



# AGENDA

## Ardasley Village Board of Trustees

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**8:00 PM - Tuesday, January 3, 2023**

IN PERSON 507 Ashford Avenue Court Facility

BROADCAST LIVE ON VERIZON 32/35 & CABLEVISION 75

CALL IN NUMBER (914) 693-6202

Page

**1. PLEDGE OF ALLEGIANCE & ROLL CALL**

**2. ANNOUNCEMENT OF EXIT SIGNS**

**3. APPROVAL OF MINUTES:**

3 - 20

3.a December 19, 2022 Board of Trustees  
Regular Meeting Minutes

**4. DEPARTMENT REPORTS**

**4.1. LEGAL**

4.1.a Village Attorney Robert Ponzini

**4.2. MANAGER**

4.2.a Village Manager Joseph Cerretani

**4.3. TREASURER**

21 - 24

4.3.a January 3, 2023 Abstract Report

**4.4. BUILDING**

No Building Department Report

**4.5. FIRE**

No Fire Department Report

**4.6. POLICE**

No Police Department Report

**4.7. MAYOR'S ANNOUNCEMENTS**

**4.8. COMMITTEE & BOARD REPORTS**

**5. OLD BUSINESS:**

**6. NEW BUSINESS:**

**7. VISITORS**

**8. CALL FOR EXECUTIVE SESSION**

**9. ADJOURNMENT OF MEETING**

**10. UPCOMING MEETINGS & EVENTS**

10.a **January 3rd-Last Day to Pay 2nd half of Village Taxes**

January 3rd-Board of Architectural Review Meeting 8:00 pm

January 4th Homework Helpers 3:00 pm

January 6th Middle School Hangout

January 9th Planning Board Meeting 8:00 pm

January 10th Recreation Commission Meeting 5:00 pm

January 10th Multicultural Committee Meeting 7:30 pm

January 11th Homework Helpers 3:00 pm

January 13th Middle School Hangout 3:00 pm

**January 16th MARTIN LUTHER KING JR. BIRTHDAY-ALL VILLAGE OFFICES CLOSED**

January 17th Board of Architectural Review Meeting 8:00 pm

January 21st SAVE THE DATE! Lunar New Year Celebration! 12:30 pm

**11. NEXT BOARD MEETINGS:**

January 11, 2023- Board of Trustees Work Session

January 17, 2023-Board of Trustees Regular Meeting



## **MINUTES**

### **Ardsey Village Board of Trustees**

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**8:00 PM - Monday, December 19, 2022**

In-Person 507 Ashford Avenue

Present:	Mayor	Nancy Kaboolian
	Trustee	Asha Bencosme
	Trustee	Steve Edelstein
	Trustee	Craig Weitz
	Village Clerk	Ann Marie Rocco
	Village Attorney	Robert J. Ponzini
Absent:	Deputy Mayor/Trustee	Andy DiJusto
	Village Manager	Joseph Cerretani

#### **1. PLEDGE OF ALLEGIANCE -ROLL CALL**

The Regular Meeting of the Village of Ardsley Board of Trustees was held on December 19, 2022 at Village Hall 507 Ashford Avenue, Court Facility, Ardsley, NY 10502. Mayor Kaboolian called to order the Regular Meeting at 8:00 p.m.

Members Present:

Mayor Nancy Kaboolian  
Trustee Asha Bencosme  
Trustee Steve Edelstein  
Trustee Craig Weitz

Absent: Deputy Mayor/Trustee Andy DiJusto

Also present were: Village Attorney, Robert Ponzini, Police Chief Anthony Piccolino and Village Clerk, Ann Marie Rocco. Village Manager, Joseph Cerretani was absent.

**CONTINUATION OF PUBLIC HEARING** To Discuss Amending Chapter 200 Entitled "Zoning" to Add Provision for Accessory Dwelling Units of the Ardsley Village Code.

- 1 Mayor Kaboolian opened the continuation Public Hearing at 8:01 p.m. in the matter amending Chapter 200 Entitled "Zoning" to add Provision for Accessory Dwelling Units of the Ardsley Village Code.

Additional comment received from Mr. Williams regarding ADU Legislation:

Good morning Trustees,

Per your last meeting and as reflected in the corresponding minutes, you were going to change the ownership requirement from two years to one year. The latest draft on schedule for tonight's meeting does not reflect that change. Was that an inadvertent mistake?

Does the owner have to have lived there for X# years before he *applies* for the permit, or before he *creates* the ADU? The differences between 200-100.28(B) and 200-100.20 are confusing. Please clarify the discrepancy.

200-100.24 requires the BAR's opinion if the ADU would "alter the single-family character and appearance of the property." This standard is subjective and discretionary. What are you really looking for here? You don't want to be able to see the ADU from the street? Then just say that and make your standard objective, rather than leaving it up to the whims of the BAR. Ditto 200-100.27(B).

200-100.26 and 200-100.28(d) related to water, sewage, and storm water are unnecessary. If you invited your cousin's family to live in your house, without creating an ADU, you wouldn't be required to ask the government if your water and sewer pipes were sufficient. I recommend requiring the enhanced level of review only if the ADU creation involves construction of over 300-sf of additional floor area.

<https://ardsleyvillage.civicweb.net/document/32517/Accessory%20Dwelling%20Units%20Final%20Legislation%2012.19.2.pdf?handle=834239AD23B04EBCB0A3580AF8597405>

Happy holidays,  
Ben Williams  
Danforth Ave, Dobbs Ferry, NY

Moved by Trustee Edelstein, Seconded by Trustee Bencosme and passed unanimously.

**RESOLVED, that the Public Hearing in the matter of amending Chapter 200 entitled "Zoning" to add Provision for Accessory Dwelling Units of the Ardsley Village Code to be closed at 8.42 p.m.**

Carried by the following votes: 4-0-0

Ayes: Mayor Kaboolian, Trustee Weitz, Trustee Bencosme & Trustee Edelstein

Nays: None  
Abstained: None

## 2. POLICE-ACCREDITATION UPDATE PRESENTATION & REPORT

### 2.1 Chief Piccolino presented the Accreditation Update to the Board of Trustees:

In January of 2019, we began the process of obtaining state wide accreditation. This was a tremendous undertaking. We had to completely rewrite our standard operating procedures and rules and regulations. We had to conduct hundreds of hours of training. We had to complete new construction of police headquarters to include the new female locker room and the evidence room. So what exactly is accreditation and why is so important?

**The New York State Law Enforcement Agency Accreditation Program** was established as a voluntary program that would provide law enforcement agencies with a mechanism to evaluate and improve the overall effectiveness of their agency and the performance of their staff. Accreditation is formal recognition that an agency's policies and practices meet or exceed the standards established by the council in the areas of administration, training, and operations.

The program is made up of 110 different standards. Of the 110 standards, 52 are administrative, 12 are training and 46 are operations.

**Administration standards** encompass such areas as general management, personnel, and relationships with other agencies. They also address organizational issues such as the agency's mission, the delineation of responsibility, and delegation of authority.

**Training standards** incorporate many requirements that have already been established by the State's Municipal Training Council. The standards are divided into four categories: Basic, In-service, Supervisory, and Records

**Operation standards** impact the ways in which an agency conducts the bulk of their crime fighting responsibilities. Major topics include patrol, criminal investigations, and unusual occurrences.

Last week three state assessors from the **division of criminal justice services** conduct a top to bottom review of our headquarters as well as our standard operating procedures, rules and regulations. Officers were randomly called in and asked a variety of different questions to test their knowledge of different standards.

With all that in mind, I'm happy to announce that the assessors are recommending that the Ardsley Police Department receive state wide accreditation. Only 1/3 of all police agencies in the state of New York are accredited. We should be officially accredited on March 2nd of 2023 which is also my 38 year anniversary with the Ardsley Police Department.

The assessors were particularly pleased with the way in which we all work well together. When I say “WE”, I mean the police, the administration, highway, fire department, ASVAC etc.

This tremendous undertaking could not have been possible without the support of the entire village board, village manager Joe Cerretani, Court clerk Anissa Slade who spent her weekends on her own time sorting through years of court cases to determine which cases were closed and which are still open. The PBA who worked tirelessly to come to amicable agreements on topics of mutual interest.

I thank you all for your continued support.

Mayor Kaboolian Congratulated Chief Piccolino and the Police Department and stated that this was no small undertaking. This is about how the Police Department works, their competence, policies, continuing operations, etc...

Trustee Bencosme, Trustee Edelstein and Trustee Weitz also congratulated the Ardsley Police Department on their accreditation.

#### **November 2022 Police Department Report**

Chief Piccolino read the November 2022 Police Department Report as follows:

Monthly Report October -November 2022

Property lost or stolen -\$5,045.00

Property Recovered---- \$273.00

Court fines and fees --- \$88,000.00

Alarm fines and fees--- \$5,080.00

Meter collection-----\$1,654.65

Traffic Accidents-----11

Arrests----- 2

Calls for service-----286

Investigations-----11

Impounded vehicles----- 2

UTT summonses issued--- 15

Parking summonses issued- 2

Appearance tickets issued—2

Total summonses issued----- 19

#### **November Events 2022**

Training Total training of the month of November -54 hrs. which consisted of training

in Taser, Baton, active shooter and anti-trafficking.

#### **Community Policing**

Community Policing officers conducted the following events:

- Passenger Safety Unit-installed 6 child seats and issued 0, CP officers assisted with instruction for CPS class certifying 20 new child seat technicians.
- Assisted with 2 lock down drills at the Middle School.

- Attended a 2 hour meeting for Police Action Community Services at the Police Academy.
- Completed a 3 hour training online for anti-trafficking task force of children.
- Attended the Concord Road School Safety meeting.
- Attended the Multi-Cultural Club meet & greet.
- Assisted with a fire drill at Concord Road School
- Assisted with 2 lock down drills at the Ardsley High School
- CP Officers attended safety emergency response team meeting at AHS
- Assisted with charity 5K Race
- Attended the Ardsley School District wide Safety Meeting
- Assisted Greenburgh PD with Youth Court program
- Conducted a tour of Village Hall for students at the Ardsley Community Nursery School
- Participated in a meeting for the Westchester County Coalition
- Participated in a meeting for the Ardsley Youth Council
- Participated in a meeting for the Ardsley SAYF Coalition

The following events had to be rescheduled or cancelled:

Sky Gazing event-postponed due to weather. We will attempt to reschedule it in December.

Thanksgiving Turkey Shoot-cancelled due to low turn out.

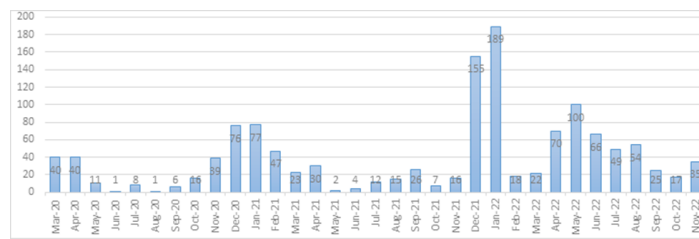
### **Community Information**

The department maintains a key file and dark house list. If you plan to be away and would like an officer to check your house, call the police department at 914-693-1700 and provide the necessary information. You may also leave a key on file at the station in the event of an emergency.

I will continue to advise residents to please lock your vehicles and remove the key fob. Several vehicles have been stolen throughout the county as well as in this village. All the vehicles that were stolen in this village could have been prevented if it was locked and the key fob removed. In one case, the vehicle was left running in our business district.

It's that time of the year when scammers target innocent people. Never give your personal information to anyone. Keep in mind that your banking institutions already have your information and there is no reason for anyone to ask for it. If you have any questions, please contact our department BEFORE you take any further actions.

### **Coronavirus 2019**



Today, CDC is streamlining its COVID-19 guidance to help people better understand their risk, how to protect themselves and others, what actions to take if exposed to COVID-19, and what actions to take if they are sick or test positive for the virus. COVID-19 continues to circulate globally, however, with so many tools available to us for reducing COVID-19 severity, there is significantly less risk of severe illness, hospitalization and death compared to earlier in the pandemic. “We’re in a stronger place today as a nation, with more tools—like vaccination, boosters, and treatments—to protect ourselves, and our communities, from severe illness from COVID-19,” said Greta Massetti, PhD, MPH, MMWR author. “We also have a better understanding of how to protect people from being exposed to the virus, like wearing high-quality masks, testing, and improved ventilation. This guidance acknowledges that the pandemic is not over, but also helps us move to a point where COVID-19 no longer severely disrupts our daily lives.”

In support of this update CDC is:

- Continuing to promote the importance of being up to date with vaccination to protect people against serious illness, hospitalization, and death. Protection provided by the current vaccine against symptomatic infection and transmission is less than that against severe disease and diminishes over time, especially against the currently circulating variants. For this reason, it is important to stay up to date, especially as new vaccines become available.
- Updating its guidance for people who are not up to date on COVID-19 vaccines on what to do if exposed to someone with COVID-19. This is consistent with the existing guidance for people who are up to date on COVID-19 vaccines.
- Recommending that instead of quarantining if you were exposed to COVID-19, you wear a high-quality mask for 10 days and get tested on day 5.
- Reiterating that regardless of vaccination status, you should isolate from others when you have COVID-19.

You should also isolate if you are sick and suspect that you have COVID-19 but do not yet have test results.

- If your results are positive, follow CDC’s full isolation recommendations.
- If your results are negative, you can end your isolation.
- Recommending that if you test positive for COVID-19, you stay home for at least 5 days and isolate from others in your home. You are likely most infectious during these first 5 days. Wear a high-quality mask when you must be around others at home and in public.



- o If after 5 days you are fever-free for 24 hours without the use of medication, and your symptoms are improving, or you never had symptoms, you may end isolation after day 5.
  - o Regardless of when you end isolation, avoid being around people who are more likely to get very sick from COVID-19 until at least day 11.
  - o You should wear a high-quality mask through day 10.
    - Recommending that if you had moderate illness (if you experienced shortness of breath or had difficulty breathing) or severe illness (you were hospitalized) due to COVID-19 or you have a weakened immune system, you need to isolate through day 10.
    - Recommending that if you had severe illness or have a weakened immune system, consult your doctor before ending isolation. Ending isolation without a viral test may not be an option for you. If you are unsure if your symptoms are moderate or severe or if you have a weakened immune system, talk to a healthcare provider for further guidance.
    - Clarifying that after you have ended isolation, if your COVID-19 symptoms worsen, restart your isolation at day 0. Talk to a healthcare provider if you have questions about your symptoms or when to end isolation.
    - Recommending screening testing of asymptomatic people without known exposures will no longer be recommended in most community settings.
    - Emphasizing that physical distance is just one component of how to protect yourself and others. It is important to consider the risk in a particular setting, including local COVID-19 Community Levels and the important role of ventilation, when assessing the need to maintain physical distance. Actions to take will continue to be informed by the COVID-19 Community Levels, launched in February. CDC will continue to focus efforts on preventing severe illness and post-COVID conditions, while ensuring everyone have the information and tools, they need to lower their risk.
- This updated guidance is intended to apply to community settings. In the coming weeks CDC will work to align stand-alone guidance documents, such as those for healthcare settings, congregate settings at higher risk of transmission, and travel, with today's update.

To review November 2022 Police Press Report, Blotter Activity Report & Monthly Statistic Report, click [HERE](#).

### **3. APPROVAL OF MINUTES:**

#### 3.1 December 5, 2022 Board of Trustees Reorganization Meeting Minutes

Moved by Trustee Edelstein, Seconded by Trustee Bencosme and passed unanimously.

**RESOLVED, that the Village Board of the Village of Ardsley hereby approves the minutes of the Reorganization Meeting of December 5, 2022 as submitted.**

Carried by the following votes: 3-0-1

Ayes: Mayor Kaboolian, Trustee Bencosme & Trustee Edelstein

Nays: None

Abstained: Trustee Weitz

3.2 December 5, 2022 Board of Trustees Regular Meeting Minutes

Moved by Trustee Edelstein, Seconded by Trustee Bencosme and passed unanimously.

**RESOLVED, that the Village Board of the Village of Ardsley hereby approves the minutes of the Regular Meeting of December 5, 2022 as submitted.**

Carried by the following votes: 3-0-1

Ayes: Mayor Kaboolian, Trustee Bencosme & Trustee Edelstein

Nays: None

Abstained: Trustee Weitz

**4. DEPARTMENT REPORTS**

**1. LEGAL**

- 1.a Village Attorney, Robert J. Ponzini stated he had nothing to report other than those items that may have been submitted in memorandum form and would be available for Executive Session after the meeting if needed.

Trustee Weitz questioned if he could get a background of Village Attorney Ponzini's employment with the Village.

Village Attorney Ponzini has been a Municipal Attorney for 40 years and with the Village of Ardsley for 20 years.

**2. MANAGER**

- 2.a Village Manager, Joseph Cerretani

Village Clerk, Ann Marie Rocco read the Manager Report on behalf of Manager Cerretani:

Holiday Refuse & Recycle Schedule as follows:

- Monday, December 26, 2022 -No Garbage pick Up
- Tuesday, December 27, 2022 -Village wide garbage collection
- The rest of the schedule remains the same for the week.

- Monday, January 2, 2023-No Garbage pick up
- Tuesday, January 3, 2023-Village wide garbage collection
- The rest of the schedule remains the same for the week.

The New 2023 Sanitation Schedule has been published on our Village website.

Please note: Ardsley Public Library Holiday Hours are as follows:

- Friday, December 23, 2022: OPEN 10:00 am to 5:30 pm
- Saturday, December 24, 2022- CLOSED
- Monday, December 26, 2022 - CLOSED
- Friday, December 30, 2022 OPEN 10:00 am to 5:30 pm
- Saturday, December 31, 2022 OPEN 10:00 am to 1:00 pm
- Monday, January 2, 2023-CLOSED

Reminder -Village Taxes are due on Tuesday, January 3rd, 2023. Offices will reopen 9:00 am to 4:00 pm

### 3. TREASURER

#### 3.a December 19, 2022 Abstract Report

Village Clerk, Ann Marie Rocco read the December 19, 2022 Abstract Report as follows: From the General Fund: \$291,971.39 from the Trust & Agency Fund: \$200.00 and from the Capital Fund: \$23,127.71, Sewer Fund: \$1,300.86

Moved by Trustee Weitz, Seconded by Trustee Bencosme and passed unanimously.

**RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Village Treasurer to make the following payments: From the General Fund: \$291,971.39 from the Trust & Agency Fund: \$200.00 and from the Capital Fund: \$23,127.71 Sewer Fund: \$1,300.86.**

Carried by the following votes: 4-0-0

Ayes: Mayor Kaboolian, Trustee Weitz, Trustee Bencosme & Trustee Edelstein

Nays: None

Abstained: None

### 4. BUILDING

#### 4.a Mayor Kaboolian accepted the following 2022 November Building Department Report under submission.

November 2022 Building Department Report:

- 10 Building permits
- 8 Application fees

- 17 Certificates of Occupancy
- 11 Plumbing permits
- 8 Electrical permits
- 9 Title Searches
- 1 Miscellaneous

Total received - \$17,756.250

Other activities-

- 94 Building inspections
- 17 Zoning inspections
- 0 Fire Inspections
- 3 Violations
- 3 Warnings
- 0 Appearance Tickets

## **5. FIRE**

- 5.a Mayor Kaboolian accepted the 2022 October & November Fire Department Reports under submission.

October & November 2022 Fire Department Reports- Mayor Kaboolian accepted the October & November 2022 reports under submission.

October 2022-Activite Report

- October 4-Chiefs attended meeting at Westchester DES
- October 7- Members conducted Flag detail at Ardsley High School for Football game
- October 12 Chiefs Podolski and Lindsay along with crew conducted Fire prevention seminar at Concord Road School
- October 8-Crew conducted stand-by for Spring Valley Fire Dept.
- October 29-Members participated in Village Trunk or Treat
- 47 Calls total for the October & November combine

Training Officers Report - October 2022

- October 6th Training Hrs. 26, 13 Members Present Ladder Operations
- October 13th Training Hrs.18, 12 Members present Firehouse maintenance
- October 20th Training Hrs. 28, 14 Members present Fast team drill
- October 27th Training Hrs.27, 12 Members present Pre plans
- NY State classes: 0.00 hours Training Hours 99 hours, 51 Members present
- Online training McNeil & Company Training 99.00 hrs, Inspection 0.00 hrs, Maintenance 0.00 hrs, NYS 0.00 hrs, Online training 0.00 hrs,
- Total 99.00 hours

Training Officers Report-November 2022

- November 3rd Training Hrs. 22, 11 Member's Present, Flushed hydrants in the Village
- November 10th, Training Hrs. 00.00, 0 Members present
- November 17th, Training Hrs 22.00, 11 Members Present, Ladder drill with Dobbs Ferry
- November 24th -No Drill -Thanksgiving
- Online training McNeil & Company Training 44.00 hrs, Inspection 0.00 hrs, Maintenance 0.00 hrs, NYS 0.00 hrs, Online training 0.00 hrs, Total 44.00 hours

**6. MAYOR'S ANNOUNCEMENTS** Mayor Kaboolian announced the following:

- Attended the Menorah lighting and thanked everyone who put this together, Recreation Supervisor Trish Lacy and Confidential Secretary, Charles Hessler.
- The Pollinator Pathway had a very successful seed swap and Ardsley became a Monarch Champion Community. Thanks to Carol Sommerfield for all her hard work.
- Attended the Senior Citizen Christmas party.
- Attended the Invasive Vine cleanup that was well attended. Thanked everyone who volunteered.
- Attended the 60th Anniversary of ASVAC and congratulated them!
- Wished everyone a Happy Holiday & Happy New Year!

**7. COMMITTEE & BOARD REPORTS**

Trustee Weitz did not have anything to report.

Trustee Bencosme announced on the following:

- Attended the Soccer watch party at the community center. Thanked Alka Shukla and Mona Swanson for helping with this event.
- Wished everyone a Happy Holiday!

Trustee Edelstein announced the following:

- Thanked everyone for putting together the Menorah Celebration tonight.
- In January we will be having a Lunar New Year Celebration on Saturday, January 21st-Save the Date!
- On December 28th From Seed to Plant Work Shop at the Ardsley Public Library. 11:00 m-12:30 pm
- Rewilding your yard presentation will be on January 18th. -This will be a Zoom Event.
- Wished everyone a Happy Holiday and Happy New Year.

**5. OLD BUSINESS:**

- 5.1 Consider a Resolution Declaring a Negative Declaration of No Environmental Impact Related to Proposed Zoning Text Amendments to Allow Accessory Dwelling Units in Single Family Residences and Adoption of Proposed Amendments

AS AMENDED

Moved by Trustee Edelstein, Seconded by Trustee Bencosme and passed unanimously

**WHEREAS, in February 2021, the Village of Ardsley Board of Trustees (the Village Board) adopted a duly prepared Comprehensive Plan and Local Waterfront Revitalization Program (LWRP) which included significant public input including public hearings and an environmental review as required by the New York State Environmental Quality Review (SEQR); and**

**WHEREAS, the Comprehensive Plan outlined certain goals and objectives related to diversifying the current housing stock, enhancing additional opportunities for housing, and increasing housing availability and affordability; and**

**WHEREAS, Section 200-13 of the Code of the Village of Ardsley provides for the process and procedures for amendments to the Village's Zoning Code, and accordingly a draft of proposed zoning text amendments to allow accessory dwelling units (ADU) in single family residences (the Proposed Action) has been prepared for Village Board review; and**

**WHEREAS, on March 9, 2022, September 14, 2022 and on October 17, 2022, at regularly scheduled meetings of the Village Board, the Board did review and discuss the proposed zoning revisions; and**

**WHEREAS, the Village Board, under Section 7-700 of New York State Village Law and Section 200-13 of the Code of the Village of Ardsley, is the only duly authorized legislative body that has the authority to approve the Proposed Action; and**

**WHEREAS, on October 19, 2022, the Village Board, given its exclusive authority to amend the zoning code did declare itself to be the Lead Agency under SEQR for the review and environmental determination for the Proposed Action and did circulate the proposed zoning text to a comprehensive list of other Interested Agencies along with a notice of public hearing for November 21, 2022; and,**

**WHEREAS, the Village received comments on the Proposed Action from Westchester County Department of Planning dated October 21, 2022; and**

**WHEREAS, on November 21, 2022, the Village Board opened a duly noticed public hearing in which all members of the public were invited to participate and the public hearing was subsequently closed on December 19, 2022; and**

**NOW THEREFOR BE IT RESOLVED, that after review of the entire record, consideration of public input including other Interested Agencies, input from staff and consultants serving the Village and the information outlined in the environmental assessment form, Parts 1, 2, and 3 does hereby declare that the Proposed Action will not**

have a significant adverse impact on the environment and issues a Negative Declaration under SEQR; and be it further

**RESOLVED**, that the Village Board does hereby adopt the proposed zoning text amendments to the Village of Ardsley Zoning Code as attached hereto and does hereby direct the Village Clerk to submit the proposed amendments to NYS Department of State for codification.

**Article XIIB  
Accessory Dwelling Units**

**200-100.16**

**Legislative Intent:** It is the purpose of this Article to allow accessory apartments in single-family residences in the Village of Ardsley to

- A. Provide opportunity to establish small rental dwelling units as accessory to single-family dwellings in the Village of Ardsley respecting the aesthetics and scale of single-dwelling development and to ensure that any accessory dwelling unit meets applicable building, fire and safety standards;
- B. Ensure that accessory dwelling units do not contribute to or aggravate traffic congestion and parking problems;
- C. Establish small rental dwelling units without increasing building density by utilizing residential and accessory building resources as a means to meet the housing needs of the Village population which may be under-served, especially single persons and couples of all ages with low and moderate incomes, and relatives of existing residents of Ardsley;
- D. Provide economic support for individual residential owners and families, particularly homeowners who would benefit from rental income and those of moderate means, for whom there are limited housing options should they desire to move elsewhere and remain in the Village;
- E. Encourage diversity in the housing stock and the residential population of Ardsley;
- F. Provide accessible housing for seniors and persons with disabilities;
- G. Promote the health, safety and welfare of the residents of the Village of Ardsley and preserve property values;
- H. Provide housing that responds to changing family needs, smaller households, and increasing housing costs.

**200-100.17 Definitions.** The following terms, as used in this article, shall have the following meaning

- A. **Accessory Dwelling Unit** - An accessory dwelling unit (ADU) is a dwelling unit which is incidental and subordinate to a permitted principal one family residence use, and is located on the same lot therewith. ADUs are independently habitable and provide the basic requirements of shelter, heating, cooking, and sanitation.
- B. **Accessory Apartment** - An ADU that is attached to or part of the primary dwelling. Examples include converted living space, attached garages, basements or attics; additions; or a combination thereof.

**C. Accessory Cottage – An ADU that is located in an accessory building. Examples include converted detached garages or new construction.**

**200-100.18 Eligibility.**

**An ADU may be added on any lot in the R-1, R-2 and R-3 Zoning Districts on which there is a one family dwelling that that meets the requirements of this chapter.**

**200-100.19 Number of accessory dwelling units per lot.**

**One ADU is permitted per lot in the R-1, R-2 and R-3 Zoning Districts.**

**200-100.20 Owner occupancy required.**

**A lot or parcel of land containing an ADU shall be occupied by the owner of the premises, and the owner must live in either the primary dwelling unit or the ADU. Furthermore, the owner of the one-family lot upon which an ADU is proposed shall have owned and occupied the principle dwelling unit on the property for a minimum of two years immediately preceding the issuance of the ADU Permit.**

**200-100.21 Location on the lot.**

- A. An ADU may be created through new construction, conversion of an existing structure, addition to an existing structure, or conversion of a qualifying existing accessory building to an accessory cottage.**
- B. An ADU may be located in the principal dwelling building or accessory building provided that such principal dwelling building or accessory building conforms to the other requirements of this chapter, unless a variance therefor shall have been granted by the Zoning Board of Appeals.**
- C. An ADU shall not be located in space originally designed to be used for the indoor storage of vehicles, unless such space is in excess of that which is needed to satisfy the minimum off-street parking requirement for the existing principal use on the subject property or unless an alternative on-site location for such parking is provided. Such alternative location may include but shall not be limited to newly constructed garage space or an outdoor parking area located entirely on the property.**

**200-100.22 Density.**

**ADUs must comply with all of the applicable residential density standards and zoning regulations of this code.**

**200-100.23 Floor Area.**

**The floor area for an ADU shall be at least 300 square feet, but in no case shall it exceed the lesser of 800 square feet or 30% of the total area of the principle dwelling building on the lot. There shall be no more than two bedrooms in any ADU.**

**200-100.24 Exterior appearance.**



No exterior changes shall be made to the building in which the ADU is located that, in the opinion of the Board of Architectural Review, would alter the single-family character and appearance of the property.

**200-100.25 Parking Requirements**

In addition to the parking requirements for the principal dwelling and other permitted uses, one accessible and usable off-street parking space shall be provided for each ADU.

**200-100.26 Water and sewer service**

Approval of the proposed method and adequacy of water supply and sewage disposal shall be obtained from the Westchester County Health Department, if required, and shall be further subject to approval by the Planning Board and Building Inspector.

**200-100.27 General Regulations**

- A. The proposed accessory apartment shall be in compliance with all applicable federal, state and local zoning, building, fire, electrical, health and safety codes.
- B. The proposed accessory apartment shall not adversely affect the single-family character of the neighborhood.
- C. The ADU may not be listed for short term rental and the minimum rental or lease period shall not be less than 180 days nor more than 3 calendar years.
- D. There shall be a maximum of 50 ADUs in the Village.

**200-100.28 Application Procedure:**

- A. A permit for an ADU is to be obtained from the Building Department
- B. A permit for an ADU may be issued only to the owner-occupant of the principal residence at which the accessory apartment is to be located, and said owner must have owned and occupied the principle residence for the two year immediately preceding the application.
- C. An applicant for an ADU permit shall furnish a completed building permit application, a site plan indicating existing and proposed building and lot conditions, floor plans of the principal or accessory building and the proposed accessory apartment and elevation drawings of the principal or accessory building.
- D. The site plan shall also include a location map showing the applicant's property and adjacent property and streets, location of existing and proposed off-street parking, the location of all existing and proposed water and sewer lines, storm water management structures and ingress and egress to/from the site.
- E. Planning Board Site Plan Approval shall be required for any ADUs that are proposed to be located in a newly constructed principle or accessory building.
- F. An application to add and ADU to a property shall not be considered and a permit shall not be issued for any property on which a code violation exists.

**200-100.29 Fees:**

Application and permits fees for ADUs shall be the same as the fees for building construction as enumerated in §A210-3 of this code.

**200-100.30 EFFECTIVE DATE:**

**This local law shall take effect immediately upon filing in the office of the New York State Secretary of State in accordance with section 27 of the Municipal Home Rule Law.**

Carried by the following votes: 4-0-0

Ayes: Mayor Kaboolian, Trustee Weitz, Trustee Bencosme & Trustee Edelstein

Nays: None

Abstained: None

**6. NEW BUSINESS:**

- 6.1 Consider a Resolution Authorizing the Village Treasurer to Make a Necessary Transfer Between Capital Fund Projects

Moved by Trustee Bencosme, Seconded by Trustee Edelstein and passed unanimously.

**RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Village Treasurer to transfer \$6,335.00 from the Road Resurfacing Project to the Heatherdell Road – Guiderail Project to cover additional costs.**

Carried by the following votes: 4-0-0

Ayes: Mayor Kaboolian, Trustee Weitz, Trustee Bencosme & Trustee Edelstein

Nays: None

Abstained: None

- 6.2 Consider a Resolution to Appoint Mona Swanson & Alka Shukla as Co-Chairs to the Multicultural, Diversity, & Inclusion Committee (MDI)

Moved by Trustee Edelstein, Seconded by Trustee Bencosme and passed unanimously.

**RESOLVED, that the Mayor of the Village of Ardsley hereby makes the appointments of Mona Swanson and Alka Shukla as Co-Chairs to the Multicultural, Diversity, & Inclusion Committee (MDI), effective December 5, 2022 through December 4, 2023.**

Carried by the following votes: 4-0-0

Ayes: Mayor Kaboolian, Trustee DiJusto, Trustee Bencosme & Trustee Edelstein

Nays: None

Abstained: None

- 6.3 Consider a Resolution to Declare 2008 Chevrolet 2500 Suburban as Surplus

Moved by Trustee Weitz , Seconded by Trustee Bencosme and passed unanimously.

**WHEREAS, the Village Manager recommends that the Village Board of the Village of Ardsley declare a 2008 Chevrolet 2500 Suburban as surplus property; and**

**WHEREAS, the vehicle has approximately 131,000 miles and a suitable replacement vehicle has been procured and is now in service; and**

**NOW THEREFORE BE IT RESOLVED, that the Mayor and Board of Trustees declare the vehicle as public surplus and authorize the Village Manager to dispose of the same in a manner deemed most appropriate.**

Carried by the following votes: 4-0-0

Ayes: Mayor Kaboolian, Trustee Weitz, Trustee Bencosme and Trustee Edelstein

Nays: None

Abstained: None

6.4 Consider a Resolution Authorizing the Village Manager to Sign Contract for Legal Counsel Services with Robert Ponzini, ESQ.

Moved by Trustee Bencosme, Seconded by Trustee Edelstein and passed unanimously.

**RESOLVED, that the Village Board of the Village of Ardsley hereby authorizes the Village Manager to execute the proposed contract for Legal Counsel services with Robert J. Ponzini, ESQ. located at 1133 Westchester Avenue, White Plains, NY 10606 from January 1, 2023 through December 31, 2023.**

Carried by the following votes: 3-1-0

Ayes: Mayor Kaboolian, Trustee Bencosme and Trustee Edelstein

Nays: Trustee Weitz

Abstained: None

**7. VISITORS**

**8. CALL FOR EXECUTIVE SESSION**

**9. ADJOURNMENT OF MEETING**

9.1 Adjournment

Moved by Trustee Weitz, Seconded by Trustee Bencosme and passed unanimously.

**RESOLVED, that the Village Board of the Village of Ardsley Hereby adjourns the regular meeting of Monday, December 19, 2022 at 8.46 p.m.**

Carried by the following votes:4-0-0

Ayes: Mayor Kaboolian, Trustee Weitz, Trustee Bencosme & Trustee Edelstein

Nays: None

Abstained: None

**10. UPCOMING MEETINGS & EVENTS** December 20, 2022 Board of Architectural Review Meeting 8:00 pm

December 21, 2022 Senior Citizens Holiday Flower Making 12:00 pm

December 21, 2022 Cookie Decorating & Hot Cocoa Party! 3:00 pm

December 23, 2022 Offices are closing at Noontime

December 24, 2022 Ardsley Fire Department Santa Ride

**December 26, 2022 ALL VILLAGE OFFICES ARE CLOSED ALL DAY**

December 28, 2022 Seed to Plant Event 11:00 am

December 28, 2022 Senior Citizens Holiday Movie Matinee 12:00 pm

December 28, 2022 Zoning Board of Appeals Meeting 8:00pm

December 30, 2022 Offices are closing at Noontime

January 2, 2022 ALL VILLAGE OFFICES CARE CLOSED ALL DAY

**JANUARY 3, 2022-LAST DAY TO PAY YOUR VILLAGE TAXES**

January 3, 2022 Board of Architectural Review Meeting 8:00 pm

**11. NEXT BOARD MEETINGS:** January 3, 2023 Board of Trustees Legislative Meeting 8:00 pm

January 11, 2023 Board of Trustees Work Session 7:30 pm

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Village Clerk, Ann Marie Rocco

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Date:

# ABSTRACT FOR VILLAGE BOARD MEETING OF JANUARY 3<sup>RD</sup>, 2023

<u>GENERAL FUND</u>	<u>\$50,593.20</u>
<u>TRUST &amp; AGENCY FUND</u>	<u>\$2,067.83</u>
<u>CAPITAL FUND</u>	<u>\$201,099.40</u>
<u>SEWER FUND</u>	<u>\$0.00</u>

Date	Vendor Name	Description	Amount
12/28/2022	Atlantic A Program of De Lage	Overage for last quarter	<u>\$41.81</u>
		<b>Ardsley Court Subtotal</b>	<b>\$41.81</b>
12/21/2022	VINCENT GIORDANO	Service for 11-28 to 12-9	\$206.00
12/27/2022	NFPA	NFPA Annual Membership	\$175.00
12/27/2022	NFPA	NFPA Fire Codes Subscription	<u>\$1,552.50</u>
		<b>Building Dept. Subtotal</b>	<b>\$1,933.50</b>
12/21/2022	Joann Robertozzi	holiday party DJ	\$300.00
12/21/2022	Apes and Keyboards LLC	Video coding instructor	\$1,912.00
12/28/2022	Atlantic A Program of De Lage	Overage for last quarter	\$94.67
12/21/2022	PATRICIA LACEY	menorah items	\$35.15
12/19/2022	Seasons	Food for Event 12-19-2022	\$315.00
12/20/2022	Sam's Club/Synchrony Bank	Senior Event	<u>\$56.28</u>

		<b>Community Center Subtotal</b>	<b>\$2,713.10</b>
12/21/2022	READERS HARDWARE INC	READERS-BATTERIES	\$170.64
12/21/2022	AAA EMERGENCY SUPPLY CO	AAA-SAW REPAIR	\$195.00
12/21/2022	AAA EMERGENCY SUPPLY CO	AAA-SCOTT PACK REPAIR	\$248.31
12/21/2022	AAA EMERGENCY SUPPLY CO	AAA-BADGES	\$88.80
12/28/2022	VERIZON	Usage for 12/22 to 1/21	\$34.74
12/19/2022	HOMETOWN BENEFITS INC	Service Award Program	<u>\$3,900.00</u>
		<b>Fire Dept. Subtotal</b>	<b>\$4,637.49</b>
12/19/2022	JAMES J HAHN ENGINEERING PC	Addyman Square Improvements	\$75.00
12/22/2022	JAMES J HAHN ENGINEERING PC	Paving	\$281.25
12/22/2022	READERS HARDWARE INC	Lock Pliers, Joint Pliers	\$40.48
12/22/2022	PARKWAY PEST SERVICES	December Service	\$150.00
12/19/2022	JAMES J HAHN ENGINEERING PC	Pascone Park Pipes	\$1,458.75
12/19/2022	JAMES J HAHN ENGINEERING PC	Sprain Brook Dredging- Pascone	\$1,033.75
12/22/2022	JAMES J HAHN ENGINEERING PC	SMRR Parking Lot	\$1,210.00
12/22/2022	JAMES J HAHN ENGINEERING PC	Sidewalk	\$75.00
12/21/2022	REDICARE LLC	Medical Supplies	\$127.05
12/22/2022	READERS HARDWARE INC	Masonry Drill, Liners	\$65.67
12/22/2022	READERS HARDWARE INC	Duplicate Key	\$7.48
12/22/2022	READERS HARDWARE INC	Ext Cord	\$28.99
12/22/2022	READERS HARDWARE INC	Tight Connector	\$6.38
12/22/2022	READERS HARDWARE INC	Ext Cord	\$26.89
12/22/2022	READERS HARDWARE INC	Outlet, Weather Proof Box	\$107.94
12/19/2022	JAMES J HAHN ENGINEERING PC	Milling & Paving	\$7,950.00
12/22/2022	JAMES J HAHN ENGINEERING PC	Milling & Paving	\$337.50
12/21/2022	WESTCHESTER COUNTY DEF	November Tipping Fee	<u>\$5,112.90</u>
		<b>Highway Dept. Subtotal</b>	<b>\$18,095.03</b>
12/16/2022	AT&T Mobility	Usage For 11-5 to 12-4	\$33.24
12/28/2022	VERIZON WIRELESS	Usage for 11-13 to 12-12	\$397.51
12/28/2022	VERIZON	Usage for 12-22 to 1-21	\$40.31
12/28/2022	OPTIMUM	Usage for 12-23 to 1-22	\$16.84
12/27/2022	BRIAN T. ROEMER	PO Roemer education per contract	<u>\$1,446.80</u>
		<b>Police Dept. Subtotal</b>	<b>\$1,934.70</b>
12/21/2022	WILLIAMSON LAW BOOK	minute book	\$188.98
12/27/2022	THE RIVERTOWNS ENTERPRISE	ZBA hearing	\$36.00

12/27/2022	PAYLOCITY	December Service	\$1,016.31
12/28/2022	Atlantic A Program of De Lage	Overage for last quarter	\$38.45
12/20/2022	ROBERT PONZINI	Legal Serv 1-1-23 to 5-31-23	\$6,128.75
12/27/2022	superior Building Maintenance	December Cleaning inv 5312	\$580.00
12/27/2022	PITNEY BOWES	Oct 25 - Jan 24	\$297.00
12/16/2022	BLUE DRAGON CONNECTIONS	Key fob lock for evidence room	\$1,290.00
12/19/2022	BRUNI & CAMPISI INC	Repair heating unit for court	\$288.50
12/22/2022	NATIONAL STANDBY REPAIR	Various Filters	\$1,297.29
12/22/2022	READERS HARDWARE INC	Drill Bits, Tape	\$60.07
12/16/2022	DELL MARKETING L.P.	Monitors for new computers	\$949.97
12/20/2022	GRIFFIN COOGAN SULZER AND HORG	Sunshine- tax cert 2016-2021	\$5,376.86
12/21/2022	Con Edison	Usage 11-9 to 12-13	\$21.89
12/27/2022	superior Building Maintenance	December Cleaning inv 5312	\$290.00
6/3/2022	GEORGE MALONE	Direct Public Govt. Access	\$831.00
12/19/2022	STANDARD INSURANCE COMPANY	December Premium	\$1,046.50
12/22/2022	Ardsley Historical Society	2022 Newsletter	<u>\$1,500.00</u>
		<b>Village Hall Subtotal</b>	<b>\$21,237.57</b>
		<b>General Fund Total</b>	<b>\$50,593.20</b>
12/21/2022	Kellard Sessions Consulting	182 Heatherdell Rd	\$765.00
12/21/2022	Kellard Sessions Consulting	31 Dellwood Lane	\$255.00
12/21/2022	Kellard Sessions Consulting	18 Mt. View	\$510.00
12/20/2022	Staples Credit Plan	Supplies for Library	<u>\$537.83</u>
		<b>Trust &amp; Agency Total</b>	<b>\$2,067.83</b>
6/22/2022	STL INC.	MATERIAL TESTING & INSPECTION	\$801.00
6/22/2022	STL INC.	MATERIAL TESTING & INSPECTION	\$1,906.00
10/3/2022	APS CONTRACTING INC	DPW FACILITY	\$174,325.00
8/24/2022	L.J. Coppola Inc	Application # 2	\$6,650.00
12/21/2022	Con Edison	Usage 11-14 to 12-13	\$881.15
12/23/2022	WESTON & SAMPSON	Service to 11-25-22	<u>\$15,225.00</u>
		<b>New Highway Garage Project Subtotal</b>	<b>\$199,788.15</b>
12/22/2022	JAMES J HAHN ENGINEERING PC	Curbs	<u>\$1,092.50</u>
		<b>Curbs Project Subtotal</b>	<b>\$1,092.50</b>
12/19/2022	JAMES J HAHN ENGINEERING PC	Felix Avenue Drainage	\$75.00
12/22/2022	JAMES J HAHN ENGINEERING PC	Powder Horn Drainage	<u>\$143.75</u>
		<b>Drainage Project Subtotal</b>	<b>\$218.75</b>
		<b>Capital Fund Total</b>	<b>\$201,099.40</b>

**Sewer Fund Total**

**\$0.00**