



7/20/2023

Alison Simon, J.D., M.P.A.
North Castle Town Clerk
15 Bedford Road
Armonk, NY 10504
914-273-3000 ext. 42
asimon@northcastleny.com



RE: Petition for Zone Change
5 North Greenwich Road
Armonk, NY
Section: 108.03 Block: 3 Lot: 14

Ms. Simon:

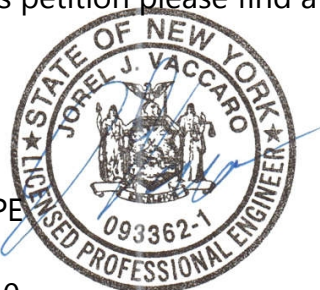
We request a zone change to a portion of the above-referenced Lot. The existing lot is comprised of area in both the PBO and R1A zoning districts. We request to convert the portion of the lot in the R1A zoning district, totaling 43,142 square feet, to the PBO, Professional Business Office, zoning district. This would allow for the entirety of the Lot to be within the PBO zoning district.

The intent of the zone change is to allow for an accessory parking use within the area of the lot to receive the zone change. The use is accessory to the Professional Business Office building, and thus the zone of the accessory parking is requested to be revised to match the zone of the primary use, the Professional Business Office building.

Attached to this petition please find a Petition for Zone Change Plan and a proposed Site Plan.

Best Regards,

Jorel Vaccaro, PE



Cc: file 22040
Adam Kaufman
Jami Colombino
John Sarcone

**5 NORTH GREENWICH RD
ARMONK, NY**

OWNER: 5 N GREENWICH RD LLC

ZONING INFORMATION

TOWN OF NORTH CASTLE
SECTION: 108.03
BLOCK: 3
LOT: 14
ZONE: PBO & R-1A
LOT AREA: 1.79 ACRES
PROPOSED ADDED PAVED: 5,400 SQ FT

ZONING BULK TABLE

	MIN LOT AREA	FRONTAGE	WIDTH	DEPTH	FRONT YD	SIDE YD	REAR YD	MAX. BLDG COVERAGE	MAX BLDG STORIES	MAX BLDG HEIGHT	FAR
REQUIRED (PBO)	10,000 SF	100 FT	NA	NA	50 FT	20 FT	20 FT	20%	1	15 FT	0.2
REQUIRED (R1A)	1 ACRE	125 FT	125 FT	150 FT	50 FT	25 FT	40 FT	12%	NA	30 FT	NA
EXISTING	1.79 ACRES	285 FT	506.5 FT	224 FT	32.9 FT	18.75 FT	26.25 FT	9.9%	1.5	15 FT	0.19

PROJECT NARRATIVE

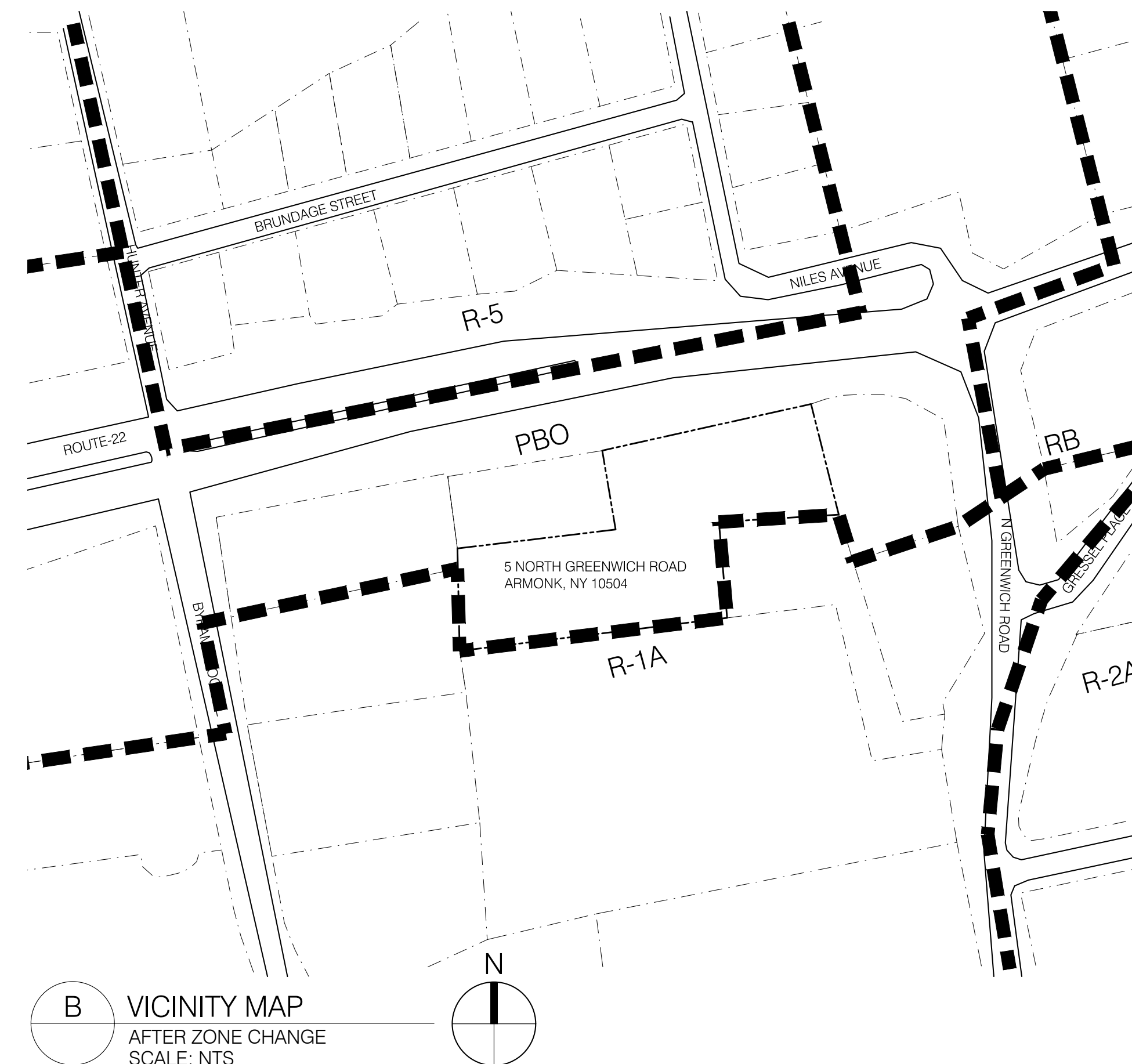
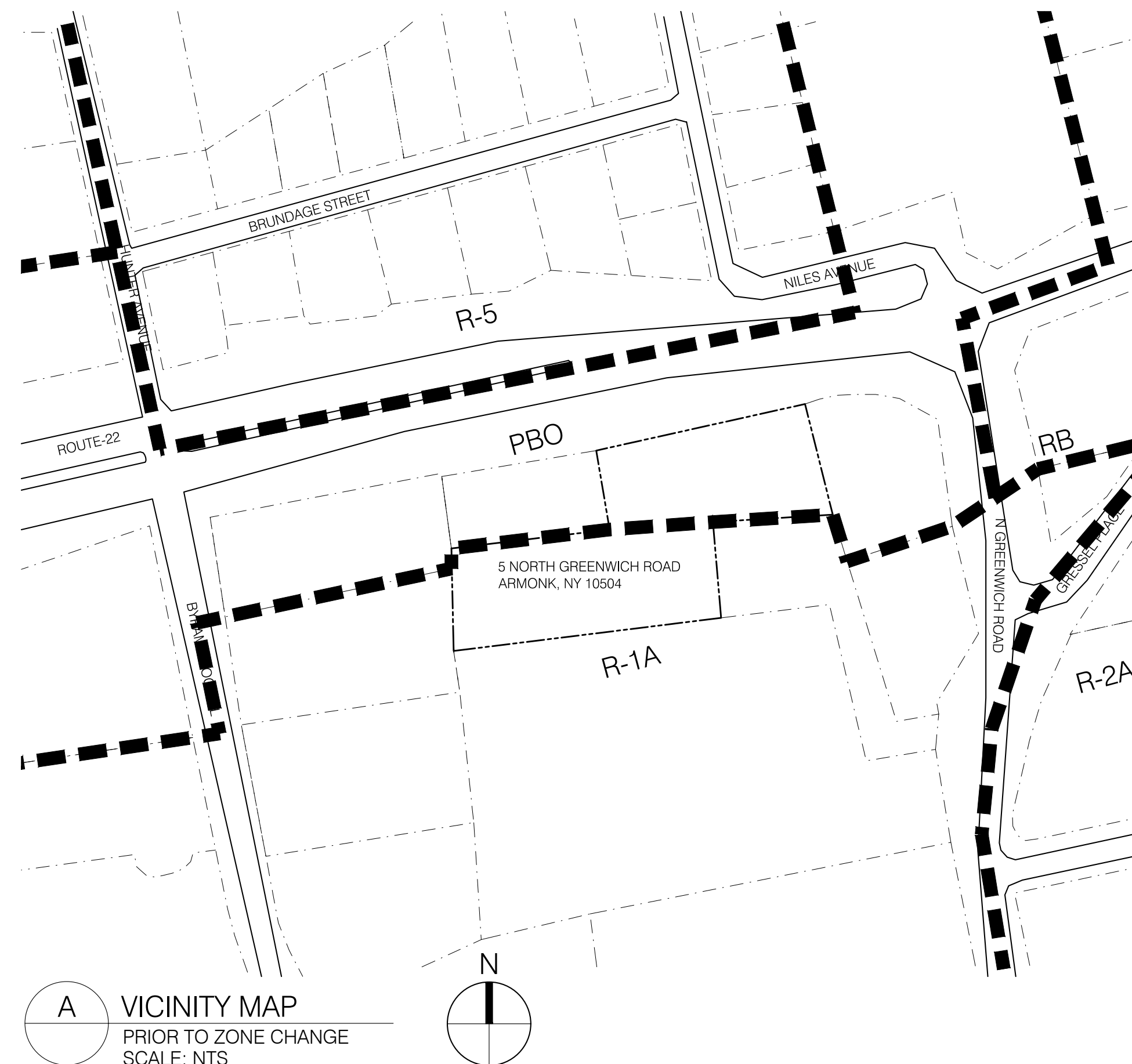
PETITION FOR ZONE CHANGE

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LEGEND:

	PROPOSED STORMWATER COMPONENT
	PROPOSED BED SYSTEM
	IMPERVIOUS ROOF
	BUILDING FOOTPRINT
	GRASS YARD
	EXISTING SITE STRUCTURE
	STORM CATCH BASIN
	ADJACENT BUILDING
	STREET TREE
	SEWER CLEANOUT
	PROPERTY LINE
	STORM LINE
	MAJOR TOPO CONTOUR
	MINOR TOPO CONTOUR
	PROPOSED TOPO CONTOUR
	10' OFFSET FROM COMPONENT
	AREA OF WORK (XX0 SF)
	SILT FENCE
	EXISTING TREE TO REMAIN
	EXISTING TREE TO BE REMOVED
	NEW TREE
	NEW PAVEMENT
	PAVEMENT / STRUCT. T.B.R.
	PAVEMENT TO BE RECONFIGURED & REMAIN
	DRIVEWAY STATION
	ZONING DISTRICT BOUNDARY



REVISIONS:

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PROJECT:
**5 N GREENWICH RD
ARMONK, NY**

**PETITION FOR ZONE
CHANGE PLAN**

SEAL & SIGNATURE:

JOEL J. VACCARO, PE
NY PE 093362

DATE: 05/16/2023
PROJECT #: 22040
DRAWN/CHECKED: P.J.M./J.V.
SCALE: NOTED
PAGE: 1 OF 06

C-001

**5 NORTH GREENWICH RD
ARMONK, NY**

OWNER: 5 N GREENWICH RD LLC

ZONING INFORMATION

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SECTION: 108.03
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DRAWING LIST

- C-100 TITLE PAGE & SITE PLAN
- C-200 STORM AND PAVEMENT PROFILES
- C-300 CIVIL DETAILS
- C-310 TYPICAL CULTEC DETAILS
- C-400 EROSION CONTROL

STANDARD SITE PLAN MAP NOTES

1. All utilities shall be installed underground.
2. shall conform to Erosion and Sediment Control Plan.
3. All screening and landscaping shall conform to requirements of the Architecture and Landscape Commission. A written one year guarantee shall be provided by contractor stating that all plants which die or are likely to die within the guarantee period will be replaced.
4. Light sources of all lighting fixtures shall not be visible from streets or private driveways, and shall not create glare onto adjoining properties.
5. All curbing shall be concrete.
6. All traffic control devices shall be in accordance with the New York State Manual of Uniform Traffic Control Devices.

PARKING GEOMETRY

§§ 355-56
D. SIZE OF PARKING SPACES: EACH PARKING SPACE SHALL BE AT LEAST 9 FEET WIDE AND... (WHERE DEFINED BY CURBS) REDUCED IN DEPTH TO 16 FEET
E. (1) 90 DEGREE PARKING SPACES AT LEAST 10' WIDE; AISLE WIDTH SHALL BE AT LEAST 24 FT WIDE
G. SIZE OF ACCESS DRIVE: 6 TO 20 SPACES: 20 FEET
H. LANDSCAPING: 1 TREE NOT LESS THAN 3" CALIBER FOR EACH 10 PARKING SPACES

§§355-59
A. DRIVEWAY GRADE
The maximum grade for new driveways accessory to uses other than single-family dwellings and connecting the required off-street parking area to the street shall not exceed 7%, except that the Town Engineer shall have the same power to permit increased grades here as in Subsection B(1) above.

*PROPOSED ON PLAN: 10% - TO MINIMIZE REGRADING / SLOPE STABILIZATION REQUIRED. NOTE: 10% PROPOSED DRIVEWAY DOES NOT PROVIDE ACCESS TO ANY REQUIRED OFF-STREET PARKING SPACES (ALL REQUIRED SPACES ARE EXISTING)

LIGHTING
§§355-45
M. (1) OUTDOOR LIGHTING: 0.5 FOOTCANDLE (LUMEN) LIMIT AT PROPERTY LINE, 5 FEET ABOVE GROUND
(2) POLE MOUNTED, DOWN-LIT OR SHIELDED
(3) FULL-CUTOFF

ZONING BULK TABLE

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EXISTING	1.79 ACRES	285 FT	506.5 FT	224 FT	32.9 FT	18.75 FT	26.25 FT	9.9%	1.5	15 FT	0.19
PROPOSED	NO CHANGE	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC

PROJECT NARRATIVE

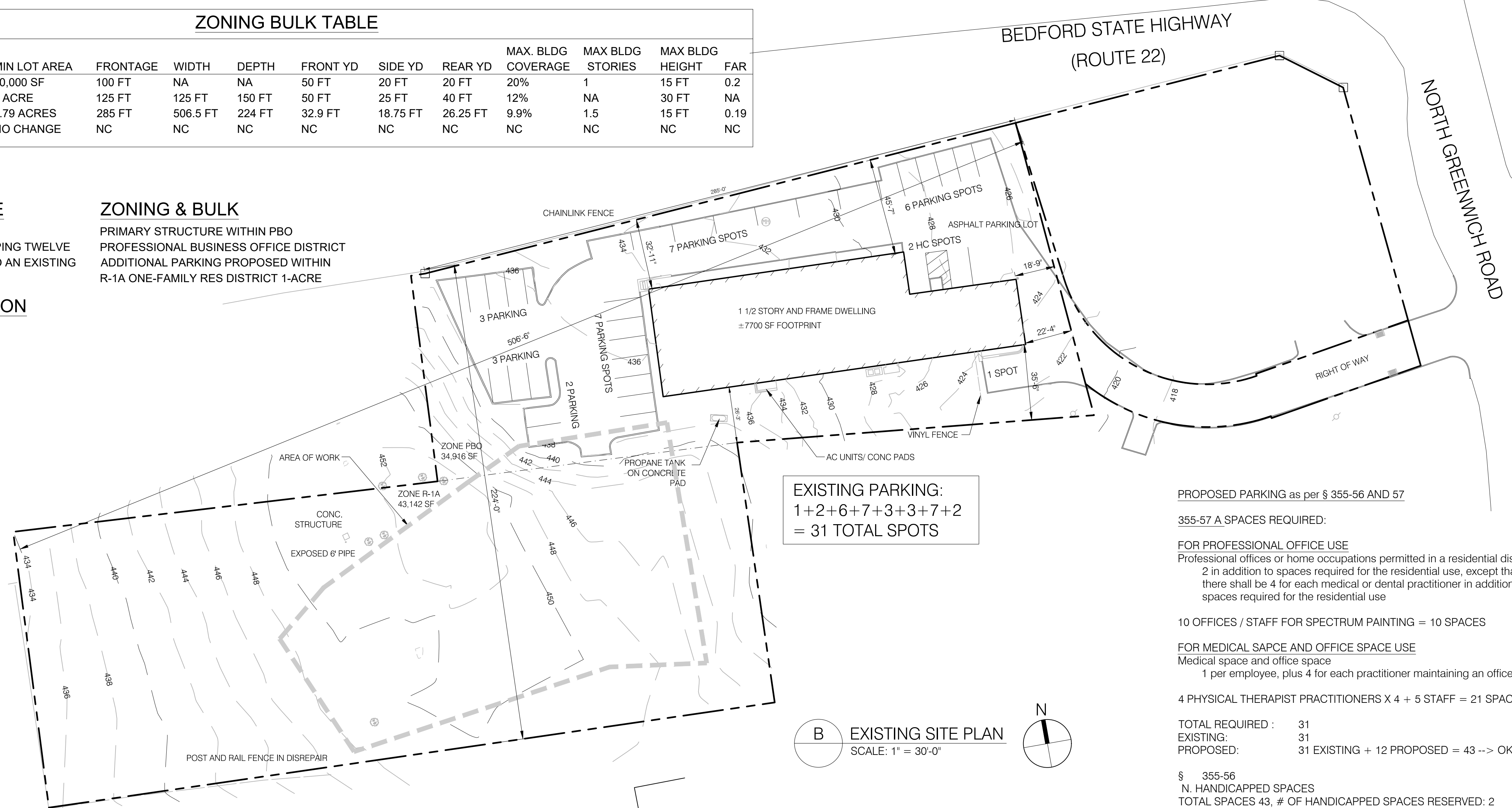
PROJECT CONSISTS OF DEVELOPING TWELVE ADDITIONAL PARKING SPACES TO AN EXISTING COMMERCIAL BUILDING.

PROJECT INFORMATION

SCHOOL: BYRAM HILLS
FIRE DEPARTMENT: ARMONK FD
LAND USE: COMMERCIAL

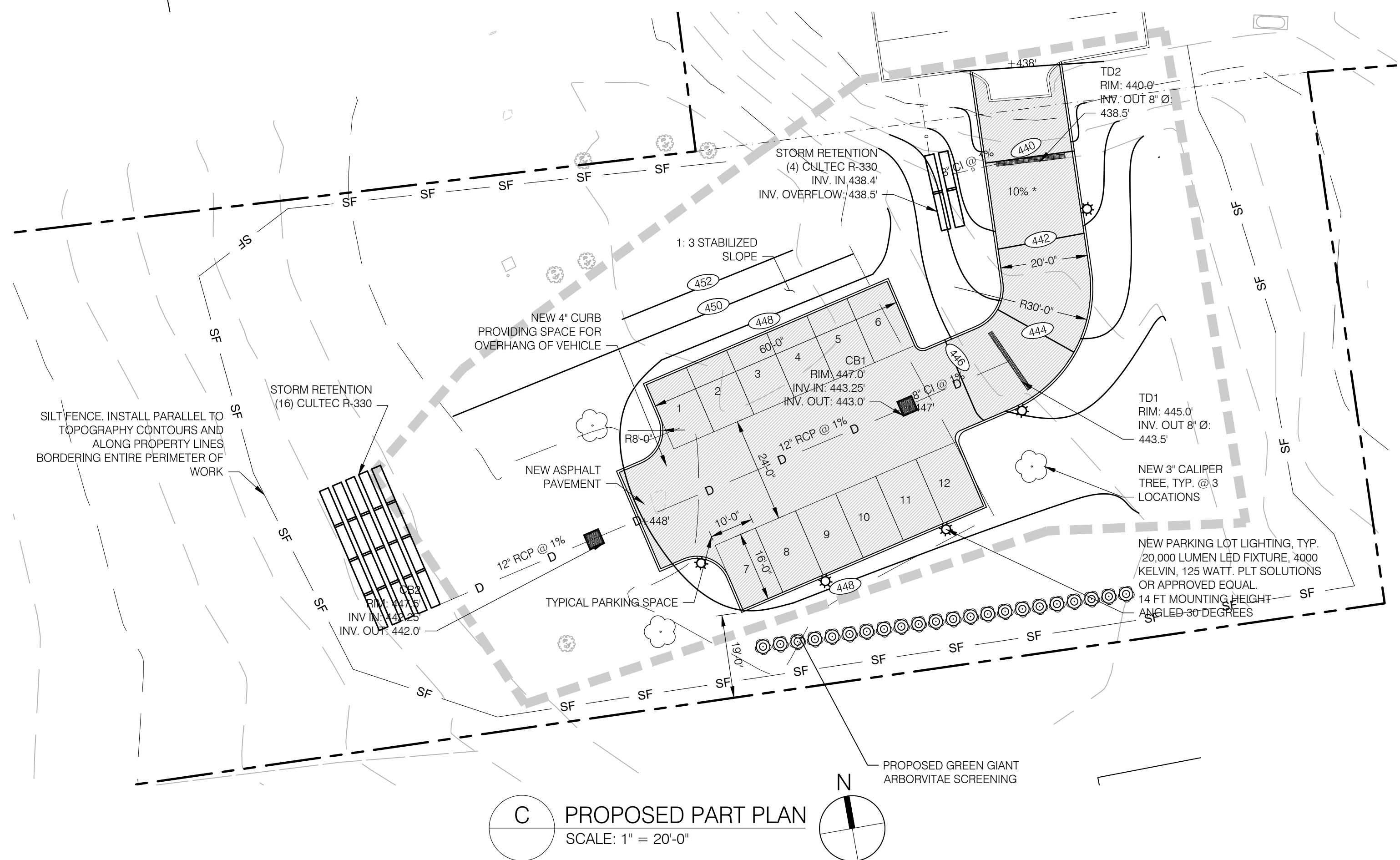
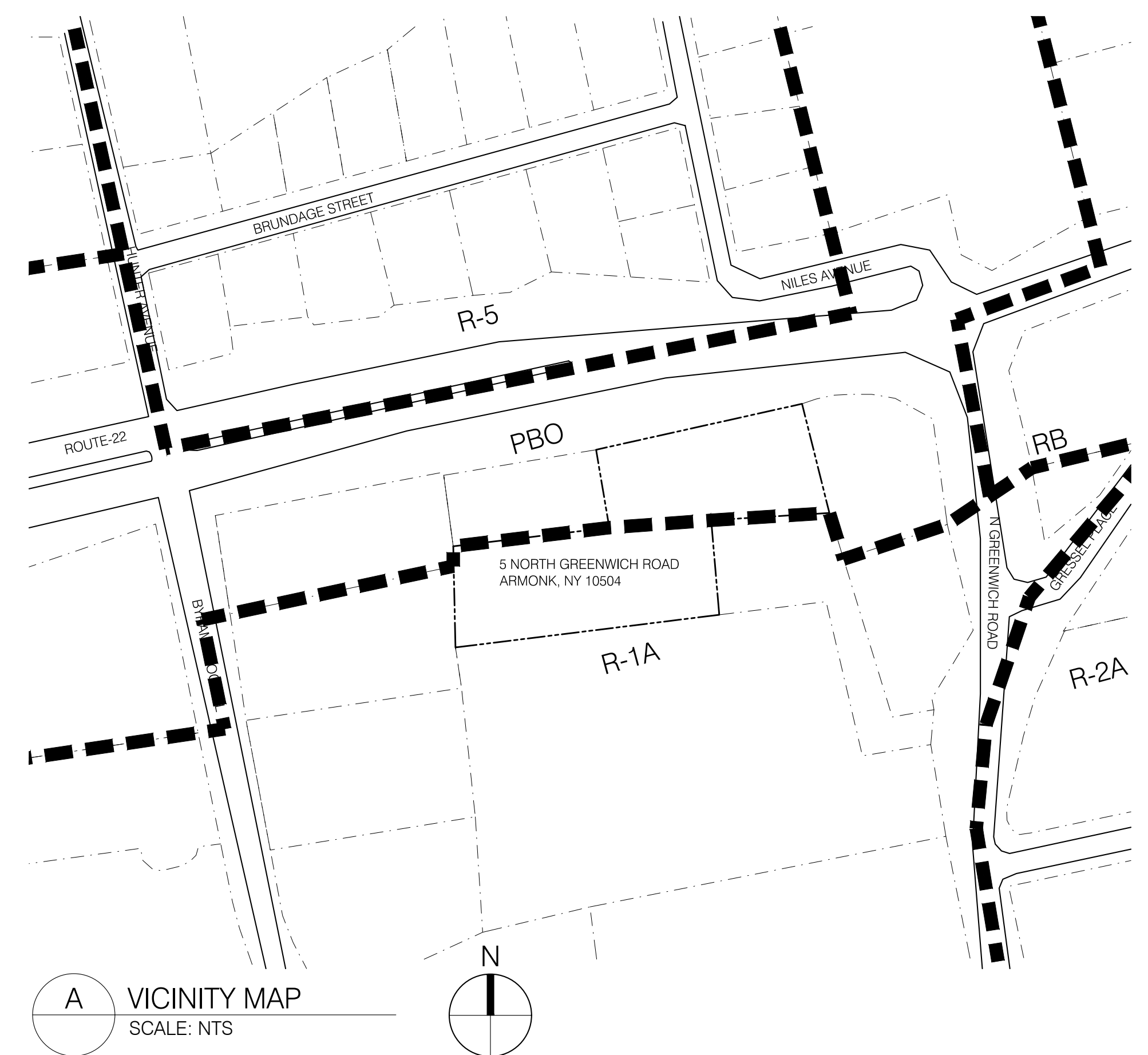
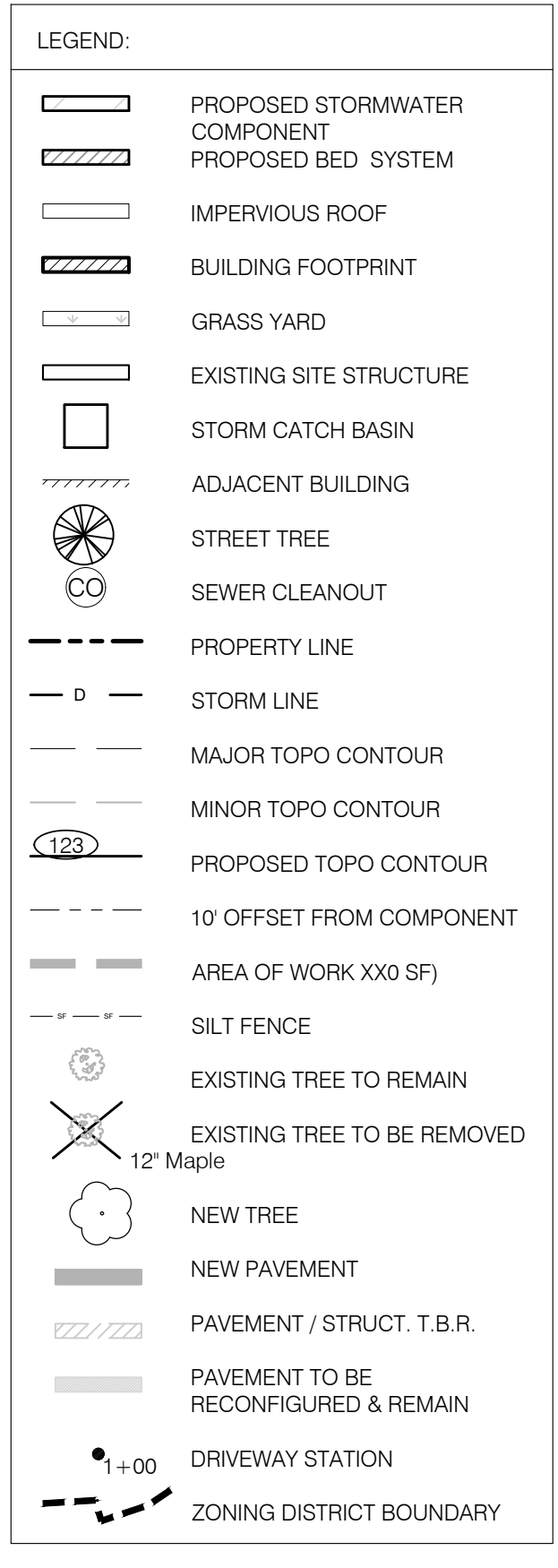
ZONING & BULK

PRIMARY STRUCTURE WITHIN PBO
PROFESSIONAL BUSINESS OFFICE DISTRICT
ADDITIONAL PARKING PROPOSED WITHIN R-1A ONE-FAMILY RES DISTRICT 1-ACRE



EXISTING PARKING:
1+2+6+7+3+3+7+2
= 31 TOTAL SPOTS

PROPOSED PARKING as per § 355-56 AND 57
355-57 A SPACES REQUIRED:
FOR PROFESSIONAL OFFICE USE
Professional offices or home occupations permitted in a residential district:
2 in addition to spaces required for the residential use, except that there shall be 4 for each medical or dental practitioner in addition to spaces required for the residential use
10 OFFICES / STAFF FOR SPECTRUM PAINTING = 10 SPACES
FOR MEDICAL SPACE AND OFFICE SPACE USE
Medical space and office space
1 per employee, plus 4 for each practitioner maintaining an office
4 PHYSICAL THERAPIST PRACTITIONERS X 4 + 5 STAFF = 21 SPACES
TOTAL REQUIRED : 31
EXISTING: 31
PROPOSED: 31 EXISTING + 12 PROPOSED = 43 --> OK
§ 355-56
N. HANDICAPPED SPACES
TOTAL SPACES 43, # OF HANDICAPPED SPACES RESERVED: 2
EXISTING: 2 SPACES TO REMAIN



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PROJECT:
**5 N GREENWICH RD
ARMONK, NY**

SITE PLAN

SEAL & SIGNATURE:



JOREL J. VACCARO, PE
NY PE 093362
DATE: 05/16/2023
PROJECT #: 22040
DRAWN/CHECKED: P.J.M./J.V.
SCALE: NOTED
PAGE: 1 OF 06

C-100

STAFF REPORT - TOWN OF NORTH CASTLE PLANNING DEPARTMENT

May 30, 2023



APPLICATION NUMBER & NAME
#2023-017 – 5 N. Greenwich Rd. – Site
Plan, Tree Removal Permit Approvals

SBL
108.03-3-14

MEETING DATE
June 12, 2023

PROPERTY ADDRESS/LOCATION
5 N. Greenwich Road, Armonk

BRIEF SUMMARY OF REQUEST

Construction of a new 12 space parking lot in addition to the existing 19 spaces provided to support the existing commercial building at 5 N. Greenwich Road.



PENDING ACTION: Plan Review Town Board Referral Preliminary Discussion

EXISTING ZONING	EXISTING LAND USE	SURROUNDING ZONING & LAND USE	SITE IMPROVEMENTS	SIZE OF PROPERTY
PBO & R-1A	Office Building	Commercial Development Along Route 22;	New parking area	1.79 acres

PROPERTY HISTORY

- Existing commercial building containing a variety of uses.

COMPATIBILITY with the COMPREHENSIVE PLAN

The five office districts in North Castle allow for professional office and related uses at a variety of densities, ranging from the low-density campus development encouraged in the OB district between Old Route 22 and I-684, to the Professional Business Office districts (PBO and PBO-2A), which permit smaller-scale developments in Armonk and along Old Route 22. The Office Business Hotel district (OBH), mapped west of Community Park, is designed to permit hotels on minimum 20-acre lots. A total of 640 acres, or 3.8% of total land area, is zoned for offices.

Continue strong protection of tree cover through the tree removal permitting process.

Preserve the current overall development pattern of North Castle and its neighborhoods. Be sure new development responds to environmental constraints, particularly for preservation of the New York City watershed.

Maintain the quality-of-life created by physical and natural attributes, by structuring development that promotes sound conservation measures.

STAFF RECOMMENDATIONS

1. The Applicant should be directed to address all staff and consultant's comments.

<p><u>Procedural Comments</u></p> <ol style="list-style-type: none"> 1. The Proposed Action would be classified as an Unlisted Action pursuant to the State Environmental Quality Review Act (SEQRA). 2. A Public Hearing for the proposed site plan will need to be scheduled. 3. The site plan should be forwarded to the Chief of Police, Fire Inspector and the Armonk 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. 	<p><u>Staff Notes</u></p> <p>The Planning Board will need to determine whether to conduct a coordinated or uncoordinated environmental review.</p>
<p><u>General Comments</u></p> <ol style="list-style-type: none"> 1. The property is located in the PBO and R-1A zoning districts. Section 355-9 of the Town Code states that “uses permitted in one district may not extend into another district where they would not otherwise be permitted.” The proposed new parking lot is located in the R-1A Zoning District. The Applicant will need to secure a use variance from the Zoning Board of Appeals or petition the Town Board to rezone the R-1A portion of the lot to the PBO Zoning District. 2. The off-street parking requirement for the existing spectrum painting office is not correct. Office uses are calculated at 1 space required for each 250 square feet of gross floor area. 3. The site plan should identify all Town-regulated trees within the area of disturbance. The plan should identify the location, size, species and removal status of all trees. The Applicant should quantify the total number of Town-regulated trees proposed to be removed. 4. The Applicant should provide floor plans (and square footage) depicting the location of existing uses within the building. It is noted that any basement spaces not used for mechanical equipment should be identified and should be included in the off-street parking analysis. 5. The proposed lighting is noted to be installed at an angle of 30 degrees and will create glare. This is not permitted. All proposing lighting is required to be downlit, full cutoff fixtures pursuant to Section 355-45.M of the Town Code. 6. The site plan should be revised to include cut sheet/details of all proposed lighting. 	<p>In this case, off-street parking is only permitted in a residential district associated with a permitted principal use in the R-1A Zoning District (e.g., single family house) and not a business office.</p>