



Architectural Review Board
Department of Planning & Community Development
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Shawyn Patterson-Howard
Mayor

John Humbach
Chair

ARCHITECTURAL REVIEW BOARD

MEETING MINUTES
For January 26, 2022

A regular meeting of the Architectural Review Board was held on, Wednesday, January 26, 2022, at 6:30 PM via ZOOM (<https://zoom.us/>).

The Chair was not present at the meeting. Land Use Counsel indicated that the board members could vote to appoint an acting chair for the meeting.

Commissioner Woods made motion to have Commissioner Myers function as Chair for this meeting, seconded by Commissioner Sanchez and approved by a vote of 3-0.

ROLL CALL

The Acting Chair called the roll: In addition to Acting Chair Robin Myers, the following Commissioners were present: Linda Sanchez and Sylvia Woods.

Also attending were Marlon Molina, 2nd Deputy Commissioner, Maria Pace, Secretary to the ARB, Bob Galvin, Planning Administrator and U. Nkeichi Nwachukwu, land use counsel

With a quorum present, the Acting Chair opened the meeting at 6:30 PM.

APPROVAL OF MINUTES

The Acting Chair asked if there were any comments regarding the minutes. There were no changes. The Acting Chair requested that the minutes of December 20, 2021, be approved. With no objection, the minutes of the ARB meeting of December 20, 2021, were approved unanimously.

ADMINISTRATIVE – Change to December 2022 ARB Meeting Date from Wednesday 12/28/22 to Wednesday 12/21/22.

The Acting Chair asked if there was any objection to the change in the meeting schedule. There being no objection, Commissioner Sanchez made a motion to adopt the change in the meeting schedule, seconded by Commissioner Woods and carried by a vote of 3-0.

The Acting Chair indicated that the next application was a continuation of a public hearing.

Continued Public Hearing

The Acting Chair read the description of the following application: **Case No. 41 - 2021 127 South Tenth Avenue (Section 165.77, Block 3051, Lot 22) located in the RMF-6.75 district.**

The Acting Chair indicated that the Applicant, Kouros Khakshoor, has revised his plans based on comments from the ARB at their September meeting. Applicant is proposing a two-story addition on the existing roof over the open porch footprint. The addition will be 218 sf. Applicant was proposing a one-story sunroom on the existing roof over the open porch footprint. The sunroom area would be 143 sf. Applicant proposes to rebuild the existing roof over the open porch.

The Acting Chair further indicated that the ARB has already confirmed that the proposed action is a Type II action at their September meeting.

Commissioner Woods indicated that the applicant has added the two entry doors, new fencing and added lighting. The changes look good.

Commissioner Sanchez also said that it was well done.

The Acting Chair asked if there were any members of the public who wanted to comment on the application.

There was no public comment.

The Acting Chair made a motion to close the public hearing and approve the application with no conditions, seconded by Commissioner Sanchez and carried by a vote of 3-0.

New Public Hearing

The Acting Chair read the description of the following application: **Case No. 55-2021 119 Gramatan Avenue (Section 165.62, Block 1122, Lot 9) in the NB (Neighborhood Business) District.**

The Acting Chair indicated that the Applicant is PCSB (Putnam County Savings Bank) is represented by Jose Cabello. The Bank is seeking a certificate of appropriateness to renovate the exterior of the vacant former bank building on Gramatan Avenue and reuse it as a new

savings bank. The subject property is on the northeast corner of West Sydney and Gramatan Avenues.

The Project includes the renovation of the exterior walls of the existing building, including exterior wall upgrades with new metal studs, provide Boston mill genuine clay thin brick veneer with patterned bricks at southwest corner of the building, existing roof remains undisturbed with seam classic metal roofing system pearl black going on top of roof. Renderings show planters in front of the bank building, metal awning and a new triangular pediment with the sign at the entrance.

The Commissioners confirmed that the application is a Type II action based on the SEQRA determination below.

SEROA Determination – The proposed action is a “Type II” action under SEQRA NYS DEC 617.5 (c) (7) *“construction or expansion of a primary or accessory/appurtenant, non-residential structure or facility involving less than 4,000 square feet of gross floor area and not involving a change in zoning or a use variance and consistent with local land use controls. There is no change to the interior of the bank”*

The Acting Chair indicated that Wilton Jarrett is representing Dennis Douglas PE., the Applicant’s Engineer. She asked Mr. Jarrett to describe the project.

Mr. Jarrett shared his screen and stated that the project is the renovation of the existing former bank building. It includes the replacement of the exterior siding as an aesthetic enhancement to match other elements of the building. Mr. Jarrett showed the existing conditions, elevations and the front of the building with planters and benches. Materials are stucco and brick with canopies on the s/w and north side of the building. The Bank is not expanding the footprint and not changing the interior of the building.

The Acting Chair asked if there was lighting under the canopy. Mr. Jarrett indicated that there was lighting provided under the canopy. Mr. Jarrett reviewed the lighting plan.

Commissioner Woods recommended backlighting the PCSB sign on the exterior.

The Acting Chair asked if there were any improvements to the parking lot.

Mr. Jarrett indicated that the only change is the addition of shrubs and plantings along the east and north side of the perimeter of the lot. He indicated these on his screen.

Commissioner Woods asked is there an ATM in the drive thru. Mr. Jarrett responded that the ATM is only in the lobby and is a walk-up facility for customers.

Mr. Cabello indicated that this is the same as the Bank's other branches. He also stated that the sign is back lite and that the lighting is in conformity with NYS Banking regulations for the ATM and the lobby.

The Acting Chair indicated that the planters were a nice touch and looked good. She also mentioned that the drive-thru is existing.

The Acting Chair opened the public hearing and asked if there any members of the public who wanted to comment on the application.

There were no public comments.

The Acting Chair made a motion to close the public hearing and approve the application with no conditions, seconded by Commissioner Sanchez and carried by a vote of 3-0.

New Public Hearing

The Acting Chair read the description of the following application: **3.3 Case No. 1 - 2022 254 West 2nd Street (Section 168.28, Block 3010, Lot 11) located in the RMF-6.75 district.**

The Acting Chair indicated that the Applicant is Victor Clavell of DreamWorks who is requesting a certificate of appropriateness for a single-family residence at 254 West 2nd Street. The subject property is at the northeast corner of West 2nd Street and Vista Place in the RMF-6.75 zone. The project includes replacement of exterior siding with 2" insulation and stucco. The windows will remain untouched. The remainder of the Project is interior renovation.

The Commissioners confirmed that the application is a Type II action based on the SEQRA determination below.

SEQRA Determination – The proposed action is a “Type II” action based on 617.5 (c)(12) “*construction or expansion of a single family, a two-family or a three-family residence on an approved lot*” therefore, ending the SEQRA process.

The Acting Chair asked Mr. Clavell to describe the project.

Mr. Clavell shared his screen and indicated that the siding is in poor condition. Project will include new tie back siding with stucco on the exterior. There is no change to the windows or the location of the windows. It is an exterior renovation to improve the aesthetics of the house. The color of the stucco will be beige.

The Acting Chair indicated that the house has been vacant for some time and needs renovation.

Commissioner Woods stated that anything that you can do will be an improvement.

Mr. Clavell indicated that the stucco will be regular run of the mil stucco. It will not stand out but blend into the rest of the neighborhood. They will use white trim around the windows.

The Acting Chair asked about the condition of the roof.

Mr. Clavell indicated that the roof system was in excellent condition. The gutters and leaders will need to be removed and new leaders and gutters installed after the stucco is applied.

Commissioner Woods indicated that they could start on the west side to apply the stucco and change the gutters and leaders during the work.

Mr. Galvin, the Planning Administrator, indicated that the Board can indicate as a condition that the gutters and leaders be removed and then install the stucco and then install the new leaders and gutters.

Mr. Clavell indicated that the applicant has started the work and it is too small of a job to redo at this point. It becomes more expensive for the homeowner.

The Acting Chair asked if the foundation will be the same color as the stucco?

Mr. Clavell said that the owner will sandblast the foundation and paint with a darker contrasting color.

The Acting Chair asked about the existing lighting.

Mr. Clavell indicated that there is one small light in the rear and there is another light in the front which will remain.

The Acting Chair opened the public hearing and asked if there any members of the public who wanted to comment on the application.

There were no public comments.

Commissioner Sanchez is fine with the project.

Commissioner Woods is ok with the project, but the applicant's architect should have provided a rendering showing finishes. However, given the bad condition of the residence, she is ok with the project.

Commissioner Woods made a motion to approve the application with no conditions, seconded by Commissioner Sanchez and carried by a vote of 3-0.

There being no other business, the Acting Chair asked for a motion to adjourn the meeting.

Commissioner Woods made the motion to adjourn, seconded by Commissioner Sanchez and carried unanimously.

The meeting was adjourned at 7:34 PM.

**Maria Pace
Secretary to the Planning Board**

**Bob Galvin, AICP
Planning Administrator**