

Land Use Application Process for Applicants / Hearing Procedures Status Checklist

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Description

Complete date

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1. Schedule and attend informal meeting with CRDA Planning staff to discuss development. _____
 2. Request Certified List of Owners _____
 3. Submit application and supporting documents materials for Completeness Review
(Application Package must include 5 hard copies and digital files of documents for posting on website. Max. digital file size 4MB)
One copy of Submission Package to be provided to the Atlantic City Planning and Development Office with copy of transmittal to this office. _____
 4. Once application is deemed complete the applicant will be provided with available dates for hearing. _____
 5. Applicant to provide Public Notice as required by MLUL. _____
 6. Proof of Publication and Public Notice receipts required to confirm jurisdiction for hearing. _____
 7. Attend LURED Public Hearing. _____
 8. Applicant to provide any Exhibits that were presented at Hearing in media file format. _____
 9. Hearing Officer Report prepared for CRDA Board. _____
 10. CRDA Board adopts Resolution approving the application.
(Resolution includes the Hearing Officer Report as an Exhibit). _____
 11. Adopted Resolution is sent to Office of the Governor for review.
(10 Day Veto period starts upon receipt of Resolution) _____
 12. Applicant to provide 4 copies of revised plans to address conditions of Approval. _____
 13. LURED Professionals review of revised plans to confirm conditions of approval have been satisfied. (This includes the posting of Performance Guarantee and inspection escrows) _____
 14. Prepare Notice of Decision (NOD) for publication in newspaper after CRDA Board action noting the 10 day veto period review. _____
 15. Applicant to provide 11 copies of plans for approval signatures. _____
 16. CRDA Hearing Officer, LURED Engineer, LURED Planner, Land Use Regulation Enforcement Officer to sign plans. _____
 17. Provide Applicant with 7 copies of signed plans for their distribution to City Construction Division, Inspection Division, City Planning, City Engineer, Tax Assessor. _____
 18. Remaining 4 copies of signed plans for LURED file, LURED Professionals. _____