



# Highlands Council Meeting

Thursday, May 16, 2013



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## Plan Conformance Overview



# What is Plan Conformance?

...revisions of the municipal/county master plan and development regulations ... to conform them with the goals, requirements, and provisions of the regional master plan...

*-Highlands Water Protection and Planning Act,  
Section C.13:20-14, 15*



# Benefits of Plan Conformance

- Planning Grants & Technical Assistance
- Utility Capacity Planning (WMP's)
- Resource Management Planning
- Sustainable Economic Development Plans
- Center, Redevelopment, & TDR Planning

# Plan Conformance Process



```
graph LR; A[Petition] --> B[Public Comment]; B --> C[Public Hearing & Approval]; C --> D[Implementation];
```

Petition

Public  
Comment

Public  
Hearing &  
Approval

Implementation

## Objective

Revise municipal/county planning documents and regulations so they align with the Regional Master Plan.

# Two Phases

Petition

Public  
Comment

Public  
Hearing &  
Approval

Implementation

## ● **Petition Development & Approval**

- Develop and prepare DRAFT documents.
- Collaborative effort between municipality/county and Highlands Council staff; largely based on Council models.
- Highlands Council public hearing/consideration.

## ● **Implementation**

- Municipality/county finalizes and adopts documents.
- Planning Boards, Governing Bodies coordinate to complete process/requirements.



# Plan Conformance Petition



## **Petition Includes:**

- Preservation and/or Planning Area Resolutions (as applicable)
- Planning Program Documents (e.g., Highlands ERI, Element, LUO)
- Self-Assessment Report, Existing Master Plan, Regulatory Doc's
- Highlands Implementation Plan & Schedule (IPS)

## **Process**

1. Petition Submission
2. Administrative Completeness
3. Draft Consistency Review and Recommendations Report (DCRRR)
4. Municipal Review and Response



# Public Review & Comment



## Process

1. Draft documents posted to Council website; public notices issued
2. Public comment period (10-15 days)
3. Comments incorporated into revised “Final” DCRRR
4. All revised documents, including comment/response document posted to website prior to public hearing

## Materials available during public comment period

- All Petition documents
- Final Draft Consistency Review and Recommendations Report
- Comment/Response document





# Public Hearing and Council Consideration



## Process

1. Presentation of Petition to Council
2. Public Comment
3. Council Deliberation & Vote on Approving Resolution
4. Governor's Review Period follows

## Important Notes

- All Petitions receive conditional approval pending completion of tasks in IPS (some immediate; others long-term)
- Municipality/County considered "In Conformance"



# Implementation



## Objective

Incorporate Highlands Act & RMP goals, policies, objectives into local planning and regulatory documents through adoption of new/revised master plans and regulations; municipalities/counties retain local control over land use.

## Process

1. Amended Grant Agreement executed
2. Draft Petition documents finalized
3. Final documents reviewed/approved by Highlands Council staff
4. Local adoption (MLUL, County Planning Act)



# Implementation *(continued)*



## **Municipal Implementation Overview**

1. Planning Area Petition Ordinance (if applicable)
2. Highlands Environmental Resource Inventory
3. Reexamination Report
4. Highlands Checklist Ordinance
5. Master Plan Highlands Element
6. Highlands Area Land Use Ordinance
7. Municipal Zoning Map Update
8. Wastewater Management Plan
9. Resource Management Plans
10. Redevelopment Area & Highlands Center Planning



# Implementation *(continued)*



## **Municipal Checklist Ordinance Approach**

- Available to a small number of municipalities where development potential is very limited
- Modified Checklist Ordinance adopted and retained in lieu of Highlands Area Land Use Ordinance
- Requires that Development Applications be sent to Highlands Council for review/consistency
- Optional; relieves administrative burden



# Implementation *(continued)*



## **Municipal Implementation Notes**

- Key early milestone is adoption of Checklist Ordinance
- Followed by Highlands Element/Land Use Ordinance
- Resource Management Plans (in IPS), e.g.:
  - Water Use & Conservation Mgmt Plans
  - Lake Management Plans
- Master Plan Supplemental Elements, e.g.:
  - Sustainable Economic Development Plans
  - Redevelopment Area & Highlands Center Planning



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