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December 16, 2020

**Via Hand Delivery**

Ojetti Davis, Board Secretary  
Planning Board  
Township of South Orange Village  
76 South Orange Avenue  
Suite 302  
South Orange, NJ 07079

**Re: 400 South Orange Avenue  
Block 901, Lot 3  
Application for Site Plan Approval**

Dear Ms. Davis:

This firm represents Seton Hall University (the "Applicant"), the owner of property located at 400 South Orange Avenue, South Orange, New Jersey, and identified as Block 901, Lot 3 on the Tax Map of the Township of South Orange (the "Property"). The Property is located in the University – U zoning district. The Applicant is proposing to construct a 1,628 square foot entrance lobby to the existing Boland Hall. In connection therewith, enclosed herein please find the following:

1. Original and nineteen (19) sets of the Application, which includes:
  - a) Applicant Certification.
  - b) Owner Certification.
  - c) Certificate of Ownership.
  - d) Affidavit as to Ownership of Property/Corporate Ownership.
  - e) Escrow Agreement.
2. Twenty (20) sets of the Application Checklist.
3. Twenty (20) sets of the Site Plan prepared by SNS Architects & Engineers, PC, dated December 8, 2020.
4. Twenty (20) sets of the Stormwater Management Report prepared by SNS Architects & Engineers, PC, dated December 2020.
5. Twenty (20) sets of the Topographic Survey prepared by DPK Consulting, LLC, dated August 24, 2020.
6. Check in the amount of \$10,185.12 payable to the Township of South Orange Village representing the application fee associated with this filing.

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7. Check in the amount of \$1,465.33 payable to the Township of South Orange Village representing the escrow fee associated with this filing.
8. W-9 form.
9. 200 foot property owners list.

Please do not hesitate to contact me if you have any questions or require anything further.  
Thank you.

Very truly yours,

/s/ Derek W. Orth  
DEREK W. ORTH

Encls.

cc: Seton Hall University