

CENTER FOR
GOVERNMENT SERVICES

17th Annual Current Issues in Planning and Zoning Conference

May 12, 2017

DoubleTree by Hilton
200 Atrium Drive
Somerset, NJ

Co-sponsored by the
New Jersey
Association of
Planning and Zoning
Administrators

for Planning/Zoning
Board Secretaries, Land
Use Administrators, and
Zoning Officials



RUTGERS
Continuing Studies

AGENDA

- 8:00 - 9:00 **Registration & Continental Breakfast**
- 9:00 - 9:15 **Welcome & Announcements**
Laura Flagg, Rutgers Center for Government Services
Meghan Hunscher, NJAPZA President
- 9:15 - 10:15 **Case Law Update**
Louis P. Rago, Esq.
- 10:15 - 10:30 **Break**
- 10:30 - 12:00 **Certificate Specific Breakout Sessions - Select One**
- 1: Planning/Zoning Board Secretaries - Getting Ready for “The Number”**
Christine Cofone, PP/AICP
Ilene Cutroneo, Planning Board Coordinator, Princeton
- Prepare for compliance of final adoption of the Housing Element/Fair Share Plan by municipalities. Learn how to coordinate efforts between the governing board, planning board, affordable housing consultant, planner, and attorney to maintain compliance with requirements and deadlines.
- 2: Zoning Officials – The Summons was Written, Now What?**
Jeremy Solomon, Esq., Municipal Prosecutor
- Hear from a seasoned municipal prosecutor on what to expect, how to prepare, and how to navigate the municipal court process.
- 12:00 - 1:00 **Lunch**

1:00 - 2:00

Concurrent Sessions

Session A: How the Municipal Land Use Law & Municipal Master Plan Shape the Municipal Zoning Ordinance

Clifford Gibbons, Esq.

Peter Steck, PP

A discussion of how the purposes of zoning, the legal requirements set forth in the Municipal Land Use Law, and the land use policies expressed in a Master Plan are embodied in a municipal zoning ordinance.

Session B: It's not a "c." It's not a "d." What is it? Part 2

Jameson Van Eck, Esq.

Christa Anderson, Zoning Officer, Summit

Back by popular demand! This session will further discuss the other powers of the zoning board, specifically regarding appeals, interpretations, and certificates of nonconformity.

Session C: Cutting Edge Issues in Planning & Zoning

Dennis Galvin, Esq.

There's always something new or unusual popping up in land use. This session will discuss several of today's most challenging issues.

Session D: Historic Preservation & Zoning...Imperfect Together?

Michele Donato, Esq.

This session will discuss the relationship of the housing plan designation and zoning standards, including how to handle recommendations in the master plan with development applications before the board, involving consultants in the process, and more.

2:00 - 2:10

Break

2:10 - 3:10

Concurrent Sessions

Repeated from the 1:00 - 2:00 session choices.

3:10

Sign-Out

About Current Issues

Current Issues in Planning and Zoning is open to anyone interested in planning and zoning. Attendees holding a Planning/Zoning Board Secretary, Land Use Administrator, or Zoning Official certificate through the Center for Government Services (CGS) at Rutgers receive 5 hours of continuing education credits toward the renewal of their Rutgers certificate(s).

The Center for Government Services has applied for CM credits through the American Planning Association for those who hold the AICP designation. Approval is pending.

About NJAPZA

The New Jersey Association of Planning and Zoning Administrators has partnered with CGS in the development of the planning and zoning administration education programs since its founding in 1989. The mission of the organization is:

To educate its members to the legal requirements of Planning and Zoning Administration and Public Employment and thereby promote a better understanding of the official duties and obligations of its members.

To establish uniform procedures and practices in Planning and Zoning Administration, insofar as possible or practical.

To establish resources for membership assistance.

To enhance the standing of the members in their respective communities.

To promote the cause of competent and efficient Municipal and County Government.

Interested in joining? Contact Sal Poli, Membership Chair, at spoli@denvillenj.org.

About the Certificate Programs

In cooperation with the NJAPZA, the Center for Government Services offers two certificate programs:

Planning and Zoning Administration
Zoning Administration and Enforcement

Within three years of completing the courses comprising either program, a student may apply for a certificate, which must be renewed every five years.

Individuals holding a Board Secretary certificate and who work full time in a municipal land use office for a minimum of five years may be eligible to apply for the additional designation of Land Use Administrator. No additional courses are required prior to submitting the application but the applicant must be able to document extensive administrative and/or supervisory experience.

Certificate holders must accrue a specific number of continuing education hours in order to renew. Both general administrative and technical land use topics are eligible for credit. Certificate holders are responsible for keeping track of their own continuing education hours and maintaining the appropriate documentation. Courses offered by organizations other than CGS or NJAPZA must be approved by CGS before credit is awarded.

	Board Secretary	Land Use Administrator	Zoning Official
CE Hours Required	15	30	20
Maximum Administrative	5	10	6
Minimum Technical	10	20	14

Individuals holding more than one certificate may a) apply any administrative credits accrued to all of the certificates and b) apply the first 10 technical credits earned to each of the certificates. This means that if an individual holds all three certificates and attends the maximum number of administrative hours, s/he must accrue an additional 10 credits for LUA renewal and an additional 4 credits for ZO renewal.

For additional information or to download the continuing education request or certificate renewal forms, visit <http://cgs.rutgers.edu/planningzoning>.

REGISTRATION

Early registration is encouraged. Registrations are processed on a first-come, first-served basis. Attendees must submit registration forms with method of payment in order to reserve a space. No confirmations will be sent. The Center reserves the right to cancel any course or seminar. CGS will notify all enrolled students if there is a cancellation and the information will be posted on the CGS website.

WITHDRAWAL

Participants who wish to cancel their registration may do so up to two business days prior to the start of the conference date. Participants must submit their notice of withdrawal in writing to the Center for Government Services in order to receive a refund of the full conference fee less a \$25 processing charge. Faxed requests are accepted at (732) 932-3586.

SESSION HANDOUTS

Available handouts will be posted online at <http://cgs.rutgers.edu/planningzoning> beginning on May 10th. No paper copies of the material will be available at the event.

CONFERENCE FACILITY

Current Issues will be held at the DoubleTree by Hilton, located at 200 Atrium Drive, Somerset.

PLANNING & ZONING EDUCATIONAL ADVISORY BOARD

Christa Anderson, Zoning Officer, Summit

Ilene Cutroneo, Planning Board Coordinator, Princeton

Rick Fernandez, Business Administrator, Passaic

Laura Flagg, Rutgers University, Center for Government Services

Bonnie Imposimato, Board Secretary/Administrative Officer, Holmdel

Rosiland McLean, Technical Assistant/Land Use, Teaneck

Mike Proietti, Deputy Director/Zoning Officer, North Brunswick

Lou Rago, Esq.

Martinah Silva, Planning and Zoning Board Secretary, Long Branch

Frank Vuoso, Director of Community Development & Zoning, Somerville

REGISTRATION FORM

Mail registration form and payment to:

Current Issues in Planning & Zoning

Center for Government Services

303 George Street, Suite 604

New Brunswick, NJ 08901-2020 or fax to (732) 932-3586

Last Name	First Name	Middle Initial
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Employer	Title
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Business Address

City	State	Zip
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Home Address

City	State	Zip
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Phone Numbers (required - check box for preferred)

Mobile _____ Home _____

Work _____ Extension _____

E-mail Addresses (required - check box for preferred)

Business _____

Home _____

I wish to register for:

Course Title: 17th Annual Current Issues in Planning & Zoning

Course ID: PZ-3308-SP17-1 Fee: \$235

Course Location: DoubleTree by Hilton, Somerset

Check or voucher must accompany registration form. **Make check or voucher payable to Rutgers, The State University of New Jersey. Mail to above address.**

In accordance with University policies, credit card information is no longer accepted on registration forms. Students paying course fees with a credit card must register online at: <http://cgs.rutgers.edu>. Click on the red "Register Now" button.

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Rutgers, The State University of New Jersey
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New Brunswick, NJ 08901