



TOWN OF LEWISBORO
Westchester County, New York

Architecture and Community Appearance Review Council
PO Box 725
Cross River, New York 10518

Tel: (914) 977-8038
Fax: (914) 763-3637
Email: lewplan2@westnet.com

ARCHITECTURE AND COMMUNITY APPEARANCE REVIEW COUNCIL

MINUTES

Wednesday, October 16, 2013
8:00 P.M.

Town House
11 Main Street, South Salem

The meeting was called to order at 8:07pm.

Present: Gail Ascher
Ciorsdan Conran, Chair
Stephen Hoyt
Virginia LoBosco
Kenneth McGahren
Julie McCormick, secretary (no voting privileges)

- I. Review of the August 21, 2013 minutes was held. Mr. Hoyt made a motion to accept the minutes as presented. Mr. McGahren seconded. Ms. Ascher, Ms. Conran, Mr. Hoyt, and Mr. McGahren were in favor. Ms. LoBosco abstained on the grounds that she was not present at the meeting.. Motion passed.

II. **FURTHER DISCUSSIONS –**

Cal. No. 08-13-ACARC/TB This is an application of Kara and Damien Whelan, 148 Spring Street, South Salem, NY 10590 in the matter demolition of existing shed and installing a replacement shed. Existing shed supports are cinder blocks.
Sheet 42B, Block 10287, Lot 13

Ms. McCormick talked with Ms. Whelan about the status of their project. Ms. Whelan said at this time they are going to look into repairing the roof and remove the blue tarp. Ms. Conran

asked that the Whelans forward pictures after the roof was repaired for our files. The application can be taken off the agenda until the Whelans reopen their application.

Application will be removed from the agenda.

III. NEW SUBMISSIONS

Cal. No. 14-13-ACARC This is an application is made by Michael Novak owner of Trilex, LLC D/B/A Cross Wine Merchant [Owner of Record] Property Address: 16 North Salem Road, Cross River, NY 10518 in the matter of new signs.
Sheet 17, Block 10533, Lot 117, Zone RB

Bonnie Novak appeared before the council to answer questions on behalf of Michael Novak. She presented the request for approval of new carved signs for the store which opened on the corner of Rt. 35 and Rt. 121. The signs were in keeping with the surrounding area in color and style. One free standing sign would utilize the pre existing sign posts from the previous owner. The existing posts do not have caps. In addition Mr. Novak would also like to have a sign on the building wall facing Rt. 35 and smaller sign on the building wall facing Rt. 121.

The council had pictures prepared by Signs Ink, showing the placement of the signs as well as specifications as to color, size of each sign and the height of the tallest letter in each sign. Ms. Conran commented that she would like to see the phone number be consistent with either a dot or dash, either was acceptable, but all the signs should be consistent. Ms. Novak said the sign company probably was giving them different versions to choose from. They would probably select a dash and stay consistent among the signs. Ms. Conran also noted that the Town Code of Lewisboro makes allowances for 2 free standing signs, one for each access driveway, and one building face sign. Ms. Conran said even though all the council members said that the signage was appropriate and attractive for the lot and structure, it would have to be referred to the Town Zoning Board of Appeals for the modification as to the number of type of signs used. Further discussion continued related to the lighting of the free standing sign. The electrical was pre existing but Ms. Novak said the heads of the lights have been updated and replaced. Another free standing sign is located on the property which is used by the Lewisboro Lions Club for community announcements. Mr. Novak had lighting added to the sign during renovations. The sign is located on the Rt. 35 side of the lot.

With no more discussions, Ms. Conran made a motion to approve the signs as submitted; one free standing sign using existing sign posts in front of store; tallest letter will be 9 ¾", a building face sign for front wall 18"x10'; tallest letter will be 8 ½" and an additional wall sign for the side wall facing Rt. 35 1'x6'; tallest letter will be 5 ¼". All signs are to have the Hunter Green background color with Imitation Gold trim color and white letters. The font will be Times Roman. The motion was made with the referral to the Zoning Board with the recommendation that the number of free standing signs and wall signs be modified to Mr. Novak's request.

Motion was seconded by Ms. LoBosco. All were in favor. Motion passed.

Application approved with referral to the Zoning Board of Appeals

Cal. No. 15-13-ACARC This is an application made by James Grant owner of Lewisboro Garden Center [Owner of Record] Property Address 389 Route 123, South Salem, NY 10590 in the matter of replacement shed.
Sheet 50, Block 09834, Lot 71, Zone RB and Partial GB

James Grant appeared before the council to submit his application for a new prefabricated shed to replace the old falling apart shed in the back corner of the property of the Lewisboro Garden Center. The shed would be the same size, using the same gravel footprint, not visible from the road. Mr. Grant said the shed would be a simple shed, dark brown in color, trying not to make a feature of it. Its primary use would be to store hand tools. Pictures were presented to the members as well as a site plan.

Mr. McGahren saw the area and where the shed is located earlier today and was in agreement that the shed could not be seen from Rt. 123 and it would be an improvement to what was there.

With further discussion or comments, Ms. Ascher made a motion to approve the application for the same size replacement shed, using the same footprint, color dark brown, for the Lewisboro Garden Center. Mr. McGahren seconded the motion. All were in favor. Motion passed.

Application was approved.

Cal. No. 13-13-ACARC This is an inquiry made by Lewisboro Preserve Committee. Property Address: Elmwood Road, South Salem, NY 10590 in the matter of moving the kiosk trailhead marker.

Correspondence between Peter Parsons, Town Supervisor, and Dana Mayclim on behalf of the Lewisboro Preservation Committee was forwarded to Ms. Conran on September 12. The Committee was seeking permission to relocate the Onatru Reservation Kiosk from one location to another. Photos were attached to show the approximate location from where it is to where they would like it. Mr. Parsons agreed that the proposed new location would help people find the trailhead more easily, which is its purpose. Mr. Parsons forwarded the email to ACARC as well as the town's wetlands consultant. Ms. Conran concurred that moving the kiosk to a new location 85' from Elmwood Road would be no problem. An email was sent to the Council members on September 12th for their information. Mr. Hoyt said that the kiosk has been moved. It took 4 tries in the general proposed location to dig deep enough without hitting ledge.

Cal. No. 16-13-ACARC This is an inquiry made by Mark Melnychuk prospective owner. Property address: 100 Bouton Road, South Salem, NY in the matter of a dog run.
Sheet 32B , Block 10804, Lot 15, Zone SCR-1A

Mr. Melnychuk was inquiring about installing a dog run at a house he is interested in buying. The run would consist of a chain link fence 5ft high , one gate, no foundation, located at the back left corner of the house. Pictures were taken by Ms. McCormick from Bouton Road and sent to the council members for their opinion if this matter required an application. After some discussion it was decided that since the dog run will not be seen from the road, it would have no impact on the appearance of the neighborhood.

Cal. No. 17-13-ACARC This is an inquiry made by (Mrs.) Lee Georgs [Owner of Record] Property address: 24 Mead St, Waccabuc, NY in the matter of tree maintenance. Sheet 21, Block 10801, Lot 17, Zone SCR-4A

Ms. Georgs inquired if she needed permission to trim dead limbs by a tree surgeon. It was determined that since it was only maintenance being performed that an application did not need to be filed. However, Ms. Georgs was made aware that if upon further investigation that the trees needed to be removed then she would need to inform ACARC prior to having them removed. There was a question about one tree along Mead St.; if it was on her property and therefore her responsibility or the town's. She was informed to contact the highway department along with checking the property survey.

IV. OTHER BUSINESS:

Chamber of Commerce is having their meeting tonight regarding signage. They reached out to Ms. Conran to come and take part in the meeting but it was a conflict with the Council's day and time.

Also, we wanted to recognize Mr. McGahren's amazing accomplishment climbing to the top of Kilimanjaro at the age of 74, reaching the summit on September 11, 2013.

Mr. Hoyt was asking if it was possible to ask the signers on the application to print their name next to the signature. Ms. Conran asked Ms. McCormick to revise the application.

Our meeting room is getting a facelift courtesy of Liam Hafter for his Eagle Scout project. He has painted the room in historical colors as approved by the Town Historian. Ms. McCormick was asked to draft a letter of recognition and appreciation.

V. NEXT MEETING DATE: November 13, 2013. Ms. Ascher will not be attending the November meeting. Ms. Conran asked if anyone else found they would also be absent to let her know.

VI. Adjourn Meeting – With no further business, Ms. Conran made a motion to adjourn the meeting. Mr. McGahren seconded the motion. All were in favor. Meeting was adjourned at 8:40 pm

Minutes respectfully submitted by:

Julie McCormick, ACARC secretary
October 16, 2013