

**TOWNSHIP OF HOLLAND, HUNTERDON COUNTY
HIGHLANDS IMPLEMENTATION PLAN AND SCHEDULE**

MUNICIPAL IMPLEMENTATION PLAN AND SCHEDULE FOR PLAN CONFORMANCE BY TASK		FY2012 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	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. 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	Plan Conformance Grant
3.	Environmental Resource Inventory – Integrated		TBD	FY 2012+	Envl Comm.	
4.	Highlands Element of Municipal Master Plan (Module 5) – Adopted	√	\$3,000	60 days	Planning Board	Plan Conformance Grant
5.	Municipal Master Plan Elements (as applicable)			FY 2012	Planning Board	FY 2012 activities to be selected based upon priorities relevant to specific municipality. All others FY2012+
	a. Land Use Plan Element					
	i. Land Use Inventory	√	\$5,000	FY 2012+	Planning Board	Toward completion of a current land use inventory exhibit.
	b. Conservation Plan Element					
	i. Community Design/Conservation Plan Element			FY 2012+	Governing Body	Recommendation of 2007 Reexamination Report
	c. Circulation Plan Element					
	d. Land Preservation and Land Stewardship Plan Element				Planning Board	
	e. Agriculture Retention/Farmland Preservation Plan Element	√	\$15,000	FY 2012	Planning Board	Develop Agriculture Retention Plan and Updates as needed to adopted 2010 Farmland Preservation Plan to incorporate Highlands requirements. Release of funds contingent upon approval of scope of work by Highlands Council Executive Director
	f. Community Facilities Plan Element					
	g. Sustainable Economic Development Plan Element					
	h. Historic Preservation Plan Element			FY 2012+		
	i. Septic System Yield Allocation (if applicable)					
6.	Highlands Land Use Ordinances (Module 6) – Adopted	√	\$10,000	120 days	Planning Board, Governing Body	Plan Conformance Grant
	a. Adopt Planning Area Petition Ordinance	√	\$500	60 days	Governing Body	Plan Conformance Grant
	b. Adopt Checklist Ordinance	√	\$1,000	60 days	Planning Board, Governing Body	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. Municipal Cluster Development Plan	√	\$7,500	FY 2012-2013	Planning Board	Feasibility analysis to determine potential for clustering of cluster development. If and to the extent such clustering is feasible, development of planning tools, guidance to enable it. Aggregation of septic system yield may assist, as permitted by the Highlands Area Land Use Ordinance. Release of funds contingent upon approval of scope of work by Highlands Council Executive Director
	b. Municipal Cluster Development Ordinance and Design Guidelines		TBD	FY 2012	Planning Board, Governing Body	*Following completion of 8a.
9.	Resource Management Plans and Programs					Models/Guidance to be provided by the Highlands Council
	a. Water Use and Conservation Management Plan		\$80,000	FY 2012		Highlands Council lead, 2 Subwatersheds (Hakihokake Creek and Harihokake Creek to Hakihokake Creek); both in deficit.
	b. Habitat Conservation and Management Plan		\$15,000	FY 2012+	Governing Body	Toward development of plan to identify species at risk, options for restoration of habitat, and standards for mitigation of unavoidable impacts of public and private projects. Funds to be released upon approval of a scope of work.
	c. Stream Corridor Protection/Restoration Plan (optional)		\$35,000	FY 2012+	Governing Body	Development of plans to protect/restore streams in the municipality and to mitigate the impacts of future land uses on such water resources. Funds to be released upon approval of a scope of work.
	d. Wastewater Management Plan	√	\$3,000	NJDEP Schedule	Governing Body	NJDEP Administrative Order 2010-03 (municipal WMP). Significant Highlands Council assistance will be provided in coordination with NJDEP. All issues surrounding prior submitted plan to be resolved.
	e. Septic System Management/Maintenance Plan		TBD	FY 2012	Health Board	

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	f. Scenic Resource Management Plan (optional)		TBD	FY 2012+		
	g. Municipal Stormwater Management Plan		TBD	FY 2012+		Updates only as needed to incorporate RMP provisions; Plans are required under NJDEP regulations.
	i. Land Preservation and Land Stewardship Program		TBD	FY 2012+		
10.	Board of Health Ordinances					
	a. Septic System Maintenance		TBD	FY 2012+	Board of Health	Subsequent to release of final model ordinance and completion of 9e
	b. Potential Contaminant Source Management		TBD	FY 2012+	Board of Health	Subsequent to release of final model ordinance
11.	Implementing Ordinances for Management Plans and Programs					
	a. Water Use and Conservation Management Plan Ordinance		TBD	*	Governing Body	*Following completion of 9.a
	b. Habitat Conservation and Management Plan Ordinance		TBD	*	Governing Body	*Following completion of 9.b
	c. Stream Corridor Ordinance		TBD	*	Governing Body	*Following completion of 9.c
	d. Tree Clearing Ordinance		TBD	FY 2012+	Governing Body	
	e. Right to Farm Ordinance				Governing Body	Highlands Council is reviewing completed ordinance.
	f. Scenic Resource Mgmt Ordinance (if applicable)			*		*Following completion of 9.f, if selected
	g. Stormwater Management Ordinance		TBD	*		*Updates only, as needed to incorporate RMP provisions; following 9g.
	h. Other Ordinance Provisions (specify)		TBD	Local schedule		
12.	Redevelopment and Brownfields Opportunities (optional)					
	a. Highlands Redevelopment Area Planning			Local schedule	Governing Body and Planning Board	
13.	RMP Updates (optional)					
	a. Highlands Domestic Sewerage Facilities Map, Public Community Water Systems Map, Preserved Lands Map	√		Local Schedule		Submission of RMP Updates requests as needed; applies only to the extent issues may not be addressed already by Highlands Council map revisions.
14.	Map Adjustment Petition(s)					
	a. Parcel Indicated in Existing Community Zone	√		Local schedule		Parcel not identified in submission materials; as above, this applies only to the extent the issue has not been addressed by Highlands Council map revisions.
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		Plan Conformance Grant
	a.					
17.	Discretionary Documents or Requests (financial and technical assistance requests from the municipality)					
18.	Attendance at Highlands Council Training Sessions					
	a. Municipal Exemption Determinations	√	\$1,000	4-6 months	Highlands Council	Exemption Designees (e.g., Zoning Officer)
	b. Ordinance Administration: Application Procedures, Implementation, Enforcement	√	\$1,500	4-6 months	Highlands Council	Land Use Administrator/Board Secretary, Zoning Officer, Enforcement Officer, Property Inspector, Professionals
Total Approximate Budget			\$189,500			

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. Important in such considerations is the on-going recognition of the voluntary nature of Plan Conformance with respect to the municipality's Planning Area. The Highlands Council may modify, in consultation with the municipality, the above deadlines for completion and may also reallocate the approximate budget costs within the total amount approved. 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.

Holland Township

8/17/2011

Account of Highlands Council Grant Awards

Type of Grant	Status	Resolution Date	Grant Amount	Tasks	Payments
Initial Assessment	Closed	September 18, 2008	\$ 15,000.00	IA Report	\$ 22,095.42
Plan Conformance	Executed	December 18, 2008	\$ 100,000.00	Module 1 -	\$ 23,813.12
				Module 2 -	\$ 7,193.75
				Module 3 -	\$ 21,632.45
				Module 4 -	\$ 3,415.29
				Module 5 -	\$ 9,229.30
				Module 6 -	\$ 7,349.05
				Module 7 -	\$ 9,612.99
				<i>Subtotal</i>	\$ 82,245.95
			<i>Grant Award Total</i>	\$ 115,000.00	<i>Balance</i>
					\$ 17,754.05
TOTAL REIMBURSEMENT AMOUNT					\$ 104,341.37

Anticipated Expenses, 2011-2012 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
Municipal Master Plan Updates	
a. Land Use Inventory	\$ 5,000.00
b. Agricultural Retention/Farmland Presevation Plan	\$ 15,000.00
Completion of Module 6 – Land Use Ordinances	\$ 10,000.00
Planning Area Petition Ordinance	\$ 500.00
Checklist Ordinance	\$ 1,000.00
Water Use and Conservation Management Plan	\$ 80,000.00
Habitat Conservation and Management Plan	\$ 15,000.00
Stream Corridor Protection/Restoration Plan	\$ 35,000.00
Municipal Zoning Map Update	\$ 5,000.00
Cluster Development Feasibility Analysis	\$ 7,500.00
Wastewater Management Plan	\$ 3,000.00
Highlands Council Training Sessions	\$ 2,500.00
TOTAL	\$ 189,500.00

Balance Forward	\$ 17,754.05
Municipal Response/Related Expenses	\$ (2,329.50)
Estimate of Available Funds	\$ 15,424.55

Amended Plan Conformance Grant

Anticipated 2011-2012 Expenses	\$ 189,500.00
	\$ (15,424.55)
Estimated Total Need	\$ 174,100.00