



January 12, 2023

Mr. Adam Kaufman, AICP
Town of North Castle
Planning Department
17 Bedford Road
Armonk, New York 10504

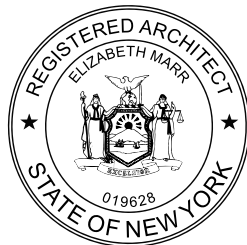
RE: **PLANNING BOARD REVIEW:
CITI ARMONK CONFERENCE CENTER 2/ PERGOLA**

Dear Mr. Kaufman,

Citi Armonk proposes to add an exterior awning (pergola) at their existing patio on the Main Level of their Conference Center II Dining Room. The awning will connect to the existing building at the approximate ceiling height of the Dining Room. The overall footprint is approximately 26'-1" x 23'-10". Please see attached plan and renderings.

Thank you,

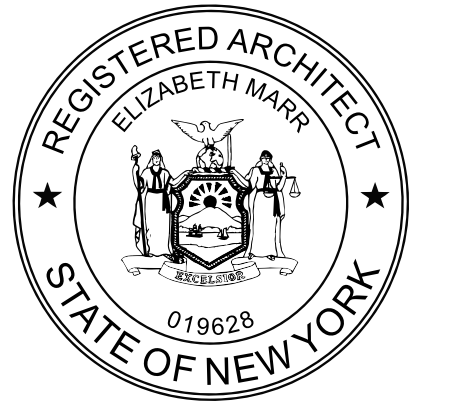
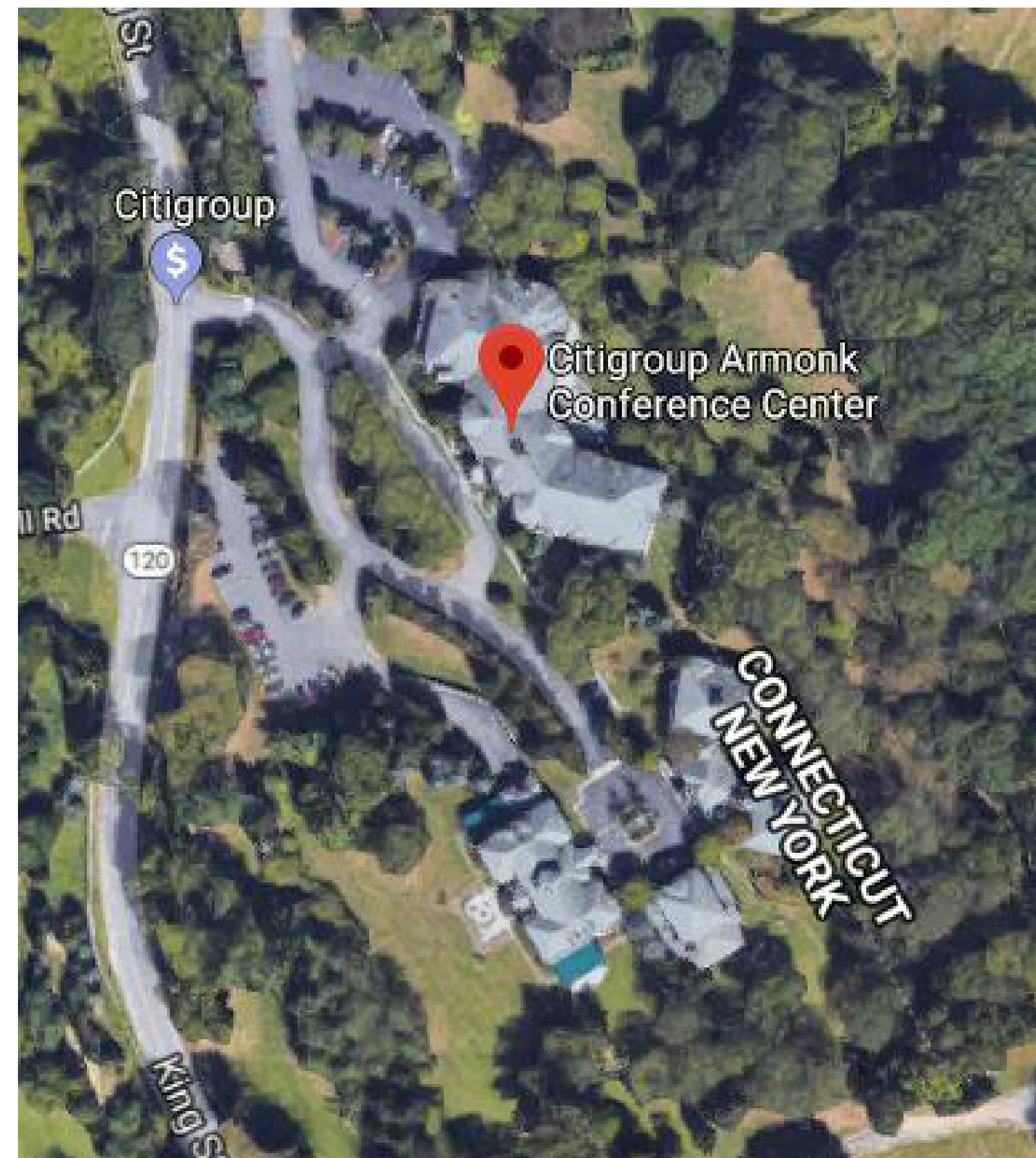
Elizabeth Marr
Project Architect





EXTERIOR MODIFICATION OF
**CITI ARMONK CONFERENCE CENTER 2 - EXTERIOR
AWNING (PERGOLA)**
188 KING STREET, ARMONK, NY 10504

Prepared for
CITI



Issued information
ISSUED FOR PLANNING BOARD REVIEW

2023-01-13



Project
**CITI ARMONK
 CONFERENCE CENTER 2
 EXTERIOR AWNING
 (PERGOLA)**
 Prepared For
CITI
 388 Greenwich St 20th Floor
 New York, NY 10013



Hellmuth, Obata & Kassabaum, Inc.
 5 Bryant Park
 1065 Avenue of the Americas, 6th Floor
 New York, NY 10018 USA
 t +1 212 741 1200 f +1 212 633 1163

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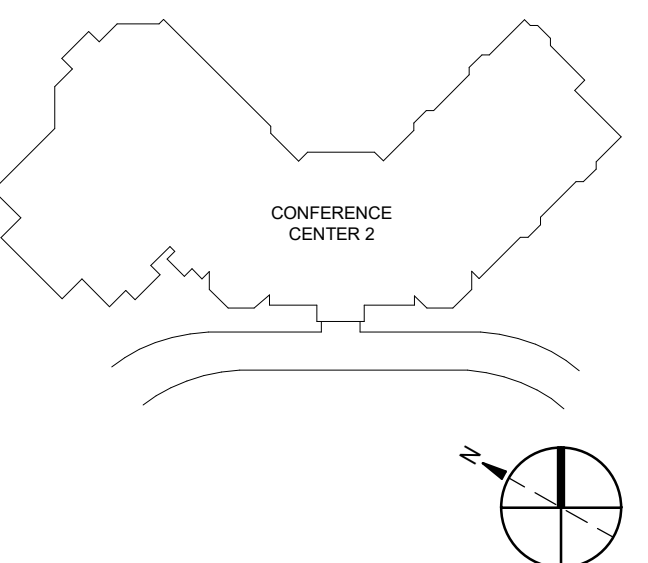
In Association with
Syska Hennessy Group
 MEP Engineers and Lighting Consultant
 10 Post Office Square, Suite 725
 Boston, MA 02109

The Orion Connection
 Cabling Engineer/Consultant
 399 Park Ave
 New York, NY 10022

TAD Associates
 AV Consultant
 499 Seventh Avenue 22nd Floor
 New York, NY 10018

Cini-Little International, Inc.
 Food Service Consultant
 20251 Century Boulevard, Suite 150
 Greentown, MD 20874

Key Plan



Professional Seals



No.	Description	Date
1	ISSUE FOR PLANNING BOARD REVIEW 01/13/2023	

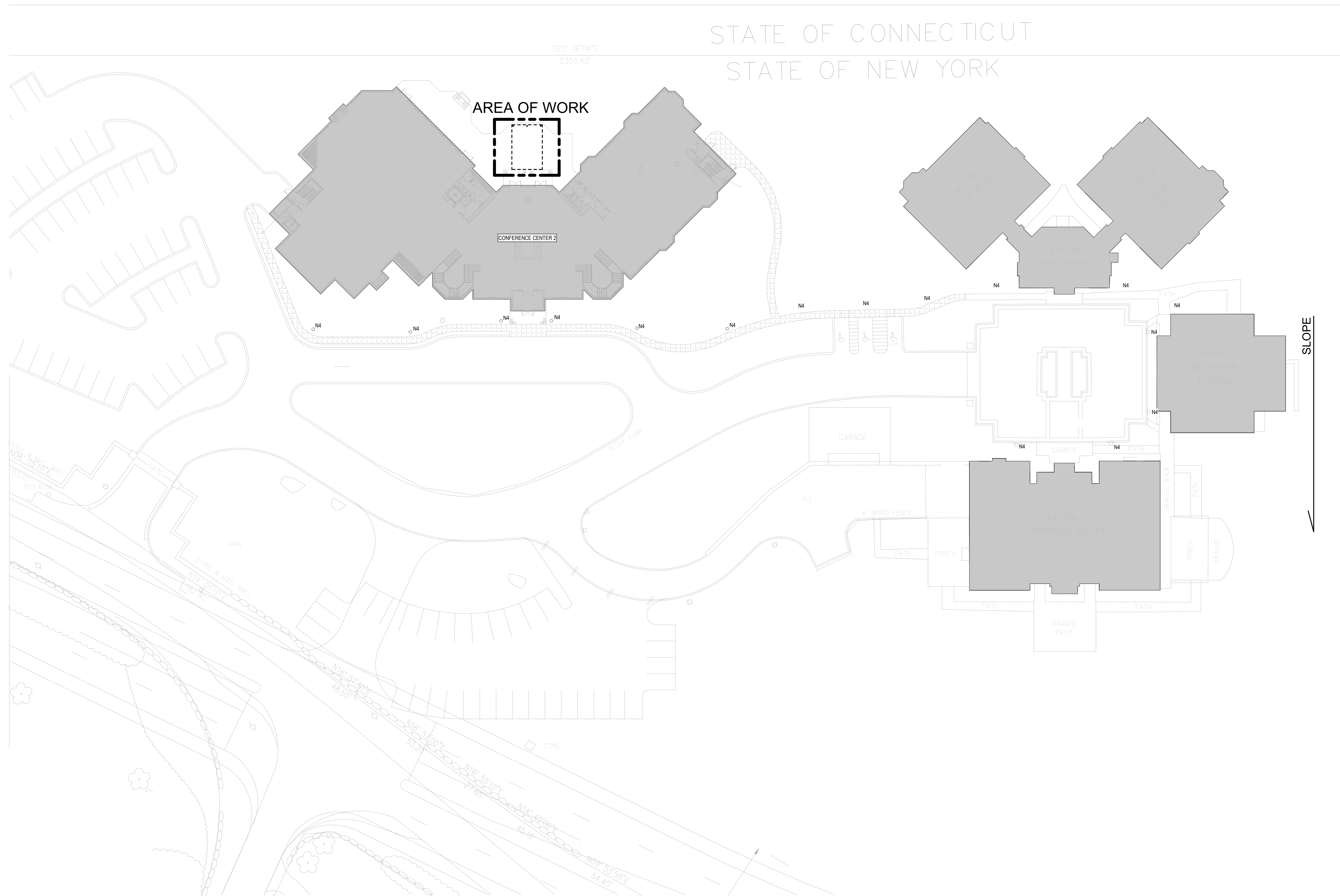
Project No: 21.07143.00

Sheet Title

PLOT PLAN

Original drawing is 42 x 30. Do not scale contents of this drawing.
 Sheet Number

G-210
 Sheet 14 of 68.





Project
**CITI ARMONK
 CONFERENCE CENTER 2
 EXTERIOR AWNING
 (PERGOLA)**
 Prepared For
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 388 Greenwich St 20th Floor
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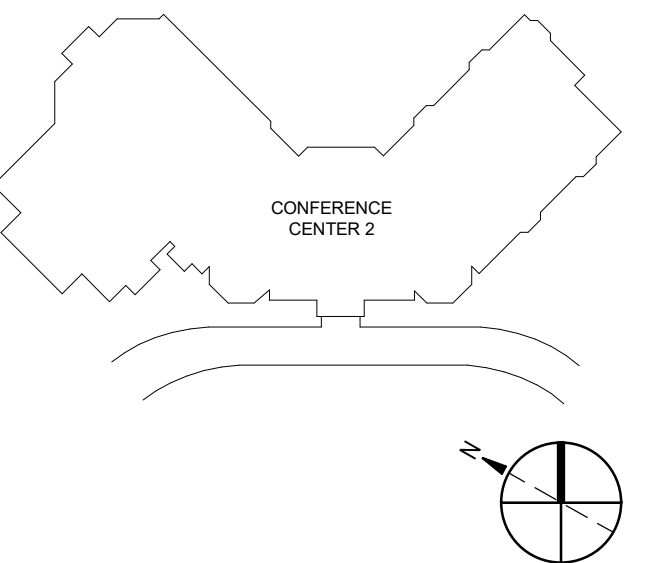
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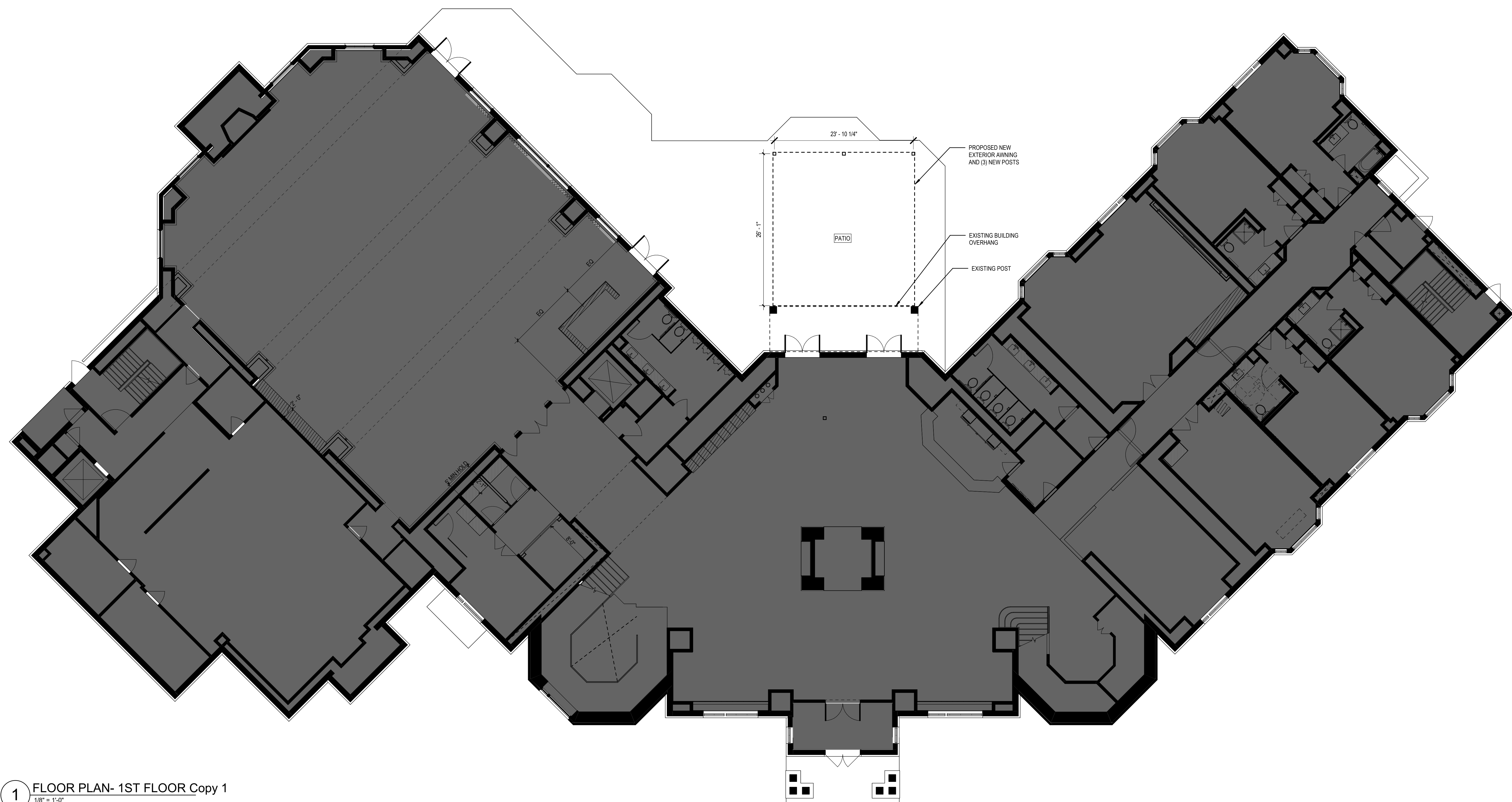
No.	Description	Date
1	ISSUE FOR PLANNING BOARD REVIEW 01/13/2023	

Project No: 21.07143.00
 Sheet Title

**CC2 - PROPOSED
 AWNING AT EXISTING
 EXTERIOR PATIO**

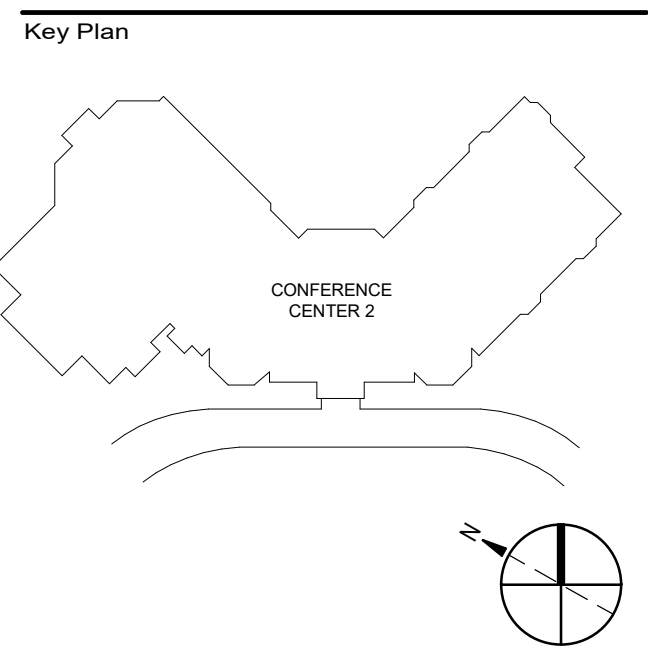
Original drawing is 42 x 30. Do not scale contents of this drawing.
 Sheet Number

A-210
 Sheet 24 of 68.



1 FLOOR PLAN- 1ST FLOOR Copy 1
 1/8" = 1'-0"

2023-01-11 3:25:45 PM



Professional Seals



No.	Description	Date
1	ISSUE FOR PLANNING BOARD REVIEW 01/13/2023	

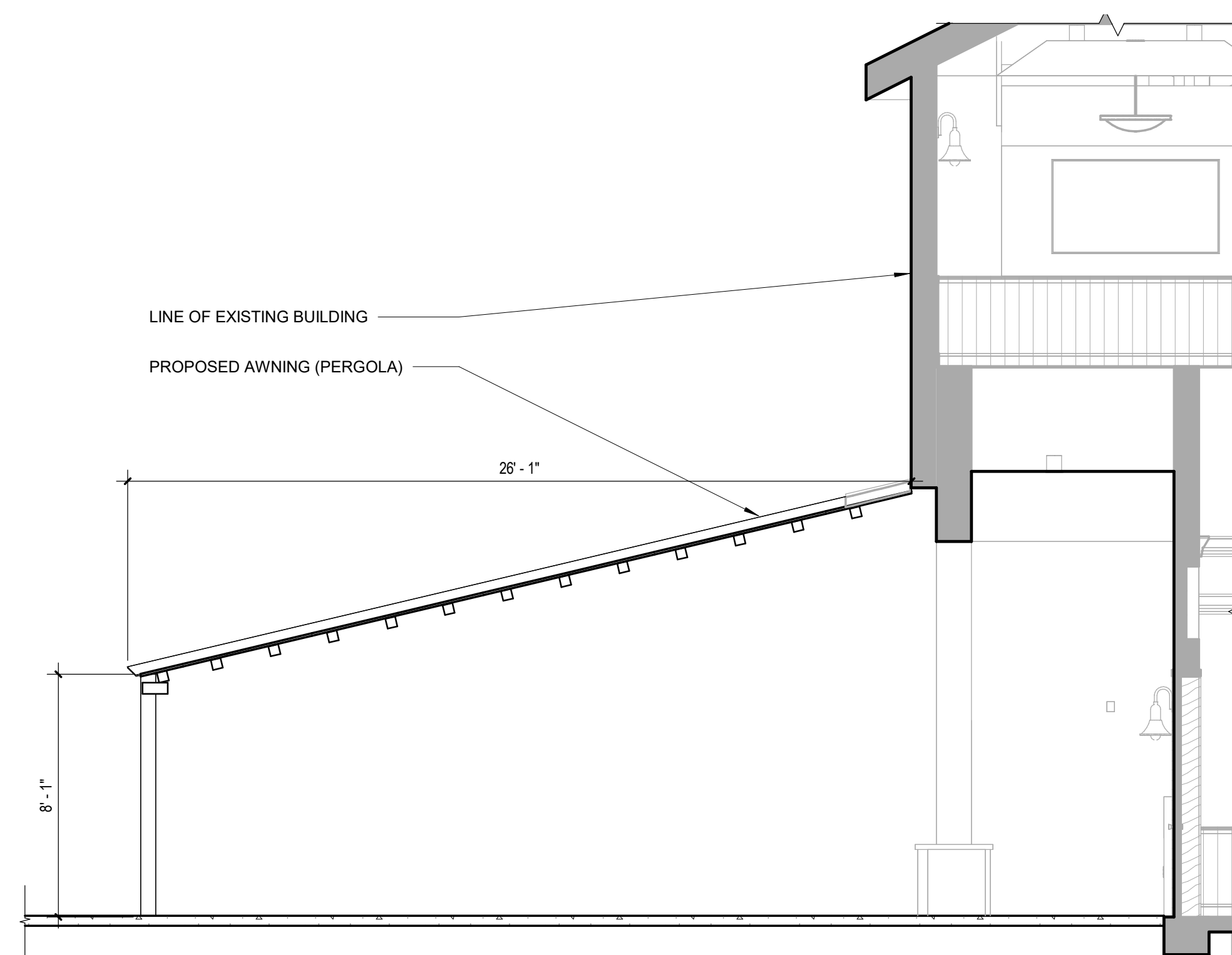
Project No: 21.07143.00
 Sheet Title

PROPOSED EXTERIOR AWNING (PERGOLA)

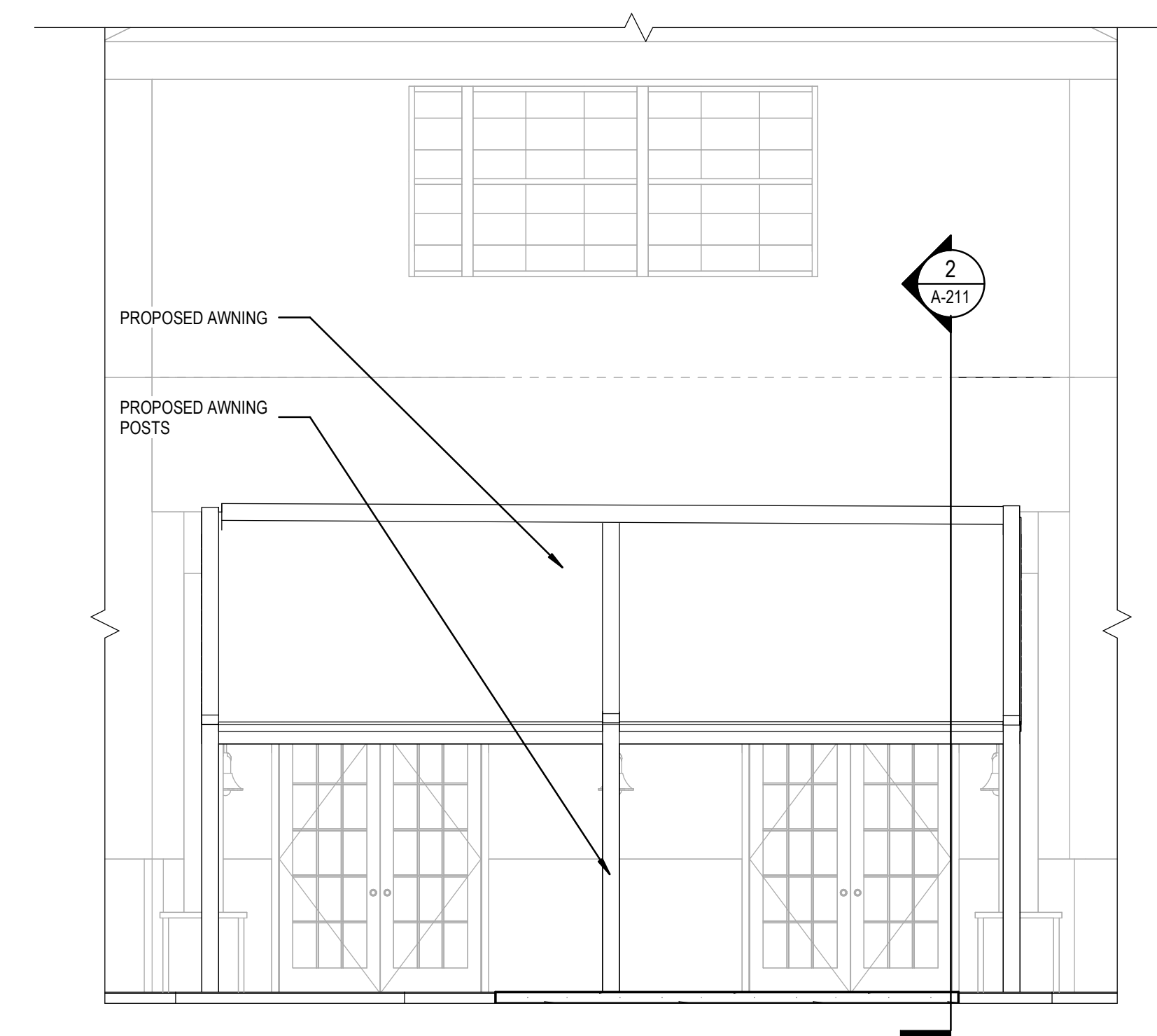
ELEVATION, SECTION AND RENDERINGS

Original drawing is 42 x 30. Do not scale contents of this drawing.
 Sheet Number

A-211



2 SECTION THROUGH PERGOLA
 1/4" = 1'-0"



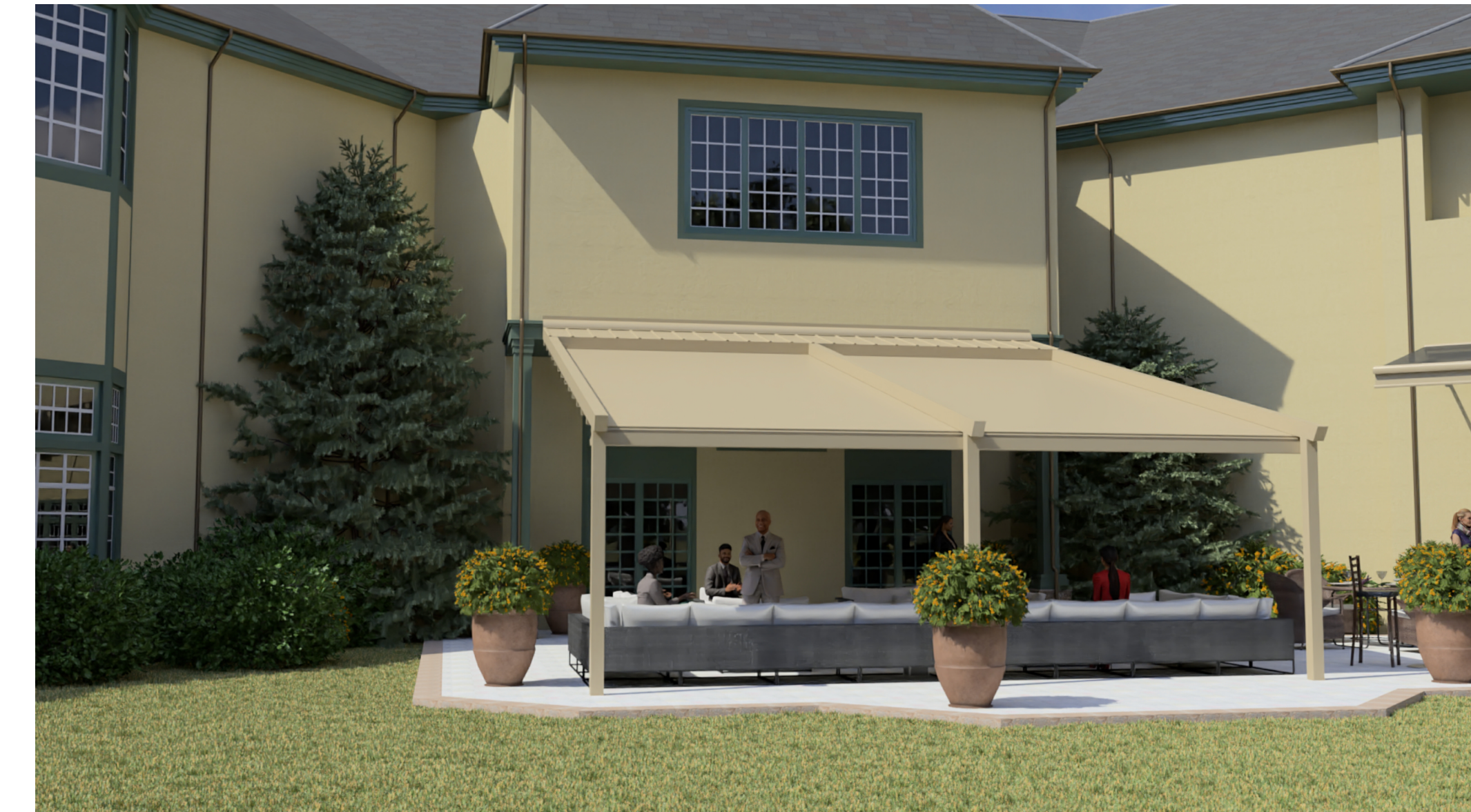
1 FRONT ELEVATION OF PERGOLA
 1/4" = 1'-0"



5 RENDERING NO. 03



4 RENDERING NO. 02



3 RENDERING NO. 01

I. IDENTIFICATION OF PROPERTY OWNER, APPLICANT AND PROFESSIONAL REPRESENTATIVES

Name of Property Owner: _____
Mailing Address: _____
Telephone: _____ Fax: _____ e-mail _____

Name of Applicant (if different): _____
Address of Applicant: _____
Telephone: _____ Fax: _____ e-mail _____
Interest of Applicant, if other than Property Owner:

Is the Applicant (if different from the property owner) a Contract Vendee?
Yes No
If yes, please submit affidavit stating such. If no, application cannot be reviewed by Planning Board

Name of Professional Preparing Site Plan:

Address: _____
Telephone: _____ Fax: _____ e-mail _____

Name of Other Professional: _____
Address: _____
Telephone: _____ Fax: _____ e-mail _____

Name of Attorney (if any): _____
Address: _____
Telephone: _____ Fax: _____ e-mail _____

Applicant Acknowledgement

By making this application, the undersigned Applicant agrees to permit Town officials and their designated representatives to conduct on-site inspections in connection with the review of this application.

The Applicant also agrees to pay all expenses for the cost of professional review services required for this application.

It is further acknowledged by the Applicant that all bills for the professional review services shall be mailed to the Applicant, unless the Town is notified in writing by the Applicant at the time of initial submission of the application that such mailings should be sent to a designated representative instead.

Signature of Applicant: _____ *P. M. M. M.* _____ Date: _____

Signature of Property Owner: _____ *Diane McCoy* _____ Date: _____

MUST HAVE BOTH SIGNATURES

II. IDENTIFICATION OF SUBJECT PROPERTY

Street Address: _____

Location (in relation to nearest intersecting street):

_____ feet (north, south, east or west) of _____

Abutting Street(s): _____

Tax Map Designation (NEW): Section _____ Block _____ Lot _____

Tax Map Designation (OLD): Section _____ Block _____ Lot _____

Zoning District: _____ Total Land Area _____

Land Area in North Castle Only (if different) _____

Fire District(s) _____ School District(s) _____

Is any portion of subject property abutting or located within five hundred (500) feet of the following:

The boundary of any city, town or village?
No ____ Yes (adjacent) ____ Yes (within 500 feet) ____
If yes, please identify name(s): _____

The boundary of any existing or proposed County or State park or any other recreation area?
No ____ Yes (adjacent) ____ Yes (within 500 feet) ____

The right-of-way of any existing or proposed County or State parkway, thruway, expressway, road or highway?
No ____ Yes (adjacent) ____ Yes (within 500 feet) ____

The existing or proposed right-of-way of any stream or drainage channel owned by the County or for which the County has established channel lines?
No ____ Yes (adjacent) ____ Yes (within 500 feet) ____

The existing or proposed boundary of any county or State owned land on which a public building or institution is situated?
No ____ Yes (adjacent) ____ Yes (within 500 feet) ____

The boundary of a farm operation located in an agricultural district?
No ____ Yes (adjacent) ____ Yes (within 500 feet) ____

Does the Property Owner or Applicant have an interest in any abutting property?
No ____ Yes ____

If yes, please identify the tax map designation of that property:

III. DESCRIPTION OF PROPOSED DEVELOPMENT

Proposed Use: _____

Gross Floor Area: Existing _____ S.F. Proposed _____ S.F.

Proposed Floor Area Breakdown:

Retail _____ S.F.; Office _____ S.F.;

Industrial _____ S.F.; Institutional _____ S.F.;

Other Nonresidential _____ S.F.; Residential _____ S.F.;

Number of Dwelling Units: _____

Number of Parking Spaces: Existing _____ Required _____ Proposed _____

Number of Loading Spaces: Existing _____ Required _____ Proposed _____

Earthwork Balance: Cut _____ C.Y. Fill _____ C.Y.

Will Development on the subject property involve any of the following:

Areas of special flood hazard? No _____ Yes _____

(If yes, application for a Development Permit pursuant to Chapter 177 of the North Castle Town Code may also be required)

Trees with a diameter at breast height (DBH) of 8" or greater?

No _____ Yes _____

(If yes, application for a Tree Removal Permit pursuant to Chapter 308 of the North Castle Town Code may also be required.)

Town-regulated wetlands? No _____ Yes _____

(If yes, application for a Town Wetlands Permit pursuant to Chapter 340 of the North Castle Town Code may also be required.)

State-regulated wetlands? No _____ Yes _____

(If yes, application for a State Wetlands Permit may also be required.)

IV. SUBMISSION REQUIREMENTS

The site development plan application package shall include all materials submitted in support of the application, including but not limited to the application form, plans, reports, letters and SEQR Environmental Assessment Form. **Submission of the following shall be required:**

- One (1) PDF set of the site development plan application package in a single PDF file .
- A check for the required application fee and a check for the required Escrow Account, both made payable to "Town of North Castle" in the amount specified on the "Schedule of Application Fees."

(continued next page)

V. INFORMATION TO BE INCLUDED ON SITE DEVELOPMENT PLAN

The following checklist is provided to enable the Applicant to determine if he/she has provided enough information on the site development plan for the Planning Board to review his/her proposal. Applicants are advised to review ARTICLE VIII, Site Development Plan of the North Castle Town Code for a complete enumeration of pertinent requirements and standards prior to making application for site development plan approval.

The application for site development plan approval will not be accepted for Planning Board review unless all items identified below are supplied and **so indicated with a check mark in the blank line provided**. If a particular item is not relevant to the subject property or the development proposal, **the letters "NA" should be entered instead**. In addition, the project will not be scheduled on a Planning Board agenda until the Applicant receives an initialed "site plan checklist" from the Planning Department.

The information to be included on a site development plan shall include:

Legal Data:

- _____ Name of the application or other identifying title.
- _____ Name and address of the Property Owner and the Applicant, (if different).
- _____ Name, address and telephone number of the architect, engineer or other legally qualified professional who prepared the plan.
- _____ Names and locations of all owners of record of properties abutting and directly across any and all adjoining streets from the subject property, including the tax map designation of the subject property and abutting and adjoining properties, as shown on the latest tax records.
- _____ Existing zoning, fire, school, special district and municipal boundaries.
- _____ Size of the property to be developed, as well as property boundaries showing dimensions and bearings as determined by a current survey; dimensions of yards along all property lines; name and width of existing streets; and lines of existing lots, reservations, easements and areas dedicated to public use.
- _____ Reference to the location and conditions of any covenants, easements or deed restrictions that cover all or any part of the property, as well as identification of the document where such covenants, easements or deed restrictions are legally established.
- _____ Schedule of minimum zoning requirements, as well as the plan's proposed compliance with those requirements, including lot area, frontage, lot width, lot depth, lot coverage, yards, off-street parking, off-street loading and other pertinent requirements.
- _____ Locator map, at a convenient scale, showing the Applicant's entire property in relation to surrounding properties, streets, etc., within five hundred (500) feet of the site.
- _____ North arrow, written and graphic scales, and the date of the original plan and all revisions, with notation identifying the revisions.
- _____ A signature block for Planning Board endorsement of approval.

Existing Conditions Data:

- _____ Location of existing use and design of buildings, identifying first floor elevation, and other structures.
- _____ Location of existing parking and truck loading areas, with access and egress drives thereto.
- _____ Location of existing facilities for water supply, sanitary sewage disposal, storm water drainage, and gas and electric service, with pipe sizes, grades, rim and inverts, direction of flow, etc. indicated.
- _____ Location of all other existing site improvements, including pavement, walks, curbing, retaining walls and fences.
- _____ Location, size and design of existing signs.
- _____ Location, type, direction, power and time of use of existing outdoor lighting.
- _____ Location of existing outdoor storage, if any.
- _____ Existing topographical contours with a vertical interval of two (2) feet or less.
- _____ Location of existing floodplains, wetlands, slopes of 15% or greater, wooded areas, landscaped areas, single trees with a DBH of 8" or greater, rock outcrops, stone walls and any other significant existing natural or cultural features.

Proposed Development Data:

- _____ Proposed location of lots, streets, and public areas, and property to be affected by proposed easements, deed restrictions and covenants.
- _____ Proposed location, use and architectural design of all buildings, including proposed floor elevations and the proposed division of buildings into units of separate occupancy.
- _____ Proposed means of vehicular and pedestrian access to and egress from the site onto adjacent streets.
- _____ Proposed sight distance at all points of vehicular access.
- _____ Proposed number of employees for which buildings are designed
- _____ Proposed streets, with profiles indicating grading and cross-sections showing the width of the roadway; the location and width of sidewalks; and the location and size of utility lines.
- _____ Proposed location and design of any pedestrian circulation on the site and off-street parking and loading areas, including handicapped parking and ramps, and including details of construction, surface materials, pavement markings and directional signage.
- _____ Proposed location and design of facilities for water supply, sanitary sewage disposal, storm water drainage, and gas and electric service, with pipe sizes, grades, rim and inverts, direction of flow, etc. indicated.

- _____ Proposed location of all structures and other uses of land, such as walks, retaining walls, fences, designated open space and/or recreation areas and including details of design and construction.
- _____ Location, size and design of all proposed signs.
- _____ Location, type, direction, power and time of use of proposed outdoor lighting.
- _____ Location and design of proposed outdoor garbage enclosure.
- _____ Location of proposed outdoor storage, if any.
- _____ Location of proposed landscaping and buffer screening areas, including the type (scientific and common names), size and amount of plantings.
- _____ Type of power to be used for any manufacturing
- _____ Type of wastes or by-products to be produced and disposal method
- _____ In multi-family districts, floor plans, elevations and cross sections
- _____ The proposed location, size, design and use of all temporary structures and storage areas to be used during the course of construction.
- _____ Proposed grade elevations, clearly indicating how such grades will meet existing grades of adjacent properties or the street.
- _____ Proposed soil erosion and sedimentation control measures.
- _____ For all proposed site development plans containing land within an area of special flood hazard, the data required to ensure compliance with Chapter 177 of the North Castle Town Code.
- _____ For all proposed site development plans involving clearing or removal of trees with a DBH of 8" or greater, the data required to ensure compliance with Chapter 308 of the North Castle Town Code.
- _____ For all proposed site development plans involving disturbance to Town-regulated wetlands, the data required to ensure compliance with Chapter 340 of the North Castle Town Code.

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information				
Name of Action or Project:				
Project Location (describe, and attach a location map):				
Brief Description of Proposed Action:				
Name of Applicant or Sponsor:		Telephone:		
		E-Mail:		
Address:				
City/PO:		State:	Zip Code:	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO	YES
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO	YES
3.a. Total acreage of the site of the proposed action? _____ acres				
b. Total acreage to be physically disturbed? _____ acres				
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres				
4. Check all land uses that occur on, adjoining and near the proposed action.				
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)				
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____				
<input type="checkbox"/> Parkland				

<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____</p>	<p>NO</p>	<p>YES</p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____ _____</p>	<p>NO</p>	<p>YES</p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____ _____</p>	<p>NO</p>	<p>YES</p>
<p>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p> <p>Applicant/sponsor name: _____ Date: _____</p> <p>Signature: _____</p>		



Town of North Castle Planning Department

17 Bedford Road Armonk, New York 10504

(914) 273-3542 (914) 273-3554 (fax)

PRELIMINARY SITE PLAN COMPLETENESS REVIEW FORM

This form represents the standard requirements for a completeness review for all preliminary site plans. Failure to provide all of the information requested will result in a determination that the site plan application is incomplete. The review of the site plan for completeness will be based on the requirements of the Town of North Castle Town Code.

Project Name on Plan:

Initial Submittal Revised Preliminary

Street Location:

Zoning District: _____ Property Acreage: _____ Tax Map Parcel ID: _____

Date: _____

DEPARTMENTAL USE ONLY

Date Filed: _____ Staff Name: _____

Preliminary Plan Completeness Review Checklist

Items marked with a "☒" are complete, items left blank "☐" are incomplete and must be completed, "NA" means not applicable.

- 1. A complete application for site development plan approval form
- 2. Plan prepared by a registered architect or professional engineer
- 3. Map showing the applicant's entire property and adjacent properties and streets
- 4. A locator map at a convenient scale
- 5. The proposed location, use and design of all buildings and structures
- 6. Proposed division of buildings into units of separate occupancy, detailed breakdowns of all proposed floor space by type of use and floor level
- 7. Existing topography and proposed grade elevations
- 8. Location of drives

PRELIMINARY SITE PLAN COMPLETENESS REVIEW FORM

Page 2

- 9. Location of any outdoor storage
- 10. Location of all existing and proposed site improvements, including drains, culverts, retaining walls and fences
- 11. Description of method of water supply and sewage disposal and location of such facilities
- 12. Location, design and size of all signs
- 13. Location and design of lighting, power and communication facilities
- 14. In an industrial district, specific uses proposed, number of employees for which buildings are designed, type of power to be used for any manufacturing process, type of wastes or by-products to be produced by any manufacturing process and proposed method of disposal of such wastes or by-products
- 15. In a multifamily district, floor plans of each dwelling unit shall be shown, and elevations and cross sections also may be required
- 16. The name and address of the applicant, property owner(s) if other than the applicant and of the planner, engineer, architect, surveyor and/or other professionals engaged to work.
- 17. Submission of a Zoning Conformance Table depicting the plan's compliance with the minimum requirements of the Zoning District
- 18. If a tree removal permit is being sought, submission of a plan depicting the location and graphical removal status of all Town-regulated trees within the proposed area of disturbance. In addition, the tree plan shall be accompanied by a tree inventory includes a unique ID number, the species, size, health condition and removal status of each tree.
- 19. If a wetlands permit is being sought, identification of the wetland and the 100-foot wetland buffer.

More information about the items required herein can be obtained from the North Castle Planning Department. A copy of the Town Code can be obtained from Town Clerk or on the North Castle homepage: <http://www.northcastleny.com>

_____ On this date, all items necessary for a technical review of the proposed site plan have been submitted and constitute a COMPLETE APPLICATION.



1/11/2023

Town of North Castle,
Planning Department
17 Bedford Road
Armonk, New York 10504

Re: Permit Application – Authorization as Agent

To whom it may concern:

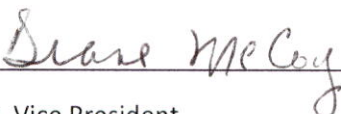
Please accept this letter as authorization for HOK (Elizabeth Marr) on Behalf of Citigroup Technology Inc (Owner) to act as agent with respect to the following planning board application:

Citi Armonk/ Conference Center/ Pergola – 188 King Street, Armonk NY 10504

Scope of work: Proposed scope of work includes the addition of an exterior operable awning at the existing patio on the Main Level outside of the Dining Room. The Awning will connect to the existing building at the approximated ceiling level of the Dining Room. The overall footprint is approximately 26'-1 x 23'-10". Three new posts will be anchored on new engineered footings.

Should you have any questions please feel free to contact me

Sincerely,



Sr. Vice President

(Authorized signatory name and title)



TOWN OF NORTH CASTLE
WESTCHESTER COUNTY
17 Bedford Road
Armonk, New York 10504-1898


PLANNING DEPARTMENT
Adam R. Kaufman, AICP
Director of Planning

Telephone: (914) 273-3542
Fax: (914) 273-3554
www.northcastleny.com

PLANNING BOARD SCHEDULE OF ESCROW ACCOUNT DEPOSITS

<u>Type of Application Deposit*</u>	<u>Amount of Initial Escrow Account</u>
Concept Study	\$500.00
Site Plan Waiver for Change of Use	\$500.00
Site Development Plan for:	
Multifamily Developments	\$3,000.00 plus \$100.00 per proposed dwelling unit
Commercial Developments	\$3,000.00 plus \$50.00 for each required parking space
1 or 2 Family Projects	\$2,000.00
Special Use Permit	\$2,000.00 plus \$50.00 for each required parking space
Subdivision:	
Lot Line Change resulting in no new lots	\$1,500.00
All Others	\$3,000.00 plus \$200.00 per proposed new lot in excess of two (2)
Preparation or Review of Environmental Impact Statement	\$15,000.00

* If a proposed action involves multiple approvals, a single escrow account will be established. The total amount of the initial deposit shall be the sum of the individual amounts indicated. When the balance in such escrow account is reduced to one-third (1/3) of its initial amount, the applicant shall deposit additional funds into such account to restore its balance to the amount of the initial deposit.


Applicant Signature

01/12/23
Date:

TOTALS					
--------	--	--	--	--	--

Cross Management Corp
 8 E 40TH STREET SUITE 510
 NEW YORK, NEW YORK 10016
 (212) 922-1110



SIGNATURE BANK

2521

1-1357/260



Town of North Castle

DATE

CHECK NO.

AMOUNT

EXACTLY ONE THOUSAND FIVE HUNDRED DOLLARS

01/10/2023

2521

*****\$1,500.00

Town of North Castle

PAY
TO THE
ORDER
OF

199038




AUTHORIZED SIGNATURE

⑆00252⑆ ⑆026013576⑆ 150416209⑆

TOTALS					

Cross Management Corp
 8 E 40TH STREET SUITE 510
 NEW YORK, NEW YORK 10016
 (212) 922-1110

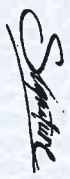
Town of North Castle

EXACTLY TWO HUNDRED DOLLARS

Town of North Castle

199038

PAY TO THE ORDER OF



SIGNATURE BANK

2519

1-1357/260



DATE

01/10/2023

CHECK NO.

2519

AMOUNT

*****\$200.00




AUTHORIZED SIGNATURE

⑈002519⑈ ⑆026013576⑆ 1504162091⑈