

**BOROUGH OF LEBANON (1018)
HIGHLANDS IMPLEMENTATION PLAN 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)		\$7,500			
	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 Basic 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	N/A	--	As needed	Governing Body	2009 Basic Plan Conformance Grant, with #1.a-
	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.	
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 2011-12	Planning Board	FY 2011 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 2011-12	Planning Board	
	b. Conservation Plan Element			FY 2012+		
	c. Circulation Plan Element			FY 2012+		
	d. Land Preservation and Land Stewardship Plan Element	N/A	N/A	N/A	N/A	Borough to retain Element as prepared for Plan Conformance
	e. Agriculture Retention/Farmland Preservation Plan Element	N/A	N/A	N/A	N/A	Borough to retain Element as prepared for Plan Conformance
	f. Community Facilities Plan Element			FY 2012+		
	g. Sustainable Economic Development Plan Element			FY 2012+		
	h. Historic Preservation Plan Element			FY 2012+		
	i. Development Transfer Plan Element (optional)	N/A	N/A	N/A	N/A	N/A
	j. Septic System Yield Allocation (if applicable)	√	\$3,500	FY2011 - 2012	Planning Board	

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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)	√	\$500	60 days	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	
	b. Municipal Cluster Development Plan	N/A	N/A	N/A	N/A	N/A
	e. Municipal Cluster Development Ordinance and Design Guidelines	N/A	N/A	N/A	N/A	N/A
9.	Resource Management Plans and Programs					
	a. Water Use and Conservation Management Plan	√	TBD			
	b. Habitat Conservation and Management Plan		TBD	FY 2012+		
	c. Stream Corridor Protection/Restoration Plan (optional)	√	\$30,000	FY 2012	Governing Body	A total of \$30,000 has been allocated for development of this plan, as a condition of the approval for the Map Adjustment. A scope of work must be approved by the Executive Director prior to release of the funding.
	d. Wastewater Management Plan (County WMP may be used)	√	\$3,500	April 11, 2011		NJDEP Administrative Order 2010-03 (Local WMP or County chapter); Highlands Council assistance to be provided.
	e. Septic System Management/Maintenance Plan		TBD	FY 2012	Health Board	
	f. Lake Restoration Management Plan (if applicable)	N/A	N/A	N/A	N/A	N/A
	g. Scenic Resource Management Plan (optional)	√	\$5,000	FY 2011+		Identified as a Municipal priority.
	h. Municipal Stormwater Management Plan		TBD	FY 2012+		Updates only, as required for Regional Master Plan consistency; base Plan is NJDEP requirement.
	i. Regional Stormwater Management Plan (if applicable)		TBD	FY 2012+		
	j. Land Preservation and Land Stewardship Program		TBD	FY 2012+		
10.	Board of Health Ordinances					
	a. Septic System Maintenance		TBD	FY 2012+		completion of 9.e (Borough requests guidance for adoption)

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	b. Potential Contaminant Source Management		TBD	FY 2012+		requests guidance for adoption - Highlands Council will provide.)
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	N/A	N/A	N/A	N/A	N/A
	e. Tree Clearing Ordinance		TBD	FY 2012+		
	f. Right to Farm Ordinance (if applicable)	N/A	N/A	NA		Adoption of State model ordinance
	g. Transfer of Developments Right Ordinance (if applicable)	N/A	N/A	N/A	N/A	N/A
	h. Scenic Resource Mgmt Ordinance (if applicable)			*		*Following completion of 9.g
	i. Stormwater Mangement Ordinance			*		*Updates only, as needed to incorporate RMP provisions; following 9.i, 9j.
	h. Other Ordinance Provisions (specify)-	N/A	N/A	N/A	N/A	N/A
12.	Redevelopment and Brownfields Opportunities (optional)					
	a. Highlands Redevelopment Area Petition	N/A		N/A		
13.	RMP Updates (optional)					
	a. Processed for Pizzo and Pizzo affordable housing site and Bellmead Corporate site April 2010	Complete	N/A	April 14, 2010		RMP Update Nos. 1018-UPD001-091028 and 1018-UPD002-100318
14.	Map Adjustment Petition(s) (optional)					
	a. Bellmead Corporate site		N/A	FY 2011		Part of Petition approval process; Highlands Council Staff recommend for approval.
15.	Highlands Center Petition (optional)					
	a.	N/A		N/A		
16.	Submission of Municipal Planning and Regulatory Documents and Supporting Materials (based on the list of existing documents and petition submittals, list separately)					

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	a. Submission of Adobe pdf's as per Consistency Report	Complete		Sept. 30, 2010		Completed as part of the 2009 Plan Conformance Grant
17.	Discretionary Documents or Requests (financial and technical assistance requests from the municipality)					
	N/A			Local schedule		
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
2010-11 Total Approximate Budget			\$77,500			

This Plan will be altered over time, to reflect the municipality's progress toward achieving Full Plan Conformance 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, which is wholly within the Planning Area. 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.

Lebanon Borough

11/15/2010

Account of Highlands Council Grant Awards

Type of Grant	Status	Resolution Date	Grant Amount	Tasks	Payments
COAH	Open	July 27, 2006	\$ 7,500.00	Fair Share Plan	\$ -
Initial Assessment	Closed	March 19, 2009	\$ 15,000.00	IA Report	\$ 14,675.08
Plan Conformance	Executed	December 18, 2008	\$ 100,000.00	Module 1 -	\$ 8,618.33
				Module 2 -	\$ 10,395.25
				Module 3 -	\$ 5,184.05
				Module 4 -	\$ 2,181.25
				Module 5 -	\$ 2,873.75
				Module 6 -	\$ 3,336.59
				Module 7 -	\$ 534.84
				<i>Subtotal</i>	\$ 33,124.06
			<i>Grant Award Total</i>	\$ 122,500.00	<i>Balance</i>
					\$ 66,875.94
TOTAL REIMBURSEMENT AMOUNT					\$ 47,799.14

Anticipated Expenses, 2010-2011 Amended Plan Conformance Grant

Completion of Module 3 – COAH Certification*	\$ 7,500.00	Balance Forward	\$ 66,875.94
Completion of Module 4 – Finalize/Adopt ERI	\$ 2,000.00	Municipal Response/Related Expenses	\$ 10,000.00
Completion of Module 5 – Highlands Element	\$ 3,000.00	Estimate of Available Funds	\$ 56,875.94
Completion of Module 6 – Land Use Ordinances	\$ 10,000.00		
Planning Area Petition Ordinance	\$ 500.00		
Municipal Master Plan Updates	\$ 8,500.00	Amended Plan Conformance Grant	
Municipal Zoning Map Update	\$ 5,000.00	Anticipated 2010-2011 Expenses	\$ 77,500.00
Resource Management Plans	\$ 35,000.00		\$ (56,875.94)
Wastewater Management Plan	\$ 3,500.00	Estimated Total Need	\$ 20,624.06
Highlands Council Training Sessions	\$ 2,500.00		
TOTAL	\$ 77,500.00		

* Note: Funds to complete Module 3 will draw from the Township's 3rd Round Substantive Certification Grant (\$7,500). Reimbursement for this work is contingent on receipt of certification from COAH. All future work conducted on finalizing the Township's Fair Share Housing Plan should be billed to this grant program.