



Architectural Review Board
Department of Planning & Community Development
City Hall - Roosevelt Square
Mount Vernon, New York 10550-2060
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Ernest D. Davis
Mayor

John Humbach
Chair

MEETING NOTICE

ARCHITECTURAL REVIEW BOARD

PUBLIC MEETING

Present

Chairman Humbach
Board Member Fenniman
Board Member Myers
Board Member Sanchez

Absent

Board Member Dais

A regular meeting of the Architectural Review Board will be held on Wednesday, August 28, 2013 at 6:30 p.m. in the Memorial Room, Second Floor, City Hall, Mount Vernon, New York, at which time and place the Board shall consider the following:

ITEM # 1 APPROVAL OF MINUTES

1.1 Approval of the minutes of the regular meeting held on Wednesday July 24, 2013.

The minutes from the July 24, 2013 meeting were not ready. Therefore, the Board voted unanimously to adjourn this matter until the next meeting.

ITEM # 2 PUBLIC HEARING

2.1 Case #24-2013 403 East Third Street (Section 165.73, Block 4032, Lot 26 & 42) located within the R2-4.5 and NB Zoning District.

The applicant seeks to make façade improvements as result of converting the existing commercial facility into a funeral parlor.

SEQRA Determination: This action is a coordinated review and classified as an “Unlisted Action”. Therefore, the Zoning Board as “Lead Agency” must assess the environmental significance. The ARB will not be able to deliberate on this matter until the Zoning Board makes its SEQRA determination.

The Chairman reads the item into the record. In course of reading the item into the record, the SEQRA Determination has been amended but indicated that the Zoning Board has made its SEQRA determination and the ARB is in position to vote. The applicant presents the case. The applicant explains that converting an existing bank into a funeral parlor. He further explains that the property is split-zoned – the front of the site is located in business zone and the rear site is located in the residence zone. The applicant presents pictures of the site. Board Member Fenniman asks about the residence in the rear of the property. The applicant clarifies. The applicant explains the parking situation. The applicant then explains that this proposal requires site plan review and a special use permit. He then shows the proposed elevations. The applicant discusses the natural stucco and the porcelain stone for the band. The applicant gets into the floor plan and layout. He explains that there will be three (3) different chapels and that the rear of building is administrative offices. The applicant then goes into the configuration of the parking layout and the lighting. The applicant states that he will show the Planning Board the light fixture. He is reminded that the actual light fixture itself is the purview of the ARB. The applicant discusses proposed landscaping for the site and then describes and shows the building heights in the elevations. The applicant shows a sample casement window to the Board. Board Member Myers asks whether the window is vinyl. The applicant responds, “Yes”. Board Member Myers asks, “Who makes the window?” The applicant responds, “Crystal.” The applicant explains that the roof material is stainless steel. The applicant shows and explains the rendering. Board Member Sanchez asks, “What is the total area of the building?” The applicant responds, “5,000 square feet.” The applicant says he is applying to the City for façade grant money and that brick pavers will be used to replace the sidewalk. Board Member Fenniman asks about whether the Zoning Board was necessary and whether the variances were granted and whether the Zoning Board reviewed the same elevations as presented to the ARB. The applicant confirms that the Zoning Board is required and the variances were granted and that the Zoning Board reviewed the same elevations as presented to the ARB. The applicant indicates that brick pavers will be used all around the site. Board Member Myers asks about exterior lighting. The applicant states that lighting will be on building and no additional light fixtures will be located along the street. The building will have down lights in the canopy. Board Member Myers inquires further about street lighting and decorative up-lighting on building. She says additional lighting would add to the aesthetics of the building. The applicant responds by stating that they will take that into consideration. Board Member Myers asks about the color of the window frame. The applicant states that the window frame will be steel and to prevent any entry from the window. Board Member Myers asks about signage. The applicant points out the location of the signage. He states it will be on along Third Avenue, Columbus Avenue and in the front. Board Member Myers inquires about the elevation along the interior of the lot and the rear of the lot. Applicant explains he does not have those elevations. **Board Members Myers makes a motion to approve with the following condition:**

- **That the Planning Board approves the actual light fixtures and the location of the light fixtures.**

Board Member Sanchez seconded the motion. All were in favor.

ITEM # 3 LEAD AGENCY DETERMINATION AND RECOMMENDATION – Zoning Board of Appeals

3.1 Calendar No. 1703-Z 8 Alden Place (Section 159.63, Block 1001, Lot 7) located within the RMF-15 Zoning District.

The applicant is seeking to construct a 4-story, nine unit multifamily townhouse style dwelling.

SEQRA Determination: This action is a coordinated review and classified as an “Unlisted Action”. Therefore, the Zoning Board seeks to declare itself as “Lead Agency”.

Staff explains to the Board that this recommendation was requested after the ARB’s agenda for the month was published. The applicant amended the original plans and the Zoning Board seeks the ARB’s guidance on the matter. Therefore, the applicant was expected to

send the appropriate information for the ARB to render its recommendation. The applicant did not send the appropriate information for the ARB to review and render a recommendation. Accordingly, the ARB determined that there is no way to render any recommendations without the applicant submitting appropriate information to the ARB.

The Board also determined that the Zoning Board should be the “Lead Agency” in accordance with SEQRA.

ITEM # 4 RECOMMENDATION – Zoning Board of Appeals

4.2 Calendar No. 1704-Z 316 West First Street (Section 186.28 Block 3008, Lot 6 & 7) located within the NB Zoning District.

The applicant seeks the aforementioned variances to construct a self-storage facility.

Staff explains to the Board that this recommendation was requested after the ARB’s agenda for the month was published. The applicant amended the original plans and the Zoning Board seeks the ARB’s guidance on the matter. Therefore, the applicant was expected to send the appropriate information for the ARB to render its recommendation. The applicant did not send the appropriate information for the ARB to review and render a recommendation. Accordingly, the ARB determined that there is no way to render any recommendations without the applicant submitting appropriate information to the ARB.

Note: Work Sessions will be open to the public but closed to public participation subject to the Open Meetings Law, [Section 105 of the New York State Public Officers Law, Article 7].

Note: Items listed on the agenda are subject to change and amendments and/or additions may be placed on the agenda.

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Architectural Review Board Agenda

Meeting Date
July 24, 2013

Note: The Architectural Review Board will be hosting its next work session on Wednesday, August 28, 2013 at 6:00 pm in the Memorial Room, Second Floor, city Hall, Mount Vernon.

The next regular scheduled meeting of the Architectural Review Board, following the upcoming meeting on Wednesday, August 28, 2013 will be Wednesday, September 18, 2013.

Reminder to applicants:

Sample of exterior finish materials must be presented at the meeting. Please be advised that approval from the Architectural Review Board does not constitute approval from the Building Department. Moreover, no work may be performed until a Building Permit is granted and conspicuously posted at the work site.

William Long
Planning Administrator

cc: Ernest D. Davis, Mayor
Nichelle Johnson, Chief of Staff
George Brown, City Clerk
Lou Albano, Commissioner

Lobby
Press
Building Department