



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

October 19, 2006

Dear Mayor:

I am pleased to provide an update on the mandatory classes for planning and zoning officials now required by N.J.A.C. 5:87. The first approved course was delivered by the New Jersey Planning Officials on September 30, 2006. The Center for Government Services at Rutgers University and the Bergen County Bar Association have also been designated as approved course providers. Contact and registration information for these and future courses appears on our website at www.njsmartgrowth.com.

N.J.A.C. 5:87-1.6 (c) requires towns to submit a current list of planning and zoning officials to the Department of Community Affairs by September 15, 2006. This list must include the officials address, the date of appointment to the board, and the expiration date of their term. If you have not yet sent this information, please do so as soon as possible using GovConnect at <http://www.nj.gov/dca/lgs/> or by completing the List of Planning/Zoning Officials form available on the Office of Smart Growth website at www.state.nj.us/dca/osg.

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.

Thank you for your continued support of this initiative and please let us know if we can provide any additional information.

Sincerely,

A handwritten signature in black ink, appearing to be "Eileen Swan".

Eileen Swan
Executive Director

ES:jr
C: Township Clerks
James Requa, Office of Smart Growth