



**Environmental, Planning, and Engineering Consultants**

34 South Broadway  
Suite 401  
White Plains, NY 10601  
tel: 914 949-7336  
fax: 914 949-7559  
[www.akrf.com](http://www.akrf.com)

## Memorandum

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**To:** Village of Mamaroneck Planning Board  
**From:** Alicia Moore  
**Date:** May 5, 2023  
**Re:** 412 Munro Avenue

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AKRF, Inc. has reviewed the following application materials for the above-referenced project in relation to the requirements of the Village Code:

- Site Plan, prepared by Catizone Engineering, P.C. and last revised 4/27/2023
- Catizone Engineering Memo, dated 4/28/2023
- Terra Bella Land Design Memo, dated 5/1/2023
- Terra Bella Land Design ANSI A300 Tree Care Memo, dated 5/1/2023
- Site Plan, prepared by Catizone Engineering, P.C. and last revised 5/1/2023
- Catizone Engineering Memo, dated 5/1/2023
- Site Plan, prepared by Catizone Engineering, P.C. and last revised 5/2/2023
- Catizone Engineering Memo, dated 5/2/2023
- Terra Bella Land Design Memo, dated 5/3/2023

### PROJECT DESCRIPTION

The Applicant, Archer Property Management, on behalf of the property owner, Heathcote Manor, requests site plan approval to renovate the existing patio area, install a retaining wall, fencing, plants, and permeable pavement on a 0.46-acre lot (SBL: 9-15-282) in the R-7.5 zoning district. The area of disturbance is 0.03 acres. The site is currently improved with a four-story multi-family residential building with parking. Preexisting nonconformities include: minimum front and rear yard setbacks, maximum lot coverage, building stories, and FAR. The application requires site plan approval from the Planning Board per §342-75.A and area variances from the ZBA to expand lot coverage over 35% and to reduce the side yard setback.

### COMMENTS

The Applicant has revised the submission package in response to comments from the Planning Board and its consultants. Previous comments are shown in *italics*, new and follow-up comments are in **bold**.

1. *The zoning table on the site plan shows the following nonconformities: front yard setback (25 ft required; 8 ft provided), rear yard setback (30 ft required; 7.9 provided); maximum building coverage (35% maximum; 38% existing), maximum building stories (2.5 maximum; 4 existing) and maximum*

*FAR (0.27 maximum; 1.52 existing). The notation of “existing non-conformity” should be added to “maximum building stories” on the zoning table.*

*4/12/23: Comment addressed.*

2. *The zoning table also provides that the preexisting nonconforming lot coverage of 38 percent will not be expanded by the proposed project. The Applicant should provide the figures used in this calculation of existing and proposed lot coverage. In particular, whether or not the proposed retaining walls were included in the calculation as these are new structures. If the proposed project would expand the lot coverage, the application will require a variance from the Zoning Board of Appeals, per Section 342-65 of the Zoning Code.*

*4/12/23: A new Maximum Building Coverage table has been added to show that including the new retaining wall, the proposed building coverage will increase from 41.1% to 41.8%. The Applicant has received area variances from the ZBA 3/2/23 to increase building coverage to 41.8%, as well as a reduced side yard setback to 0’.*

**5/5/2023: No further comment.**

3. *It appears that the site plan proposes the removal of at least one existing tree. The Applicant should submit a tree preservation plan per Village Code § 318-8.*

*4/12/23: The Applicant has added a Tree Protection Plan to Sheet SD-203. However, Village Code Section 318-8D requires a Tree Preservation Plan for any “site plan approval whose plans would require the removal of any trees on the property.” Therefore, this plan should be renamed and revised as necessary to comply with Chapter 318.*

**5/5/2023: A revised Tree Preservation Plan has been included in the site plan.**

## **RECOMMENDED ACTIONS**

At the meeting on May 10, 2023, AKRF recommends that the Planning Board consider site plan approval pending resolution of comments from the Village’s consultant landscape architect.