

PETITION FOR MUNICIPAL PLAN CONFORMANCE MUNICIPAL CHECKLIST AND STATUS FOR: PLANNING PROGRAM DOCUMENTS AND SELF-ASSESSMENT REPORT	Existing Document provided? (municipality to indicate) (√) or N/A	Plan Conformance Document provided? (municipality to indicate) (√) or N/A	Level of Preparation Addresses Basic or Full Plan Conformance? (municipality to indicate) (√) or N/A		Document Incorporating Required Material	Self-Assessment Report Status of Checklist Items (Please indicate if document is draft or final and provide comments if necessary)
			BASIC	FULL		
1. Municipal Build-Out Report (Modules 1 and 2)						
a. Land Use Capability Analysis	N/A	N/A	√		Provided by Highlands Council	Completed
b. Limiting Factor Analysis	N/A	N/A	√		Provided by Highlands Council	Completed
c. Build-Out Analysis	N/A	N/A	√		Provided by Highlands Council	Completed
2. Housing Element and Fair Share Plan (Module 3)						
a. Summary of Housing Obligations (incl. Prior Round Obligation and Growth Share Projection)	N/A	√	√		Prepared by Burgis Associates	Oct. 30, 2009 letter was submitted to the Law Division of Superior Court
b. Summary and Consistency Review of proposed Prior Round Sites	N/A	√	√		Prepared by Burgis Associates	Oct. 30, 2009 letter was submitted to the Law Division of Superior Court
c. Housing Partnership Program narrative (incl. participation in RAHDPP where applicable)	N/A	√	√		Prepared by Burgis Associates	Oct. 30, 2009 letter was submitted to the Law Division of Superior Court
3. Highlands Environmental Resource Inventory (Module 4) Please indicate if Highlands Model is/will be incorporated into an existing ERI/NRI	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Originally submitted in draft form to Highlands Council on June 29, 2009; enclosed draft submittal has been revised to incorporate edits per Highlands Council staff review. Final draft will be adopted as stand-alone document.
4. Highlands Element of Municipal Master Plan (Module 5)						
a. Statement of Policies, Goals and Objectives	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
b. Land Use Plan Element	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
i. Land Use Inventory (up-to-date/requires updates)	N/A	N/A	√		Prepared by Robert Catlin and Associates	The land use inventory is representative of land use and development conditions through April 1990; requires an update to accurately represent existing land uses.
c. Housing Plan Element	N/A	N/A	√		Prepared by Burgis Associates	See Oct. 30, 2009 letter submitted to the Law Division of Superior Court
d. Conservation Plan Element						

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i. Forest Resources	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
ii. Highlands Open Waters and Riparian Areas	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
iii. Steep Slopes	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
iv. Critical Habitat	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
v. Carbonate Rock	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
vi. Lake Management	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
vii. Water Resources Availability	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
viii. Prime Ground Water Recharge Areas	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
ix. Water Quality	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)

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x. Wellhead Protection	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
xi. Low Impact Development	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
e. Utility Services Plan Element	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
f. Circulation Plan Element	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
g. Land Preservation and Land Stewardship Plan Element	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
i. Up-to-Date Open Space Inventory and Map	N/A	N/A	√		Provided by Highlands Council	Map in draft document duplicated from RMP, which we found to be incomplete and submitted additional preserved parcels as part of Module 1. Map needs to be updated to reflect those changes.
h. Agriculture Retention/Farmland Preservation Plan Element (if applicable)	N/A	N/A	N/A		N/A	N/A
i. Up-to-Date Preserved Farmland Inventory & Map	N/A	N/A	N/A		N/A	N/A
i. Community Facilities Plan Element	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
j. Sustainable Economic Development Plan Element	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)

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k. Historic Preservation Plan Element (if applicable)	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
l. Development Transfer Plan Element (if applicable)	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
m. Relationship of Master Plan to State/Regional/Local Plans	N/A	N/A	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitted in draft form to Highlands Council on Aug 28, 2009 (comments from Council review have not been incorporated)
5. Highlands Land Use Ordinance (Module 6)						
a. Applicability	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
b. Definitions	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
c. Establishment of Highlands Area Districts	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
d. Highlands Area Zone District Regulations						
i. Applicability	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
ii. Use Regulations	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
iii. Density and Intensity of Development	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
e. Highlands Area Resource Regulations						
i. Forest Resources	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009

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ii. Highlands Open Waters and Riparian Resources	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
iii. Steep Slopes	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
iv. Critical Habitat	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
v. Carbonate Rock	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
vi. Lake Management Area	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
vii. Water Conservation and Deficit Mitigation	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
viii. Prime Ground Water Recharge Areas	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
ix. Wellhead Protection	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
x. Agricultural Resources	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
xi. Historic, Cultural, and Archaeological Resources	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
xiii. Scenic Resources	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
f. Highlands Area General Regulations						
i. Low Impact Development	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009

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ii. Conservation Restrictions	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
iii. Stormwater Management	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
iv. Special Environmental Zone	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
v. Septic System Design and Maintenance	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
vi. Public Water Systems	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
vii. Wastewater Collection and Treatment Systems	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
g. Planned Development Regulations	N/A	N/A	N/A		N/A	N/A
h. Application Review Procedures and Requirements	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
i. Appeals, Waiver, Exceptions	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
j. Enforcement, Violations, Penalties	N/A	√	√		Prepared by Burgis Associates based on template provided by Highlands Council	Submitting in draft form to Highlands Council on Dec. 8, 2009
6. Redevelopment and/or Rehabilitation Plans (Adopted or Proposed)	N/A	N/A	N/A		N/A	N/A
7. Management Plans and Ordinances (Not Required for Basic Plan Conformance)						
a. Water Use and Conservation Management Plan	N/A	N/A	√		N/A	Basic Plan Conformance as of Dec. 8, 2009
b. Habitat Conservation and Management Plan	N/A	N/A	√		N/A	Basic Plan Conformance as of Dec. 8, 2009
c. Stream Corridor Protection/Restoration Plan (optional)	N/A	N/A	√		N/A	Basic Plan Conformance as of Dec. 8, 2009

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d. Wastewater Management Plan (County WMP may be used)	N/A	N/A	√		N/A	Basic Plan Conformance as of Dec. 8, 2009
e. Septic System Management/Maintenance Plan	N/A	N/A	√		N/A	Basic Plan Conformance as of Dec. 8, 2009
f. Lake Restoration Management Plan (if applicable)	N/A	N/A	√		N/A	Basic Plan Conformance as of Dec. 8, 2009
g. Scenic Resource Management Plan (optional)	N/A	N/A	√		N/A	Basic Plan Conformance as of Dec. 8, 2009
h. Municipal Stormwater Management Plan	N/A	N/A	√		N/A	Basic Plan Conformance as of Dec. 8, 2009
i. Regional Stormwater Management Plan (if applicable)	N/A	N/A	√		N/A	Basic Plan Conformance as of Dec. 8, 2009
j. Potential Contaminant Source Ordinance (if applicable)	N/A	N/A	√		N/A	Basic Plan Conformance as of Dec. 8, 2009
k. Septic System Management Ordinance (if applicable)	N/A	N/A	√		N/A	Basic Plan Conformance as of Dec. 8, 2009
8. Discretionary Items, List (Optional)						
a. Rockaway Comparison Matrix for Planning Area	N/A	√	√		Prepared by Burgis Associates	Prepared under Module 7 to aid in determination of whether to petition for Preservation and Planning Areas, or Preservation Area only.
b. Highlands Initial Assessment Report	N/A	√	√		Prepared by Burgis Associates	Submitted in final form to the Highlands Council on May 26, 2009