



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 21, 2021

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

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. State Environmental Quality Review (SEQR). The SEQR process has not yet commenced. The Applicant has provided a Short Environmental Assessment Form (EAF) and this application is categorized as an Unlisted Action under SEQR. The Village Board will be the Lead Agency for this application due to its site plan approval authority.
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.

3. Zoning. The Applicant provided an updated zoning table, and the Building Inspector provided a zoning letter with his final determination on the zoning compliance of this application. No variances are required for this project.
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 provided a Coastal Consistency Form.
6. Affordable Housing. The Applicant proposes to provide one unit of affordable housing in accordance with §300-40 of the Zoning chapter.

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. The Building Inspector confirmed that the rooftop deck walls constitute a parapet, and that the bulkhead meets the requirements of the Zoning chapter.
 - b. Transparency. The Applicant should provide a transparency calculation as required by §300-36(E)(2).
2. Parking.
 - a. 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. The Building Inspector determined that the proposed landscaping plan meets the Zoning chapter.
 - b. 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 Building Inspector determined that due to the parking lot being a preexisting non-conforming lot, no variances or waivers are necessary.
 - c. 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) and the details of the fencing are located on Sheet A-6 of the architectural plans.

- 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 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). The Building Inspector should opine if renting parking spaces to area residents is permitted in the DT zone.
 - 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. Additional details on the width of Ashford Avenue and the current drive lanes are needed to determine if the proposed on-street parking would be possible or if modifications to the striping and roadway are necessary to accommodate on-street parking.
3. As noted in our June 1, 2021, review memorandum, the windows in Unit 1 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.
 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.

SEQR/Environmental Review Comments

1. A review of the Short EAF was undertaken. The Applicant should make the following edits to the EAF form:
 - a. Box “No” should be checked off for Question 1.
2. Threatened or Endangered Species. The EAF identified the following threatened or endangered species: Bald Eagle. A consultation with NYSDEC is recommended as part of this SEQR review.

3. Archeological Site. The Project Site is within an archeologically sensitive area. Consultation with SHPO is required as part of this SEQR review.
4. Construction. The Applicant should provide additional information on construction impacts including daily truck trips and truck routes.
5. Stormwater. The Applicant has provided a Stormwater Management Plan and Drainage Analysis report last revised June 15, 2021, which is being reviewed by the Village Engineer.

Submission Materials

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

- Site Plan Application Form dated June 17, 2021
- Short Environmental Assessment Form June 16, 2021
- Coastal Assessment Form dated June 9, 2021
- Letter to Planning Board by Christina Griffin Architects dated June 17, 2021
- Site Plans by Christina Griffin Architects last revised June 17, 2021
 - S-1 Zoning Compliance
 - S-2 Site Plan
 - A-4 Roof Plan
 - A-5 South Elevation
 - A-6 West and East Elevation
 - A-7 North Elevation
 - C-1 Existing and Demolition Plan
 - C-2 Erosion and Sediment Control Plan
 - C-3 Stormwater Management Plan
 - C-4 Details

The following materials were previously submitted by the Applicant and examined by our office:

- 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
 - S-1 Site Plan
 - B-1 Basement Plan
 - A-1 First Floor Plan
 - A-2 Second Floor Plan
 - A-3 Third Floor Plan
 - A-4 Roof Plan
 - A-6 West and East Elevation
 - A-7 North Elevation

- R-2 3D Rendering
- E-1 Electric Plan
- LP-1.0 Landscape Plan
- Site Plans by Christina Griffin Architects last revised March 24, 2021
 - S-1 Zoning Compliance
 - S-2 Location Map, Photos of Existing Conditions
 - S-3 Streetscape, Aerial View of Neighboring Properties
 - A-1 First Floor Plan
 - A-2 Second Floor Plan
 - A-3 Third Floor Plan
 - A-4 Roof Plan
 - A-5 South Elevation
 - A-6 West and East Elevation
 - A-7 North Elevation
 - R-1 Exterior Elevation
 - 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