



DEPARTMENT OF ENGINEERING AND PLANNING
Division of Planning & Economic Development
Sussex County Administrative Center
One Spring Street, 3rd Floor
Newton, N.J. 07860

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Autumn M. Sylvester, P.P.
Division Director

County of Sussex

September 14, 2023
Michaeline Picaro
Andover Munsee Realty, LLC
21 Hemlock Avenue
Newton, NJ 07860

Re: Application: Preliminary Site Plan for Approval
SCPB#: 29(PSP)23
Applicant: Andover Munsee Realty, LLC
Premise: Block 134, Lot 26
Address: 667 US Route 206, Andover Township

Dear Ms. Picaro,

The application cited above, received on September 11, 2023 is Administratively Disapproved for lack of information as provided by Section IV-B.1 of the Sussex County Land Development Standards.

- Fee in the amount of 458.00 (Check #1009 for \$305.00 accepted, \$153.00 remaining balance)
- Municipal Application
- Certification of Ownership
- County Application
- Sussex County Preliminary Site Plan Checklist
- One (1) set of Plans, signed and sealed
- Digital PDF (CD or emailed) copy of Plans
- Right-of-Way Source Document Checklist
- Traffic Impact Report
- Site Field Visit

No action will be taken on the application until it meets the requirements of the Administrative Checklist. A copy of the Sussex County Preliminary Site Plan Checklist is enclosed. If you have any questions or need additional assistance, please call email me at asylvester@sussex.nj.us or call me at 973-579-0500, ext. 1336.

Sincerely,

Autumn Sylvester, P.P.
Director, Sussex County Division of Planning and Economic Development

cc: Phil McEntee, P.L.S., Applicant Surveyor
Daniel Davies, P.E., Applicant Engineer
Michael S. Selvaggi, Esq., Applicant Attorney
Stephanie Pizzulo, Andover Twp. Land Use Administrator
Andover Twp. Construction Official
Corey Stoner, P.E., C.M.E., Andover Twp. Zoning Officer
Bill Koppenaar, P.E., County Engineer