

**Town of Pound Ridge
Planning Board Meeting Minutes
Thursday, June 26, 2025 at 7pm**

Attendees:

Board Members:

John Bria
David Dow
Gail Jankus
Rob Knorr
Kelly MacMillan
Jonathan Stein
Rebecca Wing, Board Chair

Advisors:

John Loveless, Counsel
Kelly Morehead, Town Engineer
Jason Pitingaro, Town Engineer
Jim Perry, Building Inspector

Town Board Liaison:

Namasha Schelling

Conservation Board Liaison:

Melinda Avellino

Administrator:

Christeen CB Dür

Ms. Wing called the meeting to order at 7pm and noted that it was being recorded.

Old Business:

Adam Greto, owner (draft resolution)

86 Old Logging Road

Block 9317, Lot 76.16

Application to clear .61 acres & build a new single-family residence.

Zoning District: R-3A, Acres: 3.0

Other Boards: Water Control Commission

approved June 11, 2025

Ms. Wing discussed the draft resolution and said it was a pretty straight forward application. The Water Control Commission approved the application on June 11, 2025.

Ms. Jankus made a motion to approve the resolution. Ms. Macmillan seconded the motion.

All board members voted in favor. The application is approved.

Mitch Rubin & Audra Zuckerman

38 Old Stone Hill Road

Block 10047, Lot 16.1

Application for an addition to a residence, construction of a gym, garage & modifications to the driveway.

Zoning District: R-3A Acres: 9.158

Mr. Glen Ticehurst, landscape architect, presented the changes made to address previous comments, particularly regarding lighting. The number of building-mounted and socket lighting fixtures was reduced by approximately half. Lighting levels at the deck and main entrance were maintained. Stone terrace lighting was reduced by 30%, and garage entrance lighting was reduced by 99%. Lights will be on motion sensors with an override to turn off at 11pm. Landscape lighting will be on a timer from sunset to 11pm. Ms. Wing discussed the lighting changes, noting that floating landscape fixtures were removed, leaving only

downlights. Mr. Stephen Kaye, lighting designer, confirmed that the remaining lights are dark sky compliant and mostly consist of downlights on trees, some step lights, and small landscape lights at ground level. Mr. Mitch Rubin, owner, agreed to adjust the timer to turn lights off at 10pm instead of 11pm, with the option to manually turn them on later if needed.

Ms. Wing requested that the applicant update the current application materials to reflect the 10pm cut-off time instead of 11pm and coordinate with the Town Engineer on any outstanding engineering items. Ms. Wing asked for a draft resolution be prepared for the next meeting.

Hollow, LLC

116 Honey Hollow Road

Block 10255, Lots 1, 2, 3

Application to build a 5-bedroom residence & septic & stormwater management system & convert existing house to a pool house.

Zoning District: R-3A, Acres: 19.65

Mr. Jan Johannessen, engineer, updated the Board that the Open Space Acquisitions Committee has recommended the Town purchase the rear 10 acres of the property. The Town Board agreed, subject to an appraisal. The appraisal has not yet occurred, which is delaying the subdivision component of the application.

Mr. Johannessen said he will address all items in the Town Engineer's memo. He noted they have flipped the house orientation and advanced the engineering details in the latest site plan submission.

The Board discussed the timing of referrals and the SEQR process. They agreed to circulate for GML review, refer to the Conservation Board, and declare their intent to be lead agency for SEQR coordinated review. The applicant asked to review the list of agencies before it was distributed. Ms. Dür confirmed she will share it with the applicant before it is distributed.

The Board also discussed the steep slope disturbance on the property. They requested the applicant explore alternatives to avoid impacting slopes greater than 35%, as required by the Town Code. The applicant agreed to evaluate options, such as shifting the house or using retaining walls.

KKPR, LLC, owner

The Inn at Pound Ridge, applicant

258 Westchester Avenue

Block 9816, Lot 50

Application to update the site plan to reflect seasonal seating arrangements. Indoor tables as marked on the site plan will not be used while outdoor seating is operational. There is no increase to total seat count. Seasonal nature of seating is reflected on the site plan to avoid multiple seasonal submissions.

Zoning District: R-2A, Acres: 2.39

The applicant presented the updated site plan showing the seasonal seating arrangement. They confirmed that the total number of seats remains unchanged, they will remove some indoor tables when the outdoor seating is available and they will not be used past 10pm. The last seating time is 9:15pm.

The Board conducted a site walk prior to the meeting. Ms. Wing noted the substantial landscape buffers already in place and they also observed the storage barn where furniture will be moved when not in use. The Board agreed to send a letter to the Town Board recommending

support for the proposed site plan. They noted that this is an annual special permit that requires Town Board approval. It will only return to the Planning Board if changes are made to the site plan.

David Rosenberg (discussion only, no Town Engineer review)

94 Honey Hollow Road, Block 10036, Lot 12

Application to renovate & expand existing residence, reconfigure & update hard & soft scaping around the home, build a 1 car detached garage, convert existing cottage to an artist studio, reconfigure the driveway. The bedroom within the existing cottage will be removed & the residence will be converted from a 2- bedroom to a 3-bedroom home with no net increase to the bedroom count.

Zoning District: R-3A, Acres: 3.779

Mr. Jan Johannessen, engineer, explained that they had made submissions to the Zoning Board of Appeals and Water Control Commission. They are only before the Planning Board due to steep slopes. Mr. Johannessen said they will submit a full application for the July Planning Board meeting. The Board discussed the steep slopes on the property and the proposed changes. They noted that the project involves renovating an existing disturbed area and filling a small amount (0.1 acres) of very steep slopes next to the existing cottage. Mr. Johannessen confirmed they are not removing any trees and are proposing a net decrease of 2,000 square feet of impervious cover. They are also planning stormwater improvements, including a rain garden for the addition.

The Board agreed to circulate the application for GML review. Ms. Wing asked for a draft resolution be prepared for the next meeting, pending successful reviews from other boards and addressing engineering comments.

Swan Lake Trust

Old Stone Hill Road

Block 10047, Lots 26.3 and 27.3

The application to merge 2 undeveloped lots and build a 1 -bedroom, 1 story, primary residence with a full bathroom, a kitchen and full basement, a 1 story greenhouse with a full basement, courtyard, motor court and driveway was approved December 19, 2024. The approval for the subdivision/lot merger expired June 17, 2025 unless filed with the WCDOH. Their filing with the WCDOH is still pending, therefore they are requesting (2) 90- day extensions of the re-subdivision approval.

Zoning District: R-3A, Acres:3.79 and 4.2

The WCDOH filing was approved, therefore no extension was needed.

New Business:

Jeffrey & Maria Roth

30 Robin Hood Road

Block 9031, Lot 63

Application to build a 11x22 partially out of grade gunite pool with masonry slab steps, terrace and bocce court.

Zoning District: R-2A, Acres: 3.02

Mr. Sean Gerrity, Glen Gate Company, reviewed proposed project to maintain the natural aspects of the property with minimal tree cutting and grading. The pool will be installed in a

relatively flat area, and the bocce court will be created by removing 4-6 inches of topsoil and laying gravel. Existing wooden steps will be replaced with slab steps set on a gravel base without cement.

The Board discussed the following points:

- Pool fence requirements: The applicant was informed that an auto cover does not exempt them from fence requirements. They agreed to implement a pool fence.
- Bocce court dimensions: The proposed court is approximately 30 feet long, shorter than regulation size.
- Drainage: The applicant proposed using 3 Cultec units for stormwater management.
- Coverage calculations: Ms. Wing requested clarification on how coverage was calculated, particularly for the patio and steps. The applicant confirmed they used AutoCAD to calculate the area of the stones only, not including gaps or moss.
- Wetlands: The Board noted that the property may be within 150 feet of wetlands and requested confirmation and delineation if necessary.

Mr. Perry advised the applicant to get a wetlands consultant to determine if there are wetlands on the property and to submit a letter if none are found. Ms. Wing requested that the applicant clearly delineate the proposed work for the upcoming site walk.

John Steever

214 Eastwoods Road

Block 9828, Lot 28

Application to build a 2-car timber barn garage and driveway adjustments.

Zoning District: R-3A, Acres: 3.44

Other Boards: Zoning Board of Appeals variance received December 16, 2020
 Water Control Commission approved May 14, 2025

Mr. Paul Fusco, landscape architect, reviewed the application for a new garage to be built off the existing house and driveway, near an existing shed that will be removed. The garage will be 22x30 feet and located along the rear side property line.

The Board discussed the following points:

- Location: The garage will be placed on a relatively flat plateau next to the existing house, about 7 feet from the property line.
- Tree removal: Five trees will be removed, with three in fair condition, two dead, and two in poor condition. New trees and shrubs will be planted.
- Coverage: The application is slightly over the allowed lot coverage.
- Neighbors: The closest neighbors are quite far from the proposed structure.

Ms. Wing said the Board will conduct a site walk and asked for a draft resolution be prepared for the next meeting, pending no issues arising during the site walk.

Richard & Rose Rubino

245 Upper Shad Road

Block 9317, Lot 83

Application to build a detached 19'4" x 26' garage.

Zoning District: R-3A, Acres: 3.35

Mr. Rob Knorr recused himself from this application. Mr. Richard Vail, architect, explained that the garage would be built on an existing gravel area near the road. The structure will be partially set into the hill, with about 30-36 inches buried on one corner.

The Board discussed the following points:

- Location: The garage will be 12 feet from the front property line, for which a variance has been received from the Zoning Board of Appeals.
- Screening: Additional screening will be added to obscure the structure from the road.
- Coverage: The application is over the allowed building coverage by about 532 square feet and lot coverage by almost 1,800 square feet.
- Wetlands: There is a pond on the property, but it appears to be far from the proposed garage location.
- Stormwater management: The Board requested that the applicant address stormwater runoff, possibly by using a Cultec system to reduce the 25-year storm impact.

Ms. Wing said the Board will conduct a site walk and requested that the applicant provide more detailed information on stormwater management, erosion control, and any other structures on the property for the next meeting.

Other Business: Open Space Acquisitions Committee Update by Elyse Arnow

Ms. Elyse Arnow, co-chair of the Open Space Acquisitions Committee, presented an update on the Committee's work. Key points included:

- The Committee has developed tools and strategies for landowner engagement and property evaluation. They have reviewed properties of 20+ acres, 5-10 acres (vacant), and 10-20 acres throughout the Town. They have identified 12 high resiliency areas in the Town and created a database of landowners for engagement. The Committee is working on landowner education and outreach, particularly in high resiliency areas.
- The Committee uses various GIS tools and mapping resources to evaluate properties based on conservation values. They have created a scoring system for properties based on water quality protection, connectivity, significant habitats, public and community benefit, and ecological resilience. They are collaborating with other town boards and committees to inform future land use planning and potential regulation updates.

The Board discussed the potential for incorporating this information into their review process and the need for improved GIS capabilities for the Town. They also expressed interest in seeing case studies of how this approach might have affected previous approvals.

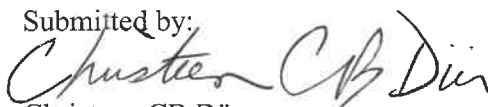
Minutes Approval: Adoption of the Minutes from April 24, 2025

Mr. Bria made a motion to approve the Minutes from April 24, 2025. Ms. Jankus seconded the motion. All members voted in favor. The Minutes are approved as distributed.

The Minutes from May 22, 2025 were not available for review and approval at this meeting.

The meeting was adjourned at 9:26pm.

Submitted by:


Christeen CB Dür