

STAFF REPORT - TOWN OF NORTH CASTLE PLANNING DEPARTMENT

November 30, 2022



APPLICATION NAME & NUMBER
5 Emmalon Ave - Off-Street Parking - #2022-050

SBL
122.12-4-67

MEETING DATE
December 12, 2022

PROPERTY ADDRESS/LOCATION
5 Emmalon Ave, NWP

BRIEF SUMMARY OF REQUEST

The Applicant is proposing to construct an off-street parking area.

The project was referred to the Planning Board by the RPRC.



PENDING ACTION: Plan Review Town Board Referral Preliminary Discussion

EXISTING ZONING	EXISTING LAND USE	SURROUNDING ZONING & LAND USE	SITE IMPROVEMENTS	SIZE OF PROPERTY
R-2F Residential 5,000 s.f. lots	Residential	Residential	Proposed Parking Space	0.11 acres

PROPERTY HISTORY

The site is currently a single family home in the R-2F Zoning District.

COMPATIBILITY with the COMPREHENSIVE PLAN

The Town Comprehensive Plan states that “the Town should encourage residential development that is compatible in scale, density, and character with its neighborhood and natural environment.”

STAFF RECOMMENDATIONS

1. The Applicant should be directed to address all staff and consultant’s comments.
2. The Planning Board will need to determine whether the project is compatible with the Comprehensive Plan.

Procedural Comments

Staff Notes

1. The application for site plan approval requires a “notification only” referral to the Westchester County Planning Board pursuant to § 239-m of New York State General Municipal Law (GML). This referral is required because the subject site is located within 500 feet of NY Route 22.
2. The Proposed Action would be classified as a Type II Action pursuant to the State Environmental Quality Review Act (SEQRA).
3. A Neighbor Notification meeting for the proposed site plan will need to be scheduled.
4. The site plan should be forwarded to the Chief of Police, Fire Inspector and the NWP Fire Chief so that they may make any pertinent recommendations to the Planning Board including, but not limited to, the designation of no-parking zones, emergency vehicle access or any other issued deemed important to providing emergency services.
5. Driveway curb cut improvements will require a Curb Cut Permit from the North Castle Highway Department.

General Comments

1. A previously submitted gross land coverage worksheet identified the home as having a footprint of 1,800 square feet. The current worksheet revised that number to be 1,080 square feet. The Applicant should explain the change and provide a gross land coverage backup exhibit.
2. A retaining wall is proposed along the south, west and north edge of the driveway. The plan depicts a four (4) foot high maximum retaining wall. The existing topography may require the wall height to be higher. If the wall height exceeds four (4) feet in height, the wall will need to be designed for overturning and sliding. In addition, the wall will need to be constructed under the supervision of a Design Professional who will need to certify the wall's conformance to the design. The Applicant should provide recent topography on the site plan to better understand existing and proposed conditions.
3. The root system of a large tree on the neighboring property will likely be impacted with the excavation for the wall in the vicinity of Emmalon Avenue. Also, the wall cannot be constructed without excavation onto the neighboring property. The applicant should confirm agreement with the neighboring property owner. All trees to be removed should be listed on the plan.