



MEMORANDUM

TO: Robert Luntz, Chair and Members of the Village of Croton-on-Hudson Planning Board

FROM: Valerie Monastra, AICP
William Brady, AICP
Scott Lauher, Planner

CC: Bryan Healy, Village Manager
Karen Stapleton, Village of Croton-on-Hudson Planning Board Secretary
Vincent Salanitro, P.E., Village Engineer and Building Inspector

DATE: July 24, 2026

RE: 425 S. Riverside Ave Zoning and Site Plan Review, and Land Use Approval Process Memo

Andrew Cortese (the “Applicant”) is seeking Site Plan and Special Permit approval for a proposed multi-family building. The proposed application consists of a 3-story, 49-unit residential building with associated parking, stormwater management facilities, landscaping, and related improvements. The property is located at 425 South Riverside Ave, Section Block and Lot 79.13-2-91 (“Project Site”) and is in the C-2, General Commercial, and the Harmon/South Riverside Gateway (HSRG) Overlay zoning district.

This review has been undertaken specifically to identify all additional land-use permits and approvals required. The review also includes a full zoning review and identifies the zoning variances required by the current submission, as well as any additional information needed to determine whether this project may require further variances from the Zoning Board of Appeals. Initial site plan comments are also included in this memorandum.

GENERAL AND PROCEDURAL COMMENTS

1. **Site Plan Approval.** This application requires Site Plan approval by the Planning Board per §230-70 of the Zoning chapter. A public hearing conducted by the Planning Board will be required for Site Plan approval.
2. **Special Permit Approval.** This application requires Special Permit approval by the Planning Board per §230-59 of the Zoning chapter. A public hearing conducted by the Planning Board will be required for Site Plan approval.
3. **SEQR.** This application is categorized as a Type II action under SEQR. No further action is required.

4. **Additional Local Land Use Permits.** This Application will also require the Planning Board to issue the following local permits: **Steep Slope Permit per Chapter 195, Tree Removal Permit per Chapter 208, and Excavation and Filling Permit per Chapter 120.** Please submit the application materials to the Village.
5. **Zoning.** This Application is in the HSRG Overlay zoning district. The information below identifies the zoning variances required based on the current submission and the additional information needed to complete the application and determine whether this project may require additional variances from the Zoning Board of Appeals.

Use Regulations

- a. Per §230-20.3(B)(3)(b)[1], the maximum floor area ratio (FAR) shall be 0.8. **The Applicant needs to provide an exact calculation. The zoning table does not include the exact calculation.**
- b. Per §230-20.3(B)(3)(b)[2], maximum height shall be 35 feet/three stories. In addition, per §230-4 “for buildings located in their entirety more than five feet from the street line, the height in feet and in stories shall be established by the Village Engineer in such a way that no building shall be prevented from attaining at least at one point the maximum height permitted in the district in which such building is proposed to be erected, such height to be measured above the elevation of the preconstruction grade abutting such building at that point.” **Site Plan sheet UG-5.1 does not provide these calculations. Please provide them to the Village Engineer for his review.**
- c. Per §230-20.3(B)(3)(b)[3], as shown in Sheet SP-4.1, the front yard setback does not comply with §230-20.3 for C-2 district for the rear yard for lots within 25 feet of a residence district boundary (feet). **A variance from the ZBA will be required.**
- d. As shown in Sheet SP-4.1, the front yard setback does not comply with the HSRG Overlay zoning district. **A variance from the ZBA will be required.**
- e. §230-20.3(B)(3)(d)[1] Parking, “notwithstanding any other provision of this Code to the contrary, for mixed-use and multifamily residential buildings in the Harmon/South Riverside Gateway area there shall be provided at least the following amount of parking for each residential dwelling unit: one parking space plus one additional parking space for each bedroom in the unit in excess of one bedroom. (Examples: studio apartment: one space; one-bedroom apartment: one space; two-bedroom apartment: two spaces).” **The proposed project will meet the minimum parking requirements, but the zoning table on Sheet SP-4.1 has the wrong calculation for the required parking.**

Area and Bulk Regulations

6. Per §230-20.4(B), the maximum building square footage, with the exception of lots within the C-2 Zoning District in the Municipal Place Gateway area fronting on Municipal Place, the maximum permissible square footage for any single building shall not exceed 20,000 square feet. **It appears the proposed building will be larger than 20,000 square feet. A variance from the ZBA will be required. The Applicant should confirm the building's total square footage.**

Design Regulations

7. Per §230-20.5(A) Off-street parking placement/design, “all off-street parking shall be located along the side and in the rear of buildings, unless the applicant demonstrates to the Planning Board that site or business constraints prevent conformance with this requirement.” **The proposed project does not meet this requirement. Is the Applicant seeking this waiver from the Planning Board per §230-20.5(G)?**
8. Per §230-20.5(B), Curb cuts and sidewalks, “properties within the gateway areas shall be permitted a maximum of one vehicular curb cut per lot per street frontage, unless the property owner can demonstrate to the Planning Board that this standard either cannot be achieved or is not appropriate to the specific site. **The proposed project does not meet this requirement. Is the Applicant seeking this waiver from the Planning Board per §230-20.5(G)?**
9. Per §230-20.5(C), Open space, “to enhance the appearance of the gateway areas and contribute to Croton’s open space character, a minimum of 15% of the lot area shall be set aside as open space. Applicants will be required to submit a landscape plan as part of the site plan application.” **The Applicant submitted a landscaping plan for this proposal, but additional information is needed to determine if the project complies with this section. If any components do not comply, the Applicant will need to either seek a variance from the ZBA or a waiver from the Planning Board per §230-20.5(G).**
10. Per §230-20.5(D), Signage, all signs in the Gateway Districts must conform to the Village’s signage regulations set forth in §230-44 of the Zoning Code. In addition, no sign in a Gateway District shall exceed 48 square feet in area. **The Applicant should provide any information that they have at this time on proposed signs.**

11. Per §230-20.5(E), a lighting and photometric plan is required at the time of site plan application. This was not done. The Applicant should provide this to confirm that the lighting plans will meet the requirements of this section.

Parking Regulations

12. Per §230-51(D), Size of spaces, “three hundred square feet shall be considered one parking space (to provide room for standing area and aisles for maneuvering).” **The Applicant should provide parking dimensions on the site plan to confirm the proposed project meets the zoning regulations.**
13. Per §230-51(E), Access, “unobstructed access to and from a street shall be provided. Such access shall consist of at least one ten-foot lane for parking areas with less than 20 spaces and at least two ten-foot lanes for parking areas with 20 spaces or more. **The Applicant should provide parking aisle and access dimensions on the site plan to confirm the proposed project meets the zoning regulations.**

Additional Regulations

14. **Affordable Housing.** The project will need to meet the regulations of Per §230-48, the Village’s affordable housing requirements.
15. **Reservation of Parkland.** The Planning Board will need to make a determination whether a proper case exists for requiring such land reservation in accordance with §270-73.
16. **Local Waterfront Revitalization Consistency.** The Village Board will need to make a consistency determination with the Village’s LWRP per §225-6 as part of its final Site Plan approval. The Applicant has provided a Coastal Consistency Form.
17. **Stormwater Pollution Prevention Plan.** Because the site is greater than 1 acre, a Stormwater Pollution Plan will be required.
18. This site falls within the **Indian Brook Croton Gorge Overlay** and must meet the performance criteria of §230-20.14. The Applicant should provide a narrative on how the project will meet the criteria.

PRELIMINARY SITE PLAN COMMENTS

19. **Landscaping Plan.** We recommend that the Applicant provide an irrigation plan for all of the new plantings. Please confirm that the rear plantings will not be in constant shade, and if so, select another species. How will the rear area be maintained?
20. **Retaining Walls.** Three tiers of retaining walls are proposed for this site plan. Additional details on the construction of the walls should be provided. Have geotechnical studies been conducted on the stability of the slopes? The Planning Board may want to consider having a structural engineer review the structural plans.
21. **Water and Sewer – capacity of the lines.**
In accordance with §230-69(D)(4)(f), the location of all proposed waterlines, valves and hydrants and of all sewer lines with profiles should be provided, indicating connections with existing lines or alternative means of water supply or sewage disposal and treatment.
22. **Stormwater.** In accordance with 230-69(D)(6), a “stormwater pollution prevention plan (SWPPP) consistent with the requirements of Chapter 196, Article I, Stormwater Management and Erosion and Sediment Control, shall be required for any site development plan approval that qualifies as or authorizes a land development activity as defined in Chapter 196, Article I. The SWPPP shall meet the performance and design criteria and standards in Chapter 196, Article I.” This will need to be submitted.
23. **Tree Removal.** Please provide a tree removal plan in accordance with §208-20 of the Village Code.
24. **Blasting or Rock Removal.** Will this project require blasting or rock removal? If so, what mechanism is proposed to remove the rock?
25. **Emergency Access.** Sheet SP-4.1 includes a fire truck access plan, but it does not show the ability for a fire truck to access the garage or adequate maneuvering space. Does it meet NYS Building Code fire access requirements? A turning diagram on the proposed site should be provided. We also recommend that the Planning Board refer this application to the Village Fire Department for review and comment.
26. **Visual Impacts and Elevations.** Architectural elevations have been provided, but no context montage is included as required by §230-69(D)(5)(b)[1]. A streetscape montage that shows adjacent buildings within 200 feet of the proposed building is required. The Applicant should provide photosimulations of the project in the context of the surrounding properties. In addition, please provide rear elevations of the proposed building and its retaining walls.

27. **Lighting.** The applicant has submitted a lighting plan that includes fixture specifications. To assist with the Village's review, please provide an illumination contour plan showing the areas of illumination and demonstrating compliance with §§ 230-20.5(E) and 230-69(D)(4)(g).

28. **Trash Collection.**

- a. Trash storage and removal appear to be located at the "Garage Door/Refuge Area," but the garbage truck can only back into the site, blocking the driveway and sidewalk. Additionally, in the Preliminary Set of the First-floor Plan, a Trash Room is shown adjacent to the Refuge Area without an internal connection. Please clarify the proposed trash collection process.
- b. The garbage truck turning diagram shows that the truck must back into the site from S. Riverside Avenue, blocking the driveway and the proposed sidewalk. How often will the trash pickup take place?
- c. As per §230-17(E), all dumpsters and refuse storage areas shall be fully screened from the street and adjacent properties.

29. **Proposed Walkway.** What is the purpose of the walkway, and will there be entry to the building through the walkway?

30. **Delivery and Loading Area.** Where will delivery vehicles be located? Is there a loading or delivery vehicle zone, and if so, please mark that on the site plan?

31. **Construction Management Plan.** Please provide additional information on the following:

- a. Phasing and staging
- b. Duration of construction
- c. Truck traffic
- d. Noise
- e. Dust

SUBMISSION MATERIALS

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

- Fiscal/Community Benefits Report, by Kimley-Horn Engineering and Landscape Architecture of New York, P.C., dated July 13, 2026;
- Land Use Approval Application, by Andrew Cortese, dated May 26, 2026.
- LWRP Consistency Review Coastal Assessment Form.
- Memorandum Demonstrating Compliance with Section 230-20.6 of the Zoning Code, by Cronin Engineering, P.E., P.C., dated July 13, 2026.

- Preliminary Wastewater Engineering Report by Cronin Engineering, P.E., P.C., dated December 23, 2025.
- Preliminary Water Engineering Report by Cronin Engineering, P.E., P.C., dated December 23, 2025.
- Professional Transportation Engineering Services Memo by John Canning, P.E. dated May 20, 2026.
- Public Schools Impact Memo by Bonnie Von Ohlsen, AICP, RLA, dated May 22, 2026.
- Public Schools Impact Report, by Kimley-Horn Engineering and Landscape Architecture of New York, P.C., dated February 27, 2025, last revised July 13, 2026.
- Special Permit & Site Plan Application Memo by Kory Salomone, dated June 8, 2026.
- Full Environmental Assessment Form, Part 1, by Keith Staudohar, dated February 5, 2026.
- Architectural Plans, 5 Sheets, by DeMasi Architects P.C., dated January 6, 2026, including the following:
 - Sheet 1 – Index & Cover Sheet
 - Sheet 2 – Front Elevation / First Floor Plan
 - Sheet 3 – Second Floor Plan / Third Floor Plan
 - Sheet 4 – Rear Elevation / Side Elevations
 - Sheet 5 – Apartment Floor Plans
- Landscape Plan, 1 Sheet, by Robert Sherwood Landscape Architect LLC, last revised July 13, 2026, including the following:
 - LP-1.0 – Landscape Plan
- Lighting Plan, 1 Sheet, by Cronin Engineering, dated July 13, 2026, including the following:
 - LP-1.1 – Lighting Plan
- Proposed Site Grading & Retaining Wall Plan, 12 Sheets, by Mastrogiacomo Engineering, P.C., last revised June 2, 2026, including the following:
 - C001 – Title Sheet
 - C100 – Proposed Site Grading Plan
 - C200-C206 – Proposed Sections
 - C300-C301 – Redi-Rock Retaining Wall Details
 - C302 – Soldier Pile Retaining Wall Details
- Site Development Plan, 8 Sheets, by Cronin Engineering, P.E., P.C., last revised January 26, 2026, including the following:
 - CS-1.1 – Coversheet
 - EX-2.1 – Existing Conditions Plan
 - AM-3.1 – Aerial Map
 - SP-4.1 – Site Layout, Zoning, Parking and Fire/Garbage Truck Access Plan
 - UG-5.1 – Grading and Utility Plan
 - SS-6.1 – Site Section Plan
 - SS 6.2 – Site Sections Profile
 - SS 6.3 – Site Sections Profile