

**BOROUGH OF OAKLAND, BERGEN COUNTY, NEW JERSEY**  
**HIGHLANDS IMPLEMENTATION PLAN AND SCHEDULE**

DRAFT MUNICIPAL IMPLEMENTATION PLAN AND SCHEDULE FOR PLAN CONFORMANCE BY TASK	FY2014 Priority (√) or N/A	Approximate Budget	Anticipated Completion Date	Responsible Entity	Status and Comments
<b>1. Housing Element &amp; Fair Share Plan (Module 3)</b>					
a. Modifications of municipally approved and adopted Housing Element and Fair Share Plan as applicable	√	TBD	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.
c. Adoption of Implementing Ordinances	√	--	As needed	Planning Board, Governing Body	Amended Plan Conformance Grant
<b>2. Highlands Environmental Resource Inventory (Module 4) – Adopted</b>	√	\$2,000	60 days	Envl Comm., Planning Board	Amended Plan Conformance Grant
<b>3. Highlands Element of Municipal Master Plan (Module 5) – Adopted</b>	√	\$3,000	60-90 days	Planning Board	Amended Plan Conformance Grant
a. Master Plan Reexamination Report – Prepared and Adopted	√	\$2,000	60 days	Planning Board	Funded as a component of #4; Highlands Council model provided.
<b>4. Municipal Master Plan Elements (as applicable)</b>			FY 2014+	Planning Board	FY 2014 activities to be selected based upon priorities relevant to specific municipality. All others FY2014+
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					
f. Community Facilities Plan Element					
g. Sustainable Economic Development Plan Element					
h. Historic Preservation Plan Element					
i. Development Transfer Plan Element					
j. Septic System Yield Allocation (if applicable)					
<b>5. Highlands Land Use Ordinances (Module 6) – Adopted</b>	√	\$5,000	120 days	Planning Board, Governing Body	Amended Plan Conformance Grant
a. Adopt Planning Area Petition Ordinance	√	\$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; completion to follow adoption of Highlands Master Plan Reexamination Report, per #4a, above.
c. Highlands Area Exemption Ordinance (optional)		\$1,000	120 days	Planning Board, Governing Body	For the preparation and adoption of a Highlands Area Exemption Ordinance allowing municipalities to issue Highlands Act Exemption Determinations
<b>6. Zoning Map Update – Adopted (Update to reflect Highlands Overlay Zones, Districts)</b>	√	\$2,500	120 days	Planning Board, Governing Body	Amended Plan Conformance Grant
<b>7. Resource Management Plans and Programs</b>					
a. Water Use and Conservation Management Plan		\$75,000			Borough is currently participating in a WUCMP pilot program. Additional funding is provided to expand the WUCMP for three subwatersheds within the Borough, with Highlands Council lead.
b. Habitat Conservation and Management Plan	√	TBD	FY 2014+		
c. Stream Corridor Protection/Restoration Plan (optional)	√	\$25,000	FY 2014+		
d. Wastewater Management Plan	√	\$25,000	NJDEP Schedule	Health Board	Develop plan to address wastewater planning needs. NJDEP Administrative Order 2010-03
e. Septic System Management/Maintenance Plan		TBD	FY 2014+		
f. Lake Restoration Management Plan (if applicable)		TBD	FY 2014+		
g. Scenic Resource Management Plan (optional)		TBD	FY 2014+		
h. Municipal Stormwater Management Plan		\$15,000	FY 2014+		Updates only as needed to incorporate RMP provisions; Plans are required under NJDEP regulations.
i. Regional Stormwater Management Plan (if applicable)		TBD	FY 2014+		
j. Land Preservation and Land Stewardship Program		TBD	FY 2014+		
k. Forest Stewardship Plan (optional)		TBD	FY 2014+		
<b>8. Board of Health Ordinances</b>					
a. Septic System Maintenance		TBD	FY 2014+		Subsequent to release of final model ordinance and completion of 9c

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	b. Potential Contaminant Source Management		TBD	FY 2014+		Subsequent to release of final model ordinance
<b>9.</b>	<b>Implementing Ordinances for Management Plans and Programs</b>					
	a. Water Use and Conservation Management Plan Ordinance		TBD	*		*Following completion of 9.a
	b. Habitat Conservation and Management Plan Ordinance		TBD	*		*Following completion of 9.b
	c. Stream Corridor Ordinance		TBD	*		*Following completion of 9.c
	d. Lake Restoration Management Plan Ordinance		TBD	*		*Following completion of 9.f
	e. Tree Clearing Ordinance		TBD	FY 2014+		
	f. Right to Farm Ordinance (if applicable)	√	\$500	FY 2014+	Governing Body	Adoption of State model ordinance
	g. Transfer of Developments Right Ordinance (if applicable)		TBD	FY 2014+		*Following completion of 5.i
	h. Scenic Resource Mgmt Ordinance (if applicable)		TBD	*		*Following completion of 9.g, if selected
	i. Stormwater Management Ordinance		TBD	*		*Updates only, as needed to incorporate RMP provisions; following 9h, 9i
	j. Other Ordinance Provisions (specify)		TBD	Local schedule		
<b>10.</b>	<b>Redevelopment and Brownfields Opportunities (optional)</b>					
	a. Highlands Redevelopment Area Planning	√	\$20,000	FY 2014+		To establish a Highlands Redevelopment Area in existing industrial park located in the Preservation Area and develop a comprehensive stormwater management plan for the Highlands Redevelopment Area.
<b>11.</b>	<b>RMP Updates (optional)</b>					
	a.		N/A	Local schedule		None Submitted.
<b>12.</b>	<b>Map Adjustment Request(s) (optional)</b>					
	a.		N/A	Local schedule		None Submitted.
<b>13.</b>	<b>Highlands Center Planning (optional)</b>					
	a. Development of potential Highlands Center	√	\$25,000	FY 2014+		In conjunction with 4i, above, plan for continued evaluation of potential Highlands Center designation. Funds to be released upon approval of Scope of Work by the Executive Director of the Highlands Council.
<b>14.</b>	<b>Submission of Municipal Planning and Regulatory Documents and Supporting Materials (see Draft Report)</b>	√	\$150	45 days		Amended Plan Conformance Grant
	a.					
<b>15.</b>	<b>Discretionary Documents or Requests (financial and technical assistance requests from the municipality)</b>					
	a.			Local schedule		
<b>16.</b>	<b>Attendance at Highlands Council Training Sessions</b>					
	a. Municipal Exemption Determinations	√	\$1,000	4-6 months	Highlands Council	Exemption Designees (e.g., Zoning Officer)
	a. 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
<b>Total Approximate Budget</b>			<b>\$205,150</b>			

This Plan will be altered over time, to reflect the municipality's progress toward implementing 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 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 municipality has been provided the tools (including grant funding) with which to accomplish each component of the Plan Conformance program.

Oakland Borough

4/8/2014

Account of Highlands Council Grant Awards

Type of Grant	Status	Resolution Date	Grant Amount	Tasks	Payments	
Initial Assessment	Closed	November 20, 2008	\$ 15,000.00	IA Report	\$ 15,000.00	
Transfer of Development Rights Feasibility Study	Closed	June 25, 2009	\$ 25,000.00	TDR Report	\$ 20,176.33	
Water Use and Conservation Management Plan	Executed	February 26, 2009	\$ 5,000.00	Pilot	\$ -	
Plan Conformance	Executed	December 18, 2008	\$ 100,000.00	Module 1 -	\$ 15,000.00	
				Module 2 -	\$ 9,471.25	
				Module 3 -	\$ 12,832.50	
				Module 4 -	\$ 1,912.50	
				Module 5 -	\$ 3,500.00	
				Module 5a -	\$ 29,330.00	
				Module 6 -	\$ 5,000.00	
				Module 7 -	\$ 3,746.67	
				<i>Subtotal</i>	\$ 80,792.92	
			<i>Grant Award Total</i>	\$ 145,000.00	<i>Balance</i>	\$ 19,207.08
<b>TOTAL REIMBURSEMENT AMOUNT</b>					<b>\$ 115,969.25</b>	

**Anticipated Expenses, FY2012 Amended Plan Conformance Grant**

Completion of Module 4 – Finalize/Adopt ERI	\$ 2,000.00	Plan Conformance Grant Balance Forward	\$ 19,207.08
Completion of Module 5 – Highlands Element	\$ 3,000.00	Municipal Response/Related Expenses Estimate	\$ (7,500.00)
Adoption of a Master Plan Reexamination Report	\$ 2,000.00	Estimated Pre-Hearing Accuracy Review Expenses	\$ (500.00)
Completion of Module 6 – Land Use Ordinances	\$ 5,000.00	Estimate of Available Plan Conformance Grant Funds	\$ 11,207.08
Municipal Zoning Map Update	\$ 2,500.00		
Resource Management Plans and Programs	\$ 40,000.00	<b>Amended Plan Conformance Grant</b>	
Wastewater Management Plan	\$ 25,000.00	Anticipated Expenses	\$ 205,150.00
Water Use and Conservation Management Plan	\$ 75,000.00		\$ (11,207.08)
Highlands Redvelopment/Center Planning	\$ 45,000.00	<b>Estimated Total Need</b>	\$ 194,000.00
Right to Farm Ordinance (State Model)	\$ 500.00		
Planning Area, Checklist and Exemption Ordinance	\$ 2,500.00		
Submission of Municipal Planning Documents	\$ 150.00		
Highlands Council Training Sessions	\$ 2,500.00		
<b>TOTAL</b>	<b>\$ 205,150.00</b>		