

STAFF REPORT - TOWN OF NORTH CASTLE PLANNING DEPARTMENT

July 4, 2020



APPLICATION NAME & NUMBER
Edward Jones (Financial Advisor) - #19-021

SBL
108.03-1-40

MEETING DATE
July 13, 2020

PROPERTY ADDRESS/LOCATION
150 Bedford Road, Armonk

BRIEF SUMMARY OF REQUEST

Conversion of the first floor veterinary office to professional office, with new second story office addition and the removal of the existing second floor apartment and conversion of that area to professional office space. The existing rear residence is proposed to remain.



PENDING ACTION: ☒ Plan Review ☐ Town Board Referral ☐ Preliminary Discussion

EXISTING ZONING	EXISTING LAND USE	SURROUNDING ZONING & LAND USE	SITE IMPROVEMENTS	SIZE OF PROPERTY
RB Roadside Business District	Commercial	Commercial development along Bedford Road	None proposed	0.69 acres

PROPERTY HISTORY

1986 - The site approved as Dr. Padilla's veterinary office.

1988 - Conversion of barn at rear of site to apartment approved by Building Department (apparently not Planning Board).

COMPATIBILITY with the COMPREHENSIVE PLAN

Small business and professional offices should continue to be permitted in the hamlet areas. Such uses are often complementary to retail stores. These, uses do, however, need to be carefully controlled to ensure that they do not interrupt the pedestrian shopping pattern or cause excessive parking or traffic demands.

STAFF RECOMMENDATIONS

1. The Applicant should be directed to address all staff and consultant's comments.
2. The project is compatible with the Comprehensive Plan.

<u>Procedural Comments</u>	<u>Staff Notes</u>
<ol style="list-style-type: none"> 1. The application for site plan approval requires referral to the Westchester County Planning Board pursuant to § 239-m of New York State General Municipal Law (GML). This referral is required because the subject site is located within 500 feet of NY Route 22. 2. The Proposed Action would be classified as a Type II Action pursuant to the State Environmental Quality Review Act (SEQRA). 3. A Public Hearing for the proposed site plan will need to be scheduled. 4. The site plan should be forwarded to the Chief of Police, Fire Inspector and the Armonk Fire Chief so that they may make any pertinent recommendations to the Planning Board including, but not limited to, the designation of no-parking zones, emergency vehicle access or any other issued deemed important to providing emergency services. 5. Pursuant to Section 12-18(1) of the Town Code, all site development plans submitted to the Planning Board are required to be referred to the Architectural Review Board (ARB) for review and comment. 	<p>The referral was made on June 26, 2019</p> <p>Construction or expansion of a primary or accessory/ appurtenant, non-residential structure or facility involving less than 4,000 square feet of gross floor area and not involving a change in zoning or a use variance and consistent with local land use controls, but not radio communication or microwave transmission facilities</p> <p>A public hearing has been scheduled for the July 13, 2020 Planning Board meeting.</p> <p>The referral was made on June 26, 2019</p>
<u>General Comments</u>	
<ol style="list-style-type: none"> 1. The site plan shall be revised to provide a 10 foot planting area along the eastern property line since the property is adjacent to a residential district, as well as the front and rear lot lines, pursuant to Section 355-29.E(1)(c) of the Town Code. 2. The site plan shall depict a refuse collection detail for review. 3. The site plan shall be revised to depict outdoor lighting conforming to Section 355-45.M of the Town Code. 4. Based upon the submitted gross floor area calculation exhibit, it appears that not all of the required gross floor area has been counted/identified. Specifically, the plans should be revised to include the floor area of the existing dwelling. In addition, the areas that contain the note "Area not included per Section 1207.2 of the 2020 Building Code of New York State..." should be counted as gross floor area counted toward FAR and off-street parking are governed by the Town of North Castle Town Code and not NYS Building Code. Per the North Castle definition of gross floor area, all of the excluded area would be counted as gross floor area in a non-residential building. 5. The site plan shall be revised to depict the access drive dimensions in the vicinity of the new covered stairs on the eastern side of the building. Pursuant to Section 355-56.G. of the Town Code. The drive is required to be a minimum of 20 feet wide. 	<p>Section 355-29.E(1)(c) states:</p> <p>An area, at least 10 feet deep along the front line and along the rear lot line and where abutting residential properties, except where driveway entrances and exits are located, shall be suitably landscaped with planting of grass, shrubbery and trees in accordance with specifications to be approved by the Planning Board as part of the site plan.</p> <p>It is noted that the site plan depicts landscape plantings in the area available given the curb line.</p> <p>The gross floor area, FAR and off-street parking requirement chart should be updated.</p>

<p>6. The previously approved floor plans for the residence should be submitted and made part of the current record</p> <p>7. The site plan depicts the establishment of three compact spaces. Pursuant to Section 355.56.F of the Town Code, compact parking spaces are not permitted in parking lots that have less than 50 parking spaces. The parking plan shall be updated to eliminate compact parking spaces.</p> <p>8. The site plan depicts two land banked parking spaces. Pursuant to Section 355-56.C of the Town Code, where the Planning Board determines because of variations in the probable time of maximum use by joint users or for any other reason, the Planning Board may waive all or part of the off-street parking spaces, but not more than 50% of the number of parking spaces required according to § 355-57 herein. In all cases, it shall be expressly demonstrated on the site plan that sufficient space remains for the provision of the total amount of off-street parking required, and the site plan shall bear such designation. All such undeveloped parking space shall be used and maintained as additional landscaped grounds until required for parking. Written guaranties, satisfactory to the Town Attorney, shall be submitted by the applicant for the eventual improvement of any such spaces which may have been waived. Such spaces must be constructed within six months of the date of written notice to the property owner by the Planning Board that such spaces have been determined as necessary.</p> <p>9. Proposed landbanked parking space 1 does not have adequate maneuvering room. The site plan will need to be revised to depict how the parking area would be modified to provide access to parking space one should the Planning Board require the construction of the space.</p>	<p>In the alternative, the Applicant can seek a ZBA variance to permit compact parking spaces in this lot.</p>
--	--