

INFORMAL MEETING REQUEST

Robert L. Reid, AICP, PP
Absecon City Planning Board Planner
366 Upland Avenue, Absecon, NJ 08201
609-569-9000

The intent of informal meeting process is to encourage economic growth and assist with the reduction of time and expense usually associated with the development review process for development.

The Robert L. Reid will be available by appointment. This service is offered by Robert L. Reid, AICP, PP, without a requirement of a fee or escrow account provided the meeting is scheduled at least 7 days prior and will not exceed an hour for each potential applicant.

The purpose of the meeting is to provide instructions as to the development review process, review compatibility of proposal with the municipal ordinance, determine which Board has jurisdiction, provide copies of submission procedures, application forms, checklists, etc.

The development review and approval process as outlined in NJ Municipal Land Use Law permits a municipality to take up to 270 days to process minor applications and 320 days for major applications. This time period runs from the submission of the application for completeness review through preliminary and final approval including the memorialization of the Decision and Resolution of final approval. ***The Absecon City Planning Board has historically not taken the time permitted by state law. The Absecon Planning Board will review and consider most applications for completeness, preliminary and final approval at the same meeting. The level of approval granted is directly related to the applicant's ability to address each item on the applicable checklist(s). The Absecon City Planning Board and its professionals will make every effort to afford applicants an expeditious review.***

Please Print

Project Name _____

Project Address _____ Block _____ Lot _____

Applicant's Name _____

Address _____

Fax #: _____ Phone #: _____

E-Mail Address _____

Owner's Name _____

Address: _____

Briefly Describe Development Proposal:

Fax Informal Meeting Request Form at least 7 days prior to the requested meeting date to:
Robert L. Reid, AICP, PP, at abseconplanner@comcast.net or fax #: (609) 645-2477

Requested meeting: Date: _____ Time: _____

Your meeting will be confirmed by email or fax. Scheduling is subject to availability of the Planner.

Confirmed as to date and time.

Date: _____

Time: _____

Planner