



## Westchester County Planning Board Referral Review

Pursuant to Section 239 L, M and N of the General Municipal Law and  
Section 277.61 of the County Administrative Code

George Latimer  
County Executive

August 20, 2024

Christine Dennett, Village Clerk  
Village of Briarcliff Manor  
1111 Pleasantville Road  
Briarcliff Manor, New York 10510

**County Planning Board Referral File BMR 24-003 – JAM 555 Self-Storage  
555 Pleasantville Road  
Special Use Permit and Site Plan Amendment**

Dear Ms. Dennett:

The Westchester County Planning Board has received a site plan (dated July 3, 2024) and related materials for an application to adaptively re-use an existing three-story office building located on a 15.27-acre property at 555 Pleasantville Road (SBLs 98.20-1-5&6). The property, known as the Briarcliff Corporate Campus, lies adjacent to the municipal border with the Town of Mount Pleasant, and currently hosts six buildings and associated parking, driveway, and sidewalk areas. The subject building lies on the north end of the property.

The applicant proposes to refurbish the 51,837 square foot building into a self-storage use. No changes to the building footprint would occur. The applicant proposes slight alterations to the building entrances to incorporate sliding doors. The existing parking lot on the site would remain to service the building complex, though the total number of spaces on the property would be reduced from 341 to 332 to accommodate truck loading areas for the proposed self-storage. An existing driveway provides access from the building to Pleasantville Road.

We note that the site is currently split-zoned between the CT-4 - Complementary Use Transition 4 district and the R20-B – Single-Family Residence district due to a tax parcel boundary that runs through the subject building. The Village has noted that this zoning boundary was mapped in error, and is seeking to correct the map through an amendment that was referred to the County separately (Referral File BMR 24-004).

We have reviewed this application under the provisions of Section 239 L, M and N of the General Municipal Law and Section 277.61 of the County Administrative Code and we offer the following comments:

### **1. County road.**

Pleasantville Road is a County road (CR 401). Approval for this work from the Westchester County Department of Public Works and Transportation (WCDPW&T) under Section 239 F of the General Municipal Law may be required. Pertinent drainage, utility, erosion control and curb cut details need to

be provided at the time of Section 239 F submittal. Driveways must also be designed in accordance with current County, State and AASHTO standards.

## **2. Recycling.**

The City should require the applicant to verify that there is sufficient space to accommodate the storage needs for recyclables under the County's recycling program. County regulations for recycling may be found at: <https://environment.westchestergov.com/recycling>.

## **3. Green building technology.**

We encourage the applicant to include as much green, or sustainable building technology as possible within the proposed development. We note that no indication has been provided towards the utilization of the rooftop. We recommend that the applicant considers incorporating a solar array or a green roof in order to provide further environmental remediation within the site

Please inform us of the Village's decision so that we can make it a part of the record.

Thank you for calling this matter to our attention.

Respectfully,  
WESTCHESTER COUNTY PLANNING BOARD

A handwritten signature in dark ink, appearing to read "Richard Hyman", written in a cursive style.

Richard Hyman  
Chair, Westchester County Planning Board

RH/mv

cc: Blanca Lopez, Commissioner, Westchester County Department of Planning  
Michael Dispenza, Contract Administrator, County Department of Public Works and Transportation  
Roger Griffith, Program Coordinator (Traffic Engineering), County Department of Public Works and Transportation