



MEMORANDUM

To : Village of Dobbs Ferry Planning Board

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

Dated : May 20, 2021

Subject : Site Plan Review
Owner/Applicant – The Masters School
49 Clinton Avenue
Tax ID: 3.90-66-1

Drawings Reviewed : “Title Sheet”, Dated 2/17/21, Sheet T-000.
“Sheet Index-Site Plan App”, Dated 2/17/21, Sheet G-001V.
“Building Site Survey”, Dated 2/17/21, Sheet G-010.
“Building Site Survey”, Dated 2/17/21, Sheet G-011.
“Zoning Map, Tax Map, Plot Plan & Flood Map”, Dated 2/17/21,
Sheet Z-100.
“Notes”, Dated 2/17/21, Sheet C-101.
“Site Demolition Plan”, Dated 2/17/21, Sheet C-300.
“Soil Erosion & Sediment Control Plan”, Dated 2/17/21, Sheet C-400).
“Site Plan”, Dated 2/17/21, Sheet C-500.
“Site Plan Softball Field Reorientation”, Dated 2/17/21, Sheet C-501.
“Proposed Grading & Drainage Plan”, Dated 2/17/21, Sheet C-600.
“Utility Plan”, Dated 2/17/21, Sheet C-700.
“Utility Plan”, Dated 2/17/21, Sheet C-701.
“Construction Details”, Dated 2/17/21, Sheet C-900.
“General Notes”, Dated 2/17/21, Sheet L-001.
“Layout Plan”, Dated 2/17/21, Sheet L-100.
“Materials Plan”, Dated 2/17/21, Sheet L-200.
“Planting Plan”, Dated 2/17/21, Sheet L-400.
“Site Sections”, Dated 2/17/21, Sheet L-600.
“Site Sections”, Dated 2/17/21, Sheet L-610.
“Typical Details”, Dated 2/17/21, Sheet L-700.
“Typical Details”, Dated 2/17/21, Sheet L-710.
“Cellar Floor Plan”, Dated 2/17/21, Sheet A-100.
“First Floor Plan”, Dated 2/17/21, Sheet A-101.

“Second Floor Plan”, Dated 2/17/21, Sheet A-102.
“Third Floor Plan”, Dated 2/17/21, Sheet A-103.
“Roof Plan”, Dated 2/17/21, Sheet A-104.
“Building Elevations”, Dated 2/17/21, Sheet A-300V.
“Building Elevations”, Dated 2/17/21, Sheet A-301V.
“Building Elevations”, Dated 2/17/21, Sheet A-320V.
“Building Elevations”, Dated 2/17/21, Sheet A-321V.
“Site Lighting Plan”, Dated 2/17/21, Sheet LC-010.
“Site Lighting Photometric Plan”, Dated 2/17/21, Sheet LC-011.

Documents

Reviewed : Site Plan Application, Dated 4/1/20.
Coastal Assessment Form (CAF), Undated.
Full Environmental Assessment Form (EAF), Dated 2/16/21.
Letter from Brad Schwartz, Dated 4/6/21.
Stormwater Memorandum (Preliminary), Dated 4/6/21.
Village of Dobbs Ferry Board of Trustees Resolution 11-2021,
Dated 4/14/21.

The referenced plans have been reviewed for compliance with Article XII of the Village Code – Site Plan Review. The applicant proposes the construction of an education building on the Masters School Campus in the EI zoning district. The improvements also include utility relocation, stormwater management, walkways, and landscaping.

The amount of disturbance for the project is proposed to be greater than 1 acre. Therefore, the project must obtain coverage under SPDES GP-0-20-001. A Notice of Intent (NOI) must be filed with New York State Department of Environmental Conservation (NYSDEC) and a Stormwater Pollution Prevention Plan (SWPPP) that incorporates post-construction practices prepared. Easements and maintenance agreements between the Village and the property owner are required which must be filed with the Village and Westchester County. When the project is completed, pursuant to §103-10.A.(2) of the Town Code, “As-Built” plans must be prepared and the applicant must file a Notice of Termination (NOT) with NYSDEC.

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

1. The proposed project type is listed in Table 2 of Appendix B of the NYSDEC SPDES GP-0-20-001. As a result, a SWPPP that includes post-construction stormwater practices shall be prepared. It shall include the various items listed in GP-0-20-001, Part III, including drainage calculations, per the NYSDEC Stormwater Management Design Manual.
2. Per the applicant, the Westchester County Department of Health permit approvals will be required for the proposed utility relocations. Approvals should be submitted to the Village

after they have been obtained.

3. Sheet L-700 includes structures that were designed by a Landscape Architect. In accordance with NY EDN Law §7321, any drawings or calculations that include the design of structures must be signed and sealed by a NYS licensed architect or engineer.
4. Parking requirements are generally a function of floor area. It appears the proposed IEC building will be about 18,000 square-feet. In accordance with Appendix C of the Dobbs Ferry Village Code, the Board should determine the minimum parking required. Additionally, the proposed floor area should be listed in the zoning table.
5. The softball field reorientation should be compared to best practice. As shown, the proposed home base to pitchers plate line will generally run towards the northwest.
6. It should be noted on the architectural plans any places where hazardous, flammable, or explosive materials or chemicals will be stored. This information should be shared with the Fire Department.
7. Hazardous or volatile chemicals or other materials shall not be discharged to the sanitary sewer system in accordance with Village and County regulations. Such materials shall be collected separately and legally disposed. This should be noted on the plans.
8. As most clearly shown on Sheet C-701, it appears the proposed pedestrian ramp is located at the center of the wye intersection. The pedestrian ramp should be located such that the crossing distance is minimized and a crosswalk should be provided. Additionally, as shown on Sheet C-700 a pedestrian ramp and crosswalk should be provided at the crossing near the existing speed hump. Locating the crosswalk away from the speed hump should be considered.
9. The “area of disturbance” should be delineated and the square-footage noted. It should include the proposed work at the softball field.
10. It should be clarified if any regrading at the existing softball field is proposed.
11. The sequence of construction and notes should be revised for the proposed project. Such references as “Township”, “Washington County”, and “Maryland” should be corrected.
12. A pedestrian ramp should be shown at the proposed accessible parking spaces. A detail should be provided.
13. The proposed detention system should be located a minimum of 10 feet from structures.

14. The applicant should consider designing the proposed detention system as an infiltration system.
15. Stormwater pre-treatment should be provided.
16. A detail for the proposed bioretention basin should be provided. It should also be shown how it connects into the drainage system.
17. A draft New York State Department of Environmental Conservation (NYSDEC) Notice of Intent (NOI) should be submitted.
18. The stormwater 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.
19. The area of the proposed stormwater 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.
20. Inspection ports should be shown for the Stormtech units and a detail should be provided. They should be located as recommended by the manufacturer.
21. Invert and rim elevations and pipes sizes and materials should be shown for the proposed stormwater drainage system.
22. The drain inlet detail should depict a two-foot minimum sump.
23. A drainage structure should be provided at all pipe bends and intersections.
24. Post-construction maintenance notes should be provided for the stormwater management practices.
25. Inspections of the Erosion and Sediment Control Devices will be required throughout the project. The following should be shown on the plans and in the SWPPP.

“The applicant shall notify the Village Building Inspector at least 48 hours before any of the following as required by the Stormwater Management Officer:

 - Start of construction
 - Installation of sediment and erosion control measures
 - Completion of site clearing
 - Completion of rough grading
 - Installation of Stormwater Management Facilities
 - Completion of final grading
 - Close of the construction season

- Completion of final landscaping
 - Successful establishment of landscaping.”
26. Concrete wash-out and soil stockpile locations should be shown. Details for all proposed erosion and sediment controls should be provided.
 27. Existing tree sizes and types should be shown.
 28. Tree protection should be shown and a detail should be provided.
 29. A 3” water lateral is shown coming off of the proposed 2” water line. This should be addressed. Water line material should be provided.
 30. Sanitary sewer pipe size and materials should be provided. Also, sanitary manhole inverts should be provided.
 31. A utility trench detail should be provided.
 32. A cleanout location and detail should be provided along the proposed sanitary sewer connection.
 33. It should be confirmed with the Village Fire Department that the proposed fire hydrant detail conforms to Village Standards.
 34. If a footing drain is proposed, then the footing drain discharge location should be shown. It should not connect to the stormwater management system.
 35. The Site Plan Checklist should be completed and submitted.
 36. The quantity of cut/fill material to be imported/exported should be stated on the plans.
 37. 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.”

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

“Fill imported to the Site shall be certified in writing by a New York Licensed Professional Engineer as clean, non-contaminated fill suitable for the intended use.”

“Should rock blasting be required, a permit application in accordance with Chapter 125 – Blasting of the Dobbs Ferry Village Code must be submitted to the Village by the applicant for review/approval.”

“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.”

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.


GEP:WJA:ay