360 | \$20,920 | \$21,126 | \$25,206 | \$22,102 | \$15,766 | |
| Total | 3113.5 | 1960 | 2236 | 4974 | 2482 | 894 | 700 | 2968.5 | 3275 | 2682 | 3018.5 | 4735 | 5057 | 1129.3 | \$593 | \$947 | \$1,625 | \$412 | \$1,139 | \$929 | \$0 | \$181,548 | \$206,506 | \$241,128 | \$171,046 | \$266,872 | \$190,558 | \$100,490 |

May

| |
|-----------------------|
| Total Overtime |
| Hours Paid |
| 257.50 |

| Total | Total | % of Hrs Equating to |
|----------------------|---|-----------------------------|
| Vaca/Comp Hrs | Vaca/Comp/Personal/Bereave Hrs Creating OT | OT |
| 260.5 | 136.5 | 52.40% |

| Total Sick Time | Total Sick Time | % of Hrs Equating to |
|------------------------|------------------------|-----------------------------|
| Hrs | Hrs Creating OT | OT |
| 48 | 30 | 62.50% |

**** Operating with 12 Officers.**

18.5 hrs Memorial Day
3 hrs vehicle maintenance
12 hrs PBA convention
3 hrs prisoner transport
4 hrs community CPR Training at Community Church
26.5 hrs Milling and Paving Traffic Control
24 hrs Mandatory Training

MOUNTAIN LAKES BORO POLICE DEPARTMENT

Agency Activity Report

By CFS Classification

From Date: 5/1/2023 To Date: 5/31/2023

Report Date: 6/22/2023 12:48:57 PM

| Classification code | Description | Total Events | 0000-0800 | 0801-1600 | 1601-2359 |
|---------------------|-----------------------------|--------------|-----------|-----------|-----------|
| 0500 | Burglary | 3 | 0 | 1 | 2 |
| 0600 | Theft | 1 | 0 | 1 | 0 |
| 1100 | Fraud | 3 | 0 | 1 | 2 |
| 1300 | Stolen Property | 1 | 0 | 1 | 0 |
| 1400 | Malicious Mischief | 1 | 0 | 1 | 0 |
| 1500 | Weapons Offense | 1 | 0 | 0 | 1 |
| 2000 | Family Offense | 1 | 0 | 0 | 1 |
| 2400 | Disorderly Conduct | 10 | 4 | 6 | 0 |
| 2600 | All Other Offenses | 4 | 0 | 3 | 1 |
| 4000 | Non Criminal Investigations | 28 | 6 | 13 | 9 |
| 4100 | Fire Related | 13 | 1 | 8 | 4 |
| 4500 | Deaths / Suicides | 1 | 0 | 0 | 1 |
| 5500 | Animal Complaints | 18 | 3 | 12 | 3 |
| 6000 | Traffic Accidents | 6 | 0 | 6 | 0 |
| 6300 | Traffic Enforcement | 393 | 47 | 176 | 170 |
| 6500 | Parking Enforcement | 4 | 1 | 2 | 1 |
| 6600 | Traffic Services | 21 | 1 | 16 | 4 |
| 7000 | Public Services | 339 | 190 | 71 | 78 |
| 7500 | Assist other Agency | 67 | 8 | 49 | 10 |
| 8500 | Departmental Services | 1 | 0 | 1 | 0 |
| 9000 | Administrative | 774 | 291 | 201 | 282 |
| | Total: | 1690 | 552 | 569 | 569 |

BOROUGH OF MOUNTAIN LAKES

Recreation Department

Department Activity May 2023

The Recreation Commission met on May 17th at 7:30pm via Zoom. Discussions included the possibility of a dog park at Taft Field. Waiting on Boy Scout Eagle Project proposal. In addition, the Commission is recommending fingerprinting volunteers every 5 years. All are also in agreement to charge groups over 50 people for the use of the pavilion for clean up costs and use of bathrooms.

- Hired new seasonal employee candidates for: Sailing, Recreation Summer Camp counselors and CITs. New Balance Point onboarding process is slow but steady.
- Attended instructional meeting for new NJ Working Papers process. Awaiting portal to open on June 1.
- Attended NYSA training for youth sports certification. Will complete additional paperwork for certification.
- Continued to assist HUB lakes requests and youth Spring sports including track, girl's lacrosse, boy's lacrosse and Tri-town little league with field and turf requests and schedule changes.
- Tri-Town Little League planning summer camp at Birchwood. Approved by MLSD.
- Assisted Art at Esplanade. Ordered porta potties and submitted several requisitions. Planned for June 4.
- Continued planning, promoting and staffing summer camps and summer programs.
- Finalized Band dates for summer nights.
- Hosted first Band night – Sunrise Assisted Living provided refreshments for all in attendance.
- Updated website and virtual backpack with all current summer programs and events.
- Assisted residents, school groups and scout troops with various facilities requests.
- Opened summer facilities preparations with DPW and Beach Director.
- Inspections of both beaches complete.
- Worked with Beach Manager and Lifeguard Supervisor on summer preparations and training.
- Successful beach opening on Memorial Day weekend.
- Began planning 4th of July festivities. – Fireworks on July 2nd, raindate July 3rd.
- Assisted residents with 5K requests.
- Swim Registration Successful. Dive will have a small team.
- Met with Swim Board to discuss summer schedule.
- Confirmed field hockey coach and submitted dates to MLSD for fall games and practices.