WEST MILFORD TOWNSHIP, PASSAIC COUNTY, NEW JERSEY

HIGHLANDS IMPLEMENTATION PLAN AND SCHEDULE

	DRAFT MUNICIPAL IMPLEMENTATION PLAN AND SCHEDULE FOR PLAN CONFORMANCE BY TASK	FY2010-11 Priority (√) or N/A	Approximate Budget	Anticipated Completion Date	Responsible Entity	Status and Comments
1.	**Housing Element & Fair Share Plan (Module 3)**		**$5,000**			
	a. Modifications of municipally approved and adopted Housing Element and Fair Share Plan (incl. COAH submittals) as applicable	√	--	As needed	Planning Board, Governing Body	2009 Plan Conformance Grant. Potential changes in applicable State laws and/or regulations acknowledged. Modifications as needed to retain compliance and ensure protection from legal challenge.
	~~b. RAHDPP Agreements as approved by COAH (If Applicable)~~	~~N/A~~	~~--~~	~~As needed~~	~~Governing Body~~	~~Not proposed for use by Township~~
	c. Adoption of Implementing Ordinances	√	--	As needed	Planning Board, Governing Body	Amended Plan Conformance Grant
2.	**Highlands Environmental Resource Inventory (Module 4) – Adopted**	√	**$2,000**	60 days	Envl Comm., Planning Board	2009 Plan Conformance Grant
3.	**Environmental Resource Inventory – Integrated**		TBD	FY 2012+	Envl Comm.	Township will modify and adopt Highlands ERI
4.	**Highlands Element of Municipal Master Plan (Module 5) – Adopted**	√	**$3,000**	60 days	Planning Board	2009 Plan Conformance Grant
5.	**Municipal Master Plan Elements** (as applicable)			FY 2011	Planning Board	FY 2011 activities to be selected based upon priorities relevant to specific municipality. All others FY2012+
	a. Land Use Plan Element					Township will utilize existing Land Use Plan and incorporate into one document
	b. Conservation Plan Element					Township will utilize existing conservation Plan and incorporate into one document
	c. Circulation Plan Element					Township will prepare up to date circulation plan
	d. Land Preservation and Land Stewardship Plan Element					Township will prepare Land Stewardship Plan
	~~e. Agriculture Retention/Farmland Preservation Plan Element~~	~~N/A~~				
	f. Community Facilities Plan Element					Township will prepare up to date community facilities plan
	g. Sustainable Economic Development Plan Element					Township will prepare sustainable economic development plan
	h. Historic Preservation Plan Element					Township will prepare up to date historic preservation plan
	i. Development Transfer Plan Element (optional)					
	j. Septic System Yield Allocation (if applicable)					
6.	**Highlands Land Use Ordinances (Module 6) – Adopted**	√	**$10,000**	120 days	Planning Board, Governing Body	2009 Plan Conformance Grant
	~~a. Adopt Planning Area Petition Ordinance (If Applicable)~~	~~N/A~~				
	b. Adopt Checklist Ordinance	√	$1,000	60 days	Planning Board, Governing Body	2009 Plan Conformance Grant
7.	**Zoning Map Update – Adopted (Update to reflect Highlands Overlay Zones, Districts)**	√	$5,000	120 days	Planning Board, Governing Body	Amended Plan Conformance Grant
8.	**Cluster Development for Agricultural Resource Areas**					
	~~a. Grant Application for Cluster Development Program~~		~~N/A~~	~~FY 2012-13~~	~~Governing Body~~	
	a Municipal Cluster Development Plan		TBD	FY 2012-13	Planning Board	
	b. Municipal Cluster Development Ordinance and Design Guidelines		TBD	FY 2012-13	Planning Board, Governing Body	
9.	**Resource Management Plans and Programs**					
	a. Water Use and Conservation Management Plan		$80,000	FY 2012		Township is currently participating in Pilot Program for one subwatershed. A WUCMP for two other subwatersheds is proposed, with Highlands Council lead.
	b. Habitat Conservation and Management Plan		TBD	FY 2012+		
	c. Stream Corridor Protection/Restoration Plan (optional)		TBD	FY 2012		
	d. Wastewater Management Plan	√	$5,000	April 11, 2011		NJDEP Administrative Order 2010-03 (Local WMP)
	e. Septic System Management/Maintenance Plan	N/A			Health Board	Township ordinance is consistent with RMP
	f. Lake Management Plan: Phase 1 Assessment	√	$30,000	FY 2011	Governing Body, Envl Comm.	Assessment of lake integrity for all Highlands Lakes other than Greenwood Lake. Guidance to be provided by the Highlands Council. This funding will be released upon approval of a scope of work by the Executive Director.
	g. Scenic Resource Management Plan (optional)		TBD	FY 2012+		
	h. Municipal Stormwater Management Plan		TBD	FY 2012+		Updates only as needed to incorporate RMP provisions; Plans are required under NJDEP regulations.
	i. Regional Stormwater Management Plan (if applicable)		TBD	FY 2012+		
	j. Land Preservation and Land Stewardship Program		TBD	FY 2012+		
	k. Forest Stewardship Plan (optional)		TBD	FY 2012+		

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10.	**Board of Health Ordinances**					
	a. Septic System Maintenance	N/A	TBD	FY 2012+		Township ordinance is consistent with RMP
	b. Potential Contaminant Source Management		TBD	FY 2012+		Subsequent to release of final model ordinance
11.	**Implementing Ordinances for Management Plans and Programs**					
	a. Water Use and Conservation Management Plan Ordinance		TBD	*		*Following completion of 9.a
	b. Habitat Conservation and Management Plan Ordinance		TBD	*		*Following completion of 9.b
	c. Stream Corridor Ordinance		TBD	*		*Following completion of 9.c
	d. Lake Restoration Management Plan Ordinance		TBD	*		*Following completion of 9.f
	e. Tree Clearing Ordinance		TBD	FY 2012+		
	f. Right to Farm Ordinance (if applicable)	√	--	FY 2011	Governing Body	Adoption of State model ordinance
	g. Transfer of Developments Right Ordinance (if applicable)		TBD	*		*Following completion of 5.i
	h. Scenic Resource Mgmt Ordinance (if applicable)		TBD	*		*Folllowing completion of 9.g, if selected
	i. Stormwater Management Ordinance		TBD	*		*Updates only, as needed to incorporate RMP provisions; following 9h, 9i
	j. Other Ordinance Provisions (specify)		TBD	Local schedule		
12.	**Redevelopment and Brownfields Opportunities** (optional)					
	a. Highlands Redevelopment Area ~~Petition~~ Planning	√	$5,000	FY 2011	Governing Body	Funding to examine potential for redevelopment areas in conjunction with smart growth policies of the RMP. This funding will be released upon approval of a scope of work by the Executive Director.
13.	**RMP Updates** (optional)					
	a.			Local schedule		Township will continue to investigate a review possible RMP updates
14.	**Map Adjustment Petition(s)** (optional)					
	a.			Local schedule		Township will continue to investigate a review possible map adjustments
15.	**Highlands Center Petition** (optional)					
	a.			Local schedule		
16.	**Submission of Municipal Planning and Regulatory Documents and Supporting Materials** (based on the list of existing documents and petition submittals, list separately)	√		45 days		2009 Plan Conformance Grant
	a.					
17.	**Discretionary Documents or Requests** (financial and technical assistance requests from the municipality)					
	a.			Local schedule		
18.	**Attendance at Highlands Council Training Sessions**					
	b. Ordinance Administration: Application Procedures, Implementation, Enforcement	√	$2,500	4-6 months	Highlands Council	Land Use Administrator/Board Secretary, Zoning Officer, Enforcement Officer, Property Inspector, Professionals
	2010-11 Total Approximate Budget		**$148,500**			

This Plan will be altered over time, to reflect the municipality's progress toward completing all Plan Conformance activities and to address funding and implementation tasks that carry forward into future years. All such changes will involve a collaborative effort and agreement between the municipality and the Highlands Council. It is anticipated that any Highlands Council Resolution of Approval will delegate to the Executive Director authority to modify deadlines for completion, which would occur in consultation with the municipality. No timeframe will be considered to have begun, however, until the municipality has been provided the tools (including grant funding) with which to accomplish each component of the Plan Conformance program.

West Milford Township

1/20/2011

Account of Highlands Council Grant Awards

Type of Grant	Status	Resolution Date	Grant Amount	Tasks	Payments
COAH	Closed	October 6, 2005	$ 7,500.00	Fair Share Plan	$ 7,500.00
MP3 Grant	Closed	October 6, 2005	$ 30,000.00	Redevelopment/ Ecotourism Plan	$ 30,000.00
Water Use & Conservation Management Plan	Executed	February 26, 2009	$ 5,000.00	Pilot Program	$ -
Initial Assessment	Executed	June 26, 2008	$ 15,000.00	IA Report	$ -
Plan Conformance	Executed	December 18, 2008	$ 100,000.00	Module 1 -	$ 6,593.65
				Module 2 -	$ -
				Module 3 -	$ -
				Module 4 -	$ -
				Module 5 -	$ -
				Module 6 -	$ -
				Module 7 -	$ -
				Subtotal	*$ 6,593.65*
		Grant Award Total	*$ 157,500.00*	*Balance*	*$ 93,406.35*
TOTAL REIMBURSEMENT AMOUNT					**$ 44,093.65**

Anticipated Expenses, 2010-2011 Amended Plan Conformance Grant

Completion of Module 3 – COAH Certification	$ 5,000.00
Completion of Module 4 – Finalize/Adopt ERI	$ 2,000.00
Completion of Module 5 – Highlands Element	$ 3,000.00
Completion of Module 6 – Land Use Ordinances	$ 10,000.00
Checklist Ordinance	$ 1,000.00
Municipal Zoning Map Update	$ 5,000.00
Resource Management Plans	$ 110,000.00
Wastewater Management Plan	$ 5,000.00
Highlands Council Training Sessions	$ 2,500.00
Highlands Area Redevelopment Planning	$ 5,000.00
TOTAL	$ 148,500.00

Balance Forward	$ 93,406.35
Municipal Estimate - Module Expenses	$ 70,814.04
Municipal Estimate - Review Council Response	$ 6,070.50
Pre-Hearing Accuracy Review Expenses (est.)	$ 500.00
Estimate of Available Funds	$ 16,021.81
Amended Plan Conformance Grant	
Anticipated 2010-2011 Expenses	$ 148,500.00
	$ (16,021.81)
Estimated Total Need	$ 132,478.19