

**Town of Pound Ridge  
Planning Board Meeting Minutes  
Thursday, February 29, 2024 at 7pm**

**Attendees:**

**Board Members:** John Bria  
David Dow  
Gail Jankus  
Rob Knorr  
Jonathan Stein  
Rebecca Wing

**Advisors:** John Loveless, Counsel  
Jason Pitingaro, Town Engineer  
Jim Perry, Building Inspector

**Staff:** Christeen CB Dür, Administrator

**Called to Order:** Ms. Rebecca Wing is the new Board Chair for the Planning Board. She called the meeting to order at 7:06pm and noted that it was being recorded.

**Old Business:**

**Chris and Sonya O'Donnell**

**17 Bayberry Way**

**Block 9453, Lot 35.9**

Application to build an accessory dwelling unit addition to the existing home; Kitchen, Living, Bedroom, Office, Bathroom, Mudroom and Laundry.

Zoning District: R-2A, Acres: 4.44

Mr. James Best, architect, reviewed the updates to the site plan. Ms. Wing noted that the Planning Board received a letter of concern from a neighbor who questioned an existing studio and other items but will only address the current application. She added that the applicant provided a video that shows it is an art studio and not an accessory dwelling unit and the lighting that faces the street not the neighbor. Mr. Perry said the existing studio was built per Town Code with approvals and a permit. Ms. O'Donnell said she is happy to work with her neighbor. They will add screening to the property between her and her neighbor in the Spring and they will be adding some plantings around the existing studio as well. Mr. Best said the proposed addition will be hidden from the neighbor. Mr. Shephard, 23 Bayberry Way, reviewed his concerns expressed in his letter (attached). Mr. Loveless reminded Mr. Shephard that this is the opportunity to talk with the Planning Board about the current application not to discuss any issues directly with his neighbor. Mr. Loveless said the concerns expressed are not related to this application. Ms. Wing noted that the Planning Board supports and even encourages accessory dwelling units that meet all the requirements in the Town Code. Ms. Wing noted that the applicant is adding screening as a courtesy to her neighbor. Ms. Jankus acknowledged the applicant's responsiveness to her neighbor's concerns. Ms. Wing said the applicant just needs to address some engineering details and stormwater as noted in the Town Engineer's memo but a draft resolution can be prepared for the next meeting.

**Alice Kawasaki**

**312 Salem Road**

**Block 10047, Lot 96**

Application to rebuild an existing home using existing footprint and foundation. Add a garage to the front of the property.

Zoning District: R-2A, Acres: 2.12

Mr. Steven Barbot, contractor, explained they have removed the flood lights from the application and they will remove the trailer that has been used by the workers on the site. Mr. Perry said he was allowing the trailer due to the circumstances of the fire. The applicant confirmed that no one was living in the trailer and happy to have it removed. Ms. Wing reviewed items from the Town Engineer's memo and the site walk. Mr. Pitingaro asked the applicant to coordinate with his office to address the remaining items. Mr. Wing asked for a draft resolution to be prepared for the next meeting.

**Welcome Homes NY Bldg. Co. LLC, applicant, Jared & Margaret Verdi, owners**

**101 Salem Road  
Block 10051, Lot 18**

Application to build a new single-family home.

Zoning District: R-2A, Acres: 2.076

Other Boards: Water Control Commission approved

Mr. Vagelas Sophias, engineer, reviewed the updated site plan, landscaping and stormwater plans. He noted that the application has received approval from the Water Control Commission but they are still working with the WCDOH for the septic approval. Mr. Sophias said they have spoken with the DOT who has no comments on the location but will receive the official approval. Ms. Wing said they have walked the site and appreciate the size and buffer on the lot but asked about the 45 trees being removed. Mr. Sophias said the tree removal is due to the septic and its reserve area but he will review it again. Mr. Pitingaro reviewed the retaining wall that will be behind the house and the stormwater items in his memo. Mr. Perry noted that detailed plans are needed for any wall over 4'. Mr. Sophias said he will reduce the size of the wall. Ms. Jankus reminded the applicant how stone walls are part of the character of Pound Ridge and asked for them to consider a stone wall. Ms. Wing asked for a draft resolution be prepared for the next meeting.

**Gregory & Erika Lellouche**

**32 Beech Hill Lane  
Block 9820, Lot 81**

Application to build a garage addition and stairs.

Zoning District: R-3A, Acres: 3.05

Mr. Bill Bateman, architect, reviewed the site plan. Ms. Wing reviewed the observations from the site walk. She said the proposed work is a good height and works well with the existing house. Ms. Wing noted that the high coverage is due to the tennis court that was added with an approved variance, meets all setbacks and is next to the Town Park. She added that the fence and sheds are to be removed and asked about the outdoor shower. Mr. Bateman said they are happy to leave the shower where it is now. Mr. Perry said the WCDOH is ok with the outdoor shower as long as it does not go into the septic. Mr. Bria noted that this is an overdeveloped lot and everything has to be noted on the site plan. Mr. Perry said regulations were added to the Town Code to prevent more overdeveloped lots like this one and the site plan does have everything that is related to coverage on it. Mr. Pitingaro said the survey provided was not new and does not have elevations and utilities on it. Mr. Perry said an as built survey will be required in order to get its Certificate of Occupancy and noted the cul-de-sac should not be include in the coverage but it does not need to be updated. Mr. Bateman said he will update the Code Conformance Worksheet. Ms. Wing asked for a draft resolution to be prepared for the next meeting.

**Marc Vandenhoeck, applicant**

**Jeanne Hardy Sloan & Thomas Hardy, owners**

**26 Hemlock Hill  
Block 9320, Lot 93**

Application to demolish an existing home down to the foundation and to build a partial new foundation with a new 2 story wood frame residence. Existing septic and existing well to remain.

Zoning District: R2-A, Acres: 2.059

Mr. Marc Vandenhoeck, engineer, reviewed the updates to the site plan, the landscaping plan, no trees are to be removed and they will utilize the existing boulders. He noted they are awaiting WCDOH approval and will use the existing well. Mr. Vandenhoeck said he will add the proposed geothermal heat pumps to the site plan. He said the lights on the garage will be facing downward and he has submitted the lighting cut sheets. Ms. Wing appreciated the update, the buffer and lighting information. They discussed the size of the driveway. Mr. Perry said they can increase their screening instead of reducing the driveway. Mr. Pitingaro agreed and said he will discuss it with the applicant and can suggest taller plantings. Ms. Wing asked for draft resolution to be prepared for the next meeting.

**Pound Ridge Tennis Club, Inc.**

**2 Major Lockwood Lane**

**Block 9816, Lot 100**

Application to build 4 pickleball courts, 1 new paddleball court and deck, expand the parking lots and build an addition to the existing clubhouse.

Zoning District: R-2A, Acres: 6.97

Other Boards: Water Control Commission

Mr. John Bria recused himself from this application. Ms. Dawn McKenzie, engineer, reviewed the updates to the site plan including the stormwater plan, grading, lighting plan, parking and buffer around the irrigation pond. She said they have shifted the pickleball courts towards the existing tennis courts. She noted that any proposed fences will allow for critters to pass through. Ms. McKenzie explained how the existing clubhouse will be made ADA compliant. The Planning Board discussed the safety and size of the entrance and parking lot areas. Mr. Pitingaro suggested ways to reduce the amount of pavement and to reconfigure the ADA parking spots. Ms. Wing said they are always looking for ways to reduce coverage and appreciated his suggestions.

Ms. McKenzie noted the Water Control Commission's concern for runoff so they will be adding in a curb or a wheel-stop and they asked about water filtration which they will review. The Planning Board discussed the existing berm, additional screening, and the retaining wall. Ms. Dür noted that all letters of support and concern were shared with all Boards and the applicant. Mr. Loveless explained that Mr. Bill Bedford, Board Chair of the Water Control Commission will be submitting a memo to the Planning Board as lead agency on the application and the application will be going before the Zoning Board of Appeals as well. Ms. McKenzie said they can remove 2 parking spots in order to avoid 2 variances. Ms. Wing reviewed the SEQRA process. Mr. Pitingaro will review and determine if this application will result in a significant environmental impact and therefore if the Planning Board should make a negative or positive declaration. Mr. Pitingaro said they will review existing impact factors and potential increases as well as the stormwater plan and make sure the proposed work meets all current Town Code regulations. He will also review the applicant's Special Use Permit as well. Ms. Wing said Mr. Pitingaro's SEQRA review will be submitted for the Planning Board to review at the next meeting.

**New Business:**

**Jonathan and Carol Lieber**

**50 Old Corner Road, Bedford, Block 9452, Lot 67**

Application to build a new home, pool and cabana.

Zoning District: R-3A, Acres: 5.97

Other Boards: Water Control Commission, Zoning Board

Mr. Matt Gironda, engineer, reviewed the proposed work and town lines. He explained the house is in Bedford but also has property in Pound Ridge. He said they are also going before the Water Control Commission and already received approval from both Pound Ridge and Bedford's Zoning Boards. Mr. Perry noted that only lot coverage is in Pound Ridge and the building coverage is all in Bedford. Mr. Gironda said the home is part of the

lake's homeowners' association. Ms. Cynthia Filkoff, architect, reviewed the elevations, property layout and lighting. She added they do not have any plans for a boat house by the lake. Ms. Wing said the Planning Board will go on a site walk and look forward to feedback from the Water Control Commission as well. Ms. Dür will do a GML notification to Bedford although they have already filed their application in Bedford.

**Minutes Approval: Adoption of the Minutes from the January 25, 2024 meeting**

Mr. Jon Stein made a motion to approve the Minutes from January 25, 2024, Ms. Jankus seconded the motion. All members voted in favor. The Minutes are approved as distributed.

Ms. Wing adjourned the meeting at 9:44pm.

Respectfully submitted,  
Christeen CB Dür

