

SUBMISSION REQUIREMENTS FOR LARGE SCOPE PROJECTS

Definition of a Large Scope Project: New buildings or modification(s) of existing buildings, including, but not limited to: the construction, reconstruction, replacement or alteration of any building or structure which after said construction, reconstruction, replacement or alteration will cause changes to the height, bulk, mass, square footage, footprint, roof structure, attached porch or deck. This shall include any unattached accessory structure such as a shed, playhouse, pool house, garage, greenhouse or other structure which use is incidental to the principal building.

Applicant Name: _____ Date Filed _____

Property Address: 23 Seneca Street, Dobbs Ferry, N.Y. 10522

Check Application Type (may be more than one):

☐ New Building ☒ Altered Building ☐ Accessory Building ☐ Porch or Deck

Description of Proposed Work:

A copy of this completed form is to be included as a cover sheet for submissions to the AHRB.

In the table below, please indicate the type of submission by checking the applicable box or boxes indicated. Items denoted * in the column below your project type are the minimum required items for a complete application to the AHRB. Please indicate the type of submission. Please indicate by initialing each box in the appropriate column confirming that the information has been submitted. Do not initial for items if they are not included.

The AHRB reserves the right to ask for any additional information as specified on this form, if not included in the initial application, and may deem the application incomplete and not ready for review until this information is included. Resubmissions should reflect all comments made at the previous meeting and should be indicated with a note or a bubble on the plan, and shall include any additional requested information.

Initial Below ↓	<input type="checkbox"/> 1 st Story Porch or Deck	<input type="checkbox"/> Accessory Building	<input checked="" type="checkbox"/> Altered Building	<input type="checkbox"/> New Building	<p>← Check Box (or Boxes) Above Appropriate Columns</p> <p>REQUIRED PLAN AND DOCUMENT SUBMISSION</p> <p>1 PDF & 2 Paper COPIES OF EACH ITEM (unless otherwise specified)</p>
	•	•	•	•	<p>Proof of notification of the AHRB hearing to owners of properties within 200 feet of the subject property by certified mailing in the form of an affidavit as per 300-18 F (One copy only)</p>
	•	•	•	•	<p>Photo of subject property showing "Under AHRB Review" sign as per 300-28 G (2). (One copy only)</p>

CONTINUED ON NEXT PAGE

← Check Box (or Boxes) Above Appropriate Columns

Initial
Below
↓

REQUIRED PLAN AND DOCUMENT SUBMISSION

1 PDF & 2 Paper COPIES OF EACH ITEM
(unless otherwise specified)

	<input type="checkbox"/> 1 st Story Porch or Deck	<input type="checkbox"/> Accessory Building	<input checked="" type="checkbox"/> Altered Building	<input type="checkbox"/> New Building	
	•	•	•	•	Aerial site location map noting proposed building site and all nearby existing buildings. (Google Maps satellite view may be used.)
	•	•	•	•	Current Survey
	•	•	•	•	Detailed 1/4" scale elevations <u>and</u> floor plans of <u>both</u> existing and proposed conditions.
	•	•	•	•	Material, finish and color schedule is included <u>on</u> submitted plans.
	•	•	•	•	Provide a note on plan indicating that all lighting shall comply with section 300-41
	•	•	•	•	Specification sheet for each new exterior light fixture.
	•	•	•	•	Site Plan
	•	•	•	•	Specification sheets for all new windows and doors.
	•	•	•	•	(<u>One set only</u>) of actual material, finish and color samples to be presented at AHRB meeting.
	•	•	•	•	Site location plan indicating proposed building site and all relevant buildings as noted in section: Appendix D- A (3)
	•	•	•	•	Topographical Site Plan for (but not limited to) context based bulk analysis as per section: Appendix D- A (6)
	•	•	•	•	Mechanical Equipment locations, including visual screening and sound attenuation provisions.
	•	•	•	•	Table of Zoning Calculations indicating compliance with Dimensional Tables, Appendix B
	•	•	•	•	Table of eave & ridge heights as noted in the Appendix B, Table B-7
	•	•	•	•	A scaled streetscape drawing, using the above information, showing the houses on the contiguous lots, facing upon the same street, as the subject property.
	•	•	•	•	Diagram of Sky Exposure Plane envelope as per section 300-17 (4) (F) and defined in 300-14
	•	•	•	•	Landscape Plan
	•	•	•	•	Sections through important elevations.
	•	•	•	•	Sections through typical trim at a scale to clearly show profiles, trims, corners and their sizes.
	•	•	•	•	Photos of streetscape
	•	•	•	•	Photos of all affected sides of existing structure and context.

Applicant Name: Radoslaw Opacic Signature: [Signature] Date: 4/24/21
By signing this form you are affirming that you have included all the required information listed above.

Complete application received by the Village of Dobbs Ferry, on behalf of the Dobbs Ferry AHRB by:

Name: _____ Signature: _____ Date: _____

Plan Submittal Form

Address: 23 Seneca Street

Application #: A2021-0610

Project: Gutrenovation of existing 2-family residence

Name: Radoslaw Opacic

Email: info@opacic-architects.com / rnr@opacic-architects.com

Phone: 914-591-4306

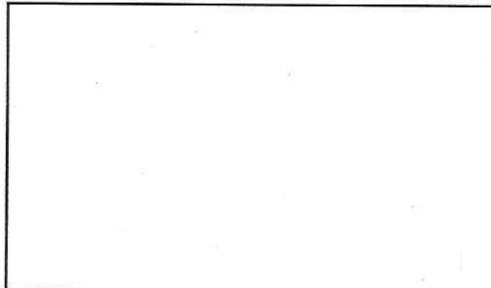
Plans attached are being submitted for (check appropriate box):

- ☐ Building permit application 1 PDF copy & 2 paper copies ¼ scale
- ☐ Amendment to an application or permit, 2 sealed copies
- ☐ Final As Built to close permit, 1 sealed copy
- ☐ Final survey to close permit, 1 sealed copy

Plans attached are submitted at the direction of the Building Inspector for review by the following board (check all that apply):

- ☐ BOT- 1 PDF copy + 5 paper copies ¼ scale
- ☐ PB - 1 PDF copy + 4 paper copies ¼ scale
- ☐ ZBA - 1 PDF copy + 4 paper copies ¼ scale
- ☒ AHRB - 1 PDF copy + 2 paper copies ¼ scale

Received Stamp:





VILLAGE OF DOBBS FERRY

112 Main Street
Dobbs Ferry, New York 10522
TEL: (914) 231-8500 • FAX: (914) 693-3470

Affidavit of Notice

STATE OF NEW YORK)
) ss.:
COUNTY OF WESTCHESTER)

I, Radoslav Opacic, having been duly sworn, hereby deposes and says:

1. On Dec 1, 2021 I forwarded the notice attached as Exhibit 1 by Certified Mail to owners of properties within a 200' radius of the property located at:
23 Seneca St., which is the subject of review for certain land use approvals in the Village of Dobbs Ferry; and
2. I have attached as Exhibit 2 the mailing list of the relevant property owners requested and received from the Town of Greenburgh Tax Assessor located at 177 Hillside Ave. White Plains, NY 10607, 914-989-1520, assessor@greenburghny.com; and
3. I have retained proof of these mailings and will make them available upon request or as otherwise required by the Village of Dobbs Ferry.

Dated: _____, New York
December 2, 2021

Signed: _____
Print name: Radoslav Opacic

Sworn to before me this
2 day of December, 2021


Notary Public

SARAH PALERMO
NOTARY PUBLIC, STATE OF NEW YORK
QUALIFIED IN WESTCHESTER COUNTY
No. 01PA6182438
COMMISSION EXPIRES FEBRUARY 25, 2024

Date Mailed 12/1/21
Via Certified Mail

Dear Neighbor:

This is a notification that the owner of the property located at: _____

_____ 23 Savoca Street
Owner name: Gregg and Brenda Winiarski

Has filed an application with the Village of Dobbs Ferry to do the following: _____

_____ Complete interior & exterior renovation
_____ & existing two family residence.

The applicant will present the proposal to the following checked Board/Boards at their next available meeting. Please check the calendars and agendas on the village web site for the exact date they will first appear before the board:

-
- ☐ Board Of Trustees; meet 2nd & 4th Tuesdays at 6:30 PM
 - ☐ Planning Board; meet 1st Thursday at 7:30 PM
 - ☐ Zoning Board of Appeals; meet 2nd Wednesday at 8:00 PM
 - ☒ Architectural & Historic Review Board; meet 2nd & 4th Mondays at 8:00 PM
-

The meeting will be conducted in the Board Room at Village Hall using a hybrid method combining the options of in-person and virtual attendance. This method meets the Village's goal of protecting public health and complies with New York State law Chapter 147 of the Laws of 2021, Part E, which permits virtual participation by Board Members. Residents and other interested parties have the option to participate by either attending the meeting in person or connecting remotely using Zoom virtual technology by internet or phone using the general webinar instructions on the meeting agenda. To simply watch public meetings, as always, they will be broadcast live on Optimum/Altice Ch.75 and on Verizon Ch.46, as well as stream live on YouTube Go to: <https://www.youtube.com/user/VillageOfDobbsFerry>

For Public Hearings that you cannot attend by any means, we will accept emailed comments in advance of the hearings. Please email BoardComments@DobbsFerry.com by 10am the day before the hearing. If you are participating via Zoom either by phone or by video, do not use the "chat" function to participate. You must "raise your hand" in order to make public comments or participate in the meeting. If joining by video, you may use the webinar controls to raise your hand. If joining by phone, push *9 to raise your hand and *6 to unmute yourself.