



State of New Jersey
DEPARTMENT OF COMMUNITY AFFAIRS
OFFICE OF SMART GROWTH
PO BOX 204
TRENTON NJ 08625-0204

JON S. CORZINE
Governor

SUSAN BASS LEVIN
Commissioner

EILEEN SWAN
Executive Director

January 23, 2007

Dear Mayor:

As outlined in my letter of October 19, 2006, N.J.A.C. 5:87-1.6 (c) required towns to submit a current list of planning and zoning officials to DCA by September 15, 2006 (and thereafter biannually) with their addresses, the date of appointment to the board, and the expiration date of the term. If your municipality has not yet submitted this information then you are out of compliance with the requirements of this statute.

In addition, all current members have until January 17, 2008 to complete an approved course per N.J.A.C. 5:87-1.8. New members have 18 months from the date of their appointment to complete an approved course.

Please submit this information as soon as possible by completing the List of Planning/Zoning Officials form available on the Office of Smart Growth website at www.state.nj.us/dca/osg. You may also print the form and fax to (609) 292-3292 attn: Mukund Kumar. Please feel free to contact us at (609) 292-7156 should you have any questions.

Thank you for your cooperation and support.

Sincerely,

Eileen Swan
Executive Director

ES:jr
c: Municipal Clerk
Municipal Zoning Board Chair
Municipal Planning Board Chair
James Requa, OSG