VILLAGE OF



MAMARONECK

OFFICE OF THE BUILDING INSPECTOR Village Hall Mamaroneck, N.Y. 10543

TELEPHONE (914) 777-7731

Address Reply to: Building Department 169 Mt. Pleasant Avenue

ZONING BOARD

APPLICATION

PART 1

Village of Mamaroneck, New York Zoning Board of Appeals APPLICATION PACKET

INCLUDED IN THIS ZONING BOARD OF APPEALS APPLICATION PACKET ARE THE FOLLOWING:

- Rules of the Zoning Board of Appeals of the Village of Mamaroneck and Instructions for Filing an Appeal
- Checklist for Initial ZBA Submission, which must be completed and submitted with Applicant's initial submission
- Zoning Board of Appeals Application, including the following additional forms that also need to be submitted by the Applicant:
 - 1) Certification Form
 - 2) Short Form Environmental Assessment Form ("EAF')(See below for DEC website information)
- Post Application forms including:
 - a) Sample Notice Letter to neighboring property owners
 - b) Proof of Service Affidavit
 - c) List of Property Owners Notified sheet
 - d) Affidavit Verifying Placement of Required Notice Sign

NOTE:

- A fillable PDF version of the Zoning Board of Appeals Application is available at: www.village.mamaroneck.ny.us
- A fillable PDF version Short Form EAF is available at: www.dec.ny.gov/docs/permits-ej-operations-pdf/seafpartone.pdf
- ➤ If a long form EAF is required a fillable Long Form EAF is available at: www.dec.ny.gov/docs/permits ej operations pdf/feafpart1.pdf

RULES OF THE ZONING BOARD OF APPEALS OF THE VILLAGE OF MAMARONECK AND INSTRUCTIONS FOR BRINGING AN APPEAL (EFFECTIVE 2007)

I. Time to Take Appeal

Appeals to the Zoning Board of Appeals ("ZBA") must be taken within sixty (60) days after any order, requirement, decision, interpretation, or determination of the administrative official charged with the enforcement of the local law that is being appealed.

II. Applications

- The Applicant can pick up a ZBA Application Packet ("Application Packet") at the Building Department. (Note: There are separate instructions and application for a Special Permit renewal only. IF there is a change in ownership, the Applicant cannot submit a Special Permit Renewal Application
- 2. All applications to the ZBA shall be made on the forms provided in the Application Packet. Chapter 342 of the Code of the Village of Mamaroneck requires that the original plus sixteen (16) copies each of the Village of Mamaroneck Zoning Board of Appeals Application ("Application"), supporting plans, surveys, and other required documents shall be filed with the Building Inspector, along with all prescribed fees, which shall be paid at the same time.
- 3. The Application shall be signed and notarized by the person(s) or entity making the application who must either: (1) have a possessory interest in the property (tenant, lessee, purchaser or owner); or (2) be aggrieved by an order, requirement, decision, interpretation or determination of order, requirement, decision, interpretation, or determination of an administrative official. If a corporation or other business entity is the Applicant, certain other disclosures are required as detailed in the Application.
- 4. It is the Applicant's responsibility to complete all portions of the Application, including the "Checklist for Initial Zoning Board of Appeals Submission", carefully and to provide, together with the Application, all necessary information. Careful attention must be given to answer all questions on the forms and to provide all documentation. Failure to submit the required documents and information will delay the Applicants application or result in its denial, since the ZBA cannot review or grant relief based upon incomplete applications.

- **5.** Notwithstanding the foregoing, the ZBA, in its discretion, may waive the furnishing of any part of such information in any specific case.
- 6. Although employees of the Village may provide you with assistance, it is the Applicant's responsibility to be familiar and comply with all applicable laws and to submit all necessary plans, documents and information. Copies of the Village Code are available for the applicant's review at the Village Clerk's Office. The applicant may be represented at the ZBA hearing
- 7. A survey duly certified by a licensed surveyor within the past twelve months of the application date, which accurately depicts the current status of the property shall be submitted with each application.
- 8. All documents must be submitted 22 days prior to the scheduled meeting.

9. Every application shall be accompanied by an escrow fee as follows:

New Variance	\$750.00
Special Permit Application	\$750.00
Special Permit Renewal Application	\$350.00
Appeal or Interpretation Application	\$ TBD by Building Inspector

10. Every application shall be accompanied by a filing fee as follows:

Notice of Appeal, Interpretation or Variance

1 or 2 family house	\$ 150.00
3 to 5 family house	\$ 150.00
All other residential and commercial	\$ 425.00
Fence permit	\$ 150.00
Boat and boat trailer storage	\$ 150.00
Sign variance and appeal	\$ 225.00
Special Permit (residential)	\$ 179.00
Special Permit (commercial)	\$ 425.00
Special Permit renewal	\$ 150.00

III. AGENDA

- 1. Each application for a new matter will be assigned a number- one (1) through six (6) for each ZBA agenda.
- 2. Applicants should be aware of the deadline to get on the next Agenda- Applications must be submitted (3) weeks prior to the meeting.
- 3. There will be no more than six (6) new matter matters addressed at each meeting.

^{**}Therefore, even if an Applicant submitted the application in time to meet the submission deadline, there is no guarantee the matter will be placed on the agenda for the next meeting

CHECKLIST FOR INITIAL ZONING BOARD OF APPEALS SUBMISSION

D D	Applicable fee 1 Electronic Copy of All documents submitted
Applicant mu	st submit sixteen (16) copies of the following:
1	Completed Application
	All Certificates of Occupancy or Temporary Certificate of Occupancy for the property, or Letter from the Building Department in lieu thereof
1	Violations on the property and proof that they have been corrected
✓	Photographs of the property (3" X 5" or larger) that depict the location and potential impacts of your application
\checkmark	Accurate survey** of the current status of the property which has been prepared and certified by a licensed surveyor within the past twelve (12) months of the application date, shall be submitted with each application.
	YS SUBMITTED FOR A VARIANCE REQUEST <i>MUST SHOW THE SETBACKS FOR</i> RES ON THE LOT TO THE PROPERTY LINE
application de accept a cer	Where a survey certified within the past 12 months is not available and the oes not involve any change to the exterior of the property, the ZBA will tification by the owner that to his/her knowledge the existing survey picts the current status of the property
✓	Certified drawings, prepared by a registered architect or professional engineer, and other supporting documents
✓	Written consent of the owner, if you are not the owner of the property
1	Certification, as required by NYS General Municipal Law
✓	State Environmental Quality Review (SEQRA) Short or Long Environmental Assessment Form
1	Copy of the Determination being Appealed
✓	NOTE: See Instructions regarding submittal of Supplemental Materials or New Plans (Item VII in the Rules of the Zoning Board of Appeals of the Village of Mamaroneck and Instructions for Bringing an Appeal
Applica	ant's Signature 25 FEB 2021 Date

Village of Mamaroneck, New York Zoning Board of Appeals

(Effective _ 2007)

	16 Copies	Application #
	Completed Application	Agenda DATE:
	COs or Letter	SP:
	Violations, if any	AV:
	Photographs	UV:
	Survey	Fence:
	Certified Drawings	Sign:
	Consent	Interpretation:
	Certification/Affidavit	
	EAF	
	Copy of Determination being appealed	
	Riders if Application is Corp./Business Entit For Official Use	ā)
	**********	*********
	Village of Mamaror	neck, New York
	Zoning Board o	
	APPLICATI	ON
		Date. Feb 26th 2021
TO:	ZONING BOARD OF APPEALS-VILLAGE OF I	MAMARONECK
	Mamaroneck., New York 10543	
	I (We) Michael E. Linx	PC4000000000000000000000000000000000000
	(Name of Applica	int)
0	f 400 Quaker Rd, Chappaqua, NY	Zip: 10514
_	(Insert Complete Mailing Address)	mla arabitacta ny@amail com
D	aytime Phone # <u>440-263-9036</u> Daytime Fax #	EMAIL: mla.architects.ny@gmail.com
A	oply to the Board of Appeals regarding propert	y located at
5	06 Claflin Ave. Mamaroneck, NY 10543	
-	(Insert Location of Premises)	
Bear	ing <u>Village</u> of Mamaroneck Tax Map Number.	342 /76 /1 (Section) (Block) (Lot)

1.	This is an Application for the following: check one (1) or more as applicable Area Variance - This is to use land in a manner not allowed because of dimensional or topographical requirements in the Zoning Code
	Use Variance- This is to allow land to be used in a manner or for a purpose which is prohibited or not allowed by the Zoning code.
	Special permit
	Sign Variance
	Fence Variance
	Appeal or Interpretation (Specify Code Section)
	Other: Specify: To build above a pre-existing non-conforming structure
2.	The Date and Description of the determination that is being appealed (a copy of the determination must be attached) ZBA approval is required to build above a pre-existing nonconforming garage structure.
2	What is the present region of the present 2 R15
3.	What is the present zoning of the property? R15
4.	This Application must be made in the name of the person or entity that has a possessory interest in the property such as a tenant, purchaser or owner. If you are the owner, on what date did you acquire title? If you are not the owner, list the name and address of the owner and describe your relationship to the property and the date said relationship commenced: Simon Balgelman
	506 Claflin Ave. Mamaroneck, NY
	Michael E. Linx serves as the representative and architect for the owner
	IF you have acquired title to the property within the past two years, provide the name of the prior owner:
	NOTE:
If the	Applicant or Property Owner is a:
	Corporation: Attach a separate Rider listing all the corporation's officers, shareholders and their percentage of share ownership.
	Partnership: attach a separate Rider listing the type of partnership and identify the partners and their partnership interests.
	LLC: attach a separate Rider listing the LLCs members

Name:	Mi	chael E. Linx	€
Address:	400	Quaker Rd. Chappaqua, NY 10514	_
Telephone:	440	-263-9036	<u>.</u>
Email:	<u>ml</u>	a.architects.ny@gmail.com	i i
i. Has a prior v submitted for	79 - 30	ecial permit, or interpretation Application ever	ueen
	Yes	✓ No	
If YES, you mus	t attach co	pies of the prior variance or resolution and des	scribe them
			J
***************************************	***************************************		and the second second second
. List all perm	its you mus	t obtain in order to complete the subject project mits or approvals necessary from any federal, s department):	ct of this

8.	Is the property subject to any covenants, easement, or other restrictions or encumbrances? If so, list and describe these. (You may be required to provide copies of these documents establishing same to the Board.) Please be advised that nothing herein or within board purview will alter or modify any existing contractual rights with respect to the subject property.
9.	Check here if there has been any illegal use or violations issued with respect to the property, regardless of whether it has been removed or adjudicated.
	If so, describe and provide the date(s) and details, including if the violation continues:
10.	The following are the provisions of the Village Code from which either a variance is sought or a permit is requested (you must itemize each variance you seek, since a variance cannot be obtained unless it is expressly requested and is the subject of public notice:
	Article Section 342 Subsection 65 Article Section Section Subsection 92 Article Section Subsection Subsection
<u>NOTE</u>	: IF this is an application for A <i>USE VARIANCE</i> , COMPLETE QUESTION 11 on page10.
	IF this is an application for an AREA VARIANCE, COMPLETE QUESTION 12 on page 11
	IF this is an application for ALL OTHER APPLICATIONS-

INCLUDING A SPECIAL PERMIT

COMPLETE QUESTION 13 on page 12.

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Village of Mamaroneck, New York Zoning Board of Appeals (Effective 2007)

- **11.** A <u>use variance</u> may only be granted if it is determined that zonings regulations and restrictions cause the property owner unnecessary hardship. New York law provides that: "In order to prove such unnecessary hardship, the property owner shall demonstrate to the Board of Appeals that:
 - 1) Under the applicable zoning regulations, the owner is deprived of a reasonable return for each and every permitted use under the zoning regulations for the particular district where the property is located This deprivation must be established by competent financial evidence:
 - 2) the alleged hardship relating to the property in question is unique, and does not apply to a substantial portion of the district or neighborhood;
 - 3) the requested use variance, if granted, will not alter the essential character of the neighborhood; and
 - 4) the alleged hardship has not been self-created

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Village of Mamaroneck,

New York Zoning Board of Appeals (Effective 2007)

12. Under State law, the Board of Appeals must consider the following factors in making a
decision on your request for an area variance:

1)	whether an undesirable change will be produced in the character of the neighborhood or a
	detriment to nearby properties will be created by the granting of the area variance;
	There shall be no undesirable changes created to the character of the neighborhood due to this addition.
	The overall footprint expansion of the house will be minimal, totaling 67 SF.
	The addition of a second story over the garage is well below the maximum building height for R-15 zoning, and
	matches the general massing and proportion of many houses in the surrounding neighborhood.
2)	whether the benefit sought by the applicant can be achieved by some method feasible for the
	applicant to pursue other than an area variance;
	The boundary and setbacks of the lot do not allow for substantial expansion beyond the existing footprint. A second story
	above the main house poses greater structural challenges, and alters the character of the existing home more than
	building above the garage. An enclosed stair case is required outside the existing footprint to access the new space
	above the garage. The proposed configuration achieves an additional which minimizes the house footprint expansion
3)	whether the requested area variance is substantial; The garage is currently a preexisting non-conforming structure, extending beyond the required lot setbacks.
	The second floor addition would sit within the footprint of the existing building, and the newly constructed stairs sit within the approved
	property setback, so the area variance is minimal.
4)	whether the proposed variance will have an adverse effect or impact on the physical or
	environmental conditions in the neighborhood or district; and
	The proposed variance relates all preexisting conditions, so there is no adverse effect or impact on the physical
	or environmental conditions in the neighborhood or district.
5)	whether the alleged difficulty was self-created ·
۷,	
	The non conforming conditions existed when the owner purchased the property. The lot size is substantially
	smaller than the minimum lot area for it's R-15 designation, and thus the building footprint is severely

constrained by the applied setbacks.

If this Application is not for an area or use variance, provide information that supports your 13. Application. You must refer to the appropriate sections of the Village Code and to other legal requirements necessary for the board to consider your application (Article X Special Permit) § 342-71 Action on referral. A. That the location and size of the use, the nature and intensity of the operations and traffic involved in or conducted in connection with it, the size of the site in relation to it and the location of the site with respect to the type, arrangement and capacity of streets giving access to it and the hours of operation are such that the proposed use will be in harmony with the appropriate and orderly development of the district in which it is located. The use, nature, intensity, operations, traffic shall not be impacted by the proposed work. B. That the location, nature and height of buildings, walls and fences and the nature and extent of the landscaping and screening on the site, as existing or proposed, are such that the use will not hinder or discourage the appropriate development and use of adjacent land and buildings. The proposed addition matches the general massing and proportion of many houses in the surrounding neighborhood. The adjacent lots are developed and the addition seeks to blend with it's neighbors to create a harmonious development. C. That operations in connection with the proposed use will not be objectionable by reason of noise, fumes, smoke, dust, vibration, glare, intensity or flashing of lights. There shall be no change to the use of the property, and no addition of objectionable intrusions. D. That the parking areas to be provided will be of adequate capacity for the particular use, properly located and suitably screened from adjoining residential uses and that the entrance and exit drives shall be laid out so as to achieve maximum safety. The occupancy of the home as well as the required and provided parking shall not change with the proposed work. E. That, where they are applicable, the standards and requirements established or approved by the Village Engineer have been satisfactorily met as evidenced by his certification and that all necessary approvals of any other governmental agency or board have been or will be obtained

by the applicant.

Yes, this is noted and agreed.

It is my responsibility as the Applicant to complete this Application completely and carefully, and to provide sixteen (16) copies of this Application, together with all necessary papers, plans, surveys, documents or other required information.

Failure to submit the required documents and information will delay my Application or result in its denial, since the ZBA cannot review or grant relief to incomplete Applications.

It is my responsibility to comply with all related requirements in presenting this Application, and the ZBA reserves the right to request additional documentation and/or drawing, and to condition any requested relief upon the filing of covenants and restrictions.

Although employees of the Village may provide me with assistance, I understand it is my responsibility to be familiar and comply with all applicable laws and to submit all necessary papers, plans, surveys, documents or other required information. I understand that copies of the Village Code are available for my review at the Village Clerks office as well as the Village Website and that I may be represented at the ZBA hearing.

I HEREBY CERTIFY THAT ALL STATEMENTS MADE ON THIS APPLICATION ARE TRUE TO THE BEST OF MY KNOWLEDGE.

(Applicant's Signature)

Sworn to before me this

Day of Murch

, 20)

Notary Public

COURTNEY ARANGO Notary Public - State of New York NO. 01AR6356114 Qualified in Westchester County My Commission Expires Mar 20, 2021

CERTIFICATION

	Michael E. Linx	(Required by New York State General Municipal Law) states as follows:			
	(Applicant's name)	States as follows.			
1.	the Village of Mamaroneck Board				
2.	I reside at 400 Quaker Rd. Cha	appaqua, NY 10514			
3.		aforesaid application is as follows: presexisting non conforming structure on the property related to lot setbacks.			
4.	If the Applicant or owner is a corp	poration, list the corporation's officers:			
	President: Vice President:				
	Secretary: Treasurer:	NOW CONTROL AND ADDRESS AND AD			
5.	Do any of the following individu Applicant:	uals have an interest, as defined below, in the owner or			
	a. Any New York State officers	s, or			
	 Any officer or employee of or Westchester County. 	the Village of Mamaroneck, Town of Rye, Town of Mamaroneck,			
	res	No			
	For the purpose of this disclosu	الـــــا ure, an officer or employee shall be deemed to have an			
	interest in the owner or Applicant when he, his spouse, or their brothers, sisters, parents,				
	children, grandchildren, or the sp	pouse of any of them:			
	a. is the Applicant or owner, o				
		er or employee of the Applicant or owner, or			
		or controls stock of corporate Applicant or owner; or with such an Applicant or owner, express or implied, whereby he			
		or other benefit, whether or not for service rendered dependent			
	or contingent upon the favo	orable approval of such application.			
		INTENTIONALLY FAILS TO MAKE SUCH DISCLOSURE SHALL BE			
		OVIDED IN GENERAL MUNICIPAL LAW, SECTION 809			
	ii 165, State the name and natu	ure and extent of the interest of such individual:			
	Michael E. Linx				
_	(Name & Residence)				
<u>_</u>	Party in Agreement with the owner	186-11			
	(Extent of interest)	_ WICE G			
	Sworn to before me this	_day of, 20 2 Applicant's Signature			
	Citle				
	NOTARY PUBLIC	COURTNEY ARANGO Notary Public – State of New York NO. 01AR6356114			
	- to the state of disserting of	Qualified in Westchester County My Commission Expires Mar 20, 2021			
Page 1	. 4 of 22	2018 update			

Short Environmental Assessment Form Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information		TO THE PROPERTY OF THE PARTY OF		
Name of Action or Project:				
Baigelman Residence - Garage Addition				
Project Location (describe, and attach a location map):				
506 Claflin Ave. Mamaroneck, NY 10543				
Brief Description of Proposed Action:		THE PROPERTY OF THE PARTY OF TH		
Proposed second story addition of bedroom and bathroom, with stairs, over garage. Expansion of ground floor Laundry Room and relocation of laundry equipment and sink. Total new area of renovation 432 SF.				
Name of Acad Vanda of G				
Name of Applicant or Sponsor:	Telephone: 440-263-9036			
Michael E. Linx	E-Mail: mla.architects.ny@gmail.com			
Address:				
400 Quaker Rd.				
City/PO: State: Zip Coc				
Chappaqua NY 10514				
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?				
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.				
2. Does the proposed action require a permit, approval or funding from any other	er government Agency?		NO	YES
If Yes, list agency(s) name and permit or approval:				
a. Total acreage of the site of the proposed action? b. Total acreage to be physically disturbed? c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?	.23 m acres .0015 acres .23 acres	ik	<u></u>	
4. Check all land uses that occur on, are adjoining or near the proposed action: Urban Rural (non-agriculture) Industrial Commercial Forest Agriculture Aquatic Other(Special Parkland		ban)		

Page 1 of 3 SEAF 2019

5.	Is	the proposed action,	NO	YES	N/A
	a.	A permitted use under the zoning regulations?	П	1	П
	b.	. Consistent with the adopted comprehensive plan?		V	
					YES
6.	Is	the proposed action consistent with the predominant character of the existing built or natural landscape?		NO	V
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?					YES
If Yes, identify:					
	-				
8.	a.	Will the proposed action result in a substantial increase in traffic above present levels?		NO	YES
	b.	Are public transportation services available at or near the site of the proposed action?			
	C.	Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed			
0	_	action?		V	Ш
9.		oes the proposed action meet or exceed the state energy code requirements?		NO	YES
lf t	ne :	proposed action will exceed requirements, describe design features and technologies:			
				1	
				ld	
10.	V	Vill the proposed action connect to an existing public/private water supply?		NO	YES
					125
		If No, describe method for providing potable water:		П	1
11.	W	Vill the proposed action connect to existing wastewater utilities?		NO	YES
		ICNI - describe and all Commerciality and the standards are standards and the standa		110	TES
		If No, describe method for providing wastewater treatment:		П	
-			(A) = 25 × 25		
12.	a.	Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district	:t	NO	YES
which is listed on the National or State Register of Historic Places, or that has been determined by the					
Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?					
			+		
	ŀ	b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for	Botosi	V	
arc		cological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?			
13.		Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain		NO	YES
	W	retlands or other waterbodies regulated by a federal, state or local agency?		1	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?					П
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres:					
77 - 02-					

Signature: Title: Architect						
		Applicant/sponsor/name: Michael E. Linx Date: Feb 25th 2021				
WA KNOMFEDGE I CEKLIŁA LHYL LHE INŁOKWYLION ŁKONIDED VBONE IS LKNE VND VCCNKYLE LO LHE BESL OŁ						
	^					
AES	ON	20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:				
	^	management facility? If Yes, describe:				
KEZ	ON	19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste				
	^	If Yes, explain the purpose and size of the impoundment:				
KEZ	ON	18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)?				
		All storm water discharge will be directed to align with existing run off paths on the property and to the local storm drains located at line street.				
		b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:				
	^	a. Will storm water discharges flow to adjacent properties?				
☐ XES	ON	17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes_5				
	^					
KEZ	ON	16. Is the project site located in the 100-year flood plan?				
LES KES	ON	15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?				
	I	Wetland □ Urban ☑ Suburban				
		Shoreline Teorest Agricultural/grasslands Early mid-successional				
		14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:				