

TOWNSHIP OF OXFORD, WARREN COUNTY, NEW JERSEY
HIGHLANDS IMPLEMENTATION PLAN AND SCHEDULE (REVISED)

MUNICIPAL IMPLEMENTATION PLAN AND SCHEDULE FOR PLAN CONFORMANCE BY TASK		FY2012 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 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. 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.	Highlands Element of Municipal Master Plan (Module 5) – Adopted	✓	\$3,000	6 - 9 months	Planning Board	Amended Plan Conformance Grant - Following completion of 14a, Element to include revisions as needed to incorporate Highlands Center and potential TDR program.
	a. Reexamination Report and Resolution	✓		60 days	Planning Board	Review of existing municipal master plan to support adoption of Checklist Ordinance, Highlands Master Plan Element, Highlands Land Use Ordinance, and Zoning Map. Funding provided under Module 5.
4.	Municipal Master Plan Elements (as applicable)			FY 2012+	Planning Board	FY 2012 activities to be selected based upon priorities relevant to specific municipality.
	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	✓	\$5,000			Methods for improving the sustainability of agricultural businesses and preservation of farmland.
	f. Community Facilities Plan Element					
	g. Sustainable Economic Development Plan Element	✓	\$10,000			Element will include an overview of economic development opportunities within the Township, particularly within the proposed Highlands Center, including an investigation of potential redevelopment sites and economic advantages associated with the historic character of the Township. Preparation of this element to be linked with planning for center designation (14a below). Funding released upon approval of scope of work.
	h. Historic Preservation Plan Element					
	i. Development Transfer Plan Element (optional)					The TDR section was retained in the Master Plan Highlands Element. Highlands Center planning will include an initial analysis of the potential for TDR. After the initial assessment, the Township may choose to apply for TDR Feasibility Grant funding.
	j. Septic System Yield Allocation (if applicable)					
5.	Highlands Land Use Ordinances (Module 6) – Adopted	✓	\$10,000	9 - 12 months	Planning Board, Governing Body	Amended Plan Conformance Grant - Following completion of 15a, Ordinance to include revisions as needed to incorporate Highlands Center and potential TDR program.
	a. Adopt Planning Area Petition Ordinance (If Applicable)	✓	\$500	60 days	Governing Body	Amended Plan Conformance Grant
	b. Adopt Checklist Ordinance	✓	\$1,000	60 - 90 days	Planning Board, Governing Body	Amended Plan Conformance Grant - To follow adoption of Reexamination Report, #3a above.
6.	Zoning Map Update – Adopted (Update to reflect Highlands Overlay Zones, Districts)	✓	\$5,000	120 days	Planning Board, Governing Body	Amended Plan Conformance Grant
7.	Cluster Development for Agricultural Resource Areas					
	a. Municipal Cluster Development Plan		TBD	FY 2012+	Planning Board	
	b. Municipal Cluster Development Ordinance and Design Guidelines		TBD	FY 2012+	Planning Board, Governing Body	

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8.	Resource Management Plans and Programs					
	a. Water Use and Conservation Management Plan	✓	\$40,000	FY 2012+		HUC14 02040105090050, Highlands Council lead.
	b. Habitat Conservation and Management Plan	✓	\$7,000	FY 2012+		Municipal-wide Habitat Conservation & Management Plan. Funds to be released upon approval of scope of work.
	c. Stream Corridor Protection/Restoration Plan	✓	\$20,000	FY 2012		Focus on streams affected by Highlands Town Center. Funds to be released upon approval of scope of work.
	d. Wastewater Management Plan	✓	\$3,000	NJDEP Schedule		NJDEP Administrative Order 2010-03 (Local WMP).
	e. Septic System Management/Maintenance Plan		TBD	FY 2012+	Health Board	
	f. Lake Restoration Management Plan (if applicable)		TBD	FY 2012+		
	g. Scenic Resource Management Plan (optional)		TBD	FY 2012+		
	h. Municipal Stormwater Management Plan		TBD	FY 2012+		Updates only as needed to incorporate RMP provisions; Plans are required under NJDEP regulations.
	i. Regional Stormwater Management Plan (if applicable)		TBD	FY 2012+		
	j. Land Preservation and Land Stewardship Program		TBD	FY 2012+		
	k. Forest Stewardship Plan (optional)		TBD	FY 2012+		
9.	Board of Health Ordinances					
	a. Septic System Maintenance		TBD	FY 2012+		Subsequent to release of final model ordinance and completion of 8e
	b. Potential Contaminant Source Management		TBD	FY 2012+		Subsequent to release of final model ordinance
10.	Implementing Ordinances for Management Plans and Programs					
	a. Water Use and Conservation Management Plan Ordinance		TBD	*		*Following completion of 8.a
	b. Habitat Conservation and Management Plan Ordinance		TBD	*		*Following completion of 8.b
	c. Stream Corridor Ordinance		TBD	*		*Following completion of 8.c
	d. Lake Restoration Management Plan Ordinance		TBD	*		*Following completion of 8.f
	e. Tree Clearing Ordinance		TBD	FY 2012+		
	f. Right to Farm Ordinance (if applicable)	✓	--	FY 2012	Governing Body	Adoption of State model ordinance
	g. Transfer of Developments Right Ordinance (if applicable)		TBD	*		*Following completion of 4.i
	h. Scenic Resource Mgmt Ordinance (if applicable)		TBD	*		*Following completion of 8.g, if selected
	i. Stormwater Management Ordinance		TBD	*		*Updates only, as needed to incorporate RMP provisions; following 8h, 8i
	j. Other Ordinance Provisions (specify)		TBD	Local schedule		
11.	Redevelopment and Brownfields Opportunities (optional)					
	a. Highlands Redevelopment Area Planning			Local schedule		
12.	RMP Updates (optional)					
	a.			Local schedule		
13.	Map Adjustment Petition(s) (optional)					
	a.			Local schedule		
14.	Highlands Center Petition					
	a. Center Designation Planning, Phase I and II	✓	\$20,000	4-6 months		In conjunction with 4g, development of Highlands Center parameters (e.g., intended land uses, designation of protection areas, densities/intensities of development) including an initial analysis of the potential for a Transfer of Development Rights program within the Township. Funds to be released upon approval of scope of work.
15.	Submission of Municipal Planning and Regulatory Documents and Supporting Materials	N/A		N/A		
	a.					

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16.	Discretionary Documents or Requests (financial and technical assistance requests from the municipality)					
	a.			Local schedule		
17.	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
Total Approximate Budget			\$134,000			

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. Important in such considerations is the on-going recognition of the voluntary nature of Plan Conformance with respect to the municipality's Planning Area. The Highlands Council, in consultation with the municipality, may modify 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.

Oxford Township (Warren)

10/4/2011

Account of Highlands Council Grant Awards

Type of Grant	Status	Resolution Date	Grant Amount	Tasks	Payments	
MP3 Grant	Closed	October 6, 2005	\$ 65,000.00	TDR Ordinance	\$ 32,500.00	
Initial Assessment	Executed	February 26, 2009	\$ 15,000.00	IA Report	\$ 15,000.00	
Plan Conformance	Executed	December 18, 2008	\$ 100,000.00	Module 1 -	\$ 11,934.38	
				Module 2 -	\$ 10,148.81	
				Module 3 -	\$ 13,754.75	
				Module 4 -	\$ 3,662.91	
				Module 5 -	\$ 5,005.45	
				Module 5a-	\$ 5,000.00	
				Module 6 -	\$ 1,987.30	
				Module 7 -	\$ 6,622.08	
				Subtotal	\$ 58,115.68	
			Grant Award Total	\$ 180,000.00	PC Balance	\$ 41,884.32
TOTAL REIMBURSEMENT AMOUNT					\$ 105,615.68	

Anticipated Expenses, 2011-2012 Amended Plan Conformance Grant

Completion of Module 3 – Housing Plan	\$ 5,000.00
Completion of Module 4 – Finalize/Adopt ERI	\$ 2,000.00
Completion of Module 5 – Highlands Element	\$ 3,000.00
Completion of Module 6 – Land Use Ordinances	\$ 10,000.00
Agriculture Retention/Farmland Preservation Plan	\$ 5,000.00
Sustainable Economic Development Plan	\$ 10,000.00
Planning Area Petition Ordinance/Checklist Ordinance	\$ 1,500.00
Municipal Zoning Map Update	\$ 5,000.00
Water Use and Conservation Management Plan	\$ 40,000.00
Habitat Conservation and Management Plan	\$ 7,000.00
Stream Corridor Protection/Restoration Plan	\$ 20,000.00
Wastewater Management Plan	\$ 3,000.00
Highlands Center Planning	\$ 20,000.00
Highlands Council Training Sessions	\$ 2,500.00
TOTAL	\$ 134,000.00

Balance Forward	\$ 41,884.32
Municipal Response/Accuracy Review Expenses	\$ (5,932.51)
Estimate of Available Funds	\$ 35,951.81

Amended Plan Conformance Grant

Anticipated 2011-2012 Expenses	\$ 134,000.00
	\$ (35,951.81)
Estimated Total Need	\$ 98,100.00