

**Town of Pound Ridge
Planning Board Meeting Minutes
Thursday, November 18, 2021 at 7pm**

Attendees:

Board Members: Michele Rudolph, AIA, Chairperson
John Bria
David Dow
Gail Jankus
Steve Kushner
Rob Knorr
Rebecca Wing

Advisors: Carla Brand, Town Board Liaison
Joe Eriole, Counsel
Kelly Morehead, Town Engineer Assistant
Jim Perry, Building Inspector
Jason Pitingaro, Town Engineer

Staff: Christeen CB Dür, Administrator

Called to Order: Ms. Rudolph called the meeting to order at 7pm and noted that the meeting is being recorded.

Old Business:

**Barnegat Barns LLC, Jamie Hammel, 103 Barnegat Road
Block 9457, Lot 2**

Application for a new garage to an existing home and the replacement of an existing swimming pool and terrace.

**Zoning District: R-3A, Acres: 2.182 Previous Meeting: 08/26/21 Site Walk: 08/31/21
Zoning Board Approved Variance**

Ms. Rudolph and Mr. Pitingaro reviewed the conditions of the Resolution.

Ms. Wing made a motion to approve the Resolution, Mr. Bria seconded the motion. All members voted in favor. The application is approved.

**Oliver Maltby, 80 Indian Hill Road
Block 9820, Lot 23.5**

Application for a new single-family residence with a garage on an existing undeveloped subdivision lot. Privacy plantings will be provided near the driveway to limit visibility from neighbors.

Zoning District: R-3A, Acres 4.497 Previous Meeting: 08/26/21 Site Walk: 08/31/21

Mr. Pitingaro noted that the applicant has provided all requested information. Ms. Rudolph noted that an updated Code Conformance Worksheet has been reviewed and acknowledged how the

applicant worked with their neighbors on this application. Mr. Kushner thanked and congratulated the applicant for working with their neighbors' and on the Planning Board's requests in such a respectful and responsive manner.

Mr. Kushner made a motion to approve the Resolution, Ms. Jankus seconded the motion. All members voted in favor. The application has been approved.

New Business:

**Chris & Whitney Taussig, 9 Great Hill Farms Road
Block 9317, Lot 49.13**

Application to build a 2- story addition to the house, remove and replace stone terrace and build a 1 story addition to 1 barn.

Zoning District: R-3A, Acres 6.224

Mr. Geoff Camuso, architect, reviewed all of the existing coverage including the parking area on the property and the details of the application. He added this application will also be going before the Water Control Commission. Mr. Camuso confirmed that he will address all items in the Town Engineer's memo and will meet the increased setbacks. He noted that this is a nonconforming site and will be replacing the current gravel with a new lawn area. Mr. Camuso explained that the accessory cottage is used for yoga, personal use only.

Ms. Rudolph noted the need to have a site walk to understand what is being removed, what is being added and to review the 2 curb cuts. She asked the applicant to have all areas staked for the site walk.

**BreadsNBakes, Jason Bowman, applicant, Doug Sachs, owner, 73 Westchester Avenue
Block 9454, Lot 10**

Application to renovate an existing food preparation and sales space to a bakery and take-out food establishment, interior alterations and the addition of exterior doors and windows.

Zoning District: PB-A, Acres .67

Mr. Patrick Croke, architect, reviewed the application to renovate a section of a commercial building, the 2 bays closest to the future Village Green. One bay will be used for storefront retail and storage and the second bay will be used as the kitchen for the bakery. Mr. Croke explained that 95% of the project is an interior renovation and 5% will be the new doors, windows and signage. The landlord will be painting the exterior of the entire building. He noted that he and the applicant have been communicating regularly and shared their plans with the Economic Development Committee who is working on the Village Green project. Mr. Pitingaro noted that a bakery has a heavy waste stream that will have a great impact on the septic. He reviewed his comment Memo and explained that they need to pay close attention to items E through K. Mr. Jason Bowman, applicant, noted that the bakery will not be used for wholesale. Mr. Perry noted they need to provide a calculation of expected use of the parking lot. Mr. Croke said they are working with the Health Dept. and will provide parking calculations and lighting information. Mr. Eriole noted that a Special Use Permit is needed from the Town Board. Mr. Perry said the Town Board will review the application for a Special Use Permit for take-out and parking as it is part of the parking district which is under the authority of the Town Board.

Ms. Rudolph noted that the Planning Board will conduct a site walk to review the exterior plans in context of the surrounding area and parking.

**Pound Ridge Library, 271 Westchester Avenue
Block 9820, Lot 36**

Application to extend existing parking area behind the library building.

Zoning District: R-2A, Acres: 2.818

Ms. Gerry Tortorella, attorney, introduced members of the team for this application; Peter Catizone, engineer, Ray Beeler, architect and John Imbiano, landscape architect. She also introduced members of the Library's Board of Directors in attendance; Richard Esman, President, Ken Turner, Vice President and Treasurer, Bonnie Schwartz, Vice President, Valerie Nelson and Lisa Fitz. Mr. Catizone reviewed the existing condition of the parking lot and the proposed new horseshoe shaped parking lot including a new private drive for the residence behind the library. He also reviewed the drainage improvements and lighting updates. Mr. Imbiano discussed the proposed landscaping plan that will mitigate the visual impact of the proposed parking lot and add 50 new trees and other plantings to the existing buffer. Mr. Beeler explained that the plans were designed with fire trucks in mind. He discussed emergency vehicle access and the wide island that is necessary for such vehicles.

Ms. Rudolph asked the applicant to provide an overlay drawing that shows the existing conditions with the proposed conditions over it in a different color. Mr. Imbiano noted the existing easement for the residence behind the library that will need to be modified. Ms. Schwartz described current programs- senior programs are during the day, 1 program is held at a time, and planned 30 minutes apart with many programs occurring on Saturdays. She noted that a cop comes to the library to manage traffic when needed during some programs. Other organizations such as the Garden Club and Boy Scouts use the library for their meetings. The Police department uses it for their training and it is also used as a warming and cooling center as needed. She added that many residents also come in just to use the Wi-Fi and for charging their devices as needed. Mr. Pitingaro asked for more detailed information regarding program volume and frequency. He noted that the applicant said this increased parking would allow them to run 2 programs at a time which would increase volume. Ms. Rudolph asked for the maximum occupancy of the entire library and the Schaffner Community Room. Ms. Schwartz said they will get program activity numbers and the maximum occupancy information.

Ms. Rudolph asked for more information on how this renovation would improve safety for people walking in the parking lot to the library as the current plans do not show any pathways. Ms. Schwartz noted that they have already met with the Landmarks Commission and met with their neighbors during their own public meetings. Mr. Bria asked for specific staking for the site walk.

Ms. Wing made a motion to declare the intent for the Planning Board to be lead agency for this application, Ms. Jankus seconded the motion. All Board Members voted in favor.

Mr. Dow made a motion for a GML circulation due to the library being on a State road, Mr. Bria seconded the motion. All Board Members voted in favor.

Site Walk

The Board decided the site walk for the new applications will be on Saturday, November 27th at 11am.

Cell Tower Modifications- Reports by Doug Fishman- Town's Cell Tower Consultant
T-Mobile Modification

89 Westchester Avenue, Pound Ridge Lions

T-Mobile is planning to modify their existing equipment by removing 3 antenna, 9 RRUs and 3 feedlines and installing 3 antennas, 3 RRUs and 1 hybrid line.

Town Board Referral: 09/21/21

Verizon Modification**89 Westchester Avenue, Pound Ridge Lions**

Verizon is planning to modify their existing equipment by swapping (6) antennas, removing (6) RRUs and installing (9) RRUs.

Town Board Referral: 10/5/21

Ms. Dür reported the request for more information from T-Mobile and Verizon has not been received, therefore there is no update from the Planning Board's cell tower consultant, Doug Fishman.

Other Business:**Adoption of the Minutes from the Meeting of October 28, 2021.**

Mr. Bria made a motion to approve the Minutes from October 28, 2021, Ms. Jankus seconded the motion. All members voted in favor and the Minutes were approved as distributed.

Neighbor Concern

Ms. Holly Lehman, 338 Stone Hill Road, asked to speak to the Board regarding the approved application from this past summer at 342 Stone Hill Road. Ms. Lehman explained that she did not receive her neighbor notification and reviewed her concerns regarding the new detached garage's height, no screening and drainage problem that impacts her property. She noted that she has spoken with Bill Harrington, Town Attorney and Kevin Hanson, Town Supervisor and is asking the Planning Board to bring back the application for further review.

Ms. Rudolph said she was sorry to hear about her experience. She explained that neighbor notification information was submitted, the application was approved and the garage was already built. She noted that the Planning Board is not an architectural review board. Ms. Rudolph explained that the application was for a free-standing building with a roof, wood framing that meets all height and setback requirements therefore it is compliant with the Town Code and Town character. She added that every application provides drainage plans. Ms. Lehman asked the Board to strengthen the neighbor notification process. Ms. Rudolph said the Planning Board will indeed review the process. She asked Ms. Lehman if she has spoken directly with her neighbor about screening. Ms. Lehman said she has spoken with her neighbor and would like the Planning Board's assistance. Ms. Rudolph offered her assistance to speak with her neighbor about screening and the cost of her own plantings.

Mr. Perry noted that the owner at 342 Stone Hill Road is meeting with their contractor and considering lowering the garage and its pitch so they already put the work on hold. Mr. Eriole noted that it is not a great approach to be at odds with the Building Department and your neighbor but the Board Chair can encourage cooperation. He added that there are always challenges with the notification process. Ms. Lehman asked about elevations related to neighboring buildings. Mr. Pitingaro explained elevations are always submitted and also reviewed at the site walk. Ms. Rudolph noted that the Planning Board was able to have the applicant reduce coverage and move it closer to their own home. Mr. Perry reviewed the height maximums listed in the Town Code.

Ms. Lehman reviewed item 113, 60J in the Town Code. Ms. Rudolph noted that there is nothing remarkable about this new garage- it is within Town character as a free-standing wood building. She reiterated her apology that this occurred and happy to hear Ms. Lehman is speaking with her neighbor. Ms. Lehman noted her concerns are valid. Mr. Eriole noted that even if all 10 neighbors had been involved, the Planning Board is limited on what they can do and it is their mandate to follow Town Code. Ms. Lehman asked the Planning Board to safeguard what you do. Ms. Rudolph thanked Ms. Lehman for attending, repeated that the notification process will be reviewed and that the Planning Board will continue the mandate to mitigate concerns with every application.

Village Green

Ms. Rudolph provided an update on the Economic Development Committee's Village Green project that was discussed at the last Town Board meeting. Ms. Brand noted better communication is needed between the Town Board and the Planning Board. Ms. Dür will ask Diane Briggs, Town Board Member and Economic Development Committee member for the updated Village Green plans to be distributed to the Planning Board.

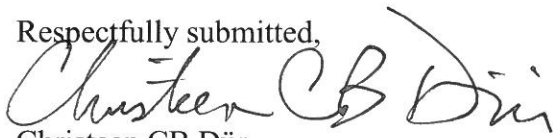
Significant Habitats Hudsonia Presentation, Friday November 19, 12-4:30pm, RSVP to Christeen

Ms. Dür reminded all Board Members to RSVP for the Significant Habitats Hudsonia Presentation on Friday, November 19.

Next Meeting: The next Planning Board meeting will be Thursday, December 16th at 7pm. The meeting will be on the 3rd Thursday in December due to Christmas.

Ms. Rudolph adjourned the meeting at 9:05pm.

Respectfully submitted,



Christeen CB Dür