

**INTER-OFFICE MEMORANDUM**

**To:** Subcode Official for ADA  
Wayne Environmental Commission (WEC)  
Fire Bureau  
Fire Commissioner  
Fire Chief  
Health Department  
Planner  
Superintendent of Water & Sewer  
Supervisor of Landscape and Park Design

**From:** Kathleen Miesch  
Sr. Planning Coordinator

**Date:** September 18, 2023

**Subject:** **Planning Board Case PB-2023-029**  
**Scheduled October 10, 2023**  
**1320 Route 23 North, Block 1400, Lot 27**  
**1320 Route 23 LLC**  
**Minor Site Plan**

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Delivered to your office, please find the following documents:

- Cover letter prepared by Michael Piromalli of Gaccione Pomaco dated September 14, 2023
- Copy of minor site plan application
- Copy of statement of intent dated August 7, 2023
- Copy of business entity disclosure for 1320 Route 23 LLC
- Signed and sealed engineering plans prepared by Rigg Associates, P.A. (consisting of one sheet) dated May 15, 2023

Please review the package and provide your comments by **September 29, 2023** for distribution in Board packets.

Reviewer's Response (*use additional sheet if necessary*):

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Okay with Fire

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Mark L. Henry – Fire Official

September 18, 2023

*Name*

*Date*