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SEP 24 2021

SUBMISSION REQUIREMENTS FOR SMALL SCOPE PROJECTS

Definition of a Small Scope Project: The modification of existing structures that do not affect height, bulk, mass, square footage, footprint, or roof structure; including, but not limited to: the construction, reconstruction, replacement or alteration of any elevation, façade, storefront, window, door or fence. This shall also include any freestanding or retaining wall with an exposed face or facade exceeding 30" in height at any place along the wall.

Applicant Name: Joel Harding Date Filed: _____

Property Address: 24 Bellewood Ave Dobbs Ferry, NY 10522

Check Application Type (may be more than one):

☐ Façade Change

☐ Storefront

☒ Windows and Doors

☐ Fence or Wall

Description of Proposed Work:

Finish 2nd floor into 2 bedrooms + 1 bath, add 1 bath to basement,
replace 2 2nd floor windows, add 1 2nd floor window, replace basement
replace kitchen door, replace garage window, replace kitchen door.

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.

☐ ☐ ☒ ☐

← Check Box (or Boxes) Above Appropriate Columns

Initial
Below



Façade Change
Storefront
Windows & Doors
Fence or Wall

REQUIRED PLAN AND DOCUMENT SUBMISSION

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

•	•	•	•	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)
•	•	•	•	Photo of subject property showing "Under AHRB Review" sign as per 300-28-G (2). (One copy only)
•	•	•	•	Aerial site location map noting proposed building site and all nearby existing buildings. (Google Maps satellite view may be used.)

CONTINUED ON NEXT PAGE

Initial
Below



☐ ☐ ☒ ☐

Façade Change
Storefront
Windows & Doors
Fence or Wall

REQUIRED PLAN AND DOCUMENT SUBMISSION

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

- • • • Detailed design/construction drawings, at a legible and minimum 3/4" scale, of affected elevations of both existing and proposed conditions.
- • • • Material, finish and color schedule is included on submitted plans.
- • • • Specification sheet for each new exterior light fixture.
- • • • Specification sheets for each new window, door, fence, etc.
- • • • Provide a note on plan indicating that all exterior lighting shall comply with section 300-41
- • • • Sections through important elevations.
- • • • Sections through typical trim at a scale to clearly show profiles, trims, corners and their sizes if applicable
- • • • Photos of all affected sides of existing structure.
- • • • (One set only) Actual material, finish and color samples to be presented at AHRB meeting.
- • • • Site Plan or current Survey
- • • • Landscape Plan

Applicant Name:

Joel Harding

Signature:

Date

9/23/21

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: 24 Bellewood Ave Dobbs Ferry, NY 10522

Application #: A2021-0110

Project: Finish attic, add bathroom to basement, replace windows and door

Name: Joel Harding

Email: joel.d.harding@gmail.com

Phone: 240-475-1751

Plans attached are being submitted for:

Building permit application 1 PDF copy & 2 paper copies 1/4 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:

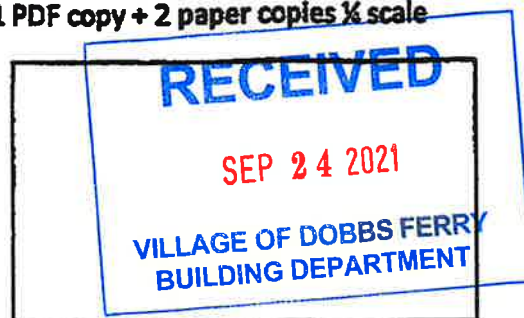
BOT- 1 PDF copy + 5 paper copies 1/4 scale

PB - 1 PDF copy + 7 paper copies 1/4 scale

ZBA - 1 PDF copy + 4 paper copies 1/4 scale

✓ AHRB - 1 PDF copy + 2 paper copies 1/4 scale

Received Stamp:





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

RECEIVED

SEP 24 2021

VILLAGE OF DOBBS FERRY
BUILDING DEPARTMENT

Affidavit of Notice

STATE OF NEW YORK)

) ss.:

COUNTY OF WESTCHESTER)

I, Joel Harding, having been duly sworn, hereby deposes and says:

1. On September 17, 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:
24 Bellewood Ave, 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: September 23, New York
Ardsley, 2021

Signed:

Print name:

Joel Harding

Sworn to before me this
23 day of September, 2021

[Signature]

Notary Public

LIM KIM A.

Notary Public, State of New York

No. 01L16144154

Qualified in Westchester County

Commission Expires Apr. 24, 2022

Date Mailed 9/17/21
Via Certified Mail

Dear Neighbor:

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

24 Bellewood Ave, Dobbs Ferry, NY 10522

Owner name: Joel Harding and Laura Rothrock

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

unfinished attic to 2 bedrooms and 1 bathroom,

convert portion of unfinished basement into bathroom,
replace kitchen door, and replace 4 exterior windows.

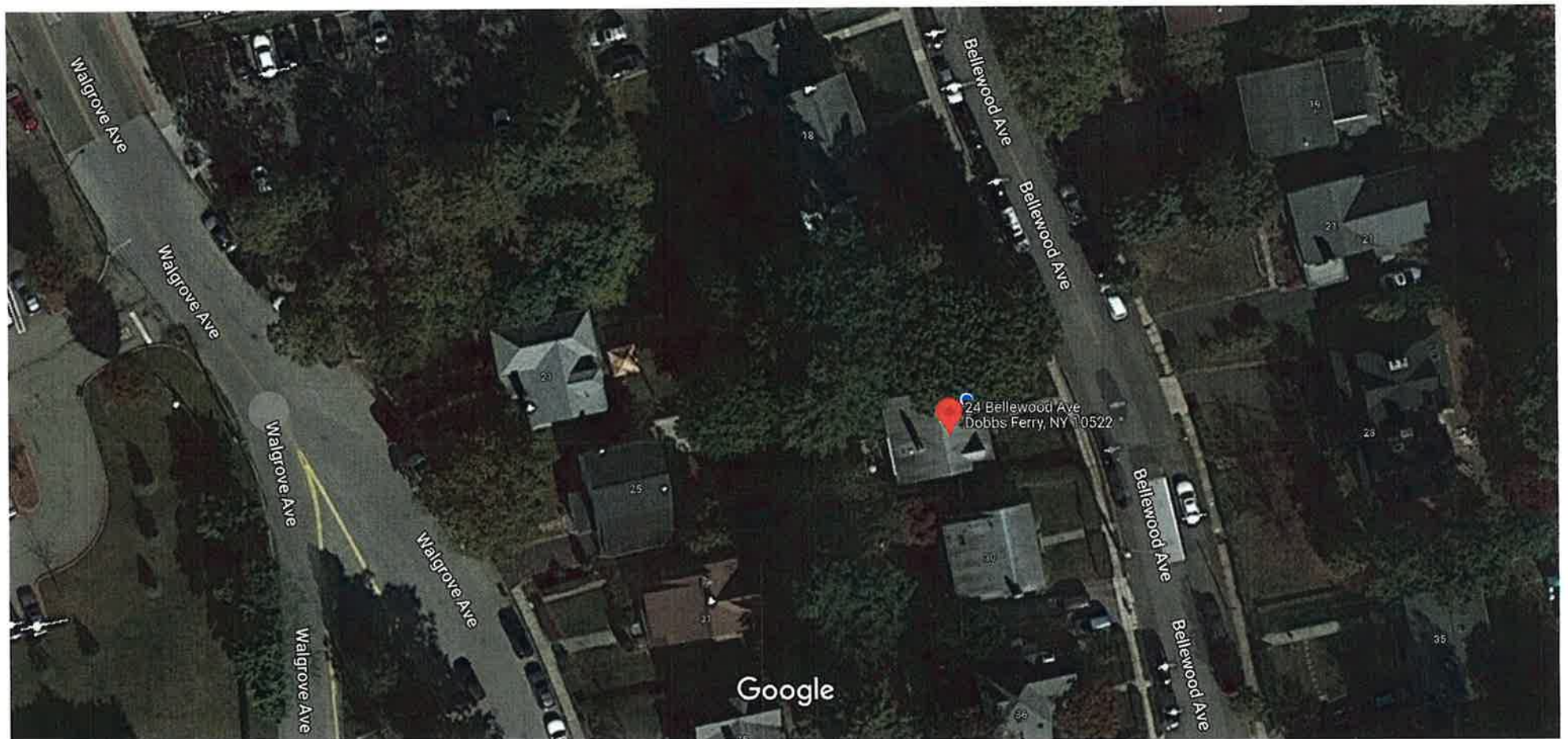
The applicant will present the proposal to the following checked Board/Boards at their next available meeting. Please check the calendars and agendas on the village web site for the exact date they will first appear before the board:

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

Effective June 24, 2021, Dobbs Ferry's boards will be conducting public meetings/hearings using a hybrid format. Board members will be attending in-person at the Board Room at Village Hall. Applicants have the option to participate in person or connecting remotely using Zoom video option. 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. You may use the webinar controls to raise your hand. If participating by Zoom phone option, push *9 to raise your hand and *6 to unmute yourself. 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. For Zoom participants we will also enable the option for participants to "raise their hand" and voice their concern or question.

Google Maps 24 Bellewood Ave



Imagery ©2021 Maxar Technologies, New York GIS, Map data ©2021 Google 20 ft

