



Mayor
Brian Pugh
Trustees
Ann Gallelli
Sherry Horowitz
Nora Moriarty Nicholson
Len Simon
Manager
Bryan Healy
Treasurer
Daniel Tucker
Engineer/Building Inspector
Daniel F O'Connor, P E CEO
Fire Inspector
Peter Anfiteatro

October 10, 2023

Marco Ordonez
c/o M & J Auto Repair Corp.
485 South Riverside
Croton on Hudson, NY, 10520

**Re: Special Permit Renewal – M & J Auto Repair Corp.
485 (425) South Riverside Ave, Tax ID #: 79.13-2-91**

Dear Mr. Ordonez:

On November 16th, 2020, the Village Board of Trustees granted a Special Permit to M & J Auto Repair Corp. to operate a motor vehicle repair garage with the condition that the special permit shall be valid for three years from November 16th, 2020 through November 15th, 2023, a copy of your original application is attached. If you plan to continue operating, please complete the attached Special Permit Renewal Application and return it to our office along with the required \$250.00 fee.

Additionally, you are required to submit a sign permit application for your existing sign which has not been approved, along with a fee of \$125.00 to be referred to the Advisory Board of Visual Environment for the committee's recommendation, before the Engineering Department can approve the sign.

As detailed in the attached December 12, 2022 letter and report, there are three open violations as follows:

- 1) A small addition was added to the building on the north side without special permit approval, site plan approval, a building permit and certificate of occupancy in violation of sections 230-17B(3), 230-17D, 230-67 A(1), 230-170, 230-171, 86-10A and 86-18A of the Village Code
- 2) A large concrete block type retaining wall was installed on the north side of the building behind the small addition without a building permit and certificate of occupancy in violation of sections 86-10A and 86-18A of the Village Code.



Stanley H. Kellerhouse Municipal Building
One Van Wyck Street
Croton-on-Hudson, NY 10520 2501

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Len Simon

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Village Clerk
Paula DiSanto

Village Treasurer
Daniel Tucker

Village Engineer/Building Inspector
Daniel O'Connor, P.E.

Assistant Village Engineer Building Inspector
Ron Wegner, P.E.

Fire Inspector
Peter Anfiteatro

December 12th, 2022

TO WHOM IT MAY CONCERN:

**Re: 425 South Riverside Avenue
Section 79.13 Blk. 2 Lot 91**

With respect to the above-referenced premises, please be advised that our records indicate that a Certificate of Conformity #2376C was issued on October 31st, 1957 for an automobile salesroom, public garage, and automobile repair shop, pursuant to Building Permit #2376, issued on May 9th, 1957.

On April 9th, 1963, the Planning Board approved a site plan to add an addition to the building and to move an accessory building to the property.

Certificate of Occupancy #396 dated September 25th, 1964 was issued for an addition to automobile showroom and repair shop, including mezzanine, pursuant to Building Permit # 504 issued on November 15th, 1963.

Retaining Wall Permit #679 was issued on December 8th, 1965 to erect a retaining wall. Also on December 8th, 1965, a minor excavation permit was granted with conditions.

Certificate of Occupancy #1217 was issued on January 10th, 1978 for interior alterations, pursuant to Building Permit #1485. Certificate of Occupancy #2081 was issued on January 11th, 1980 for an underground storage tank, pursuant to Building Permit #1715.

On February 18th, 1992, the Village Board of Trustees granted a Special Permit for retail sales. On February 25th, 1992, the Planning Board issued a Change of Use/Site Plan Approval for retail sales in accordance with the submitted plans. This approval was deemed to be null and void on April 28th, 1995 in a letter from the Village Engineer. On June 20th, 1995, the Amended Site Plan was re-approved.

On March 11, 1992, the Zoning Board of Appeals granted a variance, with conditions, for off-street parking spaces and outdoor storage in a designated location shown on the approved site plan. The variance for outdoor storage in front of the building was denied on March 11, 1992 and April 8th, 1992.

On July 12th, 2010, the Planning Board issued an Amended Site Plan Approval associated with a lot line amendment that reduced the lot area shown on the previous site plan by approximately 16,000 sq. ft. in order to create a residential lot off Devon Avenue.

Certificate of Occupancy #20130093 was issued on July 30th, 2015 for a Change of Use from Retail to Gymnastics Center (3000 Sq Ft +/-) pursuant to Building Permit #20130095 issued on October 30th, 2013.



**Croton-on-Hudson New York
ENGINEERS OFFICE**

Stanley H. Kellerhouse Municipal Building
One Van Wyck Street
Croton-on-Hudson, NY 10520.2501

Mayor
Brian Pugh
Trustees
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Sherry Horowitz
Andy Simmons
John Habib
Manager
Janine M. King
Treasurer
Sandra Bullock
Engineer/Building Inspector
Daniel F O'Connor, P.E., CEO
Asst. Engineer/Asst. Building Inspector
Ronald Wegner, P.E., CEO
Assessor
Thomas Waitkins, IAO
Fire Inspector
Peter Anfiteatro, CEO
Office Manager
Ronnie Rose

11/19/2020

Mr. Marco Ordonez
c/o Jodine & Jennifer Realty, Inc.
425 South Riverside Avenue
Croton-on-Hudson, NY 10520

Re: Special Permit Use – Motor Vehicle Repair Shop

Dear Mr. Ordonez:

On November 16, 2020, the Village Board of Trustees granted a Special Permit to M & J Auto Repair Corp. to operate a motor vehicle repair garage with the condition that the special permit shall be valid for the initial period beginning November 15, 2020 through November 15, 2023.

Please be advised that if you are planning to install new signage for the business, you are required to submit a sign application and fee of \$100, payable to the Village of Croton. Once the application is received, this department will refer it to the Advisory Board of Visual Environment for the committee's recommendation. The Engineering Department will then approve the sign.

Be further advised that a fire inspection is required for the new repair shop. Please call our department as soon as possible at 914-271-4783 to arrange for an inspection by our Fire Inspector, Peter Anfiteatro.

Thank you.


Daniel O'Connor, P.E.
Village Engineer

cc: Tom Fallacaro
Nick Schunk

INSPECTION FIELD SHEET

12/12/22
13:08:59

Printed by DAN O'CONNOR

INSPECTION: 44473 MISC

LOC: 425 SOUTH RIVERSIDE AVENUE
CROTON-ON-HUDSON

PROPERTY ID: 079.13-002-091.00

OWNER: JODINE&JENNIFER REALTY

CONTRACTOR: _____

REQUEST BY: _____

WORK ORDER:

INSPECTOR:	DO	RESULT:	FAIL
REQUESTED:		PRIORITY:	
SCHEDULED:		COMPLETED:	12/12/22
UNPAID FEES:	.00		Date Time
MILEAGE:	.00	TIME: TRAVEL 5	ONSITE 10

COMMENTS:
[2022-12-12 13:06:55 doconnor]:

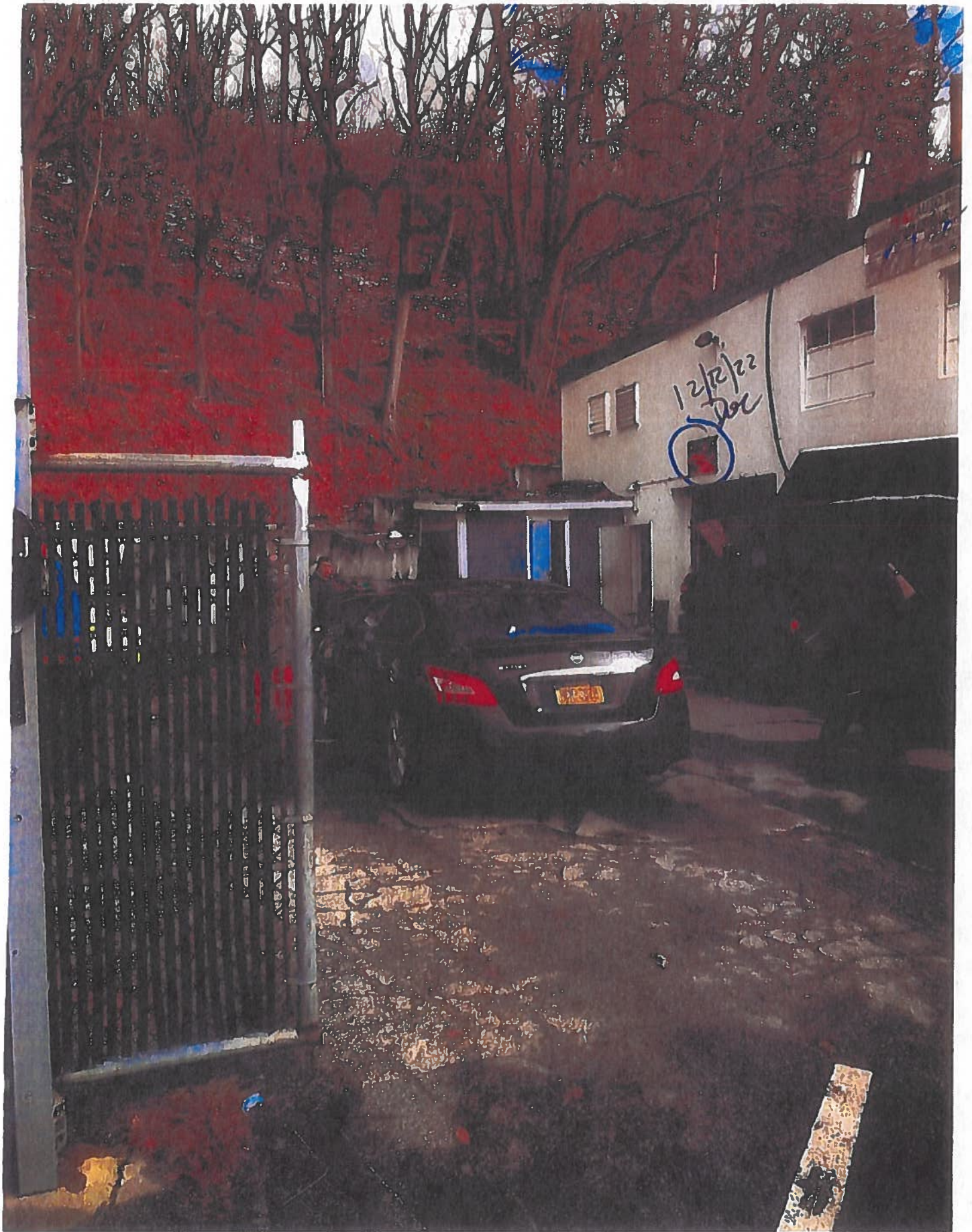
Inspection made to complete municipal record search.

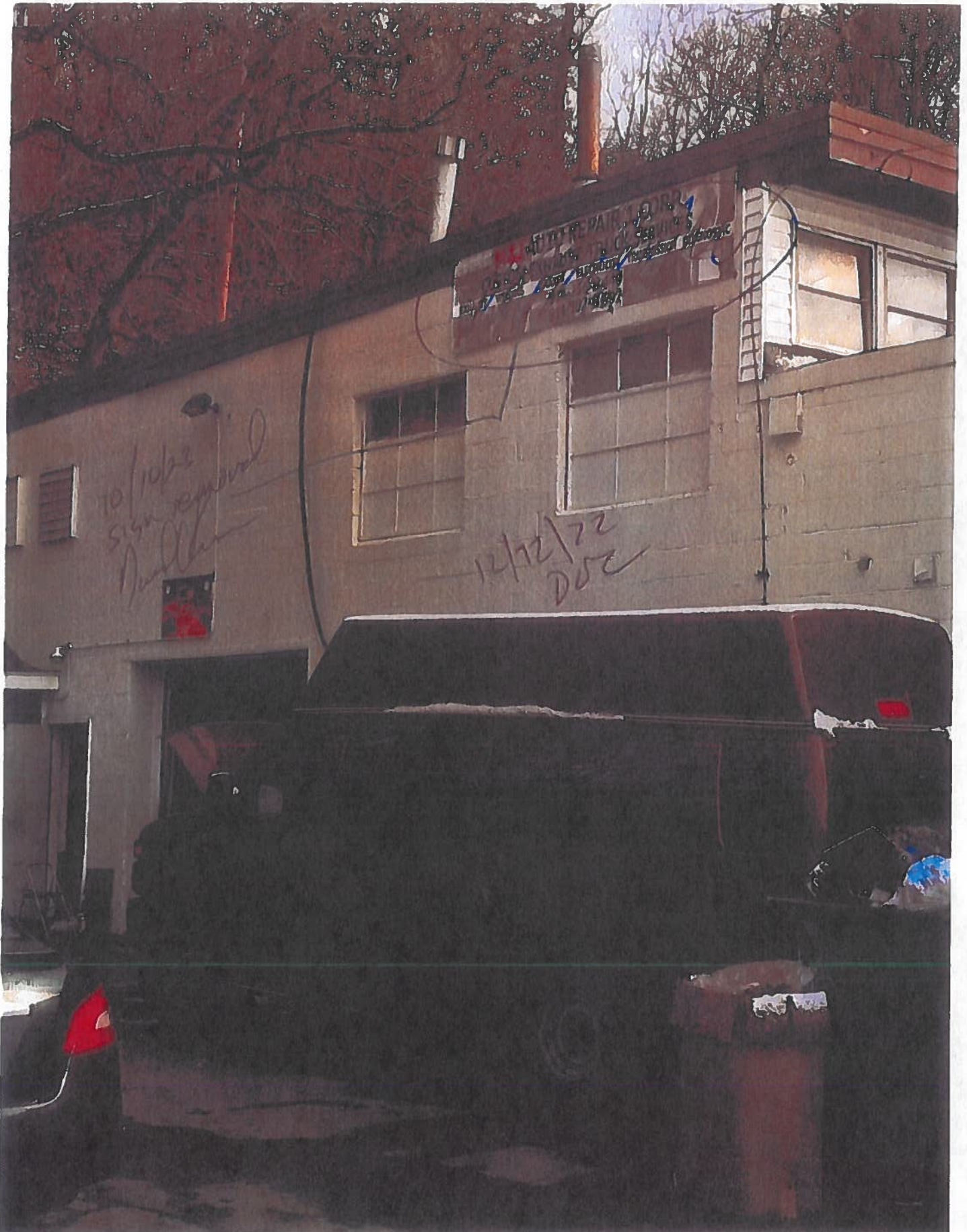
Addition to building added with no approvals.

Retaining wall rebuilt with no approvals.

M and J Auto Repair Corp installed business signs with no approval.

Reinspection 44474 created on 12/12/2022 by doconnor





Village of **Croton-on-Hudson**



Engineering Department
Stanley H. Kellerhouse Municipal Building
One Van Wyck Street
Croton-on-Hudson, NY 10520-3501
Tel 914-271-4783, Fax 914-271-3790

**Planning Board
and
Village Board
Application**

(rev 9/15)

Note: Prior to submitting this application, contact **Ronnie Rose, Planning Board Secretary** at 914 271-4783

Application Date: _____ Application #: _____
(for Village Use Only)

Property Information:

Section: **79.13** Block: **2** Lot: **91**
Property Location (street address) **485 S Riverside Avenue**
Zoning District: **C-2** Commercial Lot ☒ yes ☐ no Vacant Lot: ☐ yes ☒ no

Applicant Information: ☐ Owner ☐ Contractor ☒ Other: **Tenant**

Last Name: **Ordonez** First Name: **Marco**
Company: **M & J Auto Repair Corp.**
Address: **485 S Riverside Avenue**
Address: **Croton-on-Hudson, NY 10520**
Office #: **914-271-4783** Fax #: _____ E Mail Address: **marco@mjautorepair.com**

Property Owner: ☐ Same As Above

Last Name: **Jodine & Jennifer Realty, Inc.** First Name: _____ MI: _____
Address: **425 S Riverside Avenue**
Address: **Croton-on-Hudson, NY 10520**
Phone #: **914-271-4783**
Cell #: **914-271-4783** E-Mail Address: **jodine@jodineandjennifer.com**

Application Type: (Please check those that apply)

- | | | |
|---|--|--|
| ☐ Site Plan* | ☐ Amended Site Plan* | ☐ Minor Site Plan |
| ☒ Change of Use | | |
| ☐ Building Envelope Modification | | |
| ☐ Wetlands Permit * | ☒ Village Board Special Permit * | |
| ☐ Steep Slope Permit * | ☐ Village Board Special Permit Renewal * | |
| ☐ Excavation & Fill Permit | | |
| ☐ Preliminary Subdivision | | |
| ☐ Final Subdivision | | |

*note: Public Hearing required for these permits

NOTE: The Planning Board also reviews applications (e.g., special permits, accessory apartments, zoning amendments, etc.) that have been referred to them by the Village Board for a recommendation. No public hearing before the Planning Board is required for referral applications.

INSTRUCTIONS: Please submit eight (8) paper copies (Nine copies if a special permit from the Village Board is also required) of supporting materials to the Planning Board Secretary and one (1) pdf file of all application materials to rose@crotononhudson-ny.gov

I, certify that the above information is accurate, and I am the property owner or authorized by the owner to file this application on their behalf and that I will indemnify and hold the Village harmless against any damage or injury that may be caused by or arise out of any entry onto the property in connection with the processing of the application, during construction or performance of the work or within one year after the completion of the work.

Applicant certifies that he is authorized by the Owner of subject premises to conduct the project described above.

Marco Ordonez
Applicant's Name (please print)

Marco Ordonez
Signature of applicant or Agent

10/12/20
Date

FOR VILLAGE USE ONLY:

Fee: _____ Paid on: _____ Rec'd by: _____
TAXES PAID _____ LEASE AGREEMENT (if applicable) _____
HEARD BY THE VILLAGE BOARD ON: _____ (date) HEARD BY THE PLANNING BOARD ON: _____ (date)
PUBLIC HEARING HELD ON: _____ (date) PUBLIC HEARING HELD ON: _____ (date)
APPROVED: _____ DENIED: _____ APPROVED: _____ DENIED: _____

**Jodine & Jennifer Realty Corp.
425 S Riverside Avenue
Croton-on-Hudson, NY 10520**

October 9, 2020

**Village of Croton-on-Hudson
Engineering Department
Stanley H. Kellerhouse Municipal Building
1 Van Wyck Street
Croton-on-Hudson, NY 10520**

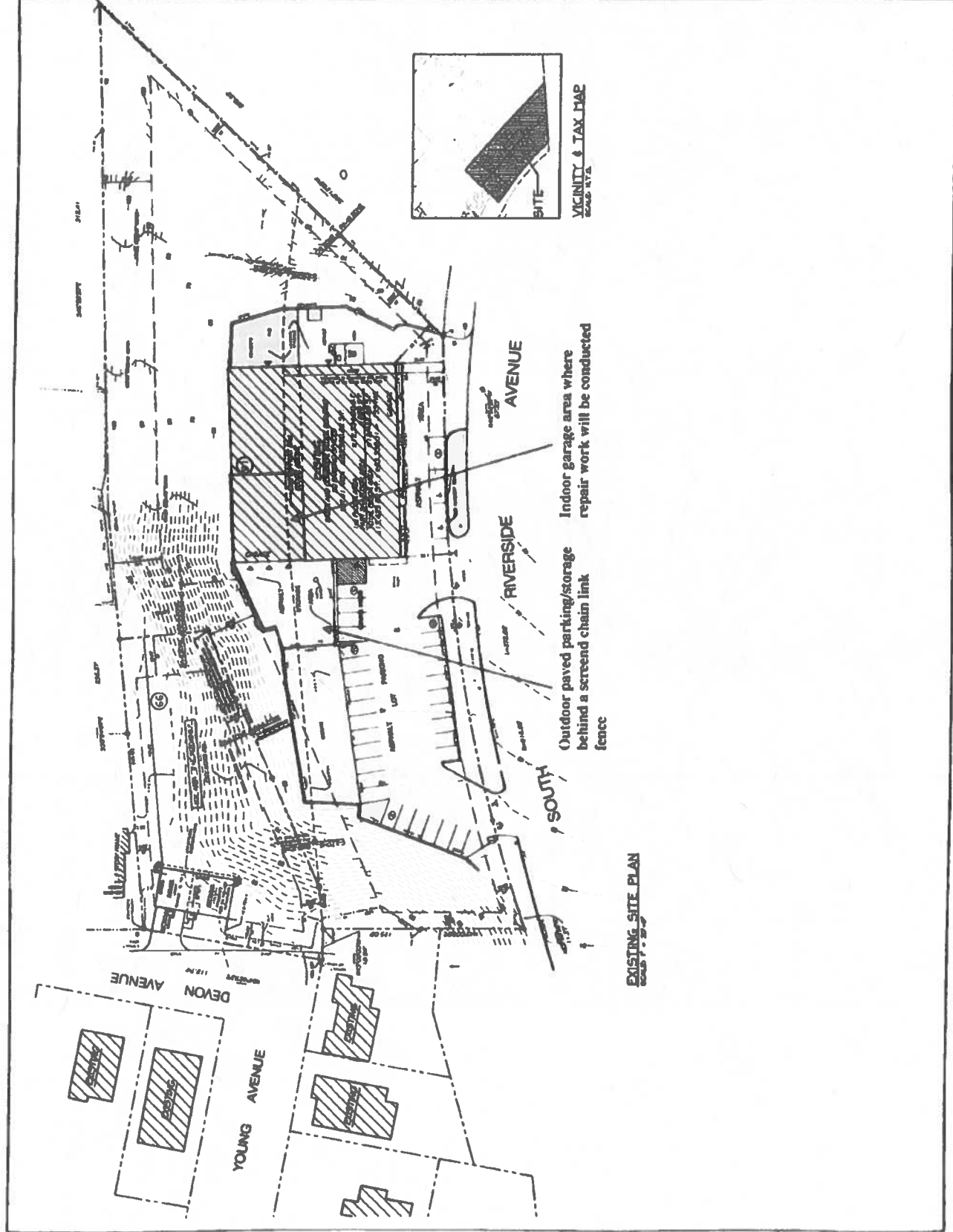
RE: Special Permit Application for Auto Repair Use at 485 S Riverside Avenue

To Whom It May Concern:

Please allow this letter to serve as confirmation that I support and give my permission to Marco Ordonez and his company to apply for a special permit with the Village for opening an auto repair shop at 485 S Riverside Avenue.

Sincerely,

**Jodine & Jennifer Realty, Inc.
By: Thomas Fallacaro, Owner**



VICINITY & TAX MAP
 ROAD, N.Y.C.

EXISTING SITE PLAN
 SCALE 1" = 50'