



**Architectural Review Board**  
**Department of Planning & Community Development**  
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Shawyn Patterson-Howard  
Mayor

Robin Myers  
Acting Chair

**ARCHITECTURAL REVIEW BOARD**

**MEETING MINUTES**

**FOR JANUARY 25, 2023, 2022**

A regular meeting of the Architectural Review Board was held on Wednesday, January 25, 2023 at 6:30 PM in the Mayor's Conference Room on the 1st Floor in Mount Vernon City Hall.

**ITEM #1 - ROLL CALL - The Acting Chair, Ms. Robin Myers, called the roll: in addition to the Acting Chair, the following Commissioners were present: Sylvia Woods and Linda Sanchez.**

Also attending were Maria Pace, Secretary to the ARB, Deputy Commissioner Marlon Molina, William Hyland, Robert Galvin, Plan Administrator (via Zoom), and U. Nkechi Nwachukwu, land use counsel.

With a quorum present, the Acting Chair opened the meeting at 6:30 PM.

Meeting was live streamed on CMVNY Facebook.

**ITEM #2 - APPROVAL OF MINUTES**

The December 21, 2022 minutes were approved. Commissioner Woods made a motion to approve the minutes, seconded by Commissioner Sanchez and approved by a vote of 3-0.

**Continued Public Hearing**

**3.1 Case # 40- 2022 31 South 14<sup>th</sup> Avenue (Section 164.84, Block 3015, Lot 29) in the RMF-6.75 District.**

This application was adjourned to the February 22, 2023 meeting because it was not noticed properly.

**Continued Public Hearing**

**3.2 Case # 41-2022 (ARB Application #197301) 210 West Lincoln Avenue (Section 165.61, Block 1076, Lot 14) in the Neighborhood Business (NB) District.**

**The Acting Chair** read into the record how the legal notice for this matter was published.

The Applicant is West Side Party Rental. Applicant is being represented by Mr. Shahin Badaly, PE, and is seeking a certificate of appropriateness to allow the following improvements in this existing brick, one-story warehouse, and sales office. Proposed improvements include the installation of a new overhead garage door and enlargement and installation of two existing adjacent garage doors. Windows on the exterior elevation between the garage doors and existing entrance door will be reconfigured from three windows to two windows. All of the garage doors access West Lincoln Avenue and the interior loading dock. Applicant is also proposing to expand the existing loading dock. The subject property is 34,486 sf with the building being 29,883 sf in the NB zone. There is an approximately 4,000 sf open yard at the rear of the building.

Applicant provided set of plans showing the building elevation with dimensions. Applicant will be working with the City Tree Surgeon in planting new street trees of at least 8” caliper in the city r-o-w fronting adjacent properties along West Lincoln Avenue.

**SEQRA Determination** – The Proposed Action is a Type II action based on 617.5(c)(9) “*construction or expansion of a primary or accessory/appurtenant, non-residential structure or facility involving less than 4,000 square feet of gross floor area and not involving a change in zoning or a use variance and consistent with local land use controls,*” therefore, ending the SEQRA process.

**Mr. Shahin Badaly** explained that this application has received Planning Board approval. There will be no landscaping because there is no room; however, he is working with the DPW to put in a tree. There will be no rolling gates and the three garage doors will be the same height although adjustment for the slope needs to be made.

As a result of discussion and suggested conditions made at the December 21 meeting, a draft Certificate of Appropriateness was sent to the ARB members for their preliminary review before the January meeting. The conditions included:

1. Make a donation to tree fund and plant street trees along W. Lincoln Ave (per Planning Board condition)
2. Coping on top & garage door warm grey color (to coordinate w/ windows & doors)
3. Streamline LED down-facing, anodized bronze finished lighting
4. Paint mullions on windows
5. Provide cut sheet for fixtures

The ARB commissioners agreed that the Certificate of Appropriateness included all the conditions requested.

The Acting Chair asked for a motion to approve the application with the conditions. Commissioner Sanchez made the motion, seconded by Commissioner Woods and carried by a vote of 3-0.

### New Public Hearing

#### 3.3 Case #1- 2023 39 Parkway East (Section 165.24, Block 2247, Lot 25) in the R1-4.5 Zone.

The Architectural Review Board received an Affidavit of Sign Posting stating that on January 11, 2023 a sign was posted at the site giving notice of the Architectural Review Board's January 25, 2022 meeting. The Board also received photographs showing that the sign posting on the property has been provided with notice of today's meeting.

The owner is Mr. Thomas Moore. He is represented by his architect, Joseph Fernandez. The 0.25-acre subject property is located on the east side of Parkway East approximately 470' north of its intersection with Devona Avenue. The property is generally located in the northwestern portion of the city, above the Cross County Parkway. The subject property is occupied by 2 ½ story single family resident in the R1-4.5 single family zone.

Applicant is seeking a certificate of appropriateness for renovation and alteration of existing single-family residence. The scope of work includes:

- interior renovation,
- new garage
- replacement of exterior doors & windows in existing openings w/style matching original
- new shingles on existing roof
- renovation of existing porch
- cosmetic repair of existing siding
- new terraces
- new retaining wall, driveway and walkway

Applicant provided a set of plans with color elevations, locations of trees and site improvements, landscape plan, photographs of existing residence from various views, including view of the existing asphalt shingles roof, Survey. The new retaining wall appears to be 5'. 6" at its highest point close to the driveway for the new garage, extending in front of the existing porch down to 1' at the south of the porch.

Applicant provided catalogs of materials as well as samples to the ARB meeting. The photographs of the existing roof show the need for repair and replacement of shingles. Likewise, the siding shows need for cosmetic repairs. The plans do not show any lighting for the garage or the front door of the residence.

**SEQRA Determination** – The proposed action is a “Type II” action under SEQRA based on DEC 617.5 (c) (11) "*construction or expansion of a single family, a two-family or a three-family residence on an approved lot .....*” therefore, ending the SEQRA process.

**Joseph Fernandez** explained that the home is a farmhouse colonial that is tired looking, and the new owners want to refresh it with new paint and upgrades. The garage will be a new addition to the house, there will be an open section along the enclosed porch and the railings will be similar to what is there currently. Brand new shutters will be added and will mirror what had been there previously. The existing original siding will be painted, not replaced. The kitchen will also be opened up.

**The Acting Chair** asked about the windows.

**Mr. Fernandez** said new 6/1 Andersen windows would be installed to match the style of the house. He also said that the foundation would remain the same but refreshed.

**The Acting Chair** inquired about lighting.

**Mr. Fernandez** said that light fixtures will be added on the garage and main door entrance.

**The Acting Chair** also inquired about plantings.

**Mr. Fernandez** said that small plants, possibly boxwoods would be planted and that trees that had been taken down would be replaced.

**Mr. Galvin** recommended that a landscape schedule be submitted and that this should be a condition of approval along with a cut sheet for the lighting.

**The Acting Chair** asked for a motion to approve the application with conditions.

**Commissioner Woods** made a motion to approve the application with conditions, including a planting schedule and cut sheet for garage and main door lighting, seconded by Commissioner Sanchez and carried by a vote of 3-0.

### **New Public Hearing**

#### **3.4 Case # 02 - 2023 357 Bedford Avenue (Section 169.25, Block 4052, Lot 12 & 13) in the R2-4.5 Residence District**

The Architectural Review Board has also received an Affidavit of Sign Posting stating that on January 12, 2023 a sign was posted at the site giving notice of the Architectural Review Board's

**January 25, 2023 meeting. The Board also received photographs showing that the sign posting on the property has been provided with notice of today's meeting.**

**The owner, Ena Mae Properties, is represented by Mr. Tom Abillama, the architect. The Applicant received subdivision and site plan approval from the Planning Board at their December 7, 2022 meeting. Staff is currently waiting for the Chair to sign the resolution. The ZBA approved the area variances required for the subdivision on September 20, 2022. Still waiting on the Findings of Fact for the application.**

**The subject property which was subdivided into two lots (12.101 and 12,102) is located at the intersection of Bedford Avneu and East Fifth Street. This property (lot 12) consists of 7,500 sf in the R2.4-5 zone. The property is situated across from Graham Elementary School (which extends the entire length of the west side of Bedford Avenue). Each lot is 3,750 sf. (50' x 75').**

**The Applicant is requesting a certificate of appropriateness for the construction of new two-family residences on each of the two lots.**

**Applicant proposes Tudor style subdivision with two 2-family houses and garages. Applicant will also demolish a 3-car garage on lot 12.101. Lot 12.1.A and 12.2.B will provide parking in a garage under each unit. The proposed two-family houses will be two stories and 25' in height. On Lot 12.101, parking will be in tha garage under the 2-family residence. On Lot 12.102, there will be a seperate grage built behind the 2-family residence with a pergola on top of the garage. The pergola would provide open space for each family in the building. Direct access will be available from the basement of the units. The units will have direct accesss to the basement. Lighting will be provided by 2 sconces (downlite to mitigate light spill) over each garage and additional ground level path lighting. Granite curbing and new sidewalks will be installed.**

**The Applicant provided elevations, photographs of the property and surrounding area, rendering of the proposed two-family residences and site plans. Landscape plan has been provided. Applicant has also provided spec sheet with catalog cuts and colors for the proposed materials including outdoor lighting.**

**SEQRA Determination – The proposed action is a “Type II” action under SEQRA based on DEC 617.5 (c) (11) "*construction or expansion of a single family, a two-family or a three-family residence on an approved lot .....*” therefore, ending the SEQRA process.**

**Mr. Tom Abillama explained that the windows would be black, and lighting would be added under the porch. He also provided a landscape schedule for plantings, including birch.**

**The Acting Chair asked if there would be a pathway to the back of the subdivision.**

**Mr. Abillama said he could include stone pavers (hardscape surface).**

**The Acting Chair** suggested that a condition of approval would be to show the hardscape material on the site plans.

**The Acting Chair** asked if there were any comments from the public; there were none.

**The Acting Chair** then asked for a motion to approve the application. Commissioner Sanchez made the motion with the condition that hardscape materials with pavers be included on the final site plans, seconded by Commissioner Woods and carried by a vote of 3-0.

### **New Public Hearing**

#### **3.5 Case # 03 - 2023 333 South Fifth Avenue (Section 169.30, Block 3090, Lot 25) in the RMF-6.75 District.**

The Architectural Review Board has also received an Affidavit of Sign Posting stating that on January 12, 2023, a sign was posted at the site giving notice of the Architectural Review Board's January 25, 2023 meeting. The Board also received photographs showing that the sign posting on the property has been provided with notice of today's meeting.

The owner, Ms. Caryl Blackwood, is represented by Mr. Thomas Curro, Architect. The Applicant is requesting a certificate of appropriateness for the construction of new one story, rear addition to an existing single-family residence with new asphalt roof shingles and vinyl siding to match existing materials.

The subject property is on a 4,500-sf lot located on the east side of 5<sup>th</sup> Avenue, approximately 360' to the south of West 4<sup>th</sup> Street. The property has 60' frontage with 75' depth and is in the RMF-6.75 zone. Property is occupied by an existing 2 ½ story frame dwelling. Applicant is located between two existing residences and there is an existing residence at the rear. The rear yard is 36' from the proposed one-story addition. Photographs of the residence and surroundings were provided. There is an existing flagstone patio at the rear. Applicant has provided catalog cuts and colors for siding, shingles and trim as well as details for double-hung window and picture window.

**SEQRA Determination** – The proposed action is a “Type II” action under SEQRA based on DEC 617.5 (c) (11) "*construction or expansion of a single family, a two-family or a three-family residence on an approved lot .....*” therefore, ending the SEQRA process.

**Mr. Thomas Curro** explained that an additional 120 sq. ft would be added to the house to enlarge the bathroom and reconfigure the kitchen. The roofing will also be replaced. The siding color will be similar to the existing linen color and new windows will be Anderson double-hung, 6/0.

**Commissioner Woods** asked about the flagstone patio.

**Mr. Curro** said he would try to save what he can, but it might need to be removed.

**The Acting Chair** inquired about the style of lighting fixture in the front of the house and recommended that conditions be added specifying that a cut sheet for the fixture be provided; that the black wrought iron railing be coordinated in the back and front; and to specify the color and material for the asphalt roof.

**The Acting Chair** then asked for a motion to approve the application with the recommended conditions. Commissioner Sanchez made the motion to approve with the conditions, seconded by Commissioner Woods and carried by a vote of 3-0.

### **New Public Hearing**

#### **3.6 Case # 04 - 2023 140 West 2<sup>nd</sup> Street (Section 165.77, Block 3024, Lot 3) in the RMF- 6.75 District.**

The Architectural Review Board has also received an Affidavit of Sign Posting stating that on January 12, 2023, a sign was posted at the site giving notice of the Architectural Review Board's January 25, 2023 meeting. The Board also received photographs showing that the sign posting on the property has been provided with notice of today's meeting.

The owner, Julian & Marvalyn Waters, are being represented by Mr. Tom Abillama, architect. The Applicant received subdivision and site plan approval from the Planning Board at their December 7, 2022 meeting. Staff is currently waiting for the Chair to sign the resolution. The ZBA approved the area variances required for the subdivision. Still waiting on the Findings of Fact for the application.

The Applicant is requesting a certificate of appropriateness for the construction of a new two-family residence on the newly created vacant lot (3.102). There will be parking provided for two vehicles in the garage under the house. The proposed new lot is 5,000 sf with a width of 50' and a depth. The property is at the northeast intersection at South Tenth Avenue, across the street from the Grimes elementary school. The proposed new two-family residence will include downward LED lighting in the front and rear. Granite curbing will be installed. New sidewalk and new driveways will be concrete with concrete curbs. A landscape plan has been provided.

The Applicant provided elevations, photographs of the property and surrounding area, rendering of the proposed two-family residence and site plans. A landscape plan was provided. Applicant also provided spec sheet with catalog cuts and colors for the proposed materials including outdoor lighting.

**SEQRA Determination** – The proposed action is a “Type II” action under SEQRA based on DEC 617.5 (c) (11) "*construction or expansion of a single family, a two-family or a three-family residence on an approved lot .....*” therefore, ending the SEQRA process

**Mr. Abillama** explained that there will be downward facing light by the garage door in the back. Windows will be white, and the handrails will be black. The front door color will match to the gables (in the brown family) and there will be asphalt shingles over the French doors on the deck. There will be a door and light included under the porch. There will be no tree removal.

**The Acting Chair** asked about hardscape materials/pavers and added it as a condition.

**Mr. Bob Galvin** mentioned that the tree in the backyard is under tree protection due to its maturity, that it is healthy and significant, and it’s the only tree on the property.

**The Acting Chair** asked for a motion to approve the application with the condition that a cut sheet for the pavers be provided. Commissioner Woods made the motion to approve with the condition, seconded by Commissioners Sanchez, and carried by a vote of 3-0

**Meeting Adjournment**

There being no other business, the Chair asked for a motion to adjourn the meeting.

**Commissioner Woods** made a motion to adjourn the meeting, seconded by Commissioner Sanchez and carried by a vote of 3-0.

The meeting was adjourned at 7:34 PM.

**Maria Pace**  
Land Use Secretary

**Bob Galvin, AICP**  
Planning Administrator