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November 7, 2022

## VIA EMAIL

Division of City Planning

City Hall Annex

1 Jackson Square

Jersey City, NJ 07305

Attn: Joey-Ann Morales, City Planning Coordinator

**RE: Application for Minor Site Plan, “d” and “c” Variance Approval (the “Application”)**

**Proposed four- (4) family residential building**

**128 Glenwood Holdings LLC (the “Applicant”)**

**Block 13204, Lot 58 (the “Property”)**

**128 Glenwood Avenue, Jersey City, New Jersey 07306**

Dear Joey-Ann,

This office represents the Applicant in connection with an application for minor site plan, “d” and “c” variance approval (the “Application”) for the above-referenced Property, which proposes the development of a new four- (4) family residential building. In consideration of the Application, please find enclosed the following materials for your review:

1. One (1) original Application package, which includes the General Development Application, checklist and all items requested therein;
2. One (1) boundary and topographic survey, prepared by Allstate Mapping & Layout, most recently revised on November 1, 2022;
3. One (1) metes & bounds legal description, prepared by Allstate Mapping & Layout, dated June 10, 2022;
4. One (1) set of site plans, prepared by T. LaPorta Architect, PC, most recently revised on August 7, 2022;
5. One (1) set of civil engineering plans, prepared by Hudson Engineering, LLC, dated November 1, 2022;

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ADDITIONAL OFFICES

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6. One (1) Stormwater Management Report, prepared by Hudson Engineering, LLC, dated October 31, 2022;
7. One (1) Visual Impact Assessment, prepared by Dresdner Robin, dated October 11, 2022; and
8. One (1) Statement of Principal Points, prepared by Dresdner Robin, dated October 11, 2022.

Upon your review of the enclosed documents, please advise if the Application may be deemed “complete” and scheduled to be heard by the Zoning Board of Adjustment. Thank you for your attention to this matter and please feel free to contact me with any questions.

Very truly yours,

/s/ Benjamin T.F. Wine  
Benjamin T.F. Wine, Esq.

Enclosures