



**VILLAGE OF MAMARONECK
PLANNING BOARD
MEETING MINUTES
TUESDAY, April 15th, 2025, at 7:30 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-4-15-25/>

**PRESENT: SEAMUS O'ROURKE, CHAIR
HELEN RAFFERTY
MARY SHIFFER**

**EXCUSED: RICHARD LITMAN
WILLIAM BINTZER**

**STAFF: MARY DESMOND – VILLAGE PLANNING BOARD ATTORNEY
BRITTANIE O'NEILL – VILLAGE LAND USE BOARD
COORDINATOR
JOSETTE TAVARES - VILLAGE PLANNING BOARD OFFICE
ASSISTANT**

**VIA ZOOM: 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 7:30 PM.

1. APPROVAL OF MINUTES

- A. The Board reviewed the minutes from the meeting held on February 26, 2025 and March 12, 2025.**

The February 26, 2025 minutes will be voted on at the next meeting due to Ms. Shiffer not being present at that meeting and Mr. Litman and Mr. Bintzer being excused tonight.

On motion of Chair O'Rourke, seconded by Ms. Shiffer and carried, the Board approved the March 12th, 2025 minutes.

Ayes: Chair O'Rourke, Ms. Shiffer, and Ms. Rafferty

Nays: None

Excused: Mr. Litman and Mr. Bintzer

2. SUBDIVISION, SITE PLAN, & SPECIAL PERMIT REVIEW

A. Application # PLN-24-0011 & #PLN-24-0012: 338-352 Mt Pleasant Ave, (Section 9, Block 17, Lot(s) 2-4.) Located in the C-2 & R-5 Zoning Districts. SEQRA Classification: Type I §§ 617.4(b)(5)(iii), (9). Public Hearing Required.

Applicant seeks subdivision, site plan, and special permit approval to demolish existing three (3) buildings containing multi-family residences, and construct (1) new all-affordable, six-story multi family building. subdivision approval to merge (3) existing lots into (1) lot. off street parking is proposed below the new building and at grade. the applicant proposes associated outdoor recreation space, new stormwater management infrastructure, and new landscaping as per Village Code Chapter 342 & A348, Articles XI & VII, Sections 50 & 75 and Parts A-C.

- *Planning Board SEQRA process summary:*
 - *Declared Lead Agent*
 - *In process of SEQRA Part II determination (public comment 11/13/2024)*
- *Presentation from applicant of additional materials submitted for this meeting*
- *Continued review of SEQRA EAF Part II by Planning Board*
- *Permitting process sequence:*
 - *Zoning Board of Appeals: area variance*
 - *Harbor Coastal Zone Commission: consistency*
 - *Planning Board: subdivision, site plan, special permit*
 - *Building Department [and others]: all required permits, including administrative permits*
- Neil Alexander from Cuddy & Feder appeared and presented the application to the Board. Ashley Brody, CEO for Search for Change, Mike Newman of CSD Housing, and Brian Dempsey of DTS Provident were also present.
- On Agenda for the 1st time since 2024
- The Planning Board is not able to progress the application further tonight until we're informed of the outcome of the Building Inspectors review.
- The Planning Board will not be taking any public comments, and we'll proceed with the balance of our agenda after the applicants presentation.
- The applicant suggested having all 4 metered spots in the front be converted into both a pickup and drop off area and a fire zone.
- The applicant submitted a 25 page, full EF, part 3
- Ashley Brody, president for Search for Change, appeared and presented to the Board

3. 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 the existing lot into two lots, and the existing house to remain as per Village Code Chapter A348, Section 5.

- Paul Noto, attorney from Dorf, Nelson & Zauderer LLP, appeared and presented to the Board.
- John Kellard appeared and presented his memo to the Board.
- The applicant to clean up the detail of the driveway curb cut and the asphalt pavement detail for the driveway of lot 1.
- The applicant will need a curb cut permit from the Department of Public Works.
- The applicant will need a Westchester County Health Department approval on realty subdivision.
- Mike Nowark, ISA Arborist, appeared and presented to the Board.
- The plans were revised with the drip lines on both trees as requested.
- The curb cut was updated.
- The driveway location setback is 5 feet from the property line.
- The curb cut width is approximately 18 feet.
- The applicant claimed the northern tree is in poor shape and is recommended to be removed because it is on village property.
- Susan Oakley appeared and presented to the Board.
- The driveway located approximately 6 inches.
- The applicant extended the driveway 5 feet from the driveway to the proposed side lot to extend the driveway to the road.
- Alicia Moore appeared and presented to the Board.
- The Board reviewed the draft resolution and made edits.
- Mary Desmond will make edits to the resolution for possible voting at the next meeting.
- Public comments continued and several village members appeared and presented their comments to the Board.

On the motion of Chair O'Rourke, seconded by Ms. Shiffer, for the Board to close a Public Hearing.

Ayes: Ms. Shiffer, Chair O'Rourke, and Ms. Rafferty

Nays: None

Excused: Mr. Litman and Mr. Bintzer

4. SITE PLAN & WETLAND PERMIT REVIEW - PUBLIC HEARING

**Application #PLN-24-0019: 1060 Seven Oaks Lane, (Section 9, Block 109, Lot 7.)
Located in the R-20 Zoning District. SEQRA Classification: Type II § 617.5(c)(11).
Public Hearing set for 4/15/2025.**

The applicants seeks site plan and wetland permit approval for the replacement of single-family home and reduction of pool area as per Village Code Chapters 342 & 192, Article XI, Sections 4 & 75, Part C.

- Tony Gioffre attorney of Cuddy & Fedder, appeared and presented to the Board.
- John Kellard appeared and presented to the Board.
- The board reviewed the resolution and made edits.

On the motion of Chair O'Rourke, seconded by Ms. Shiffer, for the Board to open a Public Hearing.

Ayes: Ms. Shiffer, Chair O'Rourke, and Ms. Rafferty

Nays: None

Excused: Mr. Litman and Mr. Bintzer

- There were no public comments

On the motion of Chair O'Rourke, seconded by Ms. Rafferty, for the Board to close a Public Hearing.

Ayes: Ms. Shiffer, Chair O'Rourke, and Ms. Rafferty

Nays: None

Excused: Mr. Litman and Mr. Bintzer

On the motion of Ms. Rafferty, seconded by Ms. Shiffer approved the resolution as amended.

Ayes: Ms. Shiffer, Chair O'Rourke, and Ms. Rafferty

Nays: None

Excused: Mr. Litman and Mr. Bintzer

A. Application #PLN 24-0021: 1027 Constable Drive (Section 8, Block 108, Lot 2). Located in the R-20 Zoning District. SEQRA Classification Type II pursuant to NYCRR § 617.5(c)(2)(3)(8)(11)(12). Public Hearing set for 4/15/2025.

The applicant seeks site plan and wetlands permit review approval to raise the existing two-story single-family home by approximately 2.5 feet so the finished first floor is 2-feet above the base flood elevation (BFE) at approximately 15-feet, along with new first- and second-floor additions, a new pool, deck, landscaping and stormwater management per Village Code Chapters 192 and 342, Article XI, Section 75, Parts C and 4.

- Tony Gioffre attorney of Cuddy & Fedder, appeared and presented to the Board.
- Susan Oakley appeared and presented to the Board.
- John Kellard appeared and the applicant addressed all opened items.
- The Board reviewed the resolution and made edits.

On the motion of Ms. Shiffer, seconded by Ms. Rafferty, for the Board to open a Public Hearing.

Ayes: Ms. Shiffer, Chair O'Rourke, and Ms. Rafferty

Nays: None

Excused: Mr. Litman and Mr. Bintzer

- There were no public comments

On the motion of Chair O'Rourke, seconded by Ms. Rafferty, for the Board to close a Public Hearing.

Ayes: Ms. Shiffer, Chair O'Rourke, and Ms. Rafferty

Nays: None

Excused: Mr. Litman and Mr. Bintzer

On the motion of Chair O'Rourke, seconded by Ms. Shiffer approved the resolution as amended.

Ayes: Ms. Shiffer, Chair O'Rourke, and Ms. Rafferty

Nays: None

Excused: Mr. Litman and Mr. Bintzer

5. 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 to the Board.
- Susan Oakley appeared and all of her comments have been addressed.
- John Kellard appeared and addressed the last open item with the Board and applicant.
- The Board reviewed the resolution and made edits.

On the motion of Ms. Shiffer, seconded by Ms. Rafferty approved the resolution as amended.

Ayes: Ms. Shiffer, Chair O'Rourke, and Ms. Rafferty

Nays: None

Excused: Mr. Litman and Mr. Bintzer

B. Application #PLN-24-0021: 209 Highview Street (Section 8, Block 2, Lot 523.2) Located in the R-5 Zoning District. SEQRA Classification: Type II § NYCRR 617.5(c)(12). No Public Hearing Required.

Applicant seeks site plan approval for a semi-inground pool as per Village Code Chapter 342, Article XI, Section 75.

- The applicant appeared and presented to the Board.
- The applicant had the percolation test done and it was very successful.
- John Kellard appeared and everything was addressed.
- No edits to the resolution.

On the motion of Ms. Rafferty seconded by Ms. Shiffer approved the resolution as amended.

Ayes: Ms. Shiffer, Chair O'Rourke, and Ms. Rafferty

Nays: None

Excused: Mr. Litman and Mr. Bintzer

6. PRELIMINARY SPECIAL PERMIT REVIEWADJOURN MEETING

**A. Application #PLN-25-0006: 124 Palmer Avenue, (Section 9, Block 7, Lot 386)
Located in the C-2 Zoning District. Recommended SEQRA Classification: Type II §
617.5(c)(18). Public Hearing Required.**

Applicant seeks special permit approval for a pet care facility: interior fit-out of a 1-story building; waiting area, office, grooming area, play area, luxury suite areas, outdoor relief area, break room, storage room, and utility room as per Village Code Chapter 342, Article VII, Section 52.3.

- Paul Noto, attorney from Dorf, Nelson & Zauderer LLP, appeared and presented to the Board.
- Public hearing will be set at the next meeting.
- Mary Desmond will draft the resolution for the next meeting

7. ADJOURN MEETING

On motion of Chair O'Rourke, seconded by Ms. Rafferty and unanimously carried, the meeting was adjourned at 9:47 PM.

PLEASE BE ADVISED that the next Meeting of the Planning Board of the Village of Mamaroneck is scheduled for April 23, 2025, at 7:00 P.M. in the Courtroom in Village Hall, 169 Mt. Pleasant Avenue, Mamaroneck, NY.