

**Cape May City
Plan Endorsement Committee
Thursday, August 5, 2010**

Present

Dennis Crowley, co-Chair, Citizen
Meryl Nelson – co-Chair, Planning Board Member
William Murray, Council Member
Arnold Pitman – Zoning Board Member
Linda Steenrod, Citizen
Andy Fontain, Citizen
Mary Rothwell, Zoning Officer

Also Present

Mayor Dr. Mahaney
Craig Hurless, Professional in Charge

Dennis Crowley chaired the meeting and Meryl Nelson took the minutes. The meeting is being held in compliance with the Open Meetings Act and was begun at 10:00 AM with roll call and Pledge of Allegiance. It is noted that the meeting was advertised in the Star and Wave of July 29, 2010.

Craig Hurless distributed the updated Municipal Plan Endorsement Guidelines and walked the members of the committee through the high points of the document.

- a. Step 1 – Pre-Petition, the City has already undertaken that step in August 2008.
- b. Step 2 – Resolution for the formation of the Plan Endorsement Committee. This was done in 2008 and again in July 2010.
- c. Step 3 – Municipal Self Assessment – Craig Hurless distributed copies of a sample Plan Endorsement Assessment Report that included all of the necessary components and the information that responded to each item that Craig gleaned from the Master Plan Update, COAH, Flood Plan, and other City documents.
 - i. This report that is in process will be the focus of the next two Plan Endorsement meetings. Committee members are requested to read the entire document and to write comments on each section about what they think should be included.

Craig Hurless distributed the essential documents that this committee needs to complete its mission along with informative maps and guidance about how to use this information in preparation for the following meetings.

The estimated timeline for the entire process is six to eight months.

Upcoming meeting dates are:

1. Thursday, August 26, 2010 at 10:00 am, City Hall
2. Thursday, September 9, 2010 at 10:00 am, City Hall
3. Tuesday, October 5, 2010 with Council, City Hall

This very informative meeting adjourned at 12:00 PM.

Submitted by Meryl Simon Nelson, Recording Secretary, August 6, 2010