



VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES AGENDA

MEETING DATE: SEPTEMBER 28, 2021

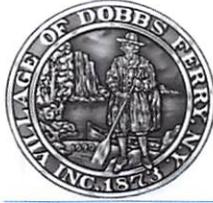
AGENDA ITEM SECTION: PUBLIC HEARINGS

AGENDA ITEM NO. : 1

AGENDA ITEM: CONSIDER AN APPLICATION FOR SITE PLAN APPROVAL/WAIVERS NEEDED FOR DEVELOPMENT OF PROPERTY LOCATED AT 398 ASHFORD AVENUE WITH THE GOAL OF CONVERTING COMMERCIAL SPACE IN A MIXED USE BUILDING INTO RESIDENTIAL UNITS RESULTING IN A MULTI-FAMILY BUILDING WITH A TOTAL OF EIGHT UNITS

ITEM BACKUP DOCUMENTATION:

1. PUBLIC HEARING LEGAL NOTICE
2. MEMORANDUM & ATTACHMENTS DATED SEPTEMBER 21, 2021 FROM VALERIE MONASTRA, AICP TO MAYOR ROSSILLO AND THE BOARD OF TRUSTEES



VILLAGE OF DOBBS FERRY

112 Main Street
Dobbs Ferry, New York 10522
TEL: (914) 231-8500 • FAX: (914) 693-3470

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a public hearing will be conducted by the Village Board of Trustees on September 28, 2021 at 6:30 p.m., or as soon thereafter as the matter may be heard, to consider an application for approvals/waivers needed for development of property located at 398 Ashford Avenue with the goal of converting commercial space in a mixed use building into residential units resulting a multi-family building with a total of eight units.

The hearing will be conducted using a hybrid method combining in-person and virtual attendance in keeping with the Village's goal of protecting public health and in compliance Chapt. 147 of the Laws of 2021 permitting virtual participation by Board Members. For virtual attendance, interested parties may be heard using Zoom, a web-based videoconferencing service:

Webinar ID 861 5028 5812, Passcode: 289013. Copy/paste the following link:

<https://us02web.zoom.us/j/86150285812?pwd=ZkNIUDRRSzduT25lQzNCaklOTWtyUT09> or by Telephone: 1 929 205 6099 during the hearing.

A copy of the materials in support of the project will be included on the Village Website www.dobbsferry.com along with the meeting agenda. Village Board of Trustees will also accept written comments forwarded in advance to LDreaper@dobbsferry.com.

BY ORDER OF THE BOARD OF TRUSTEES

Dated: September 13, 2021

Elizabeth Dreaper
Village Clerk



MEMORANDUM

TO: Mayor Rossillo and Members of the Village Board of Trustees

FROM: Valerie Monastra, AICP

SUBJECT: 398 Ashford Avenue

DATE: September 21, 2021

CC: Richard Leins, Esq. Village Administrator
Lori Lee Dickson Esq. Village Attorney
Ed Manley, Building Inspector

Ashford Dobbs, LLC. ("Applicant") is seeking Site Plan approval to renovate an existing multi-family residential building and upgrade and expand the existing parking area. The property is located at 398 Ashford Avenue, Section Block and Lot 3.100-89-1 ("Project Site"). The property is in the DT, Downtown Transition zoning district.

GENERAL AND PROCEDURAL COMMENTS

- 1. County Board Referrals.** This project required 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 less than 5,000 square feet and within 500 feet of the Saw Mill River Parkway. The County sent an acknowledgement of the notification in August.
- 2. Site Plan Approval.** This application requires Site Plan approval by the Village Board of Trustees per Section 300-52, and public hearing is scheduled for September 28, 2021.
- 3. Zoning Board of Appeals.** As currently proposed, this application will need three variances from the Zoning Board of Appeals or waivers by the Village Board of Trustees per Section 300-52(E) of the Zoning chapter for the maximum impervious coverage, two (2) parking spaces, and the minimum residential dwelling unit size. The units proposed on the ground floor do not meet the 600 square foot minimum.
- 4. 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 the final Site Plan approval. The Applicant has provided a Coastal Consistency Form.

SEQR/ENVIRONMENTAL REVIEW COMMENTS

The Village Board declared itself Lead Agency and designated the project as an Unlisted action under SEQRA at its September 14, 2021, Village Board meeting. Part I of the EAF is complete and Part II of the EAF is attached to this memorandum for your consideration.

1. **Archaeological Site.** The Project Site is within an archeologically sensitive area. However, it is located on previously disturbed land, and the project does not involve substantial excavation. Therefore, consultation with the State Historic Preservation Office (SHPO) is not necessary.

SITE PLAN COMMENTS**1. Parking.**

- a. Parking calculations: Section 300-48 B(2)(b) only requires new off-street parking spaces when new dwelling units are added to an existing parcel. The Building Inspector has determined that the Applicant needs to provide four (4) additional parking spaces for the three (3) additional dwelling units being proposed. The Applicant can provide two (2) additional on-site spaces, for a total of five (5) spaces.
- b. The Applicant proposes to install tandem spots. How will those spots be distributed to the eight (8) units? How will the cars maneuver in and out of the tandem spaces? The sight distance for pulling out of the proposed parking lot that is so close to an off-ramp is a concern.
- c. While the Applicant was looking to use the on-street parking spaces to reduce their required parking per Section 300-48(H)(1), the Planning Board recommended that the Village Board of Trustees direct the Applicant to provide a payment in lieu of parking per Section 300-48(H)(4) as the on-street parking spaces are too close to the on-ramp of the Saw Mill Parkway.

ENGINEERING COMMENTS

Hahn Engineering provided updated comments dated May 10, 2021 (see attachment). It is recommended that as a condition of approval the Applicant must address the engineer's comments prior to the issuance of a building permit.

Project:	398 Ashford Avenue
Date:	9/21/21

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept “Have my responses been reasonable considering the scale and context of the proposed action?”

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

MEMORANDUM

To : Ed Manley, Building Department

From : George E. Pommer, P.E.
Vice President

Dated : May 10, 2021

Subject : Site Plan Review
Owner/Applicant – Ashford Dobbs, LLC
398 Ashford Avenue
Tax ID: 3.100-89-1

Drawings

Reviewed : “General Notes & Details”, Dated 11/5/20, Sheet C-001.00.
“Site Plan & Zoning Analysis”, Dated 11/5/20, Sheet C-100.00.
“Stormwater Pollution Prevention Plan”, Dated 11/5/20, Sheet C-200.00.
“Stormwater Calculations & Subsurface Retention Details”, Dated 11/5/20,
Sheet C-201.00.
“Site Details”, Dated 11/5/20, Sheet C-300.00.
“Survey of Lots Nos. 11, 12 & 13”, Dated 3/12/21.

Documents

Reviewed : Letter from Shahin Badaly, Dated 3/28/21.

The referenced plans have been reviewed for compliance with Article XII of the Village Code – Site Plan Review and our previous memorandum dated December 31, 2020. The applicant proposes the construction of interior renovations and expanded parking area on 0.09 acres in the DT zoning district. The improvements also include a stormwater mitigation system. The site is located within 500’ of the Saw Mill Parkway and the border with Ardsley.

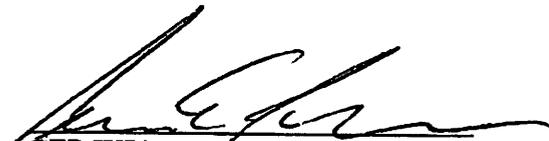
The Planning Board has requested that the project be referred to the Board of Trustees at the May 6, 2021 meeting. Pursuant to our review, the following items should be addressed by the applicant.

1. As noted on the plans, the proposed site improvements exceed the allowable lot coverage; therefore, a variance may be required.

2. Off-street parking and a retaining wall are proposed the adjacent lot labeled "P.O. Lot 14" which may be Village right-of-way. Per the requirements of §300-48 "Parking" C. (6) of the Village Code, off-street parking shall not be located in the right-of-way. The applicant is pursuing an easement from the owner of the lot labeled "P.O. Lot 14" which may be the Village. An easement would ease the burden of parking on side streets. This item also relates to the deficiency of parking and the number of spaces required for a "PILOP".
3. There is an existing onsite parking lot. The proposed parking design will increase onsite parking and backing out onto Ashford Avenue and into the crosswalk which may pose a safety hazard to pedestrians along the sidewalk and motorists on Ashford Avenue. Furthermore, with the proposed tandem parking may cause queuing on Ashford Avenue. The existing on-street parking stalls are proposed to be modified to improve safety and include new line striping. Due to the proximity of the parkway, any proposed improvements should be reviewed by the Village's Traffic Consultant.
4. A separate plan should be provided showing a retaining wall on the property line and no parking on the adjacent property.
5. While the building may be all residential, accessible parking spaces conforming to ADA requirements should be considered and conform to code as required.
6. The proposed pedestrian ramp in the right-of-way should conform to ADA and Village standards.
7. The site plan should reference the survey by Gabriel E. Senior, P.C. that was provided with the submission documents.
8. The survey and site plan should be revised to include the existing utility pole located in the right-of-way on "P.O. Lot 14".
9. Walkway, pedestrian ramp and retaining wall details should be provided. Additionally, the curb detail should show the full curb height.
10. A gravel parking area is proposed; per the requirements of §300-48 "Parking" C. (1) of the Village Code, gravel is not permitted for parking areas in the DT zone.
11. As previously mentioned, the proposed stormwater mitigation system should be sized for the increase in stormwater runoff due to the 100-year storm event. The site appears to pose setback limitations which may allow for a lesser storm event. Stormwater discharge ultimately flows into the Saw Mill River which is a NYSDEC impaired water body. An overflow is recommended to the existing catch basin.

12. The catch basin should include a 24" sump for pretreatment and the pipe should have 24" minimum of cover. The detail and elevations should be revised. Additionally, it should be confirmed the catch basin can withstand H-20 loading.
13. As previously mentioned, soil testing in accordance with Appendix D of the NYSDEC Stormwater Management Design Manual should be performed to confirm separation and infiltration requirements. The proposed stormwater system relies on infiltration to mitigate the increase in runoff. As a result, soil testing is important to verify the assumptions made.
14. As previously mentioned, Note #3 on sheet A2.0 states that the washers are to connect to the existing drainage system. All washers should connect to the sewage system, not the drainage system. A revised Sheet A2.0 has not been provided.
15. Location of the drainage inspection port should be shown on the plans.
16. The date of the original plan and all revisions, with notation identifying the revisions, should be shown.
17. Comments from the Village's planning consultant should be addressed.

A written response and revised plans responding to the above comments should be submitted by the applicant for review. Any changes made that do not pertain to our comments should be identified separately in the written response. Additional comments may be generated based on the revised plans.



GEP:WJA:cg