



MEMORANDUM

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

FROM: Valerie Monastra, AICP

CC: Melissa Ferraro, Village Administrator
Lori Lee Dickson, Esq., Village Attorney
Dan Roemer, Building Inspector
Anthony Oliveri, P.E., Village Engineer
Dan Pozin, Village Attorney

DATE: July 1, 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 required a notification, which was sent in June, to the Westchester County Planning Board per sections 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 from 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 joint public hearing on this matter is scheduled for July 7, 2022.

4. **Zoning.** The Project Site is in the Educational/Institutional (EI) Zoning District, and the Project meets the zoning requirements of the district.
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 provided a Coastal Consistency Form.

OUTSTANDING SITE PLAN COMMENTS

1. **Lighting.** The Applicant provided a lighting plan for the proposed R-lot parking area improvements and the pavilion. We offer the following comments regarding the lighting plans:
 - a. The light fixtures for the R-lot were revised to have a color temperature of 3,000K. However, per §300-41(B)(1), any fixture emitting more than 900 lumens (the Applicant proposes 11,000 lumens) is to be shielded with a full-cutoff style. It is recommended that this be made a condition of approval.
 - b. Per §300-41(B)(2), 20 feet is the maximum height of a lighting pole in a parking lot that is five (5) acres or greater. The parking lot is greater than five (5) acres, and the Applicant's lighting plan will meet the 20-foot height maximum requirement.
 - c. The proposed lighting plan for the pavilion will not encroach onto any neighboring properties.
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 and one for replanting. While the June 22, 2022, cover letter noted that Chris Tramutola of Alloy Design PLLC confirmed that the planting plan meets the requirements of §300-51(i) specific information as to the diameter of the trees to be removed and the proposed diameter of tree replacement needs to be provided. It is recommended that meeting the requirements of the new tree replacement regulations should be a condition of approval. In addition, it is recommended that if the 24" diameter Little Leaf Linden tree that is proposed to be replanted does not survive within a two (2) year period, the Applicant should be required to submit an updated planting plan to replace the removal of the Linden tree.
4. **Landscaping.** The Applicant has provided a landscaping plan and a schedule of proposed planting per §300-44 of the Zoning chapter. The species chosen are appropriate for the site.

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 June 22, and June 29, 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 June 17, 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 to C-504 Details
 - E-101 Lighting Photometric Plan – North
 - E-102 Lighting Photometric Plan – South
 - ES-101 and ES-102 Photometric Plan
- Site Plans by Alloy Design Studio PLLC dated June 22, 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
- Photometric Pavilion Plans by Teitjen Venegas Engineering Consultants dated June 22, 2022