


To: Ridgewood Zoning Board of Adjustment
Timothy and Kathryn Hlavachek

From: John Barree, PP, AICP 

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

Date: May 2, 2025

Re: ZBA 25-14 Hlavachek
316 South Irving Street
Block 4105, Lot 9
"C" Bulk Variance - Completeness Review and Comments

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

- Village of Ridgewood Board of Adjustment Application Form with attachments and cover letter dated March 14, 2025.
- Property Survey prepared by Daniel M. Dunn, PLS, dated February 7, 2025.
- Three sheet set of architectural plans prepared by Roger D. Schlicht, RA, revised through March 13, 2025.

Completeness Review and Comments

1. The subject property is a substantially oversized lot on the west side of South Irving Street. The property is developed with a residential structure, a detached garage, inground pool, shed, basketball court, and other typical residential improvements.
2. The applicant is proposing a new covered open front porch extending across the front of the house, a one-story addition to the northwest (rear) corner of the house, and modifications to the driveway.
3. The applicant requires the following relief:
 - a. Insufficient Front Yard Setback – A minimum setback of 45 feet is required to south Irving Street. Front porches and steps are permitted to encroach into the required front setback by 5 feet, so a 40 foot setback is required for the porch and steps where 37.7 feet is proposed.
 - b. Insufficient Side Yard Setback – A minimum side yard setback of 23 feet (2/3rd building height) is required where 16 feet is proposed to the north property line at the new one story addition.

- c. Exceeding Coverage by Improvements within 140' of South Irving Street – A maximum coverage by improvements to 40% is permitted where 42.2% is proposed within 140 feet of South Irving Street.
4. The Zoning Schedule on Sheet V-1 does not note the side yard setback variance that is required. The applicant should address the variance in testimony and update the zoning schedule with any resubmissions.
5. The Zoning Schedule on Sheet V-1 indicates an increase in gross building area of 610 square feet. The proposed side addition appears to be less than 100 square feet in area. The open porch does not count as GBA. The applicant should clarify what, if any, other improvements are being proposed that alter the GBA.
6. The driveway is proposed to be modified to accommodate the proposed one-story addition to the side of the house. The survey and plot plan show the driveway encroaching onto the neighbor's property by +/- 4 feet. The applicant should address how the driveway is being modified, because it is not clear from the plans.
7. The application is technically complete. The applicant should be prepared to address items 4-6 and provide testimony and revised plans if necessary. Please contact Ms. Wondergem to schedule a hearing.