



**BOROUGH OF RINGWOOD  
ZONING BOARD OF ADJUSTMENT  
2024 ANNUAL REPORT**

**Adopted:**

June 16, 2025

**Prepared by:**

Allison Winkler, Secretary



## 2024 Board of Adjustment Members

Diana Buongiorno, Chairman (January – July)  
Christine Foster, Chairman (July – December)  
Malcolm Tennant, Vice Chairman  
Herb Allen  
Francisco Auteri  
Pat Diamond  
John Stack  
Jack Valenti - Alternate #1  
Laura Stern - Alternate #2

## Board of Adjustment Professionals

Jameson Van Eck, Board Attorney  
David A. Hals, PE, Board Engineer  
Jessica C. Caldwell, PP, AICP, LEED-GA, Board Planner  
Allison Winkler, Board Secretary



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## INTRODUCTION

This report was prepared in accordance with the requirements outlined in the New Jersey Municipal Land Use Law, section 40:55D-70.1, which states that:

“The Board of Adjustment shall, at least once a year, review its decisions on applications and appeals for variances and prepare and adopt by resolution a report on its findings on zoning ordinance provisions which were the subject of variance requests and its recommendations for zoning ordinance amendment or revision, if any. The Board of Adjustment shall send copies of the report and resolution to the Governing Body and Planning Board.”

This report summarizes the activity of the Borough of Ringwood Board of Adjustment from January 1, 2024 through December 31, 2024, and presents its findings on applications and appeals from land use ordinance provisions.

The Board of Adjustment is uniquely situated to bring to the attention of the Mayor and Council, and Planning Board, land use ordinance provision which has resulted in numerous variance requests. This information helps to enable the Borough to keep its land use regulations in step with the needs of the community.

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## BOARD OF ADJUSTMENT AUTHORITY

Pursuant to the New Jersey Municipal Land Use Law, N.J.S.A. 40:55D-1 et. Seq., a Board of Adjustment has the authority to hear applications for various matters as outlined in the table below.

Type of Application	Zoning Board Jurisdiction
Appeals from decision of Zoning Officer	All Reviews
Interpretations of the Zoning Ordinance	All Reviews
Conditional Use Permits	Ancillary to “D” Type Variances
“C” Type Variances	Not if site plan or subdivision or conditional use is involved; also, ancillary to “D” Type Variances
“D” Type Variances	All Reviews
Permit for structure within public area or street; permit for structure on a lot with no street frontage	Not if site plan or subdivision or conditional use is involved; also, ancillary to “D” Type Variances
Subdivision Applications and Related Code Exceptions	Ancillary to “D” Type Variances
Type of Application	Zoning Board Jurisdiction
Site Plan Applications and Related Code Exceptions	Ancillary to “D” Type Variances
Certification of Legal Non-Conforming Use	All Reviews

As indicated in the table above, the New Jersey Municipal Land Use Law requires that all “d” type variance be heard by the Board of Adjustment. There are six categories of “d” type variances identified in the New Jersey Municipal Land Use Law, which are listed below. Any approval of a “d” type variance requires five affirmative votes from the Board of Adjustment.

- (1) a use of principal structure in a district restricted against such use or principal structure,
- (2) an expansion of a nonconforming use,
- (3) deviation from a specification or standard pursuant to section 54 of P.L. 1975, c.291 (C.40:55D-67) pertaining solely to a conditional use,
- (4) an increase in the permitted floor area ratio as defined in section 3.1 of P.L. 1975, c.291 (C.40:55D-4),
- (5) an increase in the permitted density as defined in section 3.1 of P.L. 1975, c.291 (C.40:55D-4), except as applied to the required lot area for a lot or lots for detached one or two dwelling unity buildings, which lot or lots either an isolated undersized lot or lots resulting from a minor subdivision or
- (6) a height of a principal structure which exceeds by 10 feet or 10% the maximum height permitted in the district for a principal structure.

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## 2024 MEETING SUMMARY

The Board of Adjustment met a total of 11 times between January 22, 2024 and December 16, 2024.

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## 2024 APPLICATION SUMMARY

### *General Overview of Applications Heard*

The Board heard a total of thirty-seven (37) applications and thirty-six (36) of the applications were approved in 2024. The applications included a total of 54 variance requests, comprised of 51 “c”-type or bulk variance requests, and 3 “d”-type variance requests.

At the end of the year, one application was carried to 2025 as a continuation of hearing.

Type of Variance	# of Applications Filed	Zone
“A” Appeal	0	-----
“B” Interpretation	0	-----
“C” Bulk	28	R-20
	6	R-40
“D” – Use Variance	1	NB-15
	1	R-40
	1	CS-40

### ***Types of Variances***

There were 53 variances granted in the R-20 zone. Historically, side yard variances are the most requested and this year side yard variances remain the most requested.

Front Yard	11
Side Yard	28
Rear Yard	9
Improved Lot	2
Max. Disturbed	1
Other	2

There were 6 variances granted in the R-40 zone this year.

Side Yard	3
Rear Yard	2
Height	1

### ***Use Variance and Site Plan Review***

On July 15, 2024, the Board granted a d(1) Use Variance and Preliminary and Final Site Plan approval for Docket # 3125 to permit two existing structures to be utilized for three residential units. The applicant advised that building #52 will be utilized as a single-family home and building #48 will be converted into a duplex building. All units will be for rental purposes only and will not be separately sold or transferred. The freestanding sign will be removed and the septic systems located on the property will be abandoned, decommissioned and filled.

On July 15, 2024, the Board granted a d(1) Use Variance for Docket #3140 to permit a personal training business in a portion of an existing building. The applicant explained that the business is not a gym or fitness center open to the general public but rather a personal training business by appointment or preregistration with no more than 8 participants at a time.

On December 16, 2024, the Board conducted a public hearing for a d(1) Use Variance for Docket #3163 to permit the kenneling, boarding, training and day care of dogs. The Board voted that the Board of Adjustment Attorney be authorized to prepare a Memorializing Resolution approving the Use Variance subject to conditions discussed. That Memorializing Resolution was approved at the Meeting of January 27, 2025.

### ***Appeals, Interpretations, and Certificates of Non-Conformity***

No requests were made for appeals, interpretations, or certificates of non-conformity.

### ***Variance Application Requests***

The types of applications, located in the R-20 zone, reviewed by the Board include:

- Seven applications for a deck
- Five applications for an addition
- Five applications for air conditioner condensers
- Four applications for add-a-level
- Two applications for a front portico
- Two applications for a detached garage
- Two applications for a screened porch
- A single application for the following:
  - Swimming Pool
  - Generator
  - Shed

The types of applications, located in the R-40 zone, reviewed by the Board include:

- A single application for a detached garage
- A single application for installation of an inground pool
- A single application for a generator
- A single application for the installation of two carports

### ***Modification of Terms or Conditions of Previously Granted Variance***

There were no applications requesting a modification of previously granted variance.

### ***Recommendations for Zoning Ordinance Amendments or Revisions***

The Board does not recommend any change be made to the requirements of the R-20 zone. Since the lots are small and located close to adjacent properties, having to file for a variance provides some control over the development of these lots.

### ***Other Observations***

The Board notes the actions taken by the Board are not always reflected in the statistics. The Board often works with residents/applicants to reduce the number and scope of variances requested to be more in compliance with town ordinances. In that regard, applications are withdrawn, dismissed, amended and/or modified, or imposed conditions by the Board.