

MEMORANDUM

To : Village of Dobbs Ferry Planning Board

From : George E. Pommer, P.E.
Vice President

Dated : December 31, 2020

Subject : Site Plan Review
Owner/Applicant – Ashford Dobbs, LLC
398 Ashford Avenue
Tax ID: 3.100-89-1

Drawings Reviewed :
“Title Sheet, Code and Project Info”, Dated 3/19/20, Sheet T1.0.
“Proposed Site Plan”, Dated 3/19/20, Sheet A1.1.
“Proposed Site Plan”, Dated 3/19/20, Sheet A1.1.
“Basement Floor Existing & Proposed Plans”, Dated 3/19/20, Sheet A2.0.
“Ground Floor Demo & Proposed Plans”, Dated 3/19/20, Sheet A2.1.
“Exterior Elevation”, Dated 3/19/20, Sheet A 3.0.
“Egress Window Detail”, Dated 3/19/20, Sheet A4.0.
“General Notes”, Dated 11/5/20, Sheet A-001.00.
“Site Subsurface Retention Details”, Dated 11/5/20, Sheet C-001.00.

Documents Reviewed :
Site Plan Application, Dated 12/9/20.
Coastal Assessment Form (CAF), Undated.

The referenced plans have been reviewed for compliance with Article XII of the Village Code – Site Plan Review. The applicant proposes the construction of interior renovations and expanded parking area on 0.09 acres in the DT zoning district. The improvements also include a stormwater mitigation system. The site is located within 500’ of the Saw Mill Parkway and the border with Ardsley.

This project includes extensive modifications to the existing site and the right-of-way which should be discussed with the Board prior to addressing technical comments.

Pursuant to our review, the following items should be addressed by the applicant.

1. It appears the site exceeds the allowable lot coverage; therefore, a variance may be required. A coverage analysis of existing and proposed conditions should be provided.
2. Numerous improvements for the benefit of the applicant are proposed in the right-of-way, including off-street parking, on-street parking, landscaping, and a knee wall. Per the requirements of §300-48 "Parking" of the Village Code, off-street parking shall not be located in the right-of-way. Alternative designs should be considered.
3. On-street parking is proposed along Ashford Avenue (CR 134) and the Saw Mill River Parkway entrance ramp. Referral and approval by Westchester County and New York State Department of Transportation may be required.
4. The proposed parking design will increase backing out onto Ashford Avenue which may pose a safety hazard to pedestrians along the sidewalk and motorists on Ashford Avenue. Turning movements should be provided to show all means of vehicular access and egress to and from the site onto adjacent streets. Alternative designs should be considered.
5. Two different site plans were provided showing different amounts of off-street parking. Furthermore, the engineering plans do not agree with either site plan. All plans should be reviewed and revised to be consistent in the scope of work proposed.
6. The proposed on-street parking will reduce the width of public sidewalk. For Americans with Disabilities Act (ADA) accessibility a minimum clear width of 48" must be provided.
7. It should be demonstrated that the on-street parking will not reduce the width of travel lanes along Ashford Avenue.
8. The proposed site is being modified, therefore topographic contours should be provided with contours at intervals of two (2') feet or less.
9. Accessible parking spaces conforming to ADA requirements should be considered.
10. A pedestrian ramp should be provided at the existing crosswalk.
11. A telephone pole is proposed to be removed. The relocation of electric utilities should be shown. Also, it should be confirmed with Con-Edison that the pole removal is feasible.
12. One site plan proposes bicycle racks, while the other proposes "motorcycle spaces". This inconsistency should be corrected.

13. A plan should be provided showing the existing conditions and labeled as "Existing Conditions".
14. Proposed grade elevations should be provided and should clearly indicate how such grades will meet existing site grades and grades of adjacent properties.
15. A detailed landscaping plan should be provided.
16. Snow pile areas should be indicated on the plan.
17. The items proposed to be demolished or removed should be shown on a demolition plan.
18. A construction sequence should be shown on the plans.
19. Site details should be provided; right-of-way improvements shall conform to Village standards.
20. A detailed description of the existing drainage system should be provided.
21. The location of all existing and proposed roof leaders and downspouts should be provided.
22. The proposed stormwater mitigation system should be sized for the increase in stormwater runoff due to the 100-year storm event.
23. A detail should be provided for the area drain. The structure must be able to withstand H-20 loading. Applicable elevations should be provided.
24. Soil testing in accordance with Appendix D of the NYSDEC Stormwater Management Design Manual should be performed to confirm separation and infiltration requirements.
25. The infiltration system must not be connected until construction is complete and the contributing area is stabilized. A note, stating as much, should be added to the plans.
26. The area of the proposed infiltration system should be protected from over-compaction during construction. The area should be fenced off during construction or the area should be de-compacted prior to installation of the infiltration units.
27. Minimum 8-inch diameter pipe should be used between drainage structures. Additionally, it appears excess pipe bends can be removed from the drainage system.
28. Post-construction maintenance notes should be provided for the stormwater management practices.

29. A separate plan should be provided for erosion control in accordance with the New York State Standards and Specifications for Erosion and Sediment Control, and should include, but not be limited, to the following: location of construction limits, silt fence, soil stockpiles, and anti-tracking pad. Details should be provided.
30. It appears tree removal may be required. Any protected trees (trees with a diameter of eight inches or more measured 4.5-feet above the base of the tree and/or species designated by the Tree Commission) on or near the limits of construction should be shown on the plans.
31. The proposed location, direction, power and time of operation of any proposed outdoor lighting should be shown. Details should be provided.
32. The location of all existing and any proposed utilities should be shown (i.e. water, gas, electric, storm, sewer, cable, etc.).
33. Details should be provided regarding how the solid waste containers will be stored and collected.
34. Note #3 on sheet A2.0 states that the washers are to connect to the existing drainage system. All washers should connect to the sewage system, not the drainage system.
35. Full size and to-scale plans should be submitted for review.
36. Boundaries of the property to be developed, setback lines, and any easements should be shown. (All lengths shall be in feet and decimals of a foot, and all angles shall be given to the nearest 10 seconds.)
37. A zoning table should be shown.
38. Standard engineering scales should be used (e.g., 1"=10', 1"=20'), for site plans and a graphic scale should be shown to confirm scale.
39. The name and address of the surveyor should be shown.
40. The property lot, block and section number should be shown on the plans.
41. The name(s) and address (or lot, block and section numbers) of each adjacent property should be shown.

42. The quantity of cut/fill material to be imported/exported should be stated on the plans or provide the following note on the plan:

“Cut/fill material shall not be imported to or exported from the site.”

43. The following notes should be shown on the plans:

“The Building Inspector or Village Engineer may require additional erosion control measures if deemed appropriate to mitigate unforeseen siltation and erosion of disturbed soils.”

““As-Built” drawings of the site improvements shall be submitted to the Village Engineer for review prior to obtaining Certificate of Occupancy.”


“Infiltration system access ports shall be shown on the “As-Built”.”

“The restoration for work performed within the Village Right-of-Way shall be performed to the satisfaction of the Village Engineer and Department of Public Works.”

“Before the Site Plans are signed by the Chairman of the Planning board, the applicant shall be required to post a performance bond or other type of acceptable monetary guaranty which shall be in an amount determined by the Planning Board and the Village Engineer in a form satisfactory to the Village Attorney.”

44. A memorandum stating how and where the comments are addressed on revised plans shall be provided.

A written response and revised plans responding to the above comments should be submitted by the applicant for review. Any changes made that do not pertain to our comments should be identified separately in the written response. Additional comments may be generated based on the revised plans.



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