

**KINNELON BOROUGH, MORRIS COUNTY, NEW JERSEY**  
**HIGHLANDS IMPLEMENTATION PLAN AND SCHEDULE**

MUNICIPAL IMPLEMENTATION PLAN AND SCHEDULE FOR PLAN CONFORMANCE BY TASK		FY 2012 Priority (√) or N/A	Approximate Budget	Anticipated Completion Date	Responsible Entity	Status and Comments
<b>1.</b>	<b>Housing Element &amp; Fair Share Plan (Module 3)</b>					
	a. Modifications of municipally approved and adopted Housing Element and Fair Share Plan (incl. COAH submittals) as applicable	√	\$2,500	As needed	Planning Board, Governing Body	Amended Grant Agreement. 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
<b>2.</b>	<b>Highlands Environmental Resource Inventory (Module 4) – Adopted</b>	√	\$2,000	60 days	Envl Comm., Planning Board	Amended Grant Agreement
<b>3.</b>	<b>Highlands Element of Municipal Master Plan (Module 5) – Adopted</b>	√	\$3,000	60 days	Planning Board	Amended Grant Agreement
<b>4.</b>	<b>Municipal Master Plan Elements (as applicable)</b>			FY 2012	Planning Board	FY 2012 activities to be selected based upon priorities relevant to specific municipality. All others FY2012+
	a. Land Use Plan Element	√	\$2,500	FY 2012		Update of Land Use Inventory.
	b. Conservation Plan Element					
	c. Circulation Plan Element	√	\$5,000	FY 2012		No current Circulation Plan
	d. Land Preservation and Land Stewardship Plan Element					
	e. Agriculture Retention/Farmland Preservation Plan Element					
	f. Community Facilities Plan Element	√	\$5,000	FY 2012		No Current Community Facilities Plan
	g. Sustainable Economic Development Plan Element					
	h. Historic Preservation Plan Element					
	i. Development Transfer Plan Element		TBD	FY 2012+		Township has included Transfer Plan Element in Highlands Element.
	j. Septic System Yield Allocation (if applicable)					
<b>5.</b>	<b>Highlands Land Use Ordinances (Module 6) – Adopted</b>	√	\$10,000	120 days	Planning Board, Governing Body	Amended Grant Agreement
	a. Adopt Planning Area Petition Ordinance	√	\$500	60 days	Governing Body	Amended Grant Agreement
	b. Adopt Checklist Ordinance	√	\$1,000	60 days	Planning Board, Governing Body	Amended Grant Agreement
<b>6.</b>	<b>Zoning Map Update – Adopted (Update to reflect Highlands Overlay Zones, Districts)</b>	√	\$5,000	120 days	Planning Board, Governing Body	Amended Plan Conformance Grant
<b>7.</b>	<b>Resource Management Plans and Programs</b>					
	a. Water Use and Conservation Management Plan	√	\$40,000	FY 2012		Highlands Council lead. Stony Brook (Boonton) HUC14 subwatershed (HUC14 02030103030130); in deficit for Net Water Availability.
	b. Habitat Conservation and Management Plan	√	\$20,000	FY 2012+		Borough lead. Release of funds contingent upon approval of scope of work by Highlands Council Executive Director
	c. Stream Corridor Protection/Restoration Plan (optional)	√	\$35,000	FY 2012		Borough lead. Release of funds contingent upon approval of scope of work by Highlands Council Executive Director
	d. Wastewater Management Plan	√	\$3,000	NJDEP Schedule		NJDEP Administrative Order 2010-03 (Chapter of County 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+		
<b>8.</b>	<b>Board of Health Ordinances</b>					
	a. Septic System Maintenance		TBD	FY 2012+		Subsequent to release of final model ordinance and completion of 7e
	b. Potential Contaminant Source Management		TBD	FY 2012+		Subsequent to release of final model ordinance

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<b>9.</b>	<b>Implementing Ordinances for Management Plans and Programs</b>					
	a. Water Use and Conservation Management Plan Ordinance		TBD	*		*Following completion of 7.a
	b. Habitat Conservation and Management Plan Ordinance		TBD	*		*Following completion of 7.b
	c. Stream Corridor Ordinance		TBD	*		*Following completion of 7.c
	d. Lake Restoration Management Plan Ordinance		TBD	*		*Following completion of 7.f
	e. Tree Clearing Ordinance		TBD	FY 2012+		
	f. Right to Farm Ordinance	√	--	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 7.g, if selected
	i. Stormwater Management Ordinance		TBD	*		*Updates only, as needed to incorporate RMP provisions; following 7h, 7i
	j. Other Ordinance Provisions (specify)		TBD	Local schedule		
<b>10.</b>	<b>Redevelopment and Brownfields Opportunities (optional)</b>					
	a. Highlands Redevelopment Area Planning	N/A		Local schedule		None submitted. No potential sites as yet identified.
<b>11.</b>	<b>RMP Updates (optional)</b>					
	a.	N/A		Local schedule		None submitted.
<b>12.</b>	<b>Map Adjustment Petition(s) (optional)</b>					
	a.	N/A		Local schedule		None submitted.
<b>13.</b>	<b>Highlands Center Petition (optional)</b>					
	a.	N/A		Local schedule		None submitted or anticipated in the future.
<b>14.</b>	<b>Submission of Municipal Planning and Regulatory Documents and Supporting Materials (based on the list of existing documents and petition submittals, list separately)</b>	√		45 days		Amended Grant Agreement
	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)
	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
<b>2011-12 Total Approximate Budget</b>			<b>\$137,000</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.

Kinnelon Borough

Account of Highlands Council Grant Awards

Date

6/21/2011

Type of Grant	Status	Resolution Date	Grant Amount	Tasks	Payments
Initial Assessment	Closed	February 26, 2009	\$ 15,000.00	IA Report	\$ 9,690.00
Plan Conformance	Executed	December 18, 2008	\$ 100,000.00	Module 1 -	\$ 9,263.75
				Module 2 -	\$ 2,840.00
				Module 3 -	\$ 10,302.50
				Module 4 -	\$ 5,597.50
				Module 5 -	\$ 2,434.70
				Module 6 -	\$ 3,195.00
				Module 7 -	\$ 11,282.50
				<i>Subtotal</i>	<i>\$ 44,915.95</i>
			<i>Grant Award Total</i>	<i>\$ 115,000.00</i>	<i>Balance</i>
					<i>\$ 55,084.05</i>
<b>TOTAL REIMBURSEMENT AMOUNT</b>					<b>\$ 54,605.95</b>

**Anticipated Expenses, Amended Plan Conformance Grant**

Completion of Module 3 – COAH Certification	\$ 2,500.00		
Completion of Module 4 – Finalize/Adopt ERI	\$ 2,000.00	Plan Conformance Grant Balance Forward	\$ 55,084.05
Completion of Module 5 – Highlands Element	\$ 3,000.00	Municipal Response/Related Expenses Estimate	\$ (8,000.00)
Completion of Module 6 – Land Use Ordinances	\$ 10,000.00	Estimate of Available Plan Conformance Grant Funds	\$ 47,084.05
Planning Area Petition Ordinance	\$ 500.00		
Highlands Checklist Ordinance	\$ 1,000.00		
Municipal Master Plan Updates	\$ 12,500.00		
Municipal Zoning Map Update	\$ 5,000.00		
Water Use and Conservation Management Plan	\$ 40,000.00	<b>Amended Plan Conformance Grant</b>	
Habitat Conservation and Management Plan	\$ 20,000.00	Anticipated Expenses	\$ 137,000.00
Stream Corridor Protection/Restoration Plan	\$ 35,000.00		\$ (47,084.05)
Wastewater Management Plan	\$ 3,000.00	<b>Estimated Total Need</b>	<b>\$ 90,000.00</b>
Highlands Council Training Sessions	\$ 2,500.00		
<b>TOTAL</b>	<b>\$ 137,000.00</b>		