

Continuing Education Opportunities at the
2020 New Jersey State League of Municipalities Conference
for Planning/Zoning Board Secretaries, Zoning Officials, and Land Use Administrators

As of November 6, 2020

Individuals holding a Board Secretary, Zoning Official, and/or Land Use Administrator certificate(s) issued by the Rutgers Center for Government Services can accrue continuing education hours toward the renewal of their certificate(s) by attending approved sessions at the 2020 virtual NJLM Conference.

League Registration

Information on conference registration is available on the League's website at <https://www.njlm.org/300/Conference>.

Finding Approved Sessions at the League Conference

The League of Municipalities and Rutgers work together to pre-approve event sessions for Planning/Zoning continuing education hours. Please visit the League's conference website to view credit approvals. You can search by CEU type. For Planning/Zoning Board Secretary, Zoning Official, and Land Use Administrators seeking contact hours towards their Rutgers' renewals, please search under the Planning/Zoning OR Land Use categories. <https://www.eventscribe.com/2020/NJLM/SearchByBucket.asp?pfp=CEU&f=CustomPresField2>

Obtaining Credit for Approved Sessions

Attendees must follow the League's attendance procedures to obtain your certificate for your Rutgers Planning/Zoning renewal application. These procedures are available at <https://www.njlm.org/339/Continuing-Education-Unit-CEU-Tracking-S>.

Certificate Printing

After the conference, attendees must log onto the League website to obtain certificates for sessions they attended. Instructions for printing certificates are available at <https://www.njslom.org/339/Continuing-Education-Unit-CEU-Tracking-S>. Access to certificates will be available online until May 1, 2021.

Certificate Renewal

Individuals holding Board Secretary, Zoning Official, and/or Land Use Administrator certificate(s) must submit a copy of their certificate of completion for any of the sessions listed above where they would like to receive credit towards renewal. Attendees do not have to submit a continuing education request form. Simply obtain your certificates from the League's website (instructions above) and retain them with your continuing education records. When your certificate is due for renewal, submit copies of your League certificate(s) with your renewal application packet. Do not submit copies of these certificates to CGS immediately after the League concludes. They will only be accepted with your renewal application. Please be sure to print your certificates from the League's website prior to their May 2021 deadline.

New Jersey Association of Planning & Zoning Administrators (NJAPZA)

The NJAPZA will be hosting their Annual Meeting and Education Session via Zoom on Wednesday, November 18th at 12:00 noon. Attendees will earn 1 administrative hour towards their Rutgers Planning/Zoning certificate renewal. Just retain proof of attendance after attending the event to submit to Rutgers with your next certificate renewal application.

NJAPZA Education Event and Annual Meeting

Topic: Navigating the ever-changing *LANDSCAPE* amid COVID-19

Date/Time: Wednesday, November 18th at 12:00 noon

Speaker: Pamela Borek, MBA, RMC Hillsborough Township

Credit: 1 Administrative CE Credit

Fee: The event is free to NJAPZA members and \$50 for non-members.

Registration: Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_zuBhKoI5STWDbNpYb5CAzQ

New Jersey Planning Officials (NJPO)

The New Jersey Planning Officials is also offering their own sessions during the League conference. An additional registration fee to attend their session may apply. Please visit their website for additional information. Rutgers PZ credit information is listed on their registration form. <https://njpo.org/>

Questions

Please contact the Rutgers Center for Government Services if you have any questions regarding League contact hours for planning and zoning certificates (flagg@docs.rutgers.edu).