



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

Chair

**ARCHITECTURAL REVIEW BOARD**

**MEETING MINUTES**

**FOR July 27, 2022**

A regular meeting of the Architectural Review Board was held on Wednesday, July 27, 2022, at 6:30 PM in the Memorial Room on the Second Floor of City Hall.

**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 James Rause, Planning Commissioner, Marlon Molina, 2<sup>nd</sup> Deputy Commissioner, Maria Pace, Secretary to the ARB, Bob Galvin, Planning Administrator and U. Nkechi Nwachukwu, land use counsel.

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

Land Use Secretary started the live streaming of the meeting.

**APPROVAL OF MINUTES**

The Acting Chair asked if there were any comments regarding the minutes of June 22, 2022. There were no comments. Commissioner Sanchez made a motion to approve the minutes of June 22, 2022, seconded by Commissioner Woods, and approved by a vote of 3-0.

**New Public Hearing**

**The Acting Chair read the description of the application: Case No. 20-2022 485 East Prospect Avenue (Section 165.53, Block 2099, Lot 14) in the R1-7 zone..**

The Acting Chair indicated that this is a new public hearing. She opened the public hearing and introduced the Applicant who is Mr. Kadeem Howell, the owner. His design professional is Patrick Hammond of Hammond Architecture. The 0.10-acre subject property is located on the north side of East Prospect Avenue between Darwood Place and Magnolia Avenue. The scope of work includes entire window replacement (38 windows), and interior building renovations.

**Specific details include:**

- 1) replacing 38 windows with in-kind replacements
- 2) front façade facing windows will have grids
- 3) bathroom windows on second floor will be frosted
- 4) aluminum siding and stucco siding will be painted in Benjamin Moore “Simply White”
- 5) four shutters will be painted Benjamin Moore “Polo Blue”
- 6) garage door will be replaced with an in-kind walnut colored 8’ x 7’ door with an insulation factor of 18.4.
- 7) catalog has been provided with specific details for each exterior modification
- 8) coping around the windows will be white vinyl.

**Applicant’s Architect has provided a detailed response dated May 23, 2022, to the Plan Examiner’s Report.**

**SEQRA Determination** – The ARB confirmed that the proposed action is a “Type II” action under SEQRA based on DEC 617.5 (c) (12) “*construction, expansion or placement of minor accessory/appurtenant residential structures, including garages, carports, patios, decks, swimming pools, tennis courts, satellite dishes, fences, barns, storage sheds or other buildings not changing land use or density;*” .....” therefore, ending the SEQRA process.

**Mr. Kadeem Howell** indicated that he had received a stop work order from the Building Department. He explained that the 38 windows being replaced are in-kind replacements. He changed the width dimensions of the window in the bathroom because it encroached into the shower. This window was made smaller and will be frosted. He will do white vinyl coping around the windows.

**The Acting Chair** asked if there was lighting above the garage.

**Mr. Howell** indicated that there was a motion sensor for the light on the garage.

**The Acting Chair** asked about finishes.

**Mr. Howell** indicated a blue railing which will be changed later.

**The Acting Chair** indicated that the color of the doorbell, door, railing, lighting should be consistent. She specifically asked about the color of the door.

**Mr. Howell** responded that the color will be blue to match the four shutters. The railing will be painted black.

**Commissioner Woods** asked about the garage door.

**Mr. Howell** indicated that the garage door will be replaced with an in-kind walnut colored insulated door approximately 8’ x 7’.

**The Acting Chair** asked if there was any public comment. There being none, she made a motion to close the public hearing, seconded by Commissioner Sanchez and carried by a vote of 3-0.

**The Acting Chair** made a motion to approve the scope of work as submitted in the plans for 485 East Prospect Avenue with the following condition: that the exterior railing, when repaired or replaced, shall be wrought iron in antique black finish for consistency with other exterior accents such as exterior lighting, house number, doorbell, etc. The motion was seconded by Commissioner Sanchez and carried by a vote of 3-0.

### **Other Business**

The status of the previous application for 25 California Road was discussed by the Commissioners. The application had been approved at a previous meeting with conditions including additional shrubbery at the front of the residence.

The Board had asked for some alterations to the canopy over the main door to make it appear less heavy and scale down the support brackets of the canopy.

**Commissioner Sanchez** suggested that something should be done with the stairs, landing and railing.

**The Acting Chair** indicated that the iron railing is from the old house. Should consider cast stone balustrade.

**Commissioner Sanchez** said that they should consider enhancing the landing and doorway in keeping with the larger house.

**The Acting Chair** indicated that they should consider a more substantive railing and a gracious landing.

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 7:24 PM

Maria Pace  
Land Use Secretary

Bob Galvin, AICP  
Planning Administrator