

**MINUTES OF REGULAR MEETING
BRONXVILLE PLANNING BOARD
WEDNESDAY, FEBRUARY 9, 2005**

Present: Donald Henderson, Chairman
Anna Longobardo, Vice Chairman
John Westerfield, Member
Adrienne Smith, Member
Eric Blessing, Member
Maryann Palermo, Counsel

Absent: Robert Underhill, Alternate Member

Also Present: Vincent Pici, P.E., Village Engineer
Renee Byers, Design Review Committee
Jeffrey Faville, Design Review Committee

1. Call to Order

Mr. Henderson called to order the regular meeting of the Planning Board at 7:30 p.m. and indicated all Board members were present.

2. Minutes

Upon motion duly made by Mr. Blessing, seconded by Ms. Longobardo and unanimously carried, the Minutes of the November 10, 2004 Planning Board meeting were approved as amended.

Upon motion duly made by Ms. Smith, seconded by Mr. Blessing and unanimously carried, the Minutes of the December 8, 2004 Planning Board meeting were approved as amended.

3. Informational Presentation on Village Hall Renovations

Mr. Henderson convened a joint meeting of the Planning Board and the Design Review Committee for the purpose of reviewing the plans for the Bronxville Village Hall Renovation Project (the "Project"). Mr. Henderson noted that the Planning Board does not have site plan approval jurisdiction over property owned by the Village. Mrs. Longobardo stated that it would nevertheless be appropriate for the Planning Board to review the Project in conjunction with its role in the preparation of the Comprehensive Plan. Mr. Pici pointed out that the Board of Trustees is required to refer to the Planning Board for review and recommendation any capital projects with a total cost of \$100,000 or more. Since the Project will require an expenditure in excess of \$100,000, it is appropriate for the Planning Board to undertake a review of the Project.

Architect Michael Tribe, a Partner of Gisolfi Associates, the architectural firm retained by the Village to prepare the plans for the Project began his presentation by informing the Board that the Project involved minor site plan changes for parking and lighting as well as a complete renovation of the interior systems and finishes of the Village Hall.

He further explained that the Project includes the full renovation of the Police Department space, with an expansion of the parking capability for the department at the south side of the Village Hall. Mr. Tribe also discussed the relocation of the second floor lavatories in order to make better use of space on that floor of the Village Hall. The Project will also include the renovation of the lower level of the Village Hall which will add meeting rooms and additional bathrooms. Mr. Tribe noted that all work done in connection with the Project will be in compliance with the Americans with Disabilities Act, thus making the Village Hall fully accessible to the handicapped.

With respect to the exterior of the Village Hall, Mr. Tribe explained that there would be no change to the front of the building except for the visibility of the elevator tower, the architectural style of which will be entirely consistent with the existing architecture of Village Hall. The north side of the building will undergo no changes. A new entrance will be added from the expanded parking lot. The west side of the building will undergo expansion as well, with all of the additions to be consistent with the existing architecture of the building. Mr. Tribe also stated that the Project included the replacement of the roof with either clay tile or slate and that price quotes had been requested with respect to each of these materials.

Ms. Smith asked whether the Project included updating the computer capabilities of the Village government. Mr. Tribe stated that all the systems in the Village Hall were to be replaced as part of the Project, including the computer information systems and the heating and cooling systems. Mr. Tribe stated that the bidding for the Project was to begin at the end of March 2005 with the expectation that construction would commence in June. It is expected that the construction would last 8-12 months and would cost approximately \$4.5 million dollars. Mr. Tribe also stated that costs are escalating as the price of materials, particularly steel and concrete, is rising rapidly.

Mr. Henderson asked how the Project would be financed. It was confirmed that the Project would be financed through existing capital funds and the issuance of bonds.

A further concern was raised regarding the fact that the new elevator would not reach the second floor of the renovated Village Hall. Mr. Pici stated that the New York Department of State had advised the Village that the elevator was not required to go to the second floor of the building.

Mrs. Longobardo raised the issue of the asymmetry of the Village Hall due to the addition of a side entrance to the Police Station. Mr. Tribe explained that the placement of that exit was determined by New York State Building Code ("Code") requirements that there be an egress at the end of a corridor.

In response to a concern of Jeffrey Faville of the Design Review Committee (the "DRC"), Mr. Tribe confirmed that all the windows of the addition to the Village Hall would be outfitted with shutters. Mr. Westerfield asked if the roof line of the elevator shaft could be lowered. Mr. Tribe responded that the roof line of the elevator shaft was mandated by Code and could not, therefore, be lowered.

Upon the Planning Board having reviewed the plans and heard the presentation, a motion was made by Mr. Westerfield, seconded by Ms. Smith and unanimously carried, that the Planning Board adopt the following resolution:

WHEREAS, pursuant to Section 310-46 of the Code of the Village of Bronxville (the "Village"), the Board of Trustees of the Village has referred to the Planning Board of the Village for review and recommendation in conjunction with the Master Plan of the Village the contemplated renovation of and additions to the Bronxville Village Hall (the "Project"); and

WHEREAS, the Project includes the modernization of the Village Hall, the replacement of all building systems, the addition of meeting space and exterior parking, with all improvements to be in accordance with the standards mandated by the Americans with Disabilities Act; and

WHEREAS, at a joint meeting of the Planning Board of the Village and its Design Review Committee (the "DRC") held on February 9, 2005, a representative of Gisolfi Associates, the architect retained by the Village to prepare the plans for the Project, presented to the Planning Board and the DRC an overview of the Project;

NOW, THEREFORE, BE IT RESOLVED, that upon review of the materials submitted to the Planning Board, and upon the information that the Planning Board has received regarding the scope and details of the Project, the Planning Board determines:

1. That the contemplated renovation of the Bronxville Village Hall is consistent with the Comprehensive Plan of the Village.
2. That the Board of Trustees of the Village should proceed with the Project.

4. New Business

Mrs. Longobardo apprised the Board that she has met with the Village Administrator Mr. Porr and Village Engineer Mr. Pici regarding signs and decals on storefront windows as well as the placement of various signs and sandwich boards on the sidewalks of the Village. Mrs. Longobardo will draft a letter to be

sent by Village Administrator Porr to the landlords of these establishments regarding this matter. The Village has authorized the members of the DRC to follow up with proprietors of commercial properties in the Village regarding signage.

5. Next Meeting

The next regular Planning Board meeting is scheduled for Wednesday, March 9, 2005 at 7:30 p.m. at the Bronxville Public Library.

6. Adjournment

There being no further business before the Planning Board, upon motion duly made by Mr. Blessing, seconded by Mr. Westerfield, and unanimously carried, the meeting was adjourned at 8:10 P.M.

Respectfully Submitted

Lydia Byrne, Recording Secretary
2/9/05 Planning Board Minutes