



## MEMORANDUM

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

**FROM:** Valerie Monastra, AICP

**RE:** 185-191 Ashford Avenue

**DATE:** June 1, 2021

**CC:** Ed Manley, Building Inspector  
George Pommer, P.E., Village Engineer  
Dan Pozin, Planning Board Attorney  
Richard Leins, Esq. Village Administrator  
Lori Lee Dickson Esq. Village Attorney  
Mayor Rossillo and Members of the Village Board of Trustees

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Ashford Avenue Apartments LLC (the “Applicant” and “Owner”) is seeking Site Plan approval to substantially rehabilitate and expand a mixed-use building to include 12 residential dwelling units and two (2) retail/live work dwelling units. Twenty (20) onsite surface parking spaces will be provided. The property is located at 185-191 Ashford Avenue, Section Block and Lot 3.90-55-32.4 (“Project Site”) and is located in the DT, Downtown Transition, zoning district.

This Application is before the Planning Board for a recommendation and the Village Board for Site Plan approval. This planning review covers the site plan approval process and planning considerations for both the Village Board and Planning Board.

### General and Procedural Comments

1. SEQR. The SEQR process has not yet commenced. The Village Board will be the Lead Agency for this application due to its site plan approval authority. The Applicant has not provided a Short Environmental Assessment Form. One should be submitted to the Village Board so that it can begin the SEQR review process while the application is before the Planning Board for a recommendation.
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 for the April Planning Board meeting but has since made amendments to the site plan. A new zoning table needs to be submitted for the Building Inspector to make a final determination as to whether this project requires a variance from the Zoning Board of Appeals.
4. Architectural and Historic Review Board. This application will require Architectural and Historic Review Board approval and falls within the Downtown 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 not provided a Coastal Consistency Form and needs to submit one.

#### Site Plan Comments

1. Downtown Districts (§300-36).
  - a. Building Height. Heights are limited to 35 feet in the DT zoning district. According to the definition of building height in §300-14, parapets of up to 36 inches may be exempted from the overall building height. The Applicant is proposing to include a parapet, rooftop bulkhead (under the required 20% maximum per §300-34 (C)(2)), and a rooftop deck. This will raise the overall building height to 44 feet. Section 300-36 (E)(1) provides an approval process for a fourth story of any building and/or a building in excess of 35 feet in the DT. However, the maximum height permitted is 40 feet. The Building Inspector should confirm that the rooftop deck walls constitute a parapet, and that the bulkhead meets the requirements of a bulkhead. A waiver by the Village Board in accordance with §300-52(E), or a zoning variance may be required if the Building Inspector does not agree with the Applicant's height calculations. In addition, the Planning Board may want to provide a recommendation to the Village Board with regard to the proposed height of the building in relation to the surrounding neighborhood.
  - b. Transparency. The Applicant should provide a transparency calculation as required by §300-36(E)(2).
  - c. Parking. The Applicant is providing 20 parking spaces which is one (1) more than is required by the zoning chapter. The Applicant is proposing a five (5) foot wide landscape buffer area with a six (6) foot high fence along the rear property line. However, §300-36(F)(d)(2) requires that a property located adjacent to a residential zoning district must provide a ten (10) foot wide landscaped buffer with trees separated no more than 30 feet on center. The proposed landscaping buffer does not meet these requirements. A waiver by the Village Board in accordance with §300-52(E), or a zoning variance may be required. Section 6 of the Downtown Design Guidelines also identifies landscaping as a design guideline for parking lots.

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## 2. Parking.

- a. The Applicant is proposing parking within the side yard setback. As per §300-48(C)(5)(b), required parking spaces shall not be closer than 10 feet to a side or rear property line. The current site plan does not meet this requirement. A waiver by the Village Board in accordance with §300-52(E), or a zoning variance may be required.
- b. The Applicant is proposing six (6) foot high fencing to screen the parking in the side yard to meet the requirements of §300-48(E)(3)(b). While the Planning Board does not oversee architectural elements, the Board may want to request details on the fence so that they can opine on the proposed screening.
- c. Please label the parking space width on the site plan. Only the parking space length is shown.
- d. The Applicant is proposing unbundled parking. Specifically, the Applicant proposes to offer assigned spaces to tenants in the building but will make any unutilized parking spaces available to rent to area residents or to provide additional retail parking. By renting out spaces to persons other than the occupants or tenants of the building, the parking may constitute an additional use which is not a permitted in the DT district (Table A-2 in the Zoning chapter). In addition, while unbundled parking can be used to promote alternative modes of transportation, if there are available free spots in the vicinity of the property tenants will most likely pursue those spots first especially if the proposed monthly or yearly charge is high. The Applicant should provide more details as to their unbundled parking plan.
- e. The Applicant also noted that they are in favor of providing on-street parking in front of the building to offer public ease of access to the retail spaces, as was discussed at the April Planning Board meeting. The Village Board would need to weigh in on this discussion as part of its review of the application.
- f. As requested at the April Planning Board meeting, the Applicant has increased the height of the windows that face the parking area for additional privacy. It is noted that in Unit 1, the windows that face the parking area are the only windows for the bedroom and living areas in that apartment. There will be little natural sunlight made available to the residents in Unit 1 for the bedroom and living areas due to the overhang of the parking and the size of the windows. The Planning Board may want to consider having the Applicant provide additional windows on the side of the building.

3. Fences. The proposed fence and details provided by the Applicant will meet the requirements of §300-42(B) of the Zoning chapter.

4. Lighting. The Applicant provided a lighting plan and noted that the lighting will comply with §300-41 of the Zoning chapter. It is recommended that the Applicant submit a photometric analysis to demonstrate that the proposed lighting will comply with those requirements.
5. Landscaping. The Applicant provided a landscaping plan per §300-44 of the Zoning chapter. Fountain Grass is on the “threat plant list” for the Lower Hudson Partnership for Regional Invasive Species Management. The Planning Board may want to consider recommending that the Applicant replace this species with a native grass species.
6. Trees. Tree removal will be required as a result of the proposed project and therefore, the Applicant will need a tree permit.
7. Affordable Housing. The Applicant will need to provide one unit of affordable housing in accordance with §300-40 of the Zoning chapter.
8. Stormwater Management Plan. The Applicant provided a stormwater management plan. The Village Engineer will review and provide comment on this information.
9. 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:

- Response Letter by Hudson Engineering dated May 4, 2021
- Letter to Planning Board by Christina Griffin Architects dated May 19, 2021
- Exterior Lighting Specifications
- Site Plans by Christina Griffin Architects last revised May 18, 2021
  - a) S-1 Site Plan
  - b) B-1 Basement Plan
  - c) A-1 First Floor Plan
  - d) A-2 Second Floor Plan
  - e) A-3 Third Floor Plan
  - f) A-4 Roof Plan
  - g) A-6 West and East Elevation
  - h) A-7 North Elevation
  - i) R-2 3D Rendering
  - j) E-1 Electric Plan
  - k) LP-1.0 Landscape Plan
- Site Plans by Christina Griffin Architects last revised March 24, 2021
  - a) S-1 Zoning Compliance

- b) S-2 Location Map, Photos of Existing Conditions
- c) S-3 Streetscape, Aerial View of Neighboring Properties
- d) A-1 First Floor Plan
- e) A-2 Second Floor Plan
- f) A-3 Third Floor Plan
- g) A-4 Roof Plan
- h) A-5 South Elevation
- i) A-6 West and East Elevation
- j) A-7 North Elevation
- k) R-1 Exterior Elevation
- l) R-2 3D Rendering3D RENDERINGS
- Engineering Drawings by Hudson Engineering last revised March 23, 2021
  - C-1 Existing and Demolition Plan
  - C-2 Erosion and Sediment Control Plan
  - C-3 Stormwater Management Plan
  - C-4 Details