



Planning Department
Village of Mamaroneck
169 Mount Pleasant Avenue, Third Floor
Mamaroneck, NY 10543

RE: 1202 West Boston Post Road Special Permit Application (1212 West Boston Post Road)

Dear Planning Department, and Village of Mamaroneck:

I am writing to request approval of a Special Permit for business at 1202 West Boston Post Road (Seaport Plaza). Penny Lick Ice Cream Company has signed a multi-year lease with the property owners for unit 1212. The unit is 1,000 square feet, and its previous use (since 2007) was a Subway sandwich shop.

Penny Lick Ice Cream is a Westchester-based, certified MWBE, and will celebrate its 10th year in business on June 1 2023. We serve artisanal ice cream with high-quality, local ingredients. Our ice creams and stores are free of peanuts, tree nuts, and sesame – three of the nine big allergens affecting children, as designated by the FDA. Penny Lick has a small fleet of push carts, that allow us to cater events large and small, and we already work with many venues in Mamaroneck and Larchmont. We make all our own ice creams, and we sell our ice creams wholesale to restaurants, venues, and other ice cream parlors in the New York metro area and the lower Hudson Valley. Penny Lick employs twenty full and part time employees throughout the seasons, and we anticipate hiring another ten employees for the Mamaroneck location.

We are looking forward to becoming a long-standing member of the Mamaroneck community. We are aware that word of our future store has already spread among local residents, many of whom know our ice cream well, having visited our Hastings-on-Hudson location, received delivery from us during COVID, or tasted our ice cream at Westchester events. We further plan to become active member of the local chamber of commerce, and I am personally a long-standing board member of both the Rivertowns Chamber of Commerce and local Rotary club. The Penny Lick store front in Hastings has become a focal point of the downtown (Warburton Avenue) community, and we would hope we could be a similar benefit to our future area of Boston Post Road.

Included in application this packet please find the following documentation:

- Signed and notarized Zoning Board Application
- Building Determination Letter
- Completed Buildings Department Application
- Environmental Assessment Form
- Complete Parcel History of 1202 West Boston Post Road
- Property Survey
- Photos and Property Real Estate Listing
- Letter of Support from Cotswold Group, Property Owners
- Sealed Architectural Drawings
- Proposed Hours of Operations, as well as hours of neighboring businesses
- Two Checks for the Application Fee and Escrow

We welcome any questions you may have, and look forward to serving you ice cream!

Best always,

Ellen Sledge
Owner
Penny Lick Ice Cream Company
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