

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	✓	√		Provided by Burgis Associates, Inc.	Prepared Workbook D per COAH template
b. Summary and Consistency Review of proposed Prior Round Sites	N/A	✓	√		N/A	Provided a summary and consistency review for prior round proposed site.
c. Housing Partnership Program narrative (incl. participation in RAHDPP where applicable)	N/A	✓	√		N/A	The Borough is not interested in the program at this time.
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.	Initial draft was submitted on June 24, 2009. Received comments on September 30, 2009. Attached is the updated draft per comments.
4. Highlands Element of Municipal Master Plan (Module 5)						
a. Statement of Policies, Goals and Objectives	N/A	✓	✓		Prepared by Burgis Associates based on template provided by Highlands Council.	Initial draft was submitted on September 2, 2009. We recently received comments on the draft on November 25, 2009. The borough is currently in the process of reviewing the comments and updating the document. Updated draft shall be provided over the coming days.
b. Land Use Plan Element	N/A	✓	✓		Prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(a).
i. Land Use Inventory (up-to-date/requires updates)	N/A	✓	✓		prepared by Burgis Associates dated December 8, 2004	This land use map was created as part of 2005 Land Use Plan and may be required to be updated.
c. Housing Plan Element	N/A	✓	✓		prepared by Burgis Associates	prepared in draft format specifically for December 8, 2009 submission.
d. Conservation Plan Element						

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i. Forest Resources	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	Initial draft was submitted on September 2, 2009. We recently received comments on the draft on November 25, 2009. The borough is currently in the process of reviewing the comments and updating the document. Updated draft shall be provided over the coming days.
ii. Highlands Open Waters and Riparian Areas	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
iii. Steep Slopes	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
iv. Critical Habitat	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
v. Carbonate Rock	N/A	✓	✓		N/A	This item has been deleted from the draft element since no Carbonate Rock area exists.
vi. Lake Management	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
vii. Water Resources Availability	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
viii. Prime Ground Water Recharge Areas	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
ix. Water Quality	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
x. Wellhead Protection	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).

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xi. Low Impact Development	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
e. Utility Services Plan Element	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
f. Circulation Plan Element	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
g. Land Preservation and Land Stewardship Plan Element	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
i. Up-to-Date Open Space Inventory and Map	N/A	✓	✓		N/A	The Borough last prepared its Open Space Inventory in 2001.
h. Agriculture Retention/Farmland Preservation Plan Element (if applicable)	N/A	N/A	N/A		N/A	There is no agricultural resource area or Preserved Farmland in the Borough.
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	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
j. Sustainable Economic Development Plan Element	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
k. Historic Preservation Plan Element (if applicable)	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
l. Development Transfer Plan Element (if applicable)	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
m. Relationship of Master Plan to State/Regional/Local Plans	N/A	✓	✓		prepared by Burgis Associates based on template provided by Highlands Council.	initial draft was submitted on September 2, 2009. Please refer to the comment listed above in 4(i).
5. Highlands Land Use Ordinance (Module 6)						

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a. Applicability	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
b. Definitions	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
c. Establishment of Highlands Area Districts	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
d. Highlands Area Zone District Regulations						
i. Applicability	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
ii. Use Regulations	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
iii. Density and Intensity of Development	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
e. Highlands Area Resource Regulations						
i. Forest Resources	✓	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
ii. Highlands Open Waters and Riparian Resources	✓	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
iii. Steep Slopes	✓	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
iv. Critical Habitat	✓	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
v. Carbonate Rock	N/A	N/A	N/A		N/A	There is no Carbonate Rock Area in the Borough.

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vi. Lake Management Area	✓	✓	✓		prepared by Burgis Associated based on template provided by	Submitting in draft form on December 8, 2009 (Module # 6)
vii. Water Conservation and Deficit Mitigation	✓	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
viii. Prime Ground Water Recharge Areas	✓	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
ix. Wellhead Protection	✓	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
x. Agricultural Resources	N/A	N/A	N/A		N/A	There is no Agricultural resource area in the Borough.
xi. Historic, Cultural, and Archaeological Resources	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
xii. Scenic Resources	N/A	N/A	N/A		N/A	There are no scenic resources in the Borough
f. Highlands Area General Regulations						
i. Low Impact Development	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
ii. Conservation Restrictions	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
iii. Stormwater Management	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)

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iv. Special Environmental Zone	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
v. Septic System Design and Maintenance	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
vi. Public Water Systems	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
vii. Wastewater Collection and Treatment Systems	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
g. Planned Development Regulations	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
h. Application Review Procedures and Requirements	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	Submitting in draft form on December 8, 2009 (Module # 6)
i. Appeals, Waiver, Exceptions	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	prepared by Burgis Associated based on template provided by Highlands Council.
j. Enforcement, Violations, Penalties	N/A	✓	✓		prepared by Burgis Associated based on template provided by Highlands Council.	prepared by Burgis Associated based on template provided by Highlands Council.
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)						

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a. Water Use and Conservation Management Plan	N/A	N/A	✓			Basic Plan Conformance as of Dec 8, 2009
b. Habitat Conservation and Management Plan	N/A	N/A	✓			Basic Plan Conformance as of Dec 8, 2009
c. Stream Corridor Protection/Restoration Plan (optional)	N/A	N/A	✓			Basic Plan Conformance as of Dec 8, 2009
d. Wastewater Management Plan (County WMP may be used)	N/A	N/A	✓			Basic Plan Conformance as of Dec 8, 2009
e. Septic System Management/Maintenance Plan	N/A	N/A	✓			Basic Plan Conformance as of Dec 8, 2009
f. Lake Restoration Management Plan (if applicable)	N/A	N/A	✓			Basic Plan Conformance as of Dec 8, 2009
g. Scenic Resource Management Plan (optional)	N/A	N/A	✓			Basic Plan Conformance as of Dec 8, 2009
h. Municipal Stormwater Management Plan	N/A	N/A	✓			Basic Plan Conformance as of Dec 8, 2009
i. Regional Stormwater Management Plan (if applicable)	N/A	N/A	✓			Basic Plan Conformance as of Dec 8, 2009
j. Potential Contaminant Source Ordinance (if applicable)	N/A	N/A	✓			Basic Plan Conformance as of Dec 8, 2009
k. Septic System Management Ordinance (if applicable)	N/A	N/A	✓			Basic Plan Conformance as of Dec 8, 2009
8. Discretionary Items, List (Optional)						
a.	N/A	N/A	✓			Basic Plan Conformance as of Dec 8, 2009