

AN ORDINANCE TO AMEND SECTION 2.48.010 ENTITLED DEPARTMENTAL ADMINISTRATION-BUREAU, SECTION 2.48.060 ENTITLED BUREAU OF PLANNING AND ZONING, SECTION 2.48.070 ENTITLED BUREAU OF PLANNING AND ZONING-ORGANIZATION, OF THE CODE OF THE CITY OF ELIZABETH AND TO ESTABLISH SECTION 2.48.160 OF THE CODE OF THE CITY OF ELIZABETH ENTITLED "BUREAU OF ZONING"

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ELIZABETH:

SECTION 1. Section 2.48.010 of the Code of the City of Elizabeth entitled Departmental Administration—Bureaus is hereby amended to read as follows:

2.48.010 Departmental Administration-Bureaus:

There shall be a department of planning and community development, the head of which shall be the director of planning and community development, who shall be appointed pursuant to this Code and shall receive such compensation as shall be provided by ordinance. There shall also be an executive assistant under the direction, supervision and final authority of the director of planning and community development. Within the department, there shall be the following bureaus:

- A. Bureau of Community Development;
- B. Bureau of Elizabeth Home Improvement Programs;
- C. Bureau of Planning;
- D. Bureau of Economic Development;
- E. Bureau of Tourism, Cultural and Heritage Affairs;
- F. Bureau of Construction;
- G. Bureau of Central License;
- H. Bureau of Zoning.

SECTION 2. Section 2.48.060 of the Code of the City of Elizabeth entitled Bureau of Planning and Zoning is hereby amended to read as follows:

2.48.060 Bureau of Planning:

- A. There shall be a Bureau of Planning, the head of which shall be a supervising planner, licensed by the State of New Jersey. The supervising planner shall be under the direction, supervision, and final authority of the director of the department of planning and community development. The supervising planner shall, prior to his or her appointment, be qualified by training or experience in executive and administrative areas and possess knowledge of accepted practices with respect to duties of the office as hereinafter set forth.
- B. In addition, the supervising planner shall be responsible for the management and administration of the bureau, including but not limited to scheduling, budgeting, personnel matters and coordinating the bureau's action with other city agencies.

SECTION 3. Section 2.48.070 of the Code of the City of Elizabeth entitled Bureau of Planning and Zoning - Organization is hereby amended to read as follows:

2.48.070 Bureau of Planning – Organization: The Bureau of Planning shall perform the following duties:

- A. Provide technical and administrative assistance to the planning board and zoning board of adjustment in matters relating to applications for development, as defined and provided for in Title 17 of this code, provided, however, that the assistance given shall represent the view, advice and opinion of the

PRESENTED TO THE MAYOR FOR
APPROVAL OR DISAPPROVAL ON
SEP 13 2023
CITY CLERK

administrative branch of government of the city, which may or may not be adopted by the affected board.

B. Advise the administrative officer, pursuant to the Municipal Land Use Law (N.J.S.A. 40:55D-1, et seq.).

C. Evaluate and study the effect of land use controls within the city and make recommendations to the director of the department of planning and community development for changes.

D. Assist the administrative officer in his or her administrative role to the planning board and zoning board of adjustment in scheduling all matters that are within the jurisdiction of these two boards. However, nothing in this section shall be construed to take away the authority and power reserved to these bodies by law.

SECTION 4. Section 2.48.160 of the Code of the City of Elizabeth entitled **Bureau of Zoning** is hereby established as follows:

2.48.160 Bureau of Zoning:

- A. Within the department of planning and community development, there shall be a Bureau of Zoning, the head of which shall be the Executive Assistant to the Director of Planning & Community Development.
- B. Under the direction of the Director of Planning and Community Development the executive assistant shall supervise the **Bureau of Zoning** and shall be responsible for the administration and enforcement of the provisions of section 17.08.065 Zoning Permits and section 17.08.070 Certificate of Occupancy for Existing Uses, of the Code of the City of Elizabeth. The executive assistant shall also be responsible for the review of Zoning requirements for all construction and development applications.

SECTION 5. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance be and the same are hereby repealed.

SECTION 6. If any portion or clause of this ordinance is declared invalid for any reason whatsoever, same shall not affect the validity or constitutionality of any other part or portion of this ordinance.

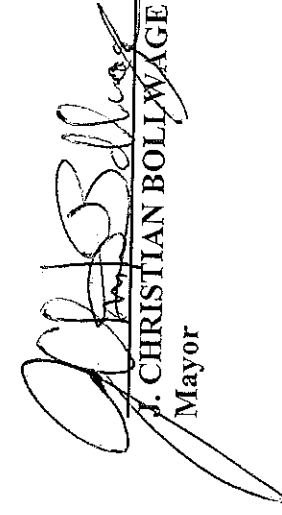
SECTION 7. The effective date of this ordinance shall be twenty (20) days after its final passage by City Council and approval by the Mayor at the time and in the manner provided by law.

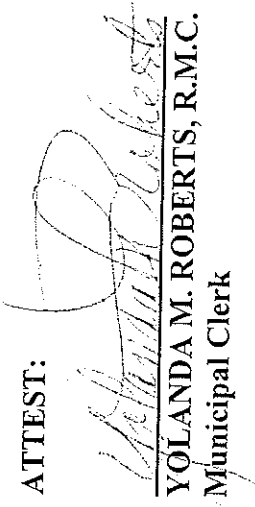
PASSED: 9/13/23


FRANK O. MAZZA
President of City Council

9/12/23

APPROVED: 9/13/23


J. CHRISTIAN BOLLWAGE
Mayor

ATTEST:

YOLANDA M. ROBERTS, R.M.C.
Municipal Clerk