



MEMORANDUM

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

FROM: Valerie Monastra, AICP

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

DATE: May 31, 2022

RE: 555 Broadway

Mercy College (the “Applicant” and “Owner”) is seeking Site Plan approval for the construction of an approximately 3,960 square foot open-air pavilion and upgrades to the existing “R-Lot” parking lot. The property is located at 555 Broadway, Section Block and Lots 3.40-4-19 and 3.40-4-21 (“Project Site”) and is in the EI, Educational/Institutional zoning district.

GENERAL AND PROCEDURAL COMMENTS

1. **County Board 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 the boundary of the Village of Dobbs Ferry and within 500 feet of the Old Croton Aqueduct State Park.
2. **SEQR.** This application is categorized as a Type II action under SEQR because it consists of “routine activities of educational institutions, including expansion of existing facilities by less than 10,000 square feet of gross floor area” and “replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site;” No additional SEQR review is necessary.
3. **Site Plan Approval.** This application requires Site Plan approval by the Village Board of Trustees and a recommendation to 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. The Village Board is proposing to hold a joint public hearing on this matter at the July Planning Board meeting.

4. **Zoning.** The project site is in the Educational/Institutional Zoning District. The Applicant has not provided a bulk table for the EI district, and one will be required for submission to the Planning Board.
5. **Architectural and Historic Review Board.** This application will require Architectural and Historic Review Board approval.
6. **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. **Lighting.** The Applicant has provided a lighting plan for the proposed R-lot parking area improvements. If exterior lighting is proposed for the pavilion, a separate lighting plan should be submitted. We offer the following comments regarding the R-lot lighting plan:
 - a. The light fixtures have a color temperature of 4000K. As a general rule, we recommend that LED fixtures prescribe a color temperature no higher than 3000K to reduce glare, especially during wet pavement conditions.
 - b. Please provide the manufacturer's spec sheet and details for the light fixtures. §300-41(B)(1) requires that any fixture emitting more than 900 lumens (the Applicant proposes 12,000 lumens) to be shielded with a full-cutoff style.
 - c. Please provide the height of the lighting poles. Per §300-41(B)(2), the maximum height of a lighting pole in a parking lot that is 5-acres or larger to be 20 feet in height. If the parking lot is less than 5-acres, than the lighting poles should not exceed 15 feet in height.
 - d. The light levels comply with §300-41(C).
2. **Zoning.** The Applicant provided a zoning table for the bulk regulation in the E-I zoning district, and the Project will meet the zoning requirements.
3. **Trees.** The Village of Dobbs Ferry recently adopted new tree removal regulations. Two trees are identified for removal on the site plan. Please confirm that the planting plan meets the §300-51.i, Tree Valuation. <https://ecode360.com/DO0599/laws/LF1563722.pdf>
4. **Landscaping.** The Applicant has provided landscaping plan and a schedule of proposed planting per §300-44 of the Zoning chapter. The species chosen are appropriate for the site.
5. **Stormwater Management Plan.** The Applicant provided a stormwater management plan. The Village Engineer will review and provide comment on this information.

6. **Erosion and Sediment Control.** The Applicant has provided a proposed erosion and sediment control plan. The Village Engineer will review and provide comment on this information.

SUBMISSION MATERIALS

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

- Narrative Letter by McCullough, Goldberger & Staudt, LLP dated April 14, 2022
- Site Plan Application prepared by Thomas Simmonds dated April 13, 2022
- Coastal Assessment Form prepared by McCullough, Goldberger & Staudt, LLP dated April 14, 2022
- Short Environmental Assessment Form part 1 prepared by McCullough, Goldberger & Staudt, LLP dated April 14, 2022
- Site Plans by Foit Albert Associates dated April 8, 2022
 - G-001 Cover Sheet
 - G-002 Notes Sheet
 - V-101 Topographical Survey - North
 - V-102 Topographical Survey - South
 - C-10 Demolition Plan - North
 - C-102 Demolition Plan - South
 - C-103 Site Plan - North
 - C-104 Site Plan - South
 - C-105 Grading and Drainage Plan - North
 - C-106 Grading and Drainage Plan - South
 - C-501 Details (1 of 2)
 - C-502 Details (2 of 2)
 - E-101 Lighting Photometric Plan – North
 - E-102 Lighting Photometric Plan - South
- Site Plans by Alloy Design Studio PLLC dated March 1, 2022
 - A-T Title Sheet
 - L-050 Contract Plan
 - L-100 Removals Plan
 - L-200 Materials Plan
 - L-300 Grading Plan
 - L-310 Site Drainage Diagram

- L-320 Site Utilities Diagram
- L-400 Planting Plan
- A-100 Pavilion Plan
- A-150 Reflected Ceiling Plan
- A-200 Pavilion Elevations
- A-300 Pavilion Sections