



**VILLAGE OF MAMARONECK
ZONING BOARD OF APPEALS
MEETING MINUTES
Thursday January 2nd, 2025, 7:30 PM
Courtroom, 169 Mt. Pleasant Avenue, Mamaroneck, NY**

These are intended to be “Action Minutes”, which primarily record the actions voted on by the Zoning Board of Appeals on January 2nd, 2025. The full public record of this Meeting is the audio/video recording made of this <https://lmcmedia.org/show/village-of-mamaroneck-zoning-board-meeting-1-2-25>.

PRESENT: ROBIN KRAMER, CHAIR
ANGELIQUE SHINGLER
RICHARD CLIFFORD
LORI LEE – VILLAGE ZBA ATTORNEY
DANIEL SEGAL – VILLAGE DIRECTOR OF PLANNING

EXCUSED: GRETA HEANEY
DAVID NEUFELD

ON ZOOM: BRITTANIE O’NEILL – VILLAGE LAND USE BOARD COORDINATOR

OPEN MEETING & ATTENDANCE

CALL TO ORDER

Chair Kramer opened the meeting.

A. APPROVAL OF MINUTES

The Board reviewed the minutes from the meeting held on December 5th, 2024.

Chair Kramer made a motion to approve minutes as amended from December 5th, 2024, seconded by Ms. Shingler.

Ayes: Chair Kramer, Ms. Shingler, and Mr. Clifford

Nays: None

Excused: Ms. Heaney and Mr. Neufeld

- The Board extended the Public Hearing Application #ZON-24-0013 216 Union Avenue to February 6th, 2025.

B. ADMINISTRATIVE ITEMS

1. The Board reviewed the current process of expired Special Permits.
 - The Board, with the assistance of the Planning Board members, reviewed the renewal process of Special Permits.
 - It is the responsibility of the applicants to renew their special permits.
 - The Building Department has not been enforcing the violations or fining violations for expired Special Permits.
 - Dan Segal, Village Director of Planning, will revise the original letter for the renewal of Special Permits to reflect the changes made tonight to be sent out to applicants. The letter is to be circulated to Board members for edits and then the Board will vote on it.
 - The Planning Department will send out letters to all businesses that have had their Special Permits expired. They will either get a follow-up letter or a new letter being told that if they want to renew their Special Permit they must file their application 4 months of the date of the letter. After 4 months, you will have to file a new Special Permit.
 - The letter will state that the applicant is also asking for a renewal Special Permit and an extension of time to file the application.
 - This policy will not apply to any Special Permit that was issued on or after 3 years from before today January 2nd, 2025.
 - Applying for an extension of time for good cause language needs to be added for the renewal.

_____ made a motion to make the changes to the renewal of Special permits, seconded by _____.

No one motioned or seconded this!

Ayes: Chair Kramer, Ms. Shingler, and Mr. Clifford

Nays: None

Excused: Ms. Heaney and Mr. Neufeld

C. NOTES

1. Such other business the Board may determine.
 - The Board discussed the Board's attendance. A Board member is allowed to miss 3 meetings in a calendar year. Missing more than 3 meetings will be subjected to removal. If you are going to be absent or late, please contact Brittanie O'Neil and the Board Members.
 - The Board will review and make changes to the application during the year.

D. ADJOURN MEETING

Mr. Clifford made a motion to adjourn the meeting, seconded by Ms. Shingler.

Ayes: Chair Kramer, Ms. Shingler, and Mr. Clifford

Nays: None

Excused: Ms. Heaney and Mr. Neufeld

The meeting was adjourned at 8:24 P.M.

PLEASE BE ADVISED, that the next Meeting of the Zoning Board of Appeals for the Village of Mamaroneck is scheduled for February 6th, 2025 at 7:30 P.M. in the Courtroom in Village Hall, 169 Mt. Pleasant Avenue, Mamaroneck, NY

- A. Except as may be authorized by any overriding federal, state or local order, all meetings of the Village's boards or committees qualifying as "public bodies" are conducted in accordance with Open Meetings Law (NYS Public Officers Law, Article 7). One or more board members may be participating remotely during public meetings under*