


To: Ridgewood Zoning Board of Adjustment
Darryl W. Siss, Esq

From: John Barree, PP, AICP 

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

Date: October 2, 2024

Re: ZBA 24-26 Pack
751 Hillcrest Road
Block 1404, Lot 20
"C" Bulk Variance; Completeness Review and Comments

I have reviewed the following materials in preparation of this report, which updates the prior letter dated September 13, 2024:

- Letter of Representation dated July 31, 2024.
- Village of Ridgewood Board of Adjustment Application Form with addendum and attachments dated July 17, 2024.
- Property Survey prepared by James M. Helb, PE, PLS, PP dated May 29, 2021.
- Survey Affidavit dated July 31, 2024.
- Architectural Plans consisting of 2 sheets prepared by William G. Brown, Jr., AIA dated July 1, 2024 **and revised through September 17, 2024.**

Completeness Review and Comments

1. The subject property is an undersized lot on the east side of Hillcrest Road in the R-1 Zone. The property is 11,250 square feet in area, which is approximately 80% of the required 14,000 square feet of lot area. The property has 75 feet of width, which is 75% of the required 100 feet. The lot is developed with a single-family residence with a detached rear garage. Aside from the undersized lot, the property also has a non-conforming deficient side yard setback.
2. The applicant is proposing a first a first floor addition and new covered porch near the existing front entrance to the dwelling.
3. The applicant requires the following relief:
 - a. Insufficient Front Yard Setback – A minimum front yard setback of 40 feet is required, where 37.43 feet is proposed to the new covered stoop.

- b. Insufficient Side Yard Setback – A minimum side yard setback of 2/3 the height of the principal structure, which in this case is required to be 20 feet where 13.23 feet exists and 12.22 feet is proposed.
4. The zoning table does not include calculations for coverage by above grade structures, coverage by improvements, and gross building area for the portion of the lot within 140 feet of the front lot line. It does not appear that any variance conditions are being created, but the applicant shall add the calculations to the drawing, so the record is clear.

Addressed – the revised plans dated September 17, 2024 include the requested calculations and no additional variances are required.

5. The subject property received variance approval from the Board in 2017. The building coverage and gross building area percentages cited in the resolution of approval do not match the figures provided on the current submission. However, the side yard setback that was approved as a modification of the site in 2017 does match the resolution. The applicant should provide an explanation for whether the entire approval from 2017 was acted upon and further explain the discrepancies between the approved coverage and building area percentages then and those that are noted as existing now. ***Per correspondence, it does not appear that the approval from 2017 was constructed.***
6. Upon submission of the revised plans addressing the comments herein, the application can be deemed complete and scheduled for a hearing. ***The application is technically complete and can be scheduled for a hearing.***