

Minutes of the Special Meeting  
Of the Board of Trustees of the  
Village of Larchmont, N.Y.  
**held on Monday, October 24, 2022**

**PRESENT:** Mayor Lorraine Walsh  
Trustees Sarah Bauer  
Peter Fanelli  
Brigid Brennan  
Dana Post

**Also present:** Dep. Clerk Riley, Administrator Datino,  
Asst. Administrator Katzin

Mayor Walsh welcomed all who were in attendance and called the special meeting to order at 12:00 PM.

Mayor Walsh

At the last Board meeting on October 17<sup>th</sup>, a public hearing was held to discuss draft legislation regarding historic preservation. The impetus for this legislation goes back to 2016-17, when the Courtroom became so crowded that Board meetings had to be moved to the Village Center. Two things came out of those crowded meetings and that was that residents wanted changes to zoning and some kind of historic preservation law. In response the Board created and enacted 17 new zoning laws and created the Historic Preservation Task Force, "HPTF", made up of members of the community with qualifications based NYS Historic Preservation Office (SHPO) standards.

**Mayor's statement**

The volunteer members of the HPTF spent many hours speaking with other communities in Westchester County that have historic preservation legislation, doing public outreach events such as the Farmer's Market, and meeting with the professionals at the NY Preservation League and SHPO. After a year they returned with a report of their findings which was shared with residents via e-mail and the Village website. The recommendation of the report was that the next step should be to conduct an historic resource survey, which is a professionally prepared inventory of properties in a municipality. The reasons for a survey are to gather information about: (1) the existence of properties which may be considered historic, (2) the building and development history of the Village, and (3) the social history of the community. An historic resource survey is an information tool that does not make determinations or create law.

The Historic Resource Survey kick-off meeting was held at a standing room only meeting in the Village Center in October of 2019. A presentation was given by Neil Larsen of Larsen-Fisher on what is an historic survey is and the procedures for conducting the survey. Letters and e-mails were sent to residents that representatives of Larsen-Fisher would be seen throughout the Village taking pictures and gathering information for the survey. Updates were shared with residents on the Village website and by e-mail on the Village newsletter. The survey took longer than expected due to Covid, and was finished in the summer of 2021.

**Mayor's statement**  
Con't.

A presentation of the survey took place in Village Hall and it was made available for residents to review on the Village website, in Village Hall and in the Library. Then the HPTF began drafting legislation based on the NYS model, with assistance from the professionals at SHPO and feedback from some of the communities the Task Force had spoken with previously. One reason for basing the draft law presented at the public hearing on the NYS model Preservation law is that this would qualify the Village to be a CLG, a "Certified Local government". That means the Village would be eligible for no cost training from SHIPO and more grants, which can aid with the costs of enacting historic preservation legislation and training of the commission.

The next step, after months of the Board discussing the draft legislation at public work sessions and reviews by the Village Attorney's office, was to bring the legislation to the public for their input at a public hearing. The first public hearing was held last week. Nothing in the draft legislation had been approved, no houses had been designated, and no actions had been taken. Again this legislation was drafted in response to an outpouring of support and requests from members of this community.

At the public hearing the comments fell into three areas: (1) issues with the current land use application process- it takes too long and is too expensive, (2) specific issues with the proposed law - too vague and broad, and (3) misunderstandings about the proposed law.

The Board of Trustees have been working to improve the land use application process. Many months ago the Planning Board, Village Planning Consultant and the Village Attorney were asked to look at changes that could be made to the Village's code, specifically regarding projects that trigger the site plan application review by the Planning Board. It is possible that the requirements for site plan review were set too low causing long agendas that bog down the process. Over the past two years the Building Department has been revamped. There is now a Building Inspector, Asst. Building Inspector, Asst. Civil Engineer and two secretarial positions. Also the physical space of the office has been redone to improve efficiency and customer service.

Based on the public comment received on Monday night, it was clear the Board needed to move forward with the land use application process changes first. Once that is done the Board can begin to look at historic preservation legislation again to see how the broader community feels about it, is it needed, and, if so, what form might it take. All of those conversations and decisions will come about through many public hearings. Similar legislative changes have taken a year or more of public review. In consideration of the comments received at Monday's public hearing, I drafted a resolution, with assistance from Deputy Mayor Bauer, which is now before the Board.

Mayor Walsh asked the Board if they had any questions or comments.

Trustees statements

Trustee Bauer: Supports the resolution. Based on the comments made at the last meeting, it make sense to prioritize changes to the land use application process before adding another element.

Trustee Brennan: Concurred with the comments made by the Mayor.

Trustee Fanelli: Agrees with Mayor’s comments as well. This is going to be a process and the Board won’t rush. The meeting last is one of many to come. We’ll take the time to do this right.

Trustee Post: Appreciates the comments from the community and their input will be taken seriously.

On motion of Trustee Bauer, seconded by Trustee Post, and unanimously carried, the following resolution was adopted:

**RESOLUTION**  
**Public Hearing  
11/21/2022  
**Historic Preservation  
**Canceled******

**Whereas**, the Village of Larchmont Board of Trustees has been working with our planning consultant to modify existing Village zoning code to simplify the application process and reduce the number of projects which require site plan review, among other changes; and

**Whereas**, on Monday, October 17, 2022, the Village of Larchmont Board of Trustees presented a proposed local law to establish Historic Preservation Legislation and opened a public hearing to receive input from Village residents on the proposed law; and

**Whereas**, many commenters expressed concern that the land use permitting process is overly burdensome to residents and that any addition to the existing approval process would exacerbate said already overly burdensome process;

Now therefore, Be it **Resolved**,

That the Village of Larchmont Board of Trustees has decided to prioritize the completion of the draft changes to the existing land use permitting process to make it more streamlined and less onerous for residents; and

That, until such time as said changes have been enacted and improvements to the process have been realized, the Village of Larchmont Board of Trustees hereby suspends the procedure to adopt the proposed Historic Preservation Law; and

That the Village of Larchmont Board of Trustees hereby cancels the public hearing on the proposed Historic Preservation Law which was previously scheduled for Monday, November 21, 2022.

On motion of Trustee Fanelli, seconded by Trustee Brannan, and unanimously carried, it was:

**RESOLUTION**  
Approve **Winter  
Outdoor **Permits****

**RESOLVED**, to approve the 12/1/2022-5/31/2023 Winter Outdoor Dining Permits.

On motion of Trustee Bauer, seconded by Trustee Post, and unanimously carried,

**RESOLUTION**  
Approve **Fees Winter  
Outdoor **Permits****

**RESOLVED**, to approve the Fees for the 12/1/2022-5/31/2023 Winter Outdoor Dining Permits.

On motion of Trustee Fanelli, seconded by Trustee Bauer, and unanimously carried, the meeting adjourned at 12:15 PM.