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## Memorandum

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**To:** Town of Dover Planning Board  
**From:** Ashley Ley  
**Date:** March 4, 2011  
**Re:** Dover Village Plaza

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AKRF, Inc. has reviewed the following documents and plans for the above referenced project:

1. Letter from Richard Renna to the Planning Board dated 2/10/11
2. Concept "A" Site Plan Expansion & Commercial Subdivision Plan, prepared by Renna Engineering Design, PLLC, dated 2/10/11
3. Concept "B" Site Plan Expansion & Commercial Subdivision Plan, prepared by Renna Engineering Design, PLLC, dated 2/10/11
4. Rendering (undated)

### PROJECT DESCRIPTION

In response to comments from the Planning Board and its consultants, the applicant has prepared two concept plans which show alternate layouts for the new grocery store and parking area. Concept A would keep the building in substantially the same place as the former proposal but adds additional landscaping. Concept B would relocate the building to the northeast corner of the property, with parking in front along Route 22. Both concepts would increase the building from 24,505 to 35,814 square feet.

### COMMENTS

1. The building location in Concept B is preferable to Concept A. This building orientation has several advantages, including:
  - The loading dock would not be visible from Route 22
  - The building is aligned with the existing office building and bank in the Dover Village Shopping Center, and thus would share "road frontage."
  - The building would be closer to the existing buildings in the Dover Village Shopping Center and seem more connected to them via the central road, thus improving the walk-ability of the center and potential use of the proposed sidewalk.
  - The orientation substantially maintains the existing farm field and view along Route 22.

2. As requested, a bulk table for the remaining Lot 3 was provided. It is noted that Lot 3 would be considered a “rear lot” in order to meet the frontage requirement. The lot would otherwise comply with the dimensional regulations.
3. As discussed in at the last Planning Board meeting, in reviewing a Special Permit application, the Code requires the Planning Board to make Findings, one of which is, “Will be consistent with the goal of concentrating retail uses in hamlets, avoiding strip commercial development, and buffering nonresidential uses that are incompatible with residential use.” (§145-63.B(9)). Since the proposed project is a strip commercial development, the Planning Board should look at ways to minimize the potential impact of that development on the Town’s character. Some of these methods include architectural façade treatments and landscaping that would normally be addressed by the ARB. The following are planning and design aspects that have been addressed to some extent, but should be pushed further:
  - The applicant should provide an integrated landscaping and lighting plan. The plantings should include street trees and planted islands to break-up the parking area. The lighting should be full-cut off, and should only provide the minimum amount of light necessary for safety. It is noted that some landscaping has been added to the plans; however, it should be increased. There should be more street trees, as well as salt and snow tolerant grasses and shrubs.
  - The landscaped buffer between Route 22 and the parking area should be increased. Also, consider moving some parking spaces to the north side of the building, as well as employee parking behind the building.
  - Shopping cart storage and bottle recycling areas should be designated on the plans. These items should be integrated into the design, so they do not stand out as visual clutter on the site and can be maintained in an orderly fashion.
  - Although improvements have been made to the proposed façade, additional effort should be made to break up the massing and volume of the building. The applicant should consider the use of false windows, material changes, and color to give the appearance of a hamlet-scale building.
  - Avoid expansive blank walls visible from public view.
  - Screen roof-top equipment.
  - Snow storage areas should be designated on the plans.
  - Dumpsters should be located on the plan, preferably in the rear of the building and fenced in. There should be sufficient space within the dumpster enclosure to handle the food, grease, and packaging waste, as well as recycling so that extra storage containers or trailers are not required.