


**To:** Ridgewood Zoning Board of Adjustment  
Sharron Halpert

**From:** John Barree, PP, AICP 

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

**Date:** December 3, 2024

**Re:** ZBA 24-33 Halpert  
225 South Pleasant Avenue  
Block 4304, Lot 1  
"C" Bulk Variances; Completeness Review and Comments

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I have reviewed the following materials in preparation of this report:

- Village of Ridgewood Board of Adjustment Application Form with attachments dated November 12, 2024
- Property Survey prepared by David J. Von Steenburg, PLS dated October 11, 2017.
- Survey Affidavit signed by the applicant dated November 11, 2024.
- 3 Sheet set of Architectural Plans prepared by Scott C. Bella, RA, dated July 25, 2024.

### **Completeness Review and Comments**

1. The subject property is a 9,408.96 square foot undersized lot (14,700 square feet required) in the R-2 Zone at the intersection of Whitthill Road and South Pleasant Avenue. The property is developed with a two-story dwelling, driveway, patio, and other typical site improvements.
2. The applicant is proposing a new two-story addition on the Whitthill Road side of the house, a small one-story addition to the South Pleasant side of the house, a new open covered front porch facing South Pleasant, and several additions to the second floor above the existing first floor footprint.
3. The applicant requires the following relief:
  - a. Insufficient Front Yard Setback to Whitthill Road – 36.4 feet is proposed to the new two-story addition and open porch where a minimum of 40 feet is required.
  - b. Insufficient Rear Yard Setback – A rear yard setback of 16.6 feet is proposed where 30 feet is required.

4. The Plot Plan on Sheet A-1 shows the rear yard measured to the lot line opposite South Pleasant Avenue. Per the Ordinance definition, the rear yard is the yard area opposite the shorter frontage on a corner lot. The drawing should be revised to reflect the rear yard to the one opposite Whitthill and the side yard to the one opposite South Pleasant Avenue. The nature of the variance required is the same, but the measurements are different.
5. The zoning table on Sheet A-1 indicates that the required lot area is 10,500 square feet. Corner lots in the R-2 Zone require an area of 14,700 square feet – the table should be updated accordingly.
6. The survey affidavit provided by the applicant indicates that there is a “bike shed” that is not reflected on the survey. Will this improvement remain? If so, it should be added to the plot plan and its coverage included in the appropriate table(s).
7. Upon receipt of updated plan that address comments 4-6, the application can be deemed complete and scheduled for a board hearing.