



**OFFICE OF CAMPUS PLANNING & OPERATIONS**

**ARCHITECTURAL REVIEW BOARD MEETING NOTIFICATION**

March 27<sup>th</sup> 2026

Dear Chautauquan,

The owner of 13 Foster, Jeanenne Betts, is requesting to come before the Architectural Review Board for a scope of work proposing a new driveway at the property. This scope of work has a noncompliant private parking space being proposed in the new driveway. Therefore, this project requires an Architectural Review Board review for the following considerations required as a part of this proposal's scope of work.

Variances/Requests being considered:

1. Variance for the construction of a new driveway with a private parking space that does meet the requirements of 8'-6" X 11'-0" (ALU Section 5.11.3.8)

You are receiving this notification because your property is within approximately 150' of the proposed project site. Plans for this project's scope of work may be viewed online at the Architecture Review Board (ARB) News and Notes Page at the following link:

[www.chq.org/ARB](http://www.chq.org/ARB)

The Architectural Review Board will meet on [April 30th 2026 at 12:00pm NOON](#) at the [Turner Community Center Conference Room](#). Please submit any comments that you may have in writing for the Architectural Review Board's consideration. E-mails are preferred and may be submitted to the Administrator of Architectural and Land Use Regulations at [arb@chq.org](mailto:arb@chq.org) until 12:00pm noon the day before on April 29th 2026. Thank you for your time and consideration!

Respectfully,



**Ryan B. Boughton, Assoc. AIA**

Administrator of Architectural and Land Use Regulations

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# **ARCHITECTURAL REVIEW BOARD SUBMISSION**

## **REAR DRIVEWAY AND OFF-STREET PARKING INSTALLATION**

**13 Foster Avenue**  
Chautauqua, New York

Property Owner: Jeannene Betts  
Submitted By: Sivak Stonemasonry  
Date:03/25/2026

# 1. PROJECT SUMMARY

This proposal is for the installation of a rear driveway and off-street parking area at 13 Foster Avenue in Chautauqua, New York. The property currently does not have an existing driveway or off-street parking space. The proposed project will construct a single-car driveway and parking area at the rear of the property using fully permeable pavers, along with minor grading, natural stone retaining walls, and landscaping improvements.

The purpose of the project is to provide safe off-street parking while improving site drainage and maintaining the historic character of the neighborhood. The driveway will be constructed using permeable pavers so that the project does not significantly increase the effective impervious surface area of the property. The driveway is located at the rear of the property to minimize visual impact from the street and to remain consistent with the neighborhood development pattern.

The project includes:

- Installation of a 307 square foot permeable paver driveway and parking area
- Minor grading adjustments
- Installation of approximately 2-foot-high natural barn stone retaining walls
- Aluminum edging for paver restraint
- Landscaping to retain the garden area between the two properties
- Drainage improvements through the use of permeable paving and a stone base

No structural changes will be made to the house. No trees will be removed as part of this project.

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## 2. PROPERTY INFORMATION

Property Address: 13 Foster Avenue, Chautauqua, New York

Lot Size: 33 feet x 50 feet

Lot Area: 1,650 square feet

Zoning District: Neighborhood Traditional

Existing Use: Single-Family Residential

Property Owner: Jeannene Betts

The property is a small lot typical of the Chautauqua Institution Neighborhood Traditional district. The house occupies a significant portion of the lot, leaving limited space for site improvements. The property currently does not have an existing driveway or off-street parking area.

Due to the small lot size and the location of the existing structure, construction of a driveway requires review and approval by the Architectural Review Board.

### **3. EXISTING CONDITIONS**

Currently, the property at 13 Foster Avenue does not have a driveway or designated off-street parking space. Parking is limited to on-street parking. The rear of the property is accessible from the rear drive, but the site does not currently have a constructed driveway surface.

The rear yard area consists of lawn and garden areas with grade changes that make access difficult during wet conditions. Stormwater currently flows across the yard surface toward the road.

The proposed project will formalize this area into a properly constructed permeable driveway surface that will improve drainage, reduce mud and erosion, and provide safe off-street parking.

### **4. DESCRIPTION OF PROPOSED WORK**

The proposed project consists of constructing a rear driveway and single-car parking area using permeable concrete pavers. The driveway area will be approximately 307 square feet in size.

The driveway will be constructed using Techo-Bloc Blu 80 permeable pavers installed over a base of crushed stone (crushed 2's and crushed 1's) to allow water infiltration. Aluminum edging will be installed along the edges of the driveway to retain the pavers.

Minor grading will be performed to create proper slope and drainage. The driveway slopes toward the road with a total rise of approximately 16 inches over a distance of 21 feet 10 inches.

Natural barn stone retaining walls approximately 2 feet in height will be installed where needed to support grade changes and define the driveway and garden areas.

Landscaping will be installed and maintained to retain the garden area between the two properties and to soften the appearance of the driveway.

## 5. MATERIALS

Proposed materials include:

- Techo-Bloc Blu 80 permeable concrete pavers
- Crushed stone base (crushed 2's and crushed 1's)
- Aluminum edging restraint system
- Natural barn stone retaining walls
- Landscape plantings and garden areas

All materials are consistent with the natural and historic character of the Chautauqua Institution.

## 6. DRAINAGE PLAN

The proposed driveway will be constructed using permeable pavers installed over a crushed stone base. This system allows stormwater to pass through the pavers and infiltrate into the ground below rather than running off the surface.

The driveway slopes toward the road and will be constructed to direct water away from the house. The crushed stone base beneath the pavers will act as a drainage reservoir to store and slowly release stormwater into the soil.

This system will reduce surface runoff compared to a traditional impervious driveway surface and will improve drainage conditions on the property.

## 7. OFF-STREET PARKING PLAN

The proposed driveway will provide one off-street parking space located at the rear of the property. Access to the parking area is provided from the rear drive.

Providing off-street parking reduces reliance on on-street parking and improves site access and safety. The driveway location at the rear of the property minimizes visual impact from the street and is consistent with other rear-access parking areas in the neighborhood.

## **8. IMPERVIOUS SURFACE RATIO (ISR)**

The proposed driveway will be constructed using permeable pavers installed over a drainage stone base. Under the Chautauqua Institution regulations, permeable pavers installed over a drainage bed are considered semi-pervious and are calculated at a reduced impervious value compared to traditional pavement.

The driveway area is approximately 307 square feet. Because the driveway is fully permeable, the effective impervious contribution is significantly reduced.

The project is designed so that the effective impervious surface ratio of the property is not significantly increased and remains consistent with the intent of the regulations.

## **9. FLOOR AREA RATIO (FAR)**

Lot Area: 1,650 sq ft

Total Building Area: Approximately 2,071 sq ft

$$\text{FAR} = 2,071 / 1,650 = 1.26$$

The project does not increase building footprint or floor area and therefore does not increase the Floor Area Ratio.

## **10. VARIANCE REQUEST JUSTIFICATION**

This application requests approval to construct a new rear driveway and off-street parking area on the property. The property currently does not have an existing driveway or off-street parking space.

Due to the small lot size (33 feet by 50 feet), the placement of the existing house, and setback limitations, construction of a driveway requires review and approval by the Architectural Review Board.

The hardship conditions include:

- Small lot size
- Existing house placement limits available space

- No existing off-street parking
- Rear access already exists
- Driveway must be located within limited available space

The proposed driveway uses permeable pavers, which reduces stormwater runoff and minimizes environmental impact. The driveway is located at the rear of the property to minimize visual impact from the street.

The project improves safety, drainage, and usability of the property while maintaining the historic character of the neighborhood and complying with the intent of the Architectural and Land Use Regulations.

## **11. NEIGHBORHOOD COMPATIBILITY**

The proposed driveway is consistent with the development pattern in the neighborhood, where rear access and rear parking areas are common. The driveway will not alter the character of the street because it is located at the rear of the property and will not be prominently visible from Foster Avenue.

Natural materials, including stone and permeable pavers, will be used so that the project blends into the surrounding environment.

## **12. VISUAL IMPACT STATEMENT**

The driveway is located at the rear of the property and will have minimal visibility from the street. Landscaping and natural stone retaining walls will help integrate the driveway into the site and reduce visual impact.

The project will not negatively impact neighboring properties and will improve the overall appearance and usability of the rear yard area.

## **13. LANDSCAPING PLAN**

Landscaping will be installed and maintained to retain the garden area between the two properties. Plantings will be used to soften the appearance of the driveway and retaining walls.

## **14. RETAINING WALL DESCRIPTION**

Natural barn stone retaining walls approximately 2 feet in height will be installed to support grade changes and define driveway and garden areas. The use of natural stone is consistent with the materials commonly used throughout Chautauqua.

## **15. GRADING PLAN**

Minor grading will be performed to create a proper slope and drainage for the driveway. The driveway slopes toward the road with approximately 16 inches of rise over 21 feet 10 inches.

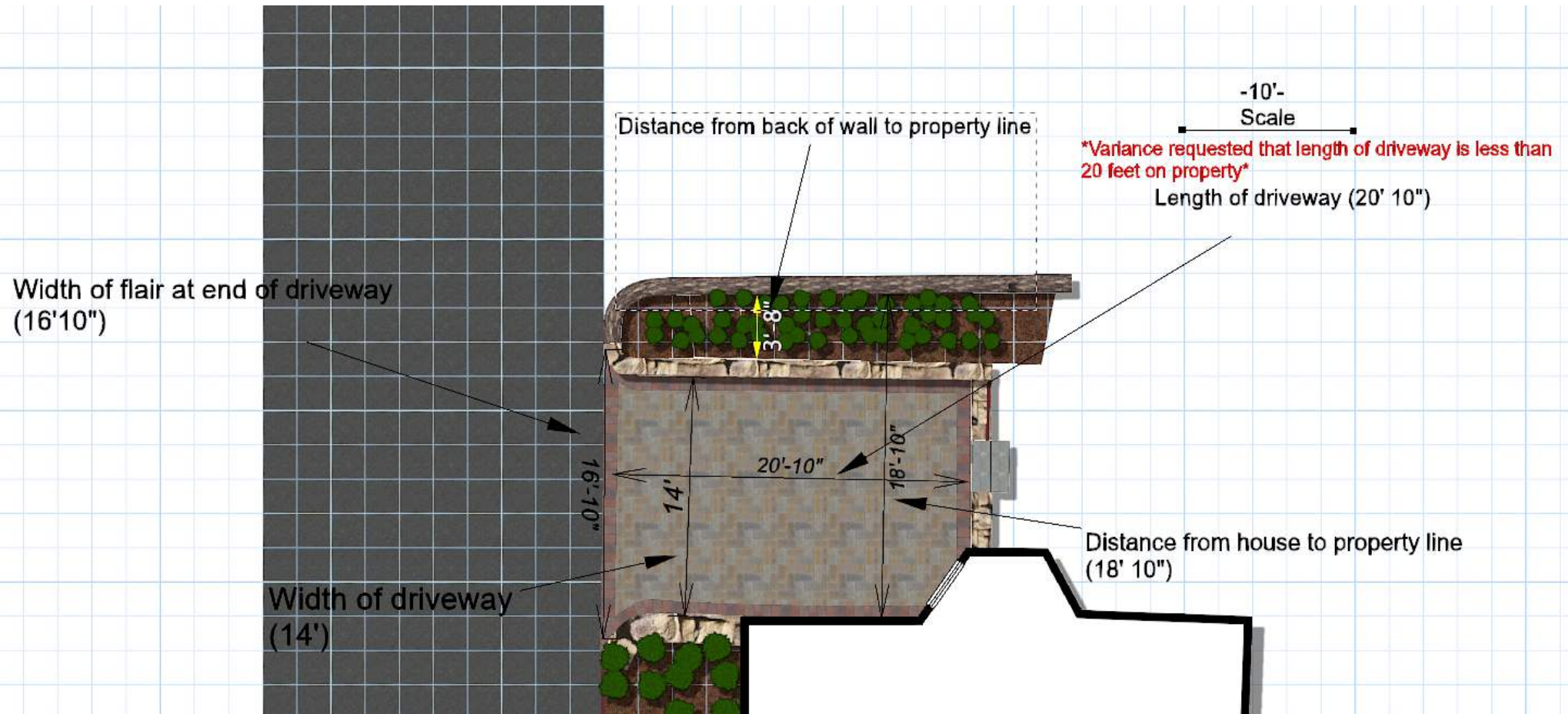
## **16. CONSTRUCTION PLAN**

Construction access will be from the rear drive. Work will be completed in a timely manner in about 2 weeks after approval from ARB meeting. The site will be kept clean throughout construction. Erosion control measures will be used as necessary during construction.

## **17. SITE PLAN & GIS MAP**



Each block is 2'x2'



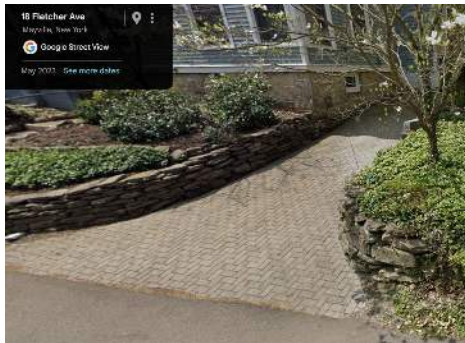




**19. EXISTING SITE PHOTOS**



## 20. NEIGHBORHOOD EXAMPLES



Another corner lot that is directly next to proposed driveway



Across the street also a corner lot

## 21. Regulatory Compliance Matrix

Regulation	Requirement	Our Compliance
5.11.3.1	Located Entirely on private property with approval	<b>COMPLIANT</b> - Entirely on private property
5.11.3.2	18" setback from structures/property lines with landscaping	<b>COMPLIANT</b> - Over 18 inch set back
5.11.3.3	Minimize grade changes, no cutting/filling >12"	<b>COMPLIANT</b> - Will have taper down to road and adjust grade about 11 inches
5.11.3.4	Approval required for driveways under tree canopy >5" diameter	<b>N/A</b>
5.11.3.5	Drainage pipe required where crossing drainage swale	<b>N/A</b> - No drainage swale crossing
5.11.3.6	Semi Permeable/ porous materials conforming to ISR requirements	<b>COMPLIANT</b> - All proposed surfaces meet requirements
5.11.3.7	No parking on standalone properties without primary residence	<b>COMPLIANT</b> - Associated with primary residence of 13 Foster

Regulation	Requirment	Our Compliance
Driveway Width	Can be a single car driveway with minimum 8'6"width and 20 foot length	<b>Variance Requested*</b> Will not have a full 20 feet on the property
Alignment	The Parking Space shall be configured to permit the vehicle, when parked, to be completely behind the side plane of the Building (if parked in the rear of the Building)	<b>Variance Requested*</b> The car will be 90 percent covered by the house.
Position	The Parking Space shall be configured to permit the vehicle, when parked, to be c	<b>Compliant</b> - Positioned behind front porch line

Space Limitation	Maximum 2 parking per spot (unless one has a space per lot)	<b>Compliant-</b> Requesting only one space

## 22. CONCLUSION

The proposed driveway project at 13 Foster Avenue provides necessary off-street parking while improving drainage and maintaining the historic character of the neighborhood. The project uses permeable materials, natural stone, and landscaping to minimize visual impact and remain consistent with the Architectural and Land Use Regulations.

This project represents a reasonable and appropriate improvement to the property and respectfully requests approval from the Architectural Review Board.