

**To:** Village of Ridgewood Zoning Board of Adjustment  
James J. Delia, Esq.

**From:** John Barree, PP, AICP - [john@mjplanningllp.com](mailto:john@mjplanningllp.com)

**CC:** Bruce Whitaker, Esq. Board Attorney  
James McGrath, PE, Director of Public Works / Village Engineer  
Jane Wondergem, Board Secretary

**Date:** February 17, 2026

**Re:** Wei Cai  
152 John St.  
Block 3406, Lot 8  
Completeness Review and Planning Comments

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This memorandum constitutes a completeness review and planning comments for the above referenced application. As requested, I have reviewed the following materials in preparation of this report:

- Village of Ridgewood Zoning Application with cover letter and attachments, dated September 30, 2025.
- Property survey prepared by Andrew A. Schmidt, PLS, dated May 9, 2022.
- Survey Affidavit signed by the applicant, dated October 8, 2025.
- Architectural Plan, consisting of 2 sheets, prepared by Po Yi Wu, RA, revised through September 29, 2025.

### Completeness Review and Planning Comments

1. The subject property at 152 John Street is a 7,358 square foot corner lot at the intersection of John Street and Fairway Road. The property is undersized for a corner lot in the R-2 zone, where the minimum required lot area is 14,700 square feet for a corner lot. The property is currently developed with a two-story residence with a detached garage, patio, and other typical residential improvements.
2. The applicant is proposing to add a dormer to the attic which will provide additional usable area to accommodate a new bathroom and expand the existing study. The total habitable square footage of the attic (7'+ ceiling height) is proposed to be 241 square feet.
3. The application requires the following relief:
  - a. Insufficient Front Yard Setback – The proposed dormer will be 22.4 feet to John Street where 40 feet is required and 43.6 feet to Fairway Road where 45 feet is required. The established setback for the existing dwelling is 12.6 feet from the stoop overhang and 18.3 feet from the main structure to John Street and 30.6 feet to Fairway Road.
4. In addition to the lot area, the lot width, rear yard setback, and coverage by above grade structures are existing non-conformities that will not be modified or exacerbated by the proposal.

5. The zoning table provided on the architectural plan lists the required minimum lot area as 10,500 square feet, which applies to interior lots in the R-2 Zone. The table should be updated to reflect the requirement of 14,700 square feet.
6. The application is technically complete and scheduled for the February 24, 2026 Zoning Board meeting.