

PLANNING BOARD SCHEDULE & PROCESS

PLANNING BOARD SCHEDULE

For 2023, the Planning Board meets on the fourth Monday of each month at 7:00 P.M. in the Courtroom in the Municipal Building, with the exception of December when the meeting is on the third Monday at 7:00 P.M. Special meetings are scheduled when needed. Public notice of the meeting agenda is posted on the Harding Township webpage and in the Municipal Building.

APPLICATION FILING PROCEDURES

An application must be submitted according to the type of proposed action. Application forms are available in the Planning Board office and on-line. Applications are reviewed for completeness by the Township Engineer before being placed on the Planning Board agenda.

PUBLIC NOTICE REQUIREMENTS

Pursuant to N.J.S.A. 40:55D-12, the applicant is required to serve public notice at least 10 days prior to the date of the Planning Board hearing. Applicants may contact the Tax Department for the list of property owners to be notified. Attorneys usually perform this task for applicants. Notice is required to be published in one of the Township's official newspapers (and the) at least 10 days prior to the hearing.

DECISION PROCESS

In accordance with the New Jersey Municipal Land Use Law (MLUL), the Planning Board is required to reach a decision on an application in a specified period of time. The amount of time is based on the type of application. Once the application is deemed complete, the MLUL clock is started.

RESOLUTIONS

Once a decision has been reached by the Planning Board, the Planning Board Attorney prepares a resolution which is a record of the Board's decision detailing specific conditions. A resolution of approval is needed in order to obtain a building permit. Conditions of the resolution must be complied with before the plans are signed and distributed.

NOTICE OF DECISION

Once action is taken by the Planning Board, a Notice of Decision is published in the local newspaper.