



**VILLAGE OF MAMARONECK
PLANNING BOARD
MEETING MINUTES
WEDNESDAY, March 26th, 2025, at 7:00 PM
Courtroom, 169 Mt. Pleasant Avenue, Mamaroneck, NY**

The full public record of this Meeting is the audio/video recording made of this <https://lmcmedia.org/show/village-of-mamaroneck-planning-board-meeting-3-26-25/>

**PRESENT: SEAMUS O'ROURKE, CHAIR
RICHARD LITMAN
WILLIAM BINTZER
MARY SHIFFER**

EXCUSED: HELEN RAFFERTY

**STAFF: MARY DESMOND – VILLAGE PLANNING BOARD ATTORNEY
JOSETTE TAVARES – VILLAGE PLANNING BOARD OFFICE
ASSISTANT**

**VIA ZOOM: BRITTANIE O'NEILL – VILLAGE LAND USE BOARD
COORDINATOR
ALICIA MOORE – VILLAGE CONSULTANTING PLANNER
JOHN KELLARD – VILLAGE CONSULTING ENGINEER
SUSAN OAKLEY – VILLAGE LANDSCAPE CONSULTANT**

Chair O'Rourke pointed out the fire exits and asked everyone to turn off their cell phones.

CALL TO ORDER

On motion by Chair O'Rourke, the meeting was opened at 7:00 PM.

1. APPROVAL OF MINUTES

A. The Board reviewed the minutes from the meeting held on February 12th, 2025.

On motion of Chair O'Rourke, seconded by Mr. Bintzer and carried, the Board adopted the January 22nd, 2025 minutes as amended.

Ayes: Chair O'Rourke, Mr. Litman, Ms. Shiffer, and Mr. Bintzer

Nays: None

Excused: Ms. Rafferty

2. PRELIMINARY SITE PLAN & WETLAND PERMIT REVIEW

A. Application #PLN-25-0005: 249 Melbourne Avenue, (Section 4, Block 54, Lot 41) Located in the R-5 Zoning District. Recommended SEQRA Classification: Type II § 617.5(c)(11). No Public Hearing Required.

Applicant seeks site plan approval for construction of proposed drainage improvements as per Village Code Chapter 342, Article XI, Section 75.

- Michael Stein, Hudson Engineering, appeared and presented the proposed project to the Board.
- Susan Oakley, appeared and reviewed her memo.
- John Kellard, appeared and reviewed his memo.
- The actual dripline size of the diameter of the dripline of the trees should be reflected on the plans.
- The missing traffic management plan during construction needs to be submitted.
- Get a maintenance agreement with the village, because the village needs to comfortable and approve maintaining this new system.
- Adjourned

On the motion of Chair O'Rourke, seconded by Mr. Litman for the Board to type this project as a Type II.

Ayes: Mr. Litman, Chair O'Rourke, Mr. Bintzer, and Ms. Shiffer

Nays: None

Excused: Ms. Rafferty

3. SITE PLAN REVIEW

A. Application #PLN-24-0017: 1025 Rushmore Ave (1054 Walton Ave), (Section 9, Block 98, Lot 1.) Located in the MR Zoning District. SEQRA Classification: Unlisted. No Public Hearing Required.

The applicant seeks site plan approval to provide 4 pickleball courts with overall reduction of impervious area. Reconstruct and relocate existing maintenance building, resurface and striping of parking area, site landscaping, and safety lighting. (Per EAF: Existing 1-story maintenance garage to be removed for construction of 4 pickleball courts. New 1,608 sf maintenance garage and workshop proposed in new location. Associate site work includes paving, landscaping, lighting, and drainage) as per Village Code Chapter 342, Article XI, Section 75, Part D.

- Andrew Spatz, attorney, appeared and presented the proposed project to the Board.
- Susan Oakley, appeared and reviewed her memo with the Board.
- John Kellard, appeared and reviewed his memo with the Board.
- Marc Pilotto, appeared and reviewed the proposed project to the Board.
- The Board needs HCZMC environmental report from HCZMC meeting.
- The Board needs an updated percolation testing and redesign.
- 2 village members appeared and presented their comments that the applicants will address.

4. SUBDIVISION REVIEW – PUBLIC HEARING CONTINUED

A. Application #PLN-24-0002: 308 Melbourne Avenue, (Section 4, Block 55, Lot 6) Located in the R-5 Zoning District. SEQRA Classification: Unlisted. Public Hearing opened on 1/8/2025 & adjourned.

The applicant seeks approval to subdivide existing lot into two lots, existing house to remain as per Village Code Chapter A348, Section 5.

- Paul Noto, attorney from Dorf, Nelson & Zauderer LLP, appeared and presented the proposed project to the Board.
- Susan Oakley, appeared and reviewed her memo with the Board.
- A tree preservation plan is required (including specific genes species and location).
- Lot 1 – 1 tree removed & 1 tree planted.
- John Kellard, appeared and reviewed his memo and outstanding comments with the Board and the applicant.
- On lot 1, the main issue is the separation of distance between the bedrock and the bottom of the infiltration system. They need 2 feet separation, as it presently is proposed as 1 foot. They either have to raise the drainage system and some of the grade in the front yard or put in a shallower cultec device. They will have to relook at the calculations to see if with a shallower cultec, whether it requires an additional cultec device or not.
- Lot 1 needs construction details addressed in the driveway and drainage, because those improvements have to be performed to move the driveway.
- The stormwater is only addressing the new impervious surface for the driveway.
- Lot 2 is proposed for a max FAR 2 story home and a max impervious coverage of 40%.
- John Kellard reviewed all the plans and they were confirmed by the Village Engineer. Village Engineer did not see the testing but went to site afterwards and confirmed test results and saw test pits confirming they were dug.
- Paul Notto went over comments on draft resolution with the Board.
- The Board reviewed the draft resolution and made edits. Mary Desmond will update the draft resolution and it will be reviewed again with the Board.
- Alicia Moore, joined the conversation when reviewing the draft resolution.
- Village members came up with their comments and expressed them to the Board.
- The public hearing will remain open.

5. ADMINISTRATIVE ACTION(S)

- A. Discussion of appointing a backup Chair.
- Richard Litman was appointed the backup Chair when Chair O’Rourke is absent.

6. ADJOURN MEETING

On motion of Chair O’Rourke, seconded by Mr. Litman and unanimously carried, the meeting was adjourned at 10:24 PM.

PLEASE BE ADVISED that the next Meeting of the Planning Board of the Village of Mamaroneck is scheduled for April 15th, 2025, at 7:30 P.M. in the Courtroom in Village Hall, 169 Mt. Pleasant Avenue, Mamaroneck, NY.