

TO: Amanda Wolfe, Esq., Applicant's Attorney

CC: Jamilet Baquerizo Vite, Planning Board Clerk
Diana McGovern, Esq., Planning Board Attorney
Genice Gary-Adams, Zoning Official/Director of Planning and Development
Ryan McNeil, P.E., Planning Board Engineer

FROM: Malvika Apte, PP, AICP, Township Consulting Planner 
Langley Oudemans, Associate Planner

RE: PB Application 25-12
262-270 Main Street
Block 114, Lots 50 and 55
Completeness Review #2 (Application for Preliminary and Final Major Site Plan Approval with Bulk "C" Variances)
Status: Conditionally Complete

DATE: March 13, 2026

1. Materials Reviewed

Since the Initial Completeness Review on December 23, 2025, the following revised items have been received and reviewed:

- Traffic Impact Assessment for Proposed Grocer prepared by Dolan & Dean Consulting Engineers, dated March 11, 2026.
- 262-270 Main Street Civil Plans prepared by Jordan Cecinini of Hudson Engineering LLC, dated November 12, 2025, and revised through February 26, 2026.
- 262-270 Main Street Architectural Drawings prepared by Jorge Mastropietro Architects, dated October 15, 2025, and revised through March 9, 2026.
- Transmittal Letter for Application for Preliminary and Final Site Plan Approval for 262-270 Main Street prepared by Amanda C. Wolfe, dated January 30, 2026.

In addition to the above, our office previously received and reviewed the following materials as part of the prior submissions for this application:

- 262-270 Main Street Township of West Orange Planning Board or Zoning Board of Adjustment Application Package dated September 12, 2025.
- W-9 Request for Taxpayer Identification Number and Certification, prepared by 262 Main Street Realty LLC, undated.

- 262-270 Main Street Proposal and Reasons for Relief Variance Requirement, prepared by Amanda C. Wolfe, Esq., undated
- 262-270 Main Street Waiver Request prepared by Jordan Cecinini, PE of Hudson Engineering, LLC, dated September 17, 2025.
- Township of West Orange Site Plan/Subdivision Checklist for 262-270 Main Street, undated.
- Buffer Report and List of Properties within 200' prepared by the Township of West Orange Office of the Assessor, dated April 21, 2025.
- List of Public Utilities
- Verification of Taxes & Sewer Charges Paid for 270 Main Street and 262 Main Street, prepared by the Township of West Orange Office of the Tax Collector, dated April 22, 2025.
- Township of West Orange Application for Tree Removal and Replacement Permit prepared by Amanda C. Wolfe, dated November 19, 2025.
- Sustainability Checklist Form, undated.
- Block 114, Lot 50 Deed, dated February 19, 2025.
- 262 Main Street, Block 114, Lot 55 Deed prepared by Sara Hansen Wilson, Esq., dated March 12, 2025.
- Adopted Resolution PB-12-28T prepared by the Township of West Orange Technical Review Committee, dated December 6, 2012.
- Professional Planner's Report in Support of 262 Main Street Realty, LLC and 270 Main Street Realty, LLC, prepared by Kate Keller, AICP, PP and Nikhil Ramachandran, AICP, PP, dated October 2025.
- Traffic Impact Assessment for Proposed Grocer 262-270 Main Street prepared by Dolan & Dean Consulting Engineers, LLC.
- 262-270 Main Street Civil Drawings prepared by Jordan Cecinini of Hudson Engineering LLC, dated November 12, 2025.
- 262-270 Main Street Architectural Drawings prepared by Jorge Mastropietro Architects, dated October 15, 2025.
- Copy of Application and Escrow Fees prepared by Yusef Siad, dated September 11, 2025.

2. Proposed Application

The applicant is proposing to demolish the existing commercial building (formerly Walgreens Pharmacy) and restaurant to construct a two-story supermarket. The proposal also includes regrading the parking lots and constructing 46 on-site parking spaces.

3. Application Completeness Checklist

§ 25-51.7.1 Major Site Plan Requirements – Preliminary Stage

Basic Data:

- a. Soil survey data indicating soil type, general constraints and depth to bedrock.
 - a. ***Information on soil type and depth to bedrock was not included in application materials. Applicant should either provide this information or seek a written waiver. We defer to the Board Engineer to determine the necessity of providing this information on the plan.***

Waivers Requested

- Requested or obtained design waivers or exceptions (describes location of all adjacent structures).
 - ***Based on the nature of the proposal, we agree with the Applicant's request and recommend approval of this waiver.***
- Existing and proposed contour intervals based on UGS & GS datum. Contours to extend at least 200' beyond subject property as follows: up to 3% grade - 1', >3% grade – 2'.
 - ***We defer to Board Engineer to determine if this item is required.***
- Drainage Area Map
 - ***We defer to Board Engineer to determine if this item is required.***
- Drainage Calculations
 - ***We defer to Board Engineer to determine if this item is required.***
- Road and paving cross-sections and profiles
 - ***Based on the nature of the proposal, we agree with the Applicant's request and recommend approval of this waiver.***
- Proposed street names
 - ***Based on the nature of the proposal, we agree with the Applicant's request and recommend approval of this waiver.***
- "Run Card"
 - ***We agree with the Applicant's request and recommend approval of this waiver.***
- Environmental Impact Study
 - ***Based on the size and nature of the proposal, we agree with the Applicant's request and recommend approval of this waiver.***

4. Next Steps

The planning staff has determined that the application is capable of being deemed **conditionally complete** at this time, provided that the Applicant addresses the outstanding application item indicated above. Please submit the missing application components alongside a transmittal sheet outlining the revisions as soon as possible.

Should you have any questions, please do not hesitate to contact us at mapte@hgapa.com