



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: January 26, 2024

RE: 107 Palisade Street

Maria Theresa Lorenz (the “Applicant” and “Owner”) is seeking Site Plan and Preliminary Plat Subdivision approvals to subdivide an existing lot and construct a new two-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.
2. **Site Plan Approval.** This application requires Site Plan approval by the Planning Board per Section 300-52 of the Land Use and Zoning chapter. A public hearing will be required for Site Plan approval.
3. **Subdivision.** This application requires Subdivision approval by the Planning Board per Article XIV Subdivision of Land of the Zoning chapter. A public hearing will be required for Preliminary Plat approval. This project will need a preliminary subdivision plat to be submitted as part of the application.

4. **Zoning.** The Applicant provided a zoning table for the MDR-2 district. The Application required 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 an improved narrative on how their design is meeting these guidelines.
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. **Units.** We note there are two units associated with the project. According to the floor area summary provided, the office on the first floor at the front of the building is a part of unit 1 which is located along the back portion of the building. It is unclear how these portions of the building are connected without going through the other unit. The stairwells do not seem to align.
2. **Lighting.** The Applicant has provided a lighting plan. With the notes on M-1, the lighting plan will be compliant with §300-41.
3. **Trees.** The applicant has provided 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. This appears to be meet the requirements of the Code.
4. **Landscaping.** The Applicant has provided a landscape plan. Please clarify the following:
 - a. We note the legend has a "Native Ground Cover", but the related symbology is not shown on the plan. Is this supposed to be green? Or is the green the pervious pavers?
 - b. The legend and the landscaping plan show deciduous shrubs but there are no plants provided for this in the plant list.
5. **Parking.** The Applicant appears to be in conformance with the parking requirements of §300-48(C) of the Zoning and Land Use chapter.

6. **Emergency Access.** It is recommended that this application be referred to the Fire Department for their review with regard to emergency access. **Has this been done?**

SUBMISSION MATERIALS

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

- Response to Engineering Comments Letter by Nicholas Shirriah, dated January 18, 2024
- Response to Comments Letter by Christina Griffin, dated January 18, 2024
- Permeable Pavers Information Sheets (2) , undated
- Stormwater Management Plan & Drainage Analysis by Hudson Engineering & Consulting, P.C., dated November 13, 2023
- Survey by Summit Land Surveying P.C., dated November 28, 2022
- Architectural Plan set by Christina Griffin, dated January 18, 2024 including the following:
 - S-0, General Notes, List of Drawings, Climatic Data, photos of Existing Conditions
 - S-1, Site Plan, 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, last revised January 18, 2023, including:
 - C-1 Stormwater Management Plan
 - C-2 Details
 - C-3 Detas