


MEMORANDUM

TO: North Castle Planning Board

CC: Adam Kaufman, AICP
John D. Fry, Architect AIA
Vincent Renda

FROM: Joseph M. Cermele, P.E., CFM 
Kellard Sessions Consulting
Consulting Town Engineers

DATE: July 9, 2020

RE: Site Development Plan Approval Application
Vincent Renda (Edward Jones Office)
150 Bedford Road
Section 108.03, Block 1, Lot 40

As requested, Kellard Sessions Consulting has reviewed the site plan submitted in conjunction with the above-referenced project. The applicant is proposing renovations and additions to an existing first floor office space and conversion of a second-floor apartment into additional office space (second floor to be expanded over first floor footprint) for a total of $\pm 1,639$ SF. An existing accessory apartment building is proposed to remain. The property is ± 0.25 acres in size and is located in the Industrial, RB Zoning District.

Our comments are outlined below.

GENERAL COMMENTS

1. As indicated on the Parking Assessment, the proposed plan requires a total of nine (9) off-street parking spaces (seven for the office space and two for the residence). The plan proposes a total of nine (9) off-street parking spaces, two (2) of which are proposed to be land-banked, as provided by Section 355-56, C of the Town Code. The Planning Board should discuss whether the proposed land-banking is appropriate for the proposed use. If the Board is amendable, this office has no objection to Parking Spaces #1 and #9 being land-banked, as shown.
2. As previously noted, Section 355-56, G of the Town Code requires that access drives for parking areas serving between six (6) and twenty (20) spaces have a minimum width of 20 feet. The existing drive varies in width from approximately 12 to 15 feet. It appears an area variance will be required.

3. The plan proposes to reconstruct the existing parking lot and driveway resulting in a net increase in impervious area or approximately 1,025 s.f. The applicant has provided a Stormwater Analysis to demonstrate that the existing infiltration system provides adequate mitigation for the increased area. The Dry Well Design Calculations should be revised to illustrate and quantify the various portions of the buildings and drive which are tributary to each system and provide the supporting calculations for the resulting runoff volumes.
4. As previously requested, the plan has been revised to permit suitable access from the handicap access drive aisle to the ramp. However, the location of the "No Parking" sign shall be adjusted outside of the travel path.
5. The plan proposes an ADA accessible ramp at the rear of the building. As previously requested, the plan shall include spot grades, dimensions and construction details, as necessary, to demonstrate compliance with applicable ADA Regulations.
6. As previously noted, the Planning Board should discuss whether a sidewalk would be appropriate along the property frontage. This added sidewalk would continue sidewalk already proposed for the multi-family development on the site to the East and would further the pedestrian connection along Bedford Road toward the existing crosswalk and sidewalk at MacDonald Ave. Provide details.
7. As previously requested, the plan shall illustrate and quantify the proposed limits of disturbance.
8. A detail for the proposed refuse enclosure shall be provided.

As additional information becomes available, we will continue our review. It is noted that an itemized response to all comments will facilitate completeness and efficiency of review.

PLANS REVIEWED, PREPARED BY NEXUS, DATED JUNE 17, 2020:

- Conceptual Site Plan (A1)
- Proposed Floor Plans (A2)
- Proposed elevations (A3)
- Building Sections (A4)
- Conceptual Site (SK1)
- Conceptual Perspective (SK5)
- Precedent Images (SK6)
- Existing Conditions Photos (SK7)
- Adjacent Properties (SK8)
- Aerial (SK9)

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PLANS REVIEWED, PREPARED BY JMC, DATED JUNE 22, 2020:

- Site Layout & Striping Plan (C-100)
- Site Grading, Utilities, and Erosion & Sediment Control Plan (C-200)
- Site Landscaping Plan (L-100)
- Construction Details (C-900 and C-901)

JMC/dc

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