

**NEW JERSEY HIGHLANDS COUNCIL  
PLAN DEVELOPMENT AND LOCAL CONFORMANCE  
COMMITTEE CHAIR REPORT  
FOR THE MEETING OF MAY 31, 2007**

On May 31, 2007, the Plan Development Committee held a meeting at the New Jersey Highlands Council office in Chester, New Jersey. Notice of the meeting was provided to the public on the Highlands Council's web site. Council members at the meeting were John Weingart, Jack Schrier, Mimi Letts, Tim Dillingham, Scott Whitenack, and Debbie Pasquarelli by phone. Council staff members present were Eileen Swan, Steve Balzano, Chris Danis, Anthony Cortese and Jeff LeJava. Committee Chairman John Weingart called the meeting to order at 4:10 p.m.

The Committee began its meeting with consideration of three proposed contracts: (a) contract with Integra Realty Resources for assistance in completing the Highlands Regional real estate analysis; (b) contract with USGS to support the Council's efforts to complete the final RMP and performance standards with respect to water related matters; and (c) a contract with a firm to provide advice and assistance to the Council in completing the final RMP.

Mr. LeJava provided an overview of the proposed contract with Integra and Mr. Balzano explained the scope of the proposed contract with USGS. With regard to the proposed contract with Integra, Ms. Letts and others expressed support for keeping the TDR program as simple as possible, though all recognize that the extent to which this will be possible is limited by the geographical variety and complexity of the Highlands region. After additional discussion, the Committee approved the scopes of both contracts for consideration by the full Council.

With respect to the contract for regional planning expertise, Ms. Swan explained the need for this contract, highlighting the importance of receiving outside professional perspective and input on the draft Regional Master Plan. She stated that Council staff posted an RFQ on the Council's website on May 25, 2007, and advertised in the RFQ in the Council's newspapers of record. The proposed contract amount is \$245,000. Ms. Swan explained that the firm selected for this contract would undertake the following activities:

- review draft RMP elements in light of selected Firm's regional planning experience;
- provide an analysis of draft plan elements in terms of achieving regional planning goals;
- advise the Highlands Council and staff in the development of a strategy for addressing public comments in support of the final RMP;
- advise the Highlands Council regarding its plan development process leading to final adoption and proposed plan implementation; and
- assist in the preparation of the final version of the RMP for Council review and approval.

Mr. Weingart stated that he envisioned that the selected firm would also assist Council staff in preparing model ordinances. Mr. Dillingham stated that developing appropriate performance standards for the final RMP is critical and hopes that the selected firm would assist in that endeavor. After some further discussion, the Committee agreed with the need to contract for such services and approved the scope for consideration by the full Council.

Council staff then provided the Committee with an overview of staff's coordination with the county planners, highlighting the information exchanges that are ongoing. Ms. Danis presented a report detailing information regarding building activity in the Highlands Region, which was compiled with information from the county planners and data available from the Department of Community Affairs.

Lastly, Council staff provided the Committee with a report on the status of reviewing and compiling all oral and written public comments received on the draft RMP. The Council received over 3,600 separate comments from 993 different commentors. Staff reviewed all comments, including those presented during the eight public hearings, and categorized the comments into 47 different topics based on the draft RMP. Staff then inputted the comments into a database that will be available for the Council to review. Eventually, the database will also be made available to the public.

Chairman Weingart adjourned the meeting at 5:50 p.m.