



ZONING BOARD OF ADJUSTMENTS

Borough of River Edge

705 Kinderkamack Road

River Edge, NJ 07661

201-599-6307 ph

201-599-6325 fax

Nicole Florio

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The Borough of
River Edge
Zoning Board of Adjustment

Please use this checklist for proper documentation and notification to insure your hearing date

1. Letter of Denial
2. Application- Pages 1, 2, 3 & 4 (page 5 if necessary)
3. Owner on Site Inspection Permission Form
4. Certification of Tax Payment
5. Public Hearing Notice Form (200 foot list letter)
6. Notice for Publication
7. Affidavit of Service Form
8. Updated Legible Survey
9. Concept Plans and Elevation drawings **to scale** with dimensions
10. List of Property owners (200' list)

Please submit one set to the office with:

1. Letter of Denial
2. Completed Application 1, 2, 3 & 4 (page 5 if necessary)
3. Completed Owner on Site Inspection Permission Form
4. Signed Certificate of Tax Payment
5. Updated Survey
6. Concept Plans and Elevation drawings **to scale** with dimensions

Please submit fifteen (15) sets with:

1. Letter of Denial
2. Completed Application 1, 2, 3 & 4 (page 5 if necessary)
3. Completed Owner on Site Inspection Permission Form
4. Updated Survey
5. Concept Plans & Elevation Drawings per Specifications (folded 8" X 10")

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****Failure to satisfy the above requirements or missing documents will postpone your hearing and will require you to re-notify. ****

Once the application is deemed complete, you will be notified of your hearing date. The following information shall then be required **no less than ten (10) days** before hearing.

1. List of Property Owners within 200' of subject premises. Certified Mail Receipts and requested return green receipts stapled on an 8 1/2 X 11" sheet of paper in order of list. **Must be mailed ten (10) days prior to hearing**
2. Notarized Affidavit of Service
3. Public hearing notice letter (200')
4. Affidavit of Publication (Clipping from Paper) of the public hearing notice from The Record or The Ridgewood News, **this notice must be published at least ten (10) days prior to hearing. Please check for deadlines for submitting your ad**

The Record (48 hours prior to publication) or

The Ridgewood News (Wed. 12:00pm for Fridays publication)

Please include which paper you want the ad in, along with your full name, address and phone number.

Phone: 973-569-7400

Fax: 201-457-2520

E-mail: PublicNotices@northjersey.com

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Fees

Residential Variance-Single family dwelling or land to be used as such (up to three variances).....	\$ 250.00
Each additional variance (over three).....	\$ 100.00
Use Variance.....	\$ 500.00
Property Owners List (separate check).....	\$ 10.00

Fees must be paid before Property Owners List is issued.

Upon deeming the application complete you will be notified of any necessary escrow deposits needed.

We need two separate checks, one for application fees and another for Property Owners List.

Make Checks payable to Borough of River Edge

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Application

Applicant: _____

Is submitting an application to the River Edge Zoning Board of Adjustment for the property located at: _____

Block: _____ Lot: _____, in the Borough of River Edge, New Jersey.

E-mail address: _____

This application is for the following:

_____ Appeal as per NJSA 40:55D-70a.

_____ Interpretation as per NJSA 40:55D-70b.

_____ Variance from the requirements of the River Edge Zoning Ordinance as per NJSA 40:55D-70c.

_____ Variance from the requirements of the River Edge Zoning Ordinance as per NJSA 40:55-70d.

The section(s) of the Zoning Ordinance from which relief is being sought is/are as follow(s):

Chapter 416 Section: _____

Chapter 416 Section: _____

Chapter 416 Section: _____

Chapter ___ Section: _____

Reasons for the requested action:

Use additional paper if needed

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Please list any previous applications or appeals to the River Edge Zoning Board of Adjustment or Planning Board. Include any associated resolutions.

Will the applicant appear on their own behalf at the public hearing? Yes__ No __

Will the applicant be represented by an attorney at the public hearing? Yes __ No __

Signature(s) Owner and/or Authorized Agent if different than Applicant

The Borough of
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I. Property Description

Property Address: _____

Block: _____ Lot: _____

II. Dimensions

Residential R-1	Zoning Requirement	Zoning non- conforming requirement	Present Layout Existing	Proposed layout	Notes (*)
Lot size (sq. ft.)	<7500	>7500			
Frontage	75	75			
Depth	100	100			
Setbacks (ft.)					
Front yard	30	30			
Rear yard	25	25			
Side yard #1	7.5	5			
Side yard #2	7.5	5			
Side yard total	18	12			
Side yard corner lot	30	30			
Lot coverage (%)	25	25			
Improved lot coverage (%)	35	35			
Building Height	32	32			
Number of stories	2 1/2	2 1/2			

Notes (*) from above dimensions:

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FOR SIGN APPLICATIONS ONLY

How many signs are located on the property presently? _____

1. Sign #1 is setback _____ feet from the front property line, _____ feet from the left/ right side yard line and _____ feet above grade.

The proposed size of sign #1 is _____ square feet.

2. Sign #2 is setback _____ feet from the front property line, _____ feet from the left/ right side yard line and _____ feet above grade.

The proposed size of sign #2 is _____ square feet.

3. The proposed area of **all** signs is _____ feet.

4. The proposed total number of signs on property: _____

FOR FENCE APPLICATIONS ONLY:

1. Height along front yard line: _____ feet.

2. Height between front of building line and rear line of building: _____ feet.

3. Height along rear yard line: _____ feet.

4. Describe style and material for proposed fence:

Indicate on the property survey the location and height of the proposed fence.

5.

The Borough of
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OWNER ON-SITE INSPECTION PERMISSION FORM
STATEMENT

I (We), _____ have applied to the
(Name)

River Edge Zoning Board of Adjustment for:

- _____ Appeal of decision by the Administrative Officer
- _____ Interpretation of the Zoning Ordinance
- _____ Variance(s)

I (We), by signing this statement, agree to an on-site inspection of the captioned premise by any member of the Zoning Board of Adjustment prior to the regular meeting of _____.
(Date)

Name: _____

Address: _____

Phone #: _____

E-Mail: _____

Signature: _____

The Borough of
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Zoning Board of Adjustment

CERTIFICATION OF TAX PAYMENT

Name of Applicant

Street Address

Block/Lot

I, Maureen Murphy, Tax Collector of the Borough of River Edge, New Jersey, do hereby certify that the tax charges on the above captioned premise are paid through the current tax period _____ and are not in arrears.

Date

Maureen Murphy,
Tax Collector

The Borough of
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PUBLIC HEARING NOTICE FORM

NOTICE TO BE SERVED ON OWNERS OF ALL PROPERTY
AFFECTED (200 feet)

PLEASE TAKE NOTICE

An application has been made by _____ on behalf of
(Owner/agent)
_____ for relief from the requirements of the River Edge
(Owner/agent)
Zoning Ordinance _____,
(Chapter # Section)

so as to permit:

on the premises located at _____
Block: _____ Lot: _____

And this notice is sent to you as an owner of property within 200 feet of the subject premises. A public hearing has been scheduled on _____ at
(Meeting date)

8:00p.m. in the Municipal Building, 705 Kinderkamack Road, River Edge, NJ and when the case is called you may, either in person or by agent or attorney, appear and present any comments which you may have regarding this application.

The applicant by order of the Zoning Board of Adjustment of the Borough of River Edge, New Jersey, sends this notice.

Respectfully submitted,

(Applicant)

The Borough of
River Edge
Zoning Board of Adjustment

NOTICE FOR PUBLICATION

Notice is hereby given that the RIVER EDGE ZONING BOARD will hold a public hearing in the Council Chambers, 705 Kinderkamack Road, River Edge, NJ 07661 on _____ at 8:00p.m. on the application of
(Date of meeting)

_____ of _____ / _____
(applicant) (address) (block) (lot)

For an appeal, interpretation or variance from the requirements of the River Edge Zoning Ordinance to:

(Description of work)

Applicant seeks approval for any other variances that may be required concerning this application.

_____ A copy of this application is on file in the Planning and Zoning Office in the Municipal Building and is available for inspection weekdays between 9:00a.m. and 2:00p.m. please call to confirm availability.

Applicant

The Borough of
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AFFIDAVIT OF SERVICE FORM

State of New Jersey / County of Bergen

On this _____ day of _____ before me personally came _____ to me known who being duly sworn, did depose and say that he/she resides at _____ and that he/she has served notice in form as required by the River Edge Zoning Board of Adjustment of public hearing on appeal, interpretation or variance to be held by the River Edge Zoning Board on _____ at 8:00p.m. in the Municipal Building, 2nd floor, River Edge, NJ and that said notices were served not less than ten (10) days prior to said date of hearing and that the following persons, comprising of all owners of property within two hundred (200) feet of the extreme limits (in every direction) of the property located at _____ to be affected by said appeal, interpretation, or variance, have been notified as required by State Law and the rules of the River Edge Zoning Board of Adjustment.

Applicant or agent

Sworn to and Subscribed to before

Me this _____ day of _____, 20__

THIS AFFIDAVIT MUST BE NOTARIZED AND RETURNED TO
THE ZONING BOARD OF ADJUSTMENT

The Borough of
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Land use definitions for informational purposes only

- Lot Coverage: That portion of a lot which is occupied by buildings and accessory structures but NOT including walkways, driveways, patios, and open parking areas.
- Improved Lot Coverage: The percentage of lot area which is improved with principal and accessory buildings, structures, and uses, INCLUDING but not limited to driveways, parking areas, garages and other man-made improvements.
- Setback: Distance between the building and any lot line.
- Height: The vertical distance from the average finished grades at the point six (6) feet perpendicular to each foundation corner and each break in the foundation of the building and/or structure to the highest point of the building, EXCLUDING chimneys, antennae and accessory fixtures for convenience. All measurements for the purpose of height shall be to the peak of the proposed roof. For any structure without a roof, INCLUDING radio and cellular towers, the height shall be measured from the average grade plan along all sides of the structure which grade shall be unchanged from the natural grade to the highest point of the structure.