

**To:** Village of Ridgewood Zoning Board of Adjustment  
Benjamin T.F. Wine, 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:** January 28, 2026

**Re:** TES TJ Realty LLC  
45 N. Broad Street  
Block 3804, Lot 23  
Completeness Review and Comments

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This memorandum constitutes a completeness review and initial 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 attachments, dated December 8, 2025.
- Proposed sign, consisting of 1 sheet, prepared by Signarama.

### Completeness Review and Comments

1. The applicant is seeking variance approval to for a wall sign on the building at 45 North Broad Street. The sign is for On the Spot, a home improvement showroom and contractor business. The zoning officer has reviewed the proposed use and determined it is permitted in the B-1 Zone.
2. The applicant requires relief from section 190-122.E.(3) which limits signs for retail sales and service stores that share a common entrance to tenant identification or directory signs that include one sign per tenant. The applicant is proposing to have the individual wall sign, which is the subject of this application, and a space on the tenant identification / directory sign. Therefore, relief is required for having two signs.
3. The building in question, known as the “Lincoln Building” has had signs for different businesses in the location where the new sign is proposed for many years. Google Streetview has images dating back to September 2008 at which time there was a sign for Greenwich Nails and Spa, which was followed by a sign for Serendipity Labs, and then one for Your Third Base.
4. The proposed sign measures 24” in height by 96” in width for a total area of 16 square feet. The applicant should provide testimony about how the sign dimensions compare to the most recent sign on the building.
5. The applicant should provide testimony about whether any illumination is proposed for the sign.
6. The application is subject to review by the Historic Preservation Commission. The Board should consider the findings of the HPC as part of its action.
7. The application is complete and can be scheduled for a hearing.