

Minutes of the Regular Meeting  
Of the Board of Trustees of the  
Village of Larchmont, N.Y.  
held on Monday, June 19, 2023

**PRESENT:** Mayor Sarah Bauer  
Trustees Dana Post  
Brigid Brennan  
Peter Fanelli  
Charles Manice

**ABSENT:** Asst. Administrator Katzin

**Also Present:** Attorney Staudt, Administrator Datino

Mayor Bauer welcomed all in attendance and called the meeting to order at 7:30PM.

The Mayor introduced the Mayor for a Day, Evan Rotem.

The Mayor made the following announcements.

1. Congratulate June Hesler! She began working at the Larchmont Library in 1973 and decided to retire after 50 years of service. We celebrated her last Tuesday, and want to wish her well in her retirement and thank her for her many years of service to the Village.
2. Thank you to Carolyn Lee, John Feldman, Ken Dirks and Trustee Fanelli for their work in putting together the music festival on June 3 in Constitution Park. We had a great turnout and it was a great day.
3. Thank you to Rachel Thompson for her tireless efforts in organizing our Sprint to Flint. It was a great event. A lot of work goes into this event and she did an amazing job this year.
4. Summer Concert Series – every Thursday beginning at the end of this month and going through early August.
5. We have a resident who is turning 106 on June 28 – so we would like to wish a very happy birthday to Belle!

On motion of Trustee Post, seconded by Trustee Brennan, and unanimously carried, it was:

**RESOLVED,** to appoint Roland Young as Co-Chair to the Planning Board.

**Mayor for a Day**  
**Rotem, E.**

**Mayor’s Announcements**

**RESOLUTION**  
**Young, R. Co-Chair**  
**Planning Bd.**

On motion of Trustee Brennan, seconded by Trustee Post, and unanimously carried, it was:

**RESOLVED,** to appoint Kathrine Pannell as Chair of the Larchmont Environmental Committee.

**RESOLUTION**  
**Pannell, K. Chair**  
**Environmental Comm.**

On motion of Trustee Brennan, seconded by Trustee Post, and unanimously carried, it was:

**RESOLVED,** to appoint Mark Manley as a member of the Larchmont Environmental Committee.

**RESOLUTION**  
**Manley, M. member**  
**Environmental Comm.**

On motion of Trustee Post, seconded by Trustee Manice, and unanimously carried, it was:

**RESOLVED,** to open the public hearing on a proposed local law to update regulations regarding noncommercial swimming pools, jacuzzis, hot tubs and spas.

**RESOLUTION**  
**Open P. H. pool law**

Mayor Bauer asked if anyone wanted to comment on the proposed law. There were none.

**RESOLUTION**  
Close P. H. pool law

On motion of Trustee Post, seconded by Trustee Manice, and unanimously carried, it was:  
**RESOLVED,** to close the public hearing.

**RESOLUTION**  
Adopt SEQRA  
L.L. No. 7-2023

On motion of Trustee Manice, seconded by Trustee Fanelli, and unanimously carried, it was:  
The following resolution was adopted:

**BOARD OF TRUSTEES  
OF THE  
VILLAGE OF LARCHMONT**

**RESOLUTION DETERMINING SIGNIFICANCE  
OF LOCAL LAW # 7 OF 2023  
PURSUANT TO SEQRA**

WHEREAS, the Board of Trustees (the Board) of the Village of Larchmont (the Village) has proposed the adoption of a Local Law entitled “LOCAL LAW # 7-2023, A LOCAL LAW TO AMEND THE CODE OF THE VILLAGE OF LARCHMONT TO UPDATE REGULATIONS REGARDING NONCOMMERCIAL SWIMMING POOLS, JACUZZIS, HOT TUBS AND SPAS”; and  
WHEREAS, the Board, the only involved agency, reviewed and issued the Environmental Assessment Form (EAF), Part 1, prepared by the Village’s consultants; and  
NOW, THEREFORE, BE IT RESOLVED that the Board confirms adoption of the law would be an Unlisted Action under SEQRA, and issues the Parts 2 and 3 of the EAF it has before it; and  
BE IT FURTHER RESOLVED , given that Part 2 indicates that no negative environmental impact, or a small environment impact, will result from adoption of the law, the Board of Trustees finds that adoption of the Proposed Local Law will not have a significant adverse impact on the environment and thus no Environmental Impact Statement is required.

On motion of Trustee Manice, seconded by Trustee Post, and unanimously carried, it was:  
**RESOLVED,** to adopt Local Law No. 7-2023:

**RESOLUTION**  
Adopt L.L. No. 7-2023

**VILLAGE OF LARCHMONT  
BOARD OF TRUSTEES**

2 **LOCAL LAW NO. 7- 2023**

**A LOCAL LAW TO AMEND THE CODE OF THE VILLAGE OF  
LARCHMONT TO UPDATE REGULATIONS REGARDING  
NONCOMMERCIAL SWIMMING POOLS, JACUZZIS, HOT  
TUBS AND SPAS**

Be it enacted by the Board of Trustees of the Village of Larchmont as follows:

**Section 1:** Chapter 381 of the Code of the Village of Larchmont is hereby amended by adding thereto the following definitions to Section 381-7 “Definitions.” to read as follows:

**NONCOMMERCIAL SWIMMING POOL**

Any structure intended for swimming or recreational bathing, whether permanently constructed or of the portable type, having a depth of more than 18 inches (excluding portable “kiddie” pools of less than 80 square feet), or an area of 80 square feet or greater, that is erected on a private premises, not operated for profit or charging admission, and is for the exclusive use of residents and their guests, whether located indoors or outdoors, as an accessory use to a residence.

**HOT TUB, JACUZZI OR SPA**

A portable or permanent pool, container or structure primarily designed for therapeutic use or relaxation, which is normally not drained, cleaned or refilled for each individual. It may include, but is not limited to, hydrojet circulation, hot water, cold water, mineral bath, air induction, bubbles or any combination thereof. A hot tub, jacuzzi or spa shall have a maximum water depth of 4 feet at any point and may be equipped with aquatic seats within its perimeter and shall be 80 square feet or less. A hot tub, jacuzzi or spa shall not be used for swimming or diving.

**POOL DECK**

The paved surface as defined in §381-7, that is functionally accessible and adjacent to the pool edge. Impervious surfaces that are decorative and do not provide accessibility, such as landscape planters or knee walls shall not be considered part of the pool deck for the purpose of establishing setbacks.

**Section 2:** Chapter 381 of the Code of the Village of Larchmont is hereby amended by repealing Section 381-55C “Noncommercial swimming pool.” and adding thereto a new Section 381-55C to read as follows:

C. Noncommercial Swimming pool

(1.) Statement of purpose. The Board of Trustees recognizes that the regulation of the establishment, construction and operation of noncommercial private swimming pools is a matter of public importance, primarily as it concerns the issues of safety to children and animals, noise, aesthetics, lighting, odors, overflowing waters, location and the possible depreciation of property values by reason of improperly installed or maintained pools or having such pools placed in undesirable or adversely impactful locations. This section shall be read and construed as having regard to the foregoing statement of purposes.

(2.) Standards. A noncommercial swimming pool shall be subject to the following provisions and restrictions:

- a) No more than one noncommercial swimming pool may be permitted as an accessory to any residential use.
- b) No noncommercial swimming pool is permitted on any lot consisting of less than 5,000 square feet.
- c) Enclosures, sometimes referred to as "swimming pool bubbles" or "bubbles", shall not be permitted.
- d) Noncommercial swimming pools shall be constructed or installed in a rear yard only, and shall comply with the following:
  - a) The applicable rear and side yard setbacks for the zoning district within which the property is located, and as may be modified in accordance with §381-37.
  - b) The setback to the pool shall be measured to the edge of the pool deck if provided, or from the pool rim if no pool deck is provided.
  - c) The lot coverage limitations as established in §381-38.
  - d) A separation of a minimum of 15' shall be maintained between every principal or accessory structure, including but not limited to associated architectural elements such as balconies, verandas, loggias or attached decks, and the water's edge of a noncommercial swimming pool.
  - e) A safety barrier shall be installed with a minimum of 4 feet in height. All gates or door openings through such enclosure shall be equipped with a self-closing and self-latching device designed to keep, and capable of keeping, such door or gate securely closed at all times except when opened for the few seconds it takes to pass through. A building wall can form a part of the barrier provided that all doors are equipped with an alarm that produces an audible warning when opened, and operable windows shall have a latching device located no less than 48 inches above the floor. Doors and windows shall fully comply with Section R326.4.2.8 of the New York State Residential Code. Safety barriers shall be constructed of weather resistive materials and shall be assembled or fabricated with sufficient rigidity to prevent access. Non-structurally stable decorative or temporary fencing shall not be permitted. Any stricter regulation contained in any other law or rule shall control.
  - f) Any ladder or steps providing access to a noncommercial swimming pool shall be of the removable or the close-off safety lock type. Such ladders or steps shall be removed when the pool is not in actual use or the safety-lock feature making the steps or ladder impassable shall be utilized.

g) All pool equipment, including a filter, heater, pump, water treatment device, or similar pool accessory equipment, shall be situated so as to be nonviewable or otherwise fully screened from neighboring properties. All such equipment shall, at a minimum, comply with Chapter 195, Noise, and shall be installed so as to not disturb the peace, quiet, and comfort of neighboring property owners. Any noise generated from such equipment that is plainly audible on adjacent property is expressly forbidden.

h) The water of any such pool shall be treated in the manner sufficient to maintain the bacterial standards established by applicable law. Filtering, sterilizing and auxiliary equipment shall be adequate to maintain the sanitary quality of pool water while the pool is in use. Equipment containing gases or disinfectants capable of giving off irritating, toxic or flammable fumes shall be located in ventilated rooms or structures and equipped with safeguards in case of chlorine or other chemical leaks.

i) There shall be no cross-connection between the public water supply system and any pipes or apparatus feeding water to a pool from a private well, system or other source.

j) Pool discharges shall be directed to the home's sanitary sewer system. Where discharges cannot be retained on-site or disposed of because of the lack of the above-mentioned facilities, it shall be disposed of by means of dry well or series of wells, provided that such pool discharges will not overflow in any instance onto abutting property or flood the existing leaching fields of a septic tank system.

k) A swimming pool represents an impervious surface, and together with the surrounding patios or terraces, may modify existing drainage patterns. As a result, the manner by which stormwater runoff is managed must be presented and approved as part of the Special Permit application.

l) All noncommercial swimming pools shall be appropriately buffered, screened and landscaped to mitigate impacts on adjacent properties. At a minimum, screening shall consist of dense native evergreen plantings a minimum of 6 feet in height. Nonevergreen planting may supplement evergreen planting but shall not take its place. All required planting shall be properly maintained in healthy growing conditions at all times. Should plantings die, they must be replaced in-kind. This screening requirement may be modified in situations where it is determined by the Planning Board or Zoning Board of Appeals that large distances, topographic features, intervening structures or existing vegetation satisfy the same purposes.

m) Lighting used to illuminate any swimming pool shall be so arranged and shielded as to reflect light away from adjoining premises. High intensity spotlighting or accent lighting should be avoided. Illumination levels at the property lines surrounding the pool shall not exceed 0 foot candles. The use of Dark Sky Compliant light fixtures is recommended.

n) Electrical fixtures, wiring and installation used in connection with the swimming pool shall conform to the National Electric Code in effect at the time of construction. All wiring for such installation shall be underground.

o) No noncommercial swimming pool shall be so located that any current-carrying electrical conductors shall cross it, either overhead or underground.

p) No diving board or platform shall be used or installed in connection with any noncommercial swimming pool having a depth of less than eight feet. In swimming pools of eight feet to 11 feet in depth, diving boards or platforms may be permitted in the discretion of the Planning Board for use in the deep area, provided that they are not more than three feet above water level.

q) Noncommercial swimming pools shall comply with the New York State Residential Code, Section 326.

(3.) Noncommercial swimming pools located in floodplains. Swimming pools located within Larchmont's FEMA designated floodplains have the potential to create hazardous conditions, increase erosion, exacerbate flooding and damage property. Noncommercial swimming pools shall comply with the following:

a) The noncommercial swimming pool shall comply with the applicable provisions of Chapter 337, Flood Damage Prevention.

b) A Consistency Determination shall be obtained from the Coastal Zone Management Commission.

c) For waterfront properties containing a seawall or bulkhead, an engineering report, prepared by a Professional Engineer licensed in the State of New York shall be provided documenting that the Engineer has performed an inspection of the walls/bulkhead, etc. and that the pool will not result in any loading or surcharge that would adversely impact the seawall or bulkhead.

d) The siting of a noncommercial swimming pool in areas of special flood hazard and the regulatory floodway should be avoided. If no other viable alternative location, or an alternative involving a smaller pool cannot be practically achieved, an engineering report, prepared by a Professional Engineer licensed in the State of New York shall be provided. The report shall document that the structural design of the pool is adequate to resist water forces that would occur during the base flood. Horizontal water loads considered shall include inertial and drag forces of waves and wave run-up as described in the latest FEMA Advisory Maps, current drag forces and impact forces from waterborne storm debris. Dynamic uplift loads shall also be considered.

e) A noncommercial swimming pool shall be designed to expressly prevent structural elements from becoming dislodged during storm events.

(4.) Abandonment. The Building Official is hereby charged with determining if a noncommercial swimming pool has been abandoned. In addition to all other remedies at law or equity, if upon at least forty-five days' notice to the property owner and an opportunity to be heard, the Building Official determines the pool to be abandoned or permanently discontinued, it shall be dismantled and removed from the property, filled in, regraded and the surface of the ground returned to its original grade. Any costs or expenses incurred by the Building Official shall be assessable to the owner of the premises and shall be a lien on the premises.

**Section 3:** Chapter 381 of the Code of the Village of Larchmont is hereby amended by adding thereto a new Section 381-41I to read as follows:

I. Hot Tub, Jacuzzi, or Spa.

(1.) A Building Permit, and, if required pursuant to Article VIII A, Site Plan approval, shall be required for a hot tub, jacuzzi or spa.

- a) No hot tub, jacuzzi or spa shall have a water surface footprint in excess of 80 square feet or a depth greater than 4 feet.
  - b) A hot tub, jacuzzi or spa shall be used for recreational, therapeutic or other purposes, except for swimming.
  - c) The hot tub, jacuzzi or spa shall comply with the applicable principal building setback requirements.
  - d) The hot tub, jacuzzi or spa shall be located on a deck, terrace or patio, and shall not be located within an open lawn area.
  - e) If the hot tub, jacuzzi or spa is visible from neighboring properties, a suitable screening enclosure of either landscaping or fencing shall be provided.
  - f) Mechanical equipment, lighting and other features shall not cause a nuisance to neighboring properties.
  - g) No hot tub, jacuzzi or spa shall be installed unless a building permit is issued.
- (2.) If any of the foregoing conditions are not met, the provisions of Section 381-55C shall apply.

**Section 4:** Chapter 381 of the Code of the Village of Larchmont is hereby amended by adding thereto new Sections 381-14B(8), 381-15B(8), 381-16B(8), 381-17B(8), 381-18B(8), 381-19B(7), 381-20B(7), and 381-23B(1)(h), with each new Section to read as follows:

Hot Tub, Jacuzzi, or Spa, subject to the standards in Section 381-41I.

**Section 5:** Chapter 381 of the Code of the Village of Larchmont is hereby amended by repealing Section 381-47 and adding thereto a new Section 381-47 to read as follows:

§ 381-47 Special permits required and approval agency. No building or structure may be erected, altered or used and no lot or land may be used for one of the special permit uses set forth in the Schedule of Use Regulations (included as an attachment to this chapter) unless such use is in complete conformance with the provisions established herein. The Board of Trustees shall have jurisdiction over special permits for public amenity supplemented mixed-use developments, townhouses in the R-7.5 District, and one-family dwellings on properties known on the Larchmont Tax Assessment Map as "Yacht Club," "Shore Club" and "Manor Park." The Planning Board shall have jurisdiction over special permits for noncommercial swimming pools except those in conjunction with townhouse developments. All other special permits shall be reviewed by the Zoning Board of Appeals.

**Section 6:** Chapter 381 of the Code of the Village of Larchmont is hereby amended by repealing Section 381-48A and adding thereto a new Section 381-48A to read as follows:

A. The Board of Trustees, in the case of applications for special permits for public amenity supplemented mixed-use developments (as per § 381-51N), townhouse developments (as per § 381-51B), for one-family dwellings on properties known on the Larchmont Tax Assessment Map as "Yacht Club," "Shore Club" and "Manor Park" (as per § 381-51E), and for tennis courts or noncommercial swimming pools in conjunction with townhouse developments (as per § 381-55G), the Planning Board, in the cases of applications for Special Permits for all other noncommercial swimming pools (as per 381-55C), or the Zoning Board of Appeals, in all other special permit applications, shall hold a public hearing on every special permit application made to it, notice of which hearing and of the substance of the special permit application shall be given by publication in the official newspaper of the Village at least 10 days before the date of such hearing as provided for in § 381-48C, and by such other notice as the Zoning Board of Appeals, Planning Board, or Board of Trustees, as applicable, shall require.



**Section 7:** Chapter 381 of the Code of the Village of Larchmont is hereby amended by repealing Section 381-48B and adding thereto a new Section 381-48B to read as follows:

B. At least 10 days before the date of any public hearing, notice of such public hearing shall be transmitted to the Clerk of any adjacent municipality, the boundary of which lies 500 feet or less from the property that is the subject of the special permit application. Any agency of the adjacent municipality so notified may submit to the Zoning Board of Appeals, Planning Board, or Board of Trustees, as applicable, an advisory opinion on said application at any time prior to the rendering of a decision.

**Section 8:** Chapter 381 of the Code of the Village of Larchmont is hereby amended by repealing Section 381-49 entitled "Special permit submission requirements and decisions" and adding thereto a new Section 381-49 to read as follows:

§ 381-49 Special permit submission requirements and decisions.

A. Submission requirements.

(1) All uses requiring issuance of a special permit from the Zoning Board of Appeals, Planning Board, or Board of Trustees shall be referred for a presubmission site plan review conference pursuant to Article VIII A of this chapter, which conference shall be held prior to the Zoning Board of Appeals, Planning Board, or Board of Trustees, as applicable, taking final action on the application for a special permit. Comments and recommendations resulting from the conference shall be forwarded to the Zoning Board of Appeals, Planning Board, or Board of Trustees, as applicable, promptly after completion of such presubmission site plan review conference, and the Zoning Board of Appeals, Planning Board, or Board of Trustees, as applicable, shall not take final action with respect to said application until it shall receive such comments and recommendations.

(2) All applications for a special permit made to the Zoning Board of Appeals, Planning Board, or Board of Trustees, as applicable, shall be in writing, on forms prescribed by the Board, and each application shall fully set forth the circumstances of the case, refer to the specific provision of the law involved and shall exactly set forth the use for which the special permit is sought. In addition, the Zoning Board of Appeals, Planning Board, or Board of Trustees, as applicable, at its discretion, may reasonably require further information in the form of plans, text, measurements or photographs to aid in deliberations. All review boards may retain consultants to assist them in the review of the special permit application at the cost of the applicant.

B. Decisions. Every decision of the Zoning Board of Appeals, Planning Board, or Board of Trustees shall be recorded on forms adopted by the applicable Board and shall fully set forth the circumstances of the case and the findings on which the decision is based. Every decision of the Board shall be by resolution, and each such resolution shall be filed in the office of the Village Clerk, by case number, under the heading of special permits. The Zoning Board and Board of Trustees shall notify the Planning Board and the Building Official of its decision in each case. The Zoning Board of Appeals and Planning Board shall include in their report to the Board of Trustees periodically, at least annually, the special use permits upon which they have acted.

**Section 9:** Chapter 381 of the Code of the Village of Larchmont is hereby amended by repealing Section 381-80B and adding thereto a new Section 381-80B to read as follows:

B. This chapter shall be enforced by the Building Official or his/her duly authorized representative. No permit, certificate of occupancy or other authorization for any construction, reconstruction, alteration or enlargement of a structure or for the moving of a structure from one site to another, including special permits and variances by the Zoning Board of Appeals, the Planning Board, or the Board of Trustees, shall be issued except in compliance with the provisions of this chapter and of the Building Code.

**Section 10:** Chapter 381 of the Code of the Village of Larchmont is hereby amended by repealing Section 381-81B and adding thereto a new Section 381-81B to read as follows:

B. No building permit shall be issued for a structure or building for which a variance is required or for a purpose for which a special permit is required until such variance or such special permit has been granted by the Zoning Board of Appeals, Planning Board or the Board of Trustees, as the case may be, and any conditions imposed by the Zoning Board of Appeals, Planning Board or Board of Trustees, as the case may be, in connection therewith, shall be noted on the face of such building permit.

1

**Section 11:** Chapter 381 of the Code of the Village of Larchmont is hereby amended by repealing Section 381-82A and adding thereto a new Section 381-82A to read as follows:

A. Application for a certificate of occupancy shall be made in duplicate on forms provided by the Building Official. Such forms shall provide spaces for information appropriate to the administration of this chapter. No occupancy and use of new construction or change of use in existing construction shall take place until a certificate of occupancy has been issued, and no such certificate of occupancy for a variance or use for which a special permit is required shall be issued except in accordance with such variance or such special permit authorized by the Zoning Board of Appeals, Planning Board, or Board of Trustees and shall set forth in detail the conditions attached thereto as determined by such Board.

**Section 12:** Severability. If any section, subsection, clause, phrase or other portion of this Local Law is, for any reason, declared invalid, in whole or in part, by any court, agency, commission, legislative body or other authority of competent jurisdiction, such portion shall be deemed a separate distinct and independent portion. Such declaration shall not affect the validity of the remaining portions hereof, which other portions shall continue in full force and effect.

**Section 13:** This Local Law shall take effect immediately upon filing with the Secretary of State.

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

**RESOLVED,** to open the Public Hearing on a proposed local law to provide for a dinner and entertainment establishment use in the RC Zone.

Local business owner Peter Sherman and his representative addressed the Board on the proposed local law.

The Mayor thanked Mr. Sherman for his comments and added the Board is waiting on the Planning Board’s review of the proposed local law.

On motion of Trustee Manice, seconded by Trustee Post, and unanimously carried, it was:

**RESOLVED,** to adjourn the Public Hearing to July 24, 2023.

Next Mayor Bauer administered the oath of office to 16-year Fire Department member, Lt. Chris DiGillio.

Fire Chief’s Report.

1. First, On June 3<sup>rd</sup>, Lt Adams, Lt Boettcher, and FF Allen completed the American Heart Association Basic Life Support Instructor Course. These three members can now teach courses in CPR geared towards all of our Village personnel including Police and Fire with training in Basic Life Support, as well as the AHA Heart Saver Course geared towards members of the public for those with little to no medical training. This course teaches how to proficiently perform CPR and use an AED. We are looking to partner with the Larchmont Library to hold courses throughout the year for our residents to become certified in this life saving skill.

**RESOLUTION**  
Open P.H. RC Zone

Comments  
Sherman, P.

**RESOLUTION**  
Adjourned  
P.H. RC Zone to  
7/24/2023

Oath of Office  
DiGillio, C. Lt.  
Fire Dept.

Fire Chief’s Report

Fire Chief's Report  
Con't.

2. On June 9<sup>th</sup> we placed Marine 34 in service which is currently being moored at the Larchmont Yacht Club. The 22 foot Boston whaler has been in service during the boating season for the past 5 years. It will continue to serve as a safety vessel for our residents along the Larchmont Coast line along with any emergencies we may be called for in the nearby area.
3. On June 10<sup>th</sup> members of our department attended the FASNY Spring Fair across the street. Among those members in attendance were Lt Boettcher and FF Montemarano. These are two of our Fire and Life Safety Educators. They taught nearly 250 adults and children about fire safety, covering topics like Smoke Alarms, Exit Drills in the Home, Carbon Monoxide, and storm emergency preparedness. As a reminder to all residents, as we approach the summer storm season, keep generators a safe distance away from the home and keep exhaust clear of any nearby windows. And as always be sure your home is equipped with working smoke and carbon monoxide alarms.
4. Last Tuesday, we returned the FDNY Ladder Truck which has been in our possession since late February of this year. The ladder truck was on loan to us from the City of New York at no cost to the Village of Larchmont, saving our residents upwards of \$40,000 in rental costs while our Tower Ladder was being repaired. As such, we now have Tower Ladder 7 back here at the firehouse and it will finish its certification testing tomorrow, at which point we will start the process of putting it back into service. I would like to extend my sincere thanks to the City of New York, the FDNY, and everyone involved in the process of acquiring this invaluable piece of equipment.
5. Lastly, this past Thursday and Friday, both myself and Lt Adams attended the NYS Instructors Authorization conference held in Orange County, NY. Lt Adams finished up his emergency vehicle operations course, and we both finished the basic vehicle extrication course. This brings a total of more than 20 classes we are now able to teach in house to our firefighters as both initial and refresher training, saving both time and money and further enhancing the skills of our firefighters.

I would also like to mention two other public interactions. Members of our Fire Department attended both the Chatsworth Avenue Fair and the Larchmont Mamaroneck Little League trophy ceremony.

A quick note as one of the code enforcement officers for the Village. I would like to remind business owners that enforcement of the sign code will be taking place over the next few weeks. If business owners would like a refresher on this code, a digital copy is available free of charge at [ecode360.com](http://ecode360.com) or by navigating the village website at [villageoflarchmont.org](http://villageoflarchmont.org).

Fire Chief's Report  
Con't.

Treasurer's Report.

Treasurer's Report

1. We have started a new fiscal year and with that our revenue and expenditure cycles start over. Tonight, I would like to address how are leading revenue sources are performing as compared to last year. Our leading revenue source is real property taxes, which is approximately 77% of our budgeted revenue. Tax became available to residents on May 16<sup>th</sup>. Since then, we have collected a total of \$6,600,000, this is \$1,400,000 more then this time last year. Another revenue source that starts up in the beginning of the fiscal year is parking permits, annual and semi-annual permits for this fiscal year went on sale May 1<sup>st</sup>. Thus far we have collected approximately \$391,000, which is comparable to the collections to last year.
2. As we start the new year it is also important to close out the old, as such I have been reviewing the books as well as preparing reports for the auditors and our other 3<sup>rd</sup> parties. The preliminary audit has been completed and went well and now we are preparing to close the books and for the auditors to do their full review of our finances.

Trustee Fanelli gave the following report.

Trustees Reports

1. Volunteers are need for the Village committees. If interested contact Village Hall.
2. Larchmont Music Festival was a big success going from 11AM to 10PM in Constitution Park.
3. The Annual Concerts in the Park will begin on Thursday, July 6<sup>th</sup> and will continue till August 3<sup>rd</sup> in Constitution Park.

On motion of Trustee Manice, seconded by Trustee Post, and unanimously carried, it was:

The following resolution was adopted:

**Resolution Authorizing the Village Board of Trustees to create a Commercial Area Plan and a Commercial Area Plan Committee to advise the Village Board of Trustees on a Commercial Area Plan.**

**RESOLUTION**

Auth. BOT to create  
Commercial Area Plan &  
Committee

**Whereas**, the Village Board of Trustees wishes to create a Commercial Area Plan and a Commercial Area Plan Committee to advise the Village Board of Trustees with respect to such Commercial Area Plan, both as more fully described herein.

**Whereas**, the Village Board of Trustees wishes to conduct a review as more fully described below of zones RB and RC as defined in Sections 381-25 and 26, respectively, of the Village Code and certain areas along Boston Post Road and Palmer Avenue that may be more appropriately zoned for commercial or mixed use (the "Commercial Area").

**WHEREAS,** The Commercial Area Plan will contain the goals, objectives, and strategies and serve as a blueprint for the future development and conservation in the Village's Commercial Area and shall include not only the physical and economic development of Commercial Area, but also considers public spaces, mixed land uses, a range of housing opportunities, resiliency, climate change, green infrastructure, diversity, mobility, and other social, environmental, and regional concerns; and

**Whereas,** the Village created a Comprehensive Master Plan in 1966, which was updated in 1986 and again in 2001; and

Whereas, the Village has already conducted an area review with respect to its zoning laws in its residential zones; and

**Whereas,** in 2020, based on the advice of its Planning Consultant, the Village created a Public Amenity Supplemented Mixed-Use Development Zone (PAMUZ) in the RC zone located along Palmer Avenue to encourage development in an area that would benefit from additional development; and

**Whereas,** following the success of the changes made in residential zones and the new development in the PAMUZ, the Village Board of Trustees has determined that the Village would benefit from a Commercial Area Plan.

**Whereas,** the Village Board of Trustees wishes to create a committee, herein the Commercial Area Plan Committee, ("CAPC") to assist in the development of the Commercial Area Plan, who will represent all stakeholders and to specifically gather data and review documents, take surveys, hold public meetings to solicit feedback, and set up sub-groups as necessary to address specific topics, and to provide the Village Board of Trustees with their recommendations with respect to the elements included in the Commercial Area Plan; and

**Whereas,** the Village Board of Trustees will tailor and manage a process which best fits the uniqueness of the Village and will not follow the optional Comprehensive Plan process set forth in New York State Village Law Section 7-722; and

Now, therefore be it resolved, that the Village Board of Trustees shall engage in the process of creating a Commercial Area Plan for the Commercial Area; and  
Now, therefore be it also resolved, that the Board of Trustees hereby creates the CAPC according to the following guidelines:

The CAPC will have at least five (5) members who will be appointed by the Mayor with the approval of the Village Board of Trustees and shall serve at the pleasure of the Mayor and the Village Board of Trustees, And,  
To the extent reasonably achievable, the Mayor and Village Board of Trustees shall appoint individuals who have skill sets that would be helpful with respect to creating the Plan, including but not limited to individuals who have a background in architecture, planning, geology, business development, environmental science, and real estate. And,

The Mayor shall appoint one of the members as the Chair of the CAPC. And,  
The CAPC will stay in place for the duration of the comprehensive planning process. And,  
It is expected that the CAPC will conduct the review in an open and objective manner; to consider all the benefits and risks; and to respect the reasonable opinions of all stakeholders and ultimately to recommend a course of action which is in the best interests of the Village and its residents.

George Steinberg of Chatsworth Avenue addressed the Board the difficulties he has finding a parking space in Lots 6 & 5, which are the lots he is a permit holder for. He added that the barriers in the street parking space used for outdoor dining puts a further burden on the lots.

Comments  
Steinberg, G.  
White, N.  
Parking  
Sewell, A.  
Developments

Nancy White owner of the Flower Bar on Addison Street also commented on the crowding of Lots 6 & 5 and the problem it is for her employees have finding spaces. She suggested employees be allowed to park on side streets instead of the lots.

Next Alexa Sewell commended the Board for the Commercial Area Plan. She added that more developments like Centro would be great.

On motion of Trustee Post, seconded by Trustee Brennan, and unanimously carried, it was:

**RESOLVED**, to approve the minutes of May 15, 2023.

**RESOLUTION**  
**Minutes 5/15/2023**

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

**RESOLVED**, to approve the work session minutes of May 15, 2023.

**RESOLUTION**  
**Work Session**  
**Minutes 5/15/2023**

On motion of Trustee Post, seconded by Trustee Brennan, and unanimously carried, it was:

**RESOLVED**, to approve the work session minutes of June 5, 2023.

**RESOLUTION**  
**Work Session**  
**Minutes 6/5/2023**

On motion of Trustee Manice, seconded by Trustee Brennan, and unanimously carried, it was:

**RESOLVED**, to approve the list of bills dated, June 19, 2023 in the amount of \$461,263.99.

On motion of Trustee Post, seconded by Trustee Brennan, and unanimously carried, it was:

**RESOLVED**, to approve the list of paid bills in the amount of \$517,383.73.

On motion of Trustee Fanelli, seconded by Trustee Manice, and unanimously carried, the meeting adjourned at 8:20PM.