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Via: Email  
May 12, 2025

**Revised July 1, 2025**

Zoning Board of Adjustment  
Village of Ridgewood  
131 North Maple Ave  
Ridgewood, NJ 07450

Re: **Traffic Engineering Review – Mountainview Auto**  
246-264 South Broad Street, Blocks 3905, Lots 12, 13, & 14  
Village of Ridgewood, Bergen County, New Jersey  
File No.: RIDGSPL23.010

Honorable Board Members,

As requested, Neglia Group (“Neglia”) has prepared a review of the materials submitted supporting the referenced application. Specifically, we have reviewed the following documents:

- Signed and Sealed Site Plan set consisting of eleven (11) sheets entitled, “Preliminary & Final Site Plan Commercial Building for Block 3905, Lots 12, 13, 14, 246-264 South Broad Street, Village of Ridgewood, County of Bergen, New Jersey,” prepared by Bertin Engineering, **last revised June 20, 2025.**
- **Traffic & Parking Assessment Report, prepared by Stonefield Engineering, consisting of 23 pages, dated May 30, 2025.**
- **Vehicle Circulation Plan consisting of one (1) sheet, prepared by Bertin Engineering, last revised June 20, 2025.**
- Signed and Sealed Grading Utility & Erosion Control Plan, prepared by Bertin Engineering, last revised February 25, 2025.
- Signed and Sealed Landscape and Lighting Plan, prepared by Bertin Engineering, last revised February 25, 2025.
- Undated Setback Exhibit, prepared by Bertin Engineering, last revised February 25, 2025.
- Stormwater Drainage Analysis consisting of 157 pages, prepared by Bertin Engineering, last revised November 4, 2024.
- Site Grading and Stormwater Control Plan Checklist consisting of five (5) sheets, prepared by Bertin Engineering.
- Signed Architectural Plans consisting of four (4) sheets, prepared by Bilow Garrett Group Architects and Planners, P.C., last revised October 29, 2024.
- Cover Letter developed by Semeraro & Fahrney, LLC, dated March 3, 2025.
- Request for plan review to the Zoning Board of Adjustment dated April 3, 2025.

**1. Project & Site Description**

The subject property is located on an irregularly shaped lot located along South Broad Street. The subject property, blocks 3905, lots 12, 13, & 14, otherwise known as 246-264 South Broad Street, is located within the R-3 Two-Family Residence District. The property is currently occupied by:

- Two (2) one-story stucco garages
- One (1) one-story frame garage
- One (1) two-and-a-half-story frame dwelling with an accessory frame garage
- One (1) one-story brick building

**LYNDHURST**

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The Applicant proposes to demolish all on-site structures to construct a new two-story service center for use as an auto body shop. The 2-story service center would contain a new office space, a reception area, and storage. The service garage contains 21 vehicle bays for both auto body and mechanical work. Additional proposed improvements include an asphalt parking lot, concrete driveway aprons, concrete sidewalks, trash and recycling enclosures, retaining walls and fencing, lighting, and landscaping.



*Aerial Site Mapping*

**2. Parking and Loading Requirements**

2.1. The off-street parking space requirement tabulation for the proposed property can be found below.

Required (Per §190-121 & New Jersey Guide to Accessible Parking)

- Automotive Use: 22,132 SF / 250 SF = **89 SPACES**
  - ADA SPACES: 4 SPACES (within 89 total)
  - EV SPACES: 3 SPACES (within 89 total)

Proposed

- Total Physical on Site: 81 SPACES
  - ADA SPACES: 4 SPACES (within 81 total)
  - EV SPACES: 3 SPACES (within 81 total)
  - EV Credit SPACES: 3 SPACES
- Total Parking Spaces (Per EV Credit): **84 SPACES**

Status

- Shortfall on parking spaces: 89 – 84 = **5 SPACES (Variance Required)**

- 2.2. According to P.L. 2021 Chapter 171 Section 3 Subsection E, a parking space prepared with electric vehicle supply equipment or Make-Ready equipment pursuant to this section shall count as at least two parking spaces for the purpose of complying with a minimum parking space requirement. This subsection shall result in a reduction of no more than 10 percent of the total required parking. This legislature has added three (3) parking spaces to the total proposed parking supply.
- 2.3. The west side of the site features 51 parking spaces in total. These parking spaces are stacked, 21 parking spaces making up the easternmost row, 21 spaces in tandem with the easternmost row, and 9 spaces in tandem with the intermediate row. The Applicant shall provide testimony addressing the proposed stacked parking on the west side of the site. Based on our review of the ordinance, stacked parking is not specifically listed.

### 3. Traffic Engineering Comments

- 3.1. The Applicant shall submit a set of proposed plans to the Village of Ridgewood Fire Department and Police Departments for review, comment, and approval.
- 3.2. The Applicant should provide an exhibit showing sight distance triangles at the property's driveway connected to South Broad Street.
- 3.3. The Applicant shall provide testimony confirming that all ADA accessible routes, points of ingress/egress, parking spaces, etc. will conform to the current ADA Standards for Accessible Design provided by the Department of Justice, latest revised.
- 3.4. The Applicant should consider adding directional arrow striping to the parking lot to confirm the intended direction of traffic flow.
- 3.5. Per the Village Code (Section §190-121), the minimum parking requirement for the proposed site equates to 89 spaces. The Applicant proposes to supply 84 parking spaces, but does not meet the minimum parking requirements. The Applicant shall provide testimony addressing the proposed parking supply and configuration.
- 3.6. The Applicant shall provide testimony addressing the following:
  - a) Vehicle circulation for deliveries, loading/unloading, trash/recycling, and the number of employees.  
**The Applicant has addressed circulation issues in their revised vehicle circulation plan provided by Bertin Engineering, last revised June 20, 2025.**
  - b) Typical procedures for receiving towed vehicles. Testimony shall include the size and platform of the tow truck utilized, as well as the hours that a towed vehicle can be received (vehicles received after hours).
  - c) The storage of finished and damaged vehicles. The Applicant shall provide testimony regarding the parking management of vehicles awaiting maintenance and serviced vehicles.
  - d) Whether a designated vehicle loading/unloading zone is to be delineated or designated.
  - e) The processes for typical vehicle pick-up after servicing.
  - f) The locations of each proposed traffic sign on the site.
  - g) The size of anticipated delivery vehicles to arrive at the site, as well as the frequency of deliveries for parts and supplies.
  - h) The typical hours that delivery vehicles would arrive at the proposed site.
- 3.7. Per the Village Code (Section §190-121.1), each application involving a parking lot or garage containing 76 to 100 off-street parking spaces shall install at least 3 EVSE or Make-Ready Spaces. The Applicant proposes to provide three EV parking spaces, respecting this ordinance.

3.8. **The Applicant has submitted a Traffic & Parking Assessment Report dated May 30, 2025, and we noted the following:**

a) **The Applicant provides “as-counted” data to quantify the trip generation of the existing property. The existing trip generation counts were:**

- **29 for Monday morning peak hour.**
- **29 for Friday afternoon peak hour.**

**The Applicant shall provide testimony supporting the findings of this report.**

b) **The Applicant did not utilize ITE Trip generation to quantify the trip increase of the proposed development. The applicant’s traffic engineer states that the proposed development will service around 25% more vehicles. The existing trip generation has been increased by 25% to simulate the proposed trip generation, resulting in a proposed trip generation of:**

- **36 during the Monday morning peak hour**
- **36 during the Friday afternoon peak Hour**

**The Applicant should compare the proposed trip generation to ITE’s provided trip generation and provide testimony addressing the comparison at the time of a hearing.**

c) **The Applicant stated that the development is anticipated to generate an increase of at most seven (7) trips during the critical peak hours. Based on the Transportation Impact Analysis, an LOS change of the adjacent roadway system would not be likely. The Applicant should provide testimony regarding the potential LOS changes of the driveways.**

#### **4. Final Comments**

4.1. **Should the Board look favorably upon this application, a performance bond and inspection escrow will be required for any site improvements. The Board Engineer will prepare this estimate to address the cost of all site improvements plus a 20% contingency, in accordance with the Municipal Land Use Law.**

4.2. **The Applicant shall obtain any and all approvals required by outside agencies, including but not limited to NJDOT, NJDEP, BCUA, Bergen County Soil Conservation District, as well as the Village of Ridgewood Police Department, Fire Department, Emergency Services and Department of Public Works. It is the Applicant’s responsibility to determine what outside agency permits are required. Copies of said approvals shall be provided upon receipt.**

4.3. **New and revised materials shall be filed with the Village and shall not be sent directly to the Board’s professionals. The Village will forward the application and related materials to the Board’s professionals when they are finished with their review. Materials submitted directly to our office will not be reviewed.**

4.4. **Revised reports, plans, and exhibits which are to be considered at the hearing should be submitted ten days prior to the scheduled hearing.**

4.5. **The above comments are based on a review of materials submitted and/or testimony provided to date. Our office reserves the right to provide new or updated comments as additional information becomes available.**

4.6. **Our office recommends that a comment response letter be prepared and submitted addressing the comments/recommendations of this letter.**

We trust you will find the above in order. Should you have any questions or require additional information, please do not hesitate to contact the undersigned.

Very truly yours,

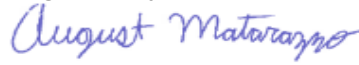
**Neglia Group**



Brian Intindola, P.E., P.P., C.M.E., C.P.W.M  
For the Zoning Board Traffic Engineer  
Village of Ridgewood

Very truly yours,

**Neglia Group**



August Matarazzo, P.E.

Cc: Jane Wondergem – Board Secretary (*via: email*)  
Christopher Rutishauser, P.E. – Village Engineer (*via: email*)  
John Barree, P.P. – Village Planner (*via: email*)  
Les Dann, LLC – Applicant (*via: email*)  
Mark J. Semeraro, Esq. – Applicant's Attorney (*via: email*)