



## MEMORANDUM

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

**FROM:** Valerie Monastra, AICP  
Sam Justiniano, Planning Analyst

**CC:** Dan Roemer, Building Inspector  
Anthony Oliveri, P.E., Village Engineer  
Dan Pozin, Village Attorney

**DATE:** December 4, 2023

**RE:** 107 Palisade Street

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Maria Theresa Lorenz (the “Applicant” and “Owner”) is seeking Site Plan and subdivision approvals to subdivide an existing lot and construct a new one-family residence on the vacant lot. The property is located at 107 Palisade Street, Section Block and Lot 3.80-36-17 (“Project Site”) and is located in the MDR-2, Mixed Density Residential 2, zoning district.

## GENERAL AND PROCEDURAL COMMENTS

1. **SEQR.** This application is categorized as an Unlisted action under SEQR because it consists of a subdivision despite also meeting the definition of a Type II action consisting of the “construction or expansion of a single-family, two-family, or a three-family residence on an approved lot.” The Planning Board should indicate its interest in being Lead Agency.
2. **Site Plan Approval.** This application requires Subdivision approval by the Planning Board per Section 300-70 of the Zoning chapter. A public hearing will be required for Subdivision approval.
3. **Subdivision.** This application requires Site Plan approval by the Planning Board per Section 300-52 of the Zoning chapter. A public hearing will also be required for Site Plan approval.
4. **Zoning.** The Applicant provided a zoning table for the MDR-2 district. The Application requires two variances for the proposed Lot A, with the existing building. This application received the following variance from the Zoning Board of Appeals at its September 13, 2023, meeting:

- a. Minimum parking Setback. The zoning requirement is 10 feet, and the Applicant is proposing 6.1 feet. They received a variance of 3'10".
  - b. Maximum impervious surface. The zoning requirement is 60% and the Applicant proposed 77%. They received a variance of 17%.
5. **Architectural and Historic Review Board.** This application will require Architectural and Historic Review Board approval and falls within the Character Guidelines for Palisade Street found in Appendix H of the Zoning and Land Use chapter. The Applicant should provide a narrative on how their design is meeting these guidelines. The following information needs to be provided to complete this application:
  - a. Calculations for sky exposure plan.
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 but will need to provide a signed and dated version in the future.

#### **SITE PLAN COMMENTS**

1. **Lighting.** The Applicant has provided a lighting plan. All proposed lighting must comply with §300-41 of the Zoning chapter.
2. **Trees.** It appears that tree removal will be required for the project. Please submit a planting plan that meets §300-51(i), Tree Valuation, by providing the total aggregate diameter of trees proposed for removal and the total aggregate diameter of trees proposed to be planted.
3. **Landscaping.** The Applicant has not provided a landscaping plan per §300-44 of the Zoning and Land Use chapter, and one will need to be provided.
4. **Parking.** The Applicant appears to be in conformance with the parking requirements of §300-48(C) of the Zoning and Land Use chapter. However, please check the requirements of §300-48(D). Please add dimensions to all proposed parking spaces and demonstrate the internal circulation of the parking area and driveway.
5. **Emergency Access.** It is recommended that this application be referred to the Fire Department for their review with regard to emergency access.
6. **Stormwater Management Plan.** The Applicant has provided a Stormwater Management Plan. We defer to the Village Engineer to review the plan and comment on this information.
7. **Erosion and Sediment Control.** The Applicant has provided soil erosion and sediment control notes. We defer to the Village Engineer to review and provide comments on this information.

## **SUBMISSION MATERIALS**

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

- Submittal Letter by Christina Griffin, dated November 14, 2023
- AHRB Application by Pratik Anand, dated March 14, 2023
- Land Use Approval Application by Maria Theresa Lorenz, dated October 31, 2023
- LWRP Consistency Review Coastal Assessment Form undated
- Short Environmental Assessment Form Part 1, by Michael Stein, P.E., dated November 13, 2023
- Stormwater Management Plan & Drainage Analysis by Hudson Engineering & Consulting, P.C., dated November 13, 2023
- Survey by Summit Land Surveying P.C., dated June 27, 2023
- Architectural Plan set by Christina Griffin, dated November 15, 2023 including the following:
  - Title, General Notes, List of Drawings, Climatic Data, photos of Existing Conditions
  - S-1, Site Pla, Zoning Compliance, Area Map
  - S-2 Neighborhood Context
  - A-1 First Floor & Basement Plans
  - A-2 Second, Third & Roof Plans
  - A-3 Elevations
  - L-1 Landscape Plan & exterior Lighting Layout
  - M-1 Exterior Material & Color Scheme
- Civil Engineering Plans, by Hudson Engineering, dated November 13, 2023 including:
  - C-1 Stormwater Management Plan
  - C-2 Details