

386 Main Street LLC
PO Box 477 North Station
White Plains, NY 10603

Planning Department
Town Of North Castle

To Whom It May Concern:

We are looking to replace the existing directory at the entrance of 386 Main Street with a new sign. Enclosed please find the Application for Site Development Plan Approval

Sincerely,

John Manouselis
Partner 386 Main St LLC



**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**

Application for Site Development Plan Approval

Application Name

386 Main Street Armonk NY



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Important General Information

- Prior to submitting an application, the "Notice to Applicants" should be reviewed.
- To appear before the Planning Board, all required application materials shall be submitted not later than **12:00 P.M., Monday, fourteen (14) days** prior to the date of the Planning Board meeting at which the application is scheduled to be heard or as otherwise noted by the Planning Board Secretary. Continuing Business can be submitted 12 days prior to the Next Planning Board meeting by the close of business. Except where noted.
If all required application materials, including the pertinent application fee and escrow monies are not submitted by that deadline, the application shall be automatically removed from the agenda.
At the discretion of the Planning Board Chairman, the application may be rescheduled, if appropriate, for the next available Planning Board meeting or the application may be removed from future agendas altogether. Without prior authorization from the Planning Board, application submissions shall not be accepted at Planning Board meetings.
- At the time of submission, all required application materials shall be submitted. **Piecemeal** submissions **shall not** be accepted. Substitution of previously submitted materials shall not be permitted.
- All submissions shall be dated, with revision dates identified on new submissions.
- All submissions shall be accompanied by a cover letter describing the project and/or any changes as compared to previous submissions.
- To be considered complete for Planning Board hearing purposes, an application package shall contain the information identified in Parts IV and V of this application form.



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**AT THE TIME OF SUBMISSION TO THE PLANNING DEPARTMENT
PLEASE MAKE SURE THE FOLLOWING IS PROVIDED**

- ✓ SUBMISSION OF A SINGLE PDF FILE (PLANS, APPLICATION FORM, OTHER PAPERWORK) ON A DISK, THUMBDRIVE OR EMAIL

- ✓ COVER LETTER DESCRIBING THE PROJECT OR CHANGES TO THE PROJECT

- ✓ ALL PLANS ARE SIGNED AND SEALED BY A LICENSED NYS PROFESSIONAL

I. IDENTIFICATION OF PROPERTY OWNER, APPLICANT AND PROFESSIONAL REPRESENTATIVES

Name of Property Owner: 386 Main Street LLC
Mailing Address: PO Box 477 North Station White Plains, NY 10603
Telephone: 914 548-9766 Fax: _____ e-mail 386mainstreetllc@gmail.com

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: Papp Architects
Address: 188 East Post Road White Plains, NY 10601
Telephone: 914 949-1851 Fax: _____ e-mail mail@papparchitects.com

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

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

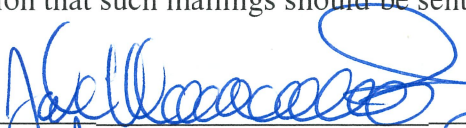
Applicant Acknowledgement

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.

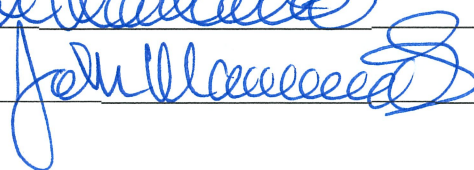
It is further acknowledged by the Applicant that all bills for the professional review services shall be mailed to the Applicant, unless the Town is notified in writing by the Applicant at the time of initial submission of the application that such mailings should be sent to a designated representative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

Signature of Applicant: _____



Date: 6/9/23

Signature of Property Owner: _____



Date: 6/9/23

MUST HAVE BOTH SIGNATURES

II. IDENTIFICATION OF SUBJECT PROPERTY

Street Address: 386 Main Street Armonk NY

Location (in relation to nearest intersecting street):

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

Abutting Street(s): Bedford Road

Tax Map Designation (NEW): Section 2 Block 14 Lot 10

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 +/- 5,000 S.F. Proposed _____ S.F.

Proposed Floor Area Breakdown:

Retail +/- 5,000 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 40 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:

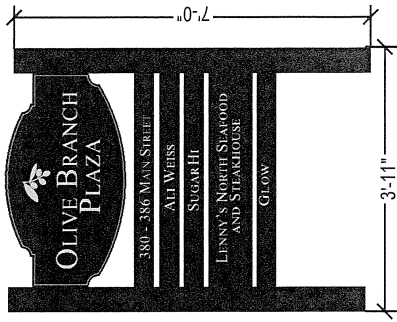
- NA Location of existing use and design of buildings, identifying first floor elevation, and other structures.
- NA Location of existing parking and truck loading areas, with access and egress drives thereto.
- NA Location of existing facilities for water supply, sanitary sewage disposal, storm water drainage, and gas and electric service, with pipe sizes, grades, rim and inverts, direction of flow, etc. indicated.
- NA Location of all other existing site improvements, including pavement, walks, curbing, retaining walls and fences.
- X Location, size and design of existing signs.
- NA Location, type, direction, power and time of use of existing outdoor lighting.
- NA Location of existing outdoor storage, if any.
- NA Existing topographical contours with a vertical interval of two (2) feet or less.
- NA 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:

- NA Proposed location of lots, streets, and public areas, and property to be affected by proposed easements, deed restrictions and covenants.
- NA Proposed location, use and architectural design of all buildings, including proposed floor elevations and the proposed division of buildings into units of separate occupancy.
- NA Proposed means of vehicular and pedestrian access to and egress from the site onto adjacent streets.
- NA Proposed sight distance at all points of vehicular access.
- NA Proposed number of employees for which buildings are designed
- NA 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.
- NA 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.
- NA 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.

- NA 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.
- X Location, size and design of all proposed signs.
- NA Location, type, direction, power and time of use of proposed outdoor lighting.
- NA Location and design of proposed outdoor garbage enclosure.
- NA Location of proposed outdoor storage, if any.
- NA Location of proposed landscaping and buffer screening areas, including the type (scientific and common names), size and amount of plantings.
- NA Type of power to be used for any manufacturing
- NA Type of wastes or by-products to be produced and disposal method
- NA In multi-family districts, floor plans, elevations and cross sections
- NA The proposed location, size, design and use of all temporary structures and storage areas to be used during the course of construction.
- NA Proposed grade elevations, clearly indicating how such grades will meet existing grades of adjacent properties or the street.
- NA Proposed soil erosion and sedimentation control measures.
- NA 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.
- NA 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.
- NA 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.

PROPOSED EXTERIOR SIGN



Rev.	Description	Date

Project Description:
 PROPOSED EXTERIOR SIGNAGE
386 MAIN STREET
 ARMONK, NY 10504

Building Owner:
386 MAIN STREET, LLC
 PO BOX 477 NORTH STATION
 WHITE PLAINS, NY 10603

Sheet Title:
SITE PLAN

Seal & Signature	Date: 05-31-2023
	Scale: AS NOTED
	Job#: 1811
	Sheet Title: A-101

SHEET INDEX OF TOTAL SHEETS

