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March 16, 2021

**VIA OVERNIGHT DELIVERY**

Mr. George Medina,  
Borough of Bogota Planning and Zoning Board Clerk  
375 Larch Avenue  
Bogota, New Jersey 07603

**Re: *Preliminary and Final Site Plan Application by Hampshire Venture Partners, L.L.C. - Proposed Warehouse and Distribution/Light Manufacturing and Assembly Facility - Block 113, Lots 7, 7.01, 7.02, 7.03, 8, 8.01 and 8.02, 30 Cross Street, Bogota, New Jersey (the "Property")***

Dear Sir or Madam:

On behalf of Hampshire Venture Partners, L.L.C. (the "Applicant"), enclosed is the above referenced application (the "Application").

**I. Nature of the Application**

The Applicant is seeking preliminary and final site plan approval to construct an approximately 89,130 square-foot warehouse and distribution/light manufacturing and assembly facility with accessory office space and other related site improvements.

**II. Submittals**

Pursuant to the Borough of Bogota Zoning Ordinance, the Application includes the following items:

1. Two Checks made payable to the Borough of Bogota: (1) one check in the amount of \$891.30 for the Application Fee; and (2) a check in the amount of \$5,250.00 for the Escrow Deposit (along with a fee calculation sheet)
2. Fifteen (15) copies of the Application (which includes the consent of owner) and Checklist;
3. Fifteen (15) full-sized, signed and sealed sets of site plans titled "Preliminary & Final Site Plan Application for 30 Cross Street," prepared by Langan Engineering and Environmental Services, Inc., with a last revision date of March 3, 2021;
4. Fifteen (15) signed and sealed surveys, prepared by Control Point Associates, Inc., with a last revision date of February 1, 2021;

5. Fifteen (15) copies of floor plans and elevations, prepared by Cornerstone Architects Ltd., and dated February 19, 2021;
6. Fifteen (15) copies of a signage plan, prepared by Cornerstone Architects Ltd., and dated March 5, 2021;
7. Fifteen (15) copies of the Stormwater Management Report, prepared by Langan Engineering and Environmental Services, Inc. and dated March 3, 2021;
8. Fifteen (15) copies of the Traffic Assessment Letter, prepared by Langan Engineering and Environmental Services, Inc. and dated March 3, 2021;
9. One (1) copy of the Natural Resource Inventory memorandum, prepared by Langan Engineering and Environmental Services, Inc. and dated February 19, 2021;
10. One (1) copy of the Certification of Taxes Paid;
11. One (1) copy of the Ownership Disclosure Statement; and
12. One (1) copy of a Deed Notice dated August 17, 2007.

Please note that applications are being made to the Bergen County Planning Board, the Bergen County Soil Conservation District, the NJDEP, the Bergen County Utilities Authority and Suez North America contemporaneously herewith, or shortly hereafter. We trust this submission complies with the requirements for a complete application and request that we be placed on the agenda of the next meeting of the Board.

Please contact us to confirm scheduling and to advise if additional information is required. Thank you for your time and attention to this matter. We look forward to working with you, the Board and its staff on this application.

Very truly yours,

*/s/ Glenn S. Pantel*

Glenn S. Pantel

Enclosures

cc: Mr. Daniel Howell,  
Borough of Bogota Zoning Officer  
375 Larch Avenue  
Bogota, New Jersey 07603

Kevin P. Kelly, Esq. (via email)  
Mr. Christopher Badger (via email)  
Ms. Lisa M. Lyng (via email)  
Kevin Webb, PE (via email)