



MEMORANDUM

TO: Stephen Hunter, Chair and Members of the Village of Dobbs Ferry Planning Board

FROM: Valerie Monastra, AICP
Sam Justiniano, Planning Analyst

CC: Dan Roemer, Building Inspector
Anthony Oliveri, P.E., Village Engineer
Dan Pozin, Village Attorney

DATE: September 28, 2023

RE: 26 Magnolia Drive

Brian Ferguson (the “Applicant” and “Owner”) is seeking Site Plan approval to construct a second floor balcony over an existing coverage porch, replace windows and replace the existing solarium structure. The property is located at 26 Magnolia Drive, Section Block and Lot 3.160-144-19 (“Project Site”) and is located in the OF-5, One Family Residential 5, zoning district.

GENERAL AND PROCEDURAL COMMENTS

1. **SEQR.** This application is categorized as a Type II action under SEQR because it consists of the “construction or expansion of a single-family, two-family, or a three-family residence on an approved lot.” No additional SEQR review is necessary.
2. **Site Plan Approval.** This application requires Site Plan approval by the Planning Board per Section 300-52 of the Zoning chapter. A public hearing will be required for Site Plan approval. The Planning Board could consider waiving site plan approval per Section 300-52(A)(2).
3. **County Referral.** This Project requires a notification to the Westchester County Planning Board per section 239 L, M, and N of the New York State General Municipal Law and section 277.61 of the County Administrative Code because the Project is within 500 feet of Route 9 and the municipal boundary of the Hastings-On-Hudson. Notification to the Hastings-On-Hudson is also required. The Project is located within 500 feet of the boundary with the Village of Hastings-On-Hudson.

4. **Architectural and Historic Review Board.** This application will require Architectural and Historic Review Board approval and falls within the Residential Design Guidelines found in Appendix G of the Zoning and Land Use chapter.
5. **Local Waterfront Revitalization Consistency.** The Planning Board will need to make a consistency determination with the Village's LWRP per §300-52 (D) as part of its final Site Plan approval. The Applicant has provided a Coastal Consistency Form.

SITE PLAN COMMENTS

1. **Lighting.** Is lighting proposed for the site? If so, the Applicant should provide a lighting plan, and all proposed lighting must comply with §300-41 of the Zoning chapter.

SUBMISSION MATERIALS

The following materials were submitted by the Applicant and examined by our office for the preparation of this review:

- Land Use Approval Application, undated
- AHRB Application, undated
- Coastal Assessment Form, prepared by Gabriel Ce, dated September 8, 2023
- Short EAF form Part 1, prepared by Gabriel Ce, dated September 8, 2023
- Full Specs Document, 40 pages, undated
- Architectural Plan Set, by Gabriel Koche Ce, dated September 8, 2023 including the following:
 - G-000.00 Cover Sheet
 - G-001.00 Zoning Analysis & Site Work
 - G-002.00 Energy Conservation
 - AD-200.00 Demolition Floor Plan
 - AD-300.00 Demolition Elevations
 - A-200.00 Construction Floor Plan
 - AC-200.00 Structural & Reflected Ceiling Plan
 - A-300.00 Construction Elevations
 - A-9900.00 Framing Details
- Issued for AHRB [Appendix] by Gabriel Koche Ce, dated September 8, 2023, including the following:
 - Photo Documentation- Existing Conditions
 - Street View from NE Corner - Before & After Study
 - Street View from SE Corner - Before and After Study
 - Front - Before and After Study
 - Rear - Before and After Study
 - Finishes - Finish Schedule
 - Exterior Doors & Windows - Finish Schedule
 - Solarium Specs - Finish Schedule
 - Neighborhood Map - Neighborhood Analysis
 - Property Analysis (5 pages) - Neighborhood Analysis