

**CONTRACT FOR PROFESSIONAL PLANNING SERVICES
TO PREPARE A REEXAMINATION REPORT AND MASTER PLAN**

BETWEEN **THE PLANNING BOARD OF THE TOWNSHIP OF WARREN,**
County of Somerset, State of New Jersey, hereinafter called the
"Contracting Unit";

AND **JOHN T. CHADWICK, IV, PROFESSIONAL PLANNER,** hereinafter
called "Planning Consultant".

THIS AGREEMENT, witnessed that in consideration of the mutual covenants herein expressed, the Contracting Unit and the Planning Consultant agree as follows:

1. TERM

This Agreement shall cover the period through August 31, 2024, or such additional time as required for completion of services and as agreed to by both parties.

2. SCOPE OF SERVICES

- A. Prepare Reexamination Report in compliance with N.J.S.A. 40:55D-89 and complete Master Plan.

Part I- Reexamination Background and Report Update

The Reexamination report shall be updated to address the requirements of N.J.S.A. 40:55D-89 a through e the following:

1. The major problems and objectives to land development in the municipality at the time of the adoption of the last Reexamination Report.
2. The extent to which such problems and objectives have been reduced or have increased after such date.
3. The extent to which there have been significant changes in the assumptions, policies and objectives forming the basis for the master plan or development regulations as last revised, regarding density and distribution of population and land uses, housing conditions, circulation, conservation of natural resources, energy conservation, collection, disposition and recycling of designated recyclable materials, and changes in State, County and municipal policies and objectives.
4. The specific changes recommended for the master plan or development regulations, if any, including underlying objectives, policies, and standards, or

whether a new plan or regulations should be prepared. This will include downtown policy and plan investigation and alternatives.

5. Recommendations concerning the incorporation of redevelopment plans adopted pursuant to the "Local Redevelopment and Housing Law," P.L.1992, c. 79 (C.40A:12A-1 et al.) into the Land Use Plan Element and recommended changes, if any, in the local development regulations necessary to effectuate the redevelopment plans of the municipality. The update will include mapping of all redevelopment sites and development profiles as applicable.

Part II- The Background Studies

Introduction – Goals and Objectives, amend and revise:

1. Environmental Analysis – current text shall be updated/mapping shall be updated utilizing NJDEP – NJ GEOWEB resource map and as available from Township Engineering Department files.

A macro storm water/watershed map shall be prepared in connection with the Township of Warren infrastructure and storm water/detention basin management requirements pursuant to Township storm water regulations. Problem areas and jurisdictional responsibilities shall be identified utilizing Township of Warren and County records.

2. Existing Land Use – complete revision, utilizing Township of Warren assessment records, field survey and aerial photography. An updated existing land use map shall be prepared, and an overlay of the existing zoning plan shall be prepared.

A vacant land analysis and development potential shall be prepared. This analysis shall include all affordable housing development suitability elements. A realistic development potential (RDP) calculation shall be provided.

3. Population, Employment, and Income – complete revision, utilizing US Census, construction department records and NJ Department of Labor and industry records. A statistical profile of the Township in comparison to County and statewide data shall be prepared. This update shall utilize 2020 Census data as available.

Utilizing 2020 census data, RDP calculations and Warren Township and Watchung Hills Boards of Education long-range plans and documents; total population, workforce population, and school-age population projections under varied scenarios of future housing development shall be prepared. To a large extent affordable housing obligations current and in the future are expected to be significant factors to the forecast total population, work force and school-age population.

4. Housing – complete revision including affordable housing inventory and alternative scenario going forward to 2025.
5. Recreation and Community Facilities – update inventory utilizing recreation department files and plan.
6. Utilities – update utility plans from Township Engineering office, Township of Warren Sewer Department and American Water as available. The limitations of systems as known shall be described and mapped.
7. Traffic and Circulation – update including planned and/or authorized improvements by other jurisdictions.

Utilizing NJDOT and Somerset County traffic database information, traffic forecasts on the main routes shall be provided. Forecast parameters shall utilize NJDOT methodology.

Part III- The Master Plan

The Master Plan (text)

1. Land Use Plan – update and amend.
 - a. Land Use Element – Downtown District. This sub-element shall include (1) policy and process strategies, (2) design and development standards, and (3) incentive options. The long-term goal is a mixed-use downtown for the Township of Warren.
2. Housing Plan – update and amend including affordable housing component of the Housing Plan.
3. Traffic and Circulation Plan – update and amend.
4. Recreation and Community Facilities Plan – update and amend.
5. Conservation Plan – update and amend.
6. Consistency with Other Planning Instruments – update and amend.
7. Solid Waste Disposal and Recycling – update and amend.
8. Electric Vehicle (EV) Plan Element.
9. Climate Change Resilience Strategy. A climate change-related hazard vulnerability assessment which shall (i) analyze current and future threats to,

and vulnerabilities of, the municipality associated with climate change-related natural hazards, including, but not limited to increased temperatures, drought, flooding, hurricanes, and sea-level rise; (ii) include a build-out analysis of future residential, commercial, industrial, and other development in the municipality, and an assessment of the threats and vulnerabilities identified in sub-subparagraph (i) of this subparagraph related to that development; (iii) identify critical facilities, utilities, roadways, and other infrastructure that is necessary for evacuation purposes and for sustaining quality of life during a natural disaster, to be maintained at all times in an operational state; (iv) analyze the potential impact of natural hazards on relevant components and elements of the master plan; (v) provide strategies and design standards that may be implemented to reduce or avoid risks associated with natural hazards; (vi) include a specific policy statement on the consistency, coordination, and integration of the climate-change related hazard vulnerability assessment with any existing or proposed natural hazard mitigation plan, floodplain management plan, or capital improvement plan; and (vii) rely on the most recent natural hazard projections and best available science provided by the New Jersey Department of Environmental Protection.

10. Economic Plan. An economic plan element considering all aspects of economic development and sustained economic vitality, including (a) a comparison of the types of employment expected to be provided by the economic development to be promoted with the characteristics of the labor pool resident in the municipality and nearby areas and (b) an analysis of the stability and diversity of the economic development to be promoted.

Updated Plans and Maps

All the following support maps shall be included and updated as necessary in connection with the above plan elements:

1. Proposed Land Use Plan Map.
2. Community Facilities Map.
3. Proposed Open Space Map including trailways, parks and conservation areas.
4. Functional Classification of Roadways Map including detailed plan for Township Center.

All sections in the current plan identified above (Part I and II) are proposed to be updated. Each element shall be included in the final report (See D below).

The draft document shall incorporate all amendments and revisions to the existing Master Plan as well as revision and/or deletion of text in connection, updated

data, and surveys. This task shall include original research, survey, and analysis precedent to possible and further Master Plan Amendments (Part III).

- B. The Planning Consultant shall prepare an existing Land Use Map. A reproducible updated base map will be provided by the Township of Warren Engineering Department to the Planning Consultant for purposes of map preparation. The Planning Consultant shall provide a report sized existing land use map for reproduction within the above document.
- C. Priority Tasks
 - 1. Assessment of vacant land development.
- D. The Planning Consultant shall prepare a final updated Master Plan text for all items identified in section 2A above, including maps and tables. The complete Master Plan Report shall be provided electronically to the Township of Warren as well as 25 printed copies of full text including maps, charts, and tables.
- E. The Planning Consultant shall attend meetings of the Planning Board, subcommittees, and others as directed to present and discuss all the above and incorporate the Board's and public comments into the final document.
- F. The Planning Consultant shall provide monthly Status Reports to the Contracting Unit and Township of Warren Administration and provide drafts of the Reexamination Report and Master Plan upon request by the Contracting Unit or Township of Warren Administrator.

Part IV - Planning Services to Conform with Applicable Law

The Planning Consultant shall comply with all applicable laws, including, but not limited to the requirements of N.J.S.A. 40:55D-28, N.J.S.A. 40:55D-89 and N.J.S.A. 52:27D-310.

3. CONSIDERATION

- a. For services set forth in paragraph 2 above, the consideration shall be set at an hourly rate in accordance with the attached rate schedule, entitled "Warren Township Fee Schedule" dated January 1, 2023 for John T. Chadwick IV, P.P., consisting of one page. All such billings shall be in a voucher form setting forth personnel, task, hours worked and rate. The total project shall not exceed \$125,000.
- b. The Planning Consultant shall bill the Contracting Unit at the rates on the attached Fee Schedule monthly based upon the hours worked not to exceed \$10,450.00 per month and not to exceed a total of \$125,000.00, which amounts shall not be exceeded without the expressed written consent of the Contracting Unit.

- c. Monthly invoices shall detail hours and specific tasks completed as vouchers are submitted and approved by the Contracting Unit.

4. Assignment.

This Agreement shall not be assigned by the Planning Consultant.

5. Affirmative Action.

- a. The Planning Consultant will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the Planning Consultant will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Planning Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.
- b. The Planning Consultant will, in all solicitations or advertisements for employees placed by or on behalf of the Planning Consultant, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.
- c. The Planning Consultant will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under N.J.S.A. 10:5-31 et seq. and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The Planning Consultant agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time, and the Americans with Disabilities Act.

- d. The Planning Consultant agrees to make good faith efforts to afford equal employment opportunities to minority and women workers consistent with good faith efforts to meet targeted county employment goals established in accordance

with N.J.C.A. 17:27-5.2, or good faith efforts to meet targeted county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

- e. The Planning Consultant agrees to inform, in writing, its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.
- f. The Planning Consultant agrees to revise any of its testing procedures, if necessary, to assure all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey, and as established by applicable Federal law and applicable Federal court decisions.
- g. In conforming with the targeted employment goals, the Planning Consultant agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.
- h. The Planning Consultant shall submit to the Contracting Unit, after notification of award but prior to execution of a goods and services contract, one of the following three documents:
 - Letter of Federal Affirmative Action Plan Approval
 - Certificate of Employee Information Report (Exhibit C)
 - Employee Information Report Form AA302

The Planning Consultant shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

6. Equal Opportunity for Individuals with Disabilities.

- a. The Planning Consultant and the Contracting Unit do hereby agree that the provisions of Title II of the Americans with Disabilities Act of 1990 (the "Act")

(42 U.S.C. §12101 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the Contracting Unit pursuant to this contract, the Planning Consultant agrees that the performance shall be in strict compliance with the Act. If the Planning Consultant, his agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the Planning Consultant shall defend the Contracting Unit in any action or administrative proceeding commenced pursuant to this Act. The Planning Consultant shall indemnify, protect, and save harmless the Contracting Unit, his agents, servants, and employees from and against all suits, claims, losses, demands, or damages of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The Planning Consultant shall, at his own expense, appear, defend, and pay all charges for legal services and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In all complaints brought pursuant to the Contracting Unit's grievance procedure, the Planning Consultant agrees to abide by any decision of the Contracting Unit, which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the Contracting Unit or if the Contracting Unit incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the Planning Consultant shall satisfy and discharge the same at his own expense.

- b. The Contracting Unit shall, as soon as practicable after a claim has been made against it, give written notice thereof to the Planning Consultant along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the Contracting Unit or any of its agents, servants, and employees, the Contracting Unit shall expeditiously forward or have forwarded to the Planning Consultant every demand, complaint, notice, summons, pleading, or other process received by the Contracting Unit or his representatives.
- c. It is expressly agreed and understood that any approval by the Contracting Unit of the Planning Services provided by the Planning Consultant pursuant to this Agreement will not relieve the Planning Consultant of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the Contracting Unit pursuant to this paragraph.
- d. It is further agreed and understood that the Contracting Unit assumes no obligation to indemnify or hold harmless the Planning Consultant, its agents, servants, employees, and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the Planning Consultant expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the Contracting Unit's obligations assumed in this Agreement, nor shall they be construed to relieve the Planning Consultant from any liability, nor preclude

the Contracting Unit from taking any other actions available to it under any other provisions of this Agreement or otherwise at law.

7. Insurance

The Planning Consultant shall purchase and maintain Professional Liability Insurance which shall be written for a limit of liability of not less than \$1,000,000.00 per claim, with a maximum deduction of \$50,000.00 (any deductible to be the responsibility of the Planning Consultant). The aforesaid \$1,000,000.00 is inclusive of defense costs.

The Planning Consultant shall purchase and maintain such insurance as will protect it from the claims set forth below which may arise out of or result from its operations under this contract, whether such operations be by the Planning Consultant or by any subconsultant, or by anyone directly or indirectly employed by the Professional Consultant or by anyone for whose acts the Professional Consultant may be liable:

- a. Claims under workers' compensation, disability benefit and other similar employee benefit acts which are applicable to the work to be performed;
- b. Claims for damages because of bodily injury, or death of any person other than its employees; and
- c. The Planning Consultant's Comprehensive General and Automobile Liability Insurance shall be written for not less than the limits of liability as follows:

Comprehensive General Liability

Personal Injury \$ 500,000.00 each Occurrence
\$1,000,000.00 Aggregate
(Complete Operations)

Property Damage \$1,000,000.00 Each Occurrence

Comprehensive Automobile Liability

Combined Single \$ 500,000.00 Each Occurrence
Limit

- d. Comprehensive General Liability Insurance may be arranged under a single policy for the full limits required or by a combination of underlying policies with the balance provided by an Excess or Umbrella Liability policy.

Workers Compensation in statutory amounts.

Certificates of Insurance showing such coverages to be in force shall be filed with the Contracting Unit prior to commencement of services and shall contain a provision stating

that they will not be canceled or not renewed without ten (10) days' notice to the Contracting Unit.

All deductible amounts shall be the responsibility of the Planning Consultant. The insurance amount contained herein shall not be construed as a limitation of the liability of the Planning Consultant or his subconsultants, agents, employees, or representatives, which shall be determined in accordance with applicable law.

8. Acceptance of Position

The Planning Consultant hereby accepts this Agreement and agrees to utilize his best efforts in a timely fashion to provide the Planning Services requested. The Planning Consultant further represents that he has the education, training, and experience to render the Planning Services requested in a quality manner.

9. Professional Service

To ensure that the retention of the Planning Consultant by the Contracting Unit constitutes a professional service, as that term is defined under the New Jersey Local Public Contracts Law, the Planning Consultant represents:

- a. The services are being rendered and performed by a person authorized by law to practice a recognized profession;
- b. The practice is regulated by law; and
- c. The performance of the service requires knowledge of an advanced type in a field of learning acquired by a prolonged, formal course of specialized instruction and study as distinguished from general academic instruction of apprenticeship and training.

Planning Consultant represents that his license and regulated profession is the practice of Professional Planning, with a license to practice professional planning in the State of New Jersey. In the event Planning Consultant is part of a corporation, said Planning Consultant, through execution of this Agreement, represents that the corporation is a lawful professional service corporation in accordance with N.J.S.A. 14A:17-1, et seq.

10. New Jersey Business Registration

Pursuant to the requirements of P.L. 2004, C. 57, the Planning Consultant agrees to provide a copy of his New Jersey Business Registration Certificate, or documentation indicating Planning Consultant's compliance with the New Jersey Business Registration Act, to the Consulting Unit prior to requesting payment of any fees.

N.J.S.A. 52:32-44 imposes the following requirements on the Planning Consultant and all subcontractors that knowingly provide goods or perform services for the Planning Consultant in fulfilling this Agreement:

- a. The Planning Consultant shall provide written notice to his subcontractors to submit proof of business registration to the Planning Consultant;
- b. Prior to receipt of final payment from the Contracting Unit, the Professional Consultant must submit to the contracting agency an accurate list of all subcontractors or attest that none was used;
- c. During the term of this Agreement, the Planning Consultant and his affiliates shall collect and remit and shall notify all subcontractors and their affiliates that they must collect and remit to the Director, New Jersey Division of Taxation, the use tax due pursuant to the Sales and Use Tax Act (N.J.S.A. 54:32-B-1 et seq.) on all sales of tangible personal property delivered into this State.

11. Conflict of Interest/Confidentiality

Planning Consultant represents that he is not employed or retained and will not be rendering services for an individual, company, municipality or other entity which would create a conflict of interest by virtue of the services Planning Consultant is now rendering for the Contracting Unit under the terms of this contract. Planning Consultant shall advise the Township of Warren Clerk if a conflict of interest does arise at any time during the term of this Agreement. Moreover, Planning Consultant represents and acknowledges that all information, strategies, and positions which he gains knowledge of by virtue of this employment is confidential in nature and will not be disseminated to any third party.

12. Pay to Play Law Requirements

Planning Consultant does hereby attest that neither he, nor any ten (10%) percent or greater principals of the Planning Consultant's firm, have made a contribution in the period from January 1, 2022 to December 31, 2022, that is reportable pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19, would bar the award of this contract, to any of the candidate committee, joint candidates committee, or political party committee representing the elected officials of the Borough, as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r) and identified by the Clerk of the Township of Warren. The Planning Consultant agrees to maintain compliance with the Pay to Play Law requirements during the term of this Agreement.

13. Required Forms, Submissions and Filings

In accordance with applicable law, Planning Consultant attached the following documents:

- Business Entity Disclosure Certification (Exhibit A)

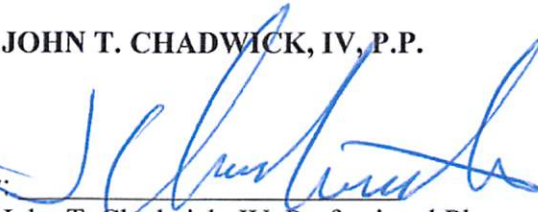
- Business Registration Certificate (Exhibit B)
- Certificate of Employee Information Report (Exhibit C)
- Certificate of Liability Insurance (Exhibit D)

14. Termination

This Agreement may be terminated by the Contracting Unit upon thirty (30) days written notice to the Planning Consultant. The Planning Consultant may only terminate this Agreement if the Contracting Unit does not pay a monthly invoice within sixty (60) days of submission by the Planning Consultant and only upon a thirty (30) day written Notice of Intent to terminate by the Planning Consultant to the Contracting Unit.

IN WITNESS WHEREOF, the parties have set their hands and seals or caused this Agreement to be signed by the proper party this day of August 2023.

JOHN T. CHADWICK, IV, P.P.

By: 

John T. Chadwick, IV, Professional Planner

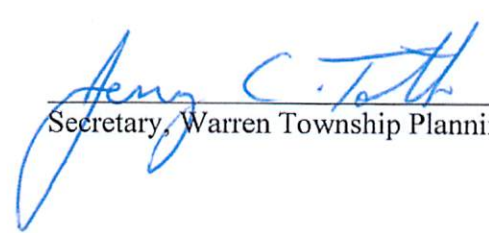
WITNESS:

Laurie Decker

By: 

Chair, Warren Township Planning Board

WITNESS:


Secretary, Warren Township Planning Board

John T. Chadwick IV, P.P.

Professional Land Use Planner
3176 State Route 27, Suite 1A Kendall Park, New Jersey 08824
Telephone: (732) 297-7669
Fax: (732) 297-8081
Email: jtcivplan@comcast.net

**WARREN TOWNSHIP
FEE SCHEDULE
JANUARY 1, 2023**

Licensed Professional Planner, State of N.J.	\$140 per hour
Landscape Design Specialist.	\$85 per hour
Project Planner.....	\$75 per hour
Assistant Planner and Research Personnel	\$65 per hour
Computer Graphics/CAD	\$55 per hour
Draftsperson.....	\$60 per hour
Word Processor.....	\$45 per hour

Reese, Cathy

ITEM 2 from JC to TC

From: John Chadwick <jtcivplan@comcast.net>
Sent: Friday, January 5, 2024 10:58 AM
To: Shaun Fine
Subject: Re: Historic Districts

Good morning Shaun,
Monday at 10 works for me. Do you want meet at Town Hall?
Thanks,
John

John T. Chadwick, IV
3176 Route 27, Suite 1A
Kendall Park, NJ 08824
732.297.7669 phone
732.297.8081 fax

On 01/05/2024 10:51 AM EST Shaun Fine <sfine@warrennj.org> wrote:

Morning John: I was hoping you have some time next week; I have some questions about our master plan but specifically the historic sites committee just brought up historic districts. Do you have time on Monday the 8th or 12th at 10?

Thanks

Shaun Fine

Township Committee

Township of Warren

46 Mountain Blvd

Warren, NJ 07059

Cell: 973-713-7553

Reese, Cathy

TC to JC

From: Shaun Fine
Sent: Friday, January 5, 2024 11:03 AM
To: John Chadwick
Subject: RE: Historic Districts

That works, Ill get Cathy to reserve us a room. Enjoy the weekend and see you then

Shaun Fine
Township Committee

Cell: 973-913-7553

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Thanks

Shaun Fine
Township Committee

Township of Warren

46 Mountain Blvd

Warren, NJ 07059

Cell: 973-713-7553



ITEM 3

JC to MK

Reese, Cathy

From: John Chadwick <jtcivplan@comcast.net>
Sent: Wednesday, February 8, 2023 2:14 PM
To: Krane, Mark
Subject: MP Overview
Attachments: MP ELEMENTS OVERVIEW.pdf

Hi Mark,
See attached. Let me know if you need anything else.
Laur

John T. Chadwick, IV
3176 Route 27, Suite 1A
Kendall Park, NJ 08824
732.297.7669 phone
732.297.8081 fax

MASTER PLAN ELEMENTS OVERVIEW

Background

New Jersey laws provide broad powers to municipal governments to protect public health, safety, and welfare through local planning and ordinances. The New Jersey Municipal Land Use Law (MLUL) requires that a Master Plan be prepared for municipalities to have the right to zone. The MLUL also requires that the Master Plan include:

- **Statement of Purpose:** “A statement of objectives, principles, assumptions, policies, and standards upon which the proposals for the development of the municipality are based.” The proposals in the plan are based on the Vision Report, which provides a clear statement of objective and guiding principles. Each Topic Report includes specific goals as well as a background on why the City chose those goals. Finally, the Master Plan includes previous reports and studies that form a foundation of knowledge and assumptions.
- **Relationships with Other Plans:** The Master Plan is required to describe its compatibility or consistency with other regional plans.

The State also requires two “Elements.” In this plan, “Elements” are referred to as “Reports.” The required reports include:

- **Land Use Report:** The State requires that the Master Plan describe the future desired land use in relationship to natural features such as topography, soils, geology, groundwater recharge, streams, floodplains, wetland, and woodlands. The State requires that it include maps of existing and proposed development in relation to current and proposed zoning ordinances, and recommends standards for development densities. The Land Use Report of this plan meets these requirements. The Land Use and Community Form Plan, a section of the Land Use Report, provides information on the proposed zoning.
- **Housing Report:** The Housing Report is intended to describe available housing types and strategies to achieve present and prospective housing needs. The inventory of current housing conditions is provided in the *Laying the Foundations for Strong Neighborhoods* Report (New Jersey Community Capital, Center for Community Progress, Isles, Inc., Joseph C. Cornwall Center for Metropolitan Studies, Rutgers University-Newark, 2015). It is provided in Appendix C. The strategies to achieve present, and prospective housing needs are provided in the Housing Report.

In addition to these Elements, the City can adopt additional Elements that focus a wide variety of issues and needs. The City has written the following Reports:

- Circulation
- District Plans
- Economic Development
- Education and Workforce Development
- Environmental
- Health and Food Systems
- Implementation Plan

The City has plans to adopt the following additional Reports when funding becomes available:

- Arts & Culture
- Capital Improvement Plan
- Community Engagement
- Community Facilities and Services
- Climate
- Emergency management
- Energy Use and Greenhouse
- Historic Preservation
- Intergovernmental
- Parks, Open Space, and Recreation
- Public Safety
- Solid Waste & Recycling
- Storm Water Management
- Technology
- Utilities