



## MEMORANDUM

TO: Members of the Planning Board

CC: Mr. Gregory Cutler, Village Planner  
Mr. Dan Gray, Village Building Inspector

FROM: Alvaro Alfonso-Larrain, P.E., Consulting Village Engineer

DATE: May 3, 2019

RE: 716 & 722 Guion Drive and 721 Stuart Avenue  
Site Plan Review

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The purpose of this memorandum is to provide the Planning Board with a summary of our review of the documents received related to the proposed improvements in the rear of the single-family private residences on 716 Guion Drive, 722 Guion Drive, and 721 Stuart Avenue. The application proposes to fill portions of the rear yards by an average of approximately 1.5 feet, to repair the existing drainage at 716 Guion Drive, to extend a new drain pipe into Guion Creek; and to landscape the exposed slopes above 716 Guion Drive.

Our review was focused on general site engineering design and the associated Village Code requirements in accordance with the following:

- Village of Mamaroneck Code, Chapter 294 *Stormwater Management and Erosion and Sediment Control*, and other sections, as applicable.
- New York State Department of Environmental Conservation (NYSDEC) *Stormwater Management Design Manual (SMDM)*, last revised January 2015.
- *New York State Standards and Specifications for Erosion and Sediment Control*, dated November 2016.

### DOCUMENTS REVIEWED:

- Cover Letter, "*Proposed Grading and Drainage Plan, 716 & 722 Guion Drive and 721 Stuart Avenue*", prepared by Robert Roselli, P.E., dated April 10, 2019.
- Building Permit Application, dated March 28, 2019.
- Short Environmental Assessment Form, dated February 21, 2019.
- Report, "*Stormwater Pollution Prevention Plan for 716 and 722 Guion Drive and 721 Stuart Ave*", prepared by Robert Roselli, P.E., dated April 9, 2019.
- Topographical Survey, prepared by Link Land Surveyors, P.C., dated January 28, 2019.
- Drawing, "*Proposed Grading & Drainage Plan*", by Robert Roselli, P.E., dated April 9, 2019.



## DISCUSSION

The limits of disturbance for the proposed project activities have been identified by the Applicant to be approximately 6,000 square feet (SF). The Application proposes a reduction in existing impervious surfaces. The project site is located within the 100 and 500-year flood plain.

The following is a summary of our comments. It should be noted that additional comments may be added upon receipt of additional information.

1. The Applicant shall depict the limits of disturbance and quantify the proposed area of disturbance on the provided plan. Note that the limits of disturbance shall include all proposed construction activity that results in land disturbance. All the applicable permit documents shall be updated to reflect the limits of disturbance for the proposed construction activities.
2. Based on the drawing set, the proposed limits of disturbance (6,000 SF) exceed 2,000 SF so the Applicant is required to provide stormwater quantity and quality controls, as well as erosion and sediment controls. Stormwater quantity control requirements will not apply because the site discharges directly to Guion Creek. In addition, the project will result in a reduction in impervious surface due to the removal of a portion of the existing driveway on 722 Guion Drive. Therefore, the stormwater quality control requirements are met by means of this proposed reduction.
3. The Applicant is proposing to fill a portion of the rear yards by an average of approximately 1.5 feet. Based on the Westchester County Geographic Information Systems interactive mapper, the project is located within the 100-year floodplain. According to Section 186-5(A)(3)(c), fill proposed within the 100-year flood plain shall be compensated for and balanced by a hydraulically equivalent volume of excavation.
4. The Applicant shall indicate how construction vehicles are proposed to enter/exit the site during construction. If the existing driveway is to be used as the stabilized construction entrance, the Applicant shall add a note on the plans describing maintenance during construction (i.e. sweeping of sediment) for the existing driveway. In addition, a stabilized construction entrance detail shall be added to the plans with a note stating, *"To be constructed if directed by the Village of Mamaroneck."*
5. The Applicant shall include a note on the plans which states: *"Any imported soil shall comply with all federal, state, and local requirements for quality and residential purposes"*.
6. The Applicant shall show the intended location of the equipment staging area on the plans.
7. The Applicant shall indicate the maintenance requirements/procedures for silt fence per the New York State Standards and Specifications for Erosion and Sediment Control, dated November 2016.
8. The Applicant shall depict the location of orange safety fencing along the proposed limits of disturbance. The Applicant shall also provide a detail for the safety fencing.
9. The Applicant shall show the proposed location for the temporary soil stockpile area on the plans.
10. It appears that that an existing tree is located on the project site. The Applicant shall indicate that existing trees to remain during construction will be protected during construction activities. A tree protection detail shall be provided.



11. The Applicant shall describe pollution prevention measures that will be used to control construction chemicals and construction debris from becoming a pollutant source in stormwater runoff, if applicable.
12. The Applicant shall include a note on the E&SC plan which states: *"Temporary erosion and sediment control measures cannot be removed until Site stabilization (80% uniform density of permanent vegetation or permanent mulch/stone) has been achieved."*
13. The Applicant shall include a note on the Site Plan Drawing which states: *"All erosion and sediment control measures shall conform to the New York State Standards and Specifications for Erosion and Sediment Control dated November 2016."*
14. The Applicant shall include the Contractor Certification statement as per Chapter 294 of the Village of Mamaroneck Code.
15. The Applicant shall provide details for the proposed French drain (new perforated pipe) located on the eastern side of the site. The Applicant shall provide invert elevations of the proposed system.
16. Since drainage infrastructure will be shared across the three properties, the Applicant shall secure easement agreements and depict the easements on the plans for the proposed drainage configuration.
17. The Applicant shall furnish a copy of the permit approvals (listed in the provided application documents) from the following agencies:
  - a. New York State Department of Environmental Conservation
  - b. New York State Department of State
  - c. New York State Office of General Services
  - d. United States Army Corps of Engineers