



**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 February 23, 2022**

A regular meeting of the Architectural Review Board was held on, Wednesday, February 23, 2022, at 6:30 PM via ZOOM (<https://zoom.us/>).

**ROLL CALL** The Chair called the roll: In addition to Chairman Humbach, attending, the following Commissioners were present: Linda Sanchez and Robin Myers. Commissioner Woods was absent.

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

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

Deputy Commissioner Molina started the live streaming of the meeting.

**APPROVAL OF MINUTES**

Chair asked if there were any comments regarding the minutes. There were no comments. With no objection, the minutes of the ARB meeting of January 26, 2022, were approved by a vote of 3 -0.

**New Public Hearing**

**The Chair read the description of the following application: Case No. 2 - 2022 1 Bradford Road (Section 165.66, Block 2204, Lot 1&4) located in the Planned Adjacent Park (PAP) Zoning District**

**The Chair** indicated that on October 27, 2021, the City Council voted to adopt an amended Planned Adjacent Park (PAP) zoning district as well as SEQRA Findings and a Negative Declaration.

As a result of the City Council's SEQRA review, the Findings Statement addressed certain activities at the subject property including a formerly proposed daycare center, outdoor storage and commercial vehicle parking as well as specifying other site plan requirements.

**The City Council conducted a coordinated SEQRA review that included comments from Westchester County and the City of Mount Vernon Planning Board. The Council issued a Negative Declaration closing out the SEQRA review and adopted a Findings Statement.**

**The Chair stated that the Planning Board reviewed the site plan application and approved the site plan on December 8, 2021. The applicant is now before the ARB requesting a certificate of appropriateness for the renovation of an existing two-story building to support its corporate headquarters and additional “non-affiliated” tenant office space.**

**Subject property is 3.108 acres (155,092 sf) located at 1 Bradford Road at its intersection with Wilson Woods Road. The subject property has a vacant, deteriorated 2-story building on the premises which has been vacant for some time. The property is also overgrown and surrounded by Westchester County's Wilson Woods Park. The existing building would be expanded by adding a new third story penthouse. A new 1,200 square foot accessory building is also proposed in the southwest corner of the Site. The Applicant proposes to add 146 parking spaces where formerly 131 spaces were proposed. Two loading spaces are being provided at the rear of the building which has been blacktopped.**

**In the penthouse, there will be private offices, restrooms, open area cubicles, kitchenette/lunch area and green space on roof. The parking lot in the front will be improved with concrete curbs and landscaped islands to add greenery. The blacktop will be reinstalled in the parking areas. An ornamental black metal fencing will be installed in the front area of the property. Black chain link fencing will be installed in rear area; lighting will be installed in the parking area. The useable open space is estimated to be 28,652 sf or 19 percent of the total site. Applicant is working with the County to increase tree plantings on the County property and create safe pedestrian crossings from the neighborhood into the park including improvements at the trestle.**

**The Chair introduced Ms. Kathy Bradshaw and Mr. Jay Martino, representing the applicant. The Chair asked Ms. Bradshaw to share her screen and review the project.**

**Ms. Bradshaw shared her screen showing the renderings and plans. She indicated that Mr. Martino would explain the photographs on the screen. Mr. Martino reviewed the photographs showing the view of the building from Wilsons Woods, the new berm at the entrance planted with low growing shrubs, the view from the parking lot of the ivy planted along to screen wall, view from parking lot showing the new decorative black fence; light poles in the parking lot islands and the lighting on the building. Mr. Martino also showed the rear of the building which has been blacktopped, the 8' fence and vegetation screening the MTA tracks. Additional photographs showed the accessory building, the elevations of the building, the site plan showing the penthouse on the roof, landscaping, parking lot and adjacent roads, setbacks and decorative black fence.**

**Mr. Martino – described the cooperative work being done with Westchester County.**

**The Chair asked if there were any questions from the Commissioners.**

**Commissioner Sanchez** asked about truck traffic.

**Mr. Martino** – indicated that there were no more trucks parking in back of the building. The pallets have been removed from the back of the building. There are just cars parked on the site. The only vans on the site will be for deliveries.

**Commissioner Myers** commented that she liked the way things have been handled. The lighting is not glaring and the green spaces. She had no other questions.

**Public – Jane Curtis, 98 Pearsall Drive -** City Council’s zoning changes have eliminated the worst elements. She reviewed the elements that have been changed. Pedestrian safety issues have been added. This is the final step in the approval process.

**The Chair** asked about the accessory building and its use.

**Mr. Martino** indicated that it will be used for storage. There will be no work on vehicle maintenance in the building.

**The Chair** asked about the left turn out from the exit. Is there some way to design the curbing to make it more difficult to make the left turn?

**Public – Jane Curtis** asked to redo the curbing at the entrance.

**Commissioner Myers** supported the redesign of the curbing and advised that the Applicant should work with Westchester County on this. The left turn goes under the trestle which is a congested area.

**The Chair** thought that most exiting vehicles will want to go right. He asked if there were any other comments.

**Public – Jane Curtis** indicated that most questions have been addressed. Said the curbing should be redesigned to limit left turns.

**The Chair** asked that Applicant to work with Westchester County and City of Mount Vernon to develop design features on curbing exit to limit left turns exiting the site. Applicant should also add under the No Left Turn sign a directional sign reading “To Lincoln Avenue.”

**The Chair** asked for a motion to approve the certificate of appropriateness for the proposed development with the conditions specified as above, that the Applicant work with Westchester County and City of Mount Vernon to develop design features on curbing exit to limit left turns exiting the site. Applicant should also add under the No Left Turn sign a directional sign “To Lincoln Avenue.” The motion was made by Commissioner Myers, seconded by Commissioner Sanchez, and carried by a vote of 3-0.

**New Public Hearing**

**The Chair read the description of the following application: Case No. 55-2021 312 Hutchinson Boulevard (Section 165.35, Block 2190, Lot 14) in the R1-4.5 Residential District.**

**The Chair** indicated that the Applicant is Joseph Fernandez, Architect, acting as the agent for the owner, Diane and Dennis Bisulca of 312 Hutchinson Blvd. Applicant is requesting a certificate of appropriateness for the enclosure of the front porch and conversion into a three-season room. The subject property is a single-family residence in the R1-4.5 residential zone. The residence is located across the street from the wooded right of way for the Hutchinson River Parkway.

Project includes the enclosure of the front porch for a new three season room. There will be a new entry door to this room and new knee walls will be installed under the new windows in the existing porch. There will be a new stair landing at the front door.

**SERQA Determination** – The proposed action is a “Type II” action under SEQRA based on DEC 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 Chair** indicated that the architect was not able to join the meeting. He introduced the owner, Dennis Bisulca, who joined the meeting.

**Mr. Bisulca** showed the photographs and renderings of the house. He explained that he wanted to enclose the porch with windows and door. No other windows above the porch will be changed.

**Commissioner Sanchez** asked a number of questions about the windows on top as well as in the porch.

**Commissioner Meyers** said that there were no details on the windows and asked if there were any grids on the windows.

**The Chair** said that there were no details on the windows, and it was not clear. He said that the existing porch has a graceful look.

The other commissioners agreed.

**Commissioner Sanchez** asked if the stone pillars were being changed? Is the door going into the house? Are there 12 panes of glass?

**Commissioner Myers** stated that we need samples of what will be used.

Commissioners spoke about the general look of the house and the need to fit the porch enclosure into the house. They also spoke about the stairs and the front door and the landing.

**The Chair felt that the Board needs to extend the hearing and have the Applicant's architect attend the meeting and describe the proposed project and materials. He asked Deputy Commissioner Molina to provide a recording of the meeting to the owner who can share it with his architect.**

**Commissioner Sanchez made a motion to extend the public hearing for Case No. 55-2021 312 Hutchinson Boulevard to the next ARB meeting on March 23, 2022, seconded by Commissioner Myers, and carried by a vote of 3-0.**

**The Chair asked if there was any new business. There being none, he asked for a motion to adjourn. Commissioner Sanchez made a motion to adjourn, seconded by Commissioner Myers and carried by a vote of 3 – 0.**

**The meeting was adjourned at 8:00 PM.**

**Maria Pace  
Secretary to the Planning Board**

**Bob Galvin, AICP  
Planning Administrator**