



Environmental, Planning, and Engineering Consultants

34 South Broadway
Suite 300
White Plains, NY 10601
tel: 914 949-7336
fax: 914 949-7559
www.akrf.com

ENGINEERING, TRAFFIC, & PLANNING REVIEW

Village of Port Chester, N.Y.

TITLE OF REVIEW: **34 BUSH AVENUE**
SITE PLAN APPLICATION
34 BUSH AVENUE (SEC. 136.78, BLOCK 2, LOT 17)

ORIGINAL PLAN DATE: November 10, 2021

LATEST REVISION DATE: March 18 and June 6, 2022

DATE RECEIVED FROM PLANNING & ZONING: June 7, 2022

DATE OF MEMO: **June 23, 2022**

Forward to the Department of Planning & Economic Development

COMMENTS AND RECOMMENDATIONS:

1. **Scope of Work Description:** The site is located within the CD-4 (General Urban) District comprised of one lot fronting Bush Avenue. The Applicant proposes to convert the existing 2-story, four-unit dwelling to a 3-story 6-unit dwelling. The Applicant also proposes to remove an existing gravel drive and add an asphalt parking lot to the rear of the property.
2. **Documentation Submittals:**
 - a. The Applicant made a site plan application on November 10, 2021, supplemented on December 20, 2021 and February 2, 2022. AKRF provided review memoranda on those submissions dated November 23, 2021, January 11, 2022, and February 23, 2022 in which it opined that the Application was NOT complete for the purposes of commencing review by the Planning Commission;
 - b. On June 7, 2022, the Applicant provided supplementary site plan application materials, including the following:
 - i. Comment responses;
 - ii. Architectural Site Plans prepared by Edgewater Group Architects, revised June 6, 2022;

- iii. Landscape and Nighttime Rendering prepared by Shrubhub, dated May 2019;
- iv. Drainage Plans prepared by Badaly Engineering, PLLC, dated March 18, 2022;
- v. Percolation Test Data prepared by Badaly Engineering, PLLC, dated December 10, 2021;
- vi. Survey prepared by Spinelli Surveying, revised May 26, 2022;
- vii. Parking Explanation and LEED Checklist Waiver Request; and
- viii. Short Environmental Assessment Form prepared by Badaly Engineering, PLLC, dated May 18, 2022.

- c. It is AKRF's opinion that the June 2022 is NOT COMPLETE for the purposes of commencing Planning Commission review. Specifically, a site grading plan has not been provided and, while a waiver was requested, it is AKRF's recommendation that it not be granted for the reasons set forth below.

3. Preliminary Engineering Comments:

Provided by Justin Seeney, PE & John Montgomery, PE

- a. Provide a site grading plan. Applicant is requesting a waiver for grading plan claiming no major changes to site grading. Said claim is not verified by topographic survey or provided Site Plan (Sheet A-4) which proposes a retaining wall. Topo survey indicates steep slopes and rock outcropping in rear yard in location of new paved area, which indicates existing grades will require modification.
- b. Provide a photometric analysis for proposed lighting.
- c. Previous engineering comments requested additional detail with respect to soil testing completed for subsurface stormwater infiltration system. Additional details are still required. Applicant's engineer should coordinate specifics with AKRF. Suitability of proposed infiltration system cannot be confirmed at this time.
- d. Provide construction details for all site improvements, including but not limited to, restoration details associated with curb cut removal, site retaining wall, permeable pavers, fencing, lighting, planting, etc.

4. Preliminary Traffic Comments:

Provided by Michael Beattie, PE, PTOE & Elaine Du, PE

- a. Based on the Village Zoning Code, one parking space is required per dwelling unit. For the proposed six dwelling units (two new dwelling units), six parking spaces are required, without considering any applicable credits. The Applicant proposes to separate the cost of parking from rent, which allows a 25 percent parking credit. Additionally, the Applicant proposes to provide a bicycle rack to provide five parking spaces at the site.
- b. The Applicant should include the location and details of the proposed bicycle rack, and ensure that the bicycle rack does not impede pedestrian movement along the sidewalk.
- c. The Applicant proposes to provide 2 off-street parking spaces at the rear of the building, as noted in the provided Parking Explanation and shown on Drawing C-100.00 of the Stormwater Management Plan. Additionally, the Applicant will utilize the two on-street parking spaces at the site frontage, as allowed in the code, totaling four parking spaces provided by the site.
- d. The Applicant should provide information on the existing and proposed parking operations and capacity.

- e. The Applicant should provide dimensions for these parking spaces and the locations of all other parking spaces at the site.
- f. To meet ADA and Fair Housing Act requirements which apply to buildings of four or more units, at least one parking space must be van-accessible.

5. Preliminary Planning Comments:

Provided by Peter Feroe, AICP

- a. The CD-4 building standards require that residential floors have a minimum floor to ceiling height of 9-feet. It appears that the proposed third floor would have a floor to ceiling height that matches that of the existing first and second floor, which is approximately 8.3 feet.
- b. Application did not include LEED-Checklist or a discussion of alternative energy generation. A request to waive these items was submitted to Planning & Economic Development Administrator, which may waive these submission requirements for this application. AKRF does not object to this waiver.
- c. The Applicant should consider including a street tree along the Site's frontage.
- d. The Zoning Compliance chart should be updated to indicate that the proposed building is three stories

RESUBMISSION GUIDELINES

Revised submissions should be made to both the Port Chester Department of Planning & Economic Development and to AKRF.

- Electronic copies are to be sent to:
 - The Village Planning Department at planning@portchesterny.gov and/or via Village Dropbox (pre-arranged with Village); AND
 - AKRF at portchester@akrf.com.
- Hard copy submissions should be sent to:
 - The Village Planning Department (ten complete copies); and
 - AKRF, as follows:
 - One copy of plans, letters, SWPPP, Sewer/water studies to Justin Seeney at AKRF, 440 Park Avenue South, 7th Floor, NY, NY 10016
 - One copy of plans, letters, non-engineering reports, Traffic impact studies and parking analyses to Peter Feroe at AKRF, 34 South Broadway, Suite 300, White Plains, NY, 10601.

Submissions are due twenty (20) days prior to the Planning Commission meeting. Failure to follow the submission guidelines may result in an inability of Village staff and consultants to review the submission and, potentially, an inability to appear on the Planning Commission agenda.

Please note that upon submission of revised documents, further review and comment may be provided. Subsequent submissions should be accompanied by a letter from the Applicant including itemized responses to each comment. Omission of said letter may result in an inability to review subsequent submissions.

The above comments represent our professional opinion and judgement, but may not necessarily, in all cases, reflect the opinion of the Planning Commission.