



## *State of New Jersey*

DEPARTMENT OF STATE

OFFICE FOR PLANNING ADVOCACY

PO Box 820

TRENTON NJ 08625-0820

CHRIS CHRISTIE  
*Governor*

KIM GUADAGNO  
*Lieutenant Governor*

GERRY SCHARFENBERGER, Ph.D.  
*Director*

December 8, 2011

The Honorable Edward J. Mahaney, Jr.  
Mayor, City of Cape May  
643 Washington Street  
Cape May, NJ 08204

### **Re: Cape May City Petition for Initial Plan Endorsement**

Dear Mayor Mahaney:

Thank you for your continued participation and dedication to the Plan Endorsement process. The State Planning Commission adopted a resolution at its meeting on December 7<sup>th</sup>, 2011 that authorizes the execution of a Memorandum of Understanding (MOU) and an agreed-upon Action Plan that establishes timelines for completion.

Attached hereto are the Action Plan and Memorandum of Understanding (MOU). The Action Plan outlines the specific tasks that are required in order for the Office for Planning Advocacy and our state agency partners to make a recommendation of consistency to the State Planning Commission. Furthermore, the City must take action by Resolution on the MOU at a public meeting of the governing body by February 6th, 2012. Please refer to N.J.A.C. 5:85-7.15 to ensure all the necessary paperwork, including minutes is submitted to OPA.

Thank you again for your continued participation in the plan endorsement process. I would like to assure you that this process will produce a meaningful and worthwhile plan for your community. Please feel free to contact me or Kate Meade, OPA Planner, at 609-633-8573 or via email at [katherine.meade@sos.state.nj.us](mailto:katherine.meade@sos.state.nj.us) with any questions or concerns.

Sincerely,

A handwritten signature in cursive script that reads 'Gerry Scharfenberger'.

Gerry Scharfenberger  
Director

GS:kkm

Attachments

- c: Bruce MacLeod, City Manager (via [brucem@capemaycity.com](mailto:brucem@capemaycity.com))  
Craig R. Hurless, PE, PP, CME, Polistina & Associates, LLC (via [c.hurless@comcast.net](mailto:c.hurless@comcast.net))  
Diane Weldon, City Clerk (via [clerk@capemaycity.com](mailto:clerk@capemaycity.com))  
Mary Rothwell, Zoning Officer, Zoning and Planning Board Secretary (via [zoning@capemaycity.com](mailto:zoning@capemaycity.com))  
Edie Kopsitz, Historic Preservation Commission Secretary, Planning & Zoning Board Recording Secretary (via [cmboards@capemaycity.com](mailto:cmboards@capemaycity.com))

Leslie Gimeno, Cape May County Planning Director, (via [lgimeno@co.cape-may.nj.us](mailto:lgimeno@co.cape-may.nj.us))  
State Agency Partners (via email)  
Cape May City Plan Endorsement File