

**Town of Pound Ridge
Planning Board Meeting Minutes
Thursday, December 16, 2021 at 7pm**

Attendees:

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

Advisors: Diane Briggs, Town Board Member, Economic Development Committee
Liaison
Joe Eriole, Counsel
Kelly Morehead, Town Engineer Assistant
Jim Perry, Building Inspector

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. Mr. Steve Kushner was unable to attend the meeting. Mr. Eriole attended via Zoom.

New Business:

**Ibrahim Jamal, 147 Trinity Pass Road
Block 9821, Lot 10.1**

Application to renovate an existing single-family dwelling.

Zoning District: R-3A, Acres: 5.04

Mr. Ralph Mastromonaco, architect, reviewed the plans to renovate the existing home, create a rain garden and update the septic. They are not adding a bedroom but had testing done on the septic. He added that the owner is renovating this home for his parents. Ms. Rudolph noted that updated plans need to show the entire footprint of the coverage including the parking area and driveway. Mr. Marco Mandra, architect, explained 1 side of the house and the entire middle will be taken down to the foundation. Mr. Mandra added that the renovated house will be 121sf larger than existing house, the basketball court will be removed and the lighting is dark sky friendly.

Ms. Rudolph observed that the house coverage total is advantageous for the applicant should the owner need a garage in the future. She added that this application with the other pending site plan application and the soon to be submitted lot consolidation application all from the same owner will total more than 10 contiguous acres and contain Westchester County- designated open space, therefore the Planning Board will request comments from the Conservation Board. Ms. Morehead explained the multiple applications will be noted in the resolution and that this review is no less strict than if they were all done as one application. Mr. Mastromonaco confirmed these

applications are not a case of intentional segmentation for a lesser review. Mr. Perry noted that WCDOH approval is needed for the building permit since they are reconfiguring space.

Ms. Rudolph asked that the area of proposed work be staked for the site walk.

Old Business:

**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 Previous Meeting: 11//18/21 Site Walk: 11/27/21

Mr. Jason Bowman, applicant, explained that they received approval for a Special Use Permit by the Town Board, the septic has been inspected and they received water usage information from the past 3 years. Mr. Patrick Croke, architect, added they have been working in full coordination with the Town's Economic Development Committee and Town Engineer in regards to the bakery's location next to the future Village Green. He added that they have spoken with the WCDOH and will review all items from the Town Engineer's memo. Mr. Croke said he has met with Mr. Perry about zoning and updated the plans with conforming signage and lighting. Mr. Perry confirmed current lighting code and mandates followed by other businesses in Town.

Ms. Rudolph led a discussion about the need for the proposed new side door. She asked how it will be coordinated with the Village Green plantings, benches and/or bike racks. Ms. Diane Briggs, Town Board Member and Economic Development Committee liaison (aka Village Green Committee), noted that due to fundraising limitations only the hardscaping is planned at this time therefore plantings have been put on hold. She added that the builders for the Village Green will accommodate for the BreadsNBakes side door and confirmed that the side door will not have any negative impact on the Village Green. Ms. Dawn Bowman, applicant, said a new door is needed to create nicer aesthetics and experience for the customer. She explained that this location was chosen because they are passionate about this community where they raised their family and want to setup their business here in Pound Ridge. Ms. Bowman noted that the space is currently long and narrow and the landlord will be painting the exterior of the entire building. Mr. Bowman added they chose this location in particular to be next to the Village Green therefore is happy to work with them regarding any concerns.

Ms. Wing asked about the operational concern of the bakery's trash being left in the Village Green. Ms. Bowman said they will monitor the trash and see what is needed. Ms. Rudolph suggested they buy the Village Green a trash receptacle. Ms. Bowman said they would be happy to discuss that with the Village Green Committee. Ms. Jankus said she understands why the side door is needed and if the Village Green Committee is ok with it, she is ok with it. Ms. Briggs noted that the Village Green Committee is relying on their architects and they have said the side door will not have any negative impact on the Village Green. Ms. Rudolph asked that planters be placed by either side of the door so no one gets hurt when it is opened. Mr. Perry noted that you can't limit the use of the door and can not force any future owners to remove the door. He added that once he issues a Certificate of Occupancy that the door becomes part of that building.

Ms. Rudolph noted that the Planning Board is in favor of the application and asked for a resolution to be drafted.

**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 Previous Meeting: 11/18/21 Site Walk: 11/27/21

The applicant has postponed their application until they appear before the Zoning Board for a use variance.

**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 Previous Meeting: 11/18/21 Site Walk: 11/27/21

Ms. Gerry Tortorella, attorney, began by explaining this month's submission was a partial submission. They are still collecting usage and traffic data and would like to discuss the scale of the project. She noted that they are not modifying the non-conforming aspects of this property. Ms. Tortorella said the current number of parking spaces is not sufficient especially when the Library is used for special events and for the public welfare as a warming center. She asked the Planning Board if the additional parking is a non-starter or they need to determine a number of parking spaces that works for the Planning Board and for the Library. Ms. Tortorella asked for the Board's guidance on where they stand, design concerns and any other considerations.

Ms. Rudolph led the discussion about the Planning Board's concerns over the amount of parking spaces being proposed and overall design concerns. She expressed concern over the safety of the driveway entrance. Ms. Rudolph noted that the proposed plans do not solve the safety concern of people and children walking from the parking lot to the front entrance right along where vehicles enter the driveway. Ms. Jankus expressed her concern over the proposed lot coverage of almost 600% (actual 594.9%) and can't understand the need for 54 new spaces. Mr. Bria also expressed concern over the excess coverage. Ms. Rudolph noted that relocating the common driveway makes a lot of sense and the redoing the handicapped spaces is ok but concerns remain therefore the Planning Board needs the program data. Mr. Dow said he agrees that the numbers of spaces seems like a lot and he needs the program data to make an informed decision. He added he would like to see a rear entrance.

Mr. Perry updated the Planning Board about the maximum occupancy allowed in the building according to NY State Fire Code. The total occupancy for the entire building is 295. He added that he would need more information about the septic but confirmed once the Library installed its generator it has been used as a warming/cooling center. Ms. Wing also expressed concern over the safety of the driveway entrance and traffic at that intersection. She added that the plans do not address the safety of the pedestrians. Ms. Rudolph agreed and said it is not good planning if you still will need a police officer to direct traffic during programs.

Ms. Tortorella noted that the Library can't be part of OEM with the current number of parking spaces. Ms. Bonnie Schwartz, Vice President of the Library Board, said young kids come to the Library when needed as a warming center as it is a more social venue than the Town House. She noted the Library is used most after school and on Saturdays. The Planning Board continued to discuss the safety of the driveway entrance. Ms. Rudolph asked the Library's Board to consider a more than 1 entrance and focus on the safety for pedestrians. Mr. Knorr said a rear entrance would

be ideal. Mr. Perry said widening the driveway entrance any amount, possibly 6-8', would help with safety and provide a better turning radius.

Ms. Evelyn Carmichael, the neighbor on the common driveway, noted that they really would like to see some improvement to the driveway and noted that the Library's parking lot is used for limousines from guests at the Inn at Pound Ridge. Ms. Rudolph agreed the relocated common driveway is the best part of the proposed plans. She added that the Planning Board is awaiting a reply from the State but a comment letter was received from the County. Ms. Tortorella asked that all letters received be sent to her to share with the Library trustees. Ms. Dür shared a copy of the County's letter with her and will send via email after the meeting. She will also follow up with the State about the referral. Ms. Rudolph asked the Library's trustees and their team to rethink their site plan holistically in light of tonight's discussion and return to the Planning Board.

Cell Tower Modifications- Reports by Doug Fishman- Town's Cell Tower Consultant

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

Doug Fishman's 2nd report.

Ms. Dür distributed the 2nd report from the cell tower consultant Doug Fishman who found the updated plans submitted by Verizon to be complete.

Mr. Knorr made a motion to approve the application, Mr. Dow seconded the motion. All members voted in favor and the application was approved to be sent back to the Town Board so the Special Use Permit can be updated.

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

No updates have been submitted yet from T-Mobile regarding Doug Fishman's first report.

Other Business:

Minutes Approval:

Adoption of the Minutes from the Meeting of November 18, 2021.

Ms. Jankus made a motion to approve the Minutes from November 18, 2021, Mr. Bria seconded the motion. All members voted in favor and the Minutes were approved as distributed.

Comprehensive Plan:

Mr. Knorr provided an update about the Comprehensive Plan Update Committee. The subcommittees will submit reports in the Spring. Ms. Rudolph said if anyone has any recommendations, please send them to Mr. Knorr as liaison.

Communication:

Ms. Rudolph led a discussion about having more communication with the Town Board and other groups. Ms. Rudolph noted that she discussed with Mr. Kevin Hanson, Town Supervisor, the Village Green process and expected it come to the Planning Board for site plan approval. Mr. Hanson has offered to come speak to the Planning Board. Ms. Wing noted as a member of the Economic Development Committee that public hearings were held, the Town Board vetted proposals and worked with the Town Engineer. Mr. Perry noted this is an allowed use of the property within the business district. Mr. Bria expressed the need for all proposals to follow the proper process. Ms. Rudolph agreed and said she hopes all groups involved have learned from this experience and it will lead to better lines of communication.

Site Walk:

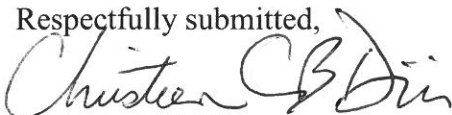
The Planning Board decided the site walk for the new application will be on January 15, 2021.

Next Meeting:

The next Planning Board meeting will be Thursday, January 27th at 7pm.

Ms. Rudolph adjourned the meeting at 9:01pm.

Respectfully submitted,



Christeen CB Dür