



January 29, 2025

Ms. Diana Chandler-Zimmerman
Board Secretary
Township of West Orange Zoning Board of Adjustment
66 Main Street
West Orange, NJ 07052

Re: **Completeness Review Letter**
104 Winding Way
Block #46.01, Lot #33
Application for C Variance
ZB-24-17

Dear Ms. Chandler-Zimmerman,

This office has reviewed the application submitted by *Pardo Development Group, Inc. ("Applicant")*. The Applicant filed an application with the West Orange Board of Adjustment for a "C" Bulk Variance to construct a single-family home on a vacant lot with an area of 14,351.96 square feet. The subject property is located within the Township's R-1 zone, which permits single-family dwellings on a minimum of lot area of 80,000 square feet.

In preparation of this memorandum, the following documents were reviewed:

1. Township of West Orange Application Form for the Planning Board or Board of Adjustment, dated October 21, 2024
2. Statement of Principal Points
3. Application for Tree Removal and Replacement Permit, dated October 21, 2024
4. W-9, Pardo Development Group, Inc, dated October 7, 2024
5. Site Plan, prepared by man/Terra Design, LLC, dated August 28, 2023
6. Statement of Ownership Disclosure, Pardo Development Group, Inc, dated October 7, 2024
7. Proof of Taxes Paid
8. Cover Letter, submitted by Stephen F. Hehl, dated November 22, 2024
9. Application Fee



10. Boundary and Topographic Survey, prepared by EKA Associates, P.A., dated April 9, 2020.

Completeness

This application requires preliminary and final site plan approval, and as such is required to submit a checklist for major site plan development along with the required items associated with a checklist. No checklist was submitted.

Further the application should be amended to reflect a request for preliminary and final site plan approval.

Further, the applicant does not meet the informational requirements associated with §25-28.7 under the Sleep Slopes ordinance.

Because of the lack of a completed checklist, no further completeness review was conducted.

This application is deemed **INCOMPLETE**.

Respectfully submitted,

George Wheatle Williams, PP, AICP
Principal, Nishuane Group, LLC.

Erik DeLine, PP, AICP, LEED AP
Associate, Nishuane Group, LLC.