

**BOROUGH OF NEW PROVIDENCE
ORDINANCE 2011-2**

**AN ORDINANCE CREATING THE DEPARTMENT OF PLANNING AND
DEVELOPMENT IN THE BOROUGH OF NEW PROVIDENCE**

BE IT ORDAINED by the Mayor and Council of the Borough of New Providence, in the County of Union and State of New Jersey, as follows:

Section 1. Department Established; Director of Planning and Development.

There shall be within the Borough government a Department of Planning and Development, the head of which shall be the Director of Planning and Development. The Director shall be appointed by the Borough Council and subject to removal by a majority vote.

Section 2. Divisions of the Department.

Within the Department shall be the Division of Engineering, the Division of Code Administration, and such other divisions as may be approved from time to time by the Borough Council.

Section 3. Division of Engineering; Functions.

The function of the Division of Engineering shall be to provide for the design, construction and repair of Borough infrastructure and for the provision of technical information and services to the Borough government, including supervision of engineers (staff or contract), technicians, and contractors hired by the Borough, and such other duties and responsibilities as may be assigned by the Director of Planning and Development.

Section 4. Division of Code Administration; Functions.

The function of the Division of Code Administration shall be to coordinate activities and enforcement of all property-related codes of the Borough, including property maintenance, construction, Development Regulations Ordinance, and any related codes, ordinances and regulations. The Division shall include the Construction Code Enforcement Agency, as described by State statute and ordinances of the Borough.

Section 5. Administrative Service to Planning Board and Board of Adjustment.

The Department is designated to provide administrative services to the Planning Board and the Zoning Board of Adjustment,

Section 6. Other Functions within the Department.

Other functions within the Department may be designated from time to time by action of the Borough Council. These may include, but not be limited to, providing administrative services to other boards or committees as the Council may create or

designate, as well as providing those services formerly provided by the Borough Forester.

Section 7. Director of Planning and Development; Responsibilities.

The Director of Planning and Development shall be responsible for management of the Department, its employees, facilities and equipment, including assigning tasks and functions within the various divisions and to the various employees of the Department, notwithstanding the outlines of functions contained in this section in assigning functions and tasks,

Section 8. Employees of the Department.

Employees of the Department of Planning and Development shall be subject to the requirements, benefits and privileges of the Borough's personnel policies, as they may be modified or amended.

Section 9. This Ordinance shall take effect as provided by law.

INTRODUCTION: February 28, 2011
PUBLIC HEARING: March 14, 2011
ADOPTION: March 14, 2011

BOROUGH OF NEW PROVIDENCE
COUNTY OF UNION
STATE OF NEW JERSEY

J. Brooke Hern, Mayor

Attest:

Wendi B. Barry, Borough Clerk