



## 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:** July 1, 2022

**RE:** 24 Eldredge Place

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Richard Berry (the “Applicant” and “Owner”) is seeking Site Plan approval to renovate an existing one (1) story building. The renovations include demolishing the existing structure, new interior basement plans, and new first and second stories. The property is located at 24 Eldredge Place, Section Block and Lot 3.120-108-7 (“Project Site”) and is located in the OF-4, One Family Residential 4, 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 Old Croton Aqueduct Trailway State Park and US Route 9.
2. **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.
3. **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.
4. **Zoning.** The Applicant provided a zoning table for the OF-4 district and the Project will meet the zoning requirements for this district.
5. **Architectural and Historic Review Board.** This application will require Architectural and Historic Review Board approval.

6. **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.

#### **SITE PLAN COMMENTS**

1. **Lighting.** The Applicant should provide a lighting plan and all proposed lighting must comply with §300-41 of the Zoning chapter.
2. **Landscaping.** The Applicant provided a landscaping plan and a schedule of proposed plantings per §300-44 of the Zoning chapter. None of the proposed plants are invasive.
3. **Trees.** The Applicant is proposing the removal of four (4) trees. The Village of Dobbs Ferry recently adopted new tree removal regulations. Please confirm that the planting plan meets the §300-51(i), Tree Valuation. (<https://ecode360.com/DO0599/laws/LF1563722.pdf>).
4. **Stormwater Management Plan.** The Applicant provided a stormwater management plan. The Village Engineer will review and provide comment on this information.
5. **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:

- Project Narrative, prepared by Michael Lewis Architects, P.C., and dated June 16, 2022;
  - T-000 Title Sheet
  - A-100 Basement Plans
  - A-101 First Floor Plans
  - A-102 Roof Plans
  - A-500 through A-503 Elevations
- Site Plan Application by Michael Lewis Architects P.C., and dated June 14, 2022;
- Short EAF Part 1, prepared by Michael Lewis Architects P.C., and dated June 15, 2022;
- Coastal Assessment Form, prepared by Michael Lewis Architects P.C., undated;
- Architectural Survey, prepared by CSE Construction Land Surveying, and dated February 17, 2022

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

- Site Plan Application by Michael Lewis Architects P.C., dated February 8, 2022
- Coastal Assessment Form prepared by Michael Lewis Architects, P.C., dated March 17, 2022
- Short EAF form Part 1, Michael Lewis Architects P.C.
- Stormwater Management Plan & Drainage Analysis by Hudson Engineering & Consulting, P.C., dated March 17, 2022
- Narrative Letter by Michael Lewis Architects, P.C., dated March 16, 2022
- Site Plans by Michael Lewis Architects P.C., dated March 16, 2022
  - A-000 Title Sheet, Plot Plan
  - A-001 Existing and Proposed Site + Landscape Plans, Zoning
  - A-100 Existing Basement & 1<sup>st</sup> Floor Demolition Plans
  - A-200 Proposed Basement Construction Plan
  - A-202 Proposed 2<sup>nd</sup> Floor Construction Plan
  - A-203 Proposed Roof Construction Plan
  - A-500 North (Front) Existing & Proposed Exterior Elevations
  - A-501 East (Side) Existing & Proposed Exterior Elevations
  - A-502 South (Rear) Existing & Proposed Exterior Elevations
  - A-503 East (Side) Existing & Proposed Exterior Elevations
- Stormwater Management Plan by Hudson Engineering and Consulting P.C., dated March 17, 2022
  - Stormwater Management Plan
  - Details