

Date: August 11, 2026

Lou Gara

Zoning and Construction Official
Borough of Raritan
9 West Somerset Street, Raritan, NJ 08869

Re: 411 Victoria Street – COMPLETENESS REVIEW – Variance Application

Dear Mr. Gara,

I am writing to advise you that, as a result of my recent office relocation from one building to another, I am temporarily not in possession of my physical architect's seal.

I have requested a replacement seal from the **New Jersey State Board of Architects** and am currently awaiting its issuance. In the interim, in situations such as this, the New Jersey State Board of Architects, through the **Department of Community Affairs (DCA)**, will issue a **Project Letter** confirming that I am a duly licensed architect authorized to practice architecture in the State of New Jersey. Such a letter will be emailed to you.

Upon receipt of my replacement seal, I will promptly come to your office to seal the submitted plans or, if preferred by the Borough, I will provide a duplicate set of the drawings appropriately signed and sealed.

I respectfully request that the Borough accept the **Project Letter** in the interim so that the application may continue to proceed without unnecessary delay.

I appreciate your understanding and assistance in accommodating this temporary situation. Please let me know if any additional documentation or information is required from me at this time.

Best regards,

Anna Maria Petersen, RA, NCARB

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