



MEMORANDUM

TO: Carolyn Stevens, Chair, and the Town of Ossining Planning Board

FROM: Valerie Monastra, AICP

CC: Kathy Zalantis, Esq., Town of Ossining Planning Board Attorney
John Turnquist, Town of Ossining Building Inspector
Dan Ciarcia, PE, Town of Ossining Planning Board Engineer

DATE: August 9, 2022

RE: 13 Tavano Road ARB

13 Tavano Road ("Applicant") is seeking Architectural Review Board (ARB) approval to construct an outdoor kitchen grill ("Project"). The Project will be located at 13 Tavano Road, Section, Block, and Lot 90.10-3-6 ("Project Site"). The Project Site is within an R-40, One-Family Residence district.

GENERAL AND PROCEDURAL COMMENTS

1. **Architectural Review Approval.** A public hearing is required.
2. **SEQRA.** This project is categorized as a Type II action under SEQR because it is the "construction or expansion of a single-family, a two-family or a three-family residence on an approved lot."
3. **ZONING.** The Applicant needs to provide an updated zoning table based on the proposed house to confirm that all bulk requirements for the R-40 One-Family Residence District are being met and no variances are required.

APPLICATION MATERIALS

The Applicant provided the following application materials:

1. Detailed elevation drawing, floor plans, and foundation plans. However, none of the plans were dated or stamped by a registered architect. Revised plans should be submitted.

In accordance with §55-6, the ARB application submittal is incomplete, and the following information is needed to continue the technical review of this application:

1. A completed ARB application.
2. A completed zoning table. The zoning table provided is based on the prior subdivision application and not the proposed house.
3. Site plan of the lot. The site plan provided is based on the prior subdivision application and not the proposed house.
4. Photographs of the lot and structures.
5. Samples of materials, treatments, finishes, and the color palette for painted surfaces
6. Relationship to neighboring properties and structures.
7. Any proposed landscaping.
8. Location of any screening devices, walls, and fences, as well as the proposed height and construction materials on the site plan.
9. Lighting plan.
10. Identification of all existing trees regulated under Chapter 183, Trees, and all proposed tree removal.
11. All plans should be stamped by a professional architect.

ARCHITECTURAL REVIEW BOARD COMMENTS

Per Section 55-8 of the Architectural Review Board regulations, the ARB “may approve an application referred to it upon finding that the building or structure for which the permit was requested would be in harmony with the purposes of this chapter, would not be visually offensive or inappropriate because of the poor quality of exterior design, would not constitute monotonous similarity or visual discord in relation to the site or its surroundings, would not mar the appearance of the area, would not be detrimental to the character of the neighborhood, and would not prevent an appropriate development and utilization of the site and adjacent lands.”

1. The Applicant needs to provide the remaining information required for the Board’s review.

SUBMISSION MATERIALS

The following materials were submitted by the Applicant and examined by our office for the preparation of this review:

- Foundation Floor plans, and elevations by Phillip Cerandi Architects undated