


To: Ridgewood Zoning Board of Adjustment
Martina Chow, Applicant

From: John Barree, PP, AICP 

CC: Jane Wondergem
Chris Rutishauser, PE
Bruce Whitaker, Esq

Date: June 11, 2024

Re: ZBA 24-09 Chow
380 Graydon Terrace
Block 3214, Lot 12
"C" Bulk Variance; Completeness Review and Comments

I have reviewed the following materials in preparation of this report, which updates and replaces the prior memo dated May 6, 2024:

- Village of Ridgewood Board of Adjustment Application Form, with attachments, dated March 18, 2024.
- Proposed Driveway Sketch, unsigned, undated. **Updated in email correspondence to Jane Wondergem May 9, 2024.**
- Survey prepared by Christopher J. Lantelme, PLS, dated February 8, 2016.
- Coverage by Improvement Calculations.
- **Survey affidavit signed by the applicant dated April 4, 2024**

Completeness Review and Comments

1. The subject property is a 75' x 150' lot on the south side of Graydon Terrace in the R-2 Zone. The applicant is proposing an approximately 200 square foot expansion of the existing driveway in the front yard.
2. The applicant identifies the following variance relief:
 - a. Excessive Driveway Width – The application notes that this relief is being sought, but none of the materials indicate the full proposed width of the driveway.
3. The applicant shall provide a revised sketch that includes the proposed width of the full driveway. The sketch provided only shows the width of the addition. The variance request encompasses the full width of the driveway so the Board needs that information for its decision-making process.

The applicant provided an image in email correspondence to Ms. Wondergem that shows the full proposed width of the driveway is 19 feet. This exhibit should be provided to the Board, preferably in advance of the hearing. Please coordinate with Ms. Wondergem as to the appropriate format.

4. The survey provided is from 2016. The applicant shall provide a survey affidavit confirming that the existing conditions are consistent with the improvements shown on the survey. **Addressed, the applicant has provided a survey affidavit.**
5. The improved coverage calculations do not include a note regarding the air conditioning units or any coverage associated with the pool equipment. These improvements are minor in scale and their inclusion will not create a variance, but the applicant should revise the improved coverage calculations to include them so the record is accurate. **Addressed.**
6. After receipt of revised plans with the corrections noted in this report, the application can be deemed complete and scheduled for a hearing at the Zoning Board of Adjustment. **The application can be scheduled for a hearing.**