

To: Ridgewood Zoning Board of Adjustment
Christopher Wilson

From: Susan Gruel, PP
Gabrielle Thurm, AICP

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

Date: August 11, 2025

Re: ZBA 25-31 Manuel and Zymaris
815 Hillcrest Road
Block 1202, Lot 31
"C" Bulk Variances - Completeness Review and Comments

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

- Village of Ridgewood Board of Adjustment Application Form with attachments dated July 31, 2025.
- 2-page Zoning Schedule
- Site Plan prepared by Peter B. Cooper and Associates, dated July 28, 2025.
- Survey, prepared by Jerzy Baraniewicz, P.L.S., Ampol Surveying, LLC, dated March 7, 2025.
- Architectural Plans prepared by Peter B. Cooper and Associates, dated July 28, 2025.
- 2-page Cover Letter from James J. Delia, Wells, Jaworski & Liebman, LLP, dated July 31, 2025.

Completeness Review and Comments

1. The subject property is an 18,415 square foot property in the R-1 Zone with 80 feet of frontage along Hillcrest Road. The property is developed with a two-story residence, attached garage, driveway, and other typical site improvements.
2. The applicant is proposing a one-story addition to the rear of the dwelling to allow for a larger kitchen. The applicant additionally proposes a new deck in the rear of the dwelling with a paver path.
3. The applicant requires the following relief:
 - a. Insufficient Side Yard Setback – A minimum side yard setback of two-thirds of the building height, 20.9 feet, is required. The applicant proposes a side yard setback of 8.8 feet.
4. There are several preexisting nonconforming features associated with the property including insufficient front yard setback, insufficient side yard setback, and excessive building height.

5. There are several required submission details, as specified by Ordinance Section 190-67, missing from the application. These include:
 - a. "A key map showing the location of the tract to be considered in relation to the surrounding area within at least 500 feet of the subject property."
 - b. "Signature block for signatures of Chairman and Secretary of the Board."
6. The application shall address all parts of comment five (5) and submit revised documentation. Upon review of the revised documentation the application may be deemed complete and can be scheduled for a hearing.