

SPARTA TOWNSHIP, SUSSEX COUNTY, NEW JERSEY
HIGHLANDS IMPLEMENTATION PLAN AND SCHEDULE (REVISED)

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.	Housing Element & Fair Share Plan (Module 3)		\$7,500			
	a. Modifications of municipally approved and adopted Housing Element and Fair Share Plan (incl. COAH submittals) as applicable	✓	--	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. RAHDPP Agreements as approved by COAH (If Applicable)	✓	--	As needed	Governing Body	2009 Plan Conformance Grant, with #1.a
	c. 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 Grant Agreement.
3.	Environmental Resource Inventory – Integrated		TBD	FY 2012+	Envl Comm.	
4.	Highlands Element of Municipal Master Plan (Module 5) – Adopted	✓	\$3,000	60 days	Planning Board	Amended Grant Agreement.
5.	Municipal Master Plan Elements (as applicable)			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					
	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	FY 2012+		Development of plan for agricultural retention in the Township. Release of funding contingent upon Executive Director approval of a scope of work.
	f. Community Facilities Plan Element					
	g. Sustainable Economic Development Plan Element		\$10,000	FY 2012+		Development of Plan Element to include an overview of economic development opportunities within the Township, including an investigation of potential redevelopment sites. Release of funds contingent upon approval of scope of work by Highlands Council Executive Director.
	h. Historic Preservation Plan Element					Township has elected not to retain section.
	i. Development Transfer Plan Element (optional)					Township has elected not to retain section.
	j. Septic System Yield Allocation (if applicable)					
	k. Green Building/Environmental Sustainability/Alternative Energy Plan		\$10,000	FY 2012+		Funding to identify and plan for issues regarding on-site alternative energy facilities and green building options. Release of funding contingent upon Executive Director approval of a scope of work.
6.	Highlands Land Use Ordinances (Module 6) – Adopted	✓	\$10,000	120 days	Planning Board, Governing Body	Amended Grant Agreement.
	a. Adopt Planning Area Petition Ordinance (If Applicable)	✓		60 days	Governing Body	2009 Plan Conformance Grant
	b. Adopt Preservation Area Checklist Ordinance (If Applicable)	✓	\$1,000	60 days	Planning Board, Governing Body	Amended Grant Agreement.
7.	Zoning Map Update – Adopted (Update to reflect Highlands Overlay Zones, Districts)	✓	\$2,000	120 days	Planning Board, Governing Body	Amended Plan Conformance Grant
8.	Cluster Development for Agricultural Resource Areas					
	a. Grant Application for Cluster Development Program		N/A	FY 2012-13	Governing Body	
	a. Municipal Cluster Development Plan		TBD	FY 2012-13	Planning Board	
	b. Municipal Cluster Development Ordinance and Design Guidelines		TBD	FY 2012-13	Planning Board, Governing Body	
9.	Resource Management Plans and Programs					
	a. Water Use and Conservation Management Plan		TBD			Under consideration regarding White Deer Plaza STP
	b. Habitat Conservation and Management Plan		\$30,000	FY 2012+		Toward development of plan to identify species at risk, options for restoration of habitat, and standards for mitigation of unavoidable impacts of public and private projects. Funds to be released upon approval of scope of work.
	c. Stream Corridor Protection/Restoration Plan (optional)		\$35,000	FY 2012+		Development of plans to protect/restore streams in the municipality and to mitigate the impacts of future land uses on such water resources. Funds to be released upon approval of scope of work.

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	d. Wastewater Management Plan	√	\$2,000	NJDEP Schedule		NJDEP Administrative Order 2010-03 (Chapter of Sussex 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+		
10.	Board of Health Ordinances					
	a. Septic System Maintenance		TBD	FY 2012+		Subsequent to release of final model ordinance and completion of 9e
	b. Potential Contaminant Source Management		TBD	FY 2012+		Subsequent to release of final model ordinance
11.	Implementing Ordinances for Management Plans and Programs					
	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 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 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		
12.	Redevelopment and Brownfields Opportunities (optional)					
	a. Highlands Redevelopment Area Planning			Local schedule		
13.	RMP Updates (optional)					
	a.			Local schedule		
14.	Map Adjustment Petition(s) (optional)					
	a.			Local schedule		
15.	Highlands Center Petition (optional)					
	a.			Local schedule		State Plan Center Designation Expired on 07/16/2009. Township may consider and explore Highlands Center designation at any time.
16.	Submission of Municipal Planning and Regulatory Documents and Supporting Materials	N/A		45 days		2009 Plan Conformance Grant
	a.					
17.	Discretionary Documents or Requests (financial and technical assistance requests from the municipality)					
	a.			Local schedule		
18.	Attendance at Highlands Council Training Sessions					
	a. Municipal Exemption Determinations	√		4-6 months	Highlands Council	Exemption Designees (e.g., Zoning Officer)
	b. Ordinance Administration: Application Procedures, Implementation, Enforcement	√	\$2,500	4-6 months	Highlands Council	Land Use Administrator/Board Secretary, Zoning Officer, Enforcement Officer, Property Inspector, Professionals
Total Approximate Budget			\$120,000			

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. 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.

Sparta Township

8/5/2011

Account of Highlands Council Grant Awards

Type of Grant	Status	Resolution Date	Grant Amount	Tasks	Payments	
COAH Grant *	Executed	January 6, 2006	\$ 7,500.00	Fair Share Plan	\$ -	
Initial Assessment	Executed	October 30, 2008	\$ 15,000.00	IA Report	\$ -	
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 -	\$ 9,932.56	
				Module 2 -	\$ 9,561.72	
				Module 3 -	\$ 7,573.83	
				Module 4 -	\$ 2,331.07	
				Module 5 -	\$ 3,496.50	
				Module 6 -	\$ 4,892.77	
				Module 7 -	\$ 8,086.77	
				<i>Subtotal</i>	\$ 45,875.22	
			<i>Grant Award Total</i>	\$ 127,500.00	<i>Balance</i>	\$ 54,124.78
TOTAL REIMBURSEMENT AMOUNT					\$ 45,875.22	

Anticipated Expenses, FY2012 Amended Plan Conformance Grant

Completion of Module 3 – COAH Certification *	\$ 7,500.00	Plan Conformance Grant Balance Forward	\$ 54,124.78
Completion of Module 4 – Finalize/Adopt ERI	\$ 2,000.00	Municipal Response/Related Expenses Estimate	\$ (7,500.00)
Completion of Module 5 – Highlands Element	\$ 3,000.00	Accuracy Review Costs	\$ (500.00)
Agriculture Retention/Farmland Preservation Plan	\$ 5,000.00	Estimate of Available Plan Conformance Grant Funds	\$ 46,124.78
Sustainable Economic Development Plan	\$ 10,000.00		
Green Building/Environmental Sustainability Element	\$ 10,000.00		
Completion of Module 6 – Land Use Ordinances	\$ 10,000.00	Amended Plan Conformance Grant	
Checklist Ordinance	\$ 1,000.00	Anticipated Expenses	\$ 120,000.00
Municipal Zoning Map Update	\$ 2,000.00	*COAH Grant Balance Forward	\$ (7,500.00)
Habitat Conservation & Management Plan	\$ 30,000.00		\$ (46,124.78)
Stream Restoration & Management Plan	\$ 35,000.00	Estimated Total Need	\$ 66,375.22
Wastewater Management Plan	\$ 2,000.00		
Highlands Council Training Sessions	\$ 2,500.00		
TOTAL	\$ 120,000.00		

*Please note that accrued expenses associated with the Township's Fair Share Plan certification will be reimbursed using the Township's unexpended 2006 COAH Grant.