

VILLAGE OF HASTINGS-ON-HUDSON

Planning Board

Application and Procedure for View Preservation Site Plan, Steep Slopes and Subdivision approvals



1. SITE PLAN APPROVAL. Site Plan approval by the Planning Board is required for:
 - (1) The construction, reconstruction, alteration, renovation, demolition, enlargement, moving or removing of any building, or structure, with the exception of most single-family & two-family dwellings; or,
 - (2) Any land use not involving a building or structure.All applications for Site Plan Approval must comply with the requirements of Article XII, Site Plan Approval, of the Village of Hastings-on-Hudson Zoning Code. (Copy of relevant code sections is attached)
2. All applications are available online @ www.hastingsgov.org. Application forms for the Site Plan, Steep Slopes and Subdivision along with the Full or Short Environmental Assessment Form (EAF) as required under NYS Environmental Quality Review Act (SEQRA), may also be obtained from the Building Department.

FILING THE APPLICATION. The applicant must submit a flash drive and a total of three (3) sets (residential) or thirteen (13) sets, 11 copies and 2 original (commercial) of the completed application, plans and all supporting material with an applicable fee as shown on attached schedule, NO LESS THAN FOUR (4) WEEKS PRIOR TO THE SCHEDULED MEETING DATE.

Once the Building Inspector has deemed the application complete, a public hearing will be scheduled before the Planning Board, which usually meets the third (3rd) Thursday of each month. At least 14 days prior to the date of the public hearing, the applicant must notify, by certified mail or any other method of delivery providing proof of mailing or hand deliver copies of the legal notice no later than 10 days prior to the date of the public hearing, all property owners within a radius of 300 feet of the scheduled public hearing. The Building Department will provide the applicant with a list of property owners and other persons or agencies who must be informed.
4. VIEW PRESERVATION DISTRICT. If an applicant is located in the View Preservation (VP) District, photos and a key map must be submitted showing the impact of the proposed work on the views of the Hudson River and the Palisades from neighboring properties and adjacent public properties. A View Preservation application, must be submitted to the Planning Board for a recommendation and to the Zoning Board of Appeals for a final decision. A flash drive and a total of three (3) sets (residential) or thirteen (13) sets, 11 copies and 2 original (commercial) of the completed application and all related documents must be submitted.
5. STEEP SLOPES LAW. Building Permit applications on lots that contain slopes of 15% or greater over a ground area of at least 1,000 square feet must include the information required by Chapter 249, §249-7, of the Village Code and must receive Steep Slopes approval from the Planning Board. A copy of the Steep Slopes Law is available from the Building Department.
6. TREE PRESERVATION LAW. A Tree Removal Permit is required, in accordance with the Tree Preservation Law, Chapter 273 of the Village Code, on a lot of one acre or more, or a combination of adjoining lots of one acre or more owned by the same entity, if any tree with a diameter of 8 inches or more (measured at a point 4-1/2 feet above the ground) is to be removed or potentially injured during construction. A copy of the Tree Preservation Law is available from the Building Department.
7. SITE PLAN APPROVAL. Upon approval of a Site Plan application, the applicant must submit two (2) copies of the final Site Plan with changes or conditions noted thereon, to be endorsed by the Chair of the Planning Board and filed with the Building Inspector.

VILLAGE OF HASTINGS-ON-HUDSON
Application for the Planning Board Review/Action
for Site Plan, Subdivision
Steep Slopes and/or View Preservation



STATE OF NEW YORK
COUNTY OF WESTCHESTER ss.:

The undersigned applicant states that he/she has read all applicable code sections of the Village of Hastings-on-Hudson and is herewith submitting this application complete with all such documentation and information as is necessary and required under the code and is hereby requesting the aforementioned action/approval/s by the Planning board of the Village of Hastings-on-Hudson.

Sworn to before me this 20th day
of DECEMBER, 2023

Michael L Meyers
Signature of the Applicant

Roberta M. Mango
Notary Public

ROBERTA M. MANGO
Notary Public, State of New York
No. 01MA6062131
Qualified in Westchester County
Commission Expires July 30, 2025

STATE OF NEW YORK
COUNTY OF WESTCHESTER

Name: Michael Meyers, being duly sworn, deposes and says that he/she resides at 6 Summit Street in the Village of Hastings-on-Hudson in the County of Westchester, in the State of New York, that he/she is the owner of all that certain lot, parcel of land, in fee, lying and being in the Village of Hastings-on-Hudson aforesaid and known and designated as Sheet 4140 Block 144 and Lot 51 of the tax map, and that he/she hereby authorized _____ to make the annexed application in his/her behalf and that the statement of fact contained in said application are true.

Sworn to before me this 20th day
of DECEMBER, 2023

Michael L Meyers
Signature of the Owner

Roberta M. Mango
Notary Public

ROBERTA M. MANGO
Notary Public, State of New York
No. 01MA6062131
Qualified in Westchester County
Commission Expires July 30, 2025

Submit a flash drive and a total of three (3) sets (residential) or thirteen (13) sets, 11 copies and 2 original (commercial), of this application, with all necessary documents, plans, surveys, photographs, applicable checklists and any other data that you deem critical to make your case before the Planning Board.

**ELIZABETH HAND-FRY
LANDSCAPE ARCHITECT**

December 21, 2023

Village of Hastings-On-Hudson
Planning Board
7 Maple Avenue
Hastings-On-Hudson, NY 10706

RE: Request for Waiver of requirements from 249-7 Section A items
12 Summit Street | Parcel #: 4.140-144-5

Dear Chairperson Eva Alligood and Board Members,

I am writing to request a waiver per section 249-7.A.(8) of the Village of Hastings-On-Hudson Steep Slopes code for sections 294-7.A(5) and 249-7.A.(6). As indicated below the proposed work includes minimal disturbance and does not include developed land, proposed pavement or stripped vegetation which will not be replaced. It does include minimal regrading and proposed planting. Please note that the statement required by the above section 249-7.A. (6) is included on sheet L1, however it is certified by myself, a licensed professional Landscape Architect in lieu of an Engineer.

Per section 249-7.A.(4)

- a) The minimal work will have no impact to the foundation or structures within the vicinity.
- b) The minimal work will not increase the water runoff. Water runoff will be mitigated by creating a minor swale in the landscaped sitting area on the east side of the property which will improve current runoff conditions of the lot.
- c) The disturbance and proposed grading is minimal. As indicated in item b above, and the as indicated in the attached drawings, the grade is proposed to be raised slightly on the east side of the property and will have no impact on the adjacent and nearby properties except to decrease existing runoff. The main objective of the disturbance is to add landscape elements to create a park like garden and sitting area for the owners.

We are requesting a waiver from section 249-7.A.(5) as the disturbance area is minimal and remains 100% impervious.

I look forward to meeting with you to review the project in person. Thank you for your time.

Best,



Elizabeth Hand-Fry, ASLA
New York License Number #001048-1



VIEW 1



VIEW 2

12 SUMMIT STREET



VIEW 3



VIEW 4

12 SUMMIT STREET



VIEW 5

MEMORANDUM

To : Charles Minozzi, Building Inspector
Village of Hastings-on-Hudson

From : Douglas J. Hahn, P.E.
Project Engineer

Dated : January 17, 2024

Subject : Steep Slopes Review
12 Summit Street
Hastings-on-Hudson, NY, 10706
Section:4.140, Block:144, Lot:5

Drawings Reviewed : Drawings prepared by Elizabeth Hand-Fry Landscape Architect:
“Layout Plan & Steep Slopes”, Dated 12/21/23, Drawing L1.
“Details 1”, Dated 12/21/23, Drawing L2.

Documents Reviewed : Letter from Elizabeth Hand-Fry, ASLA, Dated 12/21/23.
Village of Hasting-On-Hudson Planning Board Application, Dated 12/21/23.
Photo Exhibit, 3 Pages, Undated.
Survey Prepared by Link Land Surveyors P.C., Dated 2/8/23.

The referenced plans have been reviewed for compliance with the Village Code Chapter 249 “Steep Slopes”. The applicant proposes the construction of a floral garden and bench area on 0.24 acres in the R-10 zoning district. Additional improvements include site grading, boulder walls, and landscaping.

Pursuant to our review, the following items should be addressed by the applicant.

1. The applicant is proposing minimal grading. All proposed grade elevations should clearly indicate how such grades will meet existing site grades and grades of adjacent properties should be shown. Top and bottom wall elevations should be shown at all changes in elevation of the boulder walls.

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Village of Hastings-on-Hudson
Steep Slopes Review
January 17, 2024
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2. The area of disturbance should include any area where the underlying soil is disturbed (including curbs, new plantings, and mulch areas).
3. Any items proposed to be demolished or removed should be shown on the plans.
4. The “Existing Garden” located adjacent to the existing residence is not shown on the survey provided. It should be labeled “new” if it was installed after the survey.
5. A construction sequence should be shown on the plans.
6. General construction notes should be added to the plans.
7. All proposed items should be labeled as “proposed”.
8. Site details should be provided; including, but not limited to, gate and curb details.
9. Proposed location, size, design and use of all temporary structures, storage areas, and staging areas to be used during the course of construction should be shown.
10. Details for the proposed erosion and sediment controls should be provided.
11. Tree protection should be shown on the Site Plan and a detail should be provided.
12. The location of all existing utilities should be shown (i.e. water, gas, electric, storm, sewer, cable, etc.) or the design professional should verify that no utilities will be disturbed. If so, a note should be added to the plan that indicates no utilities will be disturbed by the proposed work.
13. The name(s) and address (or lot, block, and section numbers) of each adjacent property should be shown on the plans.
14. In accordance with §249-7(7) a notice sent to affected property owners should be provided.
15. The quantity of cut/fill material to be imported/exported should be stated on the plans or provide the following note on the plan:

“Cut/fill material shall not be imported to or exported from the site.”
16. The following notes should be shown on the plans:

“The Building Inspector or Village Engineer may require additional erosion control measures if deemed appropriate to mitigate unforeseen siltation and erosion of disturbed soils.”

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If you have any questions, please do not hesitate to contact me at your earliest convenience.



DH:mh:ay

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