



MEMORANDUM

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

FROM: Valerie Monastra, AICP

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

DATE: November 2, 2021

RE: 54 Clinton Avenue

Michael Lewis ("Applicant") is seeking Site Plan approval to make modifications, renovations, and additions to an existing single-family residence. The proposed work will consist of the renovation and conversion of an existing 3.5 story mansion to a multi-family residence containing four (4) units: one (1) three-bedroom apartment and three (3) two-bedroom apartments, as well as finishing the cellar to include storage and mechanical ("Project"). The subject property is a 0.62-acre lot located at 54 Clinton Avenue, Section Block and Lot 3.80-46-2 ("Project Site") and is in the MDR-H, Mixed-Density Residential, zoning district.

All the interior finishes, fixtures, and partitions would be removed to convert the dwelling to a multi-family building. The Project will also include an addition of one (1) single-story, four (4) stall garage and porte-cochere at rear for the building. Eight (8) parking spaces would be provided for the building, where six (6) are required. The renovations include replacing the windows and doors. The Project proposes a stormwater management system and bringing the building into compliance with energy codes.

GENERAL AND PROCEDURAL COMMENTS

1. **SEQR.** This Project is classified as an Unlisted project in accordance with Article 8 of the State Environmental Conservation Law and 6 NYCRR § 617. The Planning Board will be the Lead Agency for this application due to its site plan approval authority. An Uncoordinated SEQR review is being conducted. The Applicant has provided a Short Environmental Assessment Form, and the Planning Board should declare themselves Lead Agency.

2. **Site Plan Approval.** This application requires Site Plan approval by the Village Board of Trustees and a recommendation by the Planning Board per Section 300-52 of the Zoning chapter. A public hearing conducted by the Village Board will be required for Site Plan approval. A Site Plan application needs to be submitted.
3. **Zoning.** The Applicant provided a zoning table. As currently proposed, this application appears to require variances from the Zoning Board of Appeals or waivers by the Planning Board per Section 300-52(E) of the Zoning and Land Use chapter for the following:
 - a. Height-The Applicant proposes a height of 3.5 stories and 36.8 feet where three (3) stories and 30 feet are allowed. While the current building is 3.5 stories, the Applicant is proposing to make alterations and expansion to the roofline of the building.
 - b. Lot Coverage- The Applicant is proposing 6,128.2 square feet for building coverage where 5,462.34 SF is allowed, and the Applicant is proposing 12,246.75 square feet for lot coverage 10,924.67 square feet is permitted.
 - c. Size of Accessory Building- The Applicant proposes a square footage of 1,091 square feet for the garage where §300-54(A)(4) allows up to 800 square feet.

The Building Inspector will make a final determination on all waivers or variances needed for this application.

4. **Architectural and Historic Review Board.** This application will require Architectural and Historic Review Board approval and falls within the Residential Design Guidelines.
5. **Local Waterfront Revitalization Consistency.** The Village 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. **Parking.**
 - a. The site plan meets the parking area design requirements of §300-48(D).
 - b. Landscaping of parking area is required per §300-48(E)(3)(a) and (b). Please provide information on how the proposed site plan will meet these requirements. Will the current landscaping provide the required perimeter landscaping, or will additional landscaping be necessary?
 - c. Please label the driveway widths on the site plan.

2. **Lighting.** The Applicant has not submitted a lighting plan and one will need to be provided that complies with §300-41 of the Zoning and Land Use chapter.
3. **Landscaping.** The Applicant has not provided a landscaping plan per §300-44 of the Zoning chapter, and one will need to be provided.
4. **Erosion and Sediment Control and Stormwater Plan.** The Applicant has not provided an erosion and sediment control, or stormwater plan, and both will need to be provided.
5. **Accessory Structures.**
 - a. The proposed garage will meet the setback requirements of §300-54(1) of the Zoning and Land Use chapter.
 - b. Please provide the building height of the proposed garage to confirm that the proposed garage will meet §300-54 (3).
 - c. Per §300-54 (6) the Planning Board will need to determine if the buildings will “complement the principal building in terms of materials, roof form, and architectural detailing.”
6. **Architecture Design.**
 - a. While the Architectural and Historic Review Board will review this application, it is noted that the proposed changes to the roofline of the east elevation does alter the current massing.

SUBMISSION MATERIALS

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

- Letter of Transmittal by Michael Lewis Architects PC to the Building Department RE Modifications to 54 Clinton Street dated October 18, 2021
- Site Plan Sheets for 54 Clinton Avenue, prepared by Michael Lewis Architects, PC, last revised October 28, 2021, and include the following sheets:
 - A-001.01 Existing & Proposed Site Plans
 - A-002.01 Unit and Coverage Diagrams
- Topographic Survey for 54 Clinton Avenue by Richard J. Domato, Land Surveyor, Dated July 25, 2021
- Coastal Assessment Form prepared by Michael Lewis and dated October 14, 2021

- Site Plan Set for 54 Clinton Avenue, prepared by Michael Lewis Architects, PC, dated October 14, 2021, and including the following sheets:
 - A-100 Cellar Demo & Construction Plans
 - A-101 1st Floor Demo & Construction Plans
 - A-102 2nd Floor Demo & Construction Plans
 - A-103 3rd Floor Demo & Construction PlansA-4 Roof Plan
 - A-104 Attic Demo & Construction Plans
 - A-105 Roof Demo & Construction Plans
 - A-501 East Existing & Proposed Exterior Elevations
 - A-502 North Existing & Proposed Exterior Elevations
 - A-503 West Existing & Proposed Exterior Elevations
 - A-504 South Existing & Proposed Exterior Elevations
 - A-505 Garage Construction Plan & Proposed Exterior Elevations
- Plan Submittal Form for 54 Clinton Avenue
- Short EAF prepared by Michael Lewis Architects, PC, and dated October 14, 2021
- Site Plan application for 54 Clinton Avenue, prepared by Michael Lewis, dated October 14, 2021
- Letter prepared by Michael Lewis Architects, PC and dated October 14, 2021