



# Village of Pleasantville

**Building Department**

80 Wheeler Avenue / Pleasantville, New York  
10570  
(914) 769-1926 Fax: (914) 769-5519

## PLEASANTVILLE PLANNING COMMISSION MEETING

### **To: Planning Commission Members:**

There will be a meeting of the Pleasantville Planning Commission on Wednesday, February 26, 2025, at 8:00 PM, at Village Hall, 2nd Floor 80 Wheeler Avenue, Pleasantville, New York.

### AGENDA

1. **Meeting Access**

Topic: Planning / ARB

Time: Feb 26, 2025 08:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/81531330573?pwd=066tT5faa4hQE91rX7Z9D3o8lzTpQN.1>

Meeting ID: 815 3133 0573

Passcode: 571108

One tap mobile

+16469313860,,81531330573# US

2. **APPLICATIONS INVOLVING PLANNING & ARB**

3. **325 Manville Road**

**325 Manville Road - Manville and Grove LLC** - Proposed conversion of existing professional office building into a new multiple dwelling consisting of a maximum six (6) residential apartment units - *New application - referral to ZBA*

4. **Minutes of Meeting**

Meeting of Feb 12, 2025

Very truly yours

Robert Hughes  
Building Inspector



**Meeting Access**

Topic: Planning / ARB

Time: Feb 26, 2025 08:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

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**APPLICATIONS INVOLVING PLANNING & ARB**



**325 Manville Road**

**325 Manville Road - Manville and Grove LLC** - Proposed conversion of existing professional office building into a new multiple dwelling consisting of a maximum six (6) residential apartment units - *New application - referral to ZBA*

**ATTACHMENTS:**

Description	Type	Upload Date
Overview letter 2.12.25	Backup Material	2/20/2025
Architectural rendering dated 2.12.25	Backup Material	2/20/2025
Site and landscape plans dated 2.12.25	Backup Material	2/20/2025
Architectural floor plans and elevations dated 2.12.25	Backup Material	2/20/2025
Site Plan Application 2.12.25	Backup Material	2/20/2025
EAS form	Backup Material	2/20/2025

# Manville and Grove LLC

February 12<sup>th</sup>, 2025

## **Via Hand Delivery and Email**

Mr. Russell Klein, Chairman  
Pleasantville Planning Commission  
80 Wheeler Ave  
Pleasantville, NY 10570

**Re: Use Change Application  
325 Manville Road, Pleasantville, New York**

Dear Chairman Klein and Members of the Planning Commission:

### **I. INTRODUCTION**

Please find enclosed an application for a change of use regarding the existing building located at 325 Manville Road, Pleasantville. The proposal involves converting the existing 6-unit office building into 6 residential apartment units. The footprint of the building will remain the same with no additions. The interior of the building will be remodeled for residential use.

### **II. DESCRIPTION OF SITE AND ZONING**

The subject property is known as 325 Manville Road and is identified on the Tax Assessment Map of Pleasantville as Section 106.6, Block 1, Lot 17.

The property is located within the RPO zoning district, a residential and professional office zoning district. The existing site is approximately 12,240 s.f. (0.281 Acres) and is currently used for office purposes. The office space is currently 50% vacant and used only on a part-time basis.

## Manville and Grove LLC

To proceed with this project, a variance will be requested for the lot area requirement and maximum development coverage. The lot is comprised of 12,240 sf. To meet its minimum lot area of 20,000 sf a 7,760 sf lot area variance will be requested, however, only 2,760 additional square feet are needed for 6 residential units.

We intend to reconfigure 3 parking spaces to make room for handicapped parking and build a new ramp from the parking lot to the entrance. The new ramp improvement and handicap parking will require a 3.7% development coverage variance

### III. USE OF LAND

As can be seen from the site plans, the prospective property sits on the corner of Manville Road and Grove Street placing it in the RPO zoning district. The RPO zoning district allows for the use of professional offices, and multi-family dwellings. We are proposing a change of use. Converting its existing 6 office spaces into 6 residential apartment units thus utilizing an alternate allowed use in this zone.

### IV. CONCLUSION

In support of this application, please find the Site Plan Permit Application, Short Environmental Assessment Form, Existing Site Plan, Proposed Site Plan, Tree Plan, Existing Parking Plan, Existing Building, Existing Floor Plan, Proposed Floor Plan, Surrounding Building Ariel View, and Rendering attached.

We respectively request your support in the use change from office to multi-family and recommend us to apply to the Zoning Board of Appeals for the above reference variances.

Thank you very much for your time and consideration.

**Manville and Grove LLC**

*Daniel Merritta*

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## Existing Conditions: Front Facade



## Rendering: Proposed Alterations



## Sheet List

Architectural

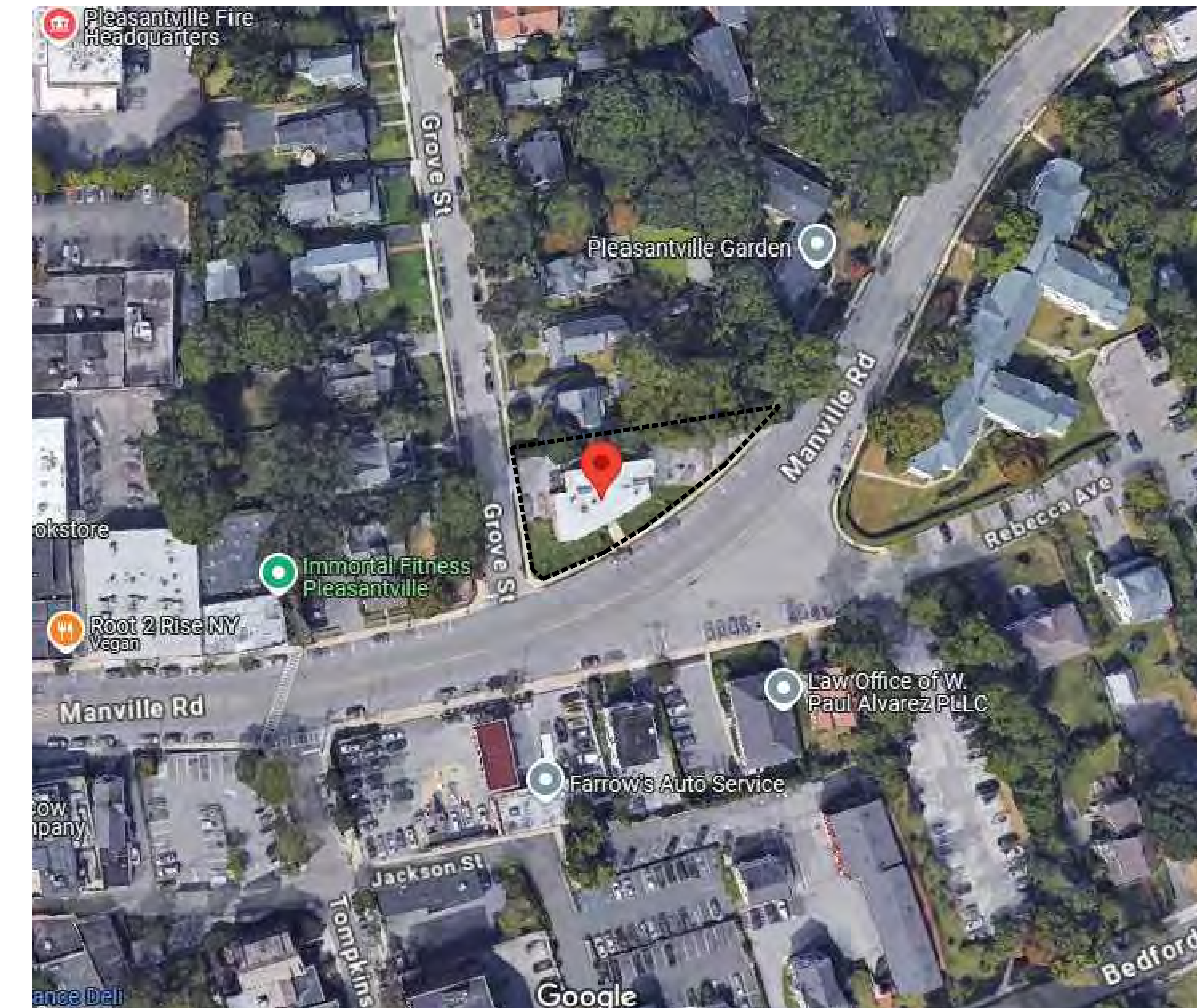
A00	Cover Sheet
A01	Survey
A02	Surrounding Buildings
A03	Previously Approved Site Plan
A04	Proposed Site Plan
A05	Landscape Plan
A10	Proposed 1st Floor Plan
A11	Existing 1st Floor Plan
A12	Proposed 2nd Floor Plan
A13	Existing 2nd Floor Plan
A20	Proposed Elevations & Sustainability Factors
A21	Existing Elevations
A22	Proposed Elevations
A23	Existing Elevations

# 325 MANVILLE ROAD ALTERATIONS

Owner  
**Manville and Grove, LLC**  
 325 Manville Road  
 Pleasantville, NY 10570

Architect  
**Gallin Beeler Design Studio, PLLC**  
 23 Washington Avenue  
 Pleasantville NY, 10570

## Existing Aerial Map



## Planning Board Submission

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Rev.	Date	Description
-	02.12.25	Planning Bld. Submission

Sheet Title:  
**Cover Sheet**

Project #: 2501  
 Drawn: RB  
 Checked: RB  
 Print Date: 02-12-25

Sheet No.:  
**A00**

# 325 MANVILLE ROAD ALTERATIONS

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23 Washington Avenue  
Pleasantville, NY, 10570

Only copies from the original of this survey marked with an original of the Land Surveyors embossed seal or red colored seal shall be considered to be true, valid copies.

Said certifications shall run only to the person for whom this survey is prepared and on his/her behalf to the title company, governmental agency and lending institutions listed hereon. Certifications are not transferable to additional institutions or subsequent owners.

Unauthorized alteration or addition to a survey map bearing a licensed Land Surveyors seal is a violation of Section 7209, Subdivision 2 of the New York State Education Law.

Possession only where indicated.

Adjacent property lines and easements not surveyed or certified. Access to adjacent rights of way, easements and public or private lands not guaranteed or certified.

Underground utilities shown hereon are approximate and should be verified before excavating. Additional underground utilities are not shown or certified. Encroachments and structures below grade, if any, not shown or certified.

Subject to covenants, easements, restrictions, conditions and agreements of record.

Premises hereon being Part of Lots 17, 18, 19, 20, 21, 22, 23, and 24 as shown on a certain map entitled, "Map of Oak Grove Park, the Property of the Westchester Rapid Transit Realty Co., Pleasantville, Westchester Co., N.Y." Said map filed in the Westchester County Clerk's Office, Division of Land Records June 19, 1907, in Volume 25, Page 59 of Maps.

Surveyed in accordance with Deed Control Number 432180788.

Premises shown hereon designated on the Town of Mount Pleasant Tax Maps as: Section 106.06, Block 1, Lot 17.

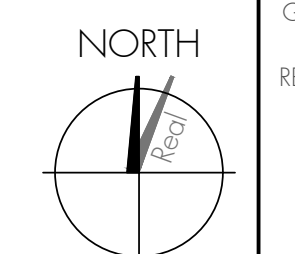
Property Address: 325 Manville Road  
Pleasantville, NY 10570

Planning  
Board  
Submission

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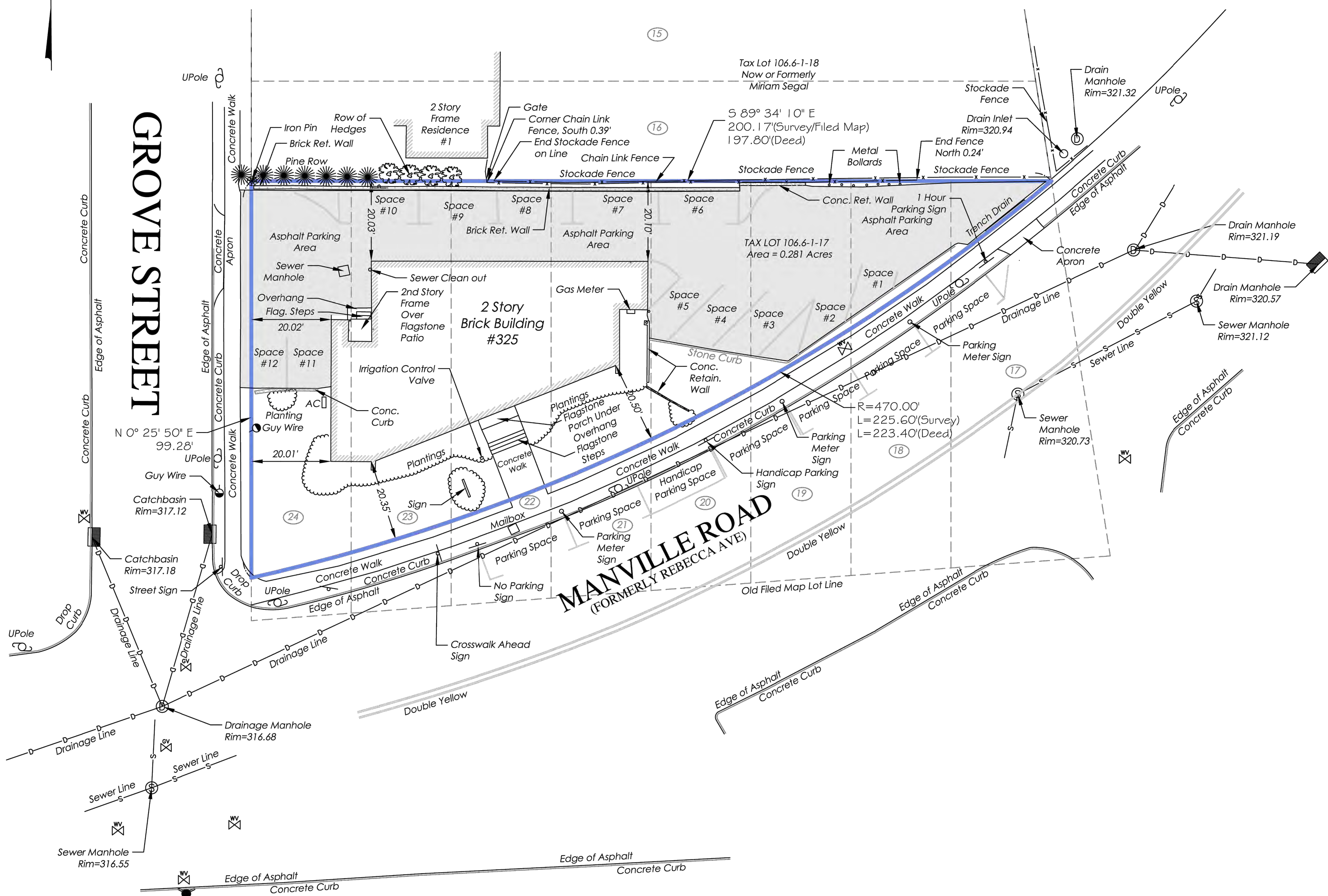
Rev.	Date	Description
02.12.25		Planning Brd. Submission

Sheet Title:

**Survey**

Project #: 2501  
Drawn: RB  
Checked: RB  
Print Date: 02-12-25

Sheet No.:  
**A01**



**SURVEY OF PROPERTY  
PREPARED FOR  
MANVILLE AND GROVE LLC**  
SITUATE IN THE  
TOWN OF MOUNT PLEASANT  
WESTCHESTER COUNTY, NEW YORK

SCALE: 1" = 20'

GRAPHIC SCALE



( IN FEET )  
1 inch = 20 ft.

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**TC MERRITTS LAND SURVEYORS**

394 BEDFORD ROAD • PLEASANTVILLE • NY 10570  
(914) 769-8003 • survey@tcmerritts.com

THOMAS C. MERRITTS LAND SURVEYOR PC



Surveyed: January 9, 2025  
Map Prepared: January 15, 2025

By: *Daniel T. Merritt*  
New York State Licensed Land Surveyor No.050604

Project: 24-387	Reference: NA
Field Survey By: PR/JC	Drawn By: DJM/BJC
Project Manager: DM	Checked By: DM





#1  
PLEASANTVILLE GARDENS  
APARTMENT COMPLEX



#3  
314 MANVILLE ROAD  
MULTI-FAMILY  
DWELING



#5  
324 MANVILLE ROAD  
MULTI-FAMILY DWELLING



#2  
THE COMMONS OF PVILLE  
APARTMENT COMPLEX



#4  
MANVILLE PROFESSIONAL CENTER  
OFFICE SPACE



#6



#7  
MANVILLE ROAD LLC  
335 MANVILLE ROAD  
OFFICE SPACE

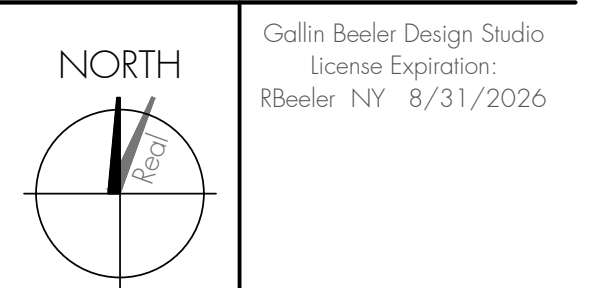
# 325 MANVILLE ROAD ALTERATIONS

Owner  
Manville and Grove, LLC  
325 Manville Road  
Pleasantville, NY 10570

Architect  
Gallin Beeler Design Studio, PLLC  
23 Washington Avenue  
Pleasantville NY, 10570

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Date Description

Sheet Title:

### Surrounding Buildings

#### SURROUNDING BUILDINGS

1. Pleasantville Gardens Apartment Complex
2. The Commons of Pville Apartment Complex
3. 314 Manville Road Multi-Family Dwelling
4. Manville Professional Center Office Space
5. 324 Manville Road Multifamily Dwelling
6. 332 Manville Road Farrows Auto Service
7. 335 Manville Road Office Space Manville Road LLC

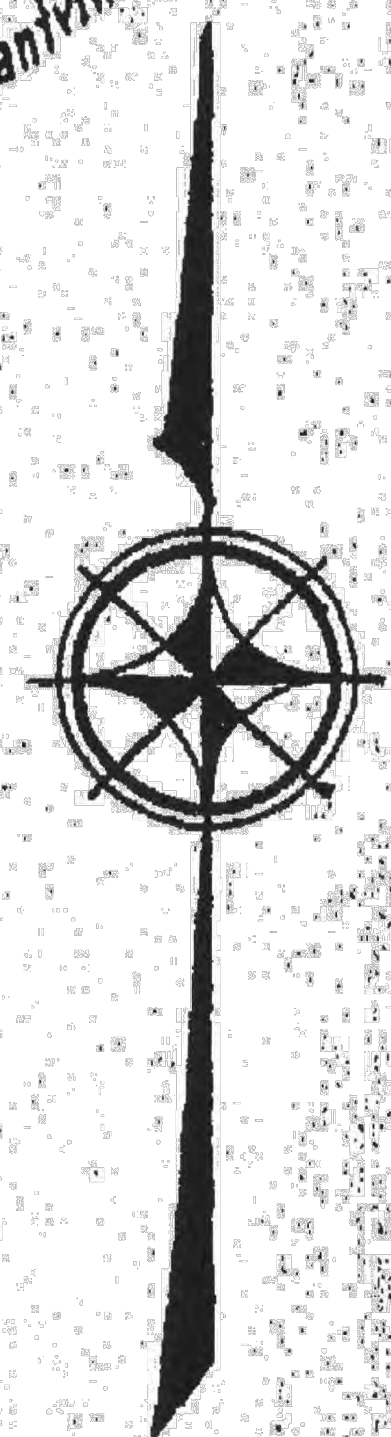
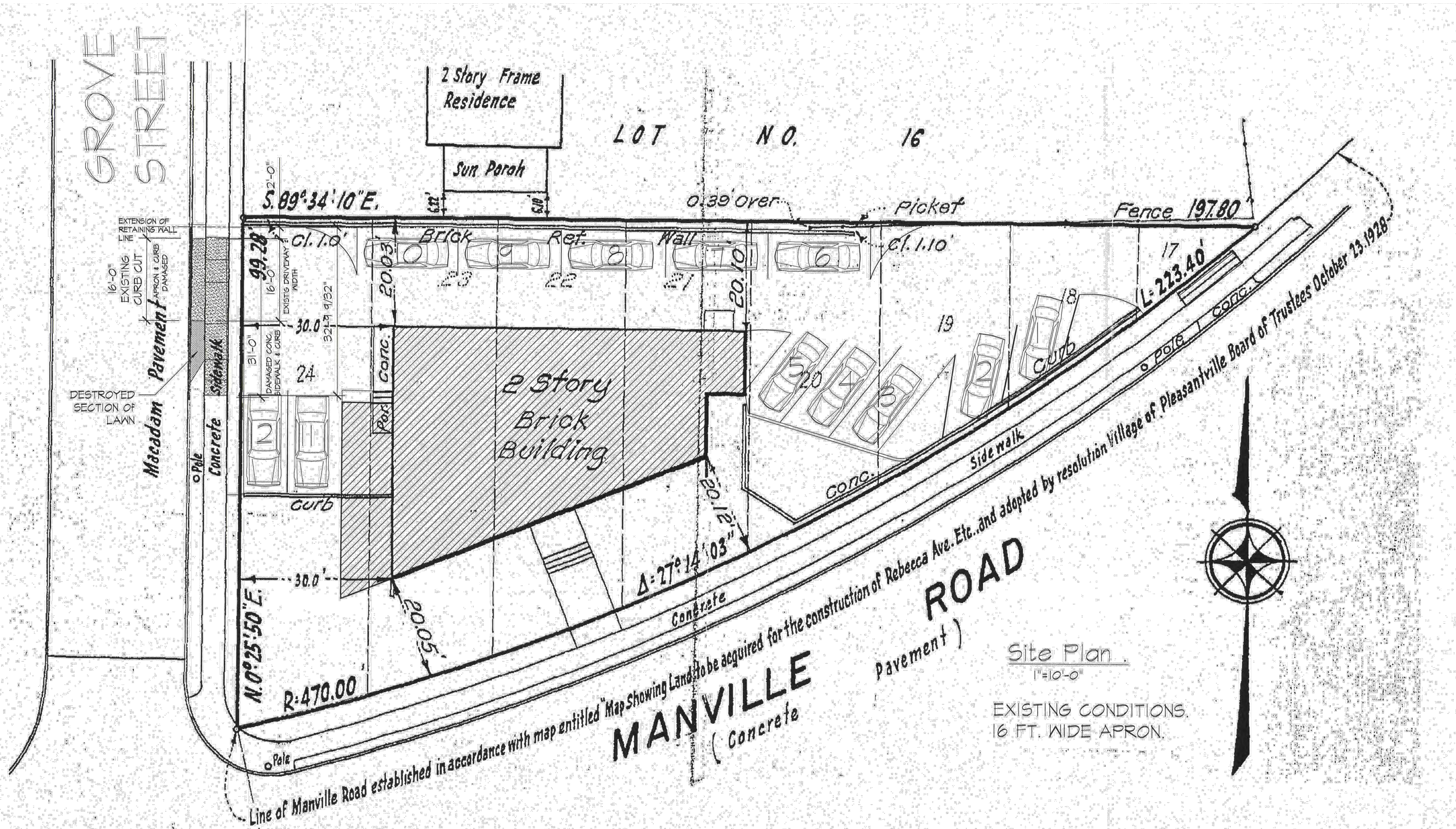
Project #: 2501  
Drawn: RB  
Checked: RB  
Print Date: 02-12-25

Sheet No.:  
**A02**

# 325 MANVILLE ROAD ALTERATIONS

Owner  
Manville and Grove, LLC  
325 Manville Road  
Pleasantville, NY 10570

Architect  
Gallin Beeler Design Studio, PLLC  
23 Washington Avenue  
Pleasantville, NY, 10570



Site Plan  
1"=10'-0"  
EXISTING CONDITIONS  
16 FT. WIDE APRON.

▲ REMOVED TRUCK OUTLINE AND TURNING RADIUS

NOTE: SITE INFORMATION  
TAKEN FROM SURVEY BY:  
CHAS H SELLS REVISED OCT.  
2, 1961, PLOT PLAN BY: JOHN  
CAREY, ARCHITECT; REV  
6-23-63.  
AND FIELD MEASUREMENTS

APPROVED BY THE PLANNING COMMISSION

CHAIRPERSON *[Signature]* DATE 10/23/13

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Rev.	Date	Planning Brd. Submission	Description
02.12.25			

Sheet Title:  
**Previously Approved  
Site Plan**

Project #: 2501 Sheet No.:  
Drawn: RB A03  
Checked: RB  
Print Date: 02-12-25

# 325 MANVILLE ROAD ALTERATIONS

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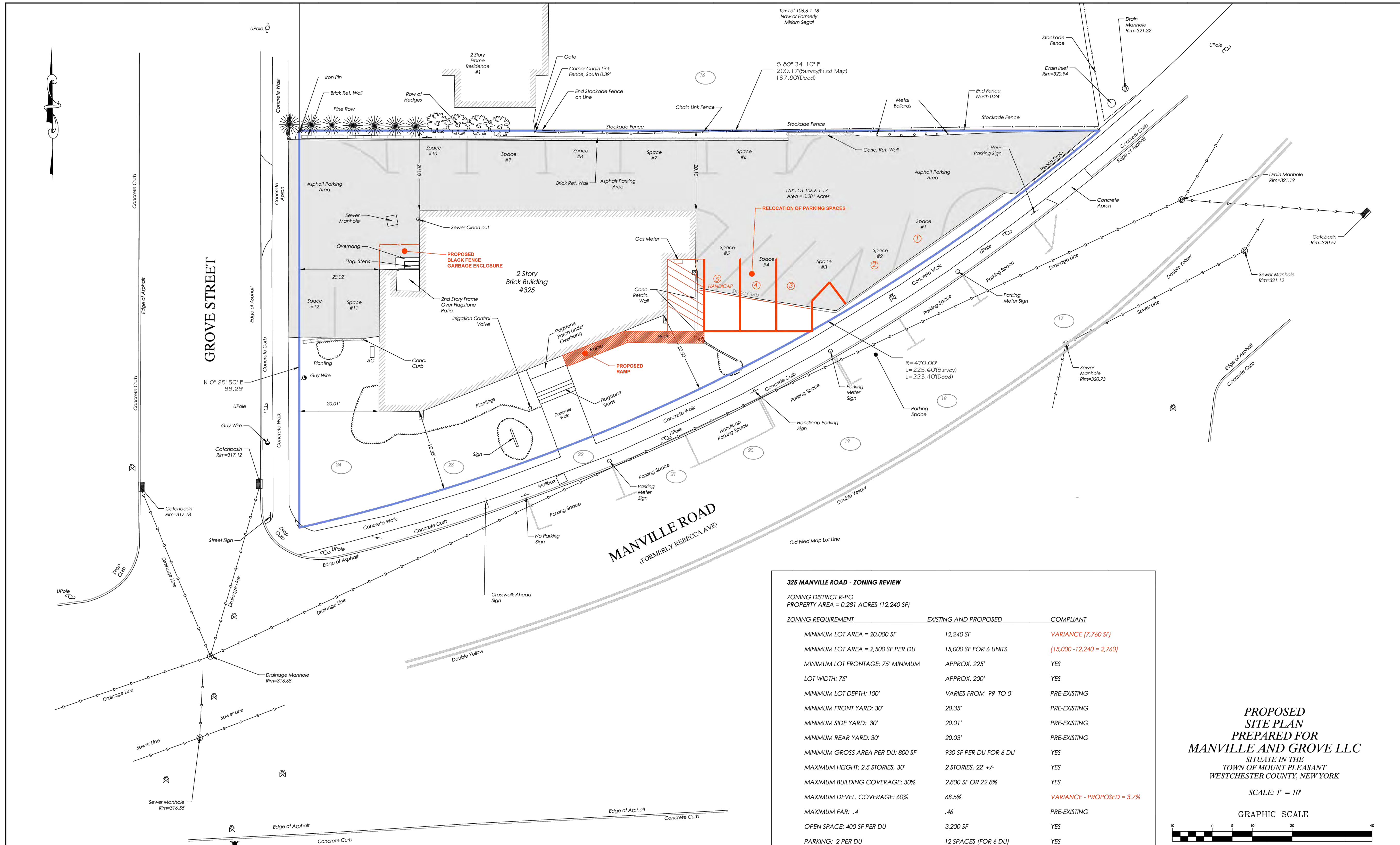
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Sheet Title:

## Proposed Site Plan

Project #: 2501  
Drawn: RB  
Checked: RB  
Print Date: 02-12-25

Sheet No.:  
**A04**

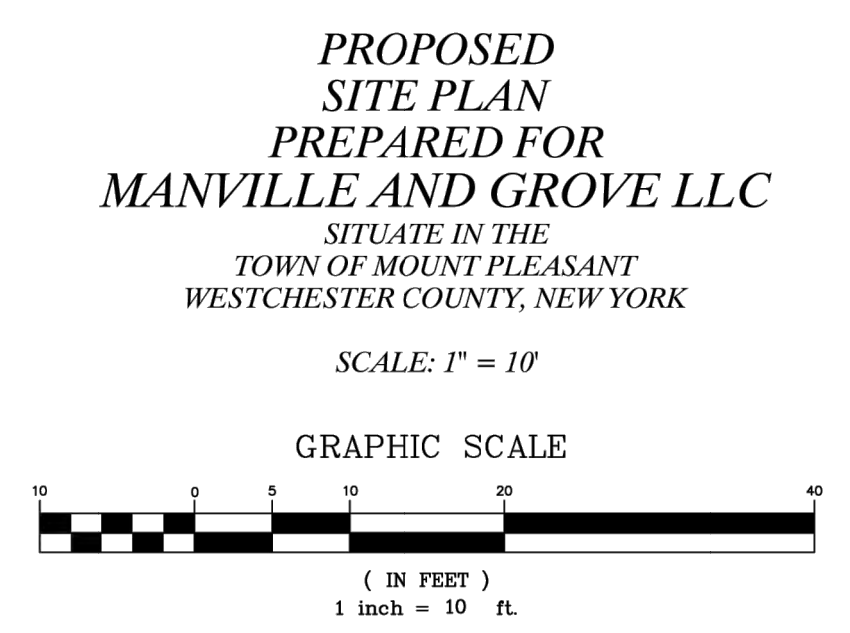


**325 MANVILLE ROAD - ZONING REVIEW**

ZONING DISTRICT R-PO  
PROPERTY AREA = 0.281 ACRES (12,240 SF)

ZONING REQUIREMENT	EXISTING AND PROPOSED	COMPLIANT
MINIMUM LOT AREA = 20,000 SF	12,240 SF	VARIANCE (7,760 SF)
MINIMUM LOT AREA = 2,500 SF PER DU	15,000 SF FOR 6 UNITS	(15,000 - 12,240 = 2,760)
MINIMUM LOT FRONTAGE: 75' MINIMUM	APPROX. 225'	YES
LOT WIDTH: 75'	APPROX. 200'	YES
MINIMUM LOT DEPTH: 100'	VARIES FROM 99' TO 0'	PRE-EXISTING
MINIMUM FRONT YARD: 30'	20.35'	PRE-EXISTING
MINIMUM SIDE YARD: 30'	20.01'	PRE-EXISTING
MINIMUM REAR YARD: 30'	20.03'	PRE-EXISTING
MINIMUM GROSS AREA PER DU: 800 SF	930 SF PER DU FOR 6 DU	YES
MAXIMUM HEIGHT: 2.5 STORIES, 30'	2 STORIES, 22' +/-	YES
MAXIMUM BUILDING COVERAGE: 30%	2,800 SF OR 22.8%	YES
MAXIMUM DEVEL. COVERAGE: 60%	68.5%	VARIANCE - PROPOSED = 3.7%
MAXIMUM FAR: .4	.46	PRE-EXISTING
OPEN SPACE: 400 SF PER DU	3,200 SF	YES
PARKING: 2 PER DU	12 SPACES (FOR 6 DU)	YES

**PROPOSED DEVELOPMENT COVERAGE VARIANCE NOTE:**  
Proposed Ramp - (105 sq ft)  
Proposed Asphalt Handicap - (360 sq ft)  
TOTAL : 465 sq ft = 3.7%



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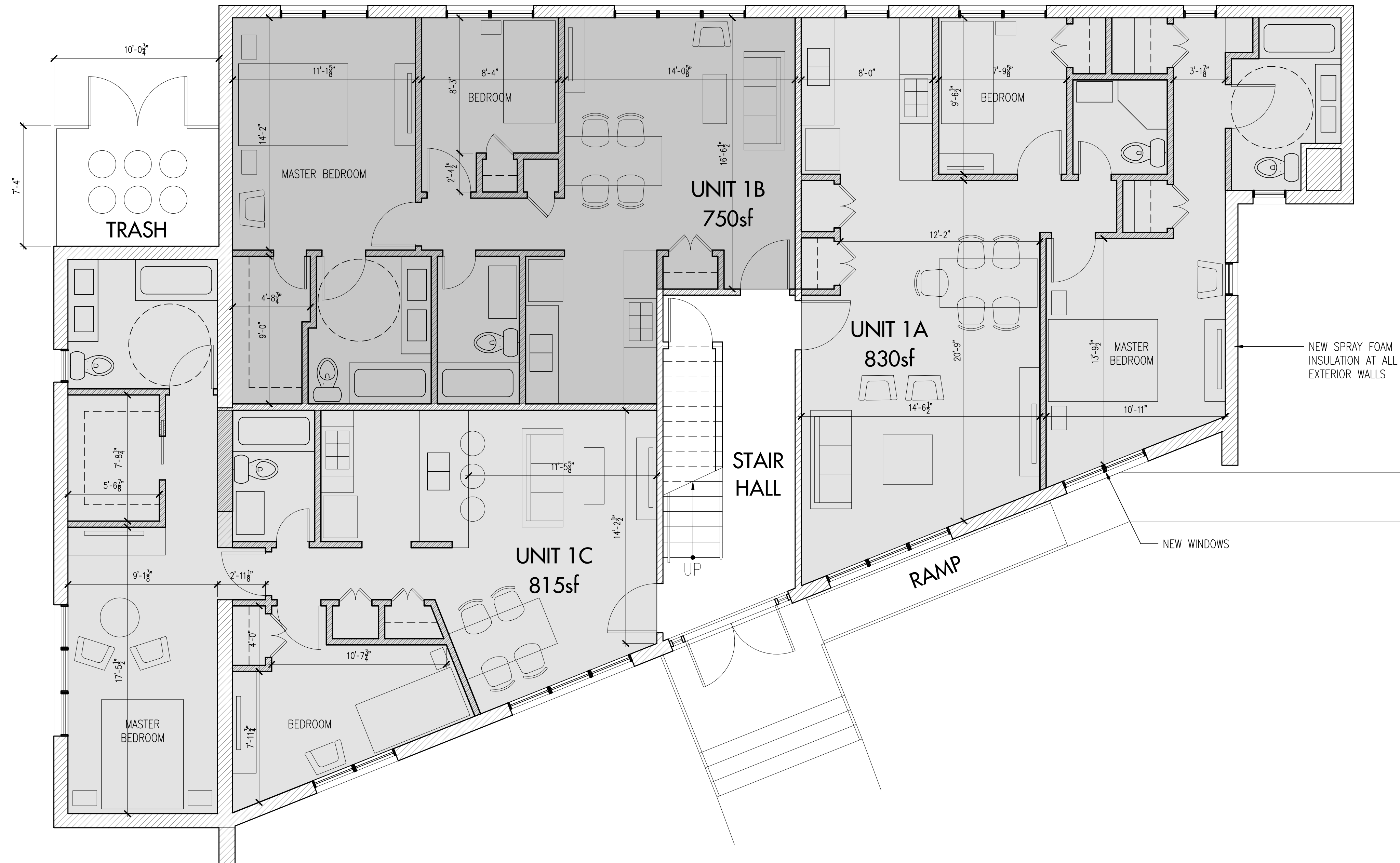


# 325 MANVILLE ROAD

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1 Proposed 1st Floor Plan  
 SCALE 1/4" = 1'-0"  
**(3) 2 BEDROOM UNITS**

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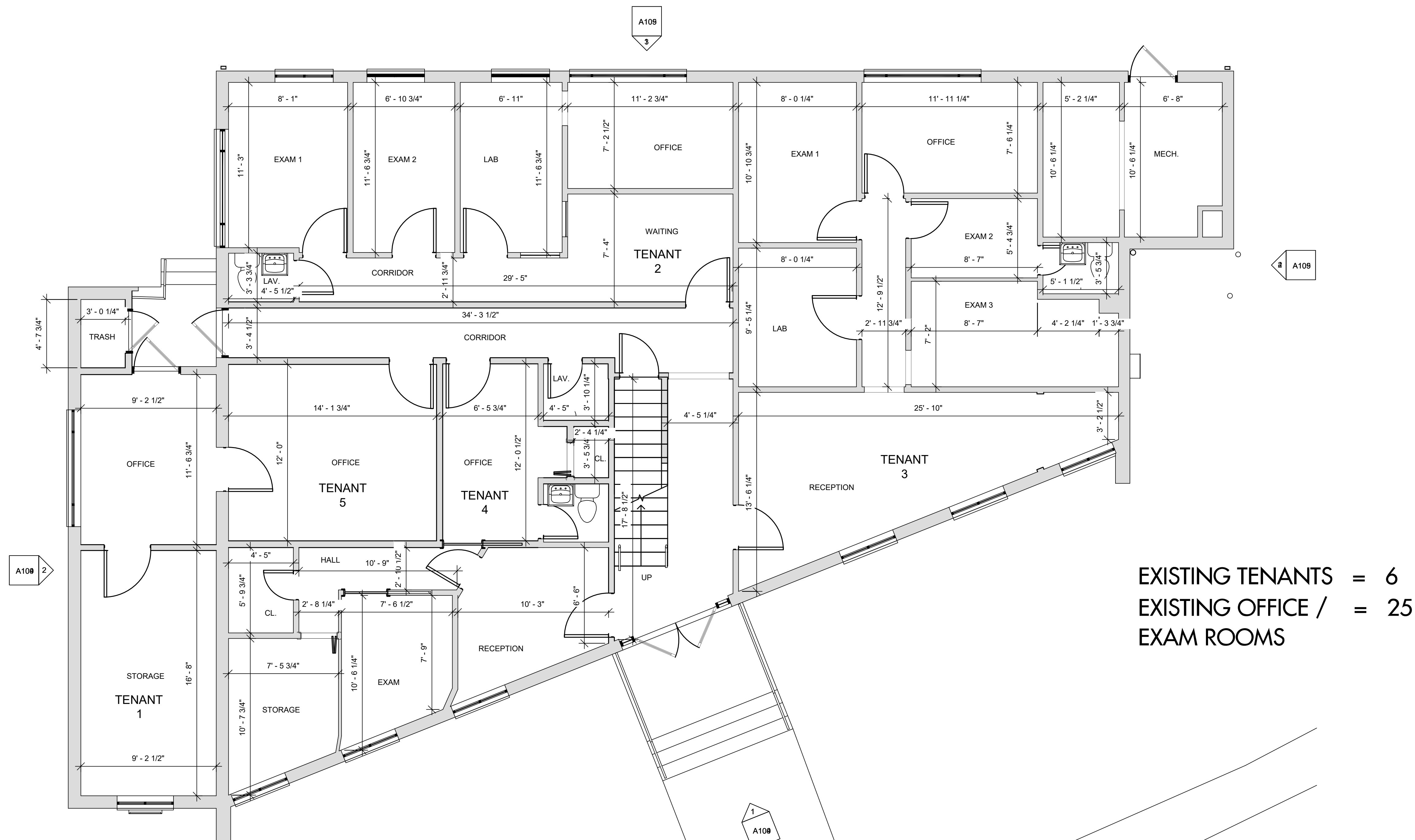
Sheet Title:  
**Proposed 1st Floor  
 Plan**

Project #: 2501 | Sheet No.:  
 Drawn: RB | **A10**  
 Checked: RB  
 Print Date: 02-12-25

# 325 MANVILLE ROAD ALTERATIONS

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 Pleasantville NY, 10570



**EXISTING TENANTS = 6**  
**EXISTING OFFICE / EXAM ROOMS = 25**

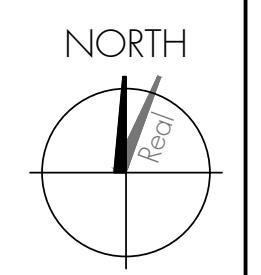
**1 Existing 1st Floor Plan**  
 SCALE 1/4" = 1'-0"

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**Existing 1st Floor Plan**

Project #: 2501  
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 Print Date: 02-12-25

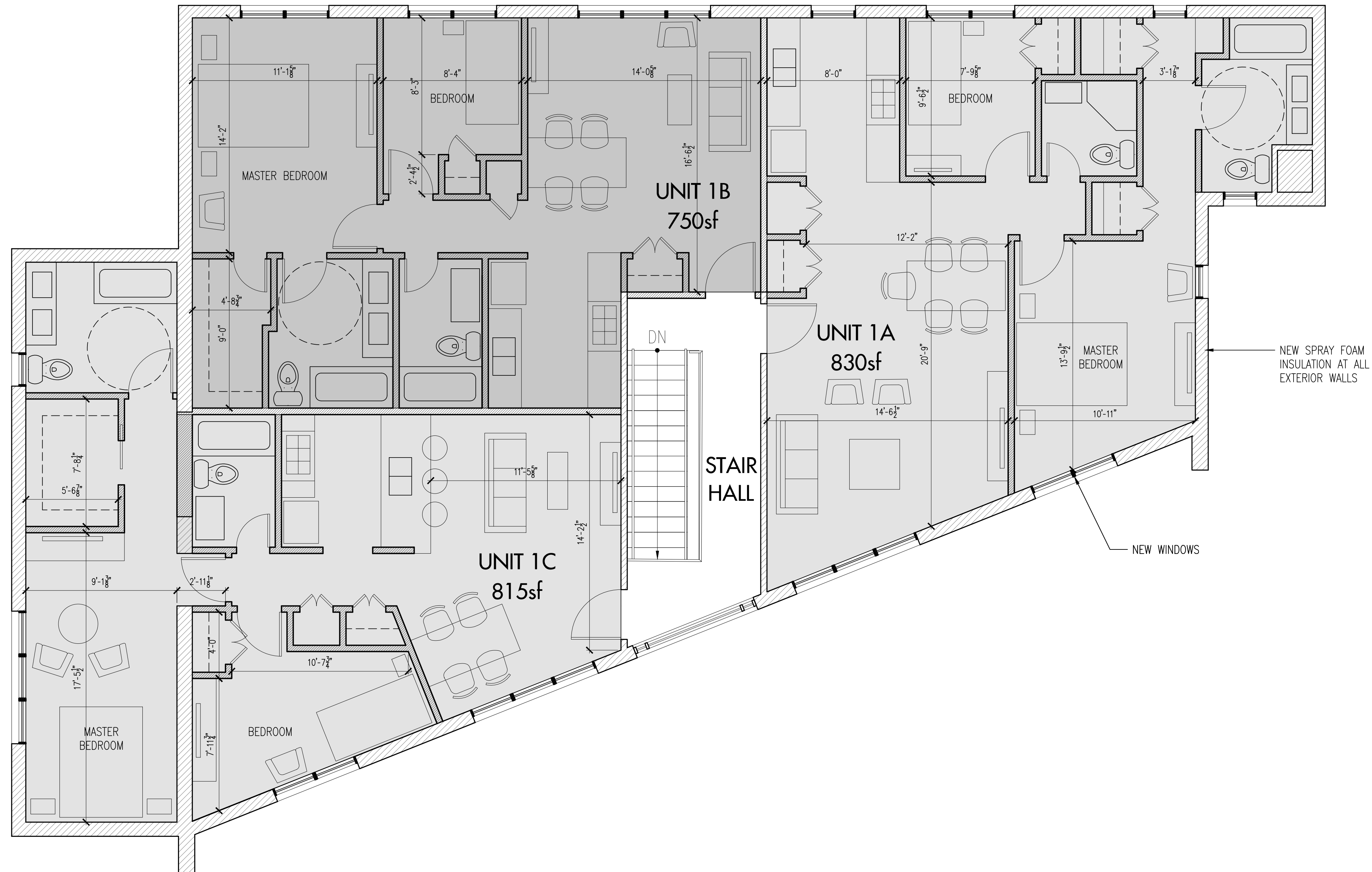
Sheet No.:  
**A11**

# 325 MANVILLE ROAD

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 Pleasantville, NY 10570

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 23 Washington Avenue  
 Pleasantville NY, 10570



NEW SPRAY FOAM  
 INSULATION AT ALL  
 EXTERIOR WALLS

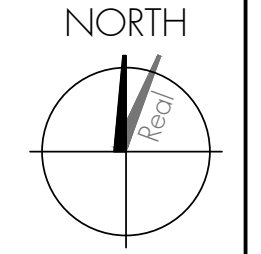
NEW WINDOWS

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1 Proposed 2nd Floor Plan  
 SCALE 1/4" = 1'-0"

### (3) 2 BEDROOM UNITS

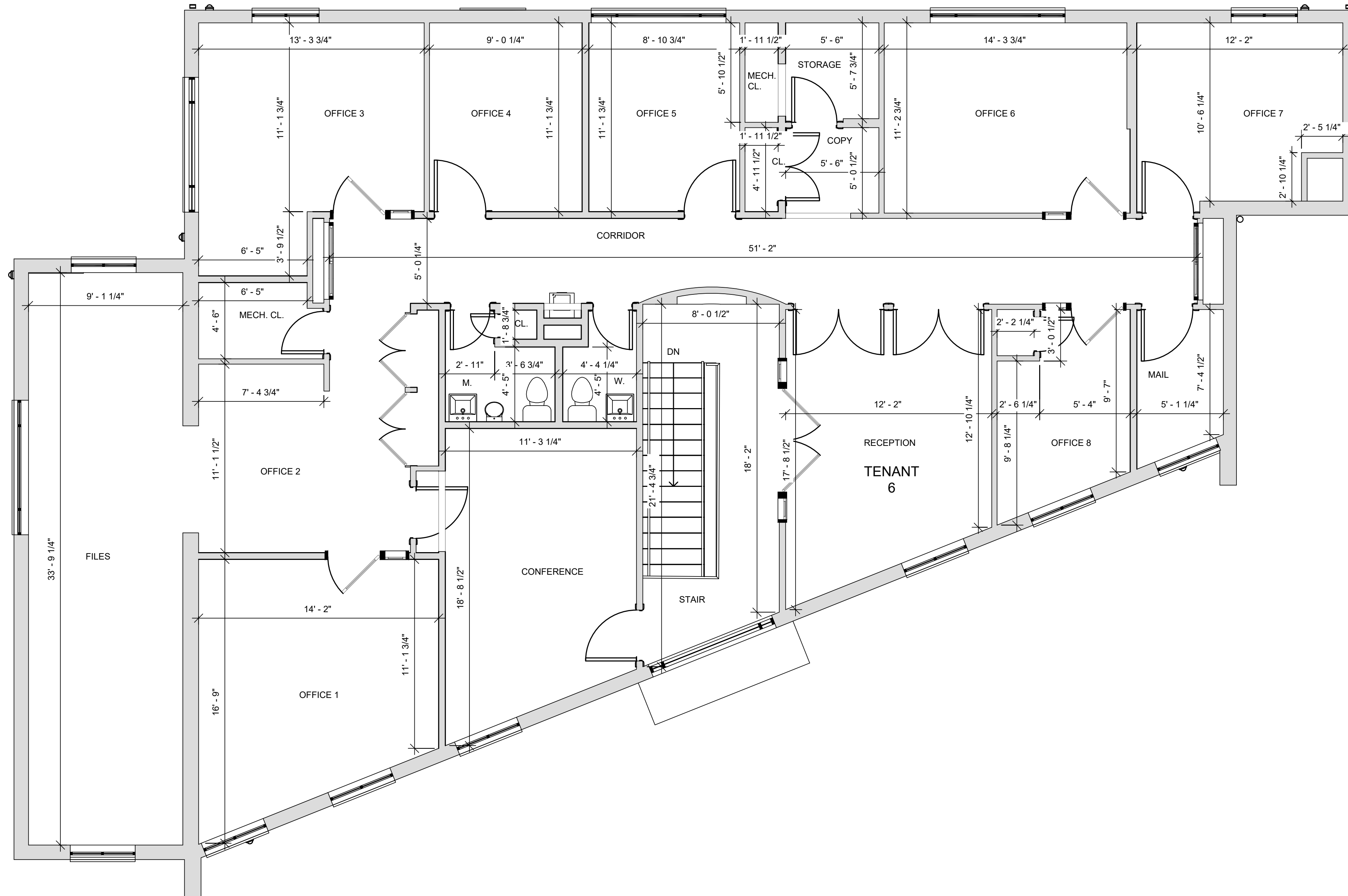
### Proposed 2nd Floor Plan

Project #: 2501 Sheet No.:  
 Drawn: RB **A12**  
 Checked: RB  
 Print Date: 02-12-25

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 Pleasantville, NY 10570

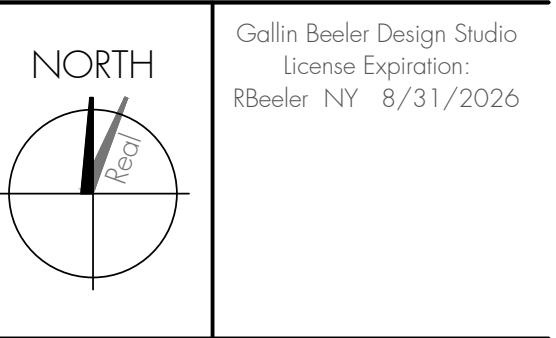
Architect  
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 23 Washington Avenue  
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1 Existing 2nd Floor Plan  
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Sheet Title:  
**Existing 2nd Floor  
 Plan**

Project #: 2501  
 Drawn: RB  
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 Print Date: 02-12-25

Sheet No.:  
**A13**



# SUSTAINABILITY FACTORS

## 1. TRESPA PANELS

**Carbon Capture:** Using up to 70% wood fibres, they capture and lock in CO2 absorbed by trees during their growth. When used in ventilated facades, these panels improve energy efficiency by cutting emissions from heating and cooling, helping reduce your project's overall carbon footprint.

**Ecofriendly Material:** 85% of the materials used to make the panel come from renewable, plant-based sources rather than fossil-fuel based materials like plastics.

**Durability & Waste Reduction:** The combination of wood fibers and Trespa's high-pressure laminate process creates long-lasting panels, minimizing material waste overtime.

**Green Company:** since 2020, Trespa powers all operations with 100% green electricity

## 2. HEAT PUMPS

**Energy Efficiency:** heat pumps produce 3-4 times more energy than they consume. This reduces the amount of energy needed to heat or cool a space, leading to lower energy consumption

**Lower Carbon Emissions:** only use electricity and do not burn fossil fuels.

Produce fewer greenhouse gas emissions compared to traditional heating systems

**Versatility:** provides both heating and cooling, replacing the need for a separate system for each

## 3. SPRAY FOAM INSULATION

**Energy Efficiency:** creates an airtight seal that prevents air leaks, which help maintain consistent indoor temperatures and lead to a lower energy consumption.

## 4. ADAPTIVE REUSE OF EXISTING BUILDING

## 5. NEW ENERGY EFFICIENT WINDOWS



2 Proposed South Elevation  
SCALE 1/4" = 1'-0"

- ① NEW TRESPA RAINSCREEN PANELS (EXISTING BRICK TO BE REMOVED)
- ② NEW ALUMINUM WINDOWS
- ③ BLACK GRANITE
- ④ EXISTING BRICK



1 Proposed North Elevation  
SCALE 1/4" = 1'-0"

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Rev.	Date	Description
-	02.12.25	Planning Brd. Submission

Sheet Title:

## Proposed Elevations & Sustainability Factors

Project #: 2501  
Drawn: RB  
Checked: RB  
Print Date: 02-12-25

Sheet No.:  
**A20**

# 325 MANVILLE ROAD

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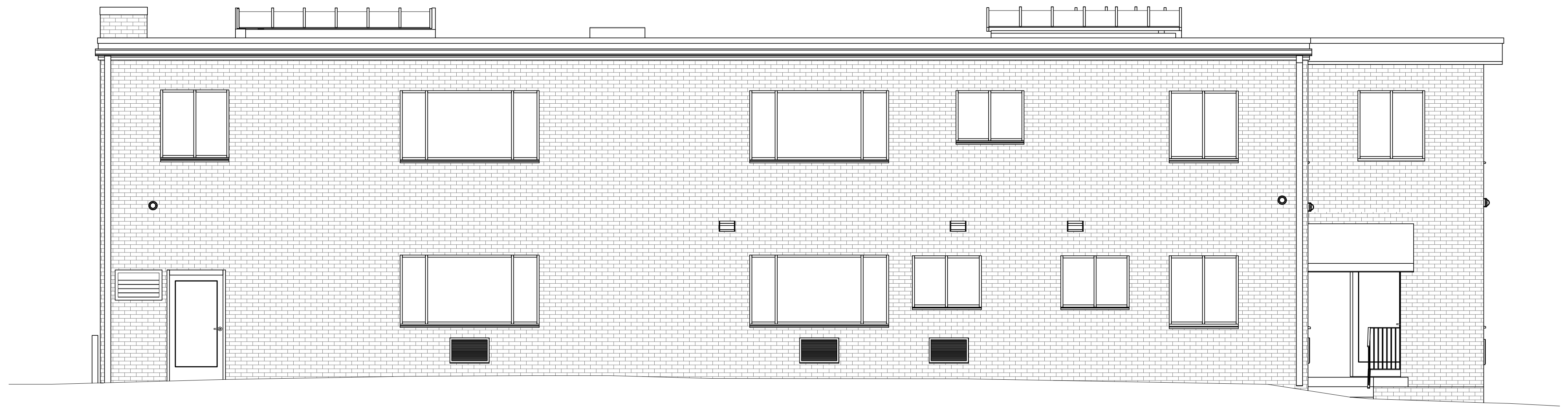
Sheet Title:  
**Existing Elevations**

Project #: 2501  
 Drawn: RB  
 Checked: RB  
 Print Date: 02-12-25

Sheet No.:  
**A21**



2 Existing South Elevation  
 SCALE 1/4" = 1'-0"

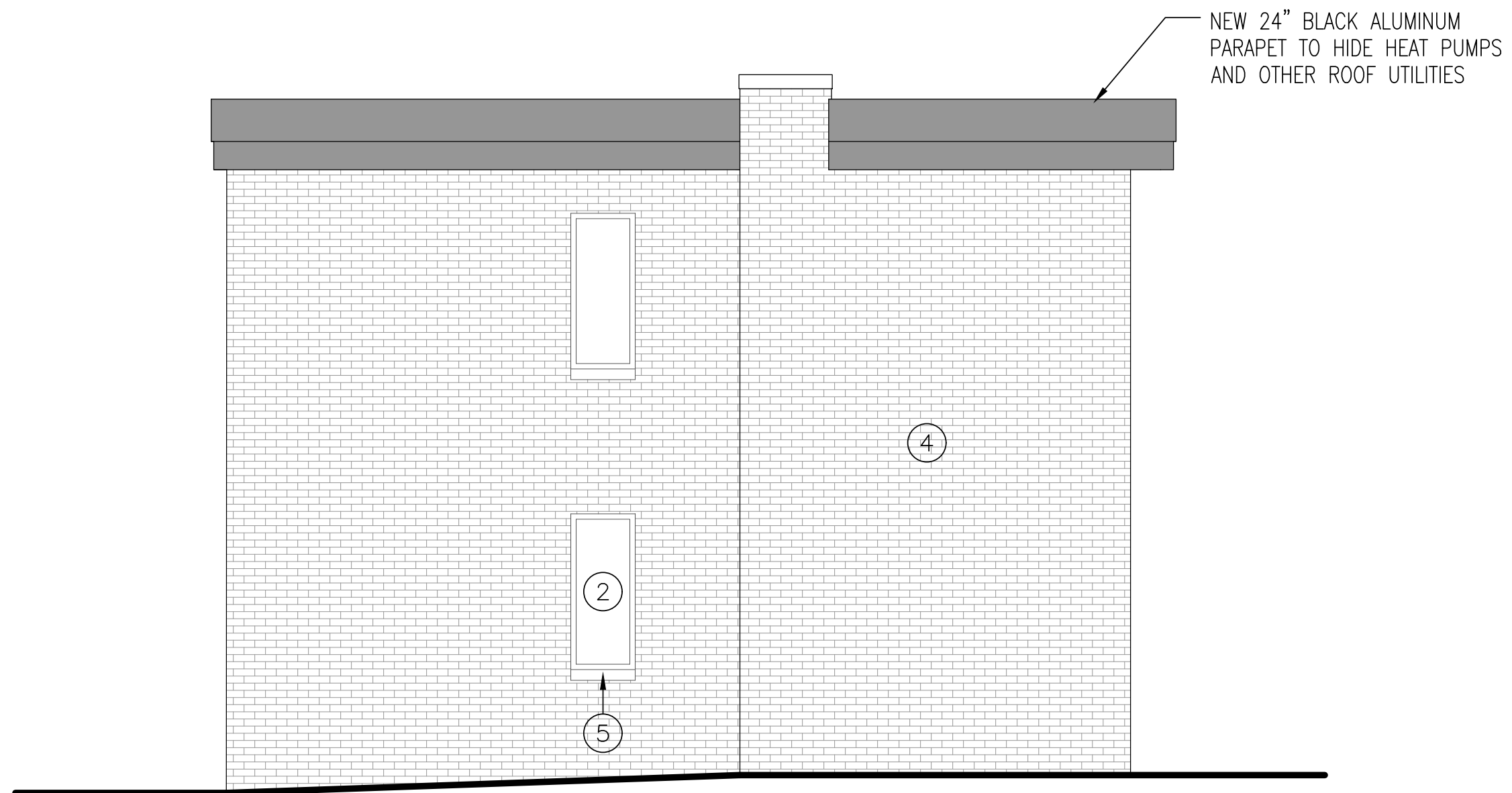


1 Existing North Elevation  
 SCALE 1/4" = 1'-0"

# 325 MANVILLE ROAD ALTERATIONS

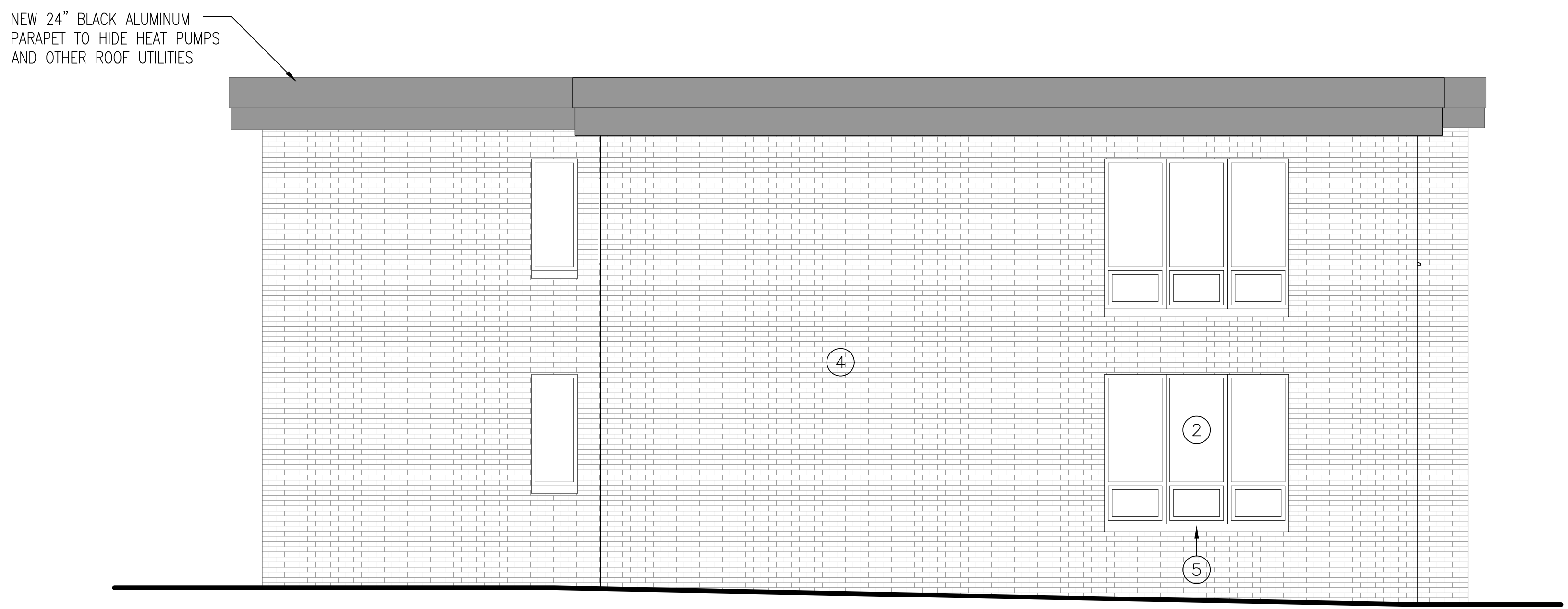
Owner  
**Manville and Grove, LLC**  
 325 Manville Road  
 Pleasantville, NY 10570

Architect  
**Gallin Beeler Design Studio, PLLC**  
 23 Washington Avenue  
 Pleasantville NY, 10570



**2** Proposed East Elevation  
 SCALE 1/4" = 1'-0"

- ② NEW ALUMINUM WINDOWS
- ④ EXISTING BRICK
- ⑤ NEW CAST STONE SILLS



**1** Proposed West Elevation  
 SCALE 1/4" = 1'-0"

## Planning Board Submission

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Gallin Beeler Design Studio  
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Rev.	Date	Description
-	02.12.25	Planning Brd. Submission

### Proposed Elevations

Project #: 2501  
 Drawn: RB  
 Checked: RB  
 Print Date: 02-12-25

Sheet No.:  
**A22**

# 325 MANVILLE ROAD

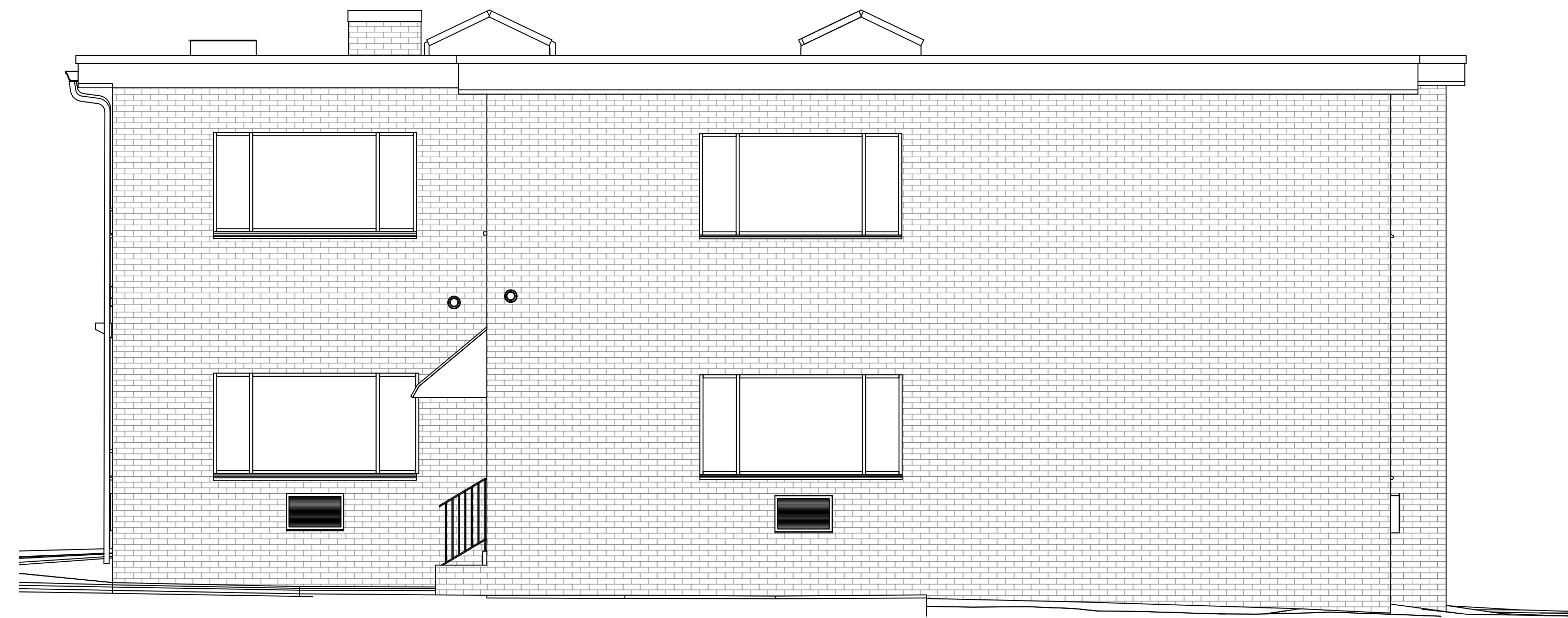
## ALTERATIONS

Owner  
**Manville and Grove, LLC**  
 325 Manville Road  
 Pleasantville, NY 10570

Architect  
**Gallin Beeler Design Studio, PLLC**  
 23 Washington Avenue  
 Pleasantville NY, 10570



2 Existing East Elevation  
 SCALE 1/4" = 1'-0"



1 Existing West Elevation  
 SCALE 1/4" = 1'-0"

## Planning Board Submission

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 RBeeler NY 8/31/2026

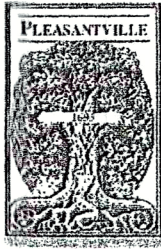
Rev.	Date	Description
-	02.12.25	Planning Brd. Submission

Sheet Title:

### Existing Elevations

Project #: 2501  
 Drawn: RB  
 Checked: RB  
 Print Date: 02-12-25

Sheet No.:  
**A23**



VILLAGE OF PLEASANTVILLE \* BUILDING DEPARTMENT

80 WHEELER AVENUE \* PLEASANTVILLE, NY 10570
PHONE (914) 769-1926 \* FAX (914) 769-5519
WWW.PLEASANTVILLE-NY.GOV

SITE PLAN PERMIT APPLICATION

\* THREE (3) COPIES OF ALL REQUIRED DOCUMENTATION TO BE SUBMITTED FOURTEEN (14) DAYS \*
IN ADVANCE OF THE SCHEDULED PLANNING MEETING DATE

SECTION I - PROJECT ADDRESS: 325 Manville Road, Pleasantville, NY 10570

SECTION II - CONTACT INFORMATION: (PLEASE PRINT CLEARLY. ALL INFORMATION MUST BE CURRENT)

APPLICANT: Manville and Grove LLC

ADDRESS: 394 Bedford Rd, Pleasantville, NY 10570

PHONE: 914-447-8442 CELL: EMAIL:

OWNER: Manville and Grove LLC

ADDRESS: 394 Bedford Rd, Pleasantville, NY 10570

PHONE: CELL: EMAIL:

SECTION III - TYPE OF WORK PROPOSED (CHECK ALL THAT APPLY)

- [ ] ACCESSORY STRUCTURE [ ] ADDITION [X] ALTERATION / RENOVATION [X] CHANGE OF USE / OCCUPANCY
[ ] DECK [ ] DRIVEWAY / ROW PARKING [ ] GENERATOR [ ] LEGALIZATION [ ] NEW BUILDING
[ ] PATIO / TERRACE [ ] PARKING AREA [ ] RETAINING WALL [ ] SHED [ ] SOLAR PANELS [ ] SWIM POOL
[ ] TEMP STRUCT / TENT [ ] WETLANDS DISTURBANCE

SECTION IV - USE & OCCUPANCY

EXISTING / CURRENT USE:

PROPOSED COMMERCIAL USE: (CHECK ALL THAT MAY APPLY)

- [ ] ASSEMBLY (RESTAURANTS, THEATERS) [ ] BUSINESS (OFFICE, BANKS) [ ] EDUCATIONAL (SCHOOLS)
[ ] FACTORY / INDUSTRIAL (MANUFACTURING) [ ] HIGH HAZARD [ ] INSTITUTIONAL (ASSISTED LIVING)
[ ] MERCANTILE (RETAIL) [X] RESIDENTIAL GROUP (APTS, HOTELS) [ ] STORAGE (WAREHOUSE)

PROPOSED RESIDENTIAL:

- [ ] ONE FAMILY DWELLING [ ] TWO FAMILY DWELLING [ ] TOWNHOUSE [ ] DETACHED ACCESSORY STRUCTURE

SECTION V - SUBMISSION CHECKLIST

- [X] SITE PLAN APPLICATION [X] OVERVIEW LETTER [ ] BUILDING PERMIT APPLICATION [X] SHORT EAS FORM
[X] SURVEY & DETAILED DRAWINGS [X] ESCROW POLICY AFFIDAVIT [X] ADDITIONAL INFORMATION

SECTION VI - APPLICATION FEE: \$250 ESCROW FEE: DEPENDENT UPON SPECIFICS OF APPLICATION

# VILLAGE OF PLEASANTVILLE \* BUILDING DEPARTMENT

## SECTION VII - CONTACT INFORMATION: (PLEASE PRINT CLEARLY. ALL INFORMATION MUST BE CURRENT)

ARCHITECT: Gallin Beeler Design Studio

ADDRESS: 23 Washington Ave, Pleasantville, NY 10570

PHONE: 914-693-4004 CELL: \_\_\_\_\_ EMAIL: rbeeler@gb-ds.com

ENGINEER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_ EMAIL: \_\_\_\_\_

SITE PLANNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_ EMAIL: \_\_\_\_\_

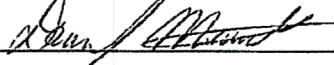
LEGAL COUNSEL: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_ EMAIL: \_\_\_\_\_

## SECTION VIII - APPLICANT CERTIFICATION

I HEREBY CERTIFY THAT I HAVE READ THE INSTRUCTIONS & EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE & CORRECT. ALL PROVISIONS OF LAWS & ORDINANCES COVERING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR LAND USE OR THE PERFORMANCE OF CONSTRUCTION.

SIGNATURE:  DATE: 2/12/25

### OFFICE USE ONLY - DO NOT WRITE BELOW THIS LINE

ZONE: \_\_\_\_\_ SECTION: \_\_\_\_\_ BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_

#### ADDITIONAL BOARD / DEPT. APPROVALS REQUIRED:

ARB  ZONING  DPW / ENGINEERING  WCDOH  WETLANDS  FLOOD DEV  
 WC PLANNING  COUNTY ROAD  STATE ROAD

#### BUILDING DEPARTMENT CHECKLIST:

SITE PLAN APPLICATION  OVERVIEW LETTER  BUILDING PERMIT APPLICATION  SHORT EAS FORM  
 SURVEY & DETAILED DRAWINGS  ADDITIONAL INFO  APP FEE  ESCROW FEE  PUBLIC NOTICE & MAILINGS

PAYMENT:  APP CHECK #: \_\_\_\_\_  CASH  ESCROW CHECK #: \_\_\_\_\_

NAME ON CHECK: \_\_\_\_\_

BLDG. INSPECTOR SIGN OFF: \_\_\_\_\_ DATE: \_\_\_\_\_

# *Short Environmental Assessment Form*

## *Part 1 - Project Information*

### **Instructions for Completing**

**Part 1 - Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 - Project and Sponsor Information</b>				
Name of Action or Project:				
Project Location (describe, and attach a location map):				
Brief Description of Proposed Action:				
Name of Applicant or Sponsor:		Telephone:		
		E-Mail:		
Address:				
City/PO:		State:	Zip Code:	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			<b>NO</b>	<b>YES</b>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			<b>NO</b>	<b>YES</b>
3.a. Total acreage of the site of the proposed action? _____ acres				
b. Total acreage to be physically disturbed? _____ acres				
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres				
4. Check all land uses that occur on, adjoining and near the proposed action.				
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)				
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____				
<input type="checkbox"/> Parkland				





<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)?          If Yes, explain purpose and size: _____          _____          _____</p>	<p><b>NO</b></p>	<p><b>YES</b></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?          If Yes, describe: _____          _____          _____</p>	<p><b>NO</b></p>	<p><b>YES</b></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?          If Yes, describe: _____          _____          _____</p>	<p><b>NO</b></p>	<p><b>YES</b></p>
<p><b>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b></p> <p>Applicant/sponsor name: _____ Date: _____</p> <p>Signature: <u>Daniel Merritta</u></p>		



**Minutes of Meeting**  
Meeting of Feb 12, 2025

**ATTACHMENTS:**

Description

Meeting minutes of 2.12.25

Type

Backup Material

Upload Date

2/21/2025

Pleasantville Planning Commission  
February 12, 2025

The Pleasantville Planning Commission meeting was called to order by Russell Klein, Chairman, at approximately 8:00 pm on Wednesday, February 12, 2025. Attending the meeting were Russell Klein, Chairman, Erik Brotherton, Perry Freitas, David Keller, Commissioners, Sarah Brown, Planning Consultant (via Zoom) and Robert Hughes, Building Inspector. Absent: Henry Leyva, Commissioner.

1. **134 Marble Avenue – Prospero, 134 Marble Avenue**– Proposal to amend prior site plan resolution and implement warehouse with retail use via Special Permit within existing first floor from prior non-conforming manufacturing, assembling and warehouse use. *New application – referral to Zoning Board of Appeals.* Present: James Flandreau, Architect.

Mr. Flandreau said their previous plan to have office space on the first floor did not pan out. The applicant is now proposing a warehouse with some retail space on that level.

Nothing has changed on the site except for the moving around of interior square footages.

Parking was recalculated, but they still provide enough parking spaces on site.

A Special Use Permit is needed because of the change of use. Mr. Flandreau explained that 15% of the floor area is permitted to be retail space, but they are asking for 20% to be retail space. The retail space would be rented to a flooring company, which needs adequate space to accommodate carpets and other flooring materials in their showroom. The flooring company currently has a retail location in Mt. Pleasant and wants to relocate their showroom.

Customers of the flooring company would park in the lot on Castleton Street. Mr. Flandreau noted that there would not be a lot of customers coming and going, in comparison to a clothing store, for example.

Mr. Klein commented that the Physical Therapy space was progressing nicely.

Ms. Brown's only question was whether the business would have delivery trucks. Mr. Flandreau said they do have a delivery truck and would use the current loading dock area. The truck would usually be parked in the loading dock area and might be kept in the loading parking lot at times.

Pleasantville Planning Commission  
February 12, 2025

He believed the trucks would be van size – not large 18-wheelers. Mr. Keller said that when the applicant comes back to the Commission from Zoning, they should be prepared to provide specifics about what kind of trucks, what would be delivered, what time of day, etc.

Mr. Hughes added that Special Permits typically last five years. Mr. Flandreau said he would let the owner know that the permit will have to be renewed.

The Board was in favor of moving the application forward to the Zoning Board.

2. **Minutes of Meeting**

A motion to approve the minutes of the December 18, 2024, meeting was made by Mr. Freitas, seconded by Mr. Keller and unanimously carried.

A motion to adjourn the meeting was made by Mr. Keller, seconded by Mr. Brotherton and carried.

The meeting was adjourned at approximately 8:10 pm

Respectfully submitted,

Mary Sernatinger  
Secretary