

Town of Phillipsburg, Warren County, New Jersey
HIGHLANDS IMPLEMENTATION PLAN AND SCHEDULE

REVISED TO REFLECT MUNICIPAL-WIDE HIGHLANDS CENTER DESIGNATION

	DRAFT 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.	Planning Area Petition Ordinance	√	\$500	60 days	Governing Body	Amended Plan Conformance Grant
2.	Housing Element & Fair Share Plan (Module 3)		\$5,000			
	a. Completion and DCA approval of 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. To retain compliance and ensure protection from legal challenge.
	b. Adoption of Implementing Ordinances	√	--	As needed	Governing Body	Amended Plan Conformance Grant
3.	Highlands Environmental Resource Inventory (Module 4) – Adopted	√	\$2,000	60 days	Envl Comm., Planning Board	Amended Plan Conformance Grant
4.	Redevelopment and Brownfields Opportunities					
	a. Highlands Redevelopment Area Planning Study - Phillipsburg Commerce Park (Ingersoll Rand)	√	\$35,000	9 - 12 months	Planning Board, Governing Body	Funds to be released upon approval of scope of work. Draft provided.
	b. Highlands Redevelopment Area Planning Study - Riverfront Redevelopment Area	√	\$50,000	9 - 12 months	Planning Board, Governing Body	Funds to be released upon approval of scope of work. Draft provided.
5.	Municipal Master Plan Elements (Module 5)- Prepare and Adopt		\$45,000	15 - 18 months	Planning Board	Amended Plan Conformance Grant
	a. Phillipsburg Highlands Center Element	√			Planning Board, Governing Body	Identifies uses, densities, and Highlands Resource protection provisions for Highlands Center and redevelopment areas.
	b. Sustainable Economic Development Plan Element	√				Incorporates Redevelopment Planning Study findings and addresses issues and opportunities for sustainable economic development within the Highlands Center, including opportunities to maximize the benefits of historic resources.
	c. Development Transfer Plan Element	√				Preliminary analysis in connection with Highlands Center Designation and Highlands Redevelopment Planning. TDR Feasibility Study as potential future activity.
5.	Highlands Center Ordinances (Module 6) – Prepare and Adopt	√	\$10,000	18 - 24 months	Planning Board, Governing Body	Amended Plan Conformance Grant
	a. Prepare regulations as applicable to infill and redevelopment areas into existing municipal Land Use Ordinance	√				LUO will incorporate applicable Highlands Resource protections; specific tasks to be addressed based upon Redevelopment Planning Study findings
	b. Highlands Council Review and Approval	√				

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c. LUO adoption process	√				
d. Zoning Map Update (as needed)	√	\$2,000			
6. Resource Management Plans and Programs					
a. Water Use and Conservation Management Plan		TBD	FY 2012+		
b. Stream Corridor Protection/Restoration Plan (optional)	√	\$5,000	FY 2012	Planning Board	Funds to be released upon approval of scope of work.
c. Wastewater Management Plan	√	\$7,500	NJDEP Schedule	Planning Board, Governing Body	NJDEP Administrative Order 2010-03 (Local WMP). Coordination with multiple municipalities.
d. Municipal Stormwater Management Plan		TBD	FY 2012+		Updates only as needed to incorporate RMP provisions; Plans are required under NJDEP
7. Board of Health Ordinances					
a. Potential Contaminant Source Management		TBD	FY 2012+		Subsequent to release of model ordinance
8. Implementing Ordinances for Management Plans and Programs					
a. Water Use and Conservation Management Plan Ordinance		TBD	*		*Following completion of 6.a
b. Stream Corridor Ordinance		TBD	*		*Following completion of 6.b
c. Transfer of Developments Right Ordinance (if applicable)		TBD	*		*Following completion of all relevant studies
d. Stormwater Management Ordinance		TBD	*		*Updates only, as needed to incorporate RMP provisions; following 6.d
9. RMP Updates (optional)					
a. Ingersoll Rand Redevelopment Area - Block 3301 Lots 1 & 2			Complete		Processed March 15, 2010; incorporated via Highlands Center Designation
b. Riverfront Redevelopment Area - Block 2102 Lots 2 & 11			Complete		Processed March 15, 2010; incorporated via Highlands Center Designation
c. Parking Lot - Block 1701 Lot 2			Complete		Processed March 15, 2010 - RMP Update
d. Rights- of-way located throughout the town			Complete		Processed March 15, 2010 - not RMP Update. New Highlands LUO Exhibits address issue.
10. Map Adjustment Petition(s) (optional)					
	N/A		Local schedule		Incorporated via Highlands Center Designation
11. Submission of Municipal Planning and Regulatory Documents and Supporting Materials (see Consistency Review and Recommendations Report)	√		45 days	Planning Board, Governing Body	2009 Plan Conformance Grant

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12.	Discretionary Documents or Requests (financial and technical assistance requests from the municipality)					
				Local schedule		
13.	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			\$164,500			

This Plan will be revised over time to reflect Phillipsburg'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 Town of Phillipsburg and the Highlands Council. Important in such considerations is the on-going recognition of the voluntary nature of Plan Conformance with respect to Phillipsburg's Planning Area. 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 Town of Phillipsburg has been provided the tools (including grant funding) with which to accomplish each component of the Plan Conformance program.

Town of Phillipsburg

9/21/2011

Account of Highlands Council Grant Awards

Type of Grant	Status	Resolution Date	Grant Amount	Tasks	Payments
Initial Assessment	Closed	February 26, 2009	\$ 15,000.00	IA Report	\$ 10,712.39
Plan Conformance	Executed	December 18, 2008	\$ 100,000.00	Module 1 -	\$ 9,564.00
				Module 2 -	\$ 9,391.00
				Module 3 -	\$ 9,183.00
				Module 4 -	\$ 5,114.99
				Module 5 -	\$ 5,640.26
				Module 6 -	\$ 5,945.83
				Module 7 -	\$ -
				<i>Subtotal</i>	<i>\$ 44,839.08</i>
			<i>Total Grant Awards</i>	<i>\$ 115,000.00</i>	<i>Balance</i>
					<i>\$ 55,160.92</i>
TOTAL REIMBURSEMENT AMOUNT					\$ 55,551.47

Anticipated Expenses, 2011-2012 Amended Plan Conformance Grant

Planning Area Petition Ordinances	\$ 500.00
Completion of Module 3 – DCA Certification	\$ 5,000.00
Completion of Module 4 – Finalize/Adopt ERI	\$ 2,000.00
Highlands Redevelopment Area Planning Study (a)	\$ 35,000.00
Highlands Redevelopment Area Planning Study (b)	\$ 50,000.00
Completion of Module 5 – Highlands Element	\$ 45,000.00
a. Phillipsburg Highlands Center Element	
b. Sustainable Economic Development Plan Element	
c. Development Transfer Plan Element	
Completion of Module 6 – Land Use Ordinances	\$ 10,000.00
Stream Corridor Protection/Restoration Plan	\$ 5,000.00
Wastewater Management Plan	\$ 7,500.00
Municipal Zoning Map Update	\$ 2,000.00
Highlands Council Training Sessions	\$ 2,500.00
TOTAL	\$ 164,500.00

Plan Conformance Grant Balance Forward	\$ 55,160.92
Estimated Module Completion Costs	\$ (5,404.75)
Estimated Municipal Response/Related Expenses	\$ (7,500.00)
Estimated Pre-Hearing Accuracy Review Expenses	\$ (500.00)
Estimate of Available Funds	\$ 41,756.17

Amended Plan Conformance Grant

Anticipated 2011-2012 Expenses	\$ 164,500.00
	\$ (41,756.17)
Estimated Total Need	\$ 122,800.00