



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

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

PLANNING BOARD
Christopher Carthy, Chair

R E S O L U T I O N

Action: Special Use Permit for Accessory Apartment
Application Name: 34 Starkey Road Accessory Apartment [#2023-011]
Owner/Applicant: Michael & Pamela Grimaldi
Designation: 123.05-1-53
Zone: R-1/2A District
Acreage: 0.17 acres
Location: 34 Starkey Road
Date of Approval: May 8, 2023
Expiration Date: May 8, 2024

WHEREAS, an application dated January 22, 2023 for Special Use Permit approval was submitted to the Planning Board and the requisite fee was paid; and

WHEREAS, the application consists of the following plans:

- Plan labeled “SP,” (undated), prepared by Richard Skop, P.E.
- Plan labeled “Sheet 1,” (undated), prepared by Richard Skop, P.E.
- Plan labeled “Sheet 2,” (undated), prepared by Richard Skop, P.E.
- Plan labeled “Sheet 3,” (undated), prepared by Richard Skop, P.E.
- Plan labeled “Sheet 4,” (undated), prepared by Richard Skop, P.E.
- Plan labeled “Sheet 5,” (undated), prepared by Richard Skop, P.E.
- Plan labeled “Sheet 6,” (undated), prepared by Richard Skop, P.E.
- Plan labeled “Sheet 7,” (undated), prepared by Richard Skop, P.E.
- Plan labeled “Sheet 8 Add. #1,” (undated), prepared by Richard Skop, P.E.
- Plan labeled “Sheet 9 Add. #1,” (undated), prepared by Richard Skop, P.E.
- Plan entitled “Topographical Survey,” dated February 15, 2021, prepared by Big Apple Land Surv. D.
- Plan labeled “Sheet 1 of 5,” entitled “Site Plan,” dated August 2, 2021, last revised August 20, 2021, prepared by Site Design Consultants.
- Plan labeled “Sheet 2 of 5,” entitled “Existing Conditions Plan,” dated August 3, 2021, prepared by Site Design Consultants.
- Plan labeled “Sheet 2 of 5,” entitled “Existing Conditions Plan,” dated August 3, 2021, prepared by Site Design Consultants.
- Plan labeled “Sheet 3 of 5,” entitled “Erosion & Sediment Control Plan,” dated August 3, 2021, prepared by Site Design Consultants.
- Plan labeled “Sheet 4 of 5,” entitled “E&SC & Site Details,” dated August 3, 2021, prepared by Site Design Consultants.

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- Plan labeled “Sheet 5 of 5,” entitled “Cultec Details,” dated August 3, 2021, prepared by Site Design Consultants.

WHEREAS, the proposal consists of the approval of an accessory apartment; and

WHEREAS, Special Use Permit approval is necessary because the Planning Board has jurisdiction over all accessory apartments; and

WHEREAS, the site plan does not depict the removal of any Town-regulated trees; and

WHEREAS, the site plan does not depict Town-regulated steep slope disturbance; and

WHEREAS, the site plan does not depict Town-regulated wetland or buffer disturbance; and

WHEREAS, the Town Board created a local law to permit accessory apartments in single-family residence districts in order to provide opportunity and encouragement for the development of small rental housing units designed to meet the special housing needs of persons of low- and moderate-income, especially the young and the old, and of relatives of families living in North Castle; and

WHEREAS, accessory apartments allow the more efficient use of the Town's existing stock of dwellings and accessory buildings, to provide economic support for present families of limited income and thereby promote the protection and preservation of property values; and

WHEREAS, the 0.17 acre property is located in the R-1/2A district and is designated on the Tax Maps of the Town of North Castle as lot 123.05-1-53; and

WHEREAS, a short Environmental Assessment Form was prepared by the Applicant and submitted to the Planning Board for its review and consideration; and

WHEREAS, the proposed action is a Type II Action under the State Environmental Quality Review Act (SEQRA); and

WHEREAS, Type II Actions have been determined not to have a significant impact on the environment do not require any further processing pursuant to SEQRA; and

WHEREAS, the application for special permit approval requires referral to the Westchester County Planning Board pursuant to § 239-m of New York State General Municipal Law (GML); and

WHEREAS, the application was referred to the County Planning Board on April 26, 2023; and

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WHEREAS, the County referral was for a minor “Notification Only” project and a response was not provided to the Town; and

WHEREAS, a duly advertised public hearing was held on May 8, 2023, at which time all those wishing to be heard were given the opportunity to be heard; and

WHEREAS, the Planning Board has requested, received and considered comments from the Town Attorney, the Consulting Town Engineer and the Town Planner regarding the proposed development;

NOW, THEREFORE, BE IT RESOLVED, that the application for special use permit, as described herein, be and is hereby conditionally approved, subject to the following conditions and modifications; and

BE IT FURTHER RESOLVED, that the Planning Board finds that the location and size of the use, the nature and intensity of the operations involved in it or conducted in connection with it, the size of the site in relation to it and the location of the site with respect to streets giving access to it are such that it will be in harmony with the appropriate and orderly development of the district in which it is located; and

BE IT FURTHER RESOLVED, that the Planning Board finds that the location, nature and height of buildings, walls, fences and the nature and extent of existing or proposed plantings on the site are such that the use will not hinder or discourage the appropriate development and use of adjacent land and buildings; and

BE IT FURTHER RESOLVED, that the Planning Board finds that operations in connection with the special use will not be more objectionable to nearby properties by reason of noise, fumes, vibration or other characteristics than would be the operations of any permitted uses not requiring a special permit; and

BE IT FURTHER RESOLVED, that the Planning Board finds that parking areas will be of adequate size for the particular use, properly located and suitably screened from adjoining residential uses, and the entrance and exit drives are laid out so as to achieve maximum convenience and safety; and

BE IT FURTHER RESOLVED, that pursuant to Article VII of Chapter 355 of the Town Code, this special use permit shall be deemed to authorize only the particular use(s) shown on the approved site plan and shall expire if work is not initiated in accordance therewith within one (1) year, or if the use(s) for which site plan approval was granted ceases for more than one (1) year from the date of the issuance of the certificate of occupancy, or if all required improvements are not completed within eighteen (18) months of the date of this approval, or if all such required improvements are not maintained and all conditions and standards of this approval are complied with throughout the duration of the use(s).

Prior to the Signing of the Site Plan:

(The Planning Board Secretary's initials and date shall be placed in the space below to indicate that the condition has been satisfied.)

_____ 1. Pursuant to Section 355-40.K(4)(b) of the Town Code, the Applicant should provide documentation that the principal dwelling CO was issued more than four years ago and that the Applicant has owned the property for two years to the satisfaction of the Planning Department.

_____ 2. Pursuant to Section 355-40.K(11) of the Town Code, the Applicant will need to demonstrate that the size of the apartment conforms to the Town Code. Specifically, where the gross floor area of the dwelling is less than or equal to 2,000 square feet, the accessory apartment shall in no case exceed 33% of such area. Where the gross floor area of the dwelling is greater than 2,000 square feet, the permitted maximum size of the accessory apartment may be increased by 25% of the gross floor area in excess of 2,000 square feet.

It appears that the Applicant's exhibit includes the accessory apartment square footage in both the principal dwelling and the accessory apartment.

The exhibit should be revised to remove the accessory apartment square footage from the gross floor area of the principal dwelling to the satisfaction of the Planning Department.

_____ 3. The sum of the components of the gross floor area of the principal building is not correct. Based upon the submitted documents, the size of the principal dwelling is $2223 + 1488 + 576?$ (garage) = 4,287. The Applicant shall clarify this issue to the satisfaction of the Planning Department.

_____ 4. Submitted floor plans shall contain name and address of the professional preparing the plans to the satisfaction of the Planning Department.

_____ 5. Payment of all outstanding fees, including professional review fees.

_____ 6. The applicant shall submit to the Planning Board Secretary one set of electronic PDF plans (with required signature block for endorsement by the planning board chair and consulting town engineer located in the lower right corner of all plan sheets) incorporating all required amendments to the plans as identified in this resolution of approval to the satisfaction of the Town Planner, Town Engineer and Town Attorney.

Prior to the Issuance of a Building Permit:

(The Planning Board Secretary's initials and date shall be placed in the space below to indicate that the condition has been satisfied.)

- _____ 1. Pursuant to Section 355-40.K(14) of the Town Code, for properties provided with water supply from an on-site well, the applicant shall collect a sample of well water for microbiological analysis to determine the presence of the coliform group. Such sample shall be analyzed by a state-approved laboratory, and the results shall be reported to the Building Inspector and Health Department.
- _____ 2. The approved site plan shall be signed by both the Planning Board Chair and Town Engineer.
- _____ 3. The submission of a complete set of building plans for review and approval by the Town Building Inspector prior to the issuance of a building permit.
- _____ 4. Payment of all outstanding fees, including professional review fees.

Prior to the Issuance of a Certificate of Occupancy:

(The Planning Board Secretary's initials and date shall be placed in the space below to indicate that the condition has been satisfied.)

- _____ 1. The Town of North Castle Building Department and Fire Prevention Officer shall inspect the apartment for compliance with all North Castle and NYS requirements.
- _____ 2. The submission to the Town Building Inspector of an "As Built" site plan.
- _____ 3. Payment of all outstanding fees, including professional review fees.

Other Conditions:

1. Compliance with all applicable local laws and ordinances of the Town of North Castle and any conditions attached to permits issued thereunder.
2. The owner of the lot on which the accessory apartment is located is required to occupy either of the dwelling units on the premises. Owner occupancy of one of the units is required to continue for the duration of the special permit. Alternative forms of ownership may include but are not limited to corporate ownership, partnership ownership, an estate or trust ownership, subject to review by the Town Attorney to ensure that the intent of the Town Code are fulfilled.

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3. No more than one accessory apartment per lot is permitted.
4. No accessory apartment can be permitted on any lot currently utilized as an office of a professional person or home occupation, as defined in § 355-4 and as regulated in § 355-21.
5. Accessory apartments which have been approved by the Planning Board, following due notice and public hearing, shall be reinspected by the Building Inspector every three years. The purpose of such continuing reinspection of the accessory unit shall be to determine if all required conditions of approval continue to be complied with, and report on such findings to the Planning Board. At the same time of such inspection, the Building Inspector shall also review and report on compliance with off-street parking requirements. If the Building Inspector finds that additional parking is necessary for the lot, he shall report such finding to the Planning Board and recommend the number of additional spaces to be provided. On the recommendation of the Building Inspector, the Planning Board may make a finding that the original conditions of special permit approval continue to be complied with, modify the conditions of special permit approval in accordance with the Building Inspector's recommendations or revoke the accessory apartment special permit approval.
6. Special permit uses for accessory apartments shall terminate upon change of ownership.

Applicant, agreed and understood as to contents and conditions, including expiration, contained herein

Date

Michael & Pamela Grimaldi

NORTH CASTLE PLANNING OFFICE, as to approval by the North Castle Planning Board

Date

Joseline Huerta, Planning Board Secretary
Certified as Approved by the North Castle Planning Board

KELLARD SESSIONS CONSULTING
As to Drainage and Engineering Matters

Date

Joseph M. Cermele, P.E.
Consulting Town Engineer

STEPHENS BARONI REILLY & LEWIS LLP
As to Form and Sufficiency

Date

Roland A. Baroni, Jr. Esq., Town Counsel

NORTH CASTLE PLANNING BOARD

Date

Christopher Carthy, Chair