

TO: Howard D. Geneslaw, Esq. (Gibbons P.C.)

FROM: Malvika Apte, PP, AICP, Township Consulting Planner
Megan Adam, AICP Candidate, Associate Planner

RE: PB Application 25-10
457 Mount Pleasant Avenue (Trader Joe's)
Block 157, Lot 5
**Completeness Review (Application for Preliminary & Final Major Site Plan Approval
and "c" Variances)**

DATE: November 12, 2025

As requested, we have reviewed the following materials:

- Township of West Orange Planning Board Application, dated July 31, 2025;
- Transmittal Letter Prepared by applicant's attorney, Howard D. Geneslaw, Esq., dated October 7, 2025;
- Fees & Escrow Computation, dated September 17, 2025;
- Corporate Disclosure Statement, dated July 31, 2025;
- Owner's Consent Affidavit, dated July 31, 2025;
- Attachment of all previous Planning Board and Zoning Board of Adjustment Decisions for Block 157, Lot 5 in the Township of West Orange, dated August 14, 2025;
- 4-sheet Description of Current Proposal, dated September 17, 2025;
- 3-sheet Lists of Variances, Design Exceptions, and Submission Waivers for the Current Proposal, dated September 17, 2025;
- 4-sheet Description of "Reasons for Relief," dated September 17, 2025;
- List of Plans & Exhibits, dated September 17, 2025;
- Township of West Orange Sustainability Checklist for PB-25-10, undated;
- Township of West Orange Site Plan / Subdivision Checklist for PB-25-10, undated;
- Verification of Taxes and Sewer Charges Paid, dated August 8, 2025;
- List of Required Regulatory Approvals, dated September 17, 2025;
- 200-Foot Buffer Report for Block 157, Lot 5, prepared by the Township of West Orange Tax Accessor, dated July 7, 2025;
- Package of Existing & Proposed Deed Restrictions and Covenants;

- Package of Existing & Proposed Easements or Dedications;
- Soil Removal Permit Application, dated September 17, 2025;
- Application for a Tree Removal and Replacement Permit, DATED August 26, 2025;
- 26-sheet Traffic Statement prepared by TPD Inc., dated September 19, 2025;
- Stormwater Management Report prepared by Bohler Engineering NJ LLC., dated August 2025;
- Stormwater Management Facilities Operations and Maintenance Manual, prepared by Bohler Engineering NJ LLC., dated August 2025;
- 19-sheet Preliminary and Final Major Site Plan set prepared by Bohler Engineering NJ LLC., dated July 25, 2025, and revised through September 17, 2025;
- Property Survey of Block 157, Lot 5 within the Township of West Orange, prepared by Control Point Associates, Inc., dated November 20, 2023, and revised through August 5, 2025; and
- 5-sheet Architectural Plan set prepared by Jeffrey Taylor Architects, dated September 9, 2025.

The planning staff has determined that the application is capable of being deemed **complete**, provided the following outstanding items are addressed:

§ 25-51.2 Administrative Requirements.

e. Site inspection authorization form.

- Not submitted, and a waiver has not been requested. The form shall be submitted prior to the Planning Board hearing for the application.

f. Compliance with legal notice requirements.

- We defer comment to the Planning Board attorney.

i. Copies of approvals of other government/agencies as may be required or an affidavit indicating that application has been made to such agencies.

- A list of required regulatory approvals and permits has been submitted. However, copies of the Soil Erosion and Sediment Control Plan Certification (issued September 30, 2025) and Letter of No Interest from the New Jersey Department of Transportation (issued September 18, 2025) have not been submitted. ***A copy of approvals shall be submitted prior to the Planning Board hearing for the application.***

§ 25-51.7.1 Major Site Plan Requirements - Preliminary Stage.

a. Basic Data.

9. Name of individual preparing the site plan together with an embossed engineer's or architect's seal, applicable signature and license number.

- The professional engineer's and land surveyor's license numbers are provided on the sheets, but their respective seals and signatures are not provided. These drawings shall be submitted prior to the Planning Board hearing for the application.

c. Grading, Landscaping and Environmental Data.

10. Environmental impact study.

- Not provided, and a waiver has not been requested. We defer additional comment regarding this requirement to the Board Engineer.

§ 25-51.7.2 Major Site Plan Requirements - Final Stage.

a. Verification that all of the conditions of the preliminary approval have been met.

- To be provided upon the completion of all preliminary approval conditions.

f. Four copies of a map, referred to as a "Run Card", depicting the location of all fire hydrants within the subject property, and depicting the surrounding streets, based on a scale of one inch equaling 400 feet, and contained on an 8 1/2 inch by eleven-inch paper within an area not to exceed 7 1/2 inches in width and eight inches in height.

- Not provided, and a waiver has not been requested. We defer additional comment regarding this requirement to the Board Engineer.