

Township of Roxbury

1715 Route 46

Ledgewood, New Jersey 07852

www.roxburynj.us

fax 973-448-2111

INFORMATION 973-448-2000
CONSTRUCTION/BLDG. 973-448-2009
COURT 973-448-2034
ENGINEER 973-448-2018
FIRE OFFICIAL 973-448-2012
HEALTH 973-448-2028
MANAGER 973-448-2002
MAYOR & COUNCIL 973-448-2001
POLICE 973-448-2100
PLANNING/ZONING 973-448-2008

PUBLIC WORKS 973-448-2069
RECREATION 973-448-2015
TAX ASSESSOR 973-448-2021
TAX COLLECTOR 973-448-2022
TECHNOLOGY 973-448-2099
TOWNSHIP CLERK 973-448-2001
FINANCE DEPT. 973-448-2006
WASTEWATER TREATMENT PLANT 973-584-5360
WATER PLANT 973-398-2818

December 8, 2009

Eileen Swan, Executive Director
Highlands Water Protection and Planning Council
100 North Road (Route 513)
Chester, NJ 07930

Re: Roxbury Township
Request for Plan Conformance
for Land in the Preservation Area

Dear Ms. Swan:

Please accept this submission package with accompanying signed Resolution as a formal request by Roxbury Township seeking Plan Conformance from the Highlands Council for land in the **Preservation Area**.

Pursuant to Highlands requirements, Russell Stern, AICP, PP, Director of Planning, is designated the municipal point of contact.

We believe that "the municipality has addressed the requirements of Plan Conformance to the best of its ability," considering the limited time frame available to complete the Modules and the need for Highlands staff to process Modules 1 and 2.

Module 1 was submitted under a November 16, 2009 cover letter from Paul W. Ferriero. We look forward to meeting with Highland's staff to resolve errors, omissions and discrepancies in the Module 1 data and eagerly await the Highlands Module 2 Build-out Report. As we review the pending Module 2 Build-out Report and work to settle these outstanding issues, we acknowledge that additional time will be needed to complete the Module 1 and 2 analysis.

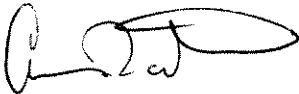
The following information is provided as a part of this submission:

- Certified Resolution by the Governing Body – "A Resolution of the Township of Roxbury Requesting Plan Conformance from the Highlands Water Protection and Planning Council for Land in the Preservation Area as Mandated by the Highlands Act"

- December 1, 2009 Township Council Agenda for Introduction and Adoption of Resolutions - "A Resolution of the Township of Roxbury Requesting Plan Conformance from the Highlands Water Protection and Planning Council for Land in the Preservation Area as Mandated by the Highlands Act"
- Signed Township Council minutes for the April 28, 2009 Council meeting.
- December 2, 2009 Planning Board Agenda listing Preservation Area Master Plan Element Discussion under New Business.
- Module 1 – Submitted under a November 16, 2009 cover letter from Paul W. Ferriero, PE of Ferriero Engineering, Inc.
- Module 3 – COAH's August 12, 2009 Substantive Certification and the Township's Housing Plan Element / Fair Share Plan adopted November 12, 2008 and revised July 21, 2009.
- Module 4 – Cover letter dated December 7, 2009 from Michael Kobylarz , PE, PP, CME, submitting the Draft Highlands Environmental Resource Inventory.
- Module 4 - Draft Highlands Environmental Resource Inventory with track changes in hardcopy and on compact disc in Microsoft Word and PDF file.
- Environmental Resource Inventory Notification Form – dated December 8, 2009
- Module 5 – Draft Preservation Area Master Plan Element with track changes in hardcopy and on compact disc in Microsoft Word and PDF file.
- Module 6 – Draft Preservation Area Land Development Ordinance with track changes, dated December 1, 2009 in hardcopy and on compact disc in Microsoft Word and PDF file.
- List of Current Municipal Planning and Regulatory Documents dated December 8, 2009
- Municipal Self-Assessment Report dated December 8, 2009.
- Submittal Checklist Petition for Municipal Plan Conformance dated December 8, 2009
- Draft Municipals Implementation Plan and Schedule, dated December 8, 2009
- Compact disc with the above documents in PDF file.

As we complete the analysis of Modules 1 and 2, and work through the process of plan conformance to resolve our concerns, the Township of Roxbury reserves its right to revise, supplement, amend and / or rescind its submission.

Sincerely,



Christopher Rath
Township Manager

Cc: Russell Stern, Township Planner, w/ attachments
Betty Lou DeCroce, Township Clerk
Michael Kobylarz, Township Engineer
Paul Ferriero, Consulting Engineer