



## **VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES AGENDA**

<b>MEETING DATE:</b> SEPTEMBER 14, 2021
<b>AGENDA ITEM SECTION:</b> RESOLUTIONS
<b>AGENDA ITEM NO. :</b> 1
<b>AGENDA ITEM:</b> RESOLUTION DECLARING THE BOARD OF TRUSTEES AS LEAD AGENCY IN CONNECTION WITH APPLICATION OF 398 ASHFORD AVENUE FOR SITE PLAN APPROVAL
<b>ITEM BACKUP DOCUMENTATION:</b> <ul style="list-style-type: none"><li>1. SHORT ENVIRONMENTAL ASSESSMENT FORM</li><li>2. SUBMISSION FORM TO THE WESTCHESTER COUNTY PLANNING BOARD FOR PLANNING AND ZONING REFERRALS REQUIRING NOTIFICATION ONLY</li><li>3. DRAFT RESOLUTION</li></ul>

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# **Short Environmental Assessment Form** **Part 1 - Project Information**



## **Instructions for Completing**

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
Name of Action or Project: 398 Ashford Ave/ Change of Use			
Project Location (describe, and attach a location map): 398 Ashford Ave.			
Brief Description of Proposed Action: Change of Use from Office/Commercial to Residential - Site has existing gravel lot, and the plan is to install a water/storm management plan - and have the parking area paved. This project would also include, creating two proper parking spaces in front of the building.			
Name of Applicant or Sponsor:  David Rotbard		Telephone: 2123630851  E-Mail: drotbard@gmail.com	
Address: 56 Main st.			
City/PO: Hastings on Hudson		State: NY	Zip Code: 10706
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____		.3 acres	
b. Total acreage to be physically disturbed? _____		_____ acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____		_____ acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	NO  <input type="checkbox"/>  <input type="checkbox"/>	YES  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	N/A  <input type="checkbox"/>  <input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO  <input type="checkbox"/>	YES  <input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO  <input checked="" type="checkbox"/>	YES  <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>	YES  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO  <input type="checkbox"/>	YES  <input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO  <input type="checkbox"/>	YES  <input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO  <input type="checkbox"/>	YES  <input checked="" type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO  <input checked="" type="checkbox"/>  <input type="checkbox"/>	YES  <input type="checkbox"/>  <input checked="" type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>	YES  <input checked="" type="checkbox"/>  <input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input checked="" type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, <div style="margin-left: 20px;">           a. Will storm water discharges flow to adjacent properties?             b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?         </div> If Yes, briefly describe:	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>  Applicant/sponsor/name: <u>David Rotbard</u> Date: <u>6/28/21</u>  Signature: <u><i>David Rotbard</i></u> Title: _____		

**Submission Form to the Westchester County Planning Board  
For Planning and Zoning Referrals Requiring Notification Only**

County Reference Number DBF 24-005

The Westchester County Planning Board has predetermined that certain categories of planning and zoning applications are matters for local determination only. For any application listed below, submission of this completed form will satisfy the requirement of NYS General Municipal Law and the Westchester County Administrative Code that the local board provided adequate notification to the county Planning Board in accordance with Planning Board procedures. No other material need be sent. Upon receipt, the county Planning Board will complete the bottom section of this form and return it to you for your records to indicate compliance with referral requirements.

When completed, save this form as a .pdf file and e-mail to: [muniref@westchestergov.com](mailto:muniref@westchestergov.com) or print and fax to (914) 995-3780.

**Please note: All applications given a positive declaration pursuant to SEQR must be referred as a complete application. Do not use this form.**

Municipality: Village of Dobbs Ferry

Referring Agency (check one):

- ☒ Planning Board or Commission  
☐ Zoning Board of Appeals  
☐ City or Common Council/Town Board/Village Board of Trustees

Application Name and Local Case Number: 398 Ashford Avenue

Address: 398 Ashford Avenue, Dobbs Ferry, NY

Section: 3.100 Block: 89 Lot: 1

Submitted by (Name and Title): Valerie Monastra, AICP, Village Planner

E-mail address or fax number: vmonastra@nelsonpope.com

The above-referenced application qualifies for the notification-only procedure to the county Planning Board because it falls within the category of action checked below:

- ☐ Zoning Area Variance to decrease front yard setback, decrease minimum street frontage or decrease average lot width for property abutting a state or county road or park.
- ☐ Special Use Permit or Use Variance to allow less than 5,000 square feet of new or renovated floor area and less than 10,000 square feet of land disturbance.
- ☒ Site Plan to allow less than 5,000 square feet of new or renovated floor area and less than 10,000 square feet of land disturbance on property within 500 feet of:
- The boundary of a city, town or village
  - The boundary of an existing or proposed state or county park, recreation area or road right-of-way
  - An existing or proposed county drainage channel line
  - The boundary of state- or county-owned land on which a public building or institution is located or
  - The boundary of a farm located in an agricultural district.

Do not write below this line.

Date received by the Westchester County Planning Board: 8/16/21

Notification acknowledged by (name and title): LUKAS HERBERT, ASSOC PLANNER

**398 ASHFORD SITE PLAN APPLICATION –ACKNOWLEDGE RECEIPT OF EAF & COUNTY PLANNING BOARD REFERRAL AND DECLARE LEAD AGENCY**

**WHEREAS**, the Board of Trustees of the Village of Dobbs Ferry has been reviewing a conceptual proposal and certain application materials regarding a project in the DT Zone at 398 Ashford Avenue consisting of conversion of the commercial space in an existing mixed-use building into three (3) additional residential units resulting in a multi-family building with a total of eight (8) residential units ("Project"); and

**WHEREAS**, subsequent to referral and review of the Project by the Dobbs Ferry Planning Board as required by Dobbs Ferry Code Section , the Village Board undertook further discussion of the Project on June 8 and August 10, reviewed substantive comments from its consultants, and thereafter passed a resolution setting a public hearing date for September 28, 2021 with the condition that Ashford Dobbs LLC ("Developer") provide a missing Environmental Assessment Form ("EAF") necessary to commence mandatory environmental review of the Project under the State Environmental Quality Review Act ("SEQRA") and making the required referral to the County Planning Board with sufficient time to accommodate the timing of the public hearing; and

**WHEREAS**, in accordance with the Board's resolution dated August 10, 2021, following receipt of the completed Project-specific Part One of the EAF, the Village Planner submitted the Project-related materials to the Westchester County Planning Board for comment pursuant to NYS General Municipal Law §239.

**NOW, THEREFORE, BE IT RESOLVED**, that, the Board of Trustees of the Village of Dobbs Ferry hereby acknowledges receipt of a Project-specific EAF from the Developer and as the jurisdictional authority for review of the site plan, including the requested waivers, hereby declares that it will serve as Lead Agency for the SEQRA review of the project, an Unlisted action; and

**BE IT FURTHER RESOLVED**, that, the Board of Trustees of the Village of Dobbs Ferry hereby acknowledges a notice dated August 16, 2021 from the Westchester County Planning Board evidencing its receipt of the Project-related materials, indicating the materials will be retained for informational purposes and determining that the Project is a matter for local concern with no further review or substantive comments to follow.