



TOWN OF LEWISBORO
Westchester County, New York

Architecture and Community Appearance Review Council
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ARCHITECTURE AND COMMUNITY APPEARANCE REVIEW COUNCIL

MINUTES

Wednesday, October 8, 2014
8:00 P.M.

Town House
11 Main Street, South Salem

The meeting was called to order at 8:03pm.

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

Absent: Stephen Hoyt

- I. Review of the September 10, 2014 minutes was held. Ms. Conran made a motion to accept the minutes as presented. Mr. McGahren seconded. Ms. Ascher and Ms. LoBosco were in favor. Mr. Hoyt was absent. Motion passed.
- II. **Applications for further discussion**

HELD - Cal. No. 18-13-ACARC This is an application of the **Cross River Plaza**; [Owner of Record: EK Cross River, LLC] Property Address: vacant lot on Rt. 35 in between front entrance of The Meadows located on Rt. 35 and the Cross Wine Merchant located at 16 North Salem Road, Cross River in the matter of new free standing sign on Rt. 35.
Sheet 17, Block 10533, Lot 116, Zone RB

HELD Cal. No. 9-14-ACARC

This is an application by **Town of Lewisboro** in the matter of additional signage posted at the western end of Spring St at the intersection with Rt. 35 to an existing sign post.

ADJACENT to Sheet 30, Block 10542, Lot 13, Zone SCR-1A – no B/L assigned to this parcel per tax assessor’s map

III. NEW SUBMISSIONS:

HELD Cal. No. 17-14-ACARC/PB

This is an application by Lukoil on behalf of Smith Ridge Housing LLC [Owner of Record] Property Address: Smith Ridge Road South Salem, commercial signage for the gas station

Sheet 49D, Block 9829, Lot 10, Zone RB

Cal. No. 19-14-ACARC/BD

This is an application by Roof Diagnostics on behalf of Thomas Herzog [Owner of Record] Property Address: 2 Woodway Road South Salem, in the matter of installing solar panels for a residential structure

Sheet 38, Block 10808, Lot 17, Zone SCR-2A

Jim Olimpieri from Roof Diagnostics along with the owner Thomas Herzog were present at the meeting to answer questions regarding the installation of solar panels on the front side of the house at 2 Woodway which faces Spring Street.

Ms. Conran asked about position of the conduit. Mr. Olimpieri replied the conduit would come down from the roof and continue down the house facing Woodway alongside the existing conduit where they would “punch in” to the main electrical. The conduit for the solar panels will probably be a smaller diameter than the existing conduit. An emergency shut off/safety disconnect knife switch will be installed about 4’ from the ground.

The 19 single panels, starting from 6” from the roof cap, will be laid edge to edge, raised about 3” off the roof and at the same pitch as the roof line. The design dropped one panel to allow room for the chimney. Mr. McGahren said it would be nice if they could fit a smaller panel around the chimney. Mr. Olimpieri said the panels have to have the same power output. Mr. McGahren said having the whole roof covered in solar panels would look better than having these small patches of shingles showing around the chimney and at each bottom corner of the roof. Mr. Olimpieri mentioned there are solar shingles that can be rolled out on top of the existing roofing shingles but presently they are very expensive and not part of the application. Ms. Ascher asked if there was a reason why they couldn’t move the 4 vertical panels from the bottom row to flank the chimney. The horizontal panels would shift down one row to the middle and bottom rows of the roof and have a uniform look from the street. Moving the horizontal panels down a row may allow the ability to include an extra panel to go to the ends of the roof at the bottom. By changing the layout it would have more roof coverage and be more aesthetically pleasing. ACARC members made the recommendation to switch the layout. Mr. Olimpieri said they would be able to provide a revised sketch showing the new placement of the panels.

Ms. Conran asked about information regarding the inverters. Mr. Olimpieri said that the micro inverters are installed under each panel and would not be seen. Ms. Ascher asked if this raises the panel up any higher. Mr. Olimpieri said it doesn’t explaining there is a rail system that the panels attach to. The micro inverters will be on the underside of the panels. In all, there are 3 vendors involved: Canadian Solar the manufacturer of the panels; Unirac for the rail system; and Enphase for the inverters.

Mr. McGahren asked about what steps are taken to prevent leaks into the house. Mr. Olimpieri said flashing would be around each penetration under the shingle extending the course of the shingle. In addition the flashing around each penetration is sealed with a product called solar seal on 3 sides leaving the downward side open to let any possible moisture drain. See Section 2-1 from the Greenfasten Product Guide.

Ms. LoBosco wanted to see a picture of a sample finished installation before the vote. One was found on line but Mr. Olimpieri said that Mr. Herzog's would differ in that the frames of the panels would be black instead of white and the back sheet would also be black. ACARC members thought this would actually blend in better with the existing roof.

There will be no extra hardware or storage.

From memory Mr. Herzog believed the proposal estimated the solar panels would generate about 40% of his current power usage.

With no other questions or comments, Ms. Conran said they were going to ignore the Town Code calling for panels to be flush mounted. She said the Town Code will have to be reexamined because you cannot expect a homeowner to rip apart their roof in the pursuit of energy efficiency to obtain flush mounted solar panels.

Ms. Conran made a motion to approve the application for 20 Canadian Solar panels configured with 4 at the roof line with a gap around the chimney and 2 rows of 8 horizontal panels extending down to the roof edge; each panel to be atop of the micro inverter; black frames; rack mounted; south facing on Spring St.; the conduit will run the Woodway side of the house alongside the existing main electrical conduit including an emergency shut off switch. Ms. Ascher seconded the motion. Mr. McGahren and Ms. LoBosco were in favor. Mr. Hoyt was absent for the vote.

Application approved.

V. CORRESPONDENCE/E-VOTES

OTHER BUSINESS –

- **38 Old Bedford Rd, Goldens Bridge (4C-11116-13-SCR) in the matter of tree removal without approval**

On October 7th, a call was placed to the building department by a resident that a neighbor was taking down trees on 38 Old Bedford Rd. Paul Bauer, Deputy Building Inspector, went to the site. He told the owner that he needed to cease the removal of the trees and come to the ACARC office to get approval. Old Bedford Rd is in a SCR.. Mr. Ejil Ulaj came right away to the office and explained he had just purchased the house but was unable to get insurance due to the trees. He was advised that the matter would be brought to ACARC's attention at the next evening's meeting. Ms. McCormick took his name and phone number. Mr. Bauer suggested that we get something in writing from the insurance company stating that the current condition caused by the trees made the property uninsurable. Ms. McCormick called and left a message for Mr. Ulaj to contact his insurance agency for documentation.

Ms. McCormick took a variety of pictures prior to the meeting of all sides of the property documenting all the trees that were taken down. The photos were reviewed by the members and it was clearly evident that the trees had to be removed due to the close proximity of the house or imminent danger to the house. One tree had already broken through the roof of the house.

It was decided that Mr. Ulaj should file a formal application and pay the fee for reviewing the matter. A landscape plan showing replanting was not required at this time. Also Ms. McCormick should send out a letter to the homeowners outlining the Code requirements for houses within the SCR zoning.

- **INDEX FILES –**

It has come to Ms. McCormick's attention that ACARC does not have a system that indexes the Resolutions. She has undertaken a project that will index all the Resolutions since inception by Block and Lot. This will facilitate any FOIL request in the future.

- **CAL# 8-05ACARC –**

Due to the project mentioned above, while copying past resolutions, Resolution for Cal# 8-05 ACARC was not processed and recorded with the Town Clerk. The application had been approved as per the May minutes for 2005. A Resolution using all the information provided in the minutes was typed up and signed as of October 7, 2014.

V. NEXT MEETING DATE: November 12, 2014.

VI. Adjourn Meeting – With no further business, the meeting was adjourned by Ms. Conran at 8:50.

Minutes respectfully submitted by:

Julie McCormick, ACARC secretary
October 8, 2014