

RESOLUTION 2023 – 174

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF
MOUNT ARLINGTON, COUNTY OF MORRIS, STATE OF NEW JERSEY,
APPROVING PARTICIPATION WITHIN THE STATE OF NEW JERSEY
HIGHLANDS WATER PROTECTION AND PLANNING COUNCIL
PLANNING AREA PLAN CONFORMANCE INITIAL ASSESSMENT GRANT**

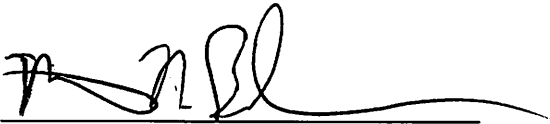
WHEREAS, the Borough of Mount Arlington received a grant award from the State of New Jersey Highlands Water Protection and Planning Council (Highlands Council) for completion of a Planning Area Plan Conformance Initial Assessment Grant; and

WHEREAS, the amount of the grant awarded to the Borough of Mount Arlington is \$15,000; and

WHEREAS, the Borough wishes to accept said grant for the purpose of completion of a Planning Area Plan Conformance Initial Assessment Grant which is broken down into five tasks: Development Assessment; Center Designation Boundary Definition; Redevelopment; Water and Natural Resource Analysis; and Identification of Supplemental Grant Needs.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Mount Arlington, that the Borough does hereby authorize the acceptance of said grant award and authorize the Mayor to execute and sign said grant agreement.

I HEREBY CERTIFY this to be a true and correct Resolution of the Mayor and Council of the Borough of Mount Arlington, and adopted on December 5, 2023.

A handwritten signature in black ink, appearing to read 'M. N. Bansch', written over a horizontal line.

Matthew N. Bansch, Borough Clerk



PHILIP D. MURPHY
Governor

TAHESHA L. WAY
Lt. Governor

State of New Jersey
Highlands Water Protection and Planning Council
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CARL J. RICHKO
Chairperson

BENJAMIN L. SPINELLI, ESQ.
Executive Director

November 13, 2023

VIA EMAIL ONLY:

The Honorable Michael Stanzilis
Mount Arlington Borough
P.O. Box 520
Brookside, NJ 07926

Subject: Scope of Work Approval – Planning Area Plan Conformance Initial Assessment
Grant #09-033-011-1426, Task 5

Dear Mayor Stanzilis:

On behalf of the Highlands Water Protection and Planning Council (Highlands Council), thank you for submitting the scope of work for completion of a Planning Area Plan Conformance Initial Assessment Grant. The total proposed cost to complete the project is \$15,000, which is broken down into five tasks: Development Assessment, Center Designation Boundary Definition, Redevelopment, Water and Natural Resource Analysis, and Identification of Supplemental Grant Needs. Staff has reviewed the scope of work and found it to be appropriate and acceptable. The Highlands Council has approved a not-to-exceed budget of **\$15,000** towards completion of the identified tasks. The approved scope of work and a revised page 6 of the Plan Conformance Grant Contract are attached for your records.

Upon submission of the identified deliverables for approval by the Highlands Council, invoicing will be authorized on a per task basis. After a municipal review, invoices may be forwarded from your professionals to the Highlands Council for reimbursement and should include a detail indicating date worked, contributing employee (or position), number of hours worked, and subtotal billed against the grant.

Please coordinate with Judy Thornton, Highlands Municipal Liaison to Mount Arlington Borough (ext. 121, judy.thornton@highlands.nj.gov) regarding completed deliverables and questions about the program. All questions regarding reimbursement for completed tasks should go to Herb August, Grants Manager (ext. 102, herbert.august@highlands.nj.gov). Should you or other municipal officials wish to discuss any other Highlands-related matter, I remain available to you as well and can be reached by telephone at extension 101 or by e-mail at ben.spinelli@highlands.nj.gov. We look forward to our continued collaboration in the important efforts to protect and preserve the Highlands Region.

Sincerely,

Benjamin L. Spinelli, Esq.
Executive Director

Enclosures

c: Carolyn Rinaldi, Borough Administrator
Matthew N. Bansch, Borough Clerk

Planning Area Plan Conformance Initial Assessment Scope of Work

Borough of Mount Arlington

Morris County, New Jersey

July 19, 2023



**J Caldwell
& Associates, LLC**
Community Planning Consultants



Overview

J. Caldwell & Associates, LLC (JCA) is proposing to work with the Borough of Mount Arlington, Morris County, to conduct an Initial Assessment to determine if Plan Conformance is a viable option for the Borough in conformance with the Highlands Regional Master Plan (RMP) as a method to renew expand the Borough's Center Designation using Plan Conformance rather than Plan Endorsement. The Borough is 1,663 acres and is 93 percent (1,663 acres) in the Planning Area and seven percent (132 acres) in the Highlands Preservation Area of the Highlands Region. Mount Arlington has conformed to the RMP in the Preservation Area. In the Planning Area, where conformance to the RMP is voluntary, the Borough is now considering conforming to RMP in the Planning Area and requesting Center Designation in order to extend and expand upon its current Center Designation. The proposal is to develop an Initial Assessment Report that reviews and compares the Borough's Master Plan and ordinances with the goals and objectives of the Highlands Regional Master Plan. The assessment will identify a proposed Highlands Center, review historic and cultural resources within the Borough and existing and proposed protections for those resources. Finally, the assessment will review developable parcels in the municipality and identify potential conflicts with the RMP. The review includes build-out potential of developable parcels, any planned redevelopment areas, available or necessary infrastructure for development and other relevant information.

Proposed Approach

JCA conducts municipal initial assessments with a focus on a review of compatibility between municipal goals and objectives and Highlands RMP goals and objectives. The primary objective is to identify where there are mutual benefits and where conflicts exist. Where conflicts do exist, the goal is to identify opportunities to create compatibility between municipal goals and goals of the RMP. If there is conflict that cannot be resolved, those conflicts are identified for further investigation. The overall approach is to create a document that promotes a collaborative process between the Highlands Council and the community.

- Highlands Municipal Plan Conformance Grant Program Hand-out, August 2015, and other Highlands Plan Conformance informational materials
- Highlands Regional Master Plan
- New Jersey Municipal Land Use Law
- Mount Arlington Master Plan and Ordinances
- Additional available planning-related documents
- Highlands GIS Mapping Resources

RMP Policy Areas

The deliverables will generally review the consistency of the municipal master plan with respect to the following policy areas of the RMP:

- Highlands Resource Protection/Enhancement (Part 1)
- Water Resource Protection/Enhancement (Part 2)
- Historic, Cultural, Archaeological, and Scenic Resource Protection/Enhancement (Part 4)
- Transportation System Enhancement (Part 5)



SCOPE OF WORK – HIGHLANDS INITIAL ASSESSMENT – MOUNT ARLINGTON BOROUGH

- Future Land Use and Development Framework (Part 6)
- Sustainable Economic Development (Part 8)
- Air Quality Protection/Enhancement (Part 9)
- Local Participation (Part 10)

MUNICIPAL INITIAL ASSESSMENT SCOPE OF WORK

The municipality seeks Highlands Council grant funding to conduct a study that will determine the impacts of modifying its land use program to align it with the Highlands Regional Master Plan (RMP). The study will be completed in consultation with Highlands Council staff, to whatever extent necessary, to ensure a full grasp of RMP goals, policies and objectives. The assessment will incorporate potential Highlands Center designation, Highlands Redevelopment Area designation, and adoption of Highlands land use protocols and resource restrictions, as applicable. The study will evaluate future development potential under Highlands conformance; determine the applicability and extent of Highlands resource restrictions; and identify changes that may be necessary to municipal zoning regulations to put such protections into place.

Last, the study will identify and prioritize the municipality's needs for Highlands Council planning grant funding to fully support and implement conformance goals and policies. These may include planning initiatives focused on areas such as (but not limited to): sustainable economic development, revitalization planning, natural resource evaluation/management, water/sewer infrastructure, transportation planning, historic/cultural resource protection, tourism, and stormwater management.

The grant deliverable will consist of a report documenting study findings in a clear and illustrative manner, inclusive of maps, charts and visual aids as appropriate to convey the results in a simple form. The report will begin with an Executive Summary of findings and conclude with an evaluation of grant funding available through the Highlands Council to implement all aspects of plan conformance.

TASK 1. Municipal Development Assessment

- A. Identify significant tracts/areas of interest for future development.
- B. Review zoning, permitted uses, supporting infrastructure existing/needed (incl. transport/water/sewer).
- C. Estimate build-out potential.

Deliverable: Summary and map of potentially developable tracts in the municipality, existing zoning, build-out potential, available or needed infrastructure, and other relevant information.



TASK 2. Highlands Center Designation(s) Boundary/Map(s)

- A. Identify potential Highlands Centers, consisting of major areas of existing development where additional development/redevelopment, infill, is desired and can be/is supported by needed infrastructure. (Note: Highlands Centers can include single family housing and other such defined areas, commercial/industrial/parks/preserves including all local zoning as desired.)
- B. Delineate any areas within the proposed boundaries that should be protected from development, such as parks, significant environmental resources (e.g., stream corridors), some or all of which may offer opportunities for public recreation, open space, pedestrian pathway/trail connectors between housing areas, commercial/retail development, and government facilities (e.g., library, municipal complex).
- C. Identify water, sewer, and transportation infrastructure existing or required to service the proposed Highlands Center.

Deliverable: Summary and map of potential Highlands Center designation area(s), including preliminary delineation of areas intended for different types of development/redevelopment (e.g., mixed-use, retail, office, housing); location of important historic and public resources/facilities; and park/environmental resource protections areas; and basic infrastructure availability.

TASK 3. Highlands Redevelopment Area(s)

- A. Identify smaller isolated pockets (outside of potential Highlands Centers) of partially-developed and/or underutilized properties, where expansion is desired and can be/is supported by needed infrastructure.
- B. Evaluate potential for development of parcels of interest, under Highlands Act exemptions.
- C. Eliminate those for which exemptions provide for ample expansion/development.

Deliverable: Summary and map indicating parcels of interest (remaining after C., above) for inclusion in potential Highlands Redevelopment Areas.

TASK 4. Water and Natural Resource Protections

- A. For areas of the municipality outside of potential Highlands Centers and Redevelopment Areas, identify existing Highlands Resources and Resource Areas (Highlands Council maps available).
- B. Review local regulations against Highlands protection requirements as provided in the model Highlands Land Use Ordinance (LUO).

Deliverable: Mapping of applicable Highlands resources and a table indicating existing regulatory protections applicable to each resource, versus those provided by the Highlands LUO.



SCOPE OF WORK – HIGHLANDS INITIAL ASSESSMENT – MOUNT ARLINGTON BOROUGH

TASK 5. Identify Highlands Grant Needs

- A. Prepare a draft Implementation Plan for the municipality, indicating the future planning initiatives necessary/desired to implement Highlands conformance goals and objectives (Highlands model available).
- B. Include refinement of Highlands Center and Redevelopment Area boundaries and future planning requirements for implementation of goals/objectives.
- C. Consider the need for development of municipal plans, programs, and if applicable regulatory protocols for all areas of implementation. These include but are not limited to such areas as Sustainable Economic Development, Revitalization Planning, Resource Evaluation/Management, Historic/Cultural/Heritage Planning, Transportation Planning, Infrastructure Maintenance/Development, Stormwater Management, and Lake Management.
- D. *To the extent feasible*, prioritize implementation tasks, project approximate timeframe (by year), and indicate a rough estimate of the amount of funding necessary to complete each.

Deliverable: Draft implementation plan, including to the extent currently known/projected, prioritized tasks, timeframe and funding.

Cost Estimate and Timeline

Tasks 1-5 will be conducted over a 90-day period. A completed submission will be provided to the Borough Council and Highlands staff for review. The estimated cost for the Initial Assessment is \$15,000.

Task	Completion Timeframe	Budget Request
TASK 1. Municipal Development Assessment		\$4,000
TASK 2. Highlands Center Designation(s) Boundary/Map(s)		\$4,500
TASK 3. Highlands Redevelopment Area(s)		\$1,500
TASK 4. Water and Natural Resource Protections		\$4,000
TASK 5. Identify Highlands Grant Needs		\$1,000
TOTAL		\$15,000



9. Budget	
Amount of Total Financial Assistance	\$182,316.25
Amount of Grant Funding Requested	\$144,400.00
Project Cost Breakdown	
Project Components	Cost Estimate
Task 1 – Fair Share Plan Certification	\$15,000
Task 2 – Finalize / Adopt ERI	\$2,000
Task 3 – Highlands Element	\$3,000
Task 4 – Highlands Checklist Ordinance	\$1,000
Task 5 – Highlands Initial Assessment	\$15,000
Task 6 –Green Bldg./Environ. Sus./Alt. Energy	\$10,000
Task 7 – Habitat Cons. & Mgmt. Plan	\$5,000
Task 8 – Wastewater Mgmt. Plan	\$8,000
Task 9 – Water Use and Cons. Mgmt. Plan - 1	\$25,000
Task 10 – Beachfront Restoration Plan	\$60,000
Total (All Tasks)	\$144,000
TOTAL	\$144,400
Source of Estimates	
As approved by the Highlands Council in the Highlands Implementation Plan and Schedule pursuant to Highlands Council Resolution 2011-39, December 1, 2011; Resolution 2020-16, October 15, 2020; and, under authority of the Highlands Council Executive Director.	

Revised 11/8/2023