

# APPLICATION FORM - ONE- OR TWO-FAMILY DWELLINGS VILLAGE OF RIDGEWOOD BOARD OF ADJUSTMENT

(THIS BOX FOR OFFICIAL USE ONLY)

**DATE RECEIVED:** RECEIVED MAR 14 2025 **BLOCK(S):** 4105 **LOT(S):** 9  
**ADDRESS OF SUBJECT PROPERTY:** 316 South Irving Street  
**APPLICANT NAME:** HLAVACEK **APPLICATION NO.:** ZBA 25-

TYPE OF APPLICATION(S) - check all that apply	Application Fee(s)	Escrow Deposit(s)
<input checked="" type="checkbox"/> "C" Variance (§190-33) - \$200 per variance, max. \$1,000		2000-
<input type="checkbox"/> "D" Variance (§190-34) - \$1,000 each for prohibited use, expansion of nonconforming use, or density; \$500 each for building height at least 10% over maximum		
<input type="checkbox"/> Appeal of Zoning Officer Decision (§190-29)		
<input type="checkbox"/> Interpretation of Zoning Regulations (§190-30)		
<input type="checkbox"/> Certification of Nonconforming Use/Structure (§190-126G)		
<input type="checkbox"/> Minor Subdivision (§190-45)		
<input type="checkbox"/> Preliminary Major Subdivision (§190-46)		
<input type="checkbox"/> Final Major Subdivision (§190-47)		
<input type="checkbox"/> Exception from Subdivision Design Standards (§190-60)		
<input type="checkbox"/> Permit for Area on Official Map (§190-31)		
<input type="checkbox"/> Permit for Lot not Abutting Street (§190-32)		
<input type="checkbox"/> Extension of Approval (§190-36D, -45H, -46C(3), -46D, -47D, -47E, -47J, -47K, -51 or -97E)		
<b>TOTAL</b>		

*Instructions to Applicants: All applicants are required to complete the cover sheet and Parts I, II, III and IV. The various attachments must be completed if they apply to your application. If any parts of the form do not apply to your application, please state "not applicable", "none", etc. If you have any questions, please contact the Board Secretary.*

**PART I. APPLICANT AND OWNER INFORMATION**

- A. Applicant Name Hlavachek - Timothy & Kathryn
- B. Applicant's Mailing Address 316 South Irving Street
- C. Applicant Telephone No \_\_\_\_\_ If unlisted, check here
- D. Applicant Email \_\_\_\_\_
- E. Applicant's Attorney Name None
- F. Applicant's Attorney Address None
- G. Attorney Telephone No None Attorney Email None
- H. Property Owner's Name Same
- I. Property Owner's Mailing Address Same
- J. Applicant's interest in land, if not owner (e.g., contract purchaser, owner's agent, etc.)  
Owner

**PART II. EXISTING PROPERTY INFORMATION**

- A. Street Address of Property to be Developed 316 South Irving Street
- B. Tax Map Block Number(s) 4105 Lot Number(s) 9
- C. Zone District(s) R-1
- D. Does the owner or applicant now own or have any interest in any other property that adjoins premises which are the subject of this application? (check one)  Yes  No  
If yes, describe the adjacent property by block and lot numbers from the current tax map.  
None

E. Are there any deed restrictions, protective covenants, easements, etc. affecting the subject pr  
(check one)  Yes  No If yes, describe below or on a separate shee

Health Department  
Construction Code Official

F. I have obtained from the Secretary of the Board a summary and/or a resolution concerning  
all prior decisions concerning development applications for the premises and have submitted  
documents with this application. (check one)  Yes  No

Note: This certification must be submitted with the application or the application will be incom

G. Existing Use (check all that apply).

Single Family Residence.

Two Family Residence

Other Use (Explain) \_\_\_\_\_

H. Describe the existing development of the property (buildings, paved areas, etc.).

existing single family residence with detached garage with in ground pool

**PART III. PROPOSED DEVELOPMENT INFORMATION**

A. Proposed Use (check all that apply).

Single Family Residence.

Two Family Residence

Other Use (Explain):

B. Proposed Development (describe all site modifications for which approval is being sought,  
including buildings, paving, utilities, storm drainage, lighting, signs, landscaping, fencing, etc.  
and any alterations to existing improvements.

Proposed covered open front porch with steps with side mudroom addition as shown

C. Required approvals or reviews by other governmental agencies other than the Board of  
Adjustment, before construction may start (check all that apply). If in doubt, ask the Board

Secretary for information.

- |  |   |
|--|---|
| <input type="checkbox"/> Historic Preservation Commission        | <input type="checkbox"/> Road Opening Permit            |
| <input type="checkbox"/> Health Department                       | <input type="checkbox"/> Bergen/Passaic County          |
| <input checked="" type="checkbox"/> Construction Code Official   | <input type="checkbox"/> Other Municipality             |
| <input checked="" type="checkbox"/> Soil Movement Permit         | <input type="checkbox"/> N.J. DEP (e.g., wetlands)      |
| <input type="checkbox"/> Retaining Wall Permit                   | <input type="checkbox"/> N.J. DOT (e.g., State highway) |
| <input type="checkbox"/> Flood Hazard Area Construction Approval | <input type="checkbox"/> Other (describe below)         |

**PART IV. PROPOSED VIOLATIONS OF THE LAND USE ORDINANCE (Chapter 190)**

The following must be completed if the application is seeking a variance from the zoning regulations in Chapter 190, *Land Use and Development*.

A. The following violations of Chapter 190 are proposed by this application (reference the proposed violations by section and paragraph number in the ordinance):

190- 102 - E - 2 - Front Yard Setback

190- 119 - H - 2 - Coverage By Improvements within 140 Feet

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. On a separate sheet, indicate the reasons why you believe that the Board should grant relief of the above ordinance requirements, using the following criteria (check all that apply):

- Permit for Area on Official Map (see §190-31F(1) through (3))
- Permit for Lot not Abutting Street - Official Map (see §190-32F(1) and (2))
- "C" Variance (see §190-33G(1), (2) and (3))
- "D" Variance (see §190-34G(1)(a), (b) and (c))

**PART V. SIGNATURES AND AUTHORIZATIONS**

The undersigned applicant and owner do hereby certify that all the statements contained in this application are true to the best of their knowledge.

The undersigned applicant and owner agree that if any of the information presented in this application changes prior to the issuance of any permits by the Village for the subject application, I/we will promptly notify the Board of such changes prior to the issuance of such

The undersigned applicant and owner consent to the entering and inspection of the subject premises by the Board and its staff as necessary for the review of this application.

The undersigned agree to keep current all escrow accounts for review of this application and to pay any outstanding balances.

*Timothy & Kathryn Hlavachek*

Applicant/Appellant

*11/26/2024*

Date

*Timothy & Kathryn Hlavachek*

Owner

*11/26/2024*

Date



# VILLAGE OF RIDGEWOOD

131 N. Maple Ave.  
Ridgewood, NJ 07450-3287

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201-670-5500 Ext 5511  
201-670-5532 Fax  
taxcollector@ridgewoodnj.net

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## CERTIFICATION OF TAXES & ASSESSMENTS

Date: March 14, 2015

Block: 4105 Lot: 9

Owner: HLAVACEK

Property Location: 314 S. Irving St

Please be advised that of this date there:  
(Check one)

ARE

ARE NOT

Delinquent property taxes or delinquent assessments for improvements due on the above referenced property.

VILLAGE OF RIDGEWOOD  
FINANCE DEPARTMENT  
2015 MAR 14 11:55

Village of Ridgewood  
Tax Collector's Office  
(201)670-5500 EXT. 5511

**CERTIFICATE OF PRIOR PLANNING AND ZONING BOARD ACTION**

BLOCK 4105, LOT 9, 316 South Irving St (STREET ADDRESS)

was the subject of:

Planning Board action on: \_\_\_\_\_

A resolution is attached.

A resolution is not attached. (If no resolution is available, provide a short explanation.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

There are no records of any planning board applications for this property address.

Jane Wondy 3/14/25  
Signature of Planning Board Secretary

Zoning Board action on: \_\_\_\_\_

A resolution is attached.

A resolution is not attached. (If no resolution is available, provide a short explanation.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

There are no records of any zoning board applications for this property address.

Jane Wondy 3/14/25  
Signature of Zoning Board Secretary



# VILLAGE OF RIDGEWOOD

BERGEN COUNTY, NEW JERSEY  
DEPARTMENT OF PUBLIC WORKS

DEPARTMENT OF PUBLIC WORKS  
Christopher J. Rutishauser, PE, CPWM  
Village Engineer, Director of Public Works

131 N. MAPLE AVENUE  
RIDGEWOOD, NEW JERSEY 07451  
PHONE: (201) 670-5500, Ext. 238  
FAX: (201) 670-7305

## FLOOD INSURANCE RATE MAP INFORMATION / CRS-320

The property located at 316 S. Irving St, also known as Block 4105 Lot 9 has been located on the Village's Flood Insurance Rate Map (FIRM), dated, **August 28, 2019**.

The following information is provided:

Ridgewood's community number is: **340067**

The address is located on panel number: 34003C0069J 34003C0088J 34003C0157J  
34003C0159J  34003C0176H 34003C0177H  
34003C0178H

The **property** is located in FIRM zone:  **X** (Out or 500 year)  **AE** (100 year)  **A** (No BFE)

The **main building** is also located in:  Floodway  Repetitive Loss Area  None

The **main building** on the property:

is located in a Special Flood Hazard Area with a **Base Flood Elevation** of: +/- \_\_\_\_\_ (NGVD 1988), which correlates to a flood depth of +/- \_\_\_\_\_. Federal law requires that a flood insurance policy be obtained as a condition of a federally-backed mortgage or loan that is secured by the building. It is up to the lender to determine whether flood insurance is required for a property. The **National Flood Insurance Program** is available in Ridgewood and our **Community Rating System** rating is a 6 which provides a 20% discount on your insurance premium.

is not located in a Special Flood Hazard Area. However, the property (*above*) may still be in floodplain (**Letter Of Map Amendment**) or subject to local drainage problems or other unmapped flood hazard. Flood insurance is available and may be obtained at non-floodplain rates. A flood insurance policy may be required by a lender.

A determination of the building's exact location cannot be made at this time without an **Elevation Certificate**. A copy of the FIRM is attached for your information.

NOTE: This information is based on the Flood Insurance Rate Map for the Village. This letter does not imply that the referenced property will or will not be free from flooding or damage. A property not in a Special Flood Hazard Area may be damaged by a flood greater than that predicted on the FIRM or from a local drainage problem not shown on the map. This letter does not create liability on the part of the Village, or any officer or employee thereof, for any damage that results from reliance on this information.

Elevations on file: 1929 NGVD / 1988 NGVD (*circle one*)

Lowest Point Elevation: N/A Lowest Shingle Elevation: N/A First Floor Elevation: N/A

Dated: 3 / 14 /2025 [Signature] for/  
Christopher J. Rutishauser, PE, CPWM  
Director of Public Works/Village Engineer



VILLAGE OF RIDGEWOOD  
BERGEN COUNTY, NEW JERSEY  
PLANNING BOARD & HISTORIC PRESERVATION COMMISSION

131 NORTH MAPLE AVENUE  
RIDGEWOOD, NEW JERSEY 07450

PHONE: (201) 670-5500 x 2240

CERTIFICATE OF HISTORIC DISTRICT/SITE DESIGNATION

LOCATION OF PROPERTY: 316 S. Irving St, also

known as BLOCK 4105 LOT 9

IS NOT subject to review by the Historic Preservation Commission.

IS subject to review by the Historic Preservation Commission because:

The property is located within the Village Center Historic District and/or is designated in Chapter 190-98B (2), Land Use & Development.

The property is a national/state registered site or is locally identified in the master plan.

The property is located in a residential historic district described in the Historic Plan Element of the Master Plan.

IF THE PROPERTY REFERENCED ABOVE REQUIRES REVIEW BY THE HPC, the property owner or applicant shall provide the HPC Secretary with **9 collated copies** of the proposed plan, photos, drawings, and the completed HPC Application Permit. (Please request a review date from the Secretary at the time you file the application.) The HPC office is in the Engineering Division.

The property owner and/or applicant are invited to attend the meeting of the Historic Preservation Commission at which the application is reviewed.

If Planning Board or Zoning Board approval is also required, the Commission will issue a report to the appropriate Board. All other recommendations will be issued to the construction official.

Jane Wondergem, 3 / 14 / 2025  
Signature of HPC Secretary - date

For further information regarding review by the Historic Preservation Commission, please call or contact Jane Wondergem at (201) 670-5500 ext: 2240 or via email at: [jwondergem@ridgewoodnj.net](mailto:jwondergem@ridgewoodnj.net)