

**THE BOROUGH OF DEMAREST
JOINT PLANNING BOARD**

118 SERPENTINE ROAD
DEMAREST, N.J. 07627-2199

Friday, October 2, 2026



Email: MATTHEW@CAPIZZILAW.COM

RE: JPB-26-009
232 COUNTY DEVELOPMENT, LLC
232 COUNTY ROAD
DEMAREST, NJ 07627

Dear Mr. Capizzi:

The Borough of Demarest received the application for the Joint Planning Board project JPB 26-009, 232 County Road on August 17, 2026. The submission included the following items.

1. Complete Joint Planning Board Variance Application Packet (pgs. 1-6)
2. Certification of Taxes Paid dated 08/11/2026
3. Application Memorandum from MCB Engineering Associates, LLC dated 08/11/2026
4. 16 copies of Engineering Plans prepared by MCB Engineering Associates, LLC, consisting of eleven (11) pages dated 08/07/2026
5. 16 copies of Drainage Calculations prepared by MCB Engineering Associates, LLC, dated 08/07/2026
6. 16 copies of the Topographic Survey prepared by Schmidt Surveying dated 08/04/2026
7. 16 copies of Architectural Plans prepared by Gigrinia + Virginia Architects Planners, consisting of four (4) pages dated 08/04/2026
8. An Application fee in the Amount of \$415.00
9. An Escrow Payment in the Amount of \$5,000.00
10. Digital versions of all plans and application material

After careful review the Joint Planning Board deems the application **Complete** and has decided to set your meeting date as **Wednesday, December 2, 2026.**

This date is being held for you; you are still required to submit the following documents at least 10 days prior to the meeting to be seen.

- The Copy of the Legal Notice to be Sent to "The Bergen Record"
- The Copy of the Notice to Property Owners
- 10 additional copies of all Plans, for a total of 26 copies of all plans.
- Landscaping Plan (26 copies)
- Tree Removal Plan (26 copies)
- Green USPS Certified Receipts or Affidavit of Service of Notice with all signatures (for hand delivered notices)
- Affidavit of Public Notice from "The Bergen Record"

Please be advised that on September 22, 2026, the Bergen County Planning Board sent a letter to the applicant deeming the application before them incomplete and detailing some

revisions needed to resubmit. Approval by the Bergen County Planning Board is a required prior approval, and any changes this may have on the plans submitted to the board will need to be in to the board at least 20 days before the meeting. Should these changes occur please submit 26 copies of all new plans.

Should you have any questions or concerns, I can be contacted at (201) 768-0167, x110 or by email at mgreco@demarestnj.gov.

Thank you,

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael Greco', written over a light blue horizontal line.

Michael Greco, CMR, Notary Public State of New Jersey
Land Use Secretary

CC: timwoods12@gmail.com, dfederico@csglaw.com, jtamburino@csglaw.com,
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