

STAFF REPORT - TOWN OF NORTH CASTLE PLANNING DEPARTMENT

January 11, 2024



APPLICATION NAME & NUMBER
606 N. Broadway [2024-001] – Site Development Plan

SBL
122.20-1-10

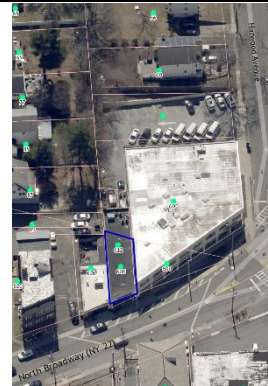
MEETING DATE
January 22, 2024

PROPERTY ADDRESS/LOCATION
600 N. Broadway & 606 N. Broadway

BRIEF SUMMARY OF REQUEST

Proposed legalization of a site plan for 606 N. Broadway. This property is associated with 600 N. Broadway and located within the Town of North Castle and the City of White Plains.

The North Castle Building Inspector has indicated that the City of White Plains has delegated site plan approval to the Town of North Castle.



PENDING ACTION: Plan Review Town Board Referral Preliminary Discussion

EXISTING ZONING	EXISTING LAND USE	SURROUNDING ZONING & LAND USE	SITE IMPROVEMENTS	SIZE OF PROPERTY
CB	Office/Commercial	Commercial	None Proposed	0.04 acres

PROPERTY HISTORY	COMPATIBILITY with the COMPREHENSIVE PLAN
Retail Use	The proposed action is consistent with the Comprehensive Plan.

STAFF RECOMMENDATIONS

1. It is recommended that the Planning Board approve the requested site plan.
2. The project is compatible with the Comprehensive Plan.

<u>Procedural Comments</u>	<u>Staff Notes</u>
<ol style="list-style-type: none"> 1. 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). This referral is required because the site is within 500 feet of NYS Route 22. 2. The Proposed Action would be classified as a Type II Action pursuant to the State Environmental Quality Review Act (SEQRA). 3. The neighbor notification notice will need to be sent to the City of White Plains City Clerk pursuant to § 239-nn of New York State General Municipal Law (GML). This referral is required because the subject site is located within 500 feet of the City of White Plains. 	
<p><u>General Comments</u></p> <ol style="list-style-type: none"> 1. The submitted off-street parking calculations are not clear for the Town of North Castle. It appears that 1,200 s.f. of gross floor area is located in the Town of North Castle. The chart breaks that 1,200 s.f. space into retail and business. The Town does not have a “business” use and associated off-street parking requirement. Perhaps all of the 1,200 s.f. should be categorized as retail space with corresponding 1 space for every 200 s.f. of retail space. <p>The “required” column should also include the required amount of parking (in addition to the formula). In this case 1,200 s.f. of retail requires six off street parking spaces.</p> <p>For the City of White Plains – the Applicant should confirm that the entire 15,000 s.f. is being utilized as office space. If so, the “required” column should indicate that 45 spaces are required for this use.</p> <p>So...total required spaces would be NC (6) + WP (45) = 51 off-street parking spaces where 55 spaces are provided.</p> <ol style="list-style-type: none"> 2. The Town Attorney should opine whether the communication from the City of White Plains delegating site plan authority to the Town of North Castle is permissible. 3. The Applicant should submit floor plans that label existing and proposed uses within the buildings. 4. The site plan should be revised to demonstrate that the existing off-street parking layout meets the minimum size requirements identified in Section 355-56 of the Town Code with respect to parking stall size and aisle width. 5. The Applicant is proposing to provide off-street parking on the adjacent 600 N. Broadway parcel located in the Town of North Castle and the City of White Plains. Pursuant to Section 355-56.A(1)(a) of the Town Code, off-street parking and loading spaces required for structures or land uses on two or more adjacent lots may be provided in a single common facility on one or more of said lots, provided that the total amount of parking and loading facilities shall be the sum of the requirements of each individual use 6. The site plan should include a dumpster location and enclosure detail for review. 7. The site plan should depict existing parking lot lighting. All lighting shall be compliant with Section 355-45.M of the Town Code. 	<p>Where the Planning Board approves the location of parking spaces in a single common facility or on a different lot than the lot occupied by the use served by the parking spaces, the Board shall require as a condition of approval a legal instrument satisfactory to the Town Attorney assuring the continued existence and use of said parking spaces in connection with the land uses and structures they serve. Such instrument shall also guarantee that, upon the termination of such joint use, each individual participant will provide off-street parking facilities for its own use in accordance with all requirements of the Town Code.</p>