

**MEMORANDUM**

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Date: February 25, 2022

To: Jersey City Division of Zoning  
1 Jackson Square, 2<sup>nd</sup> Floor  
Jersey City, NJ 07305

From: **Andrew Amorosi, P.E., R.S., MASCE**  
Principal

Subject: Portofino Condominium Association Site Improvement Project  
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**VIA MAIL ONLY**

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To The Planning Officer

Enclosed with this memo, please find the following materials for the General Development Application for the Portofino Site Improvements Project in Jersey City.

- A completed General Development Application Form
- One (1) copy of signed and sealed construction plans, inclusive of a Zoning Table.
- An Affidavit of Submission
- An Affidavit of Performance
- A Letter of Rejection from Zoning Officer
- Application Fees (Initial Deposit)
- One copy of Electronic Sample Notice
- One Certified 200-ft list of owners
- Affidavit Proof of Service
- Current Color Photos of Site

*(Please note that the project site in question is a Condominium Association, and as such an Affidavit of Ownership and 10% Ownership Disclosure Forms do not apply to this application.)*

The project is a Site Improvement project for the Portofino property located at One 2<sup>nd</sup> Street that consists of resurfacing the asphalt driveway and storefront parking lot, improving pedestrian access within the property limits including sidewalk replacement and lighting improvements, revitalizing green space and property monument, and introducing a safe dog-walk area for the residents of the building.

There are no changes to proposed use, egress, or occupancy of the building, and the improvements shown are much needed, and would be a benefit to the city overall.

If you have any questions, please do not hesitate to contact our office.

Thank you.

AA/

cc: Mr. Pericles Stavridis ([pstavridis@falconengineering.com](mailto:pstavridis@falconengineering.com))  
Mr. Dennis Donatelli ([ddonatelli@falconengineering.com](mailto:ddonatelli@falconengineering.com))