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MEMORANDUM

TO: Carolyn Stevens, Chair, and the Town of Ossining Planning Board

FROM: Valerie Monastra, AICP
Scott Lauher, Planner

CC: Christie Tomm Addona, Esq., Town of Ossining Planning Board Attorney
Jon Turnquist, Town of Ossining Building Inspector
Dan Ciarcia, PE, Town of Ossining Planning Board Engineer

DATE: October 15, 2026

RE: 76 Hawkes Ave ARB

Christopher Mastroianni ("the Applicant") is seeking Architectural Review Board approval to construct a new single-family residence ("Project"). The Project will be located at 48 Hawkes Ave, SBL number 89.08-1-45.2. ("Project Site"). The Project Site is located within the R-15 One-Family Residence District.

GENERAL AND PROCEDURAL COMMENTS

1. **Architectural Review Approval.** A public hearing is required.

2. **SEQR.** This project is categorized as a Type II action under SEQR §617.5(c)(11) because it is the "construction or expansion of a single-family, a two-family or a three-family residence on an approved lot."

3. **Zoning.** Per the zoning compliance table, the Applicant meets all bulk regulations for the R-15 zoning district. However, the proposed project has a lot area of 10,000 square feet, while the R-15 One-Family Residence District minimum area is 15,000 square feet. Is this a mistake? The original subdivision has the lot approved for a minimum lot area of 17,142 SF. If this is not a mistake, the Applicant will need to go before the Zoning Board of Appeals for an area variance.

APPLICATION MATERIALS

The Applicant provided the following application materials in accordance with §55-6:

1. Detailed elevation drawings of the proposed building construction and its primary design elements, including facades, windows, doors, roofs and roof structures, exposed mechanical equipment, etc.

2. A site plan of the lot with zoning setbacks and other dimensions clearly marked, including existing and proposed topography at two-foot contour intervals, and trees regulated pursuant to Chapter 183, Tree Protection, of the Town Code.
3. The size, shape, and location of existing and proposed construction and its relationship to adjacent properties, buildings, and structures.
4. The location of existing and proposed plantings, screening devices, walls and fences, as well as an indication of their height and construction materials.
5. Photographs of the subject lot and of buildings and structures within 350 feet of said lot.
6. Identification of all other required Town approvals.
7. Other information and materials as may be required by the ARB, including but not limited to sectional drawings, color-rendered perspective drawing(s) and/or three-dimensional view(s) of proposed work.

ARCHITECTURAL REVIEW BOARD COMMENTS

Per §55-8 of the Architectural Review Board regulations, the ARB "may approve an application referred to it upon finding that the building or structure for which the permit was requested would be in harmony with the purposes of this chapter, would not be visually offensive or inappropriate because of the poor quality of exterior design, would not constitute monotonous similarity or visual discord in relation to the site or its surroundings, would not mar the appearance of the area, would not be detrimental to the character of the neighborhood, and would not prevent an appropriate development and utilization of the site and adjacent lands."

We offer the following comments:

1. In the Site Plan and Planning Board Application, the Applicant provided the SBL of 48.11-3-24. However, Westchester County Parcel Data, has the SBL as 89.08-1-45.2. Please submit the updated Site Plan and relevant materials to include the corrected SBL of 89.08-1-45.2.
2. As per §55-6(A)(5), proposed lighting for the site is required. Please include lighting details in the site plan.
3. The Applicant has submitted siding specifications; however, samples of exterior building materials, including color palettes, are not shown. Please include these samples within the site plan, as this will help determine if the proposed project conforms with §55-8(D) of the Village Code and does not create a condition of monotony or striking dissimilarity within the surrounding neighborhood.

SUBMISSION MATERIALS

The following materials were submitted by the Applicant and examined by our office for the preparation of this review:

- Site Plan, 5 sheets, stamped by Steven A. Costa PE, dated September 23, 2026, including:
    - A1: Site Plan/Notes
    - A2: Typical Site Details
    - A3: Basement/Foundation Plan/Details
    - A4: Plans/Porch Section/Details
    - A5: Elevations
- 2016 Resolution of Subdivision Plat Approval

- Planning Board Application, dated September 29, 2026
- Short Environmental Assessment Form Part 1, undated
- Photos of 76 Hawkes Avenue
- Roofing Specifications
- Siding Specifications
- Window Specifications