

ROXBURY TOWNSHIP, MORRIS COUNTY, NEW JERSEY
HIGHLANDS IMPLEMENTATION PLAN AND SCHEDULE

DRAFT MUNICIPAL IMPLEMENTATION PLAN AND SCHEDULE FOR PLAN CONFORMANCE BY TASK		FY2013-14 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	Amended 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)	√	--	As needed	Governing Body	Amended Plan Conformance Grant, with #1.a
	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	Amended Plan Conformance Grant
3.	Environmental Resource Inventory – Integrated	N/A	TBD	FY 2013+	Envl Comm.	
4.	Highlands Element of Municipal Master Plan (Module 5) – Adopted	√	\$3,000	60-90 days	Planning Board	Amended Plan Conformance Grant
	a. Master Plan Reexamination Report – Prepared and Adopted	√		60 days	Planning Board	Funded as a component of #4; Highlands Council model provided.
5.	Municipal Master Plan Elements (as applicable)			FY 2013+	Planning Board	FY 2013 activities to be selected based upon priorities relevant to specific municipality. All others FY2013+
	a. Land Use Plan Element					
	b. Conservation Plan Element					
	c. Circulation Plan Element					
	d. Land Preservation and Land Stewardship Plan Element					
	e. Agriculture Retention/ Farmland Preservation Plan Element					
	f. Community Facilities Plan Element					
	g. Sustainable Economic Development Plan Element					
	h. Historic Preservation Plan Element					
	i. Development Transfer Plan Element (optional)					
	j. Septic System Yield Allocation (if applicable)					
6.	Highlands Land Use Ordinances (Module 6) – Adopted	N/A			Planning Board, Governing Body	Waived in lieu of Checklist Ordinance approach
	a. Adopt Planning Area Petition Ordinance (If Applicable)		n/a	n/a	Governing Body	Amended Plan Conformance Grant
	a. Adopt Checklist Ordinance	√	\$1,000	60-90 days	Planning Board, Governing Body	Amended Plan Conformance Grant; completion to follow adoption of Highlands Master Plan Reexamination Report, per #4a, above.
	b. Adopt Highlands Area Exemption Ordinance	√	\$1,500	60-90 days	Planning Board, Governing Body	Amended Plan Conformance Grant
7.	Zoning Map Update – Adopted (Update to reflect Highlands Overlay Zones, Districts)	√	\$0	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		\$40,000	FY 2013+		Funding reserved for future preparation of Water Use and Conservation Management Plan; effort to be led by will Highlands Council which is prioritizing preparation of all municipal plans.
	b. Habitat Conservation and Management Plan		\$15,000	FY 2013+		Amended Plan Conformance Grant; Funds to be released upon approval of scope of work.
	c. Stream Corridor Protection/Restoration Plan (optional)		\$35,000	FY 2013+		Amended Plan Conformance Grant; Funds to be released upon approval of scope of work.
	d. Wastewater Management Plan		\$3,000	NJDEP Schedule 4/11/2011		NJDEP Administrative Order 2010-03 (Chapter of County WMP)
	e. Septic System Management/Maintenance Plan		TBD	FY 2013+	Health Board	

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	f. Lake Restoration Management Plan (if applicable)		TBD	FY 2013+		
	g. Scenic Resource Management Plan (optional)		TBD	FY 2013+		
	h. Municipal Stormwater Management Plan		TBD	FY 2013+		Updates only as needed to incorporate RMP provisions; Plans are required under NJDEP regulations.
	i. Regional Stormwater Management Plan (if applicable)		TBD	FY 2013+		
	j. Land Preservation and Land Stewardship Program		TBD	FY 2013+		
	k. Forest Stewardship Plan (optional)		TBD	FY 2013+		
10.	Board of Health Ordinances					
	a. Septic System Maintenance		TBD	FY 2013+		Subsequent to release of final model ordinance and completion of 9e
	b. Potential Contaminant Source Management		TBD	FY 2013+		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 2013+		
	f. Right to Farm Ordinance (if applicable)	√	--	FY 2013+	Governing Body	Adoption of ordinance consistent with Right to Farm Act
	g. Transfer of Developments Right Ordinance (if applicable)		TBD	*		*Following completion of 9.i
	h. Scenic Resource Mgmt Ordinance (if applicable)		TBD	*		*Following 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		\$20,000	Local schedule		Amended Plan Conformance Grant; Funds to be released upon approval of scope of work.
13.	RMP Updates (optional)					
	a.			Local schedule		
14.	Map Adjustment Petition(s) (optional)					
	a.			Local schedule		
15.	Highlands Center Petition (optional)					
	a.			Local schedule		
16.	Submission of Municipal Planning and Regulatory Documents and Supporting Materials (See Draft Consistency Review and Recommendations Report)	√		45 days		2009 Plan Conformance Grant
17.	Discretionary Documents or Requests (financial and technical assistance requests from the municipality)	√	\$2,500	Local schedule	TBD	Supplement to assist in next steps and as needed to complete required Plan Conformance documentation; address priorities.
	a.			Local schedule		
18.	Attendance at Highlands Council Training Sessions					
	a. 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
2013-2014 Total Approximate Budget			\$130,500			

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. 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. It is important to note that the time schedule is non-binding. The Highlands Council staff will assist in the preparation of documents and will continue to work in collaboration with the Township.

Roxbury Township

Account of Highlands Council Grant Awards

5/7/2013

Type of Grant	Status	Resolution Date	Grant Amount	Tasks	Payments
COAH Grant	Closed	October 6, 2005	\$ 7,500.00	Fair Share Plan	\$ 7,500.00
Initial Assessment	Closed	February 26, 2009	\$ 15,000.00	IA Report	\$ 10,411.07
Plan Conformance	Executed	December 18, 2008	\$ 100,000.00	Module 1 -	\$ 17,265.96
				Module 2 -	\$ 13,232.04
				Module 3 -	\$ 349.35
				Module 4 -	\$ 3,620.72
				Module 5 -	\$ 2,844.59
				Module 6 -	\$ 5,218.16
				Module 7 -	\$ 2,572.18
				<i>Subtotal</i>	<i>\$ 45,103.00</i>
			<i>Grant Award Total</i>	<i>\$</i>	<i>122,500.00</i>
				<i>Balance</i>	<i>\$ 54,897.00</i>
TOTAL REIMBURSEMENT AMOUNT					\$ 63,014.07

Anticipated Expenses, FY2013-2014 Amended Plan Conformance Grant

		Task	
Completion of Module 3 – Fair Share Plan Certification	\$ 5,000.00	1	Plan Conformance Grant Balance Forward \$ 54,897.00
Completion of Module 4 – Finalize/Adopt ERI	\$ 2,000.00	2	Municipal Response/Related Expenses Estimate \$ (12,500.00)
Completion of Module 5 – Highlands Element	\$ 3,000.00	3	Accuracy Review Costs \$ (500.00)
Adopt Checklist Ordinance	\$ 1,000.00	4	Estimate of Available Plan Conformance Grant Funds \$ 41,897.00
Highlands Area Exemption Ordinance	\$ 1,500.00	5	
Water Use and Conservation Management Plan	\$ 40,000.00	6	
Habitat Conservation & Management Plan	\$ 15,000.00	7	
Stream Restoration & Management Plan	\$ 35,000.00	8	
Wastewater Management Plan	\$ 3,000.00	9	Amended Plan Conformance Grant
Highlands Redevelopment Planning	\$ 20,000.00	10	Anticipated Expenses \$ 130,500.00
Discretionary Documents or Requests	\$ 2,500.00	11	\$ (41,897.00)
Highlands Council Training Sessions	\$ 2,500.00	12	Estimated Total Need \$ 88,700.00
TOTAL	\$ 130,500.00		<i>(This figure is rounded to the nearest hundred.)</i>