



**VILLAGE OF MAMARONECK  
BOARD OF ARCHITECTURAL REVIEW MINUTES  
Tuesday September 3<sup>rd</sup>, 2024, 7:30 PM  
Courtroom, 169 Mt. Pleasant Avenue, Mamaroneck, NY**

These are intended to be “Action Minutes”, which primarily record the actions voted on by the Board of Architectural Review on September 3<sup>rd</sup>, 2024.

**PLEASE BE ADVISED**, that the next Meeting of the Board of Architectural Review for the Village of Mamaroneck is scheduled for September 19<sup>th</sup>, 2024, at 7:30 P.M. in the Courtroom in Village Hall, 169 Mt. Pleasant Avenue, Mamaroneck, NY

**PRESENT:**    **LARRY COHEN – CHAIR**  
                   **DAVID RUSSO**  
                   **CINDY LEE**  
                   **IVONNE LEVIN**  
                   **LARRY GUTTERMAN**  
                   **DANIEL SEGAL – VILLAGE DIRECTOR OF PLANNING**  
                   **BRITTANIE O’NEILL – VILLAGE LAND USE BOARD COORDINATOR**

Chair Cohen pointed out the fire exits and asked that everyone turn off their cell phones

**OPEN MEETING & ATTENDANCE**

**1. PUBLIC MEETING**

**A. 243 Mamaroneck Avenue**

Gotham Signs & Graphics proposes 1 new façade sign for LMC Media.

Brian Collin appeared and presented to the Board.

- This application is for front lip channel letters to be mounted on the raceway over the façade, “LMC Media.”
- 12-inch letters, 109 inches wide, 4 inches deep channel letters which will be internally illuminated.

*On motion by Mr. Russo, seconded by Ms. Levin, the Board approved the sign for LMC Media.*

*Ayes: Mr. Russo, Ms. Lee, Ms. Levin, Chair Cohen, and Mr. Gutterman*

*Nays: None*

### **B. 707 Fenimore Road**

Gotham Signs & Graphics propose 1 new façade sign for Plaza Park Interiors.

Brian Collin appeared and presented to the Board.

- Proposed sign for Plaza Park Interiors is 52 feet wide by 30 inches wide with no illumination.
- Top line of the sign letters will be 15 inches tall. The second line of the sign letters will be 7 ¼ inches tall.
- The letters will be stud mounted with spacers with a drop shadow.

*On motion by Ms. Lee, seconded by Mr. Gutterman, the Board approved the project at 707 Fenimore Road.*

*Ayes: Ms. Lee, Ms. Levin, Mr. Russo, Chair Cohen, and Mr. Gutterman  
Nays: None*

### **C. 311 Mamaroneck Avenue**

San Signs & Awnings proposes a new awning sign for The Tan Lounge.

A representative from San Signs & Awnings appeared & presented to the Board.

- A new shed roof awning to match Raymond Opticians next door.
- The awning will be 3 feet by 23 inches.
- It projects 12 inches and has an 8-inch truss with white copy.
- The letter heights are called 4 and an 8<sup>th</sup> for “tan”, 7 and an 8<sup>th</sup> on the “oung”, and the “L” is 23 inches.
- It’s a sunbrella fire resist admiral material, that is navy fabric and painted white graphics.

*On motion by Chair Cohen, seconded by Mr. Russo, the Board approved the new awning sign for The Tan Lounge.*

*Ayes: Ms. Lee, Ms. Levin, Mr. Russo, Mr. Gutterman, and Chair Cohen  
Nays: None*

### **D. 345 Frank Avenue**

James Fleming, Architect proposes a second floor build out to create full second floor (partial floor existing.)

James Fleming, architect, appeared & presented to the Board.

- Owner wants to bring all the walls up to 8 feet on the second floor
- The footprint will not change.
- The proposed project will improve the master bedroom.
- All the materials will match the existing materials of the home.
- All the windows will line up.
- They will be adding up an ornament right in the middle on the exterior.

***On motion by Ms. Levin, seconded by Ms. Lee, the Board approved the project at 345 Frank Avenue.***

***Ayes: Ms. Lee, Ms. Levin, Mr. Russo, Mr. Gutterman, and Chair Cohen  
Nays: None***

**E. 370 Mamaroneck Avenue**

Gregory Sahagian & Son Inc proposes a new awning sign for Mamaroneck Social.

Paul Nazacine, Gregory Sahagian & Son Inc, appeared & presented to the Board.

- The proposed awning for Mamaroneck Social Bar & Lounge.
- The proposed awning will be 24 inches wide by 3 feet wide.
- The logo is not bigger than 2 feet.

***On motion by Mr. Russo, seconded by Mr. Gutterman the Board approved the project at 370 Mamaroneck Avenue.***

***Ayes: Ms. Lee, Ms. Levin, Mr. Russo, Mr. Gutterman, and Chair Cohen  
Nays: None***

**F. 627 Stiles Avenue**

Haynes Architecture PC proposes a second-floor addition over existing attached garage.

Homeowner Brian Joaner appeared & presented before the Board.

- The proposed addition will be 775 square feet and will be built over the current footprint of the one-story garage.
- There is no increase to the existing coverage or change to the existing side yard or rear yard setbacks.
- The proposed addition will consist of a master bedroom suite with a small rear yard deck, on suite bathroom, closet, and office space.
- As for the exterior, the proposed siding will be horizontal white siding to match the existing current siding.
- The proposed windows will match the existing windows, white double hung windows with gray shutters.

***On motion by Chair Cohen, seconded by Ms. Lee, the Board approved the project at 627 Stiles Avenue.***

***Ayes: Ms. Lee, Ms. Levin, Mr. Russo, Mr. Gutterman, and Chair Cohen  
Nays: None***

**G. 746 The Parkway**

dsb+ architects propose a second story addition above existing first floor porch in the rear.

*ZBA Variance granted 5/2/24*

Kevin Payun, architect, appeared & presented to the Board.

- The proposed project is a 280 square foot, second story addition to the rear.
- Currently, there is a master bedroom with an outdoor terrace, which just keeps catching water creating issues down below.
- Proposing to infill the space creating a bigger walk-in closet and making a generous on suite bathroom.
- The whole roof may need to be replaced, if not just the addition, and it will match the exiting roof.

*On motion by Mr. Gutterman, seconded by Ms. Levin, the Board approved the project at 746 The Parkway.*

*Ayes: Ms. Lee, Ms. Levin, Mr. Russo, Mr. Gutterman, and Chair Cohen*

*Nays: None*

#### **H. 1100 East Boston Post Road**

Poyant Signs Inc proposes six sign replacements: (3) drive thru signs, (2) facade signs, (1) freestanding sign.

Gary McCoy for Poyant Signs Inc. appeared and presented to the Board.

- CVS will be replacing 3 drive thru signs, 2 façade signs and 1 freestanding sign.
- The freestanding sign will be upgraded with low voltage LED neon
- 2 signs on the front will also be illuminated.
- Looking for a clean/fresh look and going green.

*On motion by Ms. Lee, seconded by Mr. Russo, the Board approved the signs at 1100 East Boston Post Road for CVS.*

*Ayes: Ms. Lee, Ms. Levin, Mr. Russo, Mr. Gutterman, and Chair Cohen*

*Nays: None*

#### **ADJOURN MEETING**

*On motion of Ms. Levin and seconded by Mr. Gutterman, the meeting was adjourned.*

*Ayes: Chair Cohen, Ms. Lee, Ms. Levin, Mr. Russo, Mr. Gutterman*

*Nays: None*

ANY HANDICPPED PERSON NEEDING SPECIAL ASSITANCE INORDER TO ATTEND THE MEETING SHOULD CALL THE VILLAGE MANAGER'S OFFICE 914-777-7703.

Applicants must place a notification sign on the property and return a Proof of Service Affidavit to the Building Department prior to the meeting or the application will not be heard by the Board at this meeting.

Applicants must bring photographs of the subject premises and adjacent properties to the Building Department at the time submission. If not received, your application will not be heard by the Board at this meeting.

Please inform the Building Department 48 hours to the meeting if you are unable to be in attendance.