



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: April 28, 2023

RE: 21 Hollywood Drive

Emily Wallace (the “Applicant” and “Owner”) is seeking Site Plan approval to construct a new one-family residence and merging of three property lots. The property is located at 21 Hollywood Drive, Section Block and Lot 3.170-152-14, 3.170-152-15, and 4.20-17-1 (“Project Site”) and is located in the OF-6, One Family Residential 6, 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.
3. **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.
4. **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.
5. **Lot merging.** The Applicant is proposing the merging of three lots, two within Dobbs Ferry and one with Hastings on Hudson, with the intent of being combined into one single zoning lot. The

Applicant is proposing to locate the house on the properties located in the Village of Dobbs Ferry and has provided the zoning requirements for the Dobbs OF-6.

6. Referrals.

- a. The proposed action is along the boundary of Hastings on Hudson and Dobbs Ferry. As a result, in accordance with GML section 239-m, the project requires notification to the Westchester County Planning Department.
- b. Due to the merging of the lots involving Hastings on Hudson zoned lots, the Village should also be notified of the proposed action.

SITE PLAN COMMENTS

1. **Bulk requirements.** The Applicant has provided a table of zoning calculations showing the bulk requirements of the OF-6 zoning district as applied to this proposed action. It appears that the proposed action is compliant with all bulk requirements and will not require a variance. We note the value of the prevailing front yard and proposed front yard should be provided in the table. It may also benefit the Applicant to provide the current bulk calculations for the site given there is currently a one-family building on the project site.
2. **Grading Plan.** A grading plan should be provided.
3. **Lighting.** It appears exterior lighting is proposed for the site as shown on the landscape plan. The Applicant should provide a lighting plan, and all proposed lighting must comply with §300-41 of the Zoning chapter.
4. **Trees.** There appears to be tree removal for the proposed project. Please identify if any tree removal is required and submit a planting plan that meets §300-51(i), Tree Valuation, by providing the total aggregate diameter of trees proposed for removal and the total aggregate diameter of trees proposed to be planted.
5. **Landscaping.** The Applicant has provided a landscaping plan which appears to be compliant with §300-44 of the Zoning chapter.
6. **Stormwater Management Plan.** The Applicant has not yet provided a Stormwater Management Plan. As per §262-4E of the Village Code, a stormwater management and erosion and sediment control permit must be obtained for any development or land-disturbing activity. Once provided, the Village Engineer will review the plan and comment on this information.
7. **Erosion and Sediment Control.** The Applicant has not provided soil erosion and sediment control notes. Once provided, we defer to the Village Engineer to review and provide comments on this information.

SUBMISSION MATERIALS

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

- AHRB Application by Emily Wallace, dated April 6, 2023
- Land Use Approval Application by Emily Wallace, dated April 6, 2023
- LWRP Consistency Review Coastal Assessment Form by Mark Mancuso, dated April 11, 2023
- Short Environmental Assessment Form Part 1, by Pratik Anand, dated March 14, 2023
- Survey of Property by Ward Carpenter Engineers Inc., dated January 25, 2022
- Specification Sheets, Pella 2022 Architectural Design Manual
- Architectural Plan set by Thread Collective, dated April 6, 2023
 - T-100.00 Cover Page
 - T-102 Architectural Site Plan
 - S-100 Engineering Site Plan
 - A-100 Construction Plans
 - A-200 Exterior Elevations
 - L-100 Landscape Plan
 - L-101 Section, Streetscape, Skyplane